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

MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

325 E. Huntington Drive Monrovia, California 91016

BOARD OF EDUCATION CLOSED SESSION
Wednesday, May 22, 2024
3:30 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING
Wednesday, May 22, 2024
6:30 p.m. - Board Room

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING

1. Call to Order

2. Public Comments for Items on the Closed Session Agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. 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. Public Employment/Discussion - Interim Superintendent (Government Code Section 54957)

4. Conference with Legal Counsel - Anticipated Litigation (Government Code 54956.9(d)(2) or (3))
Name of case: Unspecified

5. Conference with Legal Counsel - Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9

One potential case-California Voting Rights Act

6. Public Employment Appointment (Government Code Section 54957)
Title: Middle School Principal

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

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

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

2. Pledge of Allegiance by Monrovia High School Valedictorians

3. Roll Call:

Jennifer Anderson, Board President ____ Flint Fertig, Interim Superintendent ____
Rob Hammond, Board Vice-Pres. ____ Gregoire Francois, Deputy Supt.____
Maritza Travanti, Board Clerk _____ Greg Puccia, Asst. Supt. HR ____
Selene Lockerbie, Board Member ____
Traci Gholar, Board Member _____

Jade Towns, Student Board Member ____

4. Report out of Closed Session

E. ORDER OF BUSINESS

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

2. Approve the Minutes of the Special Board of Education Meeting on May 6, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.
BM Minutes 05.06.2024.pdf

3. Approve the Minutes of the Regular Board of Education Meeting on May 8, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.
BM Minutes 05.08.2024.pdf

4. Approve the Minutes of the Special Board of Education Meeting on May 15, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.
BM Minutes 05.15.2024.pdf

F. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education would like to thank James Woolery of Monrovia High School and Jade Towns of Canyon Oaks High School/ Mountain Park School for their service as Student Board Members for the Board of Education.

2. The Board of Education would like to thank School Resource Officer Thomas Montes for his service to the Monrovia Unified School District.

3. The Board of Education wishes to honor those Monrovia Unified School District employees who have retired or will be retiring this school year between July 1, 2023, and Jun 30, 2024:

- Kenneth Barbosa, Instructional Aide - Severe Disabilities - 10 years
- Maria Barnes, Lead Bus Driver - 33 years
- Laurie De Hart, Instructional Aide - Kindergarten - 36 years
- Theresa Espinoza, Teacher - 25 years
- Patrick Garcia, Director of Expanded Learning and Arts - 34 years
- Alena Ohrt, Senior Account Clerk - 28 years
- Sheela Reed, RSP Teacher - 25 years
- Rosemary Torres, Clerical Assistant I - 17 years
- Judy Watkins, Instructional Aide - Special Education - 24 years

4. Board Member Reports

5. Student Board Member Report

6. Report from the Superintendent

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

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

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

2. Public Comments for items on the Open Session Agenda

H. STAFF PRESENTATIONS

1. BUDGET UPDATE

The Board of Education will receive a budget update.

I. CONSENT AGENDA

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

Consent Agenda Item(s) Pulled, if any:_____
Approval of Consent Agenda:
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

EDUCATIONAL SERVICES

1. 23/24-1104 - LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) AB 922, PLAN FOR EXPELLED STUDENTS

The Board of Education is requested to adopt the Los Angeles County Office of Education (LACOE) AB922, *Plan for Expelled Students 2024.*
LACOE Plan for Expelled Students 2024.pdf

BUSINESS SERVICES

2. 23/24-2137 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify the following: Purchase orders issued in the amount not to exceed $4,814,314.83 from April 20, 2024, through May 3, 2024; Warrants in the amount of $1,417,237.87 paid from April 20, 2024, through May 3, 2024; Payroll in the amount of $5,224,727.12 issued April 20, 2024, through May 3, 2024.
BA 2137 Purchase Order and Payment of bills (a-c) 5-22-24.pdf

3. 23/24-2138 - DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts, Deposit Report No. 27, deposited April 30, 2024, for a total amount of $234,897.99.

BA Item 2138 DEP Rpt. #27_5-22-24.pdf

4. 23/24-2139 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2024-11.
Acceptance of Gifts #2024-11-05-22-24.pdf

5. 23/24-2140 - PROFESSIONAL SERVICE AGREEMENTS

The Board of Education is requested to approve the Professional Service Agreements Report #15 for the Monrovia Unified School District 2023-24 school year.
PSA Report No. 15 - May 22, 2024.pdf

6. 23/24-2141 - RENEWAL OF JAMF, MOBILE DEVICE MANAGER SUBSCRIPTION

The Board of Education is requested to approve the extension of JAMF licensing through July 30, 2025.
BA Item 2141_Quote# Q-844024_RENEWAL OF JAMF, MOBILE DEVICE MANAGER SUBSCRIPTION _5.22.2024.pdf

7. 23/24-2142 - RENEWAL OF EDLIO, MONROVIA SCHOOLS WEBSITE HOSTING SUBSCRIPTION
The Board of Education is requested to approve the renewal of Edlio for a one (1) year term from July 1, 2024, through June 30, 2025.
BA Item 2142 _Invoice# 2023-21648_RENEWAL OF EDLIO, MONROVIA SCHOOLS WEBSITE HOSTING SUBSCRIPTION_ 5.22.2024.pdf

8. 23/24-2143 - RENEWAL OF SENTINELONE ENDPOINT DETECTION AND RESPONSE SUBSCRIPTION
The Board of Education is requested to approve the renewal of SentinelOne Endpoint Detection and Response for a one (1) year term.
BA Item 2143_Quote# 2003224405748-03_RENEWAL OF SENTINELONE ENDPOINT DETECTION AND RESPONSE SUBSCRIPTION_5.22.2024.pdf

9. 23/24-2144 - RENEWAL OF PARENTSQUARE SUBSCRIPTION
The Board of Education is requested to approve the renewal of ParentSquare for a three (3) year term.
BA Item 2144_Quote# 20240510-083842943_RENEWAL OF PARENTSQUARE SUBSCRIPTION (3 year agreement)_5.22.24.pdf

HUMAN RESOURCES

10. 23/24-3070 - PERSONNEL ASSIGNMENTS

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

BRD REPORT 20240522 Personnel Report 16.pdf

11. 23/24-3071 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL
The Board of Education is requested to approve Travel and Conference Report #13.
05222024TravelConference.pdf

J. ACTION ITEMS (Non-Consent)

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

1. 23/24-1105 - AGREEMENT WITH BEHAVIORAL AUTISM THERAPIES
The Board of Education is requested to approve the ratification of the Agreement with Behavioral Autism Therapies effective May 23, 2024, through June 30, 2024, for para-educator support, nursing staff, and other special education related service providers.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
BAT Signed Contract-2023-2024.pdf

2. 23/24-1106 - MONROVIA HIGH SCHOOL 2024 GRADUATES
The Board of Education is requested to approve Monrovia High School students for graduation on June 5, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

UPDATED MHS Graduation List 2024.docx.pdf

3. 23/24-1107 - CANYON OAKS HIGH SCHOOL 2024 GRADUATES
The Board of Education is requested to approve Canyon Oaks High School students for graduation on June 5, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
UPDATED COHS Graduation List 2024.pdf

4. 23/24-1108 - MOUNTAIN PARK SCHOOL 2024 GRADUATES

The Board of Education is requested to approve Mountain Park School students for graduation on June 5, 2024.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
UPDATED MPS Graduation List 2024.pdf

5. 23/24-1109 - MONROVIA COMMUNITY ADULT SCHOOL 2024 GRADUATES

The Board of Education is requested to approve Monrovia Community Adult School students for graduation on May 29, 2024.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
UPDATED MCAS Graduation List 2024.pdf

6. 23/24-1111 - ADOPTION OF RECOMMENDED TEXTBOOK
The Board of Education is requested to adopt the textbook Eureka Math² by Great Minds for use as the elementary mathematics curriculum beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

7. 23/24-1112 - ADOPTION OF RECOMMENDED TEXTBOOK
The Board of Education is requested to adopt the textbooks Reveal Math Courses 1, 2, and 3 by McGraw Hill for use as the middle school math curriculum, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
McGraw Hill Textbook List.pdf

8. 23/24-1113 - ADOPTION OF RECOMMENDED TEXTBOOK
The Board of Education is requested to adopt the textbook Integrated Math I, II, and III by Carnegie Learning for use in secondary schools, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,

Board Member Hammond__, Board President Anderson__.
Carnegie Learning Textbook List.pdf

9. 23/24-1114 - ADOPTION OF RECOMMENDED TEXTBOOK
The Board of Education is requested to adopt the textbook EDGE English Language Development (ELD), by National Geographic Cengage for use in secondary schools, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

10. 23/24-1115 - CONTRACT WITH GREAT MINDS
The Board of Education is requested to approve a contract with Great Minds for the Eureka Math² curriculum for the 2024-25 through the 2026-27 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
Monrovia Unified School District-2024-EM2-PD.pdf
A10.b 1115 Monrovia_Unified_School_District-MY-3_Year_Wednesday__April_10__2024_1202_PM.pdf

11. 23/24-1116 - CONTRACT WITH MCGRAW HILL

The Board of Education is requested to approve a contract with McGraw Hill Reveal Math Curriculum for the 2024-25 through the 2026-27 school years.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
McGraw Hill Quote.pdf

12. 23/24-1117 - CONTRACT WITH CARNEGIE LEARNING
The Board of Education is requested to approve a contract with Carnegie Learning Integrated Math Curriculum for the 2024-25 through the 2026-27 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
Monrovia USD HS Math Carnegie Learning.pdf

13. 23/24-1118 - CONTRACT WITH CENGAGE LEARNING

The Board of Education is requested to approve a contract with National Geographic Cengage EDGE English Language Development (ELD) Curriculum for the 2024-25 through the 2026-27 school years.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
Monrovia Edge Quote.pdf

14. 23/24-1119 - AGREEMENT FOR PROFESSIONAL SERVICES WITH LANGUAGE

NETWORK, INC.
The Board of Education is requested to approve an Agreement for Professional Services with Language Network, Inc. The agreement will be in effect from May 23, 2024 to June 30, 2024.
Language Network Agreement.pdf

15. 23/24-1120 - DUAL IMMERSION SCHOOL CONVERSION PLAN

The Board of Education is requested to approve the initiation of the process to convert Monroe Elementary to a Spanish dual immersion-only school and Wild Rose School of Creative Arts to an English-only arts school beginning in the 2025-2026 school year.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

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

16. 23/24-3072 - MUSD SCHOOL CALENDAR FOR THE 2025-2026 AND 2026-2027 SCHOOL YEAR
The Board of Education is requested to approve the calendars for the 2025-2026 and 2026-2027 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
2025-2026 MUSD District Calendar for board approval.pdf
2026-2027 MUSD District Calendar for Board approval.pdf

BOARD BUSINESS – ***Flint Fertig, Interim Superintendent of Schools***

17. 23/24-5030 - PROPOSED BOARD MEETING SCHEDULE FOR 2024-2025 SCHOOL YEAR
The Board of Education is requested to review and approve the schedule of the Regular Board of Education meetings for the 2024-2025 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.
2024-25 Proposed Board Meeting Dates.pdf

18. 23/24-5031 – REVISED EMPLOYMENT AGREEMENT FOR INTERIM SUPERINTENDENT OF SCHOOLS
The Board of Education is requested to approve the revised employment agreement for Flint Fertig as Interim Superintendent.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

19. 23/24-5032 - CALIFORNIA VOTING RIGHTS ACT PUBLIC HEARING
The Board of Education is requested to hold a public hearing to obtain input from the public on the composition of the maps of the five trustee areas that have been drawn by the Demographer.

Open Public Hearing at _____ p.m.
Close Public Hearing at _____ p.m.

20. 23/24-5033 - RESOLUTION 2324-35 RECOMMENDING THAT THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION APPROVE AND ESTABLISH TRUSTEE AREAS FROM WHICH TRUSTEES WILL BE ELECTED IN A BY-TRUSTEE AREA ELECTION PROCESS

The Board of Education is requested to approve Resolution No. 2324-35 recommending that the Los Angeles County Committee on School District Organization approve and establish trustee areas from which trustees will be elected in a by-trustee area election process.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

Monrovia USD-Resolution CVRA Map 1(50538997.1).pdf

K. INFORMATION ITEMS

1. BOARD POLICY 3540, *TRANSPORTATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATIONS

The Board of Education is requested to receive for first reading Board Policy 3540, *Transportation*, and its accompanying Administrative Regulation, Administrative Regulation 3541, *Transportation Routes and Services*, Administrative Regulation 3541.1, *Transportation for School Related Trips,* Administrative Regulation 3542*, School Bus Drivers,* Administrative Regulation 3543, *Transportation Safety and Emergencies*, as recommended by the California School Boards Association (CSBA) and Administrative Regulation 3541.1-b*, Authorized Driver,* as recommended by the Alliance of Schools for Cooperative Insurance Programs (ASCIP.)

3540 BP Transportation Proposed 5.22.24.pdf
3540 AR Transportation Proposed 5.22.24.pdf
3541 AR Transportation Routes And Services-Proposed 5.22.24.pdf
3541.1 AR Transportation for School-Related Trips-Proposed 5.22.24.pdf
3541.1-a AR Authorized Drivers-New-Proposed 5.22.24.pdf
3542 AR School Bus Drivers Proposed 5.22.24.pdf
3543 AR Transportation Safety and Emergencies Proposed 5.22.24.pdf

2. BOARD POLICY 3541.2, *TRANSPORTATION FOR STUDENTS WITH DISABILITIES* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to receive for first reading Board Policy 3541.2, *Transportation for Students with Disabilities*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA.)

3541.2 BP Transportation For Students With Disabilities-Proposed 5.22.24.pdf
3541.2 AR Transportation for Students with Disabilities-Proposed 5.22.24.pdf

3. ADMINISTRATIVE REGULATION 6146.1, *HIGH SCHOOL GRADUATION REQUIREMENTS*

The Board of Education is requested to receive for first reading Administrative Regulation

6146.1, *High School Graduation Requirements,* as recommended by the California School Boards Association (CSBA). Board Policy 6146.1, *High School Graduation Requirements,* has been revised to the most up to date version and approved by the Monrovia Unified School District Board of Education.
AR 6146.1_High-School_Graduation_Requirements_052224.pdf

4. BOARD POLICY 6146.11, *ALTERNATIVE CREDITS TOWARDS GRADUATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION
The Board of Education is requested to receive for first reading Board Policy 6146.11, *Alternative Credits Towards Graduation*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).
6146.11_BP_Alternative_Credits_Toward_Graduation.pdf
6146.11_AR_Alternative_Credits_Toward_Graduation.pdf

5. BOARD POLICY 6200, *ADULT EDUCATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION
The Board of Education is requested to receive for first reading Board Policy 6200, *Adult Education*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).
6200_BP_Adult_Education_UPDATE_DRAFT_052224.pdf
6200_AR_Adult_Education_UPDATE_DRAFT_052224.pdf

L. FUTURE MEETING DATES

- June 12, 2024; 6:30 p.m. - Regular Board of Education Meeting
- June 26, 2024; 6:30 p.m. - Regular Board of Education Meeting

M. NEW BUSINESS

Graduation and Promotion Ceremonies

- Canyon Early Learning Center (CELC) - Thursday, May 30, 2024; 5:30 pm
- Bradoaks Elementary Science Academy - Wednesday, June 5, 2024; 8:15 am
- Mayflower Elementary School - Wednesday, June 5, 2024; 8:30 am
- Monroe Elementary School - Wednesday, June 5, 2024; 9:00 am
- Plymouth Elementary School - Wednesday, June 5, 2024; 8:30 am
- Wild Rose School of Creative Arts - Wednesday, June 5, 2024; 9:00 am
- Clifton Middle School - Tuesday, June 4, 2024; 9:00 am
- Santa Fe Computer Science Magnet School - Tuesday, June 4, 2024; 8:30 am
- Canyon Oaks High School/Mountain Park School - Tuesday, June 4, 2024; 6:00 pm
- Monrovia High School - Wednesday, June 5, 2024; 5:00 pm
- Monrovia Community Adult School - Wednesday, May 29, 2024; 6:00 pm

Last Day of School - Wednesday, June 5, 2024
First Day of School - Wednesday, August 14, 2024

N. 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

SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING
Monday, May 6, 2024
6:30 p.m. - Board Room

SPECIAL BOARD OF EDUCATION CLOSED SESSION MEETING
Monday, May 6, 2024
Superintendent's Office **ADOPTED MINUTES**

A. CONVENE SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING (GC54959)

1. Meeting called to order by presiding chairperson, Board President Anderson at 6:30 pm.

2. Pledge of Allegiance by Board Vice President Hammond.

3. Roll Call:
Jennifer Anderson, Board President Present Flint Fertig, Interim Superintendent Present
Rob Hammond, Board Vice-Pres. Present
Maritza Travanti, Board Clerk Present
Selene Lockerbie, Board Member Present
Traci Gholar, Board Member Present

4. Public Comments for items on the Special Board Meeting Agenda
There are none.

B. ACTION ITEMS (Non-Consent)

BOARD BUSINESS – *Flint Fertig, Interim Superintendent of Schools*
1. 23/24-5024 - CALIFORNIA VOTING RIGHTS ACT PUBLIC HEARING
The Board of Education is requested to hold a public hearing to obtain input from the public on the criteria for the maps of the five trustee areas that will be drawn by the Demographer.

Board President Anderson:

Good evening, everyone. Welcome to the Monrovia Unified School District's second public hearing on the criteria to be used for drafting trustee area maps under the California Voting Rights Act or CVRA as it is commonly known. The purpose of today's public hearing is to receive input from the public on criteria to be used for the maps of the five trustee areas that will be drawn by the Demographer. Although the criteria are specified in state law to some degree, the public's input on criteria will be very helpful. After tonight's hearing, a third public hearing will be held on May 15 to discuss the maps themselves. Before I turn the podium over to our legal counsel, I want to mention a few major points. The CVRA is a state law that prohibits at-large voting systems that impair the ability of racial or ethnic minorities to elect the candidate of their choice. The CVRA favors district-based election systems in which candidates must reside in a trustee area, and only the voters residing in that trustee area vote for those candidates. To avoid the potential for litigation and the cost of attorney fees, the Board has decided to modify the current election

system and establish a district-based system for the 2024 election. This means that beginning in 2024, voters in those trustee areas up for election in 2024 will vote for one candidate in their trustee area and the remaining trustees will hold an election in 2026. I will turn over the podium to our legal counsel and our demographer to provide us with additional information, followed by public input.

Attorney Ronald Wenkart and Demographer Ken Chawkins presented on the CVRA process.

Board Member Lockerbie shared her community, from Myrtle to Shamrock and Huntington to the 210 FWY is a community of interest that has common social and economic interest and is pink for African-Americans.

Board President Anderson would like to see the areas divided in squares rather than rectangles.

Board Member Hammond: Because of someone who doesn't live here and because of a law that I do not agree with, we have to do something we don't agree with. We do not agree, but we are being good stewards of public funds.

Board Member Travanti voiced her frustration at being forced to do this. There needs to be an amendment to CVRA. The community should be able to vote on whether to have an at-large or trustee district.

Open Public Hearing at 7:55 p.m.

Public comment:
Julie Bank would like to see the public input questions narrowed down to four or five statements so the public can write their answers. Recommended the Board connect with the city.

Close Public Hearing at 7:58 p.m.

2. 23/24-5025 - RESOLUTION 2324-29 TO ESTABLISH THE CRITERIA FOR CONSIDERATION OF DEVELOPING TRUSTEE AREA BOUNDARIES

The Board of Education is requested to approve Resolution No. 2324-29 to establish the criteria for consideration of developing trustee area boundaries.

Board Member Travanti would like to consider area west of Myrtle and north of Colorado.

Board Member Hammond discussed cutting the lower section at Duarte Rd., then above Duarte to Foothill.

Many new apartment complexes need to be considered. The Board directed the superintendent to contact the City Manager for the new numbers.

Board Member Anderson shared that vertical lines would not be beneficial to our community.

Motion by Board Member Hammond, seconded by Gholar, **Vote 3-2**
Board Member Gholar Y, Board Member Lockerbie N, Board Member Travanti Y,
Board Member Hammond N, Board President Anderson Y.
Monrovia - CVRA - Resolution re Establishing Criteria(50237008.1).pdf

C. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Public Employee Appointment/Employment/Discussion - Superintendent (Government Code Section 54957)

D. ADJOURN BOARD OF EDUCATION CLOSED SESSION

E. RECONVENE SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING

1. Call to order

2. Report out of Closed Session
   Nothing to report.

F. ADJOURN SPECIAL BOARD OF EDUCATION MEETING at 9:08 pm

Flint Fertig, Interim Superintendent

Maritza Travanti, Board Clerk

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

BOARD OF EDUCATION CLOSED SESSION
Wednesday, May 8, 2024
3:30 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING
Wednesday, May 8, 2024
6:30 p.m. - Board Room **ADOPTED MINUTES**

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING

1. Call to Order

2. Public Comments for Items on the Closed Session Agenda
There are none.

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Conference with Labor Negotiators (Government Code Section 54957.6)
Agency Designated Representatives: Board President Jennifer Anderson and Paul McGlocklin, Esq.
Unrepresented Employee: Superintendent

2. Public Employee Appointment/Employment - Superintendent (Government Code Section 54957)

3. Public Employment/Discussion - Interim Superintendent (Government Code Section 54957)

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

5. 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).

6. Conference with Legal Counsel - Existing Litigation (Government Code 54956.9(d)(1))Name of case: Unspecified

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

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

1. Meeting called to order by presiding chairperson, Board President Anderson at 6:32 pm.

2. Pledge of Allegiance by Femineer Students.

3. Roll Call:
Jennifer Anderson, Board President Present Flint Fertig, Interim Superintendent Present

Rob Hammond, Board Vice-Pres. Present Gregoire Francois, Deputy Supt. Excused
Maritza Travanti, Board Clerk Present Greg Puccia, Asst. Supt. HR Present
Selene Lockerbie, Board Member Present
Traci Gholar, Board Member Present
James Woolery, Student Board Member Present

4. Report out of Closed Session
The Board voted unanimously to appoint Dr. Paula Hart Rodas as superintendent.

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.
Board President Anderson suggested moving Section G. Public Comments up to after approval of the minutes and in advance of Section F. Recognitions and Communication. All Board Members are in agreement.

2. Approve the Minutes of the Special Board of Education Meeting on April 14, 2024.
BM Minutes 04.14.2024.pdf

3. Approve the Minutes of the Regular Board of Education Meeting on April 17, 2024.
BM Minutes 04.17.2024.pdf

4. Approve the Minutes of the Regular Board of Education Meeting on April 19, 2024.
BM Minutes 04.19.2024.pdf

5. Approve the Minutes of the Regular Board of Education Meeting on April 20, 2024.
BM Minutes 04.20.2024.pdf

6. Approve the Minutes of the Regular Board of Education Meeting on April 21, 2024.
BM Minutes 04.21.2024.pdf

7. Approve the Minutes of the Regular Board of Education Meeting on May 1, 2024.
BM Minutes 05.01.2024.pdf

Motion to take all the minutes as one item by Board Member Hammond.
Seconded by Board Member Gholar. **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.

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

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

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

- Jew Mary Montalban-Pineda commented on retaliation and on the letter she received from Student Support Services.
- Lisa Herald commented the struggles Santa Fe has faced and on teacher

salaries. She asked the Board to invest in teachers.

- Ryan Menlove commented on lack of competitive pay and our current dual immersion program. He discussed declining enrollment, right-sizing the district, and creating a dual-immersion school. He stated that the Monrovia Teachers Association would stand behind these difficult decisions.
- Rob Lewis discussed the walk, bike, roll to school program that takes place at Mayflower Elementary, and suggested it be taken District-Wide. He also the district to apply to the Safe Routes to School Grant.
- Debbie Elliott Penzer thanked Mr. Fertig for bringing calm to the district. She also commented on CVRA and shared her concerns about her voting opportunity by moving to a by district area.
- Karen DeClue commented on mental illness in our teens and encouraged the Board and staff to read The Anxious Generation by Jonathan Haidt.

2. Public Comments for items on the Open Session Agenda

- Karen DeClue thanked the district for the work they put in to communicate to Monroe and Wild Rose about the DI transition. She expressed her support of transitioning Dual Immersion to Monroe and the English only class to Wild Rose.
- Paul Tran commented against the transition of the DI program from Wild rose to Monroe and encouraged the district to analyze the data.
- Stephanie Llanos commented against the transition of the DI program from Wild Rose to Monroe and asked the Board to reconsider the move or use a gradual fade out for Wild Rose students.
- Lydia Lorene Gonzalez commented against the transition of the DI program from Wild Rose to Monroe and expressed her the feelings of stress due to the uncertainty, the information being given late in the year, and the instability in PTA leadership. She also shared that a petition is circulating with 120 signatures.
- Nazaret Mellado Quintana commented against the transition of the DI program from Wild Rose to Monroe and her concern with lack of transportation.
- Elizabeth Enriquez commented against the transition of the DI program from Wild Rose to Monroe and the concern with walking to school.
- Anwar Thompson commented against the transition of the DI program from Wild Rose to Monroe and requested that current K-4th grade students be allowed to matriculate at Wild Rose. His demands are that the board makes its decision for Di based upon a fair process, transparency, and data. He said the emotions of the teachers are absolutely important and worthy of high-level consideration, but however that is not and cannot be the only consideration.

*At this time we've exhausted the 20 minute limit for the topic of dual immersion H.2.

- Julie Bank commented in support of Item J.7 Resolution 2324-34 condemning hate speech, bigotry, and intolerance.
- Stephan Bank commented in support of Item J.7 Resolution 2324-34 condemning hate speech, bigotry, and intolerance.

F. RECOGNITIONS AND COMMUNICATIONS

1. ~~The Board of Education would like to thank School Resource Officer Thomas Montes for his service to the Monrovia Unified School District.~~ This item will be brought back to a future Board meeting.

2. Board Member Reports
   Board Member Lockerbie reported on MHS's production of Mean Girls, MHS Band's Drumline taking 3rd place at their competition, and the middle school production of Cinderella. Board Member Lockerbie requested that in the future, students should be celebrated in drama productions at MHS that are more G-rated.
   Board Member Travanti reported on the MHS baseball team progressing to CIF 2nd round and MHS golf team member Max Herrera making it to CIF Regional Finals.
3. Student Board Member Report
   Student Board Member James Woolery reported on events happening at MHS, including Prom, the drama department's production of Mean Girls, Battle of the Bands, AP exams, and sign on the line.
4. Report from the Superintendent
   Superintendent Fertig introduced Dr. Paula Hart-Rodas as the new superintendent, and invited her to the podium. Dr. Hart-Rodas thanked the Board for selecting her as the new superintendent.

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

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

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

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

H. STAFF PRESENTATIONS

1. 2. DUAL IMMERSION PROGRAM *Presented first

The Board of Education will receive a presentation on the Dual Immersion Program.
Dr. Greg Gero presented.

2. 1. SUMMER SCHOOL AND VILLAGE SUMMER PROGRAM UPDATE *Presented 2nd

The Board of Education will receive a presentation on Summer School and the Village Summer Program for the 2023-24 School Year.

Dr. Paula Hart-Rodas, Dr. Greg Gero, and Alma Ulloa.

Board Member Lockerbie directed staff to find out if the Monrovia Schools Foundation can offer more classes.

Board Member Travanti directed Mr. Fertig to look into increasing pay for MUSD teacher to match Citrus pay.

I. CONSENT AGENDA

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

Consent Agenda Item(s) Pulled, if any: None
Approval of Consent Agenda:
Motion by Board member Hammond, seconded by Lockerbie, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.

EDUCATIONAL SERVICES

1. 23/24-1097 - RENEWAL OF MINGA APP FOR MONROVIA HIGH SCHOOL

The Board of Education is requested to approve the renewal quote from Minga Solutions for the use of the Minga App by Monrovia High School for the 2024-25 school year.
MHS - Monrovia Unified School District - 2425 Renewal - Minga Bundle.pdf

2. 23/24-1098 - NETWORK FOR TEACHING ENTREPRENEURSHIP MASTER SERVICES AGREEMENT

The Board of Education is requested to approve the Network for Teaching Entrepreneurship (NFTE) Master Services Agreement for the 2024-25 school year.
NFTE_FY25-W-Monrovia Unified School District (1).pdf

3. 23/24-1099 - BOARD POLICY 6146.1, *HIGH SCHOOL GRADUATION REQUIREMENTS,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to approve Board Policy 6146.1,*High School Graduation Requirements*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).
6146.1 BP High School Graduation Requirements.pdf
6146.1_AR High School Graduation Requirements.pdf

4. 23/24-1100 - BOARD POLICY 5145.3, *NONDISCRIMINATION/HARASSMENT,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to approve Board Policy 5145.3, *Nondiscrimination/Harassment*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).
Board Policy 5145.3 Nondiscrimination Harassment.pdf
Administrative Regulation 5145.3 Nondiscrimination Harassment.pdf

BUSINESS SERVICES

5. 23/24-2131 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify the following: Purchase orders issued in the amount not to exceed $1,886,200.53 from March 30, 2024, through April 19, 2024; Warrants in the amount of $967,118.70 paid from March 30, 2024, through April 19, 2024; Payroll in the amount of $2,411,606.91 issued March 30, 2024, through April 19, 2024.
BA Item 2131 Purchase Order & Payment of Bills (a-c) 5-8-24.pdf

6. 23/24-2132 - DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts, Deposit Report No. 25 deposited April 12, 2024, and No. 26, deposited April 22, 2024, for a total amount of $685,362.54.
BA Item 2132 DEP Rpt. #25 & #26_5-8-24.pdf

7. 23/24-2133 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2024-10.
Acceptance of Gifts #2024-10-05-08-24.pdf

8. 23/24-2134 - PROFESSIONAL SERVICE AGREEMENTS
The Board of Education is requested to approve the Professional Service Agreements Report #14 for the Monrovia Unified School District 2023-24 school year.
PSA Report No. 14 - May 8, 2024.pdf

9. 23/24-2135 - AUTHORIZATION TO USE STATE BIDS AND PIGGYBACKABLE BIDS FOR THE 2024-2025 FISCAL YEAR
The Board of Education is requested to approve the utilization of the State, City, and other School Districts' piggy-backable bids to purchase equipment and supplies for the District's daily operational needs including but not limited to furniture, transportation, playground, technology, and network, grounds and maintenance, copier and reprographics equipment and supplies.

HUMAN RESOURCES
10. 23/24-3065 - PERSONNEL ASSIGNMENTS
The Board of Education is requested to approve Personnel Assignments Report #15.
BRD Report 20240508 Personnel Report 15.pdf

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – *Greg Francois, Ed.D., Deputy Superintendent*
1. 23/24-1101 - MEMORANDUM OF UNDERSTANDING BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND DR. JON EYLER
The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Monrovia Unified School District and Dr. Jon Eyler to support the development of the Compliance and Improvement Monitoring (CIM) for Significant Disproportionality (SigDis) plan for improvement in 2024.
Motion by Board member Hammond, seconded by Lockerbie, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.
2024 CIM for SIGDIS MOU_Monrovia_Eyler.pdf

2. 23/24-1102 - STAFFING AGREEMENT WITH RCM HEALTH CARE SERVICES
The Board of Education is requested to approve the Staffing Agreement with RCM Health Care Services effective May 9, 2024, through June 30, 2024, for para-educator support, nursing staff, and other special education related service providers.
Motion by Board member Lockerbie, seconded by Travanti, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.
RCM Agreement 23-24.pdf

BUSINESS SERVICES – *Greg Francois, Ed.D., Deputy Superintendent*
3. 23/24-2136 - RESOLUTION 2324-30 FOR CALIFORNIA SCHOOLS HEALTHY AIR, PLUMBING, AND EFFICIENCY PROGRAM
The Board of Education is requested to approve Resolution 2324-30 authorizing Monrovia Unified School District to apply for a grant from the California Energy Commission to implement a CalSHAPE Program project.
Motion by Board member Travanti, seconded by Gholar, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.
BA_Item_2136_CalSHAPE_Resolution_2324-30_U_R_Final_5-8-24.pdf

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

4. 23/24-3067 - RESOLUTION 2324-31, RECOGNIZING MAY 6 - 10, 2024, AS "NATIONAL TEACHER APPRECIATION WEEK" AND MAY 7, 2024, AS "NATIONAL DAY OF THE TEACHER."

The Board of Education is requested to adopt Resolution No. 2324-31, declaring May 7, 2024, as "National Day of the Teacher," and May 6-10, 2024, as "National Teacher Appreciation Week," and urges all citizens to participate in observances that express their appreciation for teachers.

Motion by Board member Hammond, seconded by Gholar, **Vote 5-0**

Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.

Resolution 2324 Teacher Appreciation Week.pdf

5. 23/24-3068 - RESOLUTION 2324-32 RECOGNIZING MAY 8, 2024 AS "NATIONAL SCHOOL NURSE DAY"

The Board of Education is requested to adopt Resolution 2324-32, recognizing May 08, 2024, as "National School Nurse Day."

Motion by Board member Hammond, seconded by Gholar, **Vote 5-0**

Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.

Resolution 2324- School Nurses Day 2024.pdf

6. 23/24-3069 - RESOLUTION 2324-33 RECOGNIZING MAY 19 - 25, 2024 AS "CLASSIFIED SCHOOL EMPLOYEE WEEK"

The Board of Education is requested to adopt Resolution 2324-33, declaring May 19 - 25, 2024, as "Classified School Employee Week," and urges all citizens to participate in observances that express their appreciation for classified employees.

Motion by Board member Lockerbie, seconded by Travanti, **Vote 5-0**

Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board President Anderson Y.

Resolution 2324 Classified Employee Week 2024 .pdf

BOARD BUSINESS – *Flint Fertig, Interim Superintendent of Schools*

7. 23/24-5025 - RESOLUTION 2324-34 CONDEMNING HATE SPEECH, BIGOTRY, AND INTOLERANCE

The Board of Education is requested to adopt Resolution 2324-34, condemning hate speech, bigotry, and intolerance.

President Anderson read the resolution for the record:

WHEREAS, the Monrovia Unified School District ("District") is dedicated to fostering a safe, respectful, and inclusive environment for all members of the community, regardless of race, ethnicity, religion, gender identity, sexual orientation, or any other characteristic; and

WHEREAS, the District recognizes the importance of standing against all forms of hate speech, bigotry, and intolerance, and acknowledges the impact of such behaviors on individuals and communities; and

WHEREAS, the District values and celebrates diversity, understanding that all backgrounds and cultures contribute to the richness of our community; examples include but are not limited to: Indigenous peoples, African Americans, Latinx communities, Asian Americans, Pacific Islanders, immigrants, refugees, religious minorities, individuals with disabilities, and individuals from the LGBTQ+ community;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Monrovia Unified School District hereby affirms its condemnation of hate speech, bigotry, and intolerance in all its forms;

BE IT FURTHER RESOLVED that the District reaffirms its commitment to promoting diversity, equity, and inclusion within the community, and recognizes the inherent worth and dignity of every individual;

BE IT FURTHER RESOLVED that the District calls upon all residents, businesses, and community members to reject hate speech and intolerance, and to actively support those who are targets of such behavior while fostering an environment of mutual respect and understanding;

BE IT FURTHER RESOLVED that the District pledges to continually assess and implement strategies to uphold its values of respect, empathy, and unity, and to provide educational opportunities that promote cultural awareness and understanding;

BE IT FURTHER AND FINALLY RESOLVED that this Resolution be widely disseminated within the District and be incorporated into the official record.

Board member Travanti asked that the resolution be posted at every school site, on all school websites, and on the district website.
Superintendent Fertig shared about the program that is going to be put in place for all 10th graders. Board Member Hammond asked for a follow-up after 6 months

Motion by Board member Hammond, seconded by Travanti, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y,
Board Member Hammond Y, Board President Anderson Y.
Resolution 2324-34.pdf

8. 23/24-5027 - SUPERINTENDENT EMPLOYMENT AGREEMENT
Consideration and approval of the employment agreement between the Monrovia Unified School District and the Superintendent.
Read for the record by Board President Anderson:
Government code section 54953 C3 requires that the following statement be read in Open Session and before action on the employment agreement for the superintendent: the following must be read prior to opening the item for discussion and action the Brown Act requires that the that this board make an oral report in Open Session before taking final action on an employment agreement for a local agency executive summarizing any recommendation regarding compensation including salary and or fringe benefits. Consistent with this requirement the board provides this oral summary of the salary and fringe benefits as set forth in the proposed employment agreement for superintendent between the Monrovia Unified School District and Dr Paula Hart-Rodas contract term effective July 1st, 2024 through June 30th, 2027 annual salary of $255,000 with eligibility for per percentage increases commensurate with percentage increases provided to certificated bargaining unit members, paid vacation at 24 days per year with a year-to-year accrual of a maximum of 36 days and the option to cash out up to 10 vacation days per Year participation in retirement programs, including Cal-STRS and optional participation in life insurance coverage in accordance with board policy, reimbursement for attendance at appropriate professional conferences, and membership dues in two local community-based organizations, reimbursement for membership in the association of California School Administrators, ACSA and payment for participation in one cohort of the ACSA Superintendent

Academy. Paid sick leave up to 12 days per year and paid medical benefit coverages on same terms as other District certificated management employees. Eligibility for a one-time bonus of $10,000 for maintaining primary residence within a 10 mile radius of the district office no later than June 2026 or a one-time bonus of 35,000 for purchasing and maintaining primary residence within the boundaries of the Monrovia Unified School District no later than June 2026 as applicable. That concludes the Board's report pursuant to government code section 54953 C3 I will now open this item for discussion and action:
Motion by Board member Hammond, seconded by Gholar, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y,
Board Member Hammond Y, Board President Anderson Y.

9. 23/24-5028 – AMENDMENT TO EMPLOYMENT AGREEMENT FOR INTERIM SUPERINTENDENT OF SCHOOLS

The Board of Education is requested to approve the amendment to the employment agreement for Flint Fertig as Interim Superintendent.

Read for the record by Board President Anderson:
Government code section 549353 C3 requires that the following statement be read in Open Session, and before action on the employment agreement for the superintendent, the following must be read prior to opening the item for discussion and action. The Brown Act requires that this board makes an oral report in Open Session before taking final action on an employment agreement for a local agency executive, summarizing any recommendation regarding compensation, including salary and or fringe benefits consistent with this requirement. The board provides this oral summary of the salary as set forth in the proposed amendment to interim superintendent employment agreement between the Monrovia Unified School District and Mr. Flint Fertig the contract term effective September 1st, 2023 through June 30th, 2024. The annualized based base rate salary of $218,000. That concludes the board's report pursuant to government code section 54953 C3 I will now open this item for discussion and action:
Motion by Board member Hammond, seconded by Travanti, **Vote 5-0**
Board Member Gholar Y, Board Member Lockerbie Y, Board Member Travanti Y,
Board Member Hammond Y, Board President Anderson Y.

K. FUTURE MEETING DATES

- May 15, 2024; 5:30 p.m. - Special Board of Education Meeting
- May 22, 2024; 6:30 p.m. - Regular Board of Education Meeting
- June 12, 2024; 6:30 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Monrovia Days - May 16-19, 2024; Library Park
Added: California Voting Rights Act Community Workshop - May 13, 2024; 6:00 pm (Virtual Event via Zoom)
California Voting Rights Act Community Workshop - May 16, 2024; 10:00 am (Virtual Event via Zoom)
California Voting Rights Act Community Workshop - May 20, 2024; 6:00 pm MHS Room 210 (In-Person)

Graduation and Promotion Ceremonies

- Canyon Early Learning Center (CELC) - Thursday, May 30, 2024; 5:30 pm
- Bradoaks Elementary Science Academy - Wednesday, June 5, 2024; 8:15 am
- Mayflower Elementary School - Wednesday, June 5, 2024; 8:30 am
- Monroe Elementary School - Wednesday, June 5, 2024; 9:00 am

- Plymouth Elementary School - Wednesday, June 5, 2024; 8:30 am
- Wild Rose School of Creative Arts - Wednesday, June 5, 2024; 9:00 am
- Clifton Middle School - Tuesday, June 4, 2024; 9:00 am
- Santa Fe Computer Science Magnet School - Tuesday, June 4, 2024; 8:30 am
- Canyon Oaks High School/Mountain Park School - Tuesday, June 4, 2024; 6:00 pm
- Monrovia High School - Wednesday, June 5, 2024; 5:00 pm
- Monrovia Community Adult School - Wednesday, May 29, 2024; 6:00 pm

M. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING at 10:07 pm.



Flint Fertig, Interim Superintendent



Maritza Travanti, Board Clerk

MONROVIA UNIFIED SCHOOL DISTRICT

SPECIAL BOARD OF EDUCATION CLOSED SESSION MEETING
Wednesday, May 15, 2024
4:30 p.m. - Superintendent's Office

SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING
Wednesday, May 15, 2024
6:30 p.m. - Board Room **ADOPTED MINUTES**

Pursuant to Govt. Code Sect. 54953(b), Board Vice-President Hammond will participate in tonight's meeting via teleconference at the following location: 108 Travertine St. Gardner, MT 50930. Board Member Gholar will participate in tonight's meeting via teleconference at the following location: 3445 Stratford Rd., NE, Unit #901 Atlanta, 30326. The teleconference location is open to the public, and any member of the public will have an opportunity to address the Governing Board from the teleconference location in the same manner as if that person attended the regular meeting location. All action taken during this teleconferenced meeting shall be by roll call vote.

A. CONVENE SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING (GC54959)

1. Call to Order
2. Public Comments for items on the Closed Board Meeting Agenda
   There are none.

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

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

2. 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).

3. Conference with Legal Counsel - Pending Litigation (Government Code 54956.9(d)(1))
Name of case: Unspecified

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. RECONVENE SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING

1. Meeting called to order by presiding chairperson, Board President Anderson at 6:47 pm.

2. Pledge of Allegiance Superintendent Fertig.

3. Roll Call:

Jennifer Anderson, Board President Present
Rob Hammond, Board Vice-Pres. Present
Maritza Travanti, Board Clerk Present
Selene Lockerbie, Board Member Present
Traci Gholar, Board Member Excused
Flint Fertig, Interim Superintendent Present
Greg Puccia, Asst. Supt. HR Excused

4. Public Comments for items on the Special Board Meeting Agenda
   There are none.

5. Report out of Closed Session
   Nothing to report.

E. ACTION ITEMS (Non-Consent)

BOARD BUSINESS – *Flint Fertig, Interim Superintendent of Schools*

1. 23/24-5029 - CALIFORNIA VOTING RIGHTS ACT PUBLIC HEARING

The Board of Education is requested to hold a public hearing to obtain input from the public on the composition of the maps of the five trustee areas that have been drawn by the Demographer.

Read by Board President Anderson:

Good evening everyone. Welcome to the Monrovia Unified School District's third public hearing under the California Voting Rights Act or CVRA as it is commonly known. The first two public hearings were to discuss the criteria for drafting trustee area maps. The purpose of today's public hearing is to receive input from the public on the composition of the maps for the five trustee areas that were drawn by the Demographer. After tonight's hearing, there will be a fourth public hearing on May 22 to discuss the maps once again. Before I turn over the podium to our demographer, Ken Chawkins, I am going to just mention a few major points. The CVRA is a state law which prohibits at-large voting systems that impair the ability of racial or ethnic minorities to elect the candidate of their choice. The CVRA favors district-based election systems in which candidates must reside in a trustee area and only the voters residing in that trustee area vote for those candidates. To avoid the potential for litigation and the cost of attorney fees, the Board has decided to modify the current election system and establish a district-based system for the 2024 election. This means that beginning in 2024, voters in those trustee areas up for election in 2024 will vote for one candidate in their trustee area and the remaining trustees will hold an election in 2026.

I am now going to turn over the podium to our demographer, who will provide us with additional information, followed by public input.

Presentation by Ken Chawkins and Ron Wenkart.

Open Public Hearing at 7:23 p.m.

- Melissa Taylor is in favor of the Maroon Map. She feels like it represents the community and neighborhoods best.

Close Public Hearing at 7:25 p.m.

Board Member Travanti would like to eliminate the green map. Board Member Lockerbie agrees as she feels like it segregates socioeconomically. Board member Hammond and Board President Anderson agree.

Board member Lockerbie would like to retire the tan map as it does not feel like Monrovia. Doesn't seem like a community of interest. No 50% Latino majority. Board member Travanti agrees. Board member Hammond agrees. Board member Anderson agrees.

Board member Lockerbie wants to see the yellow and maroon maps with public comments taken into account.

Board member Lockerbie is pointing out the section from Olive and Mayflower to Colorado, one block south of the intersection. It is the Lucinda Garcia Park area. This is a community of interest that belongs to Monroe. Ken Chawkins will have to find the census block then move others.

For the maroon map:
Board member Travanti: district four, received quite a few public comments regarding the wash. She would like to see a tweak to the map divided with the wash. This is Mary Knolls area East Greystone to Mary Knoll and Norumbega. Across Greystone and up the wash to Canyon Park.
Board Member Lockerbie would like Lucinda Garcia Park area moved on maroon map.
Board Member Travanti stated that the wash has a huge elevation change, which forms a community of interest.
Board member Travanti thanked the community members who provided input.
Board member Lockerbie appreciates the community reaching out and asking questions.
Board member Hammond thanks people who took part in the process.
Board member Anderson, thanks Ron, Wenkart and Ken Chawkins for their patience and expertise.
Board member Travanti gave direction to interim superintendent and future superintendent to make sure to communicate to our constituents and set up a meeting for potential candidates

F. ADJOURN SPECIAL BOARD OF EDUCATION MEETING at 8:04 pm.

Flint Fertig, Interim Superintendent

Maritza Travanti, Board Clerk

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

1. 23/24-1104 - LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) AB 922, PLAN FOR EXPELLED STUDENTS

RECOMMENDATION

The Board of Education is requested to adopt the Los Angeles County Office of Education (LACOE) AB922, *Plan for Expelled Students 2024.*

Rationale:

Education Code Â§ 48916.1 provides that, at the time an expulsion of a pupil is ordered, the governing board shall ensure that an education program is provided to the pupil who is subject to the expulsion order for the period of the expulsion. Any educational program provided pursuant to this section may be operated by the school district, the county superintendent of schools, a consortium of districts, or in joint agreement with the county superintendent of schools. To address the needs of expelled pupils, a number of alternative education programs have been developed by local school districts and the Los Angeles County Office of Education to provide continuing educational opportunities.

Background:

Section 48926 of the California Education Code requires the County Superintendent of Schools, in conjunction with superintendents of the school districts within the County, to develop a plan for providing services to expelled pupils. The county-wide plan shall: Enumerate existing educational alternatives, identify gaps in educational services, identify plans for filling those service gaps, and identify alternative placements for pupils who are expelled and placed in district community day school programs but who fail to meet the terms and conditions of their required rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board. EC Â§ 48926 also requires local governing boards to adopt the basic plan to address the needs of all expelled students in Los Angeles County.

Budget Implication ($ Amount):

There are no budget implications associated with this review and revision process.

Legal References:

Additional Information:

A copy of the LACOE Plan for Expelled Students 2024 is attached.

ATTACHMENTS

LACOE Plan for Expelled Students 2024.pdf

LOS ANGELES COUNTY PLAN FOR EXPELLED STUDENTS

2024

A description of educational services under California Education Code § 48926

Prepared by

Los Angeles County Office of Education

Leading Educators ▪ Supporting Students ▪ Serving Communities

Enclosure 4
To Info. Bulletin No. 6830
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Los Angeles County Plan for Expelled Pupils

(Education Code § 48926)

Prepared by:

Division of Student Support Services
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Division of Pupil Services

Los Angeles County Office of Education

Los Angeles County Plan for Expelled Pupils

Los Angeles County Office of Education

and

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Antelope Valley Union High School District
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Azusa Unified School District
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Los Nietos School District
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Mountain View School District
Newhall School District
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Palmdale School District
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Pomona Unified School District
Redondo Beach Unified School District
Rosemead School District
Rowland Unified School District
San Gabriel Unified School District
San Marino Unified School District
Santa Monica-Malibu Unified School District
Saugus Union School District
South Pasadena Unified School District
South Whittier School District
Sulphur Springs Union School District
Temple City Unified School District
Torrance Unified School District
Valle Lindo School District
Walnut Valley Unified School District
West Covina Unified School District
Westside Union School District
Whittier City School District
Whittier Union High School District
William S. Hart Union High School District
Wilsona School District
Wiseburn Unified School District

Los Angeles County Plan for Expelled Pupils

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Los Angeles County Plan for Expelled Pupils
(Education Code § 48926)

Introduction

The Los Angeles County Superintendent of Schools, in collaboration with the Superintendents of the school districts within the county, have developed the county-wide plan for providing educational services to expelled pupils within the county pursuant to California Education Code § 48926. In addressing the needs of all expelled pupils, the countywide plan shall:

- enumerate existing educational alternatives for expelled pupils;
- identify gaps in educational services to expelled pupils;
- identify strategies for filling those gaps in services; and
- identify alternative placements for pupils who are expelled and placed in district community day school programs but who fail to meet the terms and conditions of their required rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.

Education Code § 48916.1 provides that, at the time an expulsion of a pupil is ordered, the governing board shall ensure that an education program is provided to the pupil who is subject to the expulsion order for the period of the expulsion. Any educational program provided pursuant to this section may be operated by the school district, the county superintendent of schools, a consortium of districts or in joint agreement with the county superintendent of schools.

To address the needs of expelled pupils, a number of alternative education programs have been developed by local school districts and the Los Angeles County Office of Education to provide continuing educational opportunities.

Profile

The Los Angeles County Office of Education (LACOE) is the nation's largest regional education agency. Los Angeles County has approximately 10 million residents, including about 1.3 million students in 80 school districts. Our largest district, Los Angeles Unified School District, has an enrollment of 384,822 students, while our smallest, Gorman School District, has 83 students. Our countywide service area encompasses 88 cities and 4,084 square miles.

LACOE is a premier provider of integrated educational programs and services from birth to adulthood in a richly diverse and multicultural global environment.

LACOE uses a variety of service delivery systems to eliminate educational barriers associated with poverty and racial divisiveness in education, enabling students to exceed state and national standards. These services include universal, quality, early childhood education, effective data driven programs for all students, and state of the art technical assistance.

LACOE organizes its infrastructure to provide leadership in creating unique, nationally recognized models in education, including models for innovative staff development and training. LACOE earns the public's confidence by: Making the school the hub of the community, making the most efficient use of financial resources, bridging the "digital divide" in technology access and content, and developing collaborative partnerships for students, parents, and community. LACOE embraces a culture of diversity that promotes an inclusive, prosperous learning and workplace environment.

Division of Student Programs

The Division of Student Programs (DSP) serves approximately 3,000 students throughout Los Angeles County. DSP provides educational services in a variety of settings, including one juvenile hall school, two secured youth treatment facilities, four camp schools, three County Community Schools, three independent study programs, and two specialized high schools. All school sites are WASC accredited and offer Common Core curriculum and a variety of supplemental services intended to address the learning needs of individual students. Additionally, school staff work closely with the Probation Department and the Los Angeles County Department of Mental Health to provide comprehensive educational services for all students. The mission of the DSP is to ensure student success by providing quality academic programs supported by an organizational culture that is focused on data and Professional Learning Communities. DSP is a placement option for expelled students who are referred to LACOE.

Division of Pupil Services

The Division of Pupil Services (DPS) supports the Principal Administrative Units (PAUs) in the implementation of programs and initiatives to facilitate the academic, emotional, mental, social, and physical health of all students. This support is provided through professional development and the collaborative efforts of staff members in the Camps Assessment Unit, Compliance Support Services, Health Services, Neglected/Delinquent and Homeless Youth Services, as well as Counseling, Nursing and Aftercare Services. The mission of the DPS is to meet the academic, social, emotional, and physical needs of the students in LACOE's Educational Programs.

Division of Student Support Services

The Division of Student Support Services (SSS) serves school districts, charter schools and LACOE programs by providing training and technical assistance in the areas of student enrollment and records; compulsory attendance and truancy reduction; custody of minors; support for students experiencing homelessness and youth in foster care; safe school planning; threat assessment, emergency response and crisis intervention; physical and behavioral health services; alcohol, tobacco and other drug prevention and intervention; Expanded Learning; Positive Behavioral Interventions and Supports and student discipline. SSS is responsible for hearing expulsion appeals on behalf of the county Board of Education and for providing support to students, parents, and school districts throughout the expulsion appeal process.

Educational Alternatives for Expelled Pupils

School districts located within Los Angeles County provide a number of options for expelled pupils, depending on the specific violation of §§ 48900, 48900.2, 48900.3, 48900.4 and 48900.7 of the California Education Code (EC). The alternative educational program to which an expelled pupil may be assigned is preceded by a decision of the local governing board, which may provide for one of the following expulsion orders, describing the student's educational placement:

1. Suspended enforcement of the expulsion order with placement on the same school campus [EC § 48917(a)];

2. Suspended enforcement of the expulsion order with placement on a different school campus within the district or an alternative district program, such as opportunity program, Independent Study or continuation high school [EC § 48917(a)];

3. Expulsion with a referral to a District Community Day School program, if available [EC § 48660]; or,

4. Expulsion with a referral to a County Community Day School or other appropriate program operated by the Los Angeles County Office of Education [EC § 1981(c)].

A pupil who is expelled for an act listed in subdivision (c) of EC § 48915 (mandatory expulsion recommendation) shall be assigned to a program of study that meets all of the following conditions:

(1) Is appropriately prepared to accommodate pupils who exhibit discipline concerns.

(2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.

(3) Is not housed at the school site attended by the pupil at the time of suspension.

At the time an expulsion of a student is ordered, the governing board of the school district shall ensure that an educational program is provided to the student who is subject to the expulsion order for the period of the expulsion. Any educational program provided may be operated by the school district, the county superintendent of schools, a consortium of districts or in joint agreement with the county superintendent of schools.

District Operated Programs

The range of alternative educational programs currently offered by school districts throughout Los Angeles County includes the following options:

- Community Day Schools;
- Independent Study/Virtual Academy;
- Opportunity Class/School;
- Continuation High School;
- Charter School; and
- Home Study.

If a school district is unable to provide a suitable program, or if the expelled student fails to meet the terms and conditions of their rehabilitation plan or continues to pose a danger to other district students, as determined by the governing board, the district may refer the expelled student to the Los Angeles County Office of Education for possible placement in a program operated by the Division of Student Programs (DSP).

County Operated Programs

The Los Angeles County Office of Education currently provides a variety of alternative educational programs that are designed to help students:

- take a renewed interest in school and learning;
- attend school consistently;
- set and attain academic and career goals; and
- recover credits and get back on track for graduation.

Specifically, these programs are designed to serve:

- Students experiencing difficulty at home or school;
- Students experiencing homelessness and youth in foster care;
- Students who are on probation or students who need to work full-time to support themselves and/or their families; and
- Students who have been expelled for whom a district operated educational program is not available.

Programs designed to serve the above identified pupil populations include those operated by the LACOE Division of Student Programs (DSP) include:

- County Community Schools;
- Independent Study (operated in conjunction with a classroom option)

As previously stated, at the time an expulsion of a student is ordered, the governing board of the school district shall ensure that an educational program is provided for the student subject to the expulsion order. For districts that may be unable to provide students who commit serious behavior violations with an alternative program that meets the restrictive requirements of California Education Code § 48915(d) (see Appendix), selected county programs may provide viable options.

It is anticipated that the majority of expelled students who are referred to the county office for placement in an alternative program will be assigned to a *C*ounty Community School program. Community Schools operated by the county are designed to provide interventions for middle school students in grade 8 and high school students in grades 9 to 12.

Educational Service Gaps and Strategies to Address Service Gaps

Section 48926 of the California Education Code provides that each county superintendent of schools in counties that operate community schools pursuant to Section 1980 "shall develop a plan for providing education services to all expelled pupils in that county." One of the required elements of the plan is to identify gaps in educational services to expelled students and strategies for filling those service gaps.

Service Gap 1 – Limited Local Alternative Placement Options and Transportation Services

Largely, survey participants stated that educational alternative strategies and services implemented were relatively successful with expelled students. However, many districts reported that access to local, alternative placements impeded their ability to effectively and efficiently provide a suitable educational placement option. This was compounded by the closure of LACOE County Community Schools (CCS). Distance and lack of transportation to alternative sites were also cited as barriers to accessible and feasible educational placement options.

Districts highlighted the critical need for alternative educational placements to meet the needs of identified student groups such as English Language Development students, students with disabilities and elementary school students.

Proposed Strategy: The utilization of preventative measures, such as alternatives to suspension, Restorative Practices, and multi-tiered system of supports to teach behavioral expectations, when implemented with fidelity, can be effective strategies to promote pro-social behaviors among students. The implementation of a universal screening tool or data review process can identify specific students in need of targeted and relevant Tier II intervention. Leveraging district and school-site support services can intercept a student's progression through the tiers of support. Promotion of universal strategies would likely circumvent escalating student behavior and thus disciplinary action as a response. A strong prevention model at the K-5 level can be a determinant of positive student outcomes and can circumvent the progression of maladaptive behaviors; therefore, keeping early learners from being subject to punitive and exclusionary disciplinary action.

As of July 1, 2024, SB 274 prohibits school districts and charter schools from suspending or expelling students in grades K-12 for willful defiance. It is highly encouraged that these local educational agencies (LEAs) ramp up timely in-school interventions or supports to address student behavior. Culturally responsive research-based programs, such as Positive Behavioral Interventions and Supports (PBIS), Socio-Emotional Learning (SEL) strategies and Restorative Practices, can be integrated into the school day and tailored to address students' needs, according to their cognitive and developmental level. Additionally, these interventions support student engagement, contribute to conflict resolution skills, and promote a positive school climate.

Unfortunately, there may be instances when a student's behavior requires punitive consequences and removal from the instructional program. When a student violates certain sections of the Education Code, they may be subject to either a mandatory or discretionary recommendation for expulsion when other means of correction are not feasible or have repeatedly failed to bring about proper conduct, or the student poses a danger to themselves or others. Upon Board approval of an expulsion recommendation, the student is to be placed in an alternative educational placement for

the duration of the expulsion order with an accompanying Rehabilitation Plan for possible reinstatement.

With the dwindling alternative educational placements, districts are encouraged to establish partnerships with neighboring districts or charter schools to secure placement options for students with an active expulsion order. A Memorandum of Understanding (MOU) can be a mutual agreement, permitting LEAs to coordinate efforts to share the responsibility of providing alternative placements for expelled students. MOUs can expand placement options by facilitating the assignment to and enrollment of an expelled student in a neighboring LEA. Another option would be for the establishment or expansion of comprehensive virtual programs that provide instructional and support services to best meet the needs of the student and improve the likelihood that the conditions of the Rehabilitation Plan are satisfactorily met. It should be noted that an online program for expelled students should integrate regular check-ins to promote student engagement and to address any potential feelings of isolation or detachment.

Regarding expelled students with disabilities, it would behoove districts that lack an appropriate alternative placement to collaborate with their Special Education Local Plan Area (SELPA) to determine placement options based on the offer of Free and Appropriate Public Education (FAPE) per their Individualized Education Program (IEP). Transportation, as a related service, may be a related service agreed upon in the student's IEP. This conglomeration of neighboring districts, charters, and County Offices of Education can provide local control and accountability to provide all Special Education assurances guaranteed in federal law.

Students from special populations under an expulsion order, such as students experiencing homelessness or in foster care, may be entitled to transportation to an alternative placement outside their district boundaries per federal and state law. Also, youth from such populations may access subsidized stop gap measures, such as Hop, Skip, Drive, to their assigned alternative placement. Districts can leverage their respective Homeless or Foster Liaisons to determine eligibility and coordinate transportation resources.

LACOE'S Child Welfare and Attendance Unit is a resource that provides ongoing in-person and virtual training on other means of correction as well as consultation, technical assistance, and publications related to student discipline and other means of correction for LEAs to access. The monthly CWA Cafe and Regional Learning Network (RLN) Meetings are established community of practice meetings that provide legislative guidance, technical assistance, and opportunities for discussion and sharing of best practices related to complex cases pertaining to student disciplinary matters and prevention.

Service Gap 2 – Lack of Mental Health Supports

Survey respondents indicated concerns about students' access to needed mental health support. Per self-report, students indicated that they are experiencing higher levels of anxiety and experiencing challenges with coping and regulation. Mental health and counseling are critical resources to help students stabilize in the school environment and address any behavioral concerns.

Proposed Strategy: LACOE's Division of Student Support Services offers myriad professional development and training opportunities to address students' behavioral health needs.

The School Counselor Academy offered by the Mental Health and Counseling Unit provides valuable training, such as Universal Screening for Social/Emotional and Behavioral Needs, to

support the identification of students in need of targeted intervention. Participants are provided with practical, tiered strategies to effectively respond to the mental health and counseling needs of students. Youth Mental Health First Aid is offered free of charge upon request and is designed to teach adults who regularly interact with adolescents how to assist them during mental health challenges or in times of crisis, using a five-step action plan.

School-based interventions, coupled with referrals to community-based services, can strengthen positive outcomes for students. It is highly encouraged that LEAs utilize multi-disciplinary teams, such as Student Study Teams (SST), Coordination of Services Teams (COST), and IEP teams, as mechanisms to formulate individualized interventions for students as well as a process to monitor student progress and the effectiveness of interventions.

EAs are encouraged to participate in the Community Schools Initiative to cultivate community resources to improve student wellbeing and outcomes. The California Department of Education launched the California Community Schools Partnership Program (CCSPP), which implements a shared decision-making model and creates community foundations that sustain mental and behavioral health for students and families.

Service Gap 3 – Improved Transition Support to/from School of Residence to LACOE CCS

Survey respondents expressed the need for information about and clarification on the referral process and student eligibility for admittance to LACOE CCS sites. Moreover, survey participants requested a streamlined referral process to CCS sites with improved coordination and communication between referring districts and LACOE.

Proposed Strategy: LACOE currently operates three County Community School (CCS) sites that can enroll and support the educational and socio-emotional needs of expelled students. LACOE's Division of Student Programs can host informational meetings related to the referral process to a LACOE CCS site or Independent Study program along with an overview of the accredited curriculum, supportive services offered to students and families and community partnerships for enrichment and employment opportunities.

Informational meetings can address and limit inappropriate referrals to CCS sites as well as provide a platform for LEAs to connect with LACOE CCS staff and opportunities tobecome familiar with LACOE's model of support for students and to ask questions. Connecting LEAs with LACOE staff can facilitate student enrollment and improve transitions for students by providing a "warm handoff" as students enter or exit the CCS program.

Transition Counselors are critical to the support needed for students as they transition from a CCS program to school of residence or career/college related program. Transition Counselors provide guidance to students during the transition and ensure appropriate follow-up by maintaining contact with youth for up to six months. They work closely with student, family, and community partners to remove any barriers that might impede successful progress.

Alternative Placements for Pupils who Fail to Meet the Terms and Conditions of their Rehabilitation Plan or who Pose a Danger to Others

California Education Code § 48926 requires the county-wide plan to further identify alternative placements for pupils who are expelled and placed in district community day school programs but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.

In Los Angeles County, expelled pupils who are unsuccessful in a district operated community day school, who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils may be referred to a County Community School or other appropriate alternative program operated by the county office of education.

Options for students who fail to meet the terms and conditions of their rehabilitation plan may, in select cases, include referral and placement in a juvenile hall setting or juvenile camp or possibly a transfer to a program operated by an adjacent County Office of Education.

Currently, the Los Angeles County Office of Education does not have any formal agreements with adjacent county offices of education.

Appendix

COUNTYWIDE PLAN FOR PROVISION OF EDUCATIONAL SERVICES TO EXPELLED STUDENTS QUESTIONNAIRE – SUMMARY OF DATA
February 2024

Introduction
This section includes an overview of the data generated by the AB 922 survey. The survey was provided via email to all school district superintendents, many of whom delegated completion of the survey to the Director of Student Support Services, Supervisor of Child Welfare and Attendance, or Director of Alternative Education. All Los Angeles County school districts completed the survey either via email or by phone.

Suspended enforcement of the expulsion
In order to facilitate the participation of an expelled student in programs located within the school district, districts are required to suspend enforcement of the expulsion order. The student must comply with all stipulations of the expulsion order related to behavior, attendance, and participation in rehabilitation programs, such as counseling. Non-compliance with the expulsion order stipulations could trigger a full expulsion and removal from the district's program. A referral to a LACOE County Community School would be an alternative placement for such students.

Current Educational Alternatives Available	K-5	6-8	9-12	Total Districts Offering Program
Community Day Schools	3	16	16	17
County Community School Referrals	4	11	11	18
Opportunity Programs	3	9	5	11
Continuation High Schools	0	0	12	12
Charter Schools	1	4	3	5
Independent Study Programs	20	28	22	31
Other Alternative Programs	3	4	2	4

Have these strategies/services been successful? If not, what were the obstacles or gaps?
Forty-nine districts surveyed felt that the available alternative programs were at least somewhat successful. Fourteen districts responded that this question was not applicable, or they had not expelled students or needed alternative programs. One responded that there are no local options for students who are expelled; two districts did not answer the question. Multiple reasons were provided for the success of alternative programs, including flexible learning environments along with small group and one-on-one instruction to facilitate credit recovery and to help students learn to manage behaviors that caused them to be expelled. Incorporation of restorative justice, social-emotional learning, counseling and mental health services and case management to create a supportive environment for students and families also resulted in positive outcomes.

Obstacles or gaps identified for alternative programs include (# of responses):

- Limited local and LACOE CDS options (22), especially for students in sixth grade and below (2), students with disabilities (6) and students acquiring English as a second language (1);
- Referred students do not enroll (2) or do not attend regularly (3);

- Lack of transportation to LACOE CDS sites (10);
- Inadequate academic progress (2);
- Limited mental health services (4);
- Unable to reach parents or garner parent involvement and support (3);
- Insufficient return on investment for local CDS programs as it is expensive to staff a school for so few students (4); and
- Inability to find teachers willing to serve at an alternative site (3).

Identified obstacles or gaps specific to Independent Study included difficulty accessing online programs (1), minimal success with course completion (1), inconsistent check-ins with students (1) and isolation (1).

Suggestions or strategies for filling any service gaps which limit the ability to ensure the availability of educational services for expelled students

School district personnel shared the following suggestions and strategies (# of responses):

- Increase placement options, especially within LACOE (14) and LAUSD (1) as well as for the elementary grades (5) and for students with disabilities (8) and who are acquiring English as a second language (1);
- Create more opportunity programs that offer small class sizes (1) and Independent Study programs (2);
- Establish partnerships with neighboring districts (4) and with charter schools (1);
- Provide or subsidize transportation to CCS sites due to distance from school of residence (3);
- Increase communication between LACOE and referring school district to ensure student enrollment (1) and to monitor student progress (1);
- Increase mental health support for students and families (2) and support services for students who are a danger to themselves or others (1);
- Hire Child Welfare and Attendance Advisors to provide attendance and counseling services (1);
- Increase referrals to diversion programs (1) and to community agencies for mental health and counseling services (1);
- Establish a clearinghouse of resources to increase student motivation and engagement (1) and have districts share best practices regarding successful placements for students who are expelled (1);
- Require parent education (1);
- Involve DCFS or law enforcement when parent/guardian does not enroll the student (1);
- Increase funding to implement local CDS programs (1);
- Hire a full time counselor to provide individual counseling, assist with goal setting and school-based mental health services (1);
- Rotate content specific teachers into continuation high school teachers throughout the school day (1); and
- Increase professional development for teachers working in alternative settings (1) and administrator to student ratio (1).

Alternative placements for students who fail to meet the terms and conditions of the expulsion rehabilitation plan or pose a danger to other district students, as determined by the governing board

The following responses indicate strategies districts use when a student has failed to meet the conditions of the rehabilitation plan approved at the time of the expulsion order or who pose a danger to other district students (# of responses):

- Continue in the alternative setting (4);
- Involuntarily transfer to another site in the school district (2);
- Refer for Independent Study (4) or to a continuation high school (1), neighboring district (2), local charter school (5), private school (1);
- Refer to a LACOE CDS (8) or to Sunburst Academy (1);
- Coordinate enforcement with Los Angeles County Probation or the courts (1);

- Refer to law enforcement programs (1);
- Create a behavior plan (1); and
- Provide targeted interventions (1), additional counseling (1) and wrap around services (1).

What are your best practices, at the site and district levels, of behavioral intervention approaches and options used to minimize the number of suspensions leading to expulsions, of expulsions being ordered, and to support students returning from expulsions?

In most cases, EC § 48900.5 requires districts to attempt other means of correction prior to suspension. The following are best practices school districts have successfully used to minimize the number of suspensions and expulsions (# of responses):

- Academic support and interventions, including multi-tiered system of supports (12), Student Study Teams (6), Response to Intervention (2) and unspecified alternative learning options (1);
- Behavior support and management strategies, including Positive Behavioral Interventions and Supports (36), restorative practices (36), social-emotional learning curriculum (12), School Attendance Review Team/School Attendance Review Board (12), Check in/Check Out (6), behavior contracts (4), peer mediation (3), Saturday School (3), Board-Certified Behavior Analysts (2), behaviorist/interventionists (2), detention (2), reflection journals (1), mentoring (1), Opportunity Rooms (1), Behavior Review Intervention Team (BRIT) meeting (1), functional behavior assessment (1) and unspecified Other Means of Correction (14);
- Counseling and mental health support, including Wellness Centers (7), Wellness Counselors/Support (7), Trauma Informed Practices (7), telehealth (2), Tobacco Use Prevention Education and vaping resources (2), universal screener (1) and unspecified Counseling/Mental Health Support (20);
- Diversity, Equity and Inclusion (DEI) strategies, including equity/rapport building professional development for staff (2) and unspecified DEI support (1);
- Opportunity transfer (2);
- Parent workshops (11);
- Referrals to community agencies (13), such as the Department of Mental Health's School Threat Assessment Team (1) and juvenile diversion programs (1) and to school resource officers (1); and
- LACOE trainings (3).
    - Specific programs mentioned as best practices include: Capturing Kids' Heart (4), Boys Town Model (1), Character Counts (1), Character Strong (1), EduClimber (1), Healthy Futures (1), Leader in Me (3), Safe and Civil Schools (2), Second Step (1), Stanford Toolkit (1), Turn Around Rooms (1), Vector Student Online Module (1), Youth Court (1) and YVape (1).



District Operated Educational Alternatives

District	School	Grades Served
Antelope Valley Union High School District	Phoenix High Community Day	9-12
Bassett Unified	Nueva Vista Continuation High School	9-12
Bellflower Unified	Bellflower Alternative Education Center	7-12
Burbank Unified	Burbank USD Community Day	7-12
Charter Oak Unified	Bridges Community Day	6-12
Compton Unified	Compton Community Day Middle	6-8
Compton Unified	Compton Community Day High	9-12
Downey Unified	Woodruff Academy	7-10
Eastside Union Elementary	Eastside Academy/Transitional Learning Center	K-8
El Monte Union High	El Monte Union High School Community Day	9-12
Glendale Unified	Jewel City Community Day	7-10
Hacienda la Puente Unified	Valley Community Day	7-12
Lancaster Elementary	RISE Community Day School	6-8
Los Angeles Unified	Elementary Community Day School	K-6
Los Angeles Unified	Secondary Community Day School	7-9
Los Angeles Unified	Aggeler Community Day	7-12
Los Angeles Unified	Alonzo Community Day	7-12
Los Angeles Unified	Johnston Community Day	7-12
Los Angeles Unified	London Community Day	7-12
Los Angeles Unified	Tri-C Community Day	9-12
Montebello Unified	Montebello Community Day	7-12
Palmdale Elementary	Oak Tree Community Day	K-8
Paramount Unified	Paramount Unified Community Day	7-12
Redondo Beach Unified	Redondo Beach Learning Academy	6-12
Temple City Unified	Temple City Virtual Academy	7-12
Temple City Unified	Dr. Doug Sears Learning Center	9-12
Torrance Unified	Gene Drevno Community Day	7-12
West Covina Unified	Monterey Park CDS	9-12

Los Angeles County Office of Education
Serving Students • Supporting Communities • Leading Educators

Division of Student Programs
(562) 922-8715 • Gaytan_Gilbert@lacoe.edu

Referral for Services for Expelled Students

1. DATE OF THIS REFERRAL
2. DATE OF OFFENSE

STUDENT INFORMATION
Please type or print legibly and complete ALL information.

3. NAME OF STUDENT (LAST, FIRST AND MIDDLE INITIAL)	4. BIRTHDATE	5. GENDER ☐ M ☐ F ☐ N

6. AGE	7. GRADE	8. STUDENT STATE I.D. NUMBER (10 DIGITS)	9. AKA (Also Known As)

10. NAME OF SCHOOL LAST ATTENDED	11. SCHOOL DISTRICT

12. ADDRESS (NUMBER, STREET, APARTMENT NO., CITY AND ZIP CODE)

13. ETHNICITY (PLEASE CHECK)
☐ American Indian/Alaskan Native ☐ Asian ☐ Black ☐ Filipino
☐ Hispanic ☐ Pacific Islander ☐ White ☐ Other (specify)

14. LUNCH ELIGIBILITY
☐ Free ☐ Base
☐ Reduced

15. SPECIAL EDUCATION ☐ No ☐ Yes	16. LANGUAGE PROFICIENCY * ☐ EL ☐ FEP ☐ EO	17. INTERPRETER NEEDED IF "YES," SPECIFY LANGUAGE ☐ No ☐ Yes	18. 504 PLAN ☐ No ☐ Yes

19. STUDENT IS ON PROBATION IF "YES," GIVE FIRST AND LAST NAME OF PROBATION OFFICER ☐ No ☐ Yes	20. PHONE # OF PROBATION OFFICER ( )

21. ADDRESS OF PROBATION OFFICER

22. COMMENTS

Enrollment Record

PAU

DATE ENROLLED

PROGRAM / SITE

TEACHER

TELEPHONE ( )

COMMENTS

Parent(s)/Guardian(s)

23. FIRST AND LAST NAME OF PARENT(S)/GUARDIAN(S)	24. EMAIL ADDRESS

25. ADDRESS (IF DIFFERENT FROM STUDENT'S ABOVE)	26. TELEPHONE OR CELL NUMBER ( )

Expulsion

27. REASON(S) FOR EXPULSION (CHECK APPROPRIATE SUB-SECTION LETTER(S) THAT APPLY)
EC 48900: ☐ a (1) ☐ a (2) ☐ b ☐ c ☐ d ☐ e ☐ f ☐ g ☐ h ☐ i ☐ j ☐ k ☐ l ☐ m ☐ n ☐ o ☐ p ☐ q ☐ r ☐ t

EC 48900.2 ☐ Sexual Harassment	EC 48900.3 ☐ Hate Violence	EC 48900.4 ☐ Threat and Intimidation	EC 48900.7 ☐ Terroristic Threats

EC 48915 (a) ☐ 1. Causing serious physical injury ☐ 2. Possession of knife, explosive, dangerous object ☐ 3. Unlawful possession of a controlled substance ☐ 4. Robbery or extortion ☐ 5. Assault or battery upon school employee

EC 48915 (c) ☐ 1. Possessing, selling, or furnishing firearms ☐ 2. Brandishing a knife ☐ 3. Unlawfully selling a controlled substance ☐ 4. Sexual assault/sexual batter ☐ 5. Possession of an explosive

28. 48918(j) DATE LOCAL BOARD VOTED TO EXPEL	29. 48916(a) DATE OF REVIEW FOR RE-ADMISSION

Referred By

30. NAME OF PERSON MAKING REFERRAL (FIRST, LAST)	31. TITLE/SCHOOL DISTRICT

32. TELEPHONE NUMBER ( )	33. FAX ( )	34. E-MAIL

35. SIGNATURE	36. DATE SIGNED

Attach the following:
- Copy of Expulsion Order Section 48918 (j)
- Rehabilitation Plan required pursuant to Section 48916 (b)
- Photocopy of Student Record; i.e., IEP (Goals and Objectives, Psychological Report, Manifestation Determination Report, Transition Plan, Behavior Support), Transcripts, Test Scores, Immunization Records, Home Language Survey, *CELDT Results, Assessment, Placement, and Designation.
- 504 Plan

Please return completed referral including required documents to:
Division of Student Programs
Los Angeles County Office of Education
9300 Imperial Hwy. EC 2077
Downey, CA 90242-2890
(562) 922-8715 • Gaytan_Gilbert@lacoe.edu

For Office Use Only – Enrollment of Student Section (1981)

DATE REFERRED (MONTH/DAY/YEAR)	REFERRED TO PAU

☐ 1981 (a) ☐ 48915 (b) or ☐ 48915 (e)
☐ 1981 (b) ☐ SARB Referred or ☐ Parent Request / District Approved
☐ 1981 (c) Probation Referred ☐ 300 ☐ 601 ☐ 602 ☐ 654
(Not currently enrolled in school.) ☐ Currently on Probation ☐ Parole ☐ Expelled 48915 (c)
☐ 1981 (d) Homeless Student ☐ 1982.5 Other ☐ Expelled 48915 (a)

Comments

FORM NO. 307-014 Rev. 11/16/2023

California Education Code
§ 48915(d)

(d) The governing board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program of study that meets all of the following conditions:

(1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.

(2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.

(3) Is not housed at the school site attended by the pupil at the time of suspension.

California Education Code
§ 48915(f)

(f) The governing board shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study which meets all of the conditions specified in subdivision (d).

Notwithstanding this subdivision, with respect to a pupil expelled pursuant to subdivision (e), if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or an elementary school, and that the only option for placement is at another comprehensive middle, junior, or senior high school, or another elementary school, the pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.

California Education Code
§ 48915.01

If the governing board of a school district has established a community day school pursuant to Section 48661 on the same site as a comprehensive middle, junior, or senior high school, or at any elementary school, the governing board does not have to meet the condition in paragraph (2) of subdivision (d) of Section 48915 when the board, pursuant to subdivision (f) of Section 48915, refers a pupil to a program of study and that program of study is at the community day school. All the other conditions of subdivision (d) of Section 48915 are applicable to the referral as required by subdivision (f) of Section 48915.

California Education Code
§ 48916.1

(a) At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion. Except for pupils expelled pursuant to subdivision (d) of Section 48915, the governing board of a school district is required to implement the provisions of this section only to the extent funds are appropriated for this purpose in the annual Budget Act or other legislation, or both.

(b) Notwithstanding any other provision of law, any educational program provided pursuant to subdivision (a) may be operated by the school district, the county superintendent of schools, or a consortium of districts or in joint agreement with the county superintendent of schools. (c) Any educational program provided pursuant to subdivision (b) shall not be situated within or on the grounds of the school from which the pupil was expelled.

(d) If the pupil who is subject to the expulsion order was expelled from any of kindergarten or grades 1 to 6, inclusive, the educational program provided pursuant to subdivision (b) shall not be combined or merged with educational programs offered to pupils in any of grades 7 to 12, inclusive. The district or county program is the only program required to be provided to expelled pupils as determined by the governing board of the school district. The subdivision, as it relates to the separation of pupils by grade levels does not apply to community day schools offering instruction in any of the kindergarten and grades 1 to 8 inclusive, and established in accordance with Section 48660.

(e) (1) Each school district shall maintain the following data:

(A) The number of pupils recommended for expulsion.

(B) The grounds for each recommended expulsion.

(C) Whether the pupil was subsequently expelled.

(D) Whether the expulsion order was suspended.

(E) The type of referral made after the expulsion.

(F) The disposition of the pupil after the end of the period of expulsion.

(2) The Superintendent may require a school district to report this data as part of the coordinated compliance review. If a school district does not report outcome data as required by this subdivision, the Superintendent may not apportion any further money to the school district pursuant to Section 48664 until the school district is in compliance with this subdivision. Before withholding the apportionment of funds to a school district pursuant to this subdivision, the Superintendent shall give written notice to the governing board of the school district that the school district has failed to report the data required by paragraph (1) and that the school district has 30 calendar days from the date of the written notice of noncompliance to report the requested data and thereby avoid the withholding of the apportionment of funds.

(f) If the county superintendent of schools is unable for any reason to serve the expelled pupils of a school district within the county, the governing board of that school district may enter into an agreement with a county superintendent of schools in another county to provide education services for the district's expelled pupils.

California Education Code
§ 48926

Each county superintendent of schools in counties that operate community schools pursuant to Section 1980, in conjunction with superintendents of the school districts within the county, shall develop a plan for providing education services to all expelled pupils in that county. The plan shall be adopted by the governing board of each school district within the county and by the county board of education.

The plan shall enumerate existing educational alternatives for expelled pupils, identify gaps in educational services to expelled pupils, and strategies for filling those service gaps. The plan shall also identify alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district pupils, as determined by the governing board.

Each county superintendent of schools, in conjunction with the superintendents of the school districts, shall submit to the Superintendent of Public Instruction the county plan for providing educational services to all expelled pupils in the county no later than June 30, 1997, and shall submit a triennial update to the plan to the Superintendent of Public Instruction, including the outcome data pursuant to Section 48916.1, on June 30th thereafter.

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

2. 23/24-2137 - PURCHASE ORDERS AND PAYMENT OF BILLS

RECOMMENDATION

The Board of Education is requested to ratify the following: Purchase orders issued in the amount not to exceed $4,814,314.83 from April 20, 2024, through May 3, 2024; Warrants in the amount of $1,417,237.87 paid from April 20, 2024, through May 3, 2024; Payroll in the amount of $5,224,727.12 issued April 20, 2024, through May 3, 2024.

Rationale:

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

Background:

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

Budget Implication ($ Amount):

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

Legal References:

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

Additional Information:

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

ATTACHMENTS

BA 2137 Purchase Order and Payment of bills (a-c) 5-22-24.pdf

Report ID:	**FIN-PROC-0099**	**Monrovia Unified School District**
Run Date:	**05/10/2024**	**Purchase Order Board List**
Run Time:	**8:11:56 AM**	**From 04/20/24 - To 05/03/24**

Cover Page

Prompts and Parameters

From Approval Date:	4/20/24
To Approval Date:	5/3/24
From Record Date:	Not Entered
To Record Date:	Not Entered
District/Agency (Optional):	Not Entered
Document Code (Optional):	Not Entered

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

Report Description

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

Report ID: FIN-PROC-0099
Run Date: 05/10/2024
Run Time: 8:11:56 AM

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
04/22/24	PO2W-64790-3070000-240000000590-1-New		Open PO Mileage for Cuong Luu 23/24	0000397642-Cuong Luu	Santa Fe	01.0-00000.0-11100-10000-4310-3070000	$200.00	$49.65
PO2W-64790-3070000-240000000590-1-New						**Sum:**	**$200.00**	**$49.65**
04/22/24	PO2W-64790-6010014-240000000586-1-New		Town Hall DI Parent Meeting - Supplies reimbursement	0000223532-GREGORY P. GERO	Instructional Services	01.0-30100.0-00000-24905-4390-6000000	$62.55	$0.00
PO2W-64790-6010014-240000000586-1-New						**Sum:**	**$62.55**	**$0.00**
04/22/24	PO2W-64790-6010015-240000000584-1-New		Interpreting Services	0000375978-Communicaid Inc	Pupil Services	01.0-65000.0-57600-11800-5150-6010015	$1,181.25	$0.00
PO2W-64790-6010015-240000000584-1-New						**Sum:**	**$1,181.25**	**$0.00**
04/22/24	PO2W-64790-6010015-240000000585-1-New		Psychoeducational Assessment for SpEd Stu 2261755146	0000376508-Autism Diagnostic and Intervention Connections Inc	Pupil Services	01.0-65000.0-57600-31200-5150-6010015	$7,500.00	$0.00
PO2W-64790-6010015-240000000585-1-New						**Sum:**	**$7,500.00**	**$0.00**
04/22/24	PO2W-64790-6010015-240000000587-1-New		Workability Advisory Meeting Travel & Conference - Jan 30-31	0000353306-Kymberly Hirst	Pupil Services	01.0-65200.0-57600-11900-5220-6010015	$80.32	$0.00
PO2W-64790-6010015-240000000587-1-New						**Sum:**	**$80.32**	**$0.00**
04/22/24	PO2W-64790-6010015-240000000588-1-New		Hear Builder Subscription for SLPs	0000224055-SUPER DUPER SCHOOL CO.	Pupil Services	01.0-65000.0-57600-11901-4440-6010015	$1,495.00	$0.00
PO2W-64790-6010015-240000000588-1-New						**Sum:**	**$1,495.00**	**$0.00**
04/22/24	PO2W-64790-6010015-240000000589-1-New		Lesson Pix Subscription for SLPs	0000223637-LESSONPIX INC	Pupil Services	01.0-65000.0-57600-11901-4440-6010015	$216.00	$216.00

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO2W-64790-6010015-240000000589-1-New						**Sum:**	**$216.00**	**$216.00**
04/22/24	PO2W-64790-6010015-240000000591-1-New		Parent Reimbursement for Stu 2744391688	0000397685-Lorie Hope	Pupil Services	01.0-65000.0-57600-11900-5889-6010015	$3,010.91	$215.99
PO2W-64790-6010015-240000000591-1-New						**Sum:**	**$3,010.91**	**$215.99**
04/22/24	PO2W-64790-6010015-240000000593-1-New		Interpreting Services for many students - SPED	0000375978-Communicaid Inc	Pupil Services	01.0-65000.0-57600-11800-5150-6010015	$2,137.50	$0.00
PO2W-64790-6010015-240000000593-1-New						**Sum:**	**$2,137.50**	**$0.00**
04/22/24	PO2W-64790-6010052-240000000592-1-New		PO for Uline for the Food Services Dept,	0000223309-ULINE	Food Services	13.0-53100.0-00000-37000-4390-6010052	$147.81	$0.00
PO2W-64790-6010052-240000000592-1-New						**Sum:**	**$147.81**	**$0.00**
04/22/24	PO3W-64790-4080000-240000000182-1-New		Track and Field Equipment - MHS	0000223986-ON TRACK	MHS	01.0-00000.0-11100-10000-4310-4080000	$1,403.52	$1,403.52
04/22/24			Track and Field Equipment - MHS	0000223986-ON TRACK	MHS	01.0-00000.0-11100-10000-4410-4080000	$2,475.12	$2,475.12
PO3W-64790-4080000-240000000182-1-New						**Sum:**	**$3,878.64**	**$3,878.64**
04/22/24	PO3W-64790-6000092-240000000183-1-New		Pearl Prep Title II funds Professional Development	0000391295-Creative Mathematics	Pearl Prep	01.0-40350.0-11100-10000-5220-6000092	$1,694.58	$0.00
PO3W-64790-6000092-240000000183-1-New						**Sum:**	**$1,694.58**	**$0.00**
04/22/24	PO3W-64790-6010014-240000000186-1-New		Office Depot Cart Request/ Clifton AVID	0000224027-ODP Business Solutions, LLC	Instructional Services	01.4-07106.0-11100-10031-4310-6002200	$191.59	$191.59
PO3W-64790-6010014-240000000186-1-New						**Sum:**	**$191.59**	**$191.59**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
04/22/24	PO3W-64790-6010015-240000000184-1-New		Psychoeducational Assessment Kit - SPED	0000223981-Western Psychological Services (WPS)	Pupil Services	01.0-65000.0-57600-31200-4310-6010015	$802.85	$0.00
PO3W-64790-6010015-240000000184-1-New						**Sum:**	**$802.85**	**$0.00**
04/22/24	PO3W-64790-6010015-240000000187-1-New		Adaptive Equipment for Stu 5212121466	0000396344-Rifton Equipment	Pupil Services	01.0-65003.0-57600-11100-4490-6010015	$3,394.32	$3,394.32
PO3W-64790-6010015-240000000187-1-New						**Sum:**	**$3,394.32**	**$3,394.32**
04/22/24	PO3W-64790-6010015-240000000188-1-New		Equipment for Student 7190040576	0000396344-Rifton Equipment	Pupil Services	01.0-65003.0-57600-11100-4490-6010015	$1,711.63	$1,711.63
PO3W-64790-6010015-240000000188-1-New						**Sum:**	**$1,711.63**	**$1,711.63**
04/22/24	PO3W-64790-6020022-240000000185-1-New		Document Camera cable - Technology	0000224063-CDW COMPUTER CTRS, INC.	Technology	01.0-00000.0-00000-77000-4340-6020022	$238.14	$238.14
PO3W-64790-6020022-240000000185-1-New						**Sum:**	**$238.14**	**$238.14**
04/23/24	PO1-64790-2020000-240000000287-4-Modification	3	Open PO 23/24 ODP Office Supplies - Mayflower	0000236666-ODP Business Solutions, LLC	Mayflower	01.0-00000.0-11100-10000-4310-2020000	$12,000.00	$1,947.71
PO1-64790-2020000-240000000287-4-Modification						**Sum:**	**$12,000.00**	**$1,947.71**
04/23/24	PO2W-64790-3070000-240000000237-2-Modification	1	School Campus Radios.	0000223239-BEARCOM	Santa Fe	01.0-00000.0-00000-24202-4440-3070000	$3,616.97	$0.00
PO2W-64790-3070000-240000000237-2-Modification						**Sum:**	**$3,616.97**	**$0.00**
04/23/24	PO2W-64790-6000028-240000000596-1-New		Reimbursement for supplies purchased for "Mean Girls" at MHS	0000223600-MASON TYLER	District Wide - Music Programs	01.0-67620.0-17030-41000-4310-6000028	$455.43	$0.00

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO2W-64790-6000028-240000000596-1-New						**Sum:**	**$455.43**	**$0.00**
04/23/24	PO2W-64790-6010014-240000000594-1-New		23-24 ASB Works Liscence Fee for Clfton and Santa Fe MS	0000223586-GRAY STEP SOFTWARE	Instructional Services	01.0-90109.0-11100-10000-5841-3060000	$1,772.00	$0.00
PO2W-64790-6010014-240000000594-1-New						**Sum:**	**$1,772.00**	**$0.00**
04/23/24	PO2W-64790-6010015-240000000552-3-Modification	2	Jason Vance Mileage Reimbursement	0000390036-Jason Vance	Pupil Services	01.0-65000.0-50010-39000-5250-6010015	$600.00	$154.71
PO2W-64790-6010015-240000000552-3-Modification						**Sum:**	**$600.00**	**$154.71**
04/23/24	PO2W-64790-6010052-240000000595-1-New		Open PO - The Popcorn Man 23/24	0000409948-James L. Melikian	Food Services	13.0-53100.0-00000-37000-4710-6010052	$20,000.00	$20,000.00
PO2W-64790-6010052-240000000595-1-New						**Sum:**	**$20,000.00**	**$20,000.00**
04/23/24	PO2W-64790-6040047-240000000393-1-New	0	Roof Replacement Bid Pkg #3: MO, SF, MOT	0000358334-F C and Sons Roofing Inc	Maintenance	21.0-00000.0-00000-85000-6250-2030000	$1,358,304.00	$1,358,304.00
04/23/24		0	Roof Replacement Bid Pkg #3: MO, SF, MOT	0000358334-F C and Sons Roofing Inc	Maintenance	21.0-00000.0-00000-85000-6250-3070000	$880,566.00	$880,566.00
04/23/24		0	Roof Replacement Bid Pkg #3: MO, SF, MOT	0000358334-F C and Sons Roofing Inc	Maintenance	21.0-00000.0-00000-85000-6250-6040047	$759,393.00	$759,393.00
PO2W-64790-6040047-240000000393-1-New						**Sum:**	**$2,998,263.00**	**$2,998,263.00**
04/23/24	PO3W-64790-0000000-240000000189-1-New	0	Warehouse Inventory-Kleenex, & Paper Pro	0000223645-Home Depot Pro Institutional	No Location	01.0-00000.0-00000-00000-9320-0000000	$1,434.13	$0.00
PO3W-64790-0000000-240000000189-1-New						**Sum:**	**$1,434.13**	**$0.00**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
04/23/24	PO3W-64790-3060000-240000000193-1-New		Instructional Supplies and Materials for Science - Clifton	0000224056-CAROLINA BIOLOGICAL SUPPLY CO.	Clifton	01.0-00000.0-11100-10000-4310-3060000	$789.87	$789.87
PO3W-64790-3060000-240000000193-1-New						**Sum:**	**$789.87**	**$789.87**
04/23/24	PO3W-64790-4080000-240000000190-1-New		Printers for Staff - MHS	0000224063-CDW COMPUTER CTRS, INC.	MHS	01.0-00000.0-11100-10000-4340-4080000	$1,670.55	$1,670.55
PO3W-64790-4080000-240000000190-1-New						**Sum:**	**$1,670.55**	**$1,670.55**
04/23/24	PO3W-64790-4080000-240000000191-1-New		Library Supplies - MHS	0000223965-DEMCO	MHS	01.0-00000.0-00000-27000-4350-4080000	$74.66	$74.66
PO3W-64790-4080000-240000000191-1-New						**Sum:**	**$74.66**	**$74.66**
04/23/24	PO3W-64790-6010014-240000000192-1-New		Certificate paper request for AVID/ MHS Graduation	0000223395-AMAZON.COM	Instructional Services	01.4-07106.0-11100-10031-4310-6002200	$59.84	$0.00
PO3W-64790-6010014-240000000192-1-New						**Sum:**	**$59.84**	**$0.00**
04/23/24	PO3W-64790-6010014-240000000195-1-New		Certificate Amazon request for MHS Sports Medicine	0000223395-AMAZON.COM	Instructional Services	01.0-35500.0-38005-10000-4310-6010014	$94.79	$0.00
PO3W-64790-6010014-240000000195-1-New						**Sum:**	**$94.79**	**$0.00**
04/23/24	PO3W-64790-6010050-240000000194-1-New		Desktop Monitors for Purchasing and Warehouse	0000224063-CDW COMPUTER CTRS, INC.	Warehouse & Purchasing	01.0-00000.0-00000-75400-4340-6010050	$1,574.89	$1,574.89
PO3W-64790-6010050-240000000194-1-New						**Sum:**	**$1,574.89**	**$1,574.89**
04/24/24	PO1-64790-2020000-240000000291-2-Modification	1	Open PO 23/24 - Southwest School Supply - Mayflower	0000223928-SOUTHWEST SCHOOL & OFFICE	Mayflower	01.0-00000.0-11100-10000-4310-2020000	$6,000.00	$6,000.00

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO1-64790-2020000-240000000291-2-Modification						**Sum:**	**$6,000.00**	**$6,000.00**
04/24/24	PO1-64790-6000028-240000000348-4-Cancellation	3	Open PO-Home Depot Repairs and Supplies	0000223936-The Home Depot	District Wide - Music Programs	01.0-90221.0-17040-10000-4490-6000028	$6,261.13	$0.00
PO1-64790-6000028-240000000348-4-Cancellation						**Sum:**	**$6,261.13**	**$0.00**
04/24/24	PO1-64790-6010040-240000000142-3-Modification	2	OPEN PO FOR OFFICE SUPPLIES - BUSINESS SERVICES FOR SY 23-24	0000236666-ODP Business Solutions, LLC	Business	01.0-00000.0-00000-72001-4350-6010040	$3,500.00	$538.06
PO1-64790-6010040-240000000142-3-Modification						**Sum:**	**$3,500.00**	**$538.06**
04/24/24	PO1-64790-6010040-240000000205-2-Modification	1	Capitol One Public Funding - Debt Service Payments 23/24	0000223469-CAPITAL ONE PUBLIC FUNDING	Business	56.0-95500.0-00000-91000-7438-6000000	$22,210.00	$0.00
04/24/24		1	Capitol One Public Funding - Debt Service Payments 23/24	0000223469-CAPITAL ONE PUBLIC FUNDING	Business	56.0-95500.0-00000-91000-7439-6000000	$200,000.00	$0.00
PO1-64790-6010040-240000000205-2-Modification						**Sum:**	**$222,210.00**	**$0.00**
04/24/24	PO2W-64790-2020000-240000000600-1-New		Reimbursement for classroom instructional supplies	0000337142-Tamara Morrison	Mayflower	01.0-00000.0-11100-10000-4310-2020000	$270.77	$0.00
PO2W-64790-2020000-240000000600-1-New						**Sum:**	**$270.77**	**$0.00**
04/24/24	PO2W-64790-4080000-240000000599-1-New		Riddell- Football Helmet Restoration MHS	0000223419-RIDDELL	MHS	01.0-00000.0-15000-42000-5630-4080000	$10,571.00	$10,571.00
PO2W-64790-4080000-240000000599-1-New						**Sum:**	**$10,571.00**	**$10,571.00**

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04/24/24	PO2W-64790-4080000-240000000602-1-New		High School Public Debate Program League Dues 2023-24	0000223802-CLAREMONT MCKENNA COLLEGE	MHS	01.0-00000.0-00000-27000-5310-4080000	$750.00	$0.00
PO2W-64790-4080000-240000000602-1-New						**Sum:**	**$750.00**	**$0.00**
04/24/24	PO2W-64790-6000028-240000000598-1-New		Open PO-Home Depot Repairs and Supplies	0000223645-Home Depot Pro Institutional	District Wide - Music Programs	01.0-90221.0-17040-10000-4490-6000028	$6,261.13	$2,651.84
PO2W-64790-6000028-240000000598-1-New						**Sum:**	**$6,261.13**	**$2,651.84**
04/24/24	PO2W-64790-6010014-240000000570-2-Cancellation	1	Language Testing International Inc - Clifton Invoice	0000350243-Language Testing International Inc.	Instructional Services	01.4-07201.0-11100-10000-5841-6002900	$80.00	$0.00
PO2W-64790-6010014-240000000570-2-Cancellation						**Sum:**	**$80.00**	**$0.00**
04/24/24	PO2W-64790-6010014-240000000597-1-New		Emergency Instructional Support Materials - Bradoaks Site	0000223951-SCHOLASTIC INC.	Instructional Services	40.0-00000.0-90000-85000-4400-2010000	$2,367.77	$2,367.77
PO2W-64790-6010014-240000000597-1-New						**Sum:**	**$2,367.77**	**$2,367.77**
04/25/24	PO2W-64790-2020000-240000000601-1-New		Reimbursement for classroom instructional supplies	0000383343-Michele Costarella	Mayflower	01.0-00000.0-11100-10000-4310-2020000	$17.61	$17.61
PO2W-64790-2020000-240000000601-1-New						**Sum:**	**$17.61**	**$17.61**
04/25/24	PO2W-64790-2040000-240000000604-1-New		Quizlet Subscription - Plymouth	0000337997-Quizlet Inc.	Plymouth	01.4-07102.0-11100-10000-5841-2041300	$809.77	$809.77
PO2W-64790-2040000-240000000604-1-New						**Sum:**	**$809.77**	**$809.77**

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04/25/24	PO2W-64790-6010014-240000000603-2-Cancellation	1	3rd and 4th grade Textbooks Invoice	0000224006-HOUGHTON MIFFLIN CO.	Instructional Services	01.0-63000.0-11100-10000-4110-6010014	$892.99	$0.00
PO2W-64790-6010014-240000000603-2-Cancellation						**Sum:**	**$892.99**	**$0.00**
04/25/24	PO2W-64790-6010014-240000000605-1-New		Professor Egghead (Rocketology) Science Events and Workshops	0000223828-LLC ROCKETOLOGY	Instructional Services	01.0-42030.0-11100-10030-5850-6000000	$8,800.00	$5,000.00
PO2W-64790-6010014-240000000605-1-New						**Sum:**	**$8,800.00**	**$5,000.00**
04/25/24	PO2W-64790-6010014-240000000607-1-New		23/24 Summer School Elementary Supplies	0000223395-AMAZON.COM	Instructional Services	01.4-07107.0-11100-10000-4310-6002400	$5,000.00	$5,000.00
PO2W-64790-6010014-240000000607-1-New						**Sum:**	**$5,000.00**	**$5,000.00**
04/25/24	PO2W-64790-6010014-240000000608-1-New		23/24 Summer School Elementary Supplies	0000224027-ODP Business Solutions, LLC	Instructional Services	01.4-07107.0-11100-10000-4310-6002400	$6,000.00	$6,000.00
PO2W-64790-6010014-240000000608-1-New						**Sum:**	**$6,000.00**	**$6,000.00**
04/25/24	PO2W-64790-6010014-240000000609-1-New		23/24 Summer School Elementary Supplies	0000224010-ORIENTAL TRADING CO., INC.	Instructional Services	01.4-07107.0-11100-10000-4310-6002400	$3,500.00	$3,500.00
PO2W-64790-6010014-240000000609-1-New						**Sum:**	**$3,500.00**	**$3,500.00**
04/25/24	PO2W-64790-6040047-240000000606-1-New		District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-1650000	$46,418.10	$46,418.10
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-2010000	$67,811.12	$67,811.12

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04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-2020000	$99,599.22	$99,599.22
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-2030000	$88,579.56	$88,579.56
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-2040000	$83,195.56	$83,195.56
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-2050000	$71,108.24	$71,108.24
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-3060000	$108,082.63	$108,082.63
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-3070000	$128,074.21	$128,074.21
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-4080000	$109,835.00	$109,835.00
04/25/24			District-Wide Security Camera & Vape Sensor Implementation	0000223489-NIC PARTNERS INC.	Maintenance	21.0-95501.0-00000-85000-6410-7100000	$69,317.00	$69,317.00
PO2W-64790-6040047-240000000606-1-New						**Sum:**	**$872,020.64**	**$872,020.64**

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04/25/24	PO3W-64790-2030000-240000000198-1-New		Robotics-Makerspace cabinets	0000223309-ULINE	Monroe	01.4-07102.0-11100-10000-4410-2031300	$1,575.43	$1,575.43
PO3W-64790-2030000-240000000198-1-New						**Sum:**	**$1,575.43**	**$1,575.43**
04/25/24	PO3W-64790-2040000-240000000197-1-New		4th & 5th Grade Planners - Plymouth	0000223829-SCHOOLMATE	Plymouth	01.0-30100.0-00000-27000-4390-2040000	$86.50	$86.50
04/25/24			4th & 5th Grade Planners - Plymouth	0000223829-SCHOOLMATE	Plymouth	01.4-07102.0-11100-10000-4310-2041300	$536.30	$536.30
PO3W-64790-2040000-240000000197-1-New						**Sum:**	**$622.80**	**$622.80**
04/25/24	PO3W-64790-3060000-240000000200-1-New		Crowd Control Posts with Retractable Belt - Clifton	0000223309-ULINE	Clifton	01.0-00000.0-00000-27000-4390-3060000	$647.21	$0.00
PO3W-64790-3060000-240000000200-1-New						**Sum:**	**$647.21**	**$0.00**
04/25/24	PO3W-64790-6000000-240000000129-2-Modification	1	Communication Radios for CELC Quote Number: 608782	0000223239-BEARCOM	District Wide	01.0-00000.0-00000-83100-4390-2230000	$6,789.06	$0.00
PO3W-64790-6000000-240000000129-2-Modification						**Sum:**	**$6,789.06**	**$0.00**
04/25/24	PO3W-64790-6010014-240000000199-1-New		Cyber Acoustics Headphones Elementary & Secondary	0000223541-CYBER ACOUSTICS	Instructional Services	01.4-07107.0-11100-10000-4310-6002300	$8,000.00	$8,000.00
PO3W-64790-6010014-240000000199-1-New						**Sum:**	**$8,000.00**	**$8,000.00**
04/25/24	PO3W-64790-6060024-240000000201-1-New		12 additional BearCom radios for the Village sites.	0000223239-BEARCOM	Village Program (ASES)	01.0-60100.0-00000-21500-4440-6060024	$5,601.64	$5,601.64
PO3W-64790-6060024-240000000201-1-New						**Sum:**	**$5,601.64**	**$5,601.64**

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04/25/24	PO3W-64790-7100000-240000000126-2-Modification	1	Ceramics Clay	0000223946-LAGUNA CLAY	Adult Education School	11.0-00000.0-41100-10000-4310-7100000	$5,943.57	$0.00
PO3W-64790-7100000-240000000126-2-Modification						**Sum:**	**$5,943.57**	**$0.00**
04/26/24	PO3W-64790-2030000-240000000203-1-New		Makerspace mobile Storage for Robotics - Monroe	0000223944-DBA LAKESHORE LEARNING MATERIALS	Monroe	01.4-07102.0-11100-10000-4410-2031300	$1,242.58	$1,242.58
PO3W-64790-2030000-240000000203-1-New						**Sum:**	**$1,242.58**	**$1,242.58**
04/26/24	PO3W-64790-2030000-240000000206-1-New		Makerspace Storage Supplies for Monroe Robotics	0000223944-DBA LAKESHORE LEARNING MATERIALS	Monroe	01.4-07102.0-11100-10000-4310-2031300	$3,462.90	$3,462.90
PO3W-64790-2030000-240000000206-1-New						**Sum:**	**$3,462.90**	**$3,462.90**
04/26/24	PO3W-64790-3070000-240000000202-1-New		Step Mats for classrooms and gym Santa Fe	0000223924-WAXIE Sanitary Supply	Santa Fe	01.0-00000.0-11100-10000-4310-3070000	$1,426.79	$1,426.79
PO3W-64790-3070000-240000000202-1-New						**Sum:**	**$1,426.79**	**$1,426.79**
04/26/24	PO3W-64790-6010014-240000000204-1-New		Teacher Created Materials for Elementary Summer School	0000410673-Teacher Created Materials, Inc.	Instructional Services	01.4-07107.0-11100-10000-4210-6002400	$7,621.13	$7,621.13
PO3W-64790-6010014-240000000204-1-New						**Sum:**	**$7,621.13**	**$7,621.13**
04/29/24	PO2W-64790-4090000-240000000556-2-Cancellation	1	Open PO for Jostens-Diplomas 2023-24	0000223833-JOSTENS EVENT MANAGEMENT	Canyon Oaks	01.0-00000.0-00000-27001-4390-4090000	$300.00	$0.00
04/29/24		1	Open PO for Jostens-Diplomas 2023-24	0000223833-JOSTENS EVENT MANAGEMENT	Canyon Oaks	01.0-00000.0-00000-27001-4390-5180000	$300.00	$0.00

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PO2W-64790-4090000-240000000556-2-Cancellation						**Sum:**	**$600.00**	**$0.00**
04/29/24	PO2W-64790-4090000-240000000612-1-New		Open PO for Jostens-Diplomas 2023-24	0000223926-JOSTENS INC.	Canyon Oaks	01.0-00000.0-00000-27001-4390-4090000	$300.00	$97.34
04/29/24			Open PO for Jostens-Diplomas 2023-24	0000223926-JOSTENS INC.	Canyon Oaks	01.0-00000.0-00000-27001-4390-5180000	$300.00	$97.34
PO2W-64790-4090000-240000000612-1-New						**Sum:**	**$600.00**	**$194.68**
04/29/24	PO2W-64790-6010014-240000000611-1-New		Travel and Conference Reimbursement - Paula Hart Rodas	0000348461-Paula Hart Rodas	Instructional Services	01.0-63880.2-38000-10000-5220-6010014	$692.80	$0.00
PO2W-64790-6010014-240000000611-1-New						**Sum:**	**$692.80**	**$0.00**
04/29/24	PO3W-64790-2030000-240000000205-2-Modification	1	Decodables for Monroe Library	0000408201-Just Right Reader Inc.	Monroe	01.4-07102.0-11100-10000-4210-2031300	$1,269.84	$1,269.84
PO3W-64790-2030000-240000000205-2-Modification						**Sum:**	**$1,269.84**	**$1,269.84**
04/30/24	PO1-64790-6010052-240000000187-3-Modification	2	Open PO 23/24 Fire Extinguisher Service - Marx Bros	0000223935-MARX BROS. FIRE EXTINGUISHER C	Food Services	13.0-53100.0-00000-37000-5630-6010052	$4,200.00	$509.80
PO1-64790-6010052-240000000187-3-Modification						**Sum:**	**$4,200.00**	**$509.80**
04/30/24	PO1-64790-7100000-240000000152-2-Modification	1	Open po for office supplies - adult Ed 2023/24	0000236666-ODP Business Solutions, LLC	Adult Education School	11.0-00000.0-00000-27000-4350-7100000	$11,500.00	$1,698.37
PO1-64790-7100000-240000000152-2-Modification						**Sum:**	**$11,500.00**	**$1,698.37**
04/30/24	PO2W-64790-4090000-240000000613-1-New		Business Cards-Fil Lujan	0000223345-IMPRINTABILITY	Canyon Oaks	01.0-00000.0-00000-27000-4350-4090000	$49.61	$49.61
PO2W-64790-4090000-240000000613-1-New						**Sum:**	**$49.61**	**$49.61**

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04/30/24	PO2W-64790-6010014-240000000616-1-New		Invoice #20428-Shaker T-shirts for Monrovia Elem. Olympics	0000223361-SHAKER SHIRTS	Instructional Services	01.4-07301.0-11100-10000-4310-6003300	$991.33	$0.00
PO2W-64790-6010014-240000000616-1-New						**Sum:**	**$991.33**	**$0.00**
04/30/24	PO2W-64790-6010015-240000000308-2-Modification	1	Basic Education for SpEd Student 1049848828	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11800-5110-6010015	$53,412.80	$43,165.44
04/30/24		1	Basic Education for SpEd Student 1049848828	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11800-5810-6010015	$25,000.00	$9,679.83
04/30/24		1	Basic Education for SpEd Student 1049848828	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11900-5150-6010015	$5,876.50	$3,175.49
04/30/24		1	Basic Education for SpEd Student 1049848828	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-31100-5150-6010015	$5,112.00	$883.95
PO2W-64790-6010015-240000000308-2-Modification						**Sum:**	**$89,401.30**	**$56,904.71**
04/30/24	PO2W-64790-6010015-240000000614-1-New		Interpreting Services - March 23/24	0000375978-Communicaid Inc	Pupil Services	01.0-65000.0-57600-11800-5150-6010015	$675.00	$0.00
PO2W-64790-6010015-240000000614-1-New						**Sum:**	**$675.00**	**$0.00**
04/30/24	PO2W-64790-6010015-240000000615-1-New		SELPA Dispute Resolution Training	0000325665-Pepperdine University	Pupil Services	01.0-65000.0-50010-39000-5220-6010015	$5,200.00	$5,200.00
PO2W-64790-6010015-240000000615-1-New						**Sum:**	**$5,200.00**	**$5,200.00**
04/30/24	PO3W-64790-2030000-240000000208-1-New		The Library Store Order - Monroe	0000350420-The Library Store	Monroe	01.0-90305.0-00000-24202-4390-2030000	$367.93	$367.93
PO3W-64790-2030000-240000000208-1-New						**Sum:**	**$367.93**	**$367.93**

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04/30/24	PO3W-64790-3060000-240000000207-1-New		Replacement Li-ion Batteries for two way Radios.- Clifton	0000223239-BEARCOM	Clifton	01.0-00000.0-00000-27000-4390-3060000	$870.98	$870.98
PO3W-64790-3060000-240000000207-1-New						**Sum:**	**$870.98**	**$870.98**
04/30/24	PO3W-64790-3070000-240000000209-2-Modification	1	Classroom Projectors, printers & Laptop Santa Fe	0000224063-CDW COMPUTER CTRS, INC.	Santa Fe	01.0-00000.0-00000-24202-4440-3070000	$4,725.55	$4,725.55
PO3W-64790-3070000-240000000209-2-Modification						**Sum:**	**$4,725.55**	**$4,725.55**
05/01/24	PO1-64790-6010015-240000000233-2-Modification	1	Open PO for office supplies 23/24	0000224027-ODP Business Solutions, LLC	Pupil Services	01.0-00000.0-00000-39000-4350-6010015	$1,000.00	$441.00
PO1-64790-6010015-240000000233-2-Modification						**Sum:**	**$1,000.00**	**$441.00**
05/01/24	PO2W-64790-3070000-240000000618-1-New		Business Cards for Counselor-Kaitlin B. & AP-Danielle Gasca	0000223417-STUBBIES PROMOTIONS	Santa Fe	01.0-00000.0-11100-10000-4310-3070000	$77.18	$77.18
PO2W-64790-3070000-240000000618-1-New						**Sum:**	**$77.18**	**$77.18**
05/01/24	PO2W-64790-6010014-240000000620-1-New		Reimbursement - Scott Moses	0000370589-Scott Moses	Instructional Services	01.0-00000.0-00000-21500-5220-6010014	$269.29	$269.29
PO2W-64790-6010014-240000000620-1-New						**Sum:**	**$269.29**	**$269.29**
05/01/24	PO2W-64790-6010014-240000000621-1-New		Swun Math - Textbooks	0000223449-SWUN MATH	Instructional Services	01.0-63000.0-11100-10000-4110-6010014	$10,853.01	$10,853.01
PO2W-64790-6010014-240000000621-1-New						**Sum:**	**$10,853.01**	**$10,853.01**

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05/01/24	PO2W-64790-6010015-240000000118-2-Modification	1	Open PO 23/24 for Legal Services Related to SPED Servies	0000315750-Randolph Law Group	Pupil Services	01.0-65000.0-50010-39000-5821-6010015	$100,000.00	$20,000.00
PO2W-64790-6010015-240000000118-2-Modification						**Sum:**	**$100,000.00**	**$20,000.00**
05/01/24	PO2W-64790-6010015-240000000619-1-New		Travel and Conference Reimbursement - Kymberly Hirst	0000353306-Kymberly Hirst	Pupil Services	01.0-65200.0-57600-11900-5220-6010015	$135.87	$135.87
PO2W-64790-6010015-240000000619-1-New						**Sum:**	**$135.87**	**$135.87**
05/01/24	PO2W-64790-6010015-240000000622-1-New		Open PO 23-24 LVN Services for SpEd Students	0000223866-SERA COLLECTION RESEARCH SERVICS, LLC	Pupil Services	01.0-65000.0-57600-31400-5110-6010015	$125,000.00	$125,000.00
05/01/24			Open PO 23-24 LVN Services for SpEd Students	0000223866-SERA COLLECTION RESEARCH SERVICS, LLC	Pupil Services	01.0-65000.0-57600-31400-5810-6010015	$25,000.00	$25,000.00
PO2W-64790-6010015-240000000622-1-New						**Sum:**	**$150,000.00**	**$150,000.00**
05/01/24	PO2W-64790-6010015-240000000623-1-New		Interpreting Services - 86912A and 86903A	0000375978-Communicaid Inc	Pupil Services	01.0-65000.0-57600-11800-5150-6010015	$340.00	$0.00
PO2W-64790-6010015-240000000623-1-New						**Sum:**	**$340.00**	**$0.00**
05/01/24	PO2W-64790-6010015-240000000624-1-New		Open PO 23-24 Interpreting Services- Remaining School Year	0000375978-Communicaid Inc	Pupil Services	01.0-65000.0-57600-11800-5150-6010015	$3,500.00	$3,500.00
PO2W-64790-6010015-240000000624-1-New						**Sum:**	**$3,500.00**	**$3,500.00**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
05/01/24	PO2W-64790-6010023-240000000617-1-New		Open PO 2023-2024 Transportation for Homeless Students	0000329231-HopSkipDrive, Inc.	STUDENT SUPPORT SERVICES	01.0-56340.0-11100-10000-5889-6010023	$50,000.00	$22,984.50
PO2W-64790-6010023-240000000617-1-New						**Sum:**	**$50,000.00**	**$22,984.50**
05/01/24	PO3W-64790-0000000-240000000211-1-New	0	Copy Paper - Warehouse Inventory	0000236666-ODP Business Solutions, LLC	No Location	01.0-00000.0-00000-00000-9320-0000000	$14,989.59	$14,989.59
PO3W-64790-0000000-240000000211-1-New						**Sum:**	**$14,989.59**	**$14,989.59**
05/01/24	PO3W-64790-6010015-240000000212-2-Cancellation	1	Replacement Items for Bradoaks Elementary - SPED	0000223957-PEARSON EDUCATION	Pupil Services	40.0-00000.0-90000-85000-4400-2010000	$3,439.47	$0.00
PO3W-64790-6010015-240000000212-2-Cancellation						**Sum:**	**$3,439.47**	**$0.00**
05/02/24	PO1-64790-1650000-240000000293-3-Modification	2	Open PO 23/24 Amazon Supplies - CELC	0000223395-AMAZON.COM	Preschool	12.0-61050.0-00010-10000-4390-1650000	$7,000.00	$2,180.49
PO1-64790-1650000-240000000293-3-Modification						**Sum:**	**$7,000.00**	**$2,180.49**
05/02/24	PO1-64790-1650000-240000000295-2-Modification	1	Open PO 23/24 Office Depot Supplies - CELC	0000236666-ODP Business Solutions, LLC	Preschool	12.0-61050.0-00010-10000-4390-1650000	$6,000.00	$2,506.25
PO1-64790-1650000-240000000295-2-Modification						**Sum:**	**$6,000.00**	**$2,506.25**
05/02/24	PO2W-64790-3060000-240000000625-1-New		Security for Graduation Loss Prevention - Clifton	0000223656-BLACKWATER SECURITY	Clifton	01.0-00000.0-00000-27001-5810-3060000	$304.00	$304.00
PO2W-64790-3060000-240000000625-1-New						**Sum:**	**$304.00**	**$304.00**
05/02/24	PO2W-64790-6010014-240000000626-1-New		T&C Children's Literature Mandarin & Spanish (Reimbursement)	0000366381-Carol Sieh	Instructional Services	01.0-40350.0-11100-10000-5220-6000000	$12.33	$12.33

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO2W-64790-6010014-240000000626-1-New						**Sum:**	**$12.33**	**$12.33**
05/02/24	PO3W-64790-6010014-240000000214-2-Modification	1	AVID Graduation Stoles for MHS students	0000399924-HALO Branded Solutions, Inc.	Instructional Services	01.4-07106.0-11100-10031-4310-6002200	$2,248.54	$2,248.54
PO3W-64790-6010014-240000000214-2-Modification						**Sum:**	**$2,248.54**	**$2,248.54**
05/02/24	PO3W-64790-6010015-240000000165-2-Modification	1	Chromebook for Stu 6741235361	0000224063-CDW COMPUTER CTRS, INC.	Pupil Services	01.0-65000.0-57600-11100-4340-6010015	$527.49	$0.00
PO3W-64790-6010015-240000000165-2-Modification						**Sum:**	**$527.49**	**$0.00**
05/02/24	PO3W-64790-6010015-240000000213-1-New		Replacement Items for Bradoaks Elementary	0000223957-PEARSON EDUCATION	Pupil Services	40.0-00000.0-90000-85000-4400-2010000	$3,439.47	$3,439.47
PO3W-64790-6010015-240000000213-1-New						**Sum:**	**$3,439.47**	**$3,439.47**
05/03/24	PO2W-64790-3060000-240000000643-1-New		Marquee Repair at Clifton	0000350496-Quiel School Signs	Clifton	01.0-00000.0-00000-77000-5630-6020022	$3,879.08	$0.00
PO2W-64790-3060000-240000000643-1-New						**Sum:**	**$3,879.08**	**$0.00**
05/03/24	PO2W-64790-6000028-240000000627-1-New		Clifton Instrument Repair July 2023	0000223415-JIM'S MUSICAL REPAIR	District Wide - Music Programs	01.0-00000.0-17040-10000-5630-6000028	$1,388.08	$1,388.08
PO2W-64790-6000028-240000000627-1-New						**Sum:**	**$1,388.08**	**$1,388.08**
05/03/24	PO2W-64790-6000028-240000000628-1-New		Agreement for Consultant Services Roger Castellano	0000223478-ROGER CASTELLANO	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$4,470.00	$4,470.00
PO2W-64790-6000028-240000000628-1-New						**Sum:**	**$4,470.00**	**$4,470.00**
05/03/24	PO2W-64790-6000028-240000000629-1-New		Lift Rental for Mean Girls at MHS 2024	0000223943-SIMON EQUIPMENT CO.	District Wide - Music Programs	01.0-90221.0-17030-10000-5610-4080000	$1,145.68	$1,145.68

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO2W-64790-6000028-240000000629-1-New						**Sum:**	**$1,145.68**	**$1,145.68**
05/03/24	PO2W-64790-6000028-240000000630-1-New		Piano Service for Mean Girls 2024 - Andrew Orbison	0000412206-Andrew Orbison	District Wide - Music Programs	01.0-90221.0-17030-10000-5850-4080000	$1,400.00	$1,400.00
PO2W-64790-6000028-240000000630-1-New						**Sum:**	**$1,400.00**	**$1,400.00**
05/03/24	PO2W-64790-6000028-240000000631-1-New		Costume Designer Services Mean Girls 2024	0000412204-Aylah Robinson	District Wide - Music Programs	01.0-90221.0-17030-10000-5850-4080000	$2,000.00	$2,000.00
PO2W-64790-6000028-240000000631-1-New						**Sum:**	**$2,000.00**	**$2,000.00**
05/03/24	PO2W-64790-6000028-240000000632-1-New		Agreement for Consultant Services Graham Jackson-Cinderella	0000223525-GRAHAM JACKSON	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$2,700.00	$0.00
PO2W-64790-6000028-240000000632-1-New						**Sum:**	**$2,700.00**	**$0.00**
05/03/24	PO2W-64790-6000028-240000000633-1-New		Agreement for Consultant Services Gennie Cheng-Cinderella	0000352043-Gennie Cheng	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$2,000.00	$2,000.00
PO2W-64790-6000028-240000000633-1-New						**Sum:**	**$2,000.00**	**$2,000.00**
05/03/24	PO2W-64790-6000028-240000000634-1-New		Claim for Reimbursement for Mean Girls Materials 2024	0000223600-MASON TYLER	District Wide - Music Programs	01.0-67620.0-17030-41000-4310-6000028	$253.43	$253.43
PO2W-64790-6000028-240000000634-1-New						**Sum:**	**$253.43**	**$253.43**
05/03/24	PO2W-64790-6000028-240000000635-1-New		Cinderella Programs 2024	0000224053-The Workshop	District Wide - Music Programs	01.0-67620.0-17030-41000-5891-6000028	$1,447.58	$1,447.58
PO2W-64790-6000028-240000000635-1-New						**Sum:**	**$1,447.58**	**$1,447.58**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
05/03/24	PO2W-64790-6000028-240000000636-1-New		Agreement for Consultant Services Zoie Wu-Cinderella	0000412237-Zoie Dee Dee Wu	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$200.00	$0.00
PO2W-64790-6000028-240000000636-1-New						**Sum:**	**$200.00**	**$0.00**
05/03/24	PO2W-64790-6000028-240000000637-1-New		Agreement for Consultant Services Darlene Applegate	0000412428-Darlene S Applegate	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$2,300.00	$0.00
PO2W-64790-6000028-240000000637-1-New						**Sum:**	**$2,300.00**	**$0.00**
05/03/24	PO2W-64790-6000028-240000000638-1-New		Agreement for Consultant Services Brendan Eder Cinderella	0000412418-Brendan Reece Eder	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$2,300.00	$2,300.00
PO2W-64790-6000028-240000000638-1-New						**Sum:**	**$2,300.00**	**$2,300.00**
05/03/24	PO2W-64790-6000028-240000000640-1-New		Agreement for Consultant Services Caitlin McCarthy	0000412592-Caitlin Siobhain McCarthy	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$1,000.00	$1,000.00
PO2W-64790-6000028-240000000640-1-New						**Sum:**	**$1,000.00**	**$1,000.00**
05/03/24	PO2W-64790-6000028-240000000641-1-New		Agreement for Consulting Services Jeremy Krasovic Cinderella	0000412595-Jeremy Krasovic	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	$1,000.00	$1,000.00
PO2W-64790-6000028-240000000641-1-New						**Sum:**	**$1,000.00**	**$1,000.00**
05/03/24	PO2W-64790-6000028-240000000642-1-New		Agreement for Consultant Services Berlynn Milliken	0000412600-Berlynn Miliken	District Wide - Music Programs	01.0-90221.0-17030-10000-5850-4080000	$1,600.00	$1,600.00
PO2W-64790-6000028-240000000642-1-New						**Sum:**	**$1,600.00**	**$1,600.00**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
05/03/24	PO2W-64790-6010014-240000000243-2-Modification	1	Books for Admin Professional Development 23/24	0000223395-AMAZON.COM	Instructional Services	01.0-00000.0-00000-21500-4390-6010014	$3,207.10	$760.78
PO2W-64790-6010014-240000000243-2-Modification						**Sum:**	**$3,207.10**	**$760.78**
05/03/24	PO2W-64790-6010015-240000000644-1-New		Parent Reimbursement for Educational Services Stu 2340786475	0000223705-REBECCA SCANLON	Pupil Services	01.0-65000.0-57600-11900-5889-6010015	$35,000.00	$35,000.00
PO2W-64790-6010015-240000000644-1-New						**Sum:**	**$35,000.00**	**$35,000.00**
05/03/24	PO2W-64790-7100000-240000000646-1-New		Adult Ed graduation balloon columns	0000223334-PARTY PRONTO, INC.	Adult Education School	11.0-00000.0-00000-27001-4390-7100000	$461.90	$461.90
PO2W-64790-7100000-240000000646-1-New						**Sum:**	**$461.90**	**$461.90**
05/03/24	PO3W-64790-6010015-240000000215-2-Modification	1	Assessment Materials for School Psychologists	0000223957-PEARSON EDUCATION	Pupil Services	01.0-65000.0-57600-31200-4310-6010015	$1,720.47	$1,720.47
PO3W-64790-6010015-240000000215-2-Modification						**Sum:**	**$1,720.47**	**$1,720.47**
05/03/24	PO3W-64790-6010015-240000000216-1-New		Assessment Materials for School Psychologists	0000223981-Western Psychological Services (WPS)	Pupil Services	01.0-65000.0-57600-31200-4310-6010015	$635.49	$635.49
PO3W-64790-6010015-240000000216-1-New						**Sum:**	**$635.49**	**$635.49**
05/03/24	PO3W-64790-6010015-240000000217-1-New		Assessment Materials for Adapted Physical Education	0000223254-LACOE	Pupil Services	01.0-65000.0-57600-11902-4310-6010015	$44.10	$44.10
PO3W-64790-6010015-240000000217-1-New						**Sum:**	**$44.10**	**$44.10**

Monrovia Unified School District
Purchase Order Board List
From 04/20/24 - To 05/03/24

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
05/03/24	PO3W-64790-6010015-240000000218-1-New		Assessment Materials for Adapted Physical Education	0000348881-Pro-Ed, Inc.	Pupil Services	01.0-65000.0-57600-11902-4310-6010015	$286.20	$286.20
PO3W-64790-6010015-240000000218-1-New						**Sum:**	**$286.20**	**$286.20**
							$4,814,314.83	**$4,343,048.01**

MONROVIA UNIFIED SCHOOL DISTRICT

RATIFICATION OF WARRANTS

RECOMMENDED FOR BOARD APPROVAL

May 22, 2024

The Board of Education is requested to ratify payment of the following Payroll Listing Sheets and "B" Warrants. The originals are available for review.

DATE ISSUED: April 20, 2024 through May 3, 2024

B WARRANTS

4/20/24 - 5/3/24	000000021571984	thru	000000021595115	$ 1,417,237.87

Total B Warrants: **$ 1,417,237.87**

*01.0	General Fund	$ 711,381.72
*01.4	Supplemental & Concentration	$ 31,777.64
*11.0	Adult Education Fund	$ 36,020.87
*12.0	Child Development Fund	$ 193.17
*13.0	Cafeteria Fund	$ 146,774.10
*21.0	Building Fund	$ 92,675.35
*40.0	Capital Facilities Fund	$ 34,258.63
*56.0	Debt Service Fund	$ 105,197.50
*63.0	Enterprise Fund	$ 21,188.22
*76.0	Warrant Pass-through Fund	$ 237,770.67

* *B Warrants categorized by fund.*

PAYROLL:

Certificated Salaries and Wages	$ 2,688,804.85
Classified Salaries and Wages	$ 985,331.41
CalSTRS and CalPERS Contributions	$ 60,575.37
Health & Welfare Contributions	$ 731,990.11
Employer Payroll Taxes	$ 58,025.38
Total Salary and Benefits:	**$ 5,224,727.12**

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

3. 23/24-2138 - DISTRICT CASH RECEIPTS

RECOMMENDATION

The Board of Education is requested to receive District cash receipts, Deposit Report No. 27, deposited April 30, 2024, for a total amount of $234,897.99.

Rationale:

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

Background:

Budget Implication ($ Amount):

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

Legal References:

Additional Information:

A copy of deposit report #27 is attached.

ATTACHMENTS

BA Item 2138 DEP Rpt. #27_5-22-24.pdf

DEPOSIT REPORT 4/30/2024 **DEP #27**

ACCOUNT	AMOUNT	
01.0-00000.0-00000-00000-8650-6010040	$ 100.00	Leases & Rentals
01.0-00000.0-00000-00000-8650-6020022	6,179.00	Leases & Rentals/Tech
01.0-00000.0-00000-00000-8699-0000000	1,048.44	Other Local Income
01.0-00000.0-00000-71100-3412-6010016	448.51	Abate/Reimbursement/H&W
01.0-00000.0-00000-72001-5220-6010040	975.00	Abate/Refund/Travel & Conference
01.0-00000.0-00000-72001-5880-6010040	(1,316.41)	Charges/Fees/Facilitron
01.0-00000.0-00000-82000-8650-6010040	471.68	Leases & Rentals/Utilities
01.0-00000.0-00000-82100-8650-6010040	5,251.00	Leases & Rentals/Labor
01.0-90109.0-00000-00000-8699-2010000	1,000.00	Donations
01.0-90210.0-00000-00000-8650-2030000	5.20	Leases & Rentals
01.0-90210.0-00000-00000-8650-2040000	10.40	Leases & Rentals
01.0-90210.0-00000-00000-8650-3060000	266.33	Leases & Rentals
01.0-90210.0-00000-00000-8650-3070000	161.50	Leases & Rentals
01.0-90210.0-00000-00000-8650-4080000	290.75	Leases & Rentals
01.0-90210.0-00000-00000-8650-6000000	6,607.65	Leases & Rentals
01.0-90501.0-00000-00000-8689-0000000	1,267.06	Village Program/Parent Contributions
01.0-90707.0-00000-00000-8290-0000000	13,867.78	Medi-Cal
01.0-90801.0-00000-00000-8689-0000000	520.50	Pupil Transportation
Subtotal	37,154.39	General Fund
12.0-61050.0-00000-00000-8673-0000000	55.50	CSPP Parent Contributions
12.0-90503.0-00000-00000-8673-1650000	2,119.47	Tuition Based Preschool
Subtotal	2,174.97	Child Development Fund
13.0-53100.0-00000-37000-8220-0000000	182,930.25	Federal Reimbursement SNP
13.0-53100.0-00000-37000-8634-0000000	1,686.00	Food Service Sales
Subtotal	184,616.25	Food Services Fund
25.0-95500.0-00000-00000-8681-0000000	8,301.07	Developer Fees
Subtotal	8,301.07	Capital Facilities Fund
76.0-00000.0-00000-00000-9517-0000000	866.98	Voluntary Deductions
76.0-00000.0-00000-00000-9537-0000000	1,784.33	Retirees Health Insurance
Subtotal	2,651.31	Payroll Clearance Fund
Total	$234,897.99	

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

4. 23/24-2139 - ACCEPTANCE OF GIFTS

RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2024-11.

Rationale:

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

Background:

Budget Implication ($ Amount):

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

Legal References:

Board Policy No. 3290 requires Board approval of gifts.

Additional Information:

The acceptance of gifts report is attached.

ATTACHMENTS

Acceptance of Gifts #2024-11-05-22-24.pdf

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 2024-11
Board Meeting 20240522

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Check	Ohiophyle	$66.44	To benefit students at Monrovia High School.	Adrian Ayala Principal, Monrovia High School	D-0522026	Increases site donation account
2	Check	MHR Investments, Inc.	$250.00	To benefit students at Wild Rose SCA.	Paige Ramos Principal, Wild Rose SCA	D-0522027	Increases site donation account
3	Check	Cotsen Foundation for the Art of Teaching	$2,000.00	To help Bradoaks ESA on their fire recovery efforts.	Calvin McKendrick Principal, Bradoaks ESA	D-0522028	Increases site donation account
4							
5							
6							
7							
8							
9							
10							

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

5. 23/24-2140 - PROFESSIONAL SERVICE AGREEMENTS

RECOMMENDATION

The Board of Education is requested to approve the Professional Service Agreements Report #15 for the Monrovia Unified School District 2023-24 school year.

Rationale:

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

Background:

Budget Implication ($ Amount):

Legal References:

Government Code 53060 and Board Policy 3600.

Additional Information:

The professional services agreement report is attached.

ATTACHMENTS

PSA Report No. 15 - May 22, 2024.pdf

Monrovia Unified School District
Professional Service Agreements #15

Agenda Item # 23/24-2140
May 22, 2024

Name/Company	Services	Amount	Site	Effective Dates	Funding
Granicus	Renewal of Peak Agenda Management Software	$10,091.32	Superintendent's Office	7/1/2024-6/30/2025	General Fund
Susan Britton	One-to-one Academic Instruction for Stu 4214747272	$135.00 per hour NTE $4,050.00	Special Education	6/1/2024-6/30/2024	Special Education
Susan Britton	One-to-one Academic Instruction for Stu 4214747272	$145.00 per hour NTE $58,000.00	Special Education	7/1/2024-6/30/2025	Special Education

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

6. 23/24-2141 - RENEWAL OF JAMF, MOBILE DEVICE MANAGER SUBSCRIPTION

RECOMMENDATION

The Board of Education is requested to approve the extension of JAMF licensing through July 30, 2025.

Rationale:

JAMF specializes in Apple device management solutions. JAMF provides features like device configuration, application deployment, security management, inventory tracking, and compliance enforcement in school environments. It helps Technology Services streamline the management of our current MAC computers and iPads.

Background:

The District has been utilizing JAMF for Apple device management for several years. Currently, we have around 300 active MAC computers and 300 active iPads districtwide.

Budget Implication ($ Amount):

The total cost for renewal of this contract is $10,591.68, and will be paid using the Technology Services budget.

Legal References:

Education Code 42647 states that the Board of Education shall approve all purchases and payments.

Additional Information:

A copy of the quote is attached.

ATTACHMENTS

BA Item 2141_Quote# Q-844024_RENEWAL OF JAMF, MOBILE DEVICE MANAGER SUBSCRIPTION _5.22.2024.pdf

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Quote #	Q-844024
Created Date	5/3/2024
Expiration Date	7/31/2024

Prepared By	Jenna Roskos	Account Name	Monrovia Unified School District
Quote Contact	Jenna Roskos		
Owner Email	jenna.roskos@jamf.com		
Phone	+17154951998		

Bill To Name	Monrovia Unified School District	Ship To Name	Monrovia Unified School District
Bill To	1001 S California Ave Monrovia, CA 91016 United States	Ship To	1001 S California Ave Monrovia, CA 91016 United States

Manufacturer SKU	Product	Quantity	MSRP	Total Price	Line Item Description
2002020200	EDU-RC Jamf Pro iOS - 100-9999	6.00	USD 9.00	USD 54.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	6.00	USD 9.00	USD 54.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	12.00	USD 9.00	USD 108.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	12.00	USD 9.00	USD 108.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	30.00	USD 9.00	USD 270.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	30.00	USD 9.00	USD 270.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	15.00	USD 9.00	USD 135.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	15.00	USD 9.00	USD 135.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	2.00	USD 18.00	USD 36.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2023-07-31 - 2024-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	2.00	USD 18.00	USD 36.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-07-31 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	145.00	USD 18.00	USD 2,610.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2023-07-31 - 2024-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	145.00	USD 18.00	USD 2,610.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-07-31 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	79.00	USD 18.00	USD 1,422.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2023-07-31 - 2024-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	79.00	USD 18.00	USD 1,422.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-07-31 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	1.00	USD 18.00	USD 18.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2023-07-31 - 2024-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	1.00	USD 18.00	USD 18.00	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-07-31 - 2025-07-30)

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Quote # Q-844024

Created Date 5/3/2024

Expiration Date 7/31/2024

Manufacturer SKU	Product	Quantity	MSRP	Total Price	Line Item Description
2002020200	EDU-RC Jamf Pro iOS - 100-9999	10.00	USD 9.00	USD 90.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	10.00	USD 9.00	USD 90.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	1.00	USD 9.00	USD 9.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2023-07-31 - 2024-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	1.00	USD 9.00	USD 9.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-07-31 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	50.00	USD 2.84	USD 142.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-04-07 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	1.00	USD 5.34	USD 5.34	Jamf Cloud seat of Jamf Pro for macOS Valid from (2025-04-14 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	26.00	USD 2.22	USD 57.72	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-05-02 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	2.00	USD 1.27	USD 2.54	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-06-10 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	2.00	USD 7.00	USD 14.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-10-21 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	1.00	USD 7.00	USD 7.00	Jamf Cloud seat of Jamf Pro for iOS Valid from (2024-10-21 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	1.00	USD 13.99	USD 13.99	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-10-21 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	36.00	USD 13.99	USD 503.64	Jamf Cloud seat of Jamf Pro for macOS Valid from (2024-10-21 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	2.00	USD 3.95	USD 7.90	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-02-23 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	25.00	USD 3.39	USD 84.75	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-03-15 - 2025-07-30)
2002020100	EDU-RC Jamf Pro macOS - 100-9999	3.00	USD 6.35	USD 19.05	Jamf Cloud seat of Jamf Pro for macOS Valid from (2025-03-24 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	10.00	USD 3.15	USD 31.50	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-03-25 - 2025-07-30)
2002020200	EDU-RC Jamf Pro iOS - 100-9999	65.00	USD 3.05	USD 198.25	Jamf Cloud seat of Jamf Pro for iOS Valid from (2025-03-29 - 2025-07-30)

Total Price USD 10,591.68

DS FF

Terms & Conditions

Sales Tax

This price quote does not include applicable sales tax. The appropriate tax for your location will be added to your invoice. If your purchase qualifies for a tax-exempt status, please send us a copy of your Tax-

License Agreement

Jamf's standard Software License and Services Agreement or other applicable license agreement between the Ship-to Name entity/Customer and Jamf (either, the "License Agreement") and this Quote govern Customer's

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Quote #	Q-844024
Created Date	5/3/2024
Expiration Date	7/31/2024

	Exempt Certificate. If no certificate is received at the time of order, JAMF Software, LLC ("Jamf") will charge the appropriate sales tax for your location.		licensing of Jamf Software and Jamf's provision of Services indicated in this Quote. If there is a conflict between any terms on Customer's purchase order, schedule or other ordering document and the License Agreement, the License Agreement will control.
Submit POs To	Purchasing@jamf.com - Fax: 612-332-9054	Onboarding	Onboarding services must be scheduled and completed within 12 months of purchase. Specifications can be found on Jamf's website.
Requirements	The following information must be provided before an order can be fulfilled: PO #, Quote #, complete Bill To address, Billing contact email address, complete Ship To address, Ship To contact email address, date, product description, currency, line items, quantity and payment terms as shown on the Jamf Quote, total purchase amount, and a copy of a tax exemption certificate (if applicable). Kindly submit POs to JAMF Software, LLC at the Corporate Address listed below. Should you have any queries or require further clarification, contact your Jamf contact.	Payment Terms	Net 30
Corporate Address	Jamf 100 S Washington Ave #1100 Minneapolis, MN 55401 USA		

Signature: DocuSigned by: BB0A5F9B135B464...

Name/Title: Flint Fertig, Interim Superintendent

Date: May 22, 2024

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

7. 23/24-2142 - RENEWAL OF EDLIO, MONROVIA SCHOOLS WEBSITE HOSTING SUBSCRIPTION

RECOMMENDATION

The Board of Education is requested to approve the renewal of Edlio for a one (1) year term from July 1, 2024, through June 30, 2025.

Rationale:

Monrovia Unified School District uses Edlio Inc. to provide website hosting. Our website is driven by an easy-to-use content management system. The service terms with Edlio Inc. extend from July 1, 2024, through June 30, 2025.

Background:

The Technology Services Department evaluated and reviewed server web hosting providers from late 2014 to early 2015. It was determined that Edlio Inc. met the needs of the District and sites. The Board approved this contract on May 13, 2015, and Edlio has provided website hosting services to the District and school websites since July 1, 2015.

Budget Implication ($ Amount):

The total cost for renewal of this contract is $8,190 and will be paid using the Technology Services budget.

Legal References:

Education Code 42647 states that the Board of Education shall approve all purchases and payments.

Additional Information:

A copy of the quote is attached.

ATTACHMENTS

BA Item 2142 _Invoice# 2023-21648_RENEWAL OF EDLIO, MONROVIA SCHOOLS WEBSITE HOSTING SUBSCRIPTION_ 5.22.2024.pdf

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

edlio

Invoice #2023-21648

From

Edlio, LLC
(P) 877-287-9871 ext. 3
(F) 888-682-4062
accountsreceivable@edlio.com
EIN: 38-3838982

Invoice Summary

Invoice Number	2023-21648
Invoice Date	07/01/2024
Due Date	07/01/2024
Amount Due (USD)	$ 8,190.00

Bill To

Monrovia Unified School District
325 E HUNTINGTON DR
MONROVIA, CA 91016-3585
United States

Description	Amount
This is your subscription fee for Edlio Website CMS - District Wide Solution (Annual Fee) for the term starting 07/01/2024 and ending 06/30/2025.	8,190.00
Amount Due (USD)	$ 8,190.00

Remittance Address:

Edlio, LLC Collections,

PO Box 844776, Boston, MA 02284-4776

Thank you for choosing Edlio for your school website!

If you need further assistance, please email AccountsReceivable@edlio.com or call (877) 623-7200.

Edlio will send annual invoices up to 90 days before the annual due date to allow sufficient time for your organization to submit payment no later than the 1st day of the annual subscription period. Edlio does not send contracts for annual subscriptions after the first year unless requested by Customer. All payments are non-refundable unless Edlio is unable to provide services for any reason.

Signature: DocuSigned by: BB6A5F9B135B464...

Name/Title: Flint Fertig, Interim Superintendent

Date: May 22, 2024

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

8. 23/24-2143 - RENEWAL OF SENTINELONE ENDPOINT DETECTION AND RESPONSE SUBSCRIPTION

RECOMMENDATION

The Board of Education is requested to approve the renewal of SentinelOne Endpoint Detection and Response for a one (1) year term.

Rationale:
Endpoint Detection and Response is a cyber technology that continually monitors and responds to mitigate cyber threats. Monrovia Unified School District supports over 800 PC and Mac-based computers and wants to continue with the next generation of cyber protection.

Background:
The District acquired SentinelOne in 2020 to enhance endpoint security on our PC and MAC devices. After review, we have found that SentinelOne has and is continuing to do a great job of defending against virus and malware attacks.

Budget Implication ($ Amount):
The cost to the Technology budget is $11,085.00 annually for a one (1) year term.

Legal References:
Education Code 42647 states that the Board of Education shall approve all purchases and payments.

Additional Information:
A copy of the quote is attached.

ATTACHMENTS
BA Item 2143_Quote# 2003224405748-03_RENEWAL OF SENTINELONE ENDPOINT DETECTION AND RESPONSE SUBSCRIPTION_5.22.2024.pdf

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

PRESIDIO

QUOTE: 2003224405748-03

DATE: 05/07/2024

TO:
Monrovia Unified School District
Arin Golestani
124 S. Madison Ave
Monrovia, CA 91016

agolestani@monroviaschools.net
(p) 626-471-2068

FROM:
Presidio Networked Solutions Group, LLC
Joe Bowman
5000 Hopyard Rd
Suite 188
Pleasanton, CA 94588

josephbowman@presidio.com
(p) +1.925.568.2470

BILL TO:
Monrovia Unified School District

325 East Huntington Drive
Purchasing Department
Monrovia, CA 91016

SHIP TO:
Monrovia Unified School District

1001 S. California Avenue
Receiving Warehouse
Monrovia, CA 91016-0000

Customer#: MONRO021

Contract Vehicle: California Carahsoft NASPO ValuePoint AR2472 CA #7-17-70-40-05

Account Manager: Joe Bowman
Inside Sales Rep: Joe Dykhuis
Title: MUSD - SentinelOne Renewal 2024
Comments: https://www.sentinelone.com/legal/master-subscription-agreement/

#	Part #	Description	List Price	Unit Price	Qty	Ext List Price	Ext Price
1	S1ES-CMP-EN-T3-C	Complete Protection Platform (Per Workstation). EPP + EDR, with NGAV (AI), Rogues IoT, Firewall Control, Device Control, Remote Shell, Deep Visibility and up to 100 concurrent STAR Rules, Enterprise Support Plan **Start Date:** 07/16/2024 **End Date:** 07/15/2025	$111.90	$13.23	800	$89,520.00	$10,584.00
2	S1ES-CMP-CW-T3-C	Complete Protection Platform (Per Workload). EPP + EDR, with NGAV (AI), Rogues IoT, Firewall Control, Device Control, Remote Shell, Deep Visibility and up to 100 concurrent STAR Rules, Enterprise Support Plan **Start Date:** 07/16/2024 **End Date:** 07/15/2025	$228.05	$16.70	30	$6,841.50	$501.00
3	PF-PLT-FF-T1-C	Singularity XDR Platform. Access to the Singularity XDR Platform, includes initial XDR Ingest **Start Date:** 07/16/2024 **End Date:** 07/15/2025	$2,000.00	$0.00	1	$2,000.00	$0.00

Total List Price:	**$98,361.50**
Sub Total:	**$11,085.00**
Grand Total:	**$11,085.00**

DS
FF

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

PRESIDIO™

QUOTE: 2003224405748-03

DATE: 05/07/2024

THIS QUOTE IS GOVERNED BY THE TERMS AND CONDITIONS OF NAPSO VALUEPOINT CARAHSOFT CONTRACT AR2472 CALIFORNIA 7-17-70-40-05.

QUOTE IS VALID FOR 30 DAYS FROM DATE SHOWN ABOVE.

PURSUANT TO THIS CONTRACT YOUR PO MUST REFLECT THE FOLLOWING CONTRACT:
NAPSO VALUEPOINT CARAHSOFT CONTRACT AR2472 CALIFORNIA 7-17-70-40-05.

Tax ID# 76-0515249; Size Business: Large; CAGE Code: 639L4; DUNS#11-436-9671

Credit: Net 30 days (all credit terms subject to prior Presidio credit department approval)

Delivery: FOB Terms Destination

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

DocuSigned by:

BB6A5F9B135B464...
Customer Signature

May 22, 2024
Date

Name/Title: Flint Fertig, Interim Superintendent

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

9. 23/24-2144 - RENEWAL OF PARENTSQUARE SUBSCRIPTION

RECOMMENDATION

The Board of Education is requested to approve the renewal of ParentSquare for a three (3) year term.

Rationale:

ParentSquare is a school-to-home communication system that provides everything our District, schools, teachers, and parents need to engage and collaborate, all on one easy-to-use platform. We can reach out to our parents and community through text, email, and push notifications.

Background:

The District has been using ParentSquare to communicate with families, students, and staff since the 2019-2020 school year.

Budget Implication ($ Amount):

ParentSquare submitted a quote for a three (3) year agreement totaling $82,810.00. The first year installment is $26,509.00, to be paid using Title I Funds.

Legal References:

Education Code 42647 states that the Board of Education shall approve all purchases and payments.

Additional Information:

A copy of the quote is attached.

ATTACHMENTS

BA Item 2144_Quote# 20240510-083842943_RENEWAL OF PARENTSQUARE SUBSCRIPTION (3 year agreement)_5.22.24.pdf

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

ParentSquare™

Monrovia Unified - July 2024 Renewal (3 year agreement)

Pricing Term Start Date: July 1, 2024 | **Pricing Term End Date:** June 30, 2025 | **Quote Create Date:** May 10, 2024 | **Reference:** 20240510-083842943

Monrovia Unified, CA - 0625320
325 E. Huntington Dr.
Monrovia, CA 91016
United States

Arin Golestani
Director of Technology
agolestani@monroviaschools.net

Gustavo Olguin
Public Information Officer
golguin@monroviaschools.net
(626) 471-2065

Comments

Valerie Conti - Accounting Analyst ParentSquare, Inc.

Products & Services

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Engage • Urgent Alerts • Personalized Auto Notices • Social Media & Website Share • Attendance Notifications • Posts & Newsletters • Classroom Communications • Direct Messaging • StudentSquare • Appointments • Volunteering & Sign Ups • Volunteer Hours • Directory • Forms & Permission Slips • Calendar & Event RSVPs • Invoices & Payments • Polls & Surveys • Fundraising • Resource Hub • SIS Integrations w/ SSO • Analytics & Reporting • Archiving • Mobile App & Web Portal • Language Translation **Payment starts: July 1, 2024**	July 1, 2024	12	4,900	$4.41 / year	$21,609.00 / year for 1 year

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Community Groups **Payment starts: July 1, 2024**	July 1, 2024	12	4,900	$1.00 / year	$4,900.00 / year for 1 year
Engage • Urgent Alerts • Personalized Auto Notices • Social Media & Website Share • Attendance Notifications • Posts & Newsletters • Classroom Communications • Direct Messaging • StudentSquare • Appointments • Volunteering & Sign Ups • Volunteer Hours • Directory • Forms & Permission Slips • Calendar & Event RSVPs • Invoices & Payments • Polls & Surveys • Fundraising • Resource Hub • SIS Integrations w/ SSO • Analytics & Reporting • Archiving • Mobile App & Web Portal • Language Translation **Payment due: July 1, 2025**	July 1, 2025	12	4,900	$4.63	$22,687.00 for 1 year

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Community Groups **Payment due: July 1, 2025**	July 1, 2025	12	4,900	$1.00	$4,900.00 for 1 year
Engage • Urgent Alerts • Personalized Auto Notices • Social Media & Website Share • Attendance Notifications • Posts & Newsletters • Classroom Communications • Direct Messaging • StudentSquare • Appointments • Volunteering & Sign Ups • Volunteer Hours • Directory • Forms & Permission Slips • Calendar & Event RSVPs • Invoices & Payments • Polls & Surveys • Fundraising • Resource Hub • SIS Integrations w/ SSO • Analytics & Reporting • Archiving • Mobile App & Web Portal • Language Translation **Payment due: July 1, 2026**	July 1, 2026	12	4,900	$4.86	$23,814.00 for 1 year

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Community Groups **Payment due: July 1, 2026**	July 1, 2026	12	4,900	$1.00	$4,900.00 for 1 year

Due now $0.00

Future Payments Summary

Item	Payment
Engage	$22,687.00 on July 1, 2025
Community Groups	$4,900.00 on July 1, 2025
Engage	$23,814.00 on July 1, 2026
Community Groups	$4,900.00 on July 1, 2026
Engage	$21,609.00 / year starting on July 1, 2024 for 1 payment
Community Groups	$4,900.00 / year starting on July 1, 2024 for 1 payment

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Gustavo Olguin
golguin@monroviaschools.net

[sig|req|signer1]

This quote expires on June 9, 2024

Approved by: DocuSigned by: BB6A5F9B135B464...

Flint Fertig
Interim Superintendent
May 22, 2024

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

Purchase terms

District/School Agreement -- The Services are subject to the terms contained in this Order Form and School Agreement which are located at www.parentsquare.com/agreement, and incorporated by reference into this Order Form ("ParentSquare School Agreement").

By executing this Order Form, the undersigned certifies that (i) the undersigned is a duly authorized agent of District/School, and (ii) the undersigned has read the ParentSquare School Agreement and will take all reasonable measures to enforce them within the District/School.

NOTE: Pricing above does not reflect ParentSquare's right to increase pricing up to 5% each annual period. Pricing above also does not include applicable tax, which will be applied upon invoicing.

Privacy Policy -- The ParentSquare Privacy Policy may be reviewed here - https://www.parentsquare.com/privacy

Terms of Use -- The ParentSquare Terms of Use may be reviewed here - https://www.parentsquare.com/terms

StudentSquare Consent -- Pursuant to Children's Online Privacy and Protection Act ("COPPA"), ParentSquare relies on the School's consent on behalf of students in order to allow those under 13 years of age to use our services.

Questions? Contact me

Valerie Conti
Accounting Analyst
valerie.conti@parentsquare.com

ParentSquare, Inc.
6144 Calle Real, Suite 200A
Goleta, CA 93117
United States

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

10. 23/24-3070 - PERSONNEL ASSIGNMENTS

RECOMMENDATION

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

Rationale:

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

Background:

Budget Implication ($ Amount):

Legal References:

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

Additional Information:

A copy of the report is attached.

ATTACHMENTS

BRD REPORT 20240522 Personnel Report 16.pdf

* Agenda Item 23/24-3070
05/22/2024

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #16

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

A. Employments

		First Name	Last Name	Classification	Action	Effective	Site	Hours	Program		Position	Range	Percentage
1	#	Mackenzie	Bauer	Daily Substitute Teacher	Employ, as needed	5/7/2024	District-wide		G	00000.0	000003	$190./day	100%
2	#	Jeremiah	Wittmer	Daily Substitute Teacher	Employ, as needed	5/7/2024	District-wide		G	00000.0	000003	$190./day	100%

B. Supplemental Hours/Special Assignments

		First Name	Last Name	Classification	Action	Effective	Site	Hours	Program		Position	Range	Percentage
3	#	Ileana	Alvarez	Teacher EX HRS	Parent & Family Meetings	4/8/24 - 4/12/24	Ed Serv. - Elementary	NTE: 6 hrs total	C	30100.0	004400	$40/hr	100%
4	#	Daniel	Castellanos	Teacher EX HRS	Professional Learning Series-Staff Development	4/8/24 - 5/31/24	Monrovia High School	NTE: 17 hrs total	C	07102.0	004397	$40/hr	100%
5	#	Derek	Ong	TOSA EX HRS	Professional Learning Series-Staff Development	4/8/24 - 5/31/24	Monrovia High School	NTE: 17 hrs total	C	07102.0	004397	$40/hr	100%
6	#	Erika	Ramirez Morales	TOSA EX HRS	Professional Learning Series-Staff Development	4/8/24 - 5/31/24	Monrovia High School	NTE: 17 hrs total	C	07102.0	004397	$40/hr	100%
7	#	Valerie	Shay	TOSA EX HRS	Professional Learning Series-Staff Development	4/8/24 - 5/31/24	Monrovia High School	NTE: 17 hrs total	C	07102.0	004397	$40/hr	100%

C. Leaves of Absences

		First Name	Last Name	Classification	Action	Effective	Site
		None					

D. Terminations

		First Name	Last Name	Classification	Action	Effective	Site
		Bethany	Delisi	Teacher	Vountary Resignation	6/6/2024	Mayflower

E. Change Status

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

#-Ratification *- Correction
C-Categorical Fund G-General Fund

F. Other

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

F. Other - Volunteers

		First Name	Last Name	Classification	Action	Effective	Site
8	#	Arturo	Aguayo	Volunteer I	Approve	5/6/2024	Plymouth
9	#	Jessica	Benefiel	Volunteer I	Approve	5/1/2024	Monroe
10	#	Erik	Blaisdell	Volunteer I	Approve	5/9/2024	Plymouth
11	#	Bobbi-Jean	Blaisdell	Volunteer I	Approve	5/9/2024	Plymouth
12	#	Teresa Bettina	Braun	Volunteer I	Approve	5/3/2024	Monroe
13	#	Marcus	Crunk	Volunteer I	Approve	5/1/2024	Mayflower
14	#	Rosario	Eugenio	Volunteer I	Approve	5/9/2024	Monroe
15	#	Yesica	Girao	Volunteer I	Approve	5/1/2024	Clifton, MHS, Monroe
16	#	Ana	Gomez	Volunteer I	Approve	5/3/2024	Plymouth
17	#	Deirdre	Nichols	Volunteer I	Approve	5/8/2024	Plymouth
18	#	Issac	Rodriguez	Volunteer I	Approve	4/29/2024	Bradoaks
19	#	Jasmine	Roman	Volunteer I	Approve	5/2/2024	Monroe, Mountain Park
20	#	Esperanza	Sepulveda	Volunteer I	Approve	5/1/2024	Clifton, Monroe
21	#	Maria	Suarez	Volunteer I	Approve	5/1/2024	Monroe
22	#	Ana	Torres	Volunteer I	Approve	4/29/2024	Monroe, Village

*Agenda Item 23/24-3070
May 22, 2024

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #16

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

A. Employments

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent
1	#	Cesar	Guerrero	Campus Security Officer	MHS	Employ	$3642.31/mo	24	1	8 hr./d; 9 mo./yr.	5/1/2024	000385	G	00000.0	100%
2	#	Priscilla	Prada	Library Technician I	Plymouth	Employ	$1732.88/mo	22	1	4 hr./d; 9 mo./yr.	5/7/2024	002662	G	00000.0	100%

B. Supplemental Hours/Special Assignments

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent
3	#	Thomas	Bogdon	School Office Managers Extra Hours	Wild Rose	Employ: Student engagement through Theater & Drama - *Finding Nemo, Jr.*	$28.33/hr.	26	6	NTE: 30 hours total.	4/22/24-5/12/24	004369	C	90625.0	100%
4	#	Anthony	Caleb	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2023-24 school year.	$19.51/hr.	21	1	NTE: 8 hours per day.	5/1/24-6/30/24	000137	G	00000.0	100%
5	#	Helen	Hernandez	Library Technician I Extra Hours	Mayflower	Employ: To administer the Summative ELPAC to students.	$25.66/hr.	22	6	NTE: 3 hours per day.	4/22/24-5/31/24	004408	G	00000.0	100%
6	#	Cherie	Holguin	Instructional Aide - Kindergarten Extra Hours	Plymouth	Employ: Classroom support to cover an existing vacancy.	$21.58/hr.	15	6	NTE: 540 hours total; revised 270 hours total, originally Board approved 12/13/2023.	9/7/23-6/5/24; revised 1/9/24, originally Board approved 12/13/2023.	003745	G	00000.0	100%
7	#	Sabrina	Madrid	Instructional Aide - Kindergarten Extra Hours (Provisional)	Plymouth	Employ: To cover the TK aide vacancy.	$21.58/hr.	15	6	NTE: 3.5 hours per day.	3/1/24-6/5/24	003745	C	07102.0	100%
8	#	Heena	Merchant	Instructional Aide - Kindergarten Extra Hours (Provisional)	Plymouth	Employ: To support instruction of morning cohort of Kindergarten Dual Immersion.	$21.58/hr.	15	6	NTE: 3.5 hours per day.	3/1/24-6/5/24	002664	G	00000.0	100%
9	#	Erinn	Milligan	Instructional Aide - Kindergarten Extra Hours (Provisional)	Plymouth	Employ: Additional classroom support.	$21.58/hr.	15	6	NTE: 3 hours per day.	9/7/23-6/5/24; revised 1/9/24, originally Board approved 11/08/2023.	003745	G	00000.0	100%
10	#	Savannah	Pfeifroth	Clerical Assistant I - Extra Hours	Monroe	Employ: Office support for online enrollments.	$17.67/hr.	17	1	NTE: 5 hours per day.	3/21/24-6/5/24	004027	G	00000.0	100%
11	#	Priscilla	Prada	Substitute Library Technician I	Plymouth	Employ: To substitute as needed during the 2023-24 school year.	$19.99/hr.	22	1	NTE: 160 hours total; revised 60 hours total, originally Board approved 4/17/24.	4/17/24-6/5/24	003665	G	00000.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

B. Supplemental Hours/Special Assignments (continued)

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent
12	#	Tomasa	Rios	Food Service Manager Extra Hours	Bradoaks	Employ: Lunch or Supper coverage as needed.	$26.29/hr.	12-G	6	NTE: 200 hours total.	4/1/24-6/30/24	000381	C	53100.0	100%
13	#	Kelsey	Valdez	Instructional Aide - Elementary Intervention Extra Hours	Wild Rose	Employ: Student engagement through Theater & Drama - *Finding Nemo, Jr.*	$16.83/hr.	15	1	NTE: 30 hours total.	4/15/24-5/12/24	004399	C	90625.0	100%
14	#	Nancy	Velis	Substitute Campus Assistant	Plymouth	Employ: To substitute as needed during the 2023-24 school year.	$16.54/hr.	4	6	NTE: 3.75 hours per day.	12/1/23-6/5/24	003801	G	00000.0	100%

C. Leaves of Absence

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent

None

D. Resignations

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent
	#	Laurie	De Hart	Instructional Aide - Kindergarten	Mayflower	Retirement	$21.58/hr.	15	6	3 hr./d; 9 mo./yr.	6/5/2024	001947	G C	00000.0 30100.0	20% 80%
	#	Annamarie	De Vries	Technology Administrative	Technology	Voluntary resignation.	$5186.71/mo	34-H	3	8 hr./d; 12 mo./yr.	5/31/2024	000882	G C	00000.0 07303.0	90% 10%
	#	Bryna	Ocampo	Instructional Aide - Special Education	CELC	Voluntary resignation.	$22.67/hr.	17	6	3 hr./d; 9 mo./yr.	6/5/2024	000937	C	65000.0	100%
	#	Kaylee	Reeves	Instructional Aide - Kindergarten	Mayflower	Voluntary resignation.	$17.71/hr.	15	2	3 hr./d; 9 mo./yr.	6/5/2024	003892	G	00000.0	100%
	#	Jeremiah	Wittmer	Campus Assistant	Clifton	Voluntary resignation.	$1881.21/mo	4	2	5.25 hr./d.; 9 mo./yr.	5/3/2024	003797	G	00000.0	100%

E. Changes of Status

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program		Percent
	#	Cynthia	Allen	Instructional Assistant - Behavior	Mayflower	Voluntary demotion; transfer from Bradoaks.	$3577.50/mo	20	6	6.76 hr./d; 9 mo./yr.	4/29/2024	004419	C	65000.0	100%
	#	Lynnette	Edwards	Instructional Aide- Special Education	Wild Rose	Voluntary transfer from Bradoaks.	$22.67/hr.	17	6	3.5 hr./d; 9 mo./yr.	4/25/2024	004413	C	65000.0	100%
	#	Cherie	Holguin	Instructional Aide - Kindergarten	Plymouth	Correct account number	$21.58/hr.	15	6	3 hr./d; 9 mo./yr.	8/16/2023	002663	G	00000.0	100%
	#	Heena	Merchant	Instructional Aide - Kindergarten	Plymouth	Correct account number	$21.58/hr.	15	6	3 hr./d; 9 mo./yr.	8/16/2023	002663	G	00000.0	100%
	#	Martha	Solorzano	Instructional Assistant - Behavior	Bradoaks	Voluntary demotion; transfer from Clifton.	$3879.36/mo	20	6	7.33 hr./d; 9 mo./yr.	4/28/2024	003623	C	65000.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

*Agenda Item 23/24-3070
May 22, 2024

F. Other

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program		Percent
	#	Lazarus	Perez	Walk-on Coach	Clifton	Approve stipend - Girls Softball Coach.	$1,000. stipend paid over 2 months.	4/1/24-5/31/24	001191	C	00701.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

11. 23/24-3071 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

RECOMMENDATION

The Board of Education is requested to approve Travel and Conference Report #13.

Rationale:

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

Background:

Budget Implication ($ Amount):

Legal References:

Additional Information:

ATTACHMENTS

05222024TravelConference.pdf

*Agenda Item 23/24-3071
May 22, 2024

MONROVIA UNIFIED SCHOOL DISTRICT
Conference/Inservice Attendance and Travel
Report #13

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

1/ CASAS National Summer Institute 2024.
Comprehensive Adult Student Assessment System.
June 16 -20, 2024, Orange County, CA.
Account#: 11.0-63910.0-41310-10000-5220-7100000
Estimated cost: $1558.68
(Registration: $1175.00; Meals: $ 36.00; Mileage: $203.68; Parking: $144.00)

Cynthia High, Teacher, Adult Education.

GROUP B (Not within budget. Budget transfer required)

None

GROUP C (Within budget of Federal/Special programs)

None

GROUP D (No cost to District)

None

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

1. 23/24-1105 - AGREEMENT WITH BEHAVIORAL AUTISM THERAPIES

RECOMMENDATION

The Board of Education is requested to approve the ratification of the Agreement with Behavioral Autism Therapies effective May 23, 2024, through June 30, 2024, for para-educator support, nursing staff, and other special education related service providers.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

Rationale:

This Agreement will provide psychological diagnostic testing and evaluation for autism spectrum disorder diagnosis, functional behavioral assessment, behavioral support in the classroom setting, and Board Certified Behavior Analyst (BCBA) support when needed for the Monrovia Unified School District.

Background:

Budget Implication ($ Amount):

Legal References:

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

Additional Information:

The staffing agreement is attached.

ATTACHMENTS

BAT Signed Contract-2023-2024.pdf

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NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES

MASTER CONTRACT

2023-2024

Behavioral Autism Therapies, LLC

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2023-2024

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER:

Behavioral Autism Therapies, LLC

(Hereinafter referred to as "CONTRACTOR")

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract (or "Contract") is entered into this 8th day of May, 2024, between the **MONROVIA UNIFIED SCHOOL DISTRICT** (LEA, county office of education, a charter school participating as a member of the special education local plan area, or special education local plan area), county of Los Angeles hereinafter referred to as the local educational agency ("LEA") and **BEHAVIORAL AUTISM THERAPIES, LLC** (nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or "CONTRACTOR" for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq*. and Title 5 of the California Code of Regulations section 3000 *et seq*., AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit an Individual Services Agreement (hereinafter referred to as "ISA") to CONTRACTOR within 30 days. Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR's obligation to provide all services specified in the student's Individualized Education Program (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of a student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and /or electronic database for ISA developing including invoicing.

Unless placement is made and/or services are provided pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed settlement agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, or by written direction of the LEA, LEA is not responsible for the costs associated with NPS/A placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the LEA student's parent evidencing the parent's agreement to the IEP. CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or actively support or

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request parent(s) to pursue funding for the admitted school year from the LEA through due process proceedings.

2. **CERTIFICATIONS AND LICENSES**

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a NPS/A. All NPS/A services shall be provided consistent with the area of certification and licensure specified by CDE certification and as defined in California Education, Code sections 56366 *et seq.* and within the professional scope of practice of each provider's license, certification and/or credential. A current copy of CONTRACTOR's nonpublic school/agency certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Contract is executed by CONTRACTOR. This Master Contract may be terminated if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to the capacity as stated on CONTRACTOR's CDE certification and in Section 24 of the Master Contract.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified and all staff persons providing services to pupils shall be certified and/or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of this State, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

When CONTRACTOR is a NPS, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development.

With respect to CONTRACTOR's certification, failure to notify the LEA in writing promptly, not more than 45 days of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or termination of this Master Contract by the LEA.

3. **COMPLIANCE WITH LAWS, STATUTES, REGULATIONS**

During the term of this Master Contract unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies, and regulations. CONTRACTOR shall also comply with all applicable NPS/NPA LEA policies and procedures, unless, taking into consideration all of the surrounding facts and circumstances, a policy/procedure or policies/procedures, or a portion of a policy/policies, does not reasonably apply to CONTRACTOR.

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CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with all applicable LEA policies/procedures and shall indemnify LEA applicable policies/procedures and shall indemnify LEA under the provisions of section 16 of this contract for such failure.

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract; and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from July 1, 2023 to June 30, 2024 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. However, the parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2024. In the event the contract negotiations are not agreed to by June 30th, the most recently executed Master Contract will remain in effect for 90 days. (Title 5 California Code of Regulations section 3062(d)) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

Both parties agree to negotiate in good faith the basic education rates that the LEA will pay the CONTRACTOR during the term of each Master Contract. The Greater Los Angeles Area SELPAs Nonpublic School Rate Consideration Process for the 2015-2016 School Year, with appropriately modified similar deadlines, will establish the preliminary steps of rate negotiation. When a final rate agreement is formally executed, the new rates for existing CONTRACTORS will be retroactive to the start of the school year (July 1). The new rates for new CONTRACTORS will be retroactive to the start of the applicable Master Contract. Payment will be made upon receipt of properly submitted billing for the retroactive difference.

The provisions of this Master Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative (EC56366.4).

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes each Individual Services Agreement ("ISA") and they are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties.

If CONTRACTOR does not return the Master Contract to LEA duly signed by an authorized representative within ninety (90) calendar days of issuance with agreed upon rates, the new contract rates will not take effect until the newly executed Master Contract is received by LEA. If CONTRACTOR fails to execute the new Master Contract within such 90-day period, all payments for services performed after the 90-day period shall cease until such time as the new

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Master Contract for the current school year is signed and returned to LEA by CONTRACTOR. (California Education Code section 56366(c)(1) and (2)). In the event that this Master Contract expires or terminates, CONTRACTOR and LEA shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract for services provided to LEA students authorized by the LEA.

6. **INDIVIDUAL SERVICES AGREEMENT ("ISA")**

This Agreement shall include an ISA developed for each LEA student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for LEA students enrolled with the approval of the LEA pursuant to California Education Code section 56366 (a)(2)(A). When an ISA is effective beyond this contract's expiration, and a new concurrent Master Contract is in effect, the rates on the new master contract apply to that ISA. In the event that this Master Contract expires or terminates, CONTRACTOR and LEA, shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized LEA students.

Any and all changes to a LEA student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to the LEA student's IEP or by written agreement between the parent and LEA. At any time during the term of this Master Contract, a LEA student's parent, CONTRACTOR, or LEA may request a review of a LEA student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the LEA student's IEP unless the CONTRACTOR and the LEA agree otherwise in the ISA. (California Education Code Section 56366(a) (5), and Title 5 of the California Code of Regulations Section 3062(e)). When CONTRACTOR is a nonpublic school/agency with an integrated program, CONTRACTOR shall provide all the CDE-certified related services as specified in the LEA's ISA and student's IEP. Lack of qualified personnel may result in proration of the basic education rate for integrated programs equal to the rate as paid to other NPS for same related service. In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify the LEA in writing within ten (10) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to student as a result of lack of provision of services by CONTRACTOR while student was served by the nonpublic school or agency. LEA shall compensate CONTRACTOR for the compensatory service hours at the rates specified by the current contract unless billed for previously or included in a bundled rate.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees otherwise or an interim alternative educational setting is deemed lawful and appropriate by LEA or OAH, consistent with Section 1415(k)(1)(7) of Title 20 of United States Code. CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the Los Angeles County Superintendent of Schools or the

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State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c) (2).

7. **DEFINITIONS**

The following definitions shall apply for purposes of this contract:

a. The term "CONTRACTOR" means a nonpublic, nonsectarian school/agency certified by the California Department of Education identified on page 1 of this Master Contract and its officers and employees.

b. The term "authorized LEA representative" means a LEA administrator or designee. It is understood, a representative of the Special Education Local Plan Area (SELPA) of which the LEA is a member is an authorized LEA representative in collaboration with the LEA. The LEA maintains sole responsibility for this Contract, unless otherwise specified in this Contract.

c. The term "credential" means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970, or the California Commission on Teacher Credentialing ("CTC") which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(j).

d. The term "qualified" means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and designated instruction and services and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which he or she is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations Sections 3064 and 3065, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code.

Nothing in this definition shall be construed as restricting the activities in services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations. (Title 5 of the California Code of Regulations Section 3001 (y)).

e. The term "license" means a valid non-expired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services, or refer to themselves using a specified professional title, including but not limited to mental health and board and care services at a residential placement. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(r).

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f. The term "Parent" means

1. a biological or adoptive parent unless the biological or adoptive parent does not have legal authority to make educational decisions for the child;
2. a guardian generally authorized to act as the child's parent or authorized to make educational decisions for the child;
3. an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child's welfare;
4. a surrogate parent;
5. a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child's behalf has been specifically limited by court order in accordance with Code of Federal Regulations 300.30(b)(1) or (2).
6. Parent does not include the state or any political subdivision of government or the NPS/A under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

g. The term "days" means calendar days unless otherwise specified.

h. The phrase "billable day" means a school day in which instructional minutes meet or exceed those in comparable LEA programs.

i. The phrase "billable day of attendance" means a school day as defined in California Education Code Section 46307, in which a LEA student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA;

j. It is understood that the term "Master Contract" also means "Contract" and is referred to as such in this document.

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ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this contract shall be in writing. Notices shall be mailed, electronically delivered or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices related to this Master Contract shall be mailed to LEA and shall be addressed to the person and address as indicated on the signature page of this Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

CONTRACTOR shall maintain all records as required by state and federal laws and regulations. CONTRACTOR and LEA agree that neither party is a "covered entity" or maintains "protected health information" as defined by the Health Insurance Portability and Accountability Act ("HIPPA"). Rather, CONTRACTOR and LEA acknowledge that the student educational records maintained by the parties are governed by the Family Educational Rights and Privacy Act ("FERPA"). Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, "records" shall include, but not be limited to: student records as defined by California Education Code section 49061(b) including electronically stored information; cost data and records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; daily service logs and notes used to record the provision of related services including supervision; daily service logs and notes or other documents used to record the provision of services provided through adult assistance (herein after referred to as "aide"), behavior intervention aides, and bus aides; behavior emergency reports (BER); incident reports; notification of injuries; absence verification records; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications; by-laws; lists of current board of directors/trustees, if incorporated; and other documents evidencing financial expenditures; federal/state payroll quarterly reports (Form 941/DE3DP); and bank statements and canceled checks or facsimile thereof or evidence of electronic payments.

CONTRACTOR shall maintain LEA student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR's employees who have access to confidential records. CONTRACTOR shall maintain an access log for each LEA student's record which lists all persons, agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, and date/time of access for each individual requesting or receiving information from the LEA student's record. Such log shall record access to the LEA student's records by: (a) the LEA student's parent; (b) parties to whom directory information is released pursuant to California Education Code section 49073. (c) an individual to whom written consent has been executed by the LEA student's parent; or (d) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or

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receiving information from the record pursuant to California Education Code Section 49076. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant parents access to student records, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward LEA student records within ten (10) business days to LEA. These shall include, but are not limited to, current transcripts, state test score reports, IEP/IFSPs, BERs, incident reports, notification of injuries, and all other relevant reports. LEA and/or SELPA shall have access to and receive copies of any and all records upon request within five (5) business days.

10. **SEVERABILITY CLAUSE**

If any provision of this agreement is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire agreement shall be severable and remain in effect.

11. **SUCCESSORS IN INTEREST AND NO ASSIGNMENT**

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify the LEA within 30 days of any change of ownership or corporate control.

12. **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, California.

13. **MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES**

This Master Contract may be modified or amended by the LEA to conform to administrative and statutory guidelines issued by any local, state, or federal governmental agency. The party seeking modification or amendment shall provide thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modifications or changes are based. In the event urgency or emergency legislation is passed, the notice period may be less than thirty (30) days.

14. **TERMINATION**

This Master Contract or ISA may be terminated for cause. The cause shall not be the availability of a public class initiated during the period of the contract unless the parent agrees to the transfer of the student to the public school program at an IEP team meeting. To terminate the contract either party shall give twenty (20) days prior written notice. California Education Code section 56366(a)(4). At the time of termination, CONTRACTOR shall provide upon request to LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this Master Contract, as provided in section 5 or 6. CONTRACTOR or LEA may terminate an ISA for cause. To terminate the ISA, either party shall give twenty (20) days' prior written notice.

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15. **INSURANCE**

CONTRACTOR shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Agreement, the following insurance coverage from a California licensed, authorized and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including attorney's fees) arising out of or in connection with Contractor's fulfillment of any of its obligations under this Agreement or either party's use of the Work or any component or part thereof. The CONTRACTOR shall provide a Certificate of Insurance which lists the LEA as an additional insured and will contain no exclusions; and a copy of the insurance policy in its entirety which shall confirm the parties understanding that it is the intent of the parties that the insurance cover any and all obligations including liabilities or debts incurred by the LEA as a result of the CONTRACTOR'S negligence which results in the LEA incurring any loss including but not limited to as a result of Education Code section 56383 or any civil action.

PART I

a. **Commercial General Liability Insurance**, which lists LEA as an additional insured, including both bodily injury and property damage, with limits as follows:

$1,000,000 per occurrence
$ 100,000 fire damage
$ 5,000 medical expenses
$1,000,000 personal & adv. Injury
$2,000,000 general aggregate
$2,000,000 products/ completed operations aggregate

b. **Business Auto Liability Insurance,** which lists the LEA as an additional insured, for all owned, scheduled, non-owned or hired automobiles with a $1 million combined single limit.

If no owned automobiles, then only hired and non-owned is required.

Notwithstanding any vicarious liability on behalf of the CONTRACTOR, if CONTRACTOR or its employees or agents use a personal vehicle and travels to/from school sites, between schools and/or to/from student's homes or other locations as approved service location by the LEA, Contractor must comply with State of California automobile financial responsibility laws.

If CONTRACTOR provides transportation services to students utilizing a van, bus or any vehicle designed to carry 10 or more passengers, CONTRACTOR shall ensure that CONTRACTOR keeps in effect a combined single limited business auto liability policy of no less than $5,000,000 per occurrence.

c. **Workers' Compensation and Employers Liability Insurance** in a form and amount covering Contractor's full liability under the California Workers' Compensation Insurance and Safety Act and in accordance with applicable state and federal laws.

Part A – Statutory Limits (CA Labor Code 3700 et seq.)
Part B - Employers Liability - $1,000,000/$1,000,000/$1,000,000

Sole proprietors with no employees are exempt from providing Workers'

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Compensation and Employers Liability Insurance, but must provide a signed Workers' Compensation Statement.

d. **Errors & Omissions (E & O)/Malpractice (Professional Liability)** coverage, which lists the LEA as an additional insured, with the following limits:

$1,000,000 per occurrence
$1,000,000 general aggregate

e. **Sexual Molestation and Abuse coverage, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional Liability policy by endorsement, with the following limits:**

$3,000,000 per occurrence
$3,000,000 general aggregate.

f. Contractor, upon execution of this contract and periodically thereafter upon request, shall furnish the LEA with certificates of insurance and a complete copy of the insurance policy evidencing such coverage. The Commercial General Liability, Automobile Liability, E & O / Professional Liability, and the Sexual Molestation and Abuse Coverage policies shall name the LEA **Monrovia Unified School District** and the Board of Education as additional insured. Premiums on all insurance policies shall be paid by Contractor and shall be deemed included in Contractor's obligations under this contract at no additional charge.

g. Any deductibles or self-insured retentions above $100,000 must be declared to and approved by the LEA. At its option, LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees, or (b) procure a bond guaranteeing payment of losses and related investigation.

h. For any claims related to the services performed in connection with this Master Contract, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.

i. All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate.

PART II

INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AFFILIATED WITH A RESIDENTIAL TREATMENT FACILITY

When CONTRACTOR is a nonpublic school affiliated with a residential treatment center (NPS/RTC), the following insurance policies are required:

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a. **Commercial General Liability** which lists the LEA as an additional insured and provides coverage of $3,000,000 per Occurrence and 6,000,000 in the Aggregate. The policy shall be endorsed to name the LEA and the Board of Education as *named* additional insured and shall provide specifically that any insurance carried by the LEA which may be applicable to any claims or loss shall be deemed excess and the RTC's insurance shall be deemed primary despite any conflicting provisions in the RTC policy.

b. The additional insured language required in Part II, Sections a, c, e, and f shall also contain language stating that the RTC shall provide the Certificate of Insurance which will contain no exclusions; and a copy of the insurance policy in its entirety which shall confirm the parties understanding that it is the intent of the parties that the insurance cover any and all obligations including liabilities or debts incurred by the LEA as a result of the RTC's negligence or intentional acts which results in the LEA incurring any loss including but not limited to as a result of Education Code section 56383. Coverage shall be maintained with no Self-Insured Retention above $100,000 without the prior written approval of the LEA Risk Management Services.

c. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the RTC from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of $1,000,000/$1,000,000/$1,000,000.

d. **Commercial Auto Liability** coverage, which lists the LEA as an additional insured, with limits of $1,000,000 Combined Single Limit per Occurrence if the RTC does not operate a student bus service. If the RTC provides student bus services, the required coverage limit is $5,000,000 Combined Single Limit per Occurrence.

e. **Fidelity Bond** or **Crime Coverage** shall be maintained by the RTC to cover all employees who process or otherwise have responsibility for RTC funds, supplies, equipment or other assets. Minimum amount of coverage shall be $50,000 per occurrence, with no self-insured retention.

f. **Professional Liability/Errors & Omissions/MALPRACTICE** coverage, which lists the LEA as an additional insured, with minimum limits of $3,000,000 per occurrence and $6,000,000 general aggregate.

g. **Sexual Molestation and Abuse coverage**, which lists the LEA as an additional insured, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional liability policy by endorsement, with minimum limits of $3,000,000 per occurrence and $6,000,000 general aggregate.

If LEA or CONTRACTOR determines that changes in insurance coverage obligations under this section are necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall indemnify and hold LEA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("LEA Indemnitees") harmless against all liability, loss, damage and expense (including

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reasonable attorneys' fees and costs) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent, intentional or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA and LEA Indemnitees). The duty and obligation to defend shall arise immediately upon tender of a request to defend a due process hearing complaint under the Individuals with Disabilities in Education Act, or lawsuit naming the LEA. The duty to indemnify and defend shall any and all obligations including liabilities or debts incurred by the LEA as a result of the CONTRACTOR'S negligence which results in the LEA incurring any loss including but not limited to as a result of Education Code section 56383 or any civil action.

To the fullest extent allowed by law, LEA shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, attorneys, and subcontractors ("CONTRACTOR Indemnitees") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees and costs) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent, intentional act or willful act or omission of LEA, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnitees).

LEA represents that it is insured/self-insured in compliance with the laws of the State of California, that the self-insurance/insurance covers LEA employees acting within the course and scope of their respective duties and that its self-insurance/insurance covers the LEA's indemnification obligations under this Master Contract.

17. INDEPENDENT CONTRACTOR

Nothing herein contained will be construed to imply a joint venture, partnership or principal-agent relationship between the LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Agreement as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Agreement shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the LEA and any individual assigned by CONTRACTOR to perform any services for the LEA.

18. SUBCONTRACTING

CONTRACTOR shall provide written notification to LEA before subcontracting for special education and/or related services pursuant to this Master Contract. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR's original notice and CONTRACTOR shall not subcontract for said service(s). CONTRACTOR shall incorporate all of the provisions of this Master Contract in all subcontracts, to the fullest extent reasonably possible. Furthermore, when CONTRACTOR enters into subcontracts for the provision of special education and/or related services (including without limitation transportation) for any LEA student, CONTRACTOR shall cause each subcontractor to procure and maintain insurance during the term of each subcontract. Such subcontractor's insurance shall comply with the provisions of section 15.

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Each subcontractor shall furnish the LEA with original endorsements and certificate of insurance effecting coverage required by section 15. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the LEA before the subcontractor's work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA and the LEA's Board of Education as an additional insured.

As an alternative to the LEA's forms, a subcontractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Master Contract. All Certificates of Insurance must reference the LEA contract number, name of the school or agency submitting the certificate, indication if NPS or NPA, and the location of the school or agency submitting the certificate. In addition, all sub-contractors must meet the requirements as contained in section 45 Clearance Requirements and section 46 Staff Qualifications of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide upon request to LEA a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 and Government Code Section 1090 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings and/or due process proceedings acting as a student's advocate. Unless CONTRACTOR and LEA otherwise agree in writing, LEA shall not execute an ISA with CONTRACTOR nor amend an existing ISA for a LEA student when a parent of the LEA student is an owner, employee or agent of the NPA or NPS. CONTRACTOR shall endeavor to avoid the assignment of close relatives or cohabitants to work in situations involving the provision of special education and/or related services to any LEA student where conflicts of interest could arise. For purposes of this Agreement, close relatives shall be defined as including spouse, sibling, parent, child, or grandchild; cohabitants shall be defined as persons living together. Exceptions to this term can only be made in writing between CONTRACTOR and LEA. Pursuant to California Education Code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

Unless CONTRACTOR and LEA otherwise agree in writing, LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a LEA student when a recommendation for new or additional special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the LEA student without prior written authorization by LEA. This section shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the LEA student is enrolled in CONTRACTOR's school/agency) or whether an assessment of the LEA student is performed or a report is prepared in the normal course of the services provided to the LEA student by CONTRACTOR. LEA shall compensate CONTRACTOR for related service assessments, performed at the request of the LEA when CONTRACTOR, prior to beginning the assessment, provides LEA with a written notice of the expected costs of the assessment, and LEA elects to proceed with the assessment. To avoid a conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and

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its recommendations, the LEA may, in its discretion, not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, the LEA may, in its discretion, not fund ongoing services provided by the evaluator whose IEE the LEA agrees to fund when no other appropriate assessor is available, LEA may request and if contractor agrees, the contractor may provide an IEE.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request parent(s) to pursue funding for the admitted school year from the LEA through due process proceedings.

20. **NON-DISCRIMINATION**

CONTRACTOR shall not, in employment or operation of its programs, unlawfully discriminate on the basis of gender, nationality, national origin, ancestry, race, color, ethnicity, ethnic group affiliation, religion, age, marital status, pregnancy or parental status, sex, sexual orientation, gender, gender identity or expression, physical or mental disability, genetic information, or any other classification protected by federal or state law or the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics.

EDUCATIONAL PROGRAM

21. **FREE AND APPROPRIATE PUBLIC EDUCATION**

LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as "ITP") of each LEA student served by CONTRACTOR. CONTRACTOR shall provide to each LEA student special education and/or related services (including transition services) within the nonpublic school or nonpublic agency consistent with the LEA student's IEP and as specified in the ISA. If CONTRACTOR is a NPS, CONTRACTOR shall not accept a LEA student if it cannot provide or ensure the provision of all of the services outlined in the student's IEP unless CONTRACTOR and LEA agree otherwise in the contract or ISA. (California Education Code section 56366 (a) (5)). If student services are provided by a subcontractor (i.e. Related Services Provider), CONTRACTOR shall notify LEA within thirty (30) days if the provision of services cease.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, or facilities for LEA students, as specified in the LEA student's IEP and ISA. CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment, which meets all pertinent health and safety regulations. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the LEA student's IEP and ISA including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of the LEA student's enrollment under the terms of this Master Contract. CONTRACTOR may charge a LEA student's parent(s) for services and/or activities not necessary for the LEA student to receive a free appropriate public education after: (a) written notification to the LEA student's parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by the LEA of the written notification and a written acknowledgment signed by the LEA student's parent(s) of the cost and voluntary nature of the services and/or

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activities. CONTRACTOR shall adhere to all LEA requirements concerning parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for the LEA student to receive a free appropriate public education shall not interfere with the LEA student's receipt of special education and/or related services as specified in the LEA student's IEP and ISA.

If an IEP team determines that a student requires an assistive technology device or equipment for low-incidence disabilities, it is the LEA's responsibility to provide the device or equipment listed on that student's IEP and ISA, and if necessary provide training on the use of the device or equipment. The assistive technology device or low-incidence equipment remains the property of the LEA and shall be returned to the LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the nonpublic school or transfers out of the LEA.

22. GENERAL PROGRAM OF INSTRUCTION

All NPS/A services shall be provided consistent with the area of certification specified by CDE certification and as defined in California Education Code section 56366 *et seq*, and shall ensure that facilities are adequate to provide LEA students with an environment, which meets all pertinent health and safety regulations.

When CONTRACTOR is a NPS, CONTRACTOR's general program of instruction shall: (a) utilize evidence-based practices and be consistent with LEA's standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational technology and transition services; (c) be consistent with CDE's standards regarding the particular course of study and curriculum; (d) provide the services as specified in the LEA student's IEP and ISA. LEA students shall have access to: (a) State Board of Education ("SBE") adopted, Common Core State Standards ("CCSS") for curriculum and instructional materials for kindergarten and grades 1 to 8, inclusive; and provide CCSS curriculum and instructional materials for grades 9 to 12, inclusive, used by a LEA that contracts with the NPS; (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling.

When CONTRACTOR serves LEA students in grades 9 through 12 inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not award a high school diploma to students who have not successfully completed all of the LEA's graduation requirements.

A pupil in foster care shall be defined pursuant to California Education Code section 51225.2. The LEA shall annually notify the CONTRACTOR who the LEA has designated as the educational liaison for foster children. When a pupil in foster care is enrolled in a NPS by the LEA any time after the completion of the pupil's second year of high school, the CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of the LEA unless provided notice otherwise in writing.

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When CONTRACTOR is a NPA and/or related services provider, CONTRACTOR's general program of instruction and/or services shall utilize evidence-based practices and be consistent with LEA and CDE guidelines and certification and be provided as specified in the LEA student's IEP and ISA. The NPA providing Behavior Intervention shall develop a written plan that specifies the nature of their NPA service for each student within thirty (30) days of enrollment and shall be available upon request. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a contractor that is a Licensed Children's Institution (LCI), all services not provided in the clinic/school setting require the presence of a parent, guardian or adult caregiver with written and signed authority to make decisions in an emergency during the delivery of services. LCI contractors shall ensure that appropriate and qualified residential or clinical staff are present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult caregiver is present. It is understood and agreed that the parent of a LEA student shall not be deemed by CONTRACTOR to be qualified as a provider for their own child. CONTRACTOR shall make available upon request to LEA a written description of the general program of instruction and/or services provided prior to the effective date of this Master Contract. It is understood that Behavior Intervention Therapy services are limited per CDE Certification and do not constitute an instructional program.

When CONTRACTOR is a NPA, CONTRACTOR shall not provide transportation services nor subcontract for transportation services for LEA students unless the LEA and the CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

For LEA students in grades pre-kindergarten through 12 inclusive, unless otherwise specified in the LEA student's IEP and ISA, the weekly total number of instructional minutes, excluding breakfast, recess, lunch, and passing time, shall be at the same level that Ed. Code prescribes for the LEA.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to LEA students attending LEA schools in like grade levels unless otherwise specified in the LEA student's IEP.

When CONTRACTOR is a NPA and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the LEA student's ISA developed in accordance with the LEA student's IEP.

24. CLASS SIZE

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that grades K-4 class size shall not exceed a ratio of one teacher per twelve (12) students. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary to provide services to elementary students with disabilities. CONTRACTOR shall ensure that grades 5-12 and Transition class size shall not exceed a ratio of 1 teacher per fourteen (14) students.

Should CONTRACTOR be unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has a direct impact on the CDE Certification of that

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school, the NPS shall develop a plan to ensure appropriate coverage of students by first utilizing existing certificated staff. CONTRACTOR and LEA may agree to one thirty (30) school day period per contract year where class size may be increased to ensure coverage by an appropriately credentialed teacher. Such a request shall not be unreasonably denied. Such agreement shall be valid only if it is in writing and signed by both parties.

CONTRACTORS providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 *et seq.*

25. CALENDARS

The CONTRACTOR shall submit to LEA a school calendar with the total number of billable days not to exceed 180 regular school year (RSY) days, plus twenty (20) extended school year (ESY) as determined by LEA's calendar. Billable days shall include only those days that are included in the submitted and approved school calendar, and shall not exceed the number of days in LEA's approved calendar and/or required by the IEP for each LEA student. CONTRACTOR will notify LEA of unanticipated changes in the school calendar, due to emergency school closures, within 24 hours and will send LEA, within ten days of the last emergency closure day, a revised school or service calendar with replacement dates to provide services within the current school year.

CONTRACTOR shall observe the same legal holidays as LEA. Those holidays are Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King, Jr. Day, President's Day, Memorial Day, Juneteenth, and Independence Day. With the approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by LEA.

When CONTRACTOR is a NPA, CONTRACTOR shall be provided with a LEA-developed/approved calendar. CONTRACTOR herein agrees to observe holidays as specified in the LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to the LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's IEP and ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on the LEA calendar unless otherwise specified in the LEA student's IEP and ISA.

26. DATA REPORTING

CONTRACTOR shall agree to provide all data related to student information, billing information, and discipline information (see Section 31) requested by and in the format required by the LEA. It is understood that all NPS/As shall utilize the Special Education Information System (SEIS) or comparable system approved by the LEA and SELPA for all IEP development and progress reporting. Additional progress reporting may be required by the LEA. The LEA shall provide the CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access.

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The LEA shall provide the CONTRACTORS with approved forms and/or format for such data including but not limited to invoicing, attendance reports and progress reports. The LEA may approve use of CONTRACTORS provided forms at their discretion.

27. **LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT**

CONTRACTOR and LEA shall follow applicable LEA policies and procedures that support Least Restrictive Environment ("LRE") options and/or Dual Enrollment options for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services as well as goals and objectives as necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommendations to support the transition.

28. **STATEWIDE ACHIEVEMENT TESTING**

When CONTRACTOR is a NPS, per implementation of Senate Bill 484, CONTRACTOR shall administer all Statewide assessments within the California Assessment of Student Performance and Progress ("CAASPP"), Desired Results Developmental Profile ("DRDP"), California Alternative Assessment ("CAA"), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, the English Language Proficiency Assessments for California ("ELPAC"), the Alternative English Language Proficiency Assessments for California ("Alternative ELPAC"), and as appropriate to the student, and mandated by LEA pursuant to LEA and state and federal guidelines. LEA must provide CONTRACTOR with all test protocol materials, and test administration training, for CONTRACTOR's qualified staff necessary to help fulfill LEA assessment requirements.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052,.in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR'S qualified staff. CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. **LEA MEETINGS AND TRAININGS**

CONTRACTOR shall attend LEA meetings for contracting NPS/A when applicable legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, data collection, IEP System and standardized testing. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. When CONTRACTOR serves

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multiple LEAs, CONTRACTOR will inform other contracting LEAs after its completion of mandated instruction on federal or state requirements at a different LEA.

LEA may invite CONTRACTOR to LEA staff development and training to implement new and revised mandated requirements, including, but not limited to, common core curriculum, state testing, and other topics related to the provision of services for LEA students.

30. **POSITIVE BEHAVIOR INTERVENTIONS**

CONTRACTOR shall comply with the requirements of Education Code Section 49005, et seq., 56521.1, and 56521.2 regarding positive behavior interventions. LEA students who exhibit serious behavioral challenges must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and its implementing regulations. If the individualized education program ("IEP") team determines that a student's behavior impedes his or her learning or the learning of others, the IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan ("BIP"), the IEP team may conclude it is sufficient to address the student's behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy pursuant to California Education Code section 56521.1 regarding emergency interventions, including prohibited behavioral interventions, and Behavioral Emergency Reports ("BERs"). CONTRACTOR shall ensure that all of its instructional staff are trained in crisis intervention, emergency procedures, and evidence-based practices and interventions specific to the unique behavioral needs of the CONTRACTOR's pupil population. The training shall be provided within 30 days of employment to new staff who have any contact or interaction with pupils during the school day, and annually to all staff who have any contact or interaction with pupils during the school day. The CONTRACTOR shall select and conduct the training in accordance with California Education Code section 56366.1 CONTRACTOR shall maintain written records of the training and provide written verification of the training annually and upon request. Training includes certification with a SELPA approved *Crisis Prevention Intervention ("CPI")* or another SELPA recognized and approved crisis intervention program. Documentation of such training shall be made available to LEA upon request.

Pursuant to Education Code section 56521.1, emergency interventions shall not be used as a substitute for a BIP, and instead may only be used to control behavior that is unpredictable and spontaneous. For an emergency intervention to be used, the behavior must pose a clear and present danger of serious physical harm to the individual with exceptional needs, or others. Before emergency interventions may be applied, the behavior must be of the kind that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. Emergency intervention shall not be employed longer than necessary to contain the behavior. If a situation requires prolonged use of emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency.

CONTRACTOR shall complete a BER when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It

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may require a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. Personal Safety Techniques may or may not have been used. Emergencies *require* a BER form be completed and submitted to the LEA within (1) one school day for administrative action. CONTRACTOR shall notify LEA and Parent within twenty-four (24) hours. If the student does not have a Behavior Intervention Plan ("BIP") or Positive Behavior Intervention Plan ("PBIP"), an IEP team shall schedule a meeting to review the BER, determine if there is a necessity for a functional behavioral assessment, and to determine an interim plan. If the student already has a BIP, the IEP team shall review and modify the BIP if a new serious behavior has been exhibited or existing behavioral interventions have proven to be ineffective. Within (2) two school days, CONTRACTOR and LEA shall schedule an IEP meeting.

Pursuant to Education Code section 56521.2, CONTRACTOR shall not authorize, order, consent to, or pay for the following interventions, or any other interventions similar to or like the following:

1. any intervention that is designed to, or likely to, cause physical pain, including, but not limited to, electric-shock;

2. an intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual;

3. an intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;

4. an intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma;

5. restrictive interventions that employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained personnel as a limited emergency intervention;

6. locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room;

7. an intervention that precludes adequate supervision of the individual;

8. an intervention that deprives the individual of one or more of his or her senses.

CONTRACTOR shall comply with Education Code section 49005.8. Specifically, Contractor shall not do any of the following:

1. Use seclusion or a behavioral restraint for the purpose of coercion, discipline, convenience, or retaliation.

2. Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room.

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3. Use a physical restraint technique that obstructs a pupil's respiratory airway or impairs the pupil's breathing or respiratory capacity, including techniques in which a staff member places pressure on a pupil's back or places his or her body weight against the pupil's torso or back.

4. Use a behavioral restraint technique that restricts breathing, including, but not limited to, using a pillow, blanket, carpet, mat, or other item to cover a pupil's face.

5. Place a pupil in a facedown position with the pupil's hands held or restrained behind the pupil's back.

6. Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the pupil or others.

CONTRACTOR shall keep constant, direct observation of a pupil who is in seclusion, which may be through observation of the pupil through a window, or another barrier, through which the educational provider is able to make direct eye contact with the pupil. This observation shall not be through indirect means, including through a security camera or a closed-circuit television.

CONTRACTOR shall afford pupils who are restrained the least restrictive alternative and the maximum freedom of movement, and shall use the least number of restraint points, while ensuring the physical safety of the pupil and others.

If prone restraint techniques are used by CONTRACTOR, a staff member shall observe the pupil for any signs of physical distress throughout the use of prone restraint. Whenever possible, the staff member monitoring the pupil shall not be involved in restraining the pupil.

In the case of a child whose behavior impedes the child's learning or that of others, the IEP team shall consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations.

All restraint practices must be reviewed and revised when they have an adverse effect on a student and are used repeatedly for an individual child, either on multiple occasions within the same classroom or multiple uses by the same individual. CONTRACTOR shall notify the student's parent/guardian when any type of physical or mechanical restraint or seclusion has been used. Upon the use of any type of physical or mechanical restraint or seclusions of an LEA student, CONTRACTOR shall complete a BER per the reporting and notification requirements listed above.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations. Using forms developed by the California Department of Education or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in

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the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915.

A NPS/A shall notify the California Department of Education and the local educational agency with which it has a master contract of any pupil-involved incident at the school or agency in which law enforcement was contacted. This notification shall be provided in writing, no later than one business day after the incident occurred.

When CONTRACTOR seeks to remove a LEA student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall within 24 hours submit a written discipline report to the LEA. Written discipline reports shall include, but not be limited to: the LEA student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the LEA student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting held by the LEA no later than the tenth (10^{th}) day of suspension. LEA and CONTRACTOR shall notify and invite appropriate members to the IEP team meeting where the manifestation determination will be made.

CONTRACTOR will report discipline data (Education Code Sections 48900 and 48915) according to district requirements for reporting.

32. **IEP TEAM MEETINGS**

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of California Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the nonpublic school; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting (California Education Code sections 56366 (a) (2) (B) (i) and (ii)). Pursuant to California Education Code section 56345(b) (4), if an LEA student is to be transferred from a NPS setting into a regular class setting in a public school for any part of the school day, the IEP team shall document, if appropriate, a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each LEA student shall be allowed to provide confidential input to any representative of his or her IEP team pursuant to California Education Code Section 56341.5. Except as otherwise provided in the Master Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding LEA students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, the parent, the CONTRACTOR or the LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. In preparation for IEPs or upon request with 30 days prior written notice CONTRACTOR shall provide to LEA academic assessments and written progress reports by service providers. It is understood that provider attendance at an IEP team meeting are part of CONTRACTOR's professional responsibility and is not a billable service under this Master Contract.

Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to parents, CONTRACTOR and LEA. If no parent or guardian can attend the

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meeting, the CONTRACTOR with support of LEA shall use other methods to ensure parent or guardian participation, including individual or conference telephone calls. In the event a parent or guardian cannot attend the IEP team meeting either physically or through other methods, a meeting may be conducted without a parent or guardian in attendance. If the CONTRACTOR or LEA is unable to convince the parent or guardian that he or she should attend, CONTRACTOR shall maintain a record in the LEA's special education software (if available) of its attempts to arrange a mutually agreed-upon time and place. The CONTRACTOR and LEA shall also take any action necessary to ensure that the parent or guardian understands the proceedings at a meeting, including arranging for an interpreter.

Changes in any LEA student's educational program, including instruction, services, or instructional setting, provided under this Master Contract may only be made on the basis of revisions to the student's IEP or ISA. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the LEA student's IEP for the purposes of consideration of a change in the student's placement. The LEA student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise or an interim alternative educational placement is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code.

33. SURROGATE PARENTS, FOSTER YOUTH, AND HOMELESS YOUTH

Pursuant to California Government Code section 7579.5, LEA and CONTRACTOR shall comply with state and federal laws and regulations regarding surrogate parent assignments. Surrogate parents shall serve as the child's parent and have all the rights relative to the student's education that a parent has under the Individual with Disabilities Education Act pursuant to *20 USC 1414-1482 and 34 CFR 300.1-300.756.*

A pupil in foster care or homeless shall be defined pursuant to California Education Code section 51225.2. The LEA shall annually notify the CONTRACTOR who the LEA has designated as the educational liaison for foster and homeless children. When a pupil in foster care, or a pupil that is a homeless child, is enrolled in a nonpublic school by the LEA any time after the completion of the pupil's second year of high school, the CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of the LEA unless otherwise notified in writing by the LEA that the pupil is utilizing the exemption provided by California Education Code section 51225.1. The determination of whether the exemption in Section 51225.1 is available for the pupil shall be made, and communicated to the pupil or their educational rights holder, by the LEA.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. Participation further includes the willingness to make CONTRACTOR's staff available for witness preparation and testimony as is necessary to facilitate a due process hearing. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other state and/or federal governmental body or agency.

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35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of LEA students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations sections 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act ("HIPPA"). CONTRACTOR shall immediately notify LEA of any complaints filed against it related to LEA students and provide LEA with all documentation related to the complaints and/or its investigation of complaints, including any and all reports generated as a result of an investigation.

In the event any CONTRACTOR employee, working on public school campus, alerts CONTRACTOR or LEA of a concern, CONTRACTOR and LEA will coordinate efforts to respond.

36. STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents at least four written progress reports/report cards, per year, pursuant to LEA policy. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business and made available upon request of LEA and/or the LEA student's parent(s) quarterly.

CONTRACTOR shall gather data necessary to complete an evaluation of the LEA student's present levels of performance and progress towards IEP goals and objectives of the LEA student ten (10) school days prior to the LEA student's annual or triennial review IEP team meeting.

CONTRACTOR is responsible for all assessment costs regarding the updating of goals and objectives, progress reporting and the development of present levels of performance. All other assessments shall be provided by the LEA unless the LEA specifies in writing a request for CONTRACTOR assessments including the approved timelines, conditions and fees. Such assessment costs may be added to the ISA and/or approved separately by the LEA at its sole discretion.

When academic assessments are required to prepare for triennial or re-evaluation IEPs, upon request CONTRACTOR may assist LEA in using a mutually agreed upon standardized academic achievement test to assess diploma track students, or a mutually agreed upon standardized alternative assessment for students on alternative curriculum.

Supporting documentation such as test protocols and data collection shall be made available to LEA upon request. CONTRACTOR shall not charge the LEA student's parent(s) or LEA for the provision of progress reports, report cards, and/or any interviews or meetings.

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37. **TRANSCRIPTS**

When CONTRACTOR is a NPS, CONTRACTOR shall prepare cumulative transcripts, based on its own grades and report cards and transcripts received from other schools for each LEA high school student. CONTRACTOR provide cumulative transcripts upon the request of the LEA or upon LEA student transfer, for LEA students in grades 9 through 12 inclusive for evaluation of progress toward completion of diploma requirements.

38. **STUDENT CHANGE OF RESIDENCE**

Within five (5) school days from the date CONTRACTOR becomes aware of a LEA student's change of residence, CONTRACTOR shall notify LEA, in writing, of the LEA student's change of residence. Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify LEA of the LEA student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents.

If CONTRACTOR had knowledge or should reasonably have had knowledge of the LEA student's change of residence to a residence outside of LEA's service boundaries and CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered following the LEA student's change of residence.

39. **WITHDRAWAL OF LEA STUDENT FROM PROGRAM**

CONTRACTOR shall report electronically or in writing to the LEA within 5 business days when a LEA student is withdrawn without prior notice from school and/or services, including student's change of residence to a residence outside of LEA service boundaries, and student's discharge against professional advice from a Nonpublic Schools/Residential Treatment Center ("NPS/RTC").

40. **PARENT ACCESS**

CONTRACTOR shall provide for reasonable parental access to LEA students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and LEA student living quarters. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTORS operating programs with associated with a NPS/RTC shall cooperate with a parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA at least thirty (30) days in advance. CONTRACTOR shall facilitate all parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through the LEA.

41. **SERVICES, SUPERVISION AND PROFESSIONAL CONDUCT**

If CONTRACTOR provides services on LEA public school campuses, CONTRACTOR shall comply with Penal Code sections 627.1 *et. seq.*, and LEA procedures regarding visitors to school campuses specified by LEA policy, and the procedures of the campus being visited. CONTRACTOR shall be responsible for the purchase and provision of the supplies and

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assessment tools necessary to implement the provision of their contracted services on LEA public school campuses.

For services provided on a public school campus, sign in/out procedures shall be followed along with all other procedures for being on campus consistent with school and LEA policy. It is understood that the public-school credentialed classroom teacher is responsible for the educational program and all nonpublic agency service providers shall work collaboratively with and not replace the classroom teacher, who shall remain in charge of the instructional program.

CONTRACTORS providing nonpublic agency services outside of the student's school as specified in the IEP shall ensure that at least one parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home-based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All significant problems and/or concerns (e.g., law enforcement, medical response, BER, any behavioral incident that could result in need for IEP) reported by CONTRACTOR to parents or guardians, or from parent or guardian to CONTRACTOR, in either verbal or written form, shall be reported to the LEA.

It is understood, that all employees, subcontractors and volunteers of any certified nonpublic school or agency shall adhere to customary professional standards when providing services. All practices shall be within the scope of professional responsibility as defined in the professional code of conduct for each profession. Reports regarding student progress shall be consistent with the provision of this contract.

42. **LICENSED CHILDREN'S INSTITUTION ("LCI") AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS**

If CONTRACTOR is a LCI, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code 56366 (a) (2) (C), 56366.9 (c) (1), Health and Safety Code section 1501.1and any other applicable laws and/or regulations, including LEA guidelines or procedures. An LCI shall not require that a pupil be placed in its NPS as a condition of being placed in its residential facility.

If CONTRACTOR is a NPS/RTC, CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1400 et seq. including the federal regulations 34 C.F.R section 300 et seq. and Education Code section 56000 et seq. including Title 5 of the California Code of Regulations section 3000 et seq.. CONTRACTOR shall comply with all monitoring requirements set forth in Section 44 below.

If CONTRACTOR is a nonpublic, nonsectarian school that is owned, operated by, or associated with a RTC or LCI, CONTRACTOR shall provide to LEA on a quarterly basis, or upon request, a list of all LEA students, including those identified as eligible for special education. For identified as special education students, the list shall include: 1) special education eligibility at the time of enrollment and 2) the educational placement, grade level and services specified in each student's IEP at the time of enrollment. A copy of the current IEP shall be provided to the LEA.

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Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and parent, or when the Contractor is directed in writing or email by the LEA to begin the provision of services prior to the receipt of a signed IEP, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement at the NPS associated with an RTC/LCI is appropriate, and the IEP is signed by the LEA student's parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State and serves a student from this LEA shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

43. STATE MEAL PROGRAM MANDATE

When CONTRACTOR is a NPS, CONTRACTOR and LEA shall satisfy the mandates of the State Meal Program under California Education Code sections 49530, 49530.5 and 49550.

44. MONITORING

When CONTRACTOR is a nonpublic school, the LEA or its designated SELPA shall conduct at least one onsite monitoring visit at CONTRACTOR's school campus during each school year that an LEA student is enrolled under the terms of this master contract. The monitoring visit shall include, but is not limited to, a review of services provided to LEA's students through ISAs between the LEA and the NPS, a review of students' progress toward the goals set in their individualized education program, a review of progress students are making toward the goals in their behavioral intervention plan (if applicable), an observation of LEA students during instruction, and a walkthrough of the facility. The LEA (or SELPA) shall report the findings resulting from the monitoring visit to the California Department of Education within 60 calendar days of the onsite visit.

The LEA (or SELPA) shall conduct an onsite visit to the NPS before placement of a pupil if the LEA does not have any pupils enrolled at the school at the time of placement.

CONTRACTOR shall allow access by LEA without prior notice to its facilities for additional periodic monitoring of each LEA student's instructional program and shall be invited to participate in the formal review of each student's progress. LEA shall have access to observe each LEA student at work, observe the instructional setting, interview CONTRACTOR, and review each LEA student's records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office.

If CONTRACTOR is also a LCI and/or NPS/RTC, LEA shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The State Superintendent of Public Instruction ("Superintendent") shall monitor CONTRACTOR'S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based

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core curriculum being employed, and the standard-focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall participate in any LEA and CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the Nonpublic School, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a nonpublic school, CONTRACTOR shall collect all applicable data and prepare a School Accountability Report Card in accordance with California Education Code sections 33126 and 56366(a)(9).

PERSONNEL

45. PERSONNEL

CONTRACTOR understands that the LEA is required to report all monies paid under this agreement to the local county office of education or as otherwise required by law. The LEA shall have no duty to monitor wages of CalSTRS or PERS retirees to insure that their earnings are within the limitation prescribed by these or any other retirement system. LEA is not liable if CONTRACTOR'S agent(s), officer(s) or employee(s) exceeds a retirement system's earnings limitation and is reinstated to employment or required to repay retirement benefits.

46. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code sections 44237, 35021.1, 35021.2, and 56366.1 including, but not limited to: obtaining clearance from the California Department of Justice (hereinafter referred to as "CDOJ") for CONTRACTOR's employees, volunteers, subcontractors, related outside agency service provider's staff or any person with regular student contact employed directly or indirectly by it prior to service with any LEA student. CONTRACTOR hereby agrees that CONTRACTOR's employees, volunteers, subcontractors or any person employed directly or indirectly (such as Department of Probation, Department of Children and Family Services, and/or Los Angeles Department of Children's Services) by it shall not come in contact with LEA students until CDOJ clearance is ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, subcontractors or any person employed directly or indirectly by it who may come into contact with LEA students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237 (i) or (j). . Contractor shall certify to LEA that they have successful background checks and enrolled in subsequent arrest

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notification service for all employees who may come into contact with students. In addition, CONTRACTOR shall make a request for subsequent arrest service from the CDOJ as required by California Penal Code section 11105.2.

Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to the State Superintendent of Instruction evidence of a successful criminal background check clearance and enrollment in subsequent arrest notice service, as provided, for each owner, operator, and employee of the nonpublic, nonsectarian school or agency. CONTRACTOR is required to retain the evidence, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service as required by California Penal Code section 11105.2 for all staff shall be provided upon request.

47. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold in the service rendered consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(y), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that all staff are appropriately credentialed to provide instruction and services to students with disabling conditions placed in their program/school through documentation provided to the CDE (5 CCR 3064 (a)).

When CONTRACTOR is a nonpublic school, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development.

The administrator of the NPS holds or is in the process of obtaining one of the following: (A) An administrative credential granted by an accredited postsecondary educational institution and two years of experience with pupils with disabilities. (B) A pupil personnel services credential that authorizes school counseling or psychology. (C) A license as a clinical social worker issued by the Board of Behavioral Sciences. (D) A license in psychology regulated by the Board of Psychology. (E) A master's degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation. (F) A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator. (G) A license as a marriage and family therapist certified by the Board of Behavioral Sciences. (H) A license as an educational psychologist issued by the Board of Behavioral Sciences. (I) A license as a professional clinical counselor issued by the Board of Behavioral Sciences. (California Education Code Section 56366.1 (a)(5))

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to Federal requirements and

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California Education Code sections 45340 *et seq.* Specifically, all paraprofessionals, including, but not limited to, instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or its recognized equivalent) and at least one of the following qualifications: (a) completed at least 2 years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (3) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State and serving a student by this LEA shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

48. **VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS**

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR.

CONTRACTOR shall make available all staff information required to document that CONTRACTOR's staff are authorized to provide special education and/or related services. CONTRACTOR shall ensure that all licenses, credentials, permits, certifications or other documents which entitle the holder to provide special education and/or related services by individuals employed, contracted, and/or otherwise hired by CONTRACTOR are current and valid with the California Commission on Teacher Credentialing (CCTC) and/or other licensing authority. The LEA shall not approve payment to CONTRACTOR for special education and/or related services specified on a register of daily attendance or monthly service log signed by a staff member whose information is not made available.

CONTRACTOR shall notify LEA and CDE in writing within forty-five (45) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within forty-five (45) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. The LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period during which such person is providing services under this Master Contract. Failure to notify the LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

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49. **STAFF ABSENCE**

When CONTRACTOR is a nonpublic school and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide upon request to LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time. LEA shall not be responsible for payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided.

When CONTRACTOR is a nonpublic agency and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in section seven (7) of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA.

HEALTH AND SAFETY MANDATES

50. **HEALTH AND SAFETY**

CONTRACTOR shall comply with all applicable federal, state, local, and LEA laws, regulations, ordinances, and policies, regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 *et. seq.* and 49406 regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall ensure and provide upon request to LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with an LEA student.

CONTRACTOR shall comply with OSHA Blood Borne Pathogens Standards, 29 Code of Federal Regulations section 1910.1030, when providing medical treatment or assistance to a LEA student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code. In addition, contracting nonpublic schools shall comply with Education Code sections 51934 and 51935 when providing HIV/AIDS Prevention education to secondary students.

51. **TRAVEL**

No student placed by this LEA may travel out of the country with the CONTRACTOR.

52. **FACILITIES AND FACILITIES MODIFICATIONS**

CONTRACTOR shall provide special education and/or related services to LEA students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity.

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CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment, which meets all pertinent health and safety regulations. When CONTRACTOR is a nonpublic school, CONTRACTOR shall conduct fire drills as required by Title 5 California Code of Regulations section 550. CONTRACTOR shall be responsible for any structural changes and/or modifications to CONTRACTOR's facilities as required to comply with applicable federal, state, and local laws, regulations, and ordinances. Failure to notify the LEA and CDE, a minimum of 45 days in advance, of any major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA, per California Education Code Section 56366.4. Additionally, CONTRACTOR agrees to notify LEA and SELPA when a school applies for relocation.

53. ADMINISTRATION OF MEDICATION

CONTRACTOR shall comply with the requirements of California Education Code section 49423 when CONTRACTOR serves a LEA student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the LEA student with the administration of such medication after the LEA student's parent(s) provides to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the LEA student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each LEA student to whom medication is administered. Such written log shall specify the LEA student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for assuring appropriate staff training in the administration of LEA student's medication consistent with student's physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

54. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours electronically, accident or incident reports to LEA. CONTRACTOR shall properly submit required accident or incident reports per LEA policy.

55. CHILD ABUSE REPORTING

CONTRACTOR shall annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. and Education Code 44691. To protect the privacy rights of all parties involved (i.e, reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. CONTRACTOR shall ensure that all nonpublic school and agency providers, volunteers, subcontractors or any person employed directly or indirectly by it, are trained on the Suspected Child Abuse Reporting requirements, at the beginning of each school year. A written assurance acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA upon request.

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56. SEXUAL HARASSMENT

CONTRACTOR shall have a Sexual and Gender Identity harassment policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures pursuant to Government Code 12950.1.

57. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all staff members, including volunteers, independent contractors, and subcontractors or any person employed directly or indirectly by it are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to the LEA. The written statement shall be submitted as specified by the LEA.

FINANCIAL

58. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the NPS/A has the necessary personnel and financial resources to provide an appropriate education for the students enrolled and will distribute those resources in such a manner to implement the IEP for each and every LEA student. CONTRACTOR shall use the codes and rates as delineated in section 61 and Exhibit A (Rate Schedule) when preparing ISA's and submitting invoice documentation.

CONTRACTOR shall comply with all LEA procedures concerning enrollment, contracting, attendance reporting, service tracking and billing including requirements of electronic billing. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the LEA student's IEP and ISA. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and will be governed by all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted, on a LEA form with an electronic signature if required.

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Initial invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this contract within forty-five (45) days of LEA's receipt of properly submitted invoices prepared and submitted as specified in California Education Code section 56366.5. CONTRACTOR shall correct deficiencies and submit rebilling/billing invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case should initial payment claim submission or initial rebillings/retroactive billing for any Master Contract fiscal year (July through June) extend beyond sixty (60) days after the close of the fiscal year. Invoices received for a closed fiscal year beyond the sixty (60) day period will be returned unpaid and should be removed from the Nonpublic School or Agency's accounts receivable. Exceptions to the above must be requested in writing and approved by the Special Education Administrator.

59. **RIGHT TO WITHHOLD PAYMENT**

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this contract; (b) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (c) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366(c)(2); (d) education and/or related services are provided to students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (e) LEA has not received prior to school closure or contract termination, all documents concerning one or more students enrolled in CONTRACTOR's educational program; (f) CONTRACTOR fails to confirm a student's change of residence to another LEA or confirms the change of residence to another LEA, but fails to notify LEA within five (5) days of such confirmation; or (g) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a student. It is understood that no payments shall be made for any invoice that is not received by six months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Master Contract will be subject to the same documentation standards described for all payment claims for regular ongoing operations. In addition, final payment may be withheld by the LEA until completion of a review or audit, if deemed necessary by the LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to the CONTRACTOR determined to have been paid in error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a): the value of the service CONTRACTOR failed to perform; (b): the amount of overpayment; (c): the entire amount of the invoice for which satisfactory documentation has not been provided by CONTRACTOR (d): the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e): the proportionate amount of the invoice related to the applicable pupil for the

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time period from the date of the violation occurred and until the violation is cured; or (f): the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: Disagreements between the LEA and CONTRACTOR concerning the Master Contract may be appealed to the County Superintendent of Schools or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code Section 56366(c) (2).

60. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to LEA students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to LEA students.

61. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage as per LEA requirement upon request. Substitute teachers shall remain with their assigned class during all instructional time. LEA will not pay

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for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide "Makeup" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in LEA student's IEP.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a nonpublic school, no later than the tenth (10) cumulative day of a LEA student's unexcused absence and as specified in California Education Code section 48203, CONTRACTOR shall notify the LEA of such absence.

Criteria for a billable day for payment purposes is one day of attendance as defined in California Education Code sections 46010, 46010.3 and 46307. On an individual basis LEA may agree to partial payment to NPS CONTRACTOR when LEA has prior knowledge that student has excessive absences, as identified by the LEA, while CONTRACTOR continues to make a program available; this agreement would be noted on the ISA. *Per Diem* rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served, if agreed to by the IEP team and indicated on the IEP and ISA. LEA shall not be responsible for payment of DIS or related services for days on which a student's attendance does not qualify for ADA reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a nonpublic agency and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in section seven (7) of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers in accordance with section 48 of this agreement. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. In the event of Provider absence for Behavior Intervention Implementation Therapy services provided at the school site, services shall not be deemed eligible for make-up. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a nonpublic agency, it shall notify LEA of the absence or refusal of service of an LEA student no later than the fifth consecutive service day of the student's absence or refusal of services. Unless otherwise stipulated in the LEA student's IEP, or authorized by a LEA representative, LEA shall not be responsible for the payment of services when a student is absent or refuses services and student is not eligible for makeup services. In the event services were not provided, reasons for why the services were not provided shall be included.

When a student who receives Additional Adult Assistance as a related service at a NPS or BII services from a NPA is absent, the CONTRACTOR will be paid 2 hours of the contracted rates,

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if the staff is unable to be assigned to another student/classroom for which the CONTRACTOR will bill instead. If the NPS/A is informed 24 hours in advance, there will be no charge.

62. **INSPECTION AND AUDIT**

The CONTRACTOR shall maintain, and the LEA shall have the right to examine and audit, all of the books, records, documents, programs and practices and other evidence that reflect all fees claimed or earned under this Agreement.

CONTRACTOR shall provide access to LEA to all records including, but not limited to: pupil records as defined by California Education Code section 49061(b) including electronically stored information; cost data and fiscal records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; daily service logs and notes used to record the provision of related services including supervision; daily service logs and notes or other documents used to record the provision of services provided through adult assistance (herein after referred to as "aide"), behavior intervention aides, and bus aides; absence verification records; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications; by-laws; lists of current board of directors/trustees, if incorporated; and other documents evidencing financial expenditures; federal/state payroll quarterly reports (Form 941/DE3DP); and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by LEA. CONTRACTOR shall make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR's offices (to be specified by LEA) at reasonable times and without charge. All records shall be provided to LEA within five (5) business days of a written request from LEA. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, it shall be provided in a format that is accessible and readable by current software utilized by the LEA.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's overbilling or failure to perform, in whole or in part, any of its obligations under this Master Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as result of CONTRACTOR's overbilling and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection,

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review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

63. **RATE SCHEDULE**

The attached rate schedule (Exhibit A) limits the number of contracted LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of contracted LEA students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A, attached hereto. Absent students may not be rescheduled or rebilled. Absences and makeup sessions shall be documented, using appropriate SEIS session codes, and following delineated allowable and non-allowable "makeup" parameters.

When CONTRACTOR is a nonpublic school, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development. Payment for Basic Education (BE) is based on positive attendance only (RSY: up to 180 days maximum/ESY up to 20 days maximum). Daily basic education rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally. Any proration of the daily basic education rate will be mutually agreed upon and indicated in the ISA. When CONTRACTOR provides an integrated program, all related supports and services are included in the basic education rate. Lack of qualified DIS personnel may result in proration of basic education rate for integrated programs equal to rate as paid to other NPS for same DIS services for those students affected. CONTRACTOR shall bill all transportation services from the flat per diem rate. CONTRACTOR shall pay parent for transportation reimbursement at the LEA determined rate for one round trip from home to school from the per diem transportation rate.

When CONTRACTOR is a nonpublic school associated with a Residential Treatment Center (NPS/RTC), Room and Board payments are based on Positive attendance only (payable for up to a maximum of 365 days or 366 days during a leap year), with up to a maximum of 10 days, unless mutually agreed upon by LEA and CONTRACTOR, payment per student, per contract year, when his/her bed is unoccupied, for home visits of a therapeutic nature.

64. **DEBARMENT CERTIFICATION**

By signing this agreement, the Contractor certifies that:

(a) The Contractor and any of its shareholders, partners, or executive officers are <u>not</u> presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and

(b) Have <u>not</u>, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

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Behavioral Autism Therapies, LLC

The parties hereto have executed this Master Contract by and through their duly authorized agents or representatives. This Master Contract is effective on the 1st day of July, 2023, and terminates at 5:00 P.M. on June 30, 2024, unless sooner terminated as provided herein.

The contractor acknowledges that they have read this agreement and contract, understand its entirety, and agree to be bound by its terms and conditions. The person or persons signing on behalf of the contractor also acknowledges that he/she or they read this agreement and contract, understand its entirety, and agree to be bound by its terms and conditions, and has/have the authorization to sign this agreement and/or contract.

CONTRACTOR,	LEA,
Behavioral Autism Therapies, LLC	Monrovia Unified School District
Nonpublic School/Agency	
By: _____ 5/9/24	By: _____ 05/22/2024
Signature Date	Signature Date
	Flint Fertig, Interim Superintendent
Name and Title of Authorized Representative	Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:	**Notices to LEA shall be addressed to:**
Larry Humphreys	
Name	Name and Title
	Alma Ulloa, Executive Director of Special Education
Behavioral Autism Therapies, LLC	LEA
Nonpublic School/Agency/Related Service Provider	Monrovia Unified School District
2930 Inland Empire Blvd	Address
Address	325 E Huntington Drive
Ontario CA 91764	Monrovia CA 91016
City State Zip	City State Zip
(909)483-5000 (909)483-5044	(626) 471-2071 (626) 471-2076
Phone Fax	Phone Fax
mia@behavioralautismtherapies.com	AUlloa@monroviaschools.net
Email	Email

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

EXHIBIT A: 2023-2024 RATES

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: Behavioral Autism Therapies, LLC
The CONTRACTOR CDS NUMBER: 9901523

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: _____

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract, as negotiated by GLAAS on behalf of the LEAs, shall be as follows:

a. General Program Tuition Rate

1) Inclusive Education Program
(Includes Educational Counseling (not ed related mental health) services, Speech & Language services, Behavior Intervention Planning, and Occupational Therapy as specified on the student's IEP.) DAILY RATE: _____

2) Related Services

SEE EXHIBIT A BELOW

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

EXHIBIT A

Behavioral Autism Therapies (B.A.T.)
"Making a Difference in the Community, One Family at a Time"
2930 E. Inland Empire Blvd. Ste. 101
Ontario, CA 91764

School District-Fee Schedule 2023-2024

SERVICE PROVIDED	COST PER HOUR	APPROXIMATE NUMBER OF HOURS
Psychological Diagnostic Testing/Evaluation- PDE (This testing determines if a child meets the criteria of the Autism Spectrum Disorder diagnosis)	$125 per hour (maximum of $1,500)	6
Functional Behavioral Assessment-FBA (Once a child has been officially diagnosed with Autism, this assessment helps identify the challenging behaviors that the child is exhibiting. It also includes designing a behavioral support plan with recommended ABA strategies to be implemented, along with the treatment plan required for direct service and supervision hours per month)	$85 per hour (maximum of $1,000)	12
Direct Service (Implementation of Behavioral Intervention/ABA Therapy according to the treatment plan outlined in the FBA, Behavioral Support in classroom/school setting)	$50 per hour	Depending on the treatment plan, **requires Supervision hours at 5 to 1 ratio**
Supervision of Direct Services by Master's Level ABA Certified Lead Therapist (Overseeing and maintaining the ABA program being implemented)	$75 per hour	Depending on the treatment plan
Supervision of Direct Services by Board Certified Behavior Analyst (Designing, overseeing and maintaining the ABA program being implemented)	$85 per hour	Depending on the treatment plan
Consultations (One-on-one or in a group setting)	$85 per hour	As needed
Attendance at IEP Meetings	$85 per hour	As needed
Parent Same Day Cancellation (Aide reporting to school site-2 billable hours)	$50 per hour	2
Transportation Cost Reimbursement (i.e. Aide has to get transportation from school site back to student home)	varies	If applicable

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

2. 23/24-1106 - MONROVIA HIGH SCHOOL 2024 GRADUATES

RECOMMENDATION

The Board of Education is requested to approve Monrovia High School students for graduation on June 5, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

In order to receive a high school graduation diploma, eligible students must be officially approved by the Board of Education. The list of students presented includes all graduates who could be eligible at the time of graduation. Final certification of eligibility is contingent upon successful completion of all required work currently in progress.

Background:

Budget Implication ($ Amount):

Costs for graduation ceremony are covered within current budget allocations.

Legal References:

Board Policy 5127.

Additional Information:

List of Monrovia High Schoolâ€™s 2024 graduates is attached.

ATTACHMENTS

UPDATED MHS Graduation List 2024.docx.pdf

Agenda Item 23/24-1106
May 22, 2024

Monrovia High School
Class of 2024
Graduation List

Aguila, Izabella
Aguirre, Ingrid Irene
Ainsworth, Iziaih Darien
Akalamkam, Saket
Alvarado, Carlos Moises
Amaya, Eric Adrian
Anaya, Jenna Maria
Anguiano Torres, Rogelio
Aquino, Miranda
Arechiga, Thomas
Astorga Martinez, Fernando
Attia, Peter Nader Ezzat Mousa
Averett, Mark William
Ayala, Anthony
Bardales Vanegas, Destiny Jolie
Barkume, Carter Harrison
Barrera, Jocelyn Elizabeth
Barrios, Evan Daniel
Baruch-Hernandez, Hilary
Bednarczyk, Matthew Dylan
Bello, Korie Jade
Beutlich, Race Wyland
Bogdon, Nicholas David
Boholst, Lorelei
Bonilla, Amanda Leilani
Bonilla, Briana
Boucher, Samantha Raylene
Bowen, Jacob Robert
Brown, Khoury Tyree
Brown-Naranjo, Matthew Anthony Walk
Bruni, Tessa Michael
Brusseau, Silas David
Bullock, Ethan Michael
Burch, Scarlet Autumn
Bush, Robert Montgomery
Cabo Bustamante, Isabel Alejandra
Campos, Eugenio Joseph
Candia, Trenton DePrez
Cantu, Zackary Antonio
Caputi, Zoey Claudette
Cardenas, Evelyn Aylin
Cardenas, Mark Maximiliano
Cardoza, Chris Erick
Carlson, Ruby Luella
Carrillo, Annaliese Ceslie
Carrillo, Pablo Josue
Carroll, Cassidy Evangeline
Casas, Adrian
Castellanos, Ashley Denisse
Castellanos, Jesus
Castilleja, Zane Arek Kiyoi
Castillo, Travis Trey
Cedeno, Brianna Estrella
Cervantes, Araceli
Chiovare, Sofia Isabel
Chung, Andrew
Churchill, Ocean Malaia
Cito, Andrew Theodore
Clarkson, Kylee
Constantino, Abigail Grace Babista
Constantino, Christian Patrick Babista
Cordova, Nathan Daniel
Coronel, Gia Violet
Correa, Stevie Marie
Cortes, Oliver
Craig, Hunter Stephen
Crouch, Ava Christine
Crow, Ashley Marie
Cruz, Martin
Cuellar, Daniel
David, Gabriel Galang
Dawis, Jose Pablo Mempin
De La Portilla, Emily Elizabeth
De Leon Garcia, Diana Jazmine
De Loera, Miguel Angel
Deharo, Alyssa Janae
Diaz, Eva Seven
Dickinson, Meredith Shea
Don, Brianna Rocio
Draper, Aniyah Jaylyn
Duckworth, Mariyah Janee
Eguia, Oscar
Ellison, Noah Lee
Enciso, Liana Priscila
Errickson, Chloe Marie
Escobedo, Addyson Rae
Estrada-Frost, Alexis Kylie
Federman, Emma Rose
Fernandez, Giselle Jade
Fernandez, Melinda Elise
Flores, Divanny
Flores, Ilette
Flores, Joshua Samuel Frederick

Fontaine, Ryan Gregory
Ford, Gavin Jonathan
Gallardo, Isac
Garcia, Benjamin
Garcia, Bryan
Garcia, Francisco Rafael
Garcia, Francisco Vicente
Garcia, Lesly Melissa
Garcia, Orlando Andres
Garcia Cortez, Arnulfo
Garcia Sanchez, Leonardo David
George, Destiny
Glover, Chardonnay Marlene
Go, Franz Ryle Montejo
Gomez, Isabelle Dora
Gonzalez, Elias Sweeney
Gonzalez, Jacob Ivan
Gould, Ryan Christopher
Grise, Steve Andrew
Grubb, Maya Elsa
Guerra-Rodas, Erick Brigid
Guerrero, Alexis Leticia
Guevara, Martin Antonio
Guillen, Justin
Gutierrez, Jose Octavio
Gutierrez-Tunstad, Joaquin Gabriel
Hauge, Jonah Mason
Hernandez, Edgardo David
Hernandez, Fatima Natalia
Hernandez, Hilda Kristina
Hernandez, Luis Daniel
Hernandez-Aguilera, Monica
Herrera, Maximilian Matthew
Hilario, Guadalupe
Hoang, Desmond Pete
Holt, Nathaniel Thomas
Horiuchi, Fennel Ann
Hosey, Eliot Andre
Huelster, Natalie Brooke
Hurd, Vincent Alexander
Hurtado, Isabella Kaelyn
Hyatt, Noah Christopher
Iniguez, Andres Junior
Jaimes, Humberto Angel
Jimenez, Anthony
Jinna-Johnson, Atle' Christeon
Jiorge, Gisell
Johnson, Michaiah Timothy
Jones, Davonte Jayden
Jones, Pamela M
Jones, Taylor Denise
Jordan, Haylee Britt
Kang, Haeun
Keshishian, Shant Armen
Keys, Kem Idris
Kiledjian, Nareh Isabelle
Kim, Adam S
Kittlitz, Miles J
Ko, Zoe Lei Ahn Elizabeth
Kringen, Megan Renee
Lake, Dariana McKayla
Larson, Austin David
Leal, Dalyla Nicole
Lechuga, Giovanni Allen
Leng, Harry Ratanakvisess
Li, Emily
Little, Jared Matthew
Lo, Alexandra Amelia
Loera, Jorge Aurelio
Lopes, David Armando
Lopez, Andrew
Lopez, Jacob Kenneth
Lujan, Sol Lepe
Luna, Angel Jazell
Magallan, Valeria
Maldonado, Lillian
Mallari, Aidren James Lumidao
Manzanares, Kaylin Suyen
Martinez, Christopher
Martinez, Daniel
Martinez, Jaime
Martinez, Jane
Martinez, Jonathon
Martinez, Paige Reese
Marvil, Jackson Royal
McCarthy, Emily Laren
McClain, Joshua N
McCorvey, Karmine Vincent
McCune, Logan Patrick
Medina, Alyssa Sienna
Medina, James P
Melgar, Emily
Mena Flores, Abigail Susana
Mendez, Cassandra Jacqueline
Mendez, Jocelyn
Mendoza, Audrey Eryka
Mendoza-Rivera, Isai Hugo
Menlove, Zachary Ryan
Meraz, Zoey Marie
Metry, Daniel
Michel, Amanda Christine
Michel, Nicholas Jacob
Michel, Ryan Alexander
Milazzo, Samantha Marie
Molina, Jianna Luz
Molinar, Kaitlyn M
Montgomery, Keira R
Morales, Giovanni Alexander
Moran, Daniel Shant
Moran, Emily Taleen
Moreno, Imanol
Morrison, Patrick Robert
Moubarak, Missa Gasia
Munguia, Destiny Soledad

Munoz, Jenee Rose
Munoz Reyes, Erika
Nahui, Sayri
Najera, George Nathanael
Navas Gamez, Ethel Djanira
Nazaryan, Anahid Hovannesi
Nelson, Kate J
Neuman, Allison Ann Stanley
Noell, Katie Lynn
North, Jacob Henry
Nunez, Filiberto Francisco
Ocaranza, Antonio S
Ogbogu, Chijioke Kenneth
Oldaker, Madison Ellen
Olivas, John Henry
O'Prien, Jayon Kevin
Oseguera, Angelica Janine
Pablico, Kalani Joaquin
Pablo, Brianna
Pablo, Irving
Paredes, William Cole
Pasillas, Jose Antonio
Patterson, Chase Leon
Paz, Phoenix Logan
Pelayo, Jocsueline Surree
Perez, Kevin Miguel
Perez, Samantha
Perry, Madison Rhae
Peterson, Wesley Jeremy
Pineda-Iraheta, Karla Elizabeth
Pittman, Haley Breon
Pizarro, Naya Jazel
Polo Narvaez, Yunel Esther
Prechtl, Casey Charles
Pulido Rivera, Korina Jisell
Pulley, James Isaac
Quintanilla, Abriana Gisell
Quintanilla, Madison Star
Radnoti, Gavin James
Ramirez, Alexis Jose
Ramirez, Izaack Ahtram
Ramos, Adrian Hulices
Ramos, America Noemi
Ramos, Kiel Aven Alfonso
Randall, Jaymes Watson
Rangel, Jocelynn Stella
Reisbeck, Isabella Rose
Repp, Clara Sue
Reyes, Karina
Reyes, Roberto Daniel
Reynolds, Caydence Riley
Reynolds, Megan Joy
Richardson, Rebecca Carole
Richardson, Xavier Jameel
Rios, Aiden Christopher
Rios, Isabella Elena
Rizzi, Domenic J
Robinson, Tyler Zackary
Robles, Bobbie Luna
Robles-Rodriguez, Jacqueline
Rodas, Adrian
Rojas, Alyssa Cherie
Rosales, John Thomas
Rosas Bravo, Andres Raul
Ross, Zaire Isaiah
Ruelas, Noah J
Ruelas, Ryan Humberto
Ruiz, Christopher Michael
Ruiz, Kaitlynn Atiana
Russell, Daniel Patrick
Ruvalcaba, Symphanie Lizette
Salazar, Brian
Samuels, Tkaya Sekeiywa
Sanchez, Carlos David
Sanchez, Jadyn
Sanchez, Julissa
Sanchez, Katie Michelle
Sanchez, Lincoln Edward
Sanchez, Sarah Monica
Sanchez, Sebastian Uziel Becares
Santiago, Leslie
Saravia, Matthew
Sarti-Arredondo, Sean Sebastian
Siam, Tamer Wael
Sibolboro, Sade Alexine
Smith, Nathan Dean
Sotelo-Cabral, Brandon Miguel
Stein, Hannah M
Stranglen, Cameron Diane
Suarez, Eileen Victoria
Tamayo, Antonio Pedro
Tate, Zoe LaRose
Taylor, Amaya Candice
Tennakoon, Ashani
Teodoro, Sean Benedict Baunsit
Teshome, Samuel Yemesgen
Thomas, Daisy Roxanne
Thorpe, Maxwell James
Torres, Jeremy Nathaniel
Townsend, Christopher Ryder
Tran, Brian
Travanti, Alexis Lauren
Tripp, Julia Grace
Tropea, Elizabeth Marie
Trujillo, Zabel Joyce
Tun, Christina Khin
Uranga, Daniel J
Urias Garcia, Migdael Elionay
Valdez, Jeshua
Valente Ortega, Saray
Valverde, Kimberly
Vasquez, Jackson Rodolfo
Vazquez, Mariah Jane
Velazquez, Ashley Sashire

Velazquez, Monzerratte

Velazquez, Valeria

Vosberg, Julian

Webster, Joseph Matthew

Williams, Rhiley Georell

Wilson, Benjamin Curtis

Wolf, Gabrielle J

Woolery, James R

Wu, Cody

Yescas Garcia, Izak Ezequiel

Young, Emma Jay

Zamarripa, Dylan Jacob

Zambrano, Aiden Nathaniel

Ziemer, Sierra Hope

Zuniga, Summer J

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

3. 23/24-1107 - CANYON OAKS HIGH SCHOOL 2024 GRADUATES

RECOMMENDATION

The Board of Education is requested to approve Canyon Oaks High School students for graduation on June 5, 2024.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

In order to receive a high school graduation diploma, eligible students must be officially approved by the Board of Education. The list of students presented includes all graduates who could be eligible at the time of graduation. Final certification of eligibility is contingent upon successful completion of all required work currently in progress.

Background:

Budget Implication ($ Amount):

Costs for the graduation ceremony are covered within current budget allocations.

Legal References:

Board Policy 5127.

Additional Information:

A list of Canyon Oaks High Schoolâ€™s 2024 graduates is attached.

ATTACHMENTS

UPDATED COHS Graduation List 2024.pdf

Agenda Item 23/24-1107
May 22, 2024

Canyon Oaks High School
Class of 2024
Graduation List

Alvarez Lopez, Joseph Erick
Archibald, Mitchell Bogue
Bedolla, Erika Noemi
Cooper, Ariana Leann
De Thouars, Amanda Beatix
Diaz, Mia Angelita
Frias, Joshua Daniel
Gallegos, Owen Mathew
Garcia, Alejandro
Garcia, Diego Alejandro
Hernandez Herrarte, Ashlyn Maranyeli
Hernandez, Luz Amelia
Khatchikian, Christopher Nishan
Koehl, Jonathan Sammual
Leyva, Logan Thomas
Llamas, Usvaldo
Lopez, Erick Sebastian
Monreal, Jazmin De Belen
Murillo, Jostin Edwardo
Reyes, Christopher
Rodriguez, Kevin Alecsander
Saleman, Alana Inez
Solis, Madeline
Zarazua, Jonathan Abdiel

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

4. 23/24-1108 - MOUNTAIN PARK SCHOOL 2024 GRADUATES

RECOMMENDATION

The Board of Education is requested to approve Mountain Park School students for graduation on June 5, 2024.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:
In order to receive a high school graduation diploma eligible students must be officially approved by the Board of Education. The list of students presented includes all graduates who could be eligible at the time of graduation. Final certification of eligibility is contingent upon successful completion of all required work currently in progress.

Background:

Budget Implication ($ Amount):
Costs for the graduation ceremony are covered within current budget allocations.

Legal References:
Board Policy 5127.

Additional Information:
A list of the 2024 Mountain Park School graduates is attached.

ATTACHMENTS
UPDATED MPS Graduation List 2024.pdf

Agenda Item 23/24-1108
May 22, 2024

Mountain Park School
Class of 2024
Graduation List

Acosta, Maya Rose
Alzaga Servin, Izziah Erick Manuel
Antillon, Lilliana Mia
Booker, Katie Imelda
Gonzalez Villalta, Luzmaria
Gutierrez, Andrea
Guyton, Joshua Kevin
Kenz, William Raymond
Losorelli Cabral, Isabella
McKay Simmons, Owen
Morales, Britany
Moraza, Zachary Daniel
Navarrete, Mariela Michelle
Pacheco, Zoey Cecile
Rische, Liam Eric
Shay, Jamari Elijsha
Smith, Ian Alexander
Spencer, Leila Elise
Towns, Jade Shania
Wade, Aubrey M.
Weiss, Ty Anton
Yanez, Hailey Ilene

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

5. 23/24-1109 - MONROVIA COMMUNITY ADULT SCHOOL 2024 GRADUATES

RECOMMENDATION

The Board of Education is requested to approve Monrovia Community Adult School students for graduation on May 29, 2024.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:
In order to receive a high school graduation diploma, eligible students must be officially approved by the Board of Education. The list of students presented includes all graduates who could be eligible at the time of graduation. Final certification of eligibility is contingent upon successful completion of all required work currently in progress.

Background:

Budget Implication ($ Amount):
Costs for the graduation ceremony are covered within current budget allocations.

Legal References:
Board Policy 5127.

Additional Information:
A list of the 2024 Monrovia Community Adult School graduates is attached.

ATTACHMENTS
UPDATED MCAS Graduation List 2024.pdf

Agenda Item 23/24-1109
May 22, 2024

Monrovia Community Adult School
Class of 2024
Graduation List

Arnold, Mark A. Jr.
Avila Acosta, Emil
Aviles, Tanya Stephanie
Baer, Connor Patrick
Battin, Jennifer Nicole
Boktor, Mirna
Boyer, Savannah Jenna-Rae
Diego Estrada, Nathan
Galvan, Anthony
Garcia, Alma Delia
Garcia, Marlen
Giangregorio, Joshua Michael
Glass, Samantha
Gonzalez, Juan Joaxuin
Gonzalez-O'Balles, Camille Gabrielle
Gutierrez, Jordan Xavier
Hernandez, Steven Luna
Jimenez, Jimena
Kung, Len Hien
Lopez, Olivia Raquel
Mora, Jessica Nicole
Munoz, Elma Emma
Nieto, Bella Nichole
Peterson, Jacob Samuel
Pocino, Cody Christopher
Quintal, Renato A.
Quintana Andrade, Dalia
Renteria, Victor Luis
Rojas Castillo, Nancy
Salinas, Adrian Alexander
Schaller, Blake
Segura Diaz, Caroline Ruth
Silvera, Andrew K.
Smith, Elizabeth B.

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

6. 23/24-1111 - ADOPTION OF RECOMMENDED TEXTBOOK

RECOMMENDATION

The Board of Education is requested to adopt the textbook Eureka Math² by Great Minds for use as the elementary mathematics curriculum beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The Board of Education is requested to adopt the above textbook for use as the elementary mathematics curriculum beginning in the 2024-25 school year. The textbook was presented for public review at the April 17, 2024, Board meeting. The public review was conducted and completed on May 22, 2024, and no objections or concerns were received.

Background:

Budget Implication ($ Amount):

Costs of the textbooks and teaching materials are not expected to exceed $463,960.94 and will be paid for by the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Board Policy 6161.1 requires the submission of textbooks to the Board for adoption following a thirty (30) day public display.

Additional Information:

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

7. 23/24-1112 - ADOPTION OF RECOMMENDED TEXTBOOK

RECOMMENDATION

The Board of Education is requested to adopt the textbooks Reveal Math Courses 1, 2, and 3 by McGraw Hill for use as the middle school math curriculum, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The Board of Education is requested to adopt the above textbook for use as the middle school mathematics curriculum beginning in the 2024-25 school year. The textbook was presented for public review at the April 17, 2024, Board meeting. The public review was conducted and completed on May 22, 2024, and no objections or concerns were received.

Background:

Budget Implication ($ Amount):

Costs of the textbooks and teaching materials are not expected to exceed $136,057.32 and will be paid for by the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Board Policy 6161.1 requires the submission of textbooks to the Board for adoption following a thirty (30) day public display.

Additional Information:

ATTACHMENTS

McGraw Hill Textbook List.pdf

Course	Grade(s)	Text	Publisher	ISBN
Math 6	6	Reveal Math, Course 1	McGraw Hill	9780076977932
Math 7	7	Reveal Math, Course 2	McGraw Hill	9780076977949
Math 8	8	Reveal Math, Course 3	McGraw Hill	9780076977956

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

8. 23/24-1113 - ADOPTION OF RECOMMENDED TEXTBOOK

RECOMMENDATION

The Board of Education is requested to adopt the textbook Integrated Math I, II, and III by Carnegie Learning for use in secondary schools, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The Board of Education is requested to adopt the above textbooks for use as the secondary school mathematics curriculum beginning in the 2024-25 school year. The textbook was presented for public review at the April 17, 2024, Board meeting. The public review was conducted and completed on May 22, 2024, and no objections or concerns were received.

Background:

Budget Implication ($ Amount):

Costs of the textbooks and teaching materials are not expected to exceed $512,324.26 and will be paid for by the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Board Policy 6161.1 requires the submission of textbooks to the Board for adoption following a thirty (30) day public display.

Additional Information:

ATTACHMENTS

Carnegie Learning Textbook List.pdf

Course	Grade(s)	Text	Publisher	ISBN
Integrated Math I	8-12	Integrated Math I, Volume 1	Carnegie Learning	978-1-68459-763-5
Integrated Math I	8-12	Integrated Math I, Volume 2	Carnegie Learning	978-1-68459-764-2
Integrated Math I	8-12	Integrated Math I, Student Skills Practice	Carnegie Learning	978-1-68459-768-0
Integrated Math II	9-12	Integrated Math II, Volume 1	Carnegie Learning	978-1-68459-770-3
Integrated Math II	9-12	Integrated Math II, Volume 2	Carnegie Learning	978-1-68459-771-0
Integrated Math II	9-12	Integrated Math II, Student Skills Practice	Carnegie Learning	978-1-68459-775-8
Integrated Math III	9-12	Integrated Math III, Volume 1	Carnegie Learning	978-1-68459-777-2
Integrated Math III	9-12	Integrated Math III, Volume 2	Carnegie Learning	978-1-68459-778-9
Integrated Math III	9-12	Integrated Math III, Student Skills Practice	Carnegie Learning	978-1-68459-782-6

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

9. 23/24-1114 - ADOPTION OF RECOMMENDED TEXTBOOK

RECOMMENDATION

The Board of Education is requested to adopt the textbook EDGE English Language Development (ELD), by National Geographic Cengage for use in secondary schools, beginning in the 2024-25 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

Rationale:

The Board of Education is requested to adopt the above textbook for use as the secondary school English Language Development (ELD) curriculum beginning in the 2024-25 school year. The textbook was presented for public review at the April 17, 2024, Board meeting. The public review was conducted and completed on May 22, 2024, and no objections or concerns were received.

Background:

Budget Implication ($ Amount):

Costs of the textbooks and teaching materials are not expected to exceed $42,105.24 and will be paid for by the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Board Policy 6161.1 requires the submission of textbooks to the Board for adoption following a thirty (30) day public display.

Additional Information:

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

10. 23/24-1115 - CONTRACT WITH GREAT MINDS

RECOMMENDATION

The Board of Education is requested to approve a contract with Great Minds for the Eureka Math² curriculum for the 2024-25 through the 2026-27 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

Eureka MathÂ² provides a comprehensive, standards-aligned math curriculum for grades TK-5. The curriculum includes a digital platform, assessment systems, teacher and student materials, and math manipulatives. The majority of the cost will cover non-consumable instructional materials. In future years, costs will include renewing digital licenses and replenishing consumable materials. The contract also includes three days of professional development needed for teachers to implement the new curriculum successfully.

Background:

Budget Implication ($ Amount):

The cost of the 3-year contract for the Eureka MathÂ² curriculum is $463,960.94, and the cost of the professional development is $27,300 (total cost: $491,260.94). The cost of this curriculum adoption has been earmarked for the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Additional Information:

Copies of the Eureka MathÂ² curriculum quotes are attached.

ATTACHMENTS

Monrovia Unified School District-2024-EM2-PD.pdf
A10.b 1115 Monrovia_Unified_School_District-MY-3_Year_Wednesday__April_10__2024_1202_PM.pdf

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GREAT MINDS

every child is capable of greatness

Great Minds Quote

Date	May 14, 2024	Quote Number	00366441
Expiration Date	June 24, 2024		
Prepared By	Ashley Perez	Contact Name	Karen Harvey
Email	ashley.perez@greatminds.org	Phone	(626) 471-2400
		Email	kharvey@monroviaschools.net
Bill to Name	Karen Harvey	Ship to Name	Karen Harvey
Bill To	325 E Huntington Dr Monrovia, CA 91016	Ship To	325 E Huntington Dr Monrovia, CA 91016
		End User	Monrovia Unified School District

Make Payment to:
Great Minds PBC Tax ID: 84-3785772
Mail payment to:
Great Minds PBC
P.O. Box 200283
Pittsburgh, PA 15251-0283

Phone: 202.223.1854
Email: ordertracking@greatminds.org

Wire/ACH details are available by visiting this link: https://digitalsupport.greatminds.org/s/ach-instructions

PD - Services	ISBN	Quantity	List Price	Discount	Total Price
Grade Multiple					
Eureka Math Squared - On-Site PD Support Services - Full Day	GM-03574	7.00	$3,900.00	0.00%	$27,300.00

Services	$27,300.00
Solution Subtotal	$27,300.00
Discount	($0.00)
Shipping and Handling	$0.00
*Pre-Tax Solution Total	$27,300.00
Estimated Sales Tax	$0.00
Estimated S&H Tax	$0.00
Total Solution:	**$27,300.00**

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every child is capable of greatness

Great Minds Quote

Date	April 10, 2024	Quote Number	00369207
Expiration Date	July 8, 2024		
Prepared By	Ashley Perez	Contact Name	Karen Harvey
Email	ashley.perez@greatminds.org	Phone	(626) 471-2400
		Email	kharvey@monroviaschools.net
Bill to Name	Karen Harvey	Ship to Name	Karen Harvey
Bill To	325 E Huntington Dr Monrovia, CA 91016	Ship To	325 E Huntington Dr Monrovia, CA 91016
		End User	Monrovia Unified School District

Make Payment to:
Great Minds PBC Tax ID: 84-3785772
Mail payment to:
Great Minds PBC
P.O. Box 200283
Pittsburgh, PA 15251-0283

Phone: 202.223.1854
Email: ordertracking@greatminds.org

Wire/ACH details are available by visiting this link: https://digitalsupport.greatminds.org/s/ach-instructions

Eureka Math 2 - Digital	ISBN	Quantity	List Price	Discount	Total Price
Grade Multiple					
Eureka Math Squared, Premium Assessment, Grades 1-9: Service End Date (6/30 of School Year 2026 - 2027 unless noted otherwise)	GM-01835	5394.00	$12.36	8.00%	$61,336.25

Eureka Math 2 - Kit	ISBN	Quantity	List Price	Discount	Total Price
Grade PK					
Eureka Math Squared Grade PK Teacher Edition Set: Modules 1-6 (Incl. Digital Platform License)	979-8-89012-354-1	8.00	$170.00	8.00%	$1,251.20

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Eureka Math Squared Grade PK Learn: How Many? Modules 1-6 (Incl. Teacher Digital Platform License)	979-8-89012-352-7	378.00	$5.84	8.00%	$2,030.92
Eureka Math Squared, Spanish, Teacher Set, PK, How Many? Modules 1-6	979-8-88811-569-5	2.00	$170.00	8.00%	$312.80
Grade K					
Eureka Math Squared Grade K Learn & Digital Bundle: Part-Part-Total Modules 1-6	978-1-64929-023-6	744.00	$35.02	8.00%	$23,970.49
Eureka Math Squared, Spanish, Learn & Digital Bundle, K: Part-Part-Total, Modules 1-6	978-1-63898-610-2	240.00	$35.02	8.00%	$7,732.42
Eureka Math Squared, Spanish, Teacher Edition Set, K: Part-Part-Total, Modules 1-6	978-1-63898-616-4	4.00	$170.00	8.00%	$625.60
Eureka Math Squared Grade K Teacher Edition Set: Part-Part-Total Modules 1-6	978-1-64929-036-6	16.00	$170.00	8.00%	$2,502.40
Grade 1					
Eureka Math Squared, Spanish, Learn, Apply, & Digital Bundle, 1: Units of Ten, Modules 1-6	978-1-63898-605-8	246.00	$43.26	8.00%	$9,790.60
Eureka Math Squared Grade 1 Learn, Apply, & Digital Bundle: Units of Ten Modules 1-6	978-1-64929-018-2	744.00	$43.26	8.00%	$29,610.60
Eureka Math Squared Grade 1 Teacher Edition Set: Units of Ten Modules 1-6	978-1-64929-037-3	16.00	$170.00	8.00%	$2,502.40
Eureka Math Squared, Spanish, Teacher Edition Set, 1: Units of Ten, Modules 1-6	978-1-63898-617-1	4.00	$170.00	8.00%	$625.60
Grade 2					
Eureka Math Squared, Spanish, Teacher Edition Set, 2: Ten Tens, Modules 1-6	978-1-63898-618-8	4.00	$170.00	8.00%	$625.60
Eureka Math Squared Grade 2 Teacher Edition Set: Ten Tens, Modules 1-6	978-1-64929-038-0	16.00	$170.00	8.00%	$2,502.40
Eureka Math Squared Grade 2 Learn, Apply, & Digital Bundle: Ten Tens, Modules 1-6	978-1-64929-019-9	822.00	$43.26	8.00%	$32,714.94
Eureka Math Squared, Spanish, Learn, Apply, & Digital Bundle, 2: Ten Tens, Modules 1-6	978-1-63898-606-5	213.00	$43.26	8.00%	$8,477.23
Grade 3					
Eureka Math Squared Grade 3 Teacher Edition Set: Units of Any Number Modules 1-6	978-1-64929-039-7	16.00	$170.00	8.00%	$2,502.40

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Eureka Math Squared Grade 3 Learn, Apply, & Digital Bundle: Units of Any Number Modules 1-6	978-1-64929-020-5	972.00	$43.26	8.00%	$38,684.82
Eureka Math Squared, Spanish, Learn, Apply, & Digital Bundle, 3: Units of Any Number, Modules 1-6	978-1-63898-607-2	255.00	$43.26	8.00%	$10,148.80
Eureka Math Squared, Spanish, Teacher Edition Set, 3: Units of Any Number, Modules 1-6	978-1-63898-619-5	4.00	$170.00	8.00%	$625.60
Grade 4					
Eureka Math Squared Grade 4 Teacher Edition Set: Fractional Units Modules 1-6	978-1-64929-040-3	15.00	$170.00	8.00%	$2,346.00
Eureka Math Squared, Spanish, Learn, Apply, & Digital Bundle, 4: Fractional Units, Modules 1-6	978-1-63898-608-9	234.00	$43.26	8.00%	$9,313.01
Eureka Math Squared, Spanish, Teacher Edition Set, 4: Fractional Units, Modules 1-6	978-1-63898-620-1	3.00	$170.00	8.00%	$469.20
Eureka Math Squared Grade 4 Learn, Apply, & Digital Bundle: Fractional Units Modules 1-6	978-1-64929-021-2	807.00	$43.26	8.00%	$32,117.95
Grade 5					
Eureka Math Squared Grade 5 Teacher Edition Set: Fractions are Numbers Modules 1-6	978-1-64929-041-0	16.00	$170.00	8.00%	$2,502.40
Eureka Math Squared, Spanish, Learn, Apply, & Digital Bundle, 5: Fractions are Numbers, Modules 1-6	978-1-63898-609-6	210.00	$43.26	8.00%	$8,357.83
Eureka Math Squared, Spanish, Teacher Edition Set, 5: Fractions are Numbers, Modules 1-6	978-1-63898-621-8	3.00	$170.00	8.00%	$469.20
Eureka Math Squared Grade 5 Learn, Apply, & Digital Bundle: Fractions are Numbers Modules 1-6	978-1-64929-022-9	897.00	$43.26	8.00%	$35,699.88

Eureka Math 2 - Print	ISBN	Quantity	List Price	Discount	Total Price
Grade PK					
Eureka Math Squared, Spanish, Learn, PK: How Many, Modules 1-6	979-8-88811-397-4	144.00	$5.84	8.00%	$773.68

Eureka Math Kits - Manipulative	ISBN	Quantity	List Price	Discount	Total Price
Grade PK					
Eureka Math Squared - Complete Manipulative Kit, Grade Pre-K	GM-602209	10.00	$825.00	8.00%	$7,590.00
Grade K					

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Eureka Math Squared - Complete Manipulative Kit, Grade K	GM-602210	20.00	$710.00	8.00%	$13,064.00
Grade 1					
Eureka Math Squared - Complete Manipulative Kit, Grade 1	GM-602211	20.00	$680.00	8.00%	$12,512.00
Grade 2					
Eureka Math Squared - Complete Manipulative Kit, Grade 2	GM-602212	20.00	$530.00	8.00%	$9,752.00
Grade 3					
Eureka Math Squared - Complete Manipulative Kit, Grade 3	GM-602213	20.00	$675.00	8.00%	$12,420.00
Grade 4					
Eureka Math Squared - Complete Manipulative Kit, Grade 4	GM-602214	18.00	$320.00	8.00%	$5,299.20
Grade 5					
Eureka Math Squared - Complete Manipulative Kit, Grade 5	GM-602215	19.00	$315.00	8.00%	$5,506.20

Kit	$291,861.20
Print	$840.96
Manipulative	$71,895.00
Digital	$66,669.84
Solution Subtotal	$431,267.00
Discount	($34,501.36)
Shipping and Handling	$32,813.74
***Pre-Tax Solution Total**	***$429,579.38***
Estimated Sales Tax	$34,381.56
Estimated S&H Tax	$0.00
Total Solution:	**$463,960.94**

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Tax Exemption: If Customer is exempt from paying any or all taxes, customer shall provide written evidence of such tax exemption issued by the applicable taxing authority.

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05/22/2024

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

11. 23/24-1116 - CONTRACT WITH MCGRAW HILL

RECOMMENDATION

The Board of Education is requested to approve a contract with McGraw Hill Reveal Math Curriculum for the 2024-25 through the 2026-27 school years.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

McGraw Hill Reveal Math provides a comprehensive, standards-aligned math curriculum for grades 6-8. Included in the curriculum are a digital platform, assessment systems, teacher and student materials, and math manipulatives. The majority of the cost will cover non-consumable instructional materials. In future years, costs will include the renewal of digital licenses and the replenishment of consumable materials. The contract also includes professional development needed for teachers to implement the new curriculum successfully.

Background:

Budget Implication ($ Amount):

The cost of the 3-year contract for the McGraw Hill Reveal Math Curriculum and the professional development is $136,057.32. The cost of this curriculum adoption has been earmarked for the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Additional Information:

The McGraw Hill quote is attached.

ATTACHMENTS

McGraw Hill Quote.pdf

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My Cart

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Pricing for school accounts will display in the cart once you are logged in.

Items (1200)

Reveal Math Course 3, Student Bundle, 3-year subscription, 1st Edition

MHID: 0076977951 | **ISBN13:** 9780076977956
By: McGraw Hill Editors and McGraw Hill
Grades: 6 - 8
©2020

This product will be shipped to you.

$41136.00
Item Price: $102.84

400

Remove

Reveal Math Course 2, Student Bundle, 3-year subscription, 1st Edition

MHID: 0076977943 | **ISBN13:** 9780076977949
By: McGraw Hill and McGraw Hill Editors
Grades: 6 - 8
©2020

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DS

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$41136.00
Item Price: $102.84

400

Remove



Reveal Math Course 1, Student Bundle, 3-year subscription, 1st Edition

MHID: 0076977935 | **ISBN13:** 9780076977932
By: McGraw Hill Editors and McGraw Hill
Grades: 6 - 8
©2020

This product will be shipped to you.

$41136.00
Item Price: $102.84

400

Remove

Summary

Cart Subtotal (1200 items):	**$123,408.00**
Estimated tax for **91016:** Edit	**$12649.32**
Shipping:	shipping calculated on next step
Estimated Total:	**$136,057.32**

Proceed to checkout

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Interim Superintendent
05/22/2024

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Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

12. 23/24-1117 - CONTRACT WITH CARNEGIE LEARNING

RECOMMENDATION

The Board of Education is requested to approve a contract with Carnegie Learning Integrated Math Curriculum for the 2024-25 through the 2026-27 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

Carnegie Learning Integrated Math provides a comprehensive, standards-aligned math curriculum for grades 8-12. Included in the curriculum is a digital platform, assessment systems, teacher and student materials, and math manipulatives. The majority of the cost will cover non-consumable instructional materials. In future years, costs will include renewal of digital licenses and replenishment of consumable materials. The contract also includes professional development needed for teachers to implement the new curriculum successfully.

Background:

Budget Implication ($ Amount):

The cost of the 3-year contract for the Carnegie Learning Integrated Math Curriculum and professional development is $512,324.26. The cost of this curriculum adoption has been earmarked for the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Additional Information:

The quote for Carnegie Learning Blended Math Solution is attached.

ATTACHMENTS

Monrovia USD HS Math Carnegie Learning.pdf

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Carnegie Learning Blended Math Solution

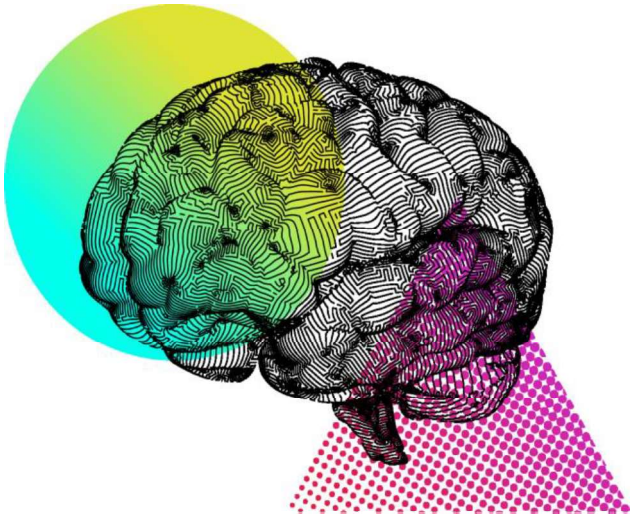
(3 Year Blended Plan)

Monrovia Unified School District

Cost Proposal Created: April 8th, 2024

Attention:

Derek Ong
deong@monroviaschools.net



Quote # Q-49561
Cost Proposal valid through July 31, 2024

DocuSign Envelope ID: DB5A2279-B3E5-4B4E-AFD4-25D6B73C5DC8

CARNEGIE LEARNING

EXECUTIVE SUMMARY

Carnegie Learning is excited to continue our partner with **Monrovia USD!** This proposal outlines the course materials and professional learning that will be used to support the implementation of Carnegie Learning Middle School/High School Math 4th Edition. Outlined below is a Scope of Work designed to equip math teachers and leaders with the experiences and tools needed to create a 21st century, collaborative, student-centered mathematics classrooms with the goal of increasing instructional efficacy to achieve positive and sustainable student learning outcomes.

A partnership with Carnegie Learning puts a Tier 1, ESSA approved, evidence-based math solution and job-embedded professional development at the center of your adoption. Monrovia USD can be assured that Carnegie Learning is committed to working side-by-side to make your vision for mathematics teaching and learning become a reality.

Program Materials

As a core mathematics program, our Grade 6-12 Math Solution includes everything students and teachers need for students to learn and master new skills, deepen their conceptual understanding, and apply their mathematics learning to the real world. These programs cover Course 1, 2, 3 for Middle School, AGA, and Integrated I, II, and III for High School. Within the core learning experience, Carnegie Learning utilizes the powerful blend of consumable textbooks for collaborative learning, the best math learning software available for individual mastery, and embedded professional development to support teachers, our math solutions contain the right resources for transforming math learning.

STUDENT EDITION CONSUMABLE TEXTBOOK

The Student Edition is the primary classroom resource. Each lesson is built on our instructional approach of engage, develop, demonstrate and is a record of the students' thinking, reasoning, and problem solving. Lessons tap into students' prior knowledge and real-world experiences, engaging them in the math. The lessons build deep mathematical understanding through collaboration and questioning and are structured to provide students with various opportunities to reason, model, and explain mathematical ideas.

The Student Edition includes assignments which mirror the problem types presented in the lesson and focus on developing students' ability to make sense of problems, reason abstractly, and persevere in problem solving. Carnegie Learning Student Editions are flexible enough to be used to assist in differentiation of instruction for those who may need more work in a particular area. Students then demonstrate their learning through the Talk the Talk exercises where they can reflect

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on and evaluate what was learned. In addition, Student Edition assignments provide opportunities for students to practice skills learned in the current lesson and review previous topics.

Student Editions are available in a 100% downloadable PDF format in English and Spanish.

MATHIA SOFTWARE (INDIVIDUAL LEARNING WITH TECHNOLOGY)



Driven by each student's unique learning process, MATHia mirrors a human tutor with more complexity and precision than any other math software. Students work in MATHia to master mathematical skills and develop a deeper understanding of the math content in the textbooks. Unlike other software programs, MATHia teaches math, and provides opportunities for practice.

MATHia was built by cognitive science and continues to grow and evolve through cognitive science. Other "AI" software looks at the problem-by-problem path, adapting as it goes. MATHia dives much deeper, at a very granular level, looking skill-by-skill. It looks at more than right and wrong — it looks at research to consider ways a student COULD go wrong. For example, it understands how a student might use valid math concepts but do so incorrectly. The result is that for students to move on, they need to understand WHY they got something right and show mastery at the skill level. And the way the software interacts with the student does more than teach — it encourages them, helps them, gets them to take ownership for their own learning.

TEACHER MATERIALS

Teacher's Implementation Guide

The Teacher's Implementation Guide is the definitive resource for planning, guiding, and facilitating student learning. The Teacher's Implementation Guide includes introductions to the math in each topic, pacing support tools, suggestions for grouping students, and recommendations for how to connect group and individual learning.

Clear Learning Center

The Clear Learning Center (CLC) is your digital access to the Carnegie Learning Math Solution. You can view, download, and assign all lesson resources in one location. The CLC Course Navigator streamlines navigation and allows for easy visibility of the entire course, so you can see what to use and when, and assign materials at point of use.

In the CLC, teachers can:

- See each course intuitively and flexibly, from the module level down to the lesson level.
- Assign lesson materials and track and monitor student progress on an ongoing basis.
- Save time with Tech Enhanced items that are auto scored and provide data to support instructional decisions.
- Access an interactive Teacher's Instructional Guide that allows them to share notes with students, annotate, highlight, bookmark, print, and launch lesson resources such as videos and slides at point of use.

In the CLC, students can:

- Own their learning through self-serve access to digital interactive assignments from a streamlined "To-Do List."

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- Access Digital Books, with in-text access to videos, plus the ability to highlight, annotate, bookmark, download, and print.
- Gain familiarity with the type of assessments they will experience in high stakes testing environments.
- See their progress and performance through the course in real time.

Assessments

Our assessments are intentionally designed to motivate and engage students, to develop a deep conceptual understanding of mathematics and fluency with procedures, and to provide teachers with effective tools to assess student understanding along the way.

FORMATIVE ASSESSMENTS

Formative assessment is an integral element of the Carnegie Learning Middle School/High School Math Solution. In the Student Text, every lesson concludes with a "Talk the Talk" where students demonstrate their learning. This is the third part of our instructional approach: Engage, Develop, Demonstrate.

Additionally, the most comprehensive formative assessment is fully integrated with learning within MATHia. MATHia continuously assesses every step of each student's work, analyzing that work, and delivering students a custom learning path focused on developing a deep level of understanding and achieving skill mastery.

As students work through problems, each step is associated with one or more mathematical skills that are required to master the topic. As students ask for help or attempt to correctly complete each step, the system dynamically evaluates what the student's action tells it about the student's level of knowledge. This dynamic assessment is used to determine whether a student has mastered a topic, but it is also used to track progress towards end-of-year goals. Teachers and administrators receive an up-to-the-minute view of each student's progress towards course goals. For remediation, teachers can use the Standards Report to understand which academic standards need to be addressed for individual students or for the whole class.

SUMMATIVE ASSESSMENTS

The summative assessments in the Grade 6-12 Math Solution focus on preparing students for success on standardized tests, pre- and post-topic tests, and on higher order thinking assessment. Carnegie Learning's Middle School/High School Math Solution includes the following summative assessments for every topic:

- Pre-Test / Post-Test
- End of Topic Test (two versions for flexibility)
- Performance Task with a grading rubric
- Standardized Practice Test

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MATHstream

MATHstream is the only adaptive, interactive video streaming program where rock star math teachers deliver targeted, skill-based instruction to students in a fun, engaging, game-based environment.

- **Engage Your Students:** We don't do boring! Students will love the game-based learning available through MATHstream's adaptive and interactive instructional videos. They'll be delighted with the rockstar math teachers - experienced instructors who have already captivated millions of followers worldwide.
- **Spread the Love:** Students will gain confidence and learn to love math in a reaffirming, low risk learning environment. They'll experience individualized pathways to success that involve active problem solving and fun, game-based celebrations.
- **Get Your Time Back:** With an on-demand team of experienced math instructors ready to support classroom differentiation, teachers have more time to engage with students in collaborative learning activities that extend thinking and enhance deeper learning.
- **Gain Actionable Insights:** Help your teachers differentiate learning for each student with reports based on in-video formative assessment experiences. They'll gain a clear understanding of students' skills, strengths, and areas for remediation to aid in planning.

Professional Learning Overview

Carnegie Learning is excited to partner with Monrovia Unified School District to support the use of our research-proven materials while developing best practices in math instruction across the high schools for their math educators.

Overarching Goal

To build capacity within teachers, both experienced and new, building-level instructional leaders (principals, assistant principals, coaches, and facilitators) along with District Office Staff to create and support rigorous, student-centered mathematics learning environments in every mathematics classroom across Monrovia USD.

Initial Implementation Workshop

Sessions available On-Site for Up to 25 participants

The Initial Implementation Workshop gets your teachers and coaches started with Carnegie Learning curricula. Participants experience the research-based instructional model, become familiar with the teacher and student materials, and leave with an established process for planning and pacing throughout the school year.

Participating educators will learn to:

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- Effectively implement Carnegie Learning math curricula on a day-to-day basis
- Apply student-centered, standards-based instructional strategies
- Make connections between Carnegie Learning software, texts, and classroom instruction
- Navigate the resources available to teachers and students and the intent behind each of them

In-Classroom Job-Embedded Follow-Up Coaching Support

Limited to 4-6 teachers per day

In-Classroom Support takes place within the classroom and provides side-by-side coaching from the Carnegie Learning master practitioners. Carnegie Learning master practitioners intentionally build relationships with teachers and leaders to help the student achieve success and promote high-quality Carnegie Learning implementations. During In-Classroom Support, master practitioners will:

- Support the Carnegie Learning implementation to ensure fidelity to the model
- Provide individual and group coaching to support continuous growth and improvement
- Support student-centered learning and collaborative mathematics classrooms
- Assist schools in monitoring and maximizing a constant stream of data specific to individual classrooms and individual students

Demonstration Lesson Cycles

Carnegie Learning master practitioners will work in partnership with a school/district to provide Demonstration Lessons. To model all phases of instruction including planning, implementation and reflection, the Demonstration Lesson Cycle is a two-day process.

The Carnegie Learning master practitioner will:

- Observe the class dynamics in the participating teacher's classroom during the participating class period, prior to the Demonstration Lesson
- Plan with the participating teacher, prior to the Demonstration Lesson
- Deliver up to two different Demonstration Lessons during the day; either alone or co-taught with the participating teacher
- Invite other teachers and administrators to observe the Demonstration Lesson
- Debrief the delivery with the participating teacher, observing teachers and administrators

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Custom Workshop *(up to 25 participants per facilitator)*

Our custom math content workshops are intensive professional development workshops for middle and high school educators designed to expand teachers' understanding of mathematical content and pedagogy aligned to NCTM's Principles to Actions: Ensuring Mathematics Success for All (2014).

There are three main elements to the workshops:

- **Grade Appropriate and Stretch Content* –** Our facilitators focus on implementing grade-appropriate content through coherent mathematics within the grade span and stretch content to help teachers make connections to future mathematics concepts (Lovin and Van de Walle, 2006).
- **Heightened Awareness of Teaching Practices –** Our workshops are designed to facilitate teachers' meta-cognitive reflection on their own teaching practice and provide access points for them to adjust their instructional practices as they learn new strategies.
- **Problem-Solving in a Learner-Centered Classroom –** This is at the core of Carnegie Learning's pedagogical approach to mathematics instruction. Educators can experience learning as students would, actively engaging in discourse and productive struggle with their peers around the math (NCTM Principles to Action, 2014).

About The National Institutes (TNI)

The National Institute (TNI) is unlike any conference you've ever attended. Our collaborative learning sessions, dynamic Power Talks, networking opportunities, and white-glove service will make you wonder how you ever survived those stuffy, sit-and-get traditional conferences.

And did we mention the luxurious resort location? Think of TNI as a summer getaway to rejuvenate your educator mind and soul, with a take-home goody bag packed with ideas, strategies, and inspiration for your district or classroom. We'll see you there!

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CARNEGIE LEARNING

Statement of Work and Proposed Pricing

This Blended 3-Year Math Solution represents a Partnership Plan to support up to 1200 students. All Carnegie Learning Partnerships are fully customized to meet your unique needs.

Program Level	Every Teacher Receives: ○ Digital teacher materials for life of adoption ○ Print Teacher Edition	Every Student Receives: • Print Student Edition and Skills Practice each year for life of the adoption • All Digital Licenses for 3-Year Term ○ *eBook + MATHia* ○ *MATHstream*
Integrated Math	- 14 Integrated Math Teachers	- 1200 Integrated Math Student licenses - 1200 Integrated Math Print Student Editions - 1200 Skills Practice books - 1200 MATHstream licenses

Professional Learning Overview	
Total Embedded PL Service Summary	This Professional Learning Plan includes: • Quantity 4 - Initial Onsite Implementation Workshop Session • Quantity 62 – In-Classroom Job Embedded Coaching • Quantity 4 – Onsite Workshop Session • Quantity 10- TNI Attendee

Total 3-Year Investment Summary		
Subtotal		*$496,454.00*
Shipping		*$ 7,848.10*
Taxes	CA Taxes on Shippable Items	*$ 8,022.16*
Grand Total		**$512,324.26**

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CARNEGIE LEARNING

Carnegie Learning Partnership Team

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CARNEGIE LEARNING

TERMS AND CONDITIONS

- The attached quotation is confidential and proprietary information not to be distributed or shared by the Customer.
- By accepting this quote, Customer accepts Carnegie Learning, Inc.'s Terms of Use policy available at: http://www.carnegielearning.com/terms-of-use
- Prices are subject to change without notice.
- Quote is valid for 30 days.
- Quoted sales tax is an estimate. Sales Tax is subject to change based on shipping locations and rates at the time of order processing.
- Please include your tax exempt certificate with your purchase order. The Carnegie Learning Federal Tax ID# is 25-1805640.
- Payment Terms: Net 30 Days. Payment of entire invoice amount is required within 30 days from invoice date.
- All media sold by Carnegie Learning, Inc. are sold on a non-returnable basis. The only exceptions to this policy are:
  - Media received that was not ordered (wrong title, wrong quantity). Materials must be in original shrink wrap, if applicable, and not used.
  - Media received in a damaged condition that would render it unsuitable for use.
  - Customer is responsible to inspect textbook shipments and report any textbook quantity, title or damage issues within 45 days of receipt. Failure to report issues within the 45 days could result in additional return fees.
- Carnegie Learning, Inc. is under no obligation to accept return requests after 45 days of customer receipt of order.
- Customer is responsible for expedited shipping costs that fall outside of our standard delivery process. All textbooks carry a standard shipping time frame of 4-6 weeks. Shipments will occur earlier if stock is available.
- Multi-year licenses run consecutively from license activation date.
- The school district is responsible for providing all hardware necessary to run the software, as specified in CLI's Systems Requirements (available at http://carnegielearning.com/support). Prices do not include hardware.
- All Professional Development services purchased expire at the term of this agreement. Standalone Professional Development purchases will expire one year from the purchase date.
- An additional credit card fee of 2.5% of total before sales tax will be applied if customer decides to pay by credit card.
- All credit memos and credit balances that exceed 120 days old will first be applied to any existing balances. After application, any remaining credit balance will be refunded via a check. Carnegie Learning will mail the check to the address on file.

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

13. 23/24-1118 - CONTRACT WITH CENGAGE LEARNING

RECOMMENDATION

The Board of Education is requested to approve a contract with National Geographic Cengage EDGE English Language Development (ELD) Curriculum for the 2024-25 through the 2026-27 school years.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

National Geographic Cengage EDGE English Language Development (ELD) provides a comprehensive, standards-aligned curriculum for grades 6-8. The majority of the cost will cover non-consumable instructional materials. In future years, costs will include the renewal of digital licenses and replenishment of consumable materials. The contract also includes professional development needed for teachers to implement the new curriculum successfully.

Background:

Budget Implication ($ Amount):

The cost of the 3-year contract for the National Geographic Cengage EDGE English Language Development (ELD) Curriculum and professional development is $42,105.24. The cost of this curriculum adoption has been earmarked for the Arts, Music, Instructional Materials Discretionary Block Grant (AMIMBG).

Legal References:

Additional Information:

A copy of the quote is attached.

ATTACHMENTS

Monrovia Edge Quote.pdf

NATIONAL GEOGRAPHIC LEARNING | CENGAGE Learning

To place your order: select Submit Customer Purchase Order Here

Confidential Price Quote (6572620)

Submit Customer Purchase Order Here

4/11/2024
Pricing on this Proposal Guaranteed: **10/31/2024**

Presented To: Pauline Mariscal (626) 471-2000, pmariscal@monroviaschools.net
Prepared By: Brandy Nez, 661-510-3814, brandy.nez@cengage.com

SHIP TO: MONROVIA UNIFIED SCHOOL DIST
Pauline Mariscal
325 E HUNTINGTON DR
MONROVIA, CA 91016
USA

BILL TO: MONROVIA UNIFIED SCHOOL DIST
Pauline Mariscal
325 E HUNTINGTON DR
MONROVIA, CA 91016
USA

Cengage Learning
ATTN: Order Fulfillment
10650 Toebben Drive
Independence, KY 41051
(800) 354-9706
http://NGL.Cengage.com/CustomerSupport

View Quote in CAD

Quoted Products: 6-8 ELT_Edge Pilot Conversion

Edge Fundamentals

Qty	Update Qty	Product	Price	Quoted Price	Total
1		Edge 2014 Fundamentals: Teacher's Support Pack Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9781285948676 / 128594867X *Interactive Practice Book TE; Selection Readings and Fluency Models CD's; Leveled Library Single Copy Set; language and Grammar Lab TE; Grammar and Writing Practice Book Blackline Masters; Grammar and Writing Practice Book TE*	$700.00	$700.00	$700.00
50		EPACK: EDGE FUNDAMENTALS STUDE NT EDITION + MTS 3YR Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9798214070650 / 8214070651 *Student Book + 3 Year Digital*	$155.25	$155.25	$7,762.50

Edge A

Qty	Update Qty	Product	Price	Quoted Price	Total
1		Edge 2014 A: Teacher's Support Pack Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9781285948683 / 1285948688 *Interactive Practice Book TE; Selection Readings and Fluency Models CD's; Leveled Library Single Copy Set; language and Grammar Lab TE; Grammar and Writing Practice Book Blackline Masters; Grammar and Writing Practice Book TE*	$1,000.25	$1,000.25	$1,000.25
50		EPACK: EDGE A STUDENT EDITION + MTS 3YR Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9798214070414 / 8214070414	$155.25	$155.25	$7,762.50

DS FF

		Student Book + 3 Year Digital			

Edge B

Qty	Update Qty	Product	Price	Quoted Price	Total
1		**Edge 2014 B: Teacher Support Pack** Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9781285948690 / 1285948696 *Interactive Practice Book TE; Selection Readings and Fluency Models CD's; Leveled Library Single Copy Set; language and Grammar Lab TE; Grammar and Writing Practice Book Blackline Masters; Grammar and Writing Practice Book TE*	$1,093.25	$1,093.25	$1,093.25
50		**EPACK: EDGE B STUDENT EDITION + MTS 3YR** Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9798214070490 / 821407049X *Student Book + 3 Year Digital*	$155.25	$155.25	$7,762.50

Edge C

Qty	Update Qty	Product	Price	Quoted Price	Total
1		**Edge 2014 C: Teacher Support Pack** Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9781285948706 / 128594870X *Interactive Practice Book TE; Selection Readings and Fluency Models CD's; Leveled Library Single Copy Set; language and Grammar Lab TE; Grammar and Writing Practice Book Blackline Masters; Grammar and Writing Practice Book TE*	$1,171.25	$1,171.25	$1,171.25
50		**EPACK: EDGE C STUDENT EDITION + MTS 3YR** Moore/Short/Smith/Tatum 2nd Edition [K12, 2014] 9798214070575 / 8214070570 *Student Book + 3 Year Digital*	$155.25	$155.25	$7,762.50

Sub-Total:	$35,014.75
+ Tax (%):	$3,589.01
+ Estimated Shipping and/or Process Fee:	$3,501.48
TOTAL:	**$42,105.24**

Approved by:
DocuSigned by:
BB6A5F9B135B464...
Flint Fertig
Interim Superintendent
05/22/2024

Submit Customer Purchase Order Here

Thank you for your interest in Cengage Learning products.

All information embodied in this document is strictly confidential and may not be duplicated or disclosed to third parties outside recipient's organization without prior written consent of Cengage Learning.

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

14. 23/24-1119 - AGREEMENT FOR PROFESSIONAL SERVICES WITH LANGUAGE NETWORK, INC.

RECOMMENDATION

The Board of Education is requested to approve an Agreement for Professional Services with Language Network, Inc. The agreement will be in effect from May 23, 2024 to June 30, 2024.

Rationale:

This Agreement for Professional Services with Language Network will provide both American Sign Language and Verbal Language interpreters when needed by the Monrovia Unified School District. Language Network is fully compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA)/Health Information Technology for Economic and Clinical Health (HITECH) guidelines for healthcare transactions and Family Educational Rights and Privacy Act (FERPA) for academic transactions.

Background:

Budget Implication ($ Amount):

Sign language services at a rate of $136.00 per hour and language translation service at a rate of $102.00 per hour.

Legal References:

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

Additional Information:

The agreement is attached.

ATTACHMENTS

Language Network Agreement.pdf

LANGUAGE SERVICES AGREEMENT

This AGREEMENT (the "Agreement") is made and entered into on ("Effective Date") by and between Monrovia Unified School District
and Language Network, Inc and its subsidiaries (The Language Exchange, Inc.), (International Contact, Inc) and (Academy of Languages, LLC) referred to as ("Language Network").

Recitals

WHEREAS,**"CLIENT"** has entered into a contract with Language Network, a language service provider.

WHEREAS, **"CLIENT"** has agreed under the terms establish herewith to engage the services of linguists to perform language services, including, but not limited to, in- person interpretation, telephone interpretation and document translation; and

WHEREAS, **"CLIENT"** desires to engage Language Network to perform language services; and

WHEREAS, Language Network desires to enter into this Memorandum of Understanding (MOU) to perform such interpreting and translation services according to the terms and conditions of this Agreement;

NOW THEREFORE, the parties agree as follows:

TERMS AND CONDITIONS

1. Nature of the Service: Language Network will provide interpreting/translating services as required by "Client"

2. Term of Agreement: This agreement will become effective upon signing of both parties, and will continue in effect unless terminated, with or without cause, upon thirty days written notice by either party. We retain the option to increase rates.

3. Charges, Invoices and Payment: In consideration of these services, "CLIENT' will pay Language Network the amount in the manner set forth in the rate schedule. Payment is due within 30 day of the invoice date. Late payment will be subject to penalties equating to 5% of the invoice amount.

4. Privacy of Communication: The linguist shall keep all information that they may come across in the course of their work confidential and will not communicate it to a third party.

5. Arbitration: Any dispute, claim or controversy arising out of or relating to this Agreement shall be settled by a binding arbitration in accordance with the rules and regulations of the Judicial Arbitration and Mediation Services ("JAMS"). Arbitration shall be before a single arbitrator who shall be a retired judge of the State of California or State of Washington. Any award shall be final and binding upon the parties and judgement upon any such award may be entered in any court having jurisdiction thereof.

The fees and expenses of the arbitrators shall be borne equally by the parties. Each party shall pay its own fees and costs relating to any arbitration proceeding, including attorney's fees.

6. HIPAA/HITECH/FERPA Compliance: Language Network is fully compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA)/Health Information Technology for Economic and Clinical Health (HITECH) guidelines for healthcare transactions and Family Educational Rights and Privacy Act (FERPA) for academic transactions.

7.Miscellaneous Provisions:

7.3. Entire Agreement: This Agreement, including any Exhibits attached hereto, is the entire agreement between two parties hereto relating to the subject matter addressed herein and supersedes all prior representations, promises or agreements, whether oral or written.

7.4. Amendments: This Agreement may not be amended absent a written agreement by the parties, except that **"CLIENT"** may provide of a proposed amendment to this Agreement and Language Network shall be deemed to have accepted the proposed amendment unless Language Network provides **"CLIENT"** with written notice rejecting the proposed amendment within fifteen (15) days of receiving such notice.

7.5. Governing Law: This Agreement shall be interpreted and construed in accordance with the laws of the State of California.

7.6. Notices: Any notice required to be provided under this Agreement shall be sent by United States Postal Service, postage prepaid, return receipt requested.

ACCEPTANCE:

Your signature below indicates acceptance of this agreement , and entrance into an agreement with Language Network beginning on the date of signature.

Client: Monrovia Unified School District

Signature: _____ Signature: _____

Name & Title: Flint Fertig, Interim Superintendent Name & Title: Jordan Evans,CEO

Date: May 23rd, 2024

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

15. 23/24-1120 - DUAL IMMERSION SCHOOL CONVERSION PLAN

RECOMMENDATION

The Board of Education is requested to approve the initiation of the process to convert Monroe Elementary to a Spanish dual immersion-only school and Wild Rose School of Creative Arts to an English-only arts school beginning in the 2025-2026 school year.

Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The plan for conversion will not impact the operation of the schools for the 2024-2025 school year, which will continue as the programs are currently running. For the incoming TK and Kindergarten students (2024-25) and any students new to the district, Wild Rose School of Creative Arts will only enroll English only students, and Monroe Elementary will only enroll Spanish Dual Immersion students.

Background:

Budget Implication ($ Amount):

Legal References:

Additional Information:

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

16. 23/24-3072 - MUSD SCHOOL CALENDAR FOR THE 2025-2026 AND 2026-2027 SCHOOL YEAR

RECOMMENDATION

The Board of Education is requested to approve the calendars for the 2025-2026 and 2026-2027 school years.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__, Board Member Hammond__, Board President Anderson__.

Rationale:
The Monrovia Teachers Association, California School Employees Association, and the District agreed to the proposed 2025-2026 and 2026-2027 school calendars. They are now being presented to the Board of Education for final approval.

Background:
During the ongoing negotiations, the calendar has now been finalized, with the placement of classified holidays, certificated staff development days, and the last day of school.

Budget Implication ($ Amount):
There is no direct cost associated with the calendar adoption.

Legal References:
Education Code Section 37200 defines the school calendar.

Additional Information:
Copies of the proposed calendars are attached.

ATTACHMENTS
2025-2026 MUSD District Calendar for board approval.pdf
2026-2027 MUSD District Calendar for Board approval.pdf

MONROVIA UNIFIED SCHOOL DISTRICT

School Calendar 2025-2026

Certificated Staff Return:
School Starts:
School Ends:
Legal Holiday:

	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Days Taught/ Workday	Legal Holiday	Local Holiday
First School Month	**AUG**																						
						NT	NT	NT	NT	NT	ASI	ASI	SS										
August 1– August 22					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	8/10	0	0
Second School Month						**SEP**																	
						* ©																	
August 25–September 19	25	26	27	28	29	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	19/19	1	0
Third School Month								**OCT**															
						TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC													
September 22 – October 17	22	23	24	25	26	29	30	1	2	3	6	7	8	9	10	13	14	15	16	17	20/20	0	0
Fourth School Month											**NOV**					©	©						
																X	*						
October 20–November 14	20	21	22	23	24	27	28	29	30	31	3	4	5	6	7	10	11	12	13	14	18/18	1	1
Fifth School Month								©	* ©	©	**DEC**												
						X	X	X	X	X													
November 17–December 12	17	18	19	20	21	24	25	26	27	28	1	2	3	4	5	8	9	10	11	12	15/15	1	4
Sixth School Month					e			©	* ©	©				**JAN**									
					z	X	X	X	X	X	X	X	X	* ©, X	©, X	PD	PD						
December 15–January 9	15	16	17	18	19	22	23	24	25	26	29	30	31	1	2	5	6	7	8	9	8/10	2	8
Seventh School Month																**FEB**							
						* ©																	
January 12–February 6	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	2	3	4	5	6	19/19	1	0
Eighth School Month																**MAR**							
	* ©					* ©																	
February 9–March 6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	2	3	4	5	6	18/18	2	0
Ninth School Month																		**APR**					
	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC										* ©	X	X	X	X	X			
March 9-April 3	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31	1	2	3	14/14	1	5
Tenth School Month																				**MAY**			
April 6–May 1	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	1	20/20	0	0
Eleventh School Month															X ©	* ©							
May 4–May 29	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	18/18	1	1
	JUNE			TO																			
	e	e	e, z	PD																			
June 1–June 12	1	2	3	4	5	8	9	10	11	12											3/4	0	1
																					180/185	10	19

LEGEND:

e= Early Release, TK-12
z= Middle & high schools semester ends
*= Holiday
x= Local Recess
©= CSEA Paid Holiday

NT= New Teacher Orientation
ASI= All Staff Inservice
SS= School Starts
TO= Teacher Only
PTC= Parent Teacher Conference Mid-Semester

Note:

85/87	First Semester
95/98	Second Semester

MONROVIA UNIFIED SCHOOL DISTRICT

School Calendar 2026-2027

Certificated Staff Return:
School Starts:
School Ends:
Legal Holiday:

	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Mon	Tues	Wed	Thu	Fri	Days Taught/ Workday	Legal Holiday	Local Holiday
First School Month						**AUG**																	
						NT	NT	NT	NT	NT	ASI	ASI	SS										
August 3– August 21						3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	8/10	0	0
Second School Month							**SEP**																
											* ©												
August 24–September 18	24	25	26	27	28	31	1	2	3	4	7	8	9	10	11	14	15	16	17	18	19/19	1	0
Third School Month									**OCT**														
						TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC													
September 21 – October 16	21	22	23	24	25	28	29	30	1	2	5	6	7	8	9	12	13	14	15	16	20/20	0	0
Fourth School Month											**NOV**												
																		* ©					
October 19–November 13	19	20	21	22	23	26	27	28	29	30	2	3	4	5	6	9	10	11	12	13	19/19	1	0
Fifth School Month								©	*©	©		**DEC**											
						X	X	X	X	X													
November 16–December 11	16	17	18	19	20	23	24	25	26	27	30	1	2	3	4	7	8	9	10	11	15/15	1	4
Sixth School Month				e	X			©	©	* ©					**JAN**								
				z	©	X	X	X	X	X	X	X	X	X, ©	* X,©	PD	PD						
December 14–January 8	14	15	16	17	18	21	22	23	24	25	28	29	30	31	1	4	5	6	7	8	7/9	2	9
Seventh School Month																**FEB**							
						* ©																	
January 11–February 5	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	1	2	3	4	5	19/19	1	0
Eighth School Month																**MAR**							
	* ©					* ©																	
February 8–March 5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	1	2	3	4	5	18/18	2	0
Ninth School Month																			**APR**				
	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC	TK-8, PTC										* ©	X	X	X	X	X			
March 8-April 2	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31	1	2	14/14	1	5
Tenth School Month																							
April 5–May 30	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	20/20	0.00	0
Eleventh School Month	**MAY**																						
															X ©	* ©							
May 3–May 28	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	18/18	1	1
		JUNE		TO																			
	e	e	e,z	PD																			
May 31–June 11	31	1	2	3	4	7	8	9	10	11											3/4	0	0
															Note:						180/185	10	19

LEGEND:

e= Early Release, TK-12
z= Middle & high schools semester ends
*= Holiday
x= Local Recess
©= CSEA Paid Holiday

NT= New Teacher Orientation
ASI= All Staff Inservice
SS= School Starts
TO= Teacher Only
PTC= Parent Teacher Conference Mid-Semester

85/87	First Semester
95/98	Second Semester

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

17. 23/24-5030 - PROPOSED BOARD MEETING SCHEDULE FOR 2024-2025 SCHOOL YEAR

RECOMMENDATION

The Board of Education is requested to review and approve the schedule of the Regular Board of Education meetings for the 2024-2025 school year.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

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

Background:

Budget Implication ($ Amount):

Legal References:

Additional Information:

ATTACHMENTS

2024-25 Proposed Board Meeting Dates.pdf

MONROVIA
UNIFIED SCHOOL DISTRICT

2024-2025
Board Meeting Schedule

District Office Board Room
6:30 pm

Wednesday	August 14, 2024	
Wednesday	August 28, 2024	
Wednesday	September 11, 2024	
Wednesday	September 25, 2024	
Wednesday	October 9, 2024	
Wednesday	October 23, 2024	
Wednesday	November 13, 2024	
Wednesday	December 18, 2024	Annual Org. Meeting
Wednesday	January 15, 2025	
Wednesday	February 12, 2025	
Wednesday	February 26, 2025	
Wednesday	March 12, 2025	
Wednesday	March 26, 2025	
Wednesday	April 16, 2025	
Wednesday	May 7, 2025	1st Wednesday
Wednesday	May 21, 2025	3rd Wednesday due to the Memorial Day Holiday
Wednesday	June 11, 2025	
Wednesday	June 25, 2025	

Proposed 05/22/2024

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

18. 23/24-5031 – REVISED EMPLOYMENT AGREEMENT FOR INTERIM SUPERINTENDENT OF SCHOOLS

RECOMMENDATION

The Board of Education is requested to approve the revised employment agreement for Flint Fertig as Interim Superintendent.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The Superintendent shall serve as Chief Executive Officer and the Secretary of the Board pursuant to Education Code Section 35035 and Board policy 2110, and it may be modified or adopted from time to time regarding the duties of the Superintendent. Such policies and regulations are incorporated herein by this reference. The Board shall maintain primary responsibility for the establishment of this policy. The Superintendent shall be responsible for the implementation of this policy.

Background:

Budget Implication ($ Amount):

Budget implications are detailed in the contract.

Legal References:

Education Code 35035; BP 2110

Additional Information:

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

19. 23/24-5032 - CALIFORNIA VOTING RIGHTS ACT PUBLIC HEARING

RECOMMENDATION

The Board of Education is requested to hold a public hearing to obtain input from the public on the composition of the maps of the five trustee areas that have been drawn by the Demographer.
Open Public Hearing at _____ p.m.
Close Public Hearing at _____ p.m.

Rationale:

In accordance with Elections Code section 10010, input regarding the composition of trustee area maps should be received and considered pursuant to Education Code sections 5019 and 5020. The Board invites public testimony regarding this matter.

Background:

The CVRA is a state law that prohibits at-large voting systems that impair the ability of racial or ethnic minorities to elect the candidate of their choice. The CVRA favors district-based election systems in which candidates must reside in a trustee area, and only the voters residing in that trustee area vote for those candidates. To avoid the potential for litigation and the cost of attorney fees, the Board is considering modifying the current election system and establishing a district-based system for the 2024 election. This means that beginning in 2024, voters in those trustee areas up for election in 2024 will vote for one candidate in their trustee area, and the remaining trustees will hold an election in 2026.

Budget Implication ($ Amount):

Legal References:

Election Code Section 10010, Education Code 5019 and 5020.

Additional Information:

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

20. 23/24-5033 - RESOLUTION 2324-35 RECOMMENDING THAT THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION APPROVE AND ESTABLISH TRUSTEE AREAS FROM WHICH TRUSTEES WILL BE ELECTED IN A BY-TRUSTEE AREA ELECTION PROCESS

RECOMMENDATION

The Board of Education is requested to approve Resolution No. 2324-35 recommending that the Los Angeles County Committee on School District Organization approve and establish trustee areas from which trustees will be elected in a by-trustee area election process.
Motion by _____, seconded by _____, Vote _____
Board Member Gholar__, Board Member Lockerbie__, Board Member Travanti__,
Board Member Hammond__, Board President Anderson__.

Rationale:

The California Voting Rights Act of 2001 (CVRA) expands on the federal Voting Rights Act of 1965, making it easier for minority groups in California to prove that their votes are being diluted in "at-large" elections. The Board of Education is aware that under state law, an at-large method of election may be deemed to impair the ability of some voters to elect candidates of their choice or to influence the outcome of elections and, therefore, may be subject to challenge under the California Voting Rights Act of 2001, California Elections Code. This resolution directs the Superintendent or the Superintendentâ€™s designee to instruct the professional demographer to formulate two or more trustee area plan scenarios based upon the criteria specified above for review by the public at public hearings and for consideration by the Board at future meetings.

Background:

The CVRA was implemented in 2002 as part of State law. Districts with at-large voting structures may violate CVRA if they have what is called racially polarizing voting, which may impede minority candidates from succeeding in elections. If there is evidence of undermining of voting rights or indications of racially polarized voting, a violation of the CVRA may be found.

Budget Implication ($ Amount):

Legal References:

Additional Information:

A copy of Resolution 2324-35 is attached.

ATTACHMENTS

Monrovia USD-Resolution CVRA Map 1(50538997.1).pdf

MONROVIA UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 2324-35

RESOLUTION OF THE BOARD OF EDUCATION OF THE MONROVIA UNIFIED SCHOOL DISTRICT RECOMMENDING THAT THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION APPROVE AND ESTABLISH TRUSTEE AREAS FROM WHICH THE MONROVIA UNIFIED SCHOOL DISTRICT TRUSTEES WILL BE ELECTED IN A BY-TRUSTEE AREA ELECTION PROCESS

WHEREAS, the Monrovia Unified School District ("District") currently uses an at-large system of electing members of its Board of Education; and

WHEREAS, at-large electoral systems such as the Districts are subject to challenge under the California Voting Rights Act of 2001, codified at sections 14025-14032 of the California Elections Code ("CVRA"); and

WHEREAS, by-trustee area electoral systems are not vulnerable to challenge under the CVRA; and

WHEREAS, in a by-trustee area system of election, candidates for the District's Board of Education (the "Board") must reside within a specific geographic subarea of the District called a "trustee area" and candidates are elected only by the voters of that trustee area; and

WHEREAS, one method of transitioning from an at-large electoral system to a by trustee area electoral system is for the school district board of education to petition the local county committee on school district organization by resolution to initiate the transition under California Education Code section 5019(c)(1); and

WHEREAS, the Los Angeles County Committee on School District Organization ("Committee") has indicated that it will initiate this process on behalf of the District at the District's request, and will consider any recommendation on specific trustee areas made by the District; and

WHEREAS, District staff and consultants have conducted public hearings for input regarding the criteria for proposed maps as required by law, prepared proposed trustee area plans and recommendations (the "Plans") that were presented to the public at the District's Regular Board Meeting on April 17, 2024, and May 6, 2024, and thereafter posted the Plans on the District's website for further input; and

WHEREAS, the District staff and consultants have conducted community forums on April 22, 2024 at Monrovia High School to discuss the criteria for the proposed trustee area plans, and by Zoom on May 13, 2024, and May 16, 2024, to discuss the proposed trustee area plans; and

WHEREAS, pursuant to Elections Code section 10010, the District held properly noticed public hearings regarding the proposed trustee area plans on May 15, 2024, and May 22, 2024; and

WHEREAS, the Board has considered all public input and comment on the Plans; and

WHEREAS, the Board has adopted Map ___ and hereby recommends Map ___ to the Committee for its consideration based upon the findings, analysis and recommendations contained in the report attached hereto and incorporated herein as Exhibit "A"; and

WHEREAS, the Board also seeks a waiver of an election required by Education Code section 5020 from the Committee.

NOW THEREFORE, be it resolved by the Board of Education of the Monrovia Unified School District as follows:

1. That the above recitals are true and correct.
2. That the Board has adopted Map ___ and recommends Map ___ to the Committee for consideration and adoption and waiver of the election requirement set forth in Education Code section 5020.
3. That the Superintendent and/or her designee take all actions necessary to notify the Committee of the Board's determination forthwith and provide whatever assistance may be required by the Committee to complete the process.

ADOPTED, SIGNED AND APPROVED this 22nd day of May, 2024.

_____

Jennifer Anderson
President of the Board of Education for the
Monrovia Unified School District

I, _____, Clerk of the Board of Education of the Monrovia Unified School District, do hereby certify that the foregoing Resolution was adopted by the Board of Education of said District at a meeting of said Board held on the 22nd day of May, 2024, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____

Maritza Travanti
Clerk of the Board of Education for the
Monrovia Unified School District

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

1. BOARD POLICY 3540, *TRANSPORTATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATIONS

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 3540, *Transportation*, and its accompanying Administrative Regulation, Administrative Regulation 3541, *Transportation Routes and Services*, Administrative Regulation 3541.1, *Transportation for School Related Trips,* Administrative Regulation 3542*, School Bus Drivers,* Administrative Regulation 3543, *Transportation Safety and Emergencies*, as recommended by the California School Boards Association (CSBA) and Administrative Regulation 3541.1-b*, Authorized Driver,* as recommended by the Alliance of Schools for Cooperative Insurance Programs (ASCIP.)

Rationale:

As a part of the Board of Education's commitment to review and update all Monrovia Unified School District Board Policies and Administrative Regulations, Business Services has begun conducting a review of the department's Board Policies and Administrative Regulations. The current Board Policy does not reflect any updates since 2007.

Background:

School districts receive regular policy updates from the California School Boards Association (CSBA), which are compared to existing policies to determine the extent of modification that is needed. Board Policy 3540, Transportation, and its accompanying Administrative Regulation, Administrative Regulation 3541, Transportation Routes and Services, Administrative Regulation 3541.1, Transportation for School Related Trips, Administrative Regulation 3542, School Bus Drivers, Administrative Regulation 3543, Transportation Safety and Emergencies, contain revisions recommended by CSBA and Administrative Regulation 3541.1-b, Authorized Driver, contain revisions recommended by the Alliance of Schools for Cooperative Insurance Programs (ASCIP.) These Board policies were last updated on October 24, 2007.

Budget Implication ($ Amount):

Legal References:

Additional Information:

Copies of the proposed revised Board Policies Transportation and Administrative Regulations are attached.

ATTACHMENTS

3540 BP Transportation Proposed 5.22.24.pdf
3540 AR Transportation Proposed 5.22.24.pdf
3541 AR Transportation Routes And Services-Proposed 5.22.24.pdf
3541.1 AR Transportation for School-Related Trips-Proposed 5.22.24.pdf
3541.1-a AR Authorized Drivers-New-Proposed 5.22.24.pdf
3542 AR School Bus Drivers Proposed 5.22.24.pdf
3543 AR Transportation Safety and Emergencies Proposed 5.22.24.pdf

TRANSPORTATION

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. ~~The extent to which the district provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources.~~ In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

~~The Superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.~~ The Superintendent or designee shall recommend to the Board economical, and appropriate means of providing transportation services. The district's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

Transportation Plan

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

1. The transportation services offered to students

2. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive

3. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)

4. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost

Transportation Contracts

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

Expenses and Fees

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators, and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

Adopted: May 22, 2024 (Proposed)
October 24, 2007
(Replaces: BP 3545 Transportation)
(Adopted: April 1977)

TRANSPORTATION

~~Means of Transportation~~

~~To provide transportation services, the Governing Board may purchase, rent or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools.~~

~~In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts.~~

~~In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. For other than special education transportation, the minimum distance referenced in AR 3541 must apply. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school.~~

Administrative Regulation was removed from CSBA

Revised: May 22, 2024 (Proposed)
February 10, 2012
(Adopted: October 24, 2007)

TRANSPORTATION ROUTES AND SERVICES

The Superintendent or designee shall design transportation routes and stops within district boundaries that promote ~~the safety of~~ students safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools.

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below:

1. For elementary school students:

   ~~Grades K-5: one and one half miles~~

   Grades TK-5: one mile

2. For middle school:

   Grades 6-8: not applicable

3. For students attending a high school:

   Grades 9-12: not applicable

~~No hometoschool transportation is provided for middle school or high school except for the satellite area of Santa Fe Middle School.~~

~~The Superintendent or designee may authorize transportation within the walking distance when safety problems or hazards exist.~~ The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules and stops ~~and/or shall~~ they may also arrange for local media to publish such information.

~~The Superintendent or designee may authorize transportation below these limits when safety problems or hazards exist.~~

~~Transportation Services~~

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)

2. Field trips and excursions (Education Code 35330)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)

4. District employees, ~~and~~ parents/guardians, and adult volunteers traveling to and from educational activities authorized by the district (Education Code 39837.5)

5. Preschool or nursery school students (Education Code 39800)

6. Students traveling to full-time occupational classes provided by a regional occupational center or program (Education Code 39807.5, 41850)

7. Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)

8. Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school (Education Code 39801.5)

9. Private school students, upon the same terms, in the same manner, and on the same routes provided for district students (Education Code 39808)

10. Non-school purposes as allowed by law, such as:

    a. Community recreation (Education Code 39835)

    b. Public transportation (Education Code 39841)

    c. Transportation of government employees to and from their places of employment (Education Code 39840)

Students who attend school outside of their school attendance area or district boundaries may be eligible for transportation services in accordance with district policy.

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34)

The Superintendent or designee shall provide transportation to homeless ~~children~~ students in accordance with law, Board policy, and administrative regulation. When the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation. (42 USC 11432)

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312)

Adopted: May 22, 2024 (Proposed)
October 24, 2007
(Replaces: BP 3545.2 Minimum Service Areas Distance Home to School) (Revised: August 1991)
(Reviewed: April 1977)
(Adopted: October 1971)

TRANSPORTATION FOR SCHOOL RELATED TRIPS

The district may provide transportation for students, employees, and other individuals for field trips and ~~excursions~~ other school-related trips approved according to Board policy and administrative regulation.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip. They may authorize the use of district vehicles, contract to provide transportation, or arrange transportation by the use of other vehicles.

The Superintendent or designee shall ensure that the district or contractor has sufficient liability insurance for transportation on school-related trips.

When district transportation is provided, students may be released from using district transportation only with the advance written permission of their parents/guardians.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Governing Board.

~~The Superintendent or designee shall ensure that the district has sufficient liability insurance when field trips or excursions involve either transportation by district vehicles or travel to and from a foreign country. When a trip to a foreign country is authorized, liability insurance shall be secured from a carrier licensed to transact insurance business in that country.~~

Transportation by Private Vehicle

The Superintendent or designee may authorize the transportation of students by private vehicle when the vehicle is driven by an adult age ~~18~~ 21 or older who possesses a valid California driver's license or, if they are a nonresident on active military duty in California, possesses a valid license from their state of residence. To be approved, a driver shall have a good driving record and possess at least the minimum insurance required by law. Any person providing transportation to district students in a private vehicle shall register with the district for such purposes.

Drivers shall receive safety and emergency instructions which shall be kept in their vehicle.

All student passengers shall submit permission slips signed by their parents/guardians.
Teachers

shall ensure that each driver has a copy of the permission slip for each student riding in their vehicle.

The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed. ~~Motor~~ Trucks may not transport more persons than can safely sit in the passenger compartment. The driver shall ensure that the manufacturer's recommendations for their vehicle are followed regarding the seating of children in seats equipped with airbags.

The driver or any other person shall not smoke or have in their immediate possession a lighted pipe, cigar, e-cigarettes, vapes or cigarette containing tobacco or any other plant when there is a minor in the motor vehicle, whether the motor vehicle is in motion or at rest. (Health and Safety Code 118948)

Passenger Restraint Systems

All drivers shall wear safety belts and shall ensure that all passengers are properly secured in seat belts or child passenger restraint systems in accordance with law. (Vehicle Code 27315, 27360, 27360.5, 27363)

~~1. A child who is under age 6 or under 60 pounds, unless exempted in accordance with Vehicle Code 27360 or 27363, is properly secured in a rear seat in an appropriate child passenger restraint system meeting federal safety standards~~

~~2. All other children are properly secured in either a child passenger restraint system or safety belt~~

~~3. All other passengers wear seat belts~~

A child who is under age 8 years shall be properly secured in a rear seat in an appropriate child passenger restraint system meeting federal safety standards, except under any of the following circumstances: (Vehicle Code 27360, 27363)

1. The child is four feet nine inches or taller, in which case a safety belt may be used.

2. Use of a child passenger restraint system would be impractical by reason of physical unfitness, medical condition, or size and an appropriate special needs child passenger restraint system is not available.

3. There is no rear seat, the rear seats are side-facing jump seats or rear-facing seats, the child passenger restraint system cannot be installed properly in the rear seat, all rear seats are already occupied by children under age 8 years, or medical reasons necessitate that the child not ride in the rear seat.

4. The child is otherwise exempted by law.

Adopted: May 22, 2024 (Proposed)
October 24, 2007
(Replaces: BP 3545.6 Use of Privately Owned Vehicles) (Reviewed: April 1977)
(Adopted: August 1966)

Authorized Drivers

Use of District-Owned Vehicles

District employees may need to travel regularly to fulfill their duties for the Monrovia Unified School District. As part of their responsibilities, employees may be assigned district vehicles on a daily basis or have intermittent access to district-owned vehicles. For those requiring a district-owned vehicle, keys will be issued. Employees also have the privilege to drive district-owned vehicles when on official district business. It's important to note that district-owned vehicles should not be used for personal business.

The person to whom the vehicle is regularly or occasionally assigned bears the responsibility for its safe operation and proper care.

Employees operating district-owned vehicles must immediately report any citations connected to the vehicle's use to the Director of Maintenance, Operations, and Transportation or their immediate supervisor upon returning the vehicle. It's essential to understand that the school district does not take responsibility for citations arising from violations. Authorized drivers are obligated to follow all safety laws and speed limits while using a district vehicle, and failure to comply with these laws may lead to the revocation of the privilege to use such vehicles.

The employee operating the vehicle is required to report any accidents, damages, or mechanical malfunctions to the vehicle at the time of its return to the transportation yard, irrespective of the severity of the incident.

Employees without a valid California driver’s license are not eligible to be assigned or request the use of a district-owned vehicle.

All employees using district vehicles regularly or occasionally must be eligible for insurance coverage and provide proof of insurability.

Employees driving district-owned vehicles are required to undergo and successfully pass all necessary certification tests. It is the responsibility of the employee to ensure the proper maintenance of certification. Additionally, employees must actively participate in and pass online driver safety training assigned by the district to be eligible to operate a district-owned vehicle. Violations of any provisions may result in an employee facing suspension or dismissal from their position.

Authorized Driver Guidelines

To ensure the safety of the public, employees, students, and uphold the best interests of the Monrovia Unified School District, individuals driving district-owned or leased motor vehicles must maintain an acceptable driving record that aligns with the district's minimum driver standards. The following Authorized Driver Criteria has been adopted for this purpose.

The Superintendent or designee will oversee the monitoring of driving records. Failure to meet district requirements or demonstrate the ability to drive safely will be considered an unsafe and unacceptable driving record for an Authorized Driver operating any district-owned or leased motor vehicle while conducting business on behalf of the Monrovia Unified School District. Non-compliance may lead to appropriate disciplinary action and/or the revocation of authorization to drive a motor vehicle for district business.

Employees authorized to drive a district vehicle while conducting district business must possess a valid California Driver's License of the appropriate class and adhere to the District's minimum driver standards.

Employees authorized to drive a district vehicle must furnish proof of personal insurance to the Personnel department before operating a district vehicle. In cases where the District's insurance carrier mandates stricter minimum driver's standards for coverage, the District will defer to those requirements.

MVR's will be graded based on the following table, as minimum requirements. Drivers are evaluated on the number of:

a) minor violations,
b) accidents,
c) license suspension/revocation and
d) serious violations.

Motor Vehicle Report (MVR) Grading Criteria

Number of Minor Violations Within Last 3 Years	**Number of Preventable Accidents Within Last 3 Years**			
	0	**1**	**2**	**3**
0	Acceptable	Acceptable	Acceptable	Unacceptable
1	Acceptable	Acceptable	Unacceptable	Unacceptable
2	Acceptable	Acceptable	Unacceptable	Unacceptable
3	Unacceptable	Unacceptable	Unacceptable	Unacceptable
4	Unacceptable	Unacceptable	Unacceptable	Unacceptable
Minor Violations (3 Years) Any moving violation that is **not a Serious Violation** as shown in this Table. *(Examples include, but are not limited to speeding, failure to yield, illegal passing, stop sign/light violation, improper turn, following too close, any other moving violation where DMV points are assessed).*				
License Suspension or Revocation (for other than failure to pay fines) **or Driving with Suspended License Within Last 3 Yrs**	Unacceptable	Unacceptable	Unacceptable	Unacceptable
Any Serious Violations Within Last 5 Years	Unacceptable	Unacceptable	Unacceptable	Unacceptable

Serious Violations (5 Years)

- Failure to stop in the event of an accident (Hit and Run)
- Driving under the influence of alcohol or drugs or with open container
- Refusing to take a substance/chemical test
- More than one dismissal of a conviction relating to controlled substances
- Reckless/Careless Driving
- Homicide or Manslaughter or using vehicle in connection with a felony
- Evading a Peace Officer or resisting arrest
- Driving the wrong way or in the incorrect lane on a divided highway
- Driving in excess of 100 mph
- Racing/Speed contests
- Passing a stopped school bus
- Or other serious violation as determined by the district

A. Authorized Drivers

Authorized individuals are restricted to District employees who meet the outlined criteria in the MVR Grading Criteria. Unauthorized persons are strictly prohibited from driving District-owned or leased motor vehicles. All District vehicles are required to remain on District property when not in use for District business. However, certain positions may necessitate individuals to be "on call," requiring immediate access to a District-owned vehicle at any time of the day or night. These individuals are permitted to drive the vehicle to and from home without deviation during the normal course of their assignments. Exceptionally, Maintenance Supervisors can take the assigned vehicle home only for the week designated as "on call."

The District retains the right to deny an employee authorization to operate a vehicle on District business or receive mileage reimbursement if the individual is identified as a negligent operator or fails to maintain a valid California driver's license or proof of insurance. In cases where driving is essential for job functions, a meeting with Human Resources will be arranged to discuss possible accommodations.

Risk Management, Human Resources or Maintenance Operations and Transportation will conduct annual employee driver history inspections through the Department of Motor Vehicles (DMV). When a driver is convicted of a moving traffic law violation, the court notifies the DMV, and a record of the conviction is added to the driver's license file. For the District's purposes, a driver is deemed a negligent operator of a motor vehicle when their driving record accumulates a specific point count, as determined by the District's criteria.

B. Authorized Passengers

Passengers in district vehicles are restricted to individuals authorized by an administrator or supervisor. It is the responsibility of each driver to ensure that passengers adhere to acceptable behavior standards.

C. General Information

1. All drivers must comply with Federal, State, and Local laws and ordinances, taking personal responsibility for any driving fines or infractions.
2. Drivers must meet district requirements before using vehicles.
3. Drivers must be at least 21 years old for business purposes and 25 years old for transporting students.
4. Drivers must be free of any medical condition that may affect their ability to operate a vehicle.
5. Drivers must not be under the influence of alcohol, drugs, or any combination, including prescription medications affecting driving ability. No alcohol or drugs should be consumed while operating the vehicle.
6. The number of passengers must not exceed the vehicle's designed capacity.
7. Vehicles designed for more than nine passengers plus the driver cannot transport students.
8. Transportation is limited to District students and approved chaperones.
9. All occupants must use seat belt devices properly while the vehicle is in operation.

10. Children under the age of two must ride in a rear-facing car seat, and those under eight must use a car seat or booster in the rear of the vehicle.
11. Vehicle maintenance citations are the responsibility of the District.
12. District-owned or leased vehicles must be housed only at approved locations. Only "on-call" vehicles may be housed at employees' homes.
13. Drivers must conduct vehicle inspections and report problems to their Supervisor for repairs. The vehicle should not be driven if safety is compromised.
14. Drivers are responsible for leaving the vehicle in a clean condition after use.
15. District-owned or leased vehicles must not be driven for personal use.
16. Each driver must ensure they are physically capable of safe motor vehicle operation at all times.
17. Cell phone use while driving a district vehicle is prohibited unless using a hands-free device.
18. Vaping or smoking in the vehicle is prohibited.
19. Any fines resulting from violations will be paid by the employee/volunteer.

D. **Driver Requirements**

1. Each driver must be a duly authorized District employee.
2. Drivers must possess a valid California Driver's license of the appropriate class for the vehicle being operated.
3. Each driver must provide proof of personal insurance as proof of insurability (not to be used for District coverage).
4. For drivers using their own vehicles, proof of minimum insurance requirements is required:
    - Bodily Injury: $15,000 each person, $30,000 each occurrence
    - Property Damage: $5,000 each occurrence
5. Motor Vehicle Report (MVR):
    - District employees must complete the Authorization for Release of Driver Record Information (DMV Form INF 1101).
    - Volunteers driving a private vehicle must have an "acceptable" driving record, as defined in the Driving Record section of this policy. The District reserves the right to request the volunteer private driver to provide a current H6 MVR and/or accident reports for determining driver eligibility.
6. Each driver must maintain a DMV driving record that is acceptable to the District and complies with the contents of the District Motor Pool (DMP).
7. Drivers are obligated to report to their supervisor or administrator conditions such as, but not limited to:
    - License suspension or revocation of driving privileges (to be reported on the next workday).

- Serious moving violations must be reported within one workday of citation issuance. Serious violations include, but are not limited to:
    - Driving while impaired/intoxicated/controlled substance
    - Reckless driving/speed contest/exhibition of speed
    - Leaving the scene of an accident
    - Arrest for any motor vehicle-related incident
- Failure to report will result in disciplinary action, up to and including dismissal.
- Reporting protocol:
    - Driver must verbally report to the Director of MOT or their immediate supervisor/site administrator.
    - Immediate supervisor or administrator will report to the Human Resources or Risk Management Coordinator.

Adopted: May 22, 2024 (Proposed)

SCHOOL BUS DRIVERS

Qualifications

All drivers employed to operate school buses or student activity buses shall possess~~, at a minimum, both of the following documents issued by the state Department of Motor Vehicles:~~ and shall retain in their immediate possession while operating the bus, the following documents: (Vehicle Code 12517, 12517.4)

~~1. A valid driver's license for the appropriate class of vehicle to be driven~~

~~2. A certificate which permits the driver to operate either school buses or student activity buses, as applicable~~

1. A valid driver's license issued by the California Department of Motor Vehicles (DMV) for the appropriate class of vehicle to be driven and endorsed for school bus and/or passenger transportation

2. A certificate issued by the California Highway Patrol (CHP) which permits the operation of school buses or student activity buses, as applicable

The Superintendent or designee may use an electronic fingerprinting system, managed by the California Department of Justice, to fingerprint an applicant for an initial certificate to drive a school bus or student activity bus. (Vehicle Code 12517.3)

When initially applying for or renewing a license or certificate to drive a school bus or student activity bus, and annually upon reaching age 65 years, the driver shall submit to the DMV and to the Superintendent or designee a report of a medical examination conducted in accordance with the timelines and procedures specified in Vehicle Code 12517.2. (Vehicle Code 12517.2; 13 CCR 1234)

The Superintendent or designee shall notify each driver of the expiration date of their driver's license, certificate, and medical certificate and shall ensure each document is renewed prior to expiration. (13 CCR 1234)

School bus and student activity bus drivers shall be subject to drug and alcohol testing in accordance with Board policy (BP/AR 4212.42) and the requirements of federal law.

The Superintendent or designee shall notify the DMV within five days whenever any driver refuses, fails to comply, or receives a positive test result on a drug or alcohol test; is dismissed for a cause related to student transportation safety; or ~~whenever a driver so dismissed has been reinstated~~ is reinstated after being dismissed for a cause related to student transportation safety. (Vehicle Code 1808.8, 13376)

Training

~~The Superintendent or designee shall ensure that school bus drivers receive training which includes:~~

In addition to any other training required to obtain or renew the certificate authorizing operation of a school bus or student activity bus, drivers shall receive training which includes, but is not limited to:

1. First aid practices deemed necessary for school bus drivers, through a course of instruction that prepares drivers to pass the related DMV examination (Vehicle Code 12522)

2. The proper installation of mobile seating devices in the bus securement systems (Education Code 56195.8)

3. The proper actions to be taken in the event that a school bus is hijacked (Education Code 39831)

To determine any other needs for professional development, the Superintendent or designee shall periodically review accident reports involving district drivers and may seek input from drivers, district and school administrators, students, and/or other stakeholders on desired topics for professional development.

Authority

Students transported in a school bus or student activity bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road. (5 CCR 14103)

The driver shall have the authority to discontinue the operation of a school bus or student activity bus whenever they determine that it is unsafe to continue.

This regulation and AR 5131.1 - Bus Conduct shall be made available to parents/guardians, students, teachers, and other interested parties. (5 CCR 14103)

Responsibilities

The ~~school bus~~ driver's primary responsibility is to safely transport students to and from school and school activities. They shall follow procedures contained in ~~the district's transportation safety plan~~ district plans and regulations pertaining to transportation safety.

The driver shall stop to load or unload students only at school bus stops designated by the Superintendent or designee, or authorized by the Superintendent or designee for school activity trips. (Vehicle Code 22112)

The driver shall activate the amber warning light system, flashing red signal lights, and stop arm signal and shall escort students in accordance with Vehicle Code 22112.

The driver shall not require any student to leave the bus en route between home and school or other destinations. (5 CCR 14103)

The driver shall not drive a school bus or student activity bus while using a wireless telephone or using a wireless communications device for text-based communication, except when otherwise authorized by law and AR 3543 - Transportation Safety and Emergencies.

The driver shall report the following to the Superintendent or designee:

1. ~~Mechanical or other problems with buses and equipment~~. The condition of the bus at the completion of each work day (13 CCR 1215)

2. Their duty status for each 24-hour period, including, but not limited to, the number of hours on and off duty (13 CCR 1213)

3. Any traffic accident involving the bus (13 CCR 1219)

   In addition to notifying the Superintendent or designee, the driver shall immediately notify the CHP of any traffic accident and, if the bus is operated under contract, their employer. (13 CCR 1219)

4. Traffic violations

5. Consistently late school dismissals which cause transportation delays

6. Overload runs

7. Recurring and serious student misbehavior

8. Parent/guardian and student complaints

Vehicle Idling

The driver of a school bus or student activity bus shall: (13 CCR 2480)

1. Turn off the bus engine upon stopping at a school or within 100 feet of a school and not restart the engine more than 30 seconds before beginning to depart
2. Not cause or allow the bus to idle at any location greater than 100 feet from a school for more than five consecutive minutes or for an aggregated period of more than five minutes in any one hour

However, vehicle idling may be allowed under limited conditions, including, but not limited to, occasions when idling is necessary to: (13 CCR 2480)

1. Stop for an official traffic control signal or device, for traffic conditions under which the driver has no control, or at the direction of law enforcement

2. Ascertain that the bus is in safe operating condition and properly equipped

3. Operate equipment designed to safely load, unload, or transport students with disabilities

4. Operate a heater, air conditioner, defroster, or other equipment as necessary to ensure the

safety or health of passengers

5. Cool down a turbo-charged diesel engine before turning off the engine

6. Recharge a battery or other energy storage unit of a hybrid electric bus or vehicle

The Superintendent or designee shall notify all drivers, upon employment and at least once per year thereafter, of the requirements specified above and the potential legal and employment consequences of failure to comply. All complaints of noncompliance shall be reviewed and remedial action taken as necessary. The Superintendent or designee shall retain records of the training and of any complaints and enforcement actions for at least three years. (13 CCR 2480)

Reports

The Superintendent or designee shall retain records of: (13 CCR 1234)

1. Each driver's duty status and supporting documents provided pursuant to 13 CCR 1201 and 1213. Such records shall be retained for six months and made available to the CHP upon request.

2. The different types of vehicles and vehicle combinations each driver has demonstrated capability to operate.

3. Records of each driver's license, certificate, medical certificate, first aid certificate, and training as specified in 13 CCR 1234.

4. Daily vehicle inspection reports prepared by drivers pursuant to 13 CCR 1215.

Adopted: May 22, 2024 (Proposed)
October 24, 2007
(Replaces: BP 3545.1 Transportation – Buses and Drivers)
(Reviewed: April 1977)
(Adopted: August 1967)

TRANSPORTATION SAFETY AND EMERGENCIES

Each day, prior to driving a school bus, each school bus driver shall inspect the bus to ensure that it is in safe operating condition and equipped as required by law and that all equipment is in good working order. At the completion of each day's work, the driver shall prepare and sign a written report of the condition of the equipment specified in 13 CCR 1215. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the bus. If no defect or deficiency is discovered or reported, the driver shall so indicate on the report. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the bus. (13 CCR 1215)

Passenger Restraint Systems

The Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)

1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver, and was manufactured on or after July 1, 2005

2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or for carrying 20 or fewer passengers and the driver if the bus has a manufacturer's vehicle weight rating of 10,000 pounds or less, and was manufactured on or after July 1, 2004

The Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)

Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher, located in the driver's compartment, which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Child Safety Alert System

In accordance with Vehicle Code 28160, each school bus or student activity bus shall be equipped with an operational child safety alert system at the interior rear of the bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

A student activity bus that does not have a child safety alert system may be used only if all of the following apply: (Vehicle Code 28160)

1. The student activity bus is not used exclusively to transport students.

2. When the student activity bus is used to transport students, the students are accompanied by at least one adult chaperone selected by a school official. If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer.

3. One adult chaperone has a list of every student and adult chaperone, including a school employee, who is on the student activity bus at the time of departure.

4. The driver has reviewed all safety and emergency procedures before the initial departure, and the driver and adult chaperone have signed a form, with the time and date, acknowledging that the safety plan and procedures were reviewed.

5. Immediately before departure from any location, the adult chaperone shall account for each student on the list of students, verify the number of students to the driver, and sign a form indicating that all students are present or accounted for.

6. After students have exited a student activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.

7. The driver shall sign a form with the time and date verifying that all required procedures have been followed.

8. The information required to be recorded pursuant to items #4, 5, and 7 may be recorded on a single form and shall be retained by the district for a minimum of two years.

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. In any such permitted situation, the driver shall only use a wireless telephone or device that is specifically designed and configured to allow voice-operated and hands-free operation or a function that requires only a single swipe or tap of the driver's finger provided the device is mounted on the windshield, dashboard, or center console of the bus. (Vehicle Code 23123.5, 23125)

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that ~~students~~ individuals be ~~moved~~ transported immediately to ensure their safety. (Education Code 39834)

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips ~~shall have the authority~~ may discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization ~~and has intent to commit a crime~~. (Education Code 39842; 13 CCR 1256.5)

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan ~~which includes~~ containing procedures for school personnel to follow to ensure the safe transport of students. The plan shall address all of the following: (Education Code 39831.3)

1. ~~Procedures for determining if~~ Determination of whether students in grades prekindergarten through 8 require an escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112

2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops

3. ~~Procedures for~~ Boarding and exiting a school bus at a school or other trip destination

4. Procedures to ensure that a student is not left unattended on a school bus, student activity bus, or, if applicable, youth bus

5. Procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol (CHP). (Education Code 39831.3)

Parental Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through ~~8~~ 6 who have not previously been transported in

a district school bus or student activity bus. This information shall be provided upon registration and shall contain: (Education Code 39831.5)

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions
4. A description of the school bus danger zone
5. Instructions for safely walking to and from school bus stops

Student Instruction

Students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety as follows: (Education Code 39831.5; 5 CCR 14102)

1. ~~Each school year, the Superintendent or designee shall provide appropriate instruction in safe riding practices and emergency evacuation drills. Each student who receives home-to- school transportation in a school bus shall be required to receive this instruction.~~ Each year, all students who receive home-to-school transportation in a school bus shall be provided appropriate instruction in safe riding practices and emergency evacuation drills.

2. At least once each school year, all students in grades pre-kindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:

    a. Proper loading and unloading procedures, including escorting by the driver

    b. How to safely cross the street, highway, or private road

    c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use

    d. Proper passenger conduct

    e. Bus evacuation procedures

    f. Location of emergency equipment

    As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

a. District name

b. School name and location

c. Date of instruction

d. Names of supervising adults

e. Number of students participating

f. Grade levels of students

g. Subjects covered in instruction

h. Amount of time taken for instruction

i. Bus driver's name

j. Bus number

k. Additional remarks

This documentation shall be kept on file at the ~~MOT~~ district office or the school for one year and shall be available for inspection by the CHP.

3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.

Bus Accidents

In the event of a school bus accident, the driver shall immediately notify the CHP and the Superintendent or designee. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR 1219)

The Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Superintendent or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

Adopted: May 22, 2024 (Proposed)
October 24, 2007

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

2. BOARD POLICY 3541.2, *TRANSPORTATION FOR STUDENTS WITH DISABILITIES* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 3541.2, *Transportation for Students with Disabilities*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA.)

Rationale:

As a part of the Board of Education's commitment to review and update all Monrovia Unified School District Board Policies and Administrative Regulations, Business Services has begun conducting a review of the department's Board Policies and Administrative Regulations. The current Board Policy does not reflect any updates since 2007.

Background:

School districts receive regular policy updates from the California School Boards Association (CSBA), which are compared to existing policies to determine the extent of modification needed. This policy contains revisions recommended by CSBA for Board Policy 3541.2, Transportation for Students with Disabilities. This Board policy was last updated on October 24, 2007.

Budget Implication ($ Amount):

Legal References:

Additional Information:

Copies of the proposed revised Board Policies Transportation and Administrative Regulations are attached.

ATTACHMENTS

3541.2 BP Transportation For Students With Disabilities-Proposed 5.22.24.pdf
3541.2 AR Transportation for Students with Disabilities-Proposed 5.22.24.pdf

TRANSPORTATION FOR STUDENTS WITH DISABILITIES

The Governing Board ~~shall ensure that appropriate transportation services are provided for students with disabilities as specified in their individualized education program (IEP) or accommodation plan~~ desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. ~~The district shall make home- to-school transportation available for students at no cost to parents/guardians as specified in the student's IEP.~~ The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by their individualized education program (IEP) or Section 504 accommodation plan.

~~The Superintendent or designee shall establish criteria and procedures for determining the most appropriate mode of transportation for an individual student based on identified needs as determined in the IEP or accommodation plan.~~

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

~~The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis.~~

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or their parent/guardian.

If a student, whose IEP or accommodation plan specifies that transportation be provided, is subsequently excluded from school bus transportation for any reason, such as suspension, expulsion, or other reason, the district shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5)

When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the Superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP. (Education Code 56366)

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other

students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis.

The Superintendent or designee shall ensure that any mobile seating devices used on district buses are compatible with bus securement systems required by 49 CFR 571.222. (Education Code 56195.8)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (Education Code 39839; Civil Code 54.1-54.2; 28 CFR 35.136)

When transportation is not specifically required by the IEP or Section 504 plan of a student with disabilities, the student shall be subject to the rules and policies regarding regular transportation offerings within the district.

Adopted: May 22, 2024 (Proposed)

October 24, 2007

TRANSPORTATION FOR STUDENTS WITH DISABILITIES

~~Transportation for students with disabilities shall be provided in accordance with a student's Individualized Education Program (IEP) or Section 504 accommodation plan.~~

~~If a disabled student is excluded from school bus transportation, the district shall provide alternative transportation at no cost to the student or parent/guardian provided that transportation is specified in the student's IEP.~~

~~When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the Superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP.~~

~~Guide dogs, signal dogs and service dogs trained to provide assistance to disabled persons may be transported in a school bus when accompanied by disabled students, disabled teachers or persons training the dogs.~~

Administrative Regulation was removed from CSBA

Adopted: May 22, 2024 (Proposed)
October 24, 2007

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

3. ADMINISTRATIVE REGULATION 6146.1, *HIGH SCHOOL GRADUATION REQUIREMENTS*

RECOMMENDATION

The Board of Education is requested to receive for first reading Administrative Regulation 6146.1, *High School Graduation Requirements,* as recommended by the California School Boards Association (CSBA). Board Policy 6146.1, *High School Graduation Requirements,* has been revised to the most up to date version and approved by the Monrovia Unified School District Board of Education.

Rationale:

As part of the Board of Educationâ€™s commitment to review and update all Monrovia Unified School District Board Policies and Administrative Regulations, the Educational Services Department has begun a review of the departmentâ€™s Board Policies and Administrative Regulations. The current Board Policy does not reflect any updates since 2008.

Background:

School districts receive regular policy updates from the California School Boards Association, which are compared to existing policies to determine the extent of modification needed.

Budget Implication ($ Amount):

Revised Board Policies and Administrative Regulation 6146.1 are attached.

Legal References:

Additional Information:

ATTACHMENTS

AR 6146.1_High-School_Graduation_Requirements_052224.pdf

HIGH SCHOOL GRADUATION REQUIREMENTS

Monrovia High School

Students shall receive diplomas of graduation from high school only after completing the prescribed course of study and meeting the graduation assessment requirements established by the state and district. The Superintendent or designee shall ensure that parents/guardians are properly notified of the district requirements for graduation and will establish procedures for parent/guardian involvement and consultation in instances where a student has not met requirements.

Requirements for Graduation

220 credits are required for graduation. All students in grades 9 through 12 shall complete the following course of study in order to receive a graduation diploma:

English 40 credits (Senior English must be completed during Senior year unless approved by Principal for early graduation)

World History and Cultures 10 credits

Geography 5 credits

U.S. History 10 credits

Constitution of Principals and Government (C.P.G.) 5 credits

Economics 5 credits

Mathematics 20 credits (Must include 10 credits in Algebra 1 or 1B, or a higher level course. Completion, prior to grade 9, of algebra coursework that meets or exceeds state academic content standards as determined by their grade shall satisfy the algebra coursework requirements but shall not exempt a student from the requirement to complete 20 credits of mathematics in grades 9-12.)

Science 20 credits (Must include 10 credits of Life Science and 10 credits of Physical Science)

Visual and Performing Arts 10 credits

Physical Education- 20 credits- (Physical education courses must meet state standards including 9th grade physical education. Exemption from PE requirements may be requested to the Superintendent or designee, as provided in section Education Code 6134.111 the exemption is for the requirement, but does not award credits.)

Health 5 credits

Electives 70 credits

Total Credit Requirement- 220 credits

Students must have a minimum Grade Point Average of 2.0 to graduate. At least once per semester parents will be notified if their students fall below a 2.0 grade point average.

Students must pass the State required California High School Exit Exams.

Each course passed (grade A, B, C, D) earns a student 10 credits per term unless granted otherwise by the principal, and the variations will be on file in the office of the Assistant Superintendent of Curriculum & Instruction. All passing grades receive equal credit in any given class. 220 credits are required for graduation from Monrovia High School.

Computation of Grade Point Average

All courses in which grades are earned and credits towards high school graduation are given will be used in computing the grade point average.

Course Work Completion

Graduation requirements are typically satisfied during a span of eight term (four years). Satisfactory academic progress is defined as:

0-49 credits: Freshman
50-99 credits: Sophomore
100-159 credits: Junior
160-220 credits: Senior

NOTE: Students who receive D & F's are in serious jeopardy of not meeting the 2.0 GPA graduation requirement.

Students may be reclassified based on credits earned in order to determine class level (freshman, sophomore, junior, senior), earn privileges (off campus passes, purchase dance tickets, etc), eligibility to participate (programs that have grade level

requirements), etc.

Repeat Classes

Repeating a class which was previously failed, or to improve the grade of that class, is a good idea and is often necessary. With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades earned shall be entered on the student's transcript, however, additional credits are not awarded for courses repeated and previously passed. The exceptions are for courses like Band, Chorus, Theatre Arts, Advance Art, etc.

The highest grade received shall be used in determining the student's overall grade point average. "Repeat Classes" are defined as those classes that cover the same content standards, but may vary in their level of difficulty and/or instructional strategies (i.e. AP English III, English III, RSP English III, SDC English III).

Students are able to repeat required courses during summer school and afterschool programs, but are not guaranteed enrollment in these repeat courses during the regular school day. Students are strongly recommended to speak to their counselor prior to repeating any course.

Homework

When students leave school, they do not stop learning. Homework is a crucial part of what students are required to do for a class. Without it, students receive only part of their education. Homework is given regularly and usually collected daily in class.

Report Cards/Progress Reports

Progress reports are sent home half way through each quarter to alert parents to their student's academic grades. Report cards are sent home after each quarter. The grades on first and third quarter report cards are "indicator" grades, which means that students are being informed of where they stand half way through first and second semester. Final semester grades are issued on the January and June report cards and will remain permanently on the student's transcript.

Course Designations

P (e.g. English I): A college preparatory course which is accepted by the University of California and California State University systems (UC/CSU) as meeting one of its entrance requirements.

AP, PreAP, and Honors (e.g. English Literature and Composition AP/PreAP/4): An Advanced Placement and/or Honors course which is accepted by the University of

California and California State University systems (UC/CSU) as meeting one of its entrance requirements. Both university systems award an extra grade point to all Advanced Placement classes.

Third Year Graduation Candidates

1. Third year students will be permitted to use no more than ten (10) adult school credits toward their graduation from the comprehensive high school program.

2. The student will have completed 220 earned credits by the end of the first term for the senior year.

3. The student will have successfully completed all subject area credit requirements.

4. A student must declare in writing to the Monrovia High School Principal or designee by January of the third year that he/she wishes to graduate at the end of the third year.

5. Written permission from the parent/guardian must be included in the written request.

6. The following criteria will be used in considering candidates for early graduation:

    a. A candidate for early college admission must take either the SAT, ACT, or other college admission tests as required during the Fall term of the junior year and the results, plus his/her grades, must meet a performance level that demonstrates that he/she is capable of qualifying for admission to the college of his/her choice as recommended by that college.

    a.b. Personal reasons (must be of an emergency of a crucial nature) which may justify early graduation will be considered on a case by case basis.

    c. The candidate must have passed the California High School Exit Exam.

    b. d. The decision of the high school administration and counseling department may be appealed to the school district Superintendent or Superintendent's designee.

MidYear Graduation Candidates

1. A student who wishes to graduate midyear of his/her senior year must declare this intention to the Monrovia High School Assistant Principal of Student Services in writing by the end of the junior year.
2. Only one (1) class in adult school each semester of the junior or senior year may be taken.
3. The student will have completed 220 earned credits by the end of the first term for the senior year.

4. The student will have successfully completed all subject area credit requirements.
5. The student will have successfully passed the California High School Exit Exam.
6. 5. The decision of the high school administration and counseling department may be appealed to the school district Superintendent or designee.

Transfer Students

Transfer students must meet all requirements of the Monrovia Unified School District in order to receive a high school diploma.

State Required Testing

All students must pass the California High School Exit Examination (CAHSEE), or other State required tests, in order to receive a standard high school diploma.

If the State defers or eliminates the implementation of the California High School Exit Exam requirement for receiving a diploma, students in the class of 2006 and beyond must meet a district graduation assessment requirement in language arts (reading and writing) and mathematics before receiving a diploma. The requirement may be met by one of the following for each area:

Mathematics
Passing Cut Point
California Standards Test
Algebra I Scaled score 253
Geometry Scaled score 247
Algebra II Scaled score 257
CAT 6 Math Stanine 4
Standardsbased Math Assessment 60% correct

Reading
California Standards Test
E/LA Grade 9, scaled score 265
Grade 10, scaled score 263
Grade 11, scaled score 259
CAT 6 Language Arts Stanine 4
GatesMacGinitie Reading Stanine 4

Writing
District Writing Sample Raw score 12 MUSD 912 rubric

Adopted: September 24, 2008
(Replaces: AR 5127a Monrovia High School)

(Adopted: May 2005)
(Replaces: AR 5127.2 Monrovia High School Graduation Requirements)
(Sunset: June 2007 Replaced by AR 5127a Monrovia High School)
(Revised: May 2005)
(Revised: April 23, 2003)
(Adopted: August 28, 1985)

HIGH SCHOOL GRADUATION REQUIREMENTS

Canyon Oaks High School and Mountain Park

Students shall receive diplomas of graduation from high school only after completing the prescribed course of study and meeting the graduation assessment requirements established by the state and district. The Superintendent or designee shall ensure that parents/guardians are properly notified of the district requirements for graduation and will establish procedures for parent/guardian involvement and consultation in instances where a student has not met requirements.

Requirements for Graduation

220 credits are required for graduation. All students in grades 9 through 12 shall complete the following course of study in order to receive a graduation diploma:

English 40 credits (Senior English must be completed during Senior year unless approved by Principal for early graduation)

World History and Cultures 10 credits

Geography 5 credits

U.S. History 10 credits

Constitution of Principals and Government (C.P.G.) 5 credits

Economics 5 credits

Mathematics 20 credits (Must include 10 credits in Algebra 1 or 1B, or a higher level course. Completion, prior to grade 9, of algebra coursework that meets or exceeds state academic content standards as determined by their grade shall satisfy the algebra coursework requirements but shall not exempt a student from the requirement to complete 20 credits of mathematics in grades 9-12.)

Science 20 credits (Must include 10 credits of Life Science and 10 credits of Physical Science)

Visual and Performing Arts 10 credits

Physical Education- 20 credits- (Physical education courses must meet state standards including 9th grade physical education. Exemption from P.E. requirements may be requested to the Superintendent or designee, as provided in section Education Code 6134.111. The exemption is for the requirement, but does not award credits.)

Health 5 credits

Electives 70 credits

Total Credit Requirement- 220 credits

Students must pass the State required California High School Exit Exams.

Each course passed (grade A, B, C, D) earns a student 10 credits per term unless granted otherwise by the principal, and the variations will be on file in the office of the Assistant Superintendent of Curriculum & Instruction. All passing grades receive equal credit in any given class. 220 credits are required for graduation from Canyon Oaks High School and Mountain Park.

Computation of Grade Point Average

All courses in which grades are earned and credits towards high school graduation are given will be used in computing the grade point average.

Course Work Completion

Graduation requirements are typically satisfied during a span of eight semesters (four years). Satisfactory academic progress is defined as:

0- 49 credits: Freshman
50- 99 credits: Sophomore
100- 159 credits: Junior
160- 220 credits: Senior

Students may be reclassified based on credits earned in order to determine class level (freshman, sophomore, junior, senior), earn privileges (off campus passes, purchase dance tickets, etc), eligibility to participate (programs that have grade level requirements), etc.

Repeat Classes

Repeating a class which was previously failed, or to improve the grade of that class, is a good idea and is often necessary. With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades earned shall

appear on the student's transcript, however, additional credits are not awarded for courses repeated and previously passed. The exceptions are for courses like Band, Chorus, Theatre Arts, Advance Art, etc.

The highest grade received shall be used in determining the student's overall grade point average. "Repeat Classes" are defined as those classes that cover the same content standards, but may vary in their level of difficulty and/or instructional strategies (i.e. AP English III, English III, RSP English III, SDC English III).

Students are able to repeat required courses during summer school and afterschool programs, but are not guaranteed enrollment in these repeat courses during the regular school day. Students are strongly recommended to speak to their counselor prior to repeating any course.

Homework

When students leave school, they do not stop learning. Homework is a crucial part of what students are required to do for a class. Without it, students receive only part of their education. Homework is given regularly and usually collected daily in class.

Report Cards/Progress Reports

Progress reports are sent home half way through each quarter to alert parents to their student's academic grades. Report cards are sent home after each quarter. The grades on first and third quarter report cards are "indicator" grades, which means that students are being informed of where they stand half way through first and second semester. Final semester grades are issued on the January and June report cards and will remain permanently on the student's transcript.

Course Designations

P (e.g. English I): A college preparatory course which is accepted by the University of California and California State University systems (UC/CSU) as meeting one of its entrance requirements.

AP, PreAP, and Honors (e.g. English Literature and Composition AP/PreAP/4): An Advanced Placement and/or Honors course which is accepted by the University of California and California State University systems (UC/CSU) as meeting one of its entrance requirements. Both University systems award an extra grade point to all Advanced Placement classes.

Third Year Graduation Candidates

1. Third year students will be permitted to use no more than ten (10) adult school

~~credits toward their graduation from the comprehensive high school program.~~

~~2. The student will have completed 220 earned credits by the end of the first term for the senior year.~~

~~3. The student will have successfully completed all subject area credit requirements.~~

~~4. A student must declare in writing to the Canyon Oaks High School/Mountain Park Principal by January of the third year that he/she wishes to graduate at the end of the third year.~~

~~5. Written permission from the parent/guardian must be included in the written request.~~

~~6. The following criteria will be used in considering candidates for early graduation:~~

~~a. A candidate for early college admission must take either the SAT, ACT, or other college admission tests as required during the Fall term of the junior year and the results, plus his/her grades, must meet a performance level that demonstrates that he/she is capable of qualifying for admission to the college of his/her choice as recommended by that college.~~

~~a.b. Personal reasons (must be of an emergency of a crucial nature) which may justify early graduation will be considered on a case by case basis.~~

~~c. The candidate must have passed the California High School Exit Exam.~~

~~b. d. The decision of the high school administration and counseling department may be appealed to the school district Superintendent or Superintendent's designee.~~

~~MidYear Graduation Candidates~~

~~1. A student who wishes to graduate midyear of his/her senior year must declare this intention to the Canyon Oaks High School/Mountain Park Principal in writing by the end of the junior year.~~

~~2. Only one (1) class in adult school each semester of the junior or senior year may be taken.~~

~~3. The student will have completed 220 earned credits by the end of the first term for the senior year.~~

~~4. The student will have successfully completed all subject area credit requirements.~~

5. The student will have successfully passed the California High School Exit Exam.

6. 5. The decision of the high school administration and counseling department may be appealed to the school district Superintendent or designee.

Transfer Students

Transfer students must meet all requirements of the Monrovia Unified School District in order to receive a high school diploma.

State Required Testing

All students must pass the California High School Exit Examination (CAHSEE), or other State required tests, in order to receive a standard high school diploma.

Education code allows a temporary deferment of the CAHSEE requirement for a period of up to 24 calendar months for students who do not possess sufficient English language skills to be assessed, and/or until the pupil has completed 6 months of instruction in reading, writing, and comprehension in the English language.

All high school credit earned prior to enrollment at Canyon Oaks High School/Mountain Park will apply toward graduation, including credit for all satisfactory work in progress prior to enrollment at Canyon Oaks High School/Mountain Park.

Seniors completing these requirements and successfully passing the California High School Exit Exam shall be graduated from Canyon Oaks High

School/Mountain Park

Students attending Canyon Oaks High School/Mountain Park typically may acquire thirty (30) credits per semester with the exception of those students enrolled in ROP, work experience, Citrus College, or adult school. Students who enter Canyon Oaks High School/Mountain Park will be allowed to exceed thirty (30) credit limit only with the prior approval of the principal. The student must make the request in writing.

If the State defers or eliminates the implementation of the California High School Exit Exam requirement for receiving a diploma, students in the class of 2006 and beyond must meet a district graduation assessment requirement in language arts (reading and writing) and mathematics before receiving a diploma. The requirement may be met by one of the following for each area:

Mathematics Passing Cut Point

California Standards Test
Algebra I Scaled score 253
Geometry Scaled score 247
Algebra II Scaled score 257
CAT 6 Math Stanine 4
Standardsbased Math Assessment 60% correct

Reading
California Standards Test E/LA Grade 9, scaled score 265
Grade 10, scaled score 263
Grade 11, scaled score 259
CAT 6 Language Arts Stanine 4
GatesMacGinitie Reading Stanine 4

Writing

District Writing Sample Raw score 12 MUSD 912 rubric

Adopted: September 24, 2008
(Replaces: AR 5127b Canyon Oaks High School)
(Adopted: May 2005)
(Replaces: AR 5127.1 Canyon Oaks High School Graduation Requirements)
(Revised: May 2005)
(Revised: April 2003)
(Reviewed: August 1985)
(Reviewed: April 1979)
(Adopted: September 1975)

~~HIGH SCHOOL GRADUATION REQUIREMENTS~~

~~Alternative Program~~

~~Recognizing that the prescribed course of study may not accommodate the needs of some students, the Board shall adopt alternative means for the completion of the prescribed course of study. Students in danger of not earning the required 55 credits (including 10 credits of English) annually must participate in a supplemental or replacement instructional program.~~

~~An alternative program for completing graduation requirements provides students with options other than the traditional method of attending classes for a prescribed period of time in order to earn a predetermined number of credits. Alternative programs may include:~~

~~1. Challenging of classes through special examination;~~

~~2. Independent study;~~

~~3. Communitybased study;~~

~~4. College classes;~~

~~5. Adult Education classes;~~

~~6. Continuation High School classes;~~

~~7. Distance Learning/Online courses;~~

~~8. After school/evening courses; and/or~~

~~9. Summer school.~~

~~A proposal for an alternative course of study may be originated by students, parents/guardians, community members, or staff, and must represent an alternative approach to acquiring the same body of knowledge, skills or understanding as a traditional required or elective course.~~

~~The Superintendent or designee shall establish procedures to implement the provision for alternative programs.~~

~~Prior consultation with the principal and/or counselor having occurred, students may earn additional credits above those that can be earned with a normal program of studies during each semester. Refer to BP 6146.11 for process and preapproval forms.~~

Adopted: September 24, 2008

~~HIGH SCHOOL GRADUATION REQUIREMENTS~~

~~Correspondence/Distance Learning Instruction~~

~~Students enrolled in the district high schools may receive instruction through distance learning courses provided by the University of California, or other university or college in California accredited for teacher training under the provisions of the Education Code, in subjects included within or related to the course of study of the high schools, and which for good reason cannot be taken by the student. If a student wishes to receive high school credit, they must receive prior approval of the principal and/or designee before taking a distance learning course.~~

~~Once written approval has been received and subsequently the correspondence course is completed; the student must submit a transcript showing successful completion of the course in order to receive credit. The course shall be one that satisfies college entrance requirements, applies toward college level general education requirements, or is part of a vocational or career technical education course leading to a degree or certificate. The district will grant credit for correspondence instruction under the following conditions:~~

1. ~~The correspondence instruction is provided by the University of California, or other accredited university or college in California, in subjects included within or related to the student's course of study;~~

2. ~~The student is, for good reason, unable to take the course of study offered in the school.~~

2. ~~No more than 20 semester credits of correspondence instruction are credited to a student towards graduation.~~

~~For the purpose of determining appropriate credits the following guidelines are provided:~~

1. ~~4 Unit QuarterSystem College Course (UC/CSU) is equivalent to 10 semester units for high school credit.~~

2. ~~3 Unit SemesterSystem College Course (UC/CSU) is equivalent to 10 semester units for high school credit.~~

~~The expense/cost of any distance learning course will be the responsibility of the student and their parent/guardian. Refer to BP 6146.11 for process and preapproval forms.~~

Adopted: September 24, 2008

OPERATION *RECOGNITION*

MONROVIA UNIFIED SCHOOL DISTRICT

APPLICATION

Name of proposed recipient (Veteran or Japanese American Citizen who is to receive diploma; show name as it is to appear on the diploma):

_____

First Middle Last

Address:_____ City:_____ Zip_____

Phone: (____)_____ E-Mail Address:_____

Is this diploma being awarded to a family member of a deceased veteran or internee?
☐ Yes ☐ No If yes, indicated place and date of death: _____

Name of person applying for award (if different from above): _____
Relationship to recipient: _____

Recipient's education information:

Name of high school: _____

Dates of attendance: _____ Received GED (Yes/No): _____

- **Veterans—please check the appropriate boxes below:**

☐ World War II Veteran ☐ Korean War Veteran ☐ Vietnam War Veteran

Branch of service: _____ Dates of service: _____

Please provide verification of military service and honorable discharge. Discharge papers may be requested from the National Personnel Records Center by completing Standard Form SF-180. The form may be obtained from the Web at http://www.archives.gov/veterans/military-service-records/standard-form-180.html or from your local Veteran Administration office.

- **Japanese Americans citizens—please check appropriate box below:**

Recipient was interred in a relocation camp during the period December 7, 1941 – December 31, 1946:
☐ Yes ☐ No If yes, indicate name and location of center:_____

Please provide evidence of internment in a relocation camp during the period specified.

Signed:_____ Date:_____
(Veteran, Internee, or Applicant)

Please return this form and required supplementary materials to: Monrovia Unified School District, Attn: Assistant Superintendent, 325 E. Huntington Drive, Monrovia, CA 91016.

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

4. BOARD POLICY 6146.11, *ALTERNATIVE CREDITS TOWARDS GRADUATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 6146.11, *Alternative Credits Towards Graduation*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Educationâ€™s commitment to review and update all Monrovia Unified School District Board Policies and Administrative Regulations, the Educational Services Department has begun a review of the departmentâ€™s Board Policies and Administrative Regulations. The current Board Policy and Administrative Regulation does not reflect any update since 2008.

Background:

School districts receive regular policy updates from the California School Boards Association, which are compared to existing policies to determine the extent of modification needed.

Budget Implication ($ Amount):

Legal References:

Additional Information:

A copy of the revised Board Policy is attached.

ATTACHMENTS

6146.11_BP_Alternative_Credits_Toward_Graduation.pdf
6146.11_AR_Alternative_Credits_Toward_Graduation.pdf

ALTERNATIVE CREDITS TOWARD GRADUATION

In order to meet individual student needs and encourage all students to complete their high school education, the Governing Board desires to provide flexibility in the completion of prescribed courses in accordance with law.

~~The Board will actively involve parents/guardians, administrators, teachers, and students in helping the district develop alternative means for students to complete the prescribed course of study required for graduation~~.

With the active involvement of parents/guardians, administrators, teachers, and students, the Board shall adopt alternative means for students to complete the prescribed course of study required for high school graduation. These alternative means shall be made available to students, parents/guardians, and the public. (Education Code 51225.3)

As an alternative to completing the course requirements for high school graduation, students may fulfill one or more of the course requirements through the following:

1. Practical demonstration of skills and competencies (Education Code 51225.3) ;

   Opportunities to demonstrate skills and competencies shall include, but not be limited to, challenging a course through successful completion of a district-developed examination which covers course objectives. The district shall not use results from the General Educational Development test or other state or national tests for this purpose.

2. Supervised work experience or other outside school experience in accordance with Education Code 51760.3 and 5 CCR 1635 (Education Code 51225.3) ;

3. Career technical education classes offered in high schools (Education Code 51225.3) ;

4. Courses offered by regional occupational centers or programs (Education Code 51225.3);

5. Interdisciplinary study (Education Code 51225.3) ;

6. Independent study (Education Code 51225.3) ;

~~7. Web-based study;~~

~~8. Online/distant courses~~

9. Credit earned at a postsecondary institution (Education Code 48800, 51225.3);

10. Private instruction in accordance with 5 CCR 1631 ;

11. Military service and training in accordance with 5 CCR 1634 (Education Code 51440);

12. Correspondence instruction from a California university or college accredited for teacher training in accordance with 5 CCR 1633 (Education Code 51740-51741) ;

~~13. Driver education and training, a program approved by the Department of Motor Vehicles which offers driver education and behind the wheel instruction through a driving school or licensed independent driving instructor;~~

14. For credit toward the district's physical education requirement, participation in district interscholastic athletic programs carried on wholly or partially after regular school hours when such participation entails a comparable amount of time and physical activity (Education Code 51242) ;

15. For credit toward the district's foreign language requirement, foreign language studies successfully completed in a private school in accordance with 5 CCR 1632 (Education Code 51243)

Upon receiving advance, written application by the student or his/her parent/guardian, the Superintendent or designee shall determine whether completion of the proposed alternative means would satisfy course requirements for graduation and what documentation shall be required, if any, to verify the student's successful completion. The Superintendent or designee shall ~~determine whether a student has satisfactorily met course requirements through any of the above alternative means.~~ make the final determination as to whether the student's completion of an alternative means is sufficient to satisfy the district's graduation requirements.

As appropriate, the Superintendent or designee shall determine the grade to be assigned to students for the completion of any of the above alternative means. When a grade is assigned by a private school, postsecondary institution, or other educational institution for completion of coursework, that same grade shall be awarded by the district provided that the Superintendent or designee has determined the alternative course to be substantially equivalent to a district course.

Revised: May 22, 2024
Adopted: September 24, 2008

ALTERNATIVE CREDITS TOWARD GRADUATION

~~Alternative means specified by the district for completing the prescribed course of study will be made available to students, parents/guardians, and the public.~~

~~Recognizing that the prescribed course of study may not accommodate the needs of some students, the Board has adopted alternative means for the completion of the prescribed course of study. Students may annually participate in a supplemental or replacement instructional program.~~

~~An alternative program for completing graduation requirements provides students with options other than the traditional method of attending classes for a prescribed period of time in order to earn a predetermined number of credits. Alternative programs may include:~~

~~1. Challenging of classes through special examination;~~

~~2. Independent study;~~

~~3. Community-based study;~~

~~4. College classes;~~

~~5. Adult Education classes;~~

~~6. Continuation High School classes;~~

~~7. Distance Learning courses;~~

~~8. After school/evening courses; and/or~~

~~9. Summer school.~~

Alternative means specified by the District for completing the prescribed course of study shall be made available to students, parents/guardians and the public. (Education Code 51225.3)

Students must request and receive prior approval from the Superintendent or designee for the following credits to be accepted for credit on their high school transcript. A proposal for an alternative course of study ~~may be originated by students, parents/guardians, community members, or staff, and~~ must represent an alternative approach to acquiring the same body of knowledge, skills or understanding as a traditional required or elective course. Prior to approval, an evaluation will be made to ensure proper accreditation and alignment to state content standards.

~~Prior consultation and approval of the principal having occurred, students may earn additional credits above those that can be earned with a normal program of studies~~

~~during each semester.~~

Definitions

A semester period is one period of 40 to 60 minutes of instructional time per week throughout one semester of at least 17 weeks, or a minimum of 12 clock hours of instructional time provided during the academic year or in summer school. While the content to be covered is planned within these time frames, a student may be granted one semester period of credit even though the student spends less than the aforementioned amount of time in completing the necessary work. (5 CCR 1600)

In relation to alternative programs a **semester** is defined as a period of time equal to at least 60 hours of instruction/work that may occur during a time frame of 3~~5~~ -18 weeks. Upon successful completion of the academic requirements of the course and the minimum number of hours a student may earn 5 credits in that specific course or elective. These alternative classes may be provided during the academic year or in summer school.

In relation to alternative programs a **term** is defined as a period of time equal to at least 120 hours of instruction/work that may occur during a time frame of 3~~5~~ -18 weeks. Upon successful completion of the academic requirements of the course and the minimum number of hours a student may earn 10 credits in that specific course or elective. These alternative classes may be provided during the academic year or in summer school.

Supervised Work Experience Education

A student may be granted up to 40 credits for work experience education through one of the following types: exploratory work experience, general work experience, and/or vocational work experience. The time frame for earning these work experience credits may not exceed 8 semesters of instruction and no more than 20 credits per year.

To receive credit, the student must satisfy eligibility requirements and receive at least the minimum period of instruction or counseling.

~~A semester period is one period of 40 to 60 minutes of instructional time per week throughout one semester of at least 17 weeks, or a minimum of 12 clock hours of instructional time provided during the academic year or in summer school. While the content to be covered is planned within these time frames, a student may be granted one semester period of credit even though the student spends less than the aforementioned amount of time in completing the necessary work.~~

~~Supervised Work Experience Education~~

A student shall be granted up to 40 semester credits for work experience education of one or more of the following types: (5 CCR 1635)

1. For exploratory work experience education, the student may earn 10 semester credits for each semester, with a maximum of 20 semester credits earned in two semesters;

2. For general work experience education, the student may earn 10 semester credits for each semester, with a maximum of 40 semester credits;

3. For vocational work experience education, the student may earn 10 semester credits for each semester, with a maximum of 40 semester credits.

To receive credit, the student must satisfy eligibility requirements and receive at least the minimum period of instruction or counseling.

Private Instruction

At his/her discretion, the Superintendent or designee may grant credit toward high school graduation for private instruction, provided that:

1. The instruction entails fields and subjects included in the school's courses of study and curricula. (5 CCR 1631)

2. The student demonstrates his/her capabilities at the beginning and at the end of the period of private instruction by examinations given under the school's supervision, thereby showing that he/she has made progress in learning satisfactory to the school. (5 CCR 1631)

3. The principal or designee has approved the curriculum and final evaluation instrument used in the private instruction.

College Courses

Prior to registering for a correspondence course, the student or his/her parent/guardian shall obtain verification from the Superintendent or designee that the course is essentially equivalent to the high school curriculum and meets District graduation requirements. The number of semester credits assigned to the course shall be determined before the student begins coursework.T~~o receive high school credit for coursework completed at a community college or four year college, the student or parent/guardian shall submit a written request and receive prior approval before completing any university/college course for credit.~~ Once ~~written approval has been~~

~~received and subsequently~~ the course is completed, ~~;~~ the student must submit a transcript showing successful completion of the course in order to receive credit. The course shall be one that satisfies college entrance requirements, applies toward college-level general education requirements, or is part of a vocational or career technical education course leading to a degree or certificate.

For the purpose of determining appropriate credits the following guidelines are provided:

1. Four (4) Unit Quarter-System College Course (UC/CSU) is equivalent to 10 semester units for high school credit.

2. Three (3) Unit Semester-System College Course (UC/CSU) is equivalent to 10 semester units for high school credit.

3. In all other cases, three and one-third high school credits are given for each credit hour earned in college at an accredited college or community college.

Correspondence/Distance Learning Instruction

Prior to registering for a correspondence course, the student or his/her parent/guardian shall obtain verification from the Superintendent or designee that the course is essentially equivalent to the high school curriculum and meets District graduation requirements. The number of semester credits assigned to the course shall be determined before the student begins coursework.T~~o receive high school credit for coursework completed at a community college or four year college, the student or parent/guardian shall submit a written request and receive prior approval before completing any university/college course for credit.~~ Once ~~written approval has been received and subsequently~~ the course is completed, ~~;~~ the student must submit a transcript showing successful completion of the course in order to receive credit. The course shall be one that satisfies college entrance requirements, applies toward college-level general education requirements, or is part of a vocational or career technical education course leading to a degree or certificate.

The district will grant credit for correspondence instruction under the following conditions:

1. The correspondence instruction is provided by the University of California, or other accredited university or college in California, in subjects included within or related to the student's course of study;

2. The student is, for good reason, unable to take the course of study offered in the school; and

~~3. No more than 20 semester credits of correspondence instruction are credited to a student towards graduation.~~

3. The Superintendent or designee determines the number of semester periods to be credited for successful completion of a particular correspondence course.

4. No more than 40 total semester periods of correspondence instruction are credited to a student towards graduation, with a maximum of 10 credits per academic discipline

Military Service and Training

Credit toward graduation shall be granted for military service and training received while in the military service of the United States, within the maximum limits established in 5 CCR 1634. A person is eligible for this credit if he/she is either: (Education Code 51440; 5 CCR 1634)

1. A former member of the Armed Forces who is a California resident and who has received an honorable discharge.

2. A member of the Armed Forces who is a California resident and was a California resident on the date he/she entered the Armed Forces

The Superintendent or designee shall keep a permanent record of the credit allowed for military service or training. (5 CCR 1634)

Private Foreign Language Instruction

The district shall grant credit for foreign language studies successfully completed in a private school and shall apply the credit toward meeting any foreign language requirement prescribed for grades 9-12, provided that all of the following conditions are met: (Education Code 51243-51245; 5 CCR 1632)

1. The courses are in languages designated in Education Code 51244.
2. The student is regularly enrolled or applying to the district in grades 9-12.
3. The student or his/her parent/guardian applies in writing for the credit, specifies

the private school attended and the amount and level of credit requested, and submits a transcript or other documents from the private school showing that the student successfully completed the course.

4. The amount of credit sought equals at least one semester's work.

5. The principal or designee determines that the student's achievement is equivalent to that expected of a student of comparable ability taking the same or similar instruction in district schools. This determination shall be based upon the private school's report of a test developed by the private school in cooperation with the district or, if the private school is located outside the district, the principal or designee may use a test given by a public school or other evidence which he/she deems appropriate.

Revised: May 22, 2024
Adopted: September 24, 2008

Agenda Item Details

Meeting Date: 2024-05-22

AGENDA ITEM TITLE:

5. BOARD POLICY 6200, *ADULT EDUCATION,* AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 6200, *Adult Education*, and its accompanying Administrative Regulation as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Educationâ€™s commitment to review and update all Monrovia Unified School District Board Policies and Administrative Regulations, the Educational Services Department has begun a review of the departmentâ€™s Board Policies and Administrative Regulations. The current Board Policy does not reflect any updates since 2008.

Background:

School districts receive regular policy updates from the California School Boards Association, which are compared to existing policies to determine the extent of modification needed.

Budget Implication ($ Amount):

Legal References:

Additional Information:

Revised Board Policies and Administrative Regulation 6200 are attached.

ATTACHMENTS

6200_BP_Adult_Education_UPDATE_DRAFT_052224.pdf
6200_AR_Adult_Education_UPDATE_DRAFT_052224.pdf

ADULT EDUCATION

The Governing Board believes that education is a lifelong endeavor and that it is important for individuals to continuously develop new skills necessary to participate effectively as citizens, workers, parents/guardians, and family and community members. Eligible adults shall be offered opportunities to enroll in programs and courses that develop academic and workforce skills and, as appropriate, lead to completion of requirements for high school graduation.

The Superintendent or designee shall recommend, for approval by the Board and the California Department of Education, courses to be offered through the district's adult education program.

Adult education classes may be offered any day or evening, including weekends, for such length of time during the school year as determined by the Board. (Education Code 52505)

The Superintendent or designee shall ensure that all teachers of adult education classes possess an appropriate credential issued by the Commission on Teacher Credentialing and have access to high-quality professional development to continuously enhance their knowledge and skills.

Upon recommendation of the administrator of the student's adult school or noncredit program of attendance, the Board may authorize an adult education student pursuing a high school diploma or a high school equivalency certificate to attend a community college during any session or term as a special part-time student. (Education Code 52620)

The Board may award diplomas or certificates to adults and eligible minors enrolled in adult schools upon satisfactory completion of a prescribed course of study in an elementary school program. (Education Code 52508, 52509)

Adult education students who fulfill the district's graduation requirements shall receive a diploma of high school graduation.

If the district has an adult school or classes for adults but is unable to maintain such school or classes because of an inability to secure a teacher(s) or because of a lack

of facilities, the district may, with the approval of the County Superintendent of Schools and the Superintendent of Public Instruction, contract with another district for the instruction of such students. (Education Code 52511)

To ensure efficient and coordinated adult education services, the district may join a regional adult education consortium. The district shall participate in the consortium's identification of the educational needs of adults in the region, identification of available funding and services, development and approval of an adult education plan pursuant to Education Code 84906, and implementation of strategies to address the identified needs, improve the effectiveness of district services, and improve students' transitions into postsecondary education and the workforce.

The district's representative to the regional adult education consortium shall be designated by the Board. (Education Code 84905)

The Superintendent or designee shall regularly report to the Board on the effectiveness of the district's adult education program. This report shall include, but not be limited to, the number of adults and high school students participating in the program, student participation in each type of adult education course or class, and the extent to which students successfully completed these programs, including, as applicable, the completion of requirements for the high school diploma or certificate of equivalency.

~~The Governing Board recognizes that education is a lifelong process and that it is important for individuals to continuously develop new skills.~~

~~OPTION 1: The Superintendent or designee shall develop and oversee the district's adult education program. The Board shall approve all courses to be offered in this program.~~

~~OPTION 2: The district may participate in the adult education program administered by the county office of education. Students enrolled in this program shall be under the immediate supervision of a certificated district employee.~~

Revised: May 22, 2024
Adopted: December 10, 2008
(Replaces: BP 5127.3 Adult School Graduation Requirements)
(Revised: May 11, 1994)
(Revised: September 1992)
(Revised: December 1986)
(Reviewed: April 1977)

(Adopted: September 1976)
(Replaces: BP 5127.4 Adult School Admission)
(Revised: May 11, 1994)
(Revised: September 1992)
(Revised: January 1987)
(Reviewed: April 1977)
(Adopted: September 1976)
(Replaces: BP 6320 Adult Education)
(Reviewed: April 1977)
(Adopted: 1964)

ADULT EDUCATION

All adult education programs, courses and classes and their enrollment period shall be listed in the district's catalog of adult education classes provided to the public.

Enrollment

~~Adults shall have first priority for enrollment in any adult education class, provided they enroll during the regular enrollment period.~~

~~For purposes of these programs, "adults" include persons age 18 or older or other persons not concurrently enrolled in a regular high school program.~~

~~Students possessing or seeking an F1 visa designation shall not be enrolled in district adult school programs. Students currently enrolled with an F1 visa designation shall continue to be eligible for enrollment in district adult schools until their visas expire or until they leave the United States.~~

For adult education programs, adults include persons age 18 or older and other persons not concurrently enrolled in a regular high school program. However, high school students may be concurrently enrolled in adult education under the conditions specified in the section "Concurrent Enrollment of High School Students" below. (Education Code 52523, 52610)

Adults shall have first priority for enrollment in any adult education class, provided they enroll during the regular enrollment period. (Education Code 52523)

With the exception of programs for adults with disabilities specified in Education Code 52570, adult education classes shall be located in a facility which clearly identifies attendance in the class as being open to the general public. (Education Code 52517, 52570)

Concurrent Enrollment of High School Students

High school students shall be permitted to enroll in an adult education program, course, or class for sound educational purposes. Such classes shall supplement and not supplant the regular high school curriculum. Sound educational purposes include, but are not limited to, the following: (Education Code 52523)

1. The adult education program, course or class is not offered in the regular high school curriculum;

2. The student needs the adult education program, course or class in order to make up deficient credits for graduation from high school;

3. The adult education program, course or class allows the student to gain vocational and technical skills beyond that provided by the regular high school's vocational and technical education program. ~~; and/or~~

4. The adult education program, course or class supplements and enriches the high school student's educational experience.

High school students are expected to enroll in regular high school classes before seeking admission to any similar classes offered in the adult education program. A failed course, however, may be repeated through adult education.

Before enrolling in an adult education class, the high school student shall complete a counseling session that includes his/her parent/guardian and a certificated representative of the high school. The certificated high school representative shall ensure that the student's school record includes written documentation of the meeting and both of the following statements: (Education Code 52500.1, 52523)

1. That the student is enrolling voluntarily in the adult education class. ~~; and~~

2. That this enrollment will enhance the student's progress toward meeting educational requirements for high school graduation.

The above statement shall be signed by the student, the parent/guardian and the certificated high school representative.

Classes offered in the district's adult education program shall supplement and not supplant the regular high school curriculum. No course required by the district for high school graduation or necessary for students to maintain satisfactory academic progress shall be offered exclusively through the adult education program. (Education Code 52523)

Programs and Courses

~~A proposed adult education class shall have an educational purpose and meet the following criteria required for approval by the California Department of Education:~~

~~1. The class shall be located in a facility which clearly identifies the class as being open to the general public, with the exception of apprenticeship training classes, classes designed to serve the needs of disabled adults, classes in state hospitals~~

~~and classes in jails and prisons;~~

~~2. Class time shall be devoted to instruction;~~

~~3. Course content shall be educational and intended to teach a skill or knowledge unrelated to repetitive practices; and~~

~~4. The course title shall clearly indicate its educational nature.~~

~~Adult education classes or courses shall offer instruction in one or more of the following categories:~~

~~1. Parenting, including parent cooperative preschools, classes in child growth and development, and parentchild relationships;~~

~~2. Elementary and secondary basic skills and other courses and classes required for the high school diploma;~~

~~3. English as a second language (ESL);~~

~~4. Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation classes in the basic skills of speaking, listening, reading, writing, mathematics, decision making and problem solving, and other classes required for preparation to participate in jobspecific technical training;~~

~~5. Programs for substantially disabled persons;~~

~~6. Shortterm vocational programs with high employment potential;~~

~~7. Programs for older adults;~~

~~8. Programs for apprentices;~~

~~9. Home economics; and/or~~

~~10. Health and safety education.~~

~~Classes for adults may be offered any day or evening, including weekends, for such length of time during the school year as determined by the Governing Board.~~

The district's adult education program shall offer instruction in one or more of the following areas: (Education Code 41976)

1. Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate

2. Programs for immigrants eligible for educational services in citizenship, English as a second language, workforce preparation, and immigrant integration

3. Programs that are primarily related to entry or reentry into the workforce

4. Programs that are primarily designed to develop knowledge and skills to assist elementary and secondary students to succeed academically in school

5. Programs for adults with disabilities

6. Short-term career technical education programs with high employment potential

7. Programs offering pre-apprenticeship training activities in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

The district may also offer programs in parenting, family and consumer awareness, English as a second language, classes for older adults, home economics, and health and safety education. Such programs shall not be paid for with Adult Education Program Funds.

The Superintendent or designee shall regularly submit to the California Department of Education for approval the titles of classes that have been approved by the Governing Board to be offered in any of the program areas listed above.

Adults may also be enrolled in community service classes offered by the district. (Education Code 51811)

All adult education programs, courses, and classes and their enrollment period shall be published in the district's catalog of adult education classes provided to the public. (Education Code 52523)

Community Service Classes

As part of the adult education program, the Board may establish and maintain

community service classes to provide instruction that contributes to the physical, mental, moral, economic, or civil development of any persons who may wish to enroll.

Certificates of skill or accomplishment may be provided upon the satisfactory completion of community service classes.

Independent Study

The Superintendent or designee may make independent study available as an instructional strategy for students enrolled in adult education as appropriate to meet their individual needs.

Student participation in independent study shall be voluntary and no student shall be required to participate. (Education Code 51747)

~~Participation in independent study shall be voluntary.~~

~~For students 21 years of age or older, or students 19 years of age or older who have not been continuously enrolled in school since their 18th birthday, any course taken through independent study must be a course listed in Education Code 51225.3 or otherwise required by the Board as a prerequisite to receiving a diploma for high school graduation.~~

Fees

~~The district may charge adult education students a registration fee for each adult education class, with the following exceptions:~~

The district may require fees for enrollment in an adult education class. However, no fees shall be charged for the following adult education programs or classes: (Education Code 52612, 52613)

~~1. No fee shall be charged for a class for which high school credit is granted if the class is taken by an individual who does not hold a high school diploma; and~~

~~2. No charge shall be made for a class in an elementary subject or a class in English or citizenship for foreigners unless the student is a nonimmigrant alien with an F1 visa status. Any nonimmigrants enrolled in these classes shall be charged a fee to cover the full cost of the instruction, not to exceed actual costs. The fee shall be adopted by the Board at a regular meeting at least 90 days before the beginning of the class for which the fee is charged.~~

1. A class for which high school credit is granted if the class is taken by an individual who does not hold a high school diploma.

2. A class in an elementary subject or a class in English as a second language or citizenship, unless the student is a nonimmigrant with an F-1 visa status. Any nonimmigrant enrolled in these classes shall be charged a fee to cover the full cost of the instruction, not to exceed actual costs. The fee shall be adopted by the Board at a regular meeting at least 90 days before the beginning of the class for which the fee is charged.

Except for those fees required by law, at the recommendation of the Superintendent or designee, the payment of fees may be waived in cases of unusual hardship.

The Board may fix a charge, not to exceed costs, for books furnished to adult education students. ~~In some cases books may be obtained from the district at cost or may be obtained on loan with the payment of a refundable deposit. In addition, materials purchased from the incidental expense account may be sold to adult school students for use in their classes.~~ In lieu of fixing such charges, books may be loaned to students with the payment of a refundable deposit. (Education Code 60410)

~~Graduation Requirements~~

~~A certificate of completion of the eighth grade shall be awarded through the adult school upon successful completion of the following:~~

~~1. At least one term in the adult elementary program which includes reading, writing, arithmetic, spelling, current events, geography, California and U.S. history, civics and natural science;~~

~~2. Overall eighth grade placement on a recognized standard achievement test; and 3. Successful passage of a district test in U.S. history and Constitution; Adult education students who fulfill the district's graduation requirements shall receive a diploma of high school graduation.~~

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