

INTERIM SUPERINTENDENT

Scott Smith
(805) 927-6121
www.coastusd.org



BOARD OF TRUSTEES

Lee McFarland
Jack Mettier
Dennis Rightmer
Samuel Shalhoub
Tiffany Silva

INTERIM ASSISTANT SUPERINTENDENT

Kyle Martin

**COAST UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Trustees**

Thursday, April 11, 2019

District Office, 1350 Main Street, Cambria

5:00 p.m. Closed Session in District Office/Business Office Conference Room

7:00 p.m. Open Session in Board Room

Mission Statement: Coast Unified School District will commit our talents and resources everyday to promote and develop tomorrow's leaders today.

AGENDA

I. CALL TO ORDER/OPEN SESSION

1.1 Roll Call

Lee McFarland, Board Clerk	_____
Jack Mettier, Member	_____
Dennis Rightmer, Member	_____
Samuel Shalhoub, Board President	_____
Tiffany Silva, Member	_____
Karis Lawson, Student Board Member	_____
Scott Smith, Interim Superintendent	_____
Kyle Martin, Interim Assistant Superintendent	_____

II. PUBLIC COMMENT ON CLOSED SESSION

This opportunity is provided per GC 54954.3 to allow the public to comment prior to the Board's consideration of any closed session agenda item. An additional opportunity is provided later in the agenda for comment on remaining agenda items or non-agenda items.

III. EXECUTIVE/CLOSED SESSION – District Office/Business Office Conference Room

- 3.1 Public Employee Performance Evaluation (Government Code Section 54957)
Title: Interim Superintendent
- 3.2 Public Employee Employment/Discipline/Dismissal/Release - Pursuant to Government Code Section 54957, Public Employment
- 3.3 Conference with Labor Negotiators regarding Certificated/Classified Bargaining Units and Confidential/Management Employees Group – Unrepresented Group (Government Code Section 54957.6),
Agency Designated Representative: Interim Superintendent, Scott Smith
- 3.4 Consider Recommendation from the Expulsion Hearing Panel Regarding Stipulated Expulsion – Student No. 2018/19-#1

IV. RESUME TO OPEN SESSION – Board Room

- 4.1 Call to Order
- 4.2 Pledge of Allegiance
- 4.3 Announce Closed Session Action, if any
 - A. Board Action on Stipulated Expulsion Recommendation for Student 2018/19-#1
- 4.4 Reminder/Request to Speak – Please complete a Speaker Card and give it to Marcia Bettrue by the conclusion of the Consent Agenda so the Board will be aware of your desire to speak.
- 4.5 Approval of Agenda (**ACTION**) [Pg. 1-5]

V. CONSENT AGENDA (ACTION)

- 5.1 Approval of Minutes of Regular Meeting, March 14, 2019 [Pg. 7-11]
- 5.2 Approval of March Warrants: Batch Nos. 058, 059, 060, 061, 062, 063, 064 [Pg. 12-21]
- 5.3 Approval of Payroll Warrants for February 2019 [Pg. 22]
- 5.4 Approval of Payroll Warrants for March 2019 [Pg. 23]
- 5.5 Approval of Cash Report as of March 31, 2019 [Pg. 24]
- 5.6 Acceptance of Enrollment as of March 31, 2019 [Pg. 25]
- 5.7 Approval of Quarterly Report on Williams Uniform Complaints: January-March 2019 [Pg. 26]
- 5.8 Approval of YMCA Summer Program: June 10 – August 9, 2019 [Pg. 27]
- 5.9 Approval of Annual Memorandum of Understanding between Coast Unified School District and Cayucos Elementary School District for Psychologist Services SY: 2019/20 [Pg. 28]
- 5.10 Renewal of 3-Year Agreement with Assistance League of San Luis Obispo County – to implement Operation School Bell Services in our School District [Pg. 29-30]
- 5.11 Annual Approval of Document Tracking Services (DTS) Contract/Licensing Agreement for use of DTS Proprietary Web-based Application [Pg. 31-34]
- 5.12 Approval of Field Trip Request for Santa Lucia Middle School 7th graders, destination Santa Barbara Museum, MOXI Museum, Sea Center/Zoo, on April 5, 2019 [Pg. 35]
- 5.13 Approval of Personnel: Appointment, Employment, Discipline, Resignation and Dismissal of District Employee(s), per Government Code 54956.9 [Pg. 36]
- 5.14 Donations:
 - Two Certificates for 30-minute Swedish Massage Sessions or One \$150.00 Massage Session for Santa Lucia Middle School 8th Grade Raffle, from Christina Bennett, Therapy by The Sea, Cambria, CA
 - \$27.00 to Santa Lucia Middle School Boys Basketball Team, from Enrique Merlos, Cambria, CA
 - \$25.00 to Santa Lucia Middle School Basketball Team, from Enrique Merlos, Cambria, CA
 - \$400.00 (\$100.00 each to Mrs. Mueller, Mrs. German, Mrs. Morrow and Ms. Kenyon) from the American Legion Auxiliary #432, Cambria, CA
 - \$1,200.00 to Coast Union High School AME Film Project, from American Legion Auxiliary #432, Cambria, CA
 - \$200.00 Gift Card to Cambria Grammar School Library, from the Mason's Lodge #196, Cambria, CA

“TOMORROW’S LEADERS TODAY”

Strategic Priorities: Developing People **(DP)**; Maximize Student Achievement **(MSA)**; Operate with Increasing Efficiency and Effectiveness **(EE)**

VI. HEARING SESSION/PUBLIC COMMENT

The Hearing Session is designed to afford citizens the opportunity to address the Board on non-agenda items. Please complete a "Speaker Card." If you plan to speak on an agenda item, please complete a "Speaker Card" and the Board President will welcome your comments when that agenda item is called. All persons desiring to address the Board are requested to identify themselves at the podium. When you have completed the "Speaker Card" please give it to the Secretary to the Superintendent. Please refer to the "Welcome Message to Members of the Public" on the side table with the "Speaker Cards." Thank you.

VII. PRESENTATIONS

- 7.1 Annual Update on Student Wellness, Lindsay Harrod, Supervisor Food & Nutrition Services
- 7.2 Scholarship Opportunities, Mary Stenbeck, CUHS Counselor

VIII. INFORMATION/DISCUSSION

- 8.1 Governing Board:
 - A. Reports/Comments from the Board
 - B. Review Governance Calendar Duties for April/May 2019 [Pg. 40-41]
 - C. Student Board Member Report
- 8.2 Reports by Employee Associations
- 8.3 Reports from Site Principal
 - 1. Kyle Martin, Santa Lucia Middle School/Student Services
- 8.4 Interim Superintendent's Report
- 8.5 Review Board Policies/Administrative Regulations, First Reading:
 - AR 3543 – Transportation Safety and Emergencies [Pg. 43-50]
 - BB 9324 – Minutes and Recordings [Pg. 51-52]
 - BB 9400 – Board Self-Evaluation [Pg. 53-54]

IX. ACTION SESSION

- 9.1 Personnel
 - A. Approval of Job Description: Administrative Assistant to the Superintendent (ACTION) **EE** [Pg. 57-59]
 - B. Approval of Proposed 2018-19 Confidential/Management Salary Schedules (ACTION) **EE** [Pg. 60-62]
 - C. Approval of Resolution 2018/19-#20: Reduction of Classified Employee Services (ACTION) **EE** [Pg. 63]
 - D. Approval of Resolution 2018/19-#16: Proclaiming May 6-10, 2019 as Teacher Appreciation Week (ACTION) **DP** [Pg. 64]
 - E. Approval of Resolution 2018/19-#17: Proclaiming May 19-25, 2019 as Classified School Employee Week (ACTION) **DP** [Pg. 65]
 - F. Approval of Resolution 2018/19-#19: "School Bus Drivers Appreciation Day" on April 23, 2019 (ACTION) **DP** [Pg. 66]

- G. Approval of Resolution No. 2018/19-#18: Proclaiming May 6-12, 2019 as National Nurses Week **(ACTION)** **DP** [Pg. 67]
- 9.2 Facilities/Operations
- A. Report on 2019 Proposed Summer Projects and Expenditures – Don Adams **(POSSIBLE ACTION)** [Pg. 69-74]
- 9.3 Business Services
- A. Approval of Resolution 2018/19-#21: Establishing the Official Policy of the Board of Trustees for the Coast Unified School District on School District Reorganization **(ACTION)** **EE** [Pg. 76]
- B. Approval of ParentSquare Contract Agreement for 2019-20 **(ACTION)** **EE** [Pg. 77-82]
- C. Approval of BoardDocs Agreement to enhance Aspects of the Governance Process and Communications between Administration, the Public, and the Board regarding Board Agendas/Packets, and Minutes **(ACTION)** **EE** [Pg. 83-87]
- D. Approval of Option to Renew and Amendment No. 1 to the Contract for Behavioral Health Services County of San Luis Obispo Behavioral Health Services for 2018-19 **(ACTION)** **EE** [Pg. 88-90]
- E. Approval of Addendum to Memorandum of Understanding between San Luis Obispo County Office of Education and Coast Unified School District regarding Payment Procedures for County Probation Officer Services, Behavioral Health Services and Transportation Services to students enrolled in the SLOCOE Community School Program **(ACTION)** **EE** [Pg. 91-92]
- F. Approval of Agreement for Professional services between Nancy Thompson (Contractor) and Coast Unified School District for Teacher Induction Program Coordinator and Teacher Mentor for 2019/20 SY **(ACTION)** **EE/DP/MSA** [Pg. 93-94]
- G. Approval of Transportation Agreement between San Luis Obispo County YMCA and Coast Unified School District for 2019 Summer Program **(ACTION)** **EE/DP/MSA** [Pg. 95-96]
- H. Approval of Transportation Agreement between San Luis Obispo County YMCA and Coast Unified School District for 2019 Planet Y Summer Program **(ACTION)** **EE/DP/MSA** [Pg. 97-98]
- I. Approval of Contract for Services between Coast Unified School District and Sylvia Ortega (Contractor) to provide Food Service Consulting for the 2018-19 and 2019-20 School Years **(ACTION)** **EE/DP** [Pg. 99]
- 9.4 Approval of Board Policies/Administrative Regulations, Second Reading **(ACTION)** **EE**
- BP/AR 0460 – Local Control Accountability Plans [Pg. 101-112]
 - BB 9100 – Annual Organization Meeting [Pg. 113-114]

“TOMORROW’S LEADERS TODAY”

Strategic Priorities: Developing People **(DP)**; Maximize Student Achievement **(MSA)**; Operate with Increasing Efficiency and Effectiveness **(EE)**

X. ADJOURNMENT

The Next Regular Board meeting on Thursday, May 16, 2019 [5:00 p.m. closed session/7:00 p.m. open session]

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Marcia Betrue, Secretary to the Superintendent, 805/927-6121. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

The agenda and any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours: Coast Unified District Office, 1350 Main Street, Cambria, CA. Note: The agenda and public back-up materials can be viewed/downloaded from the District's website (<http://www.coastusd.org>).

If a Spanish translator is needed and you would like to speak on a topic listed on this agenda, please notify the District Office at 805/927-6121. Notification at least 48 hours prior to the meeting will enable the District to make arrangements for a translator to be present at this meeting.

Si un traductor en español es necesario y usted quisiera hablar a cerca de uno de los temas listados en la agenda, por favor notifique a la Oficina del Distrito al 805-927-6121. Esta notificación deberá ser con por lo menos 48 horas de anticipación, antes de la reunión, para así poder hacer los arreglos necesarios y tener un traductor disponible que esté presente en la reunión.

CONSENT AGENDA

COAST UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MINUTES

DATE: Thursday, March 14, 2019
PLACE: District Office/Board Room, 1350 Main Street, Cambria, CA
TIME: 5:00 p.m. Closed Session in District Office/Business Office Conference Room
7:00 p.m. Open Session in District Office Board Room

CALL TO ORDER/OPEN SESSION

1.1 Roll Call

Members

Present

Lee McFarland
Jack Mettier
Dennis Rightmer
Samuel Shalhoub
Tiffany Silva
Karis Lawson, Student Board Member

Absent

None

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

There were no comments made by the public during the public hearing on closed session agenda items.

EXECUTIVE/CLOSED SESSION – District Office/Business Office Conference Room

The Board went into closed session at 5:05 p.m. to discuss the following:

- 3.1 Public Employee Performance Evaluation (Government Code Section 54957)
Title: Interim Superintendent
- 3.2 Public Employee Employment/Discipline/Dismissal/Release - Pursuant to Government Code Section 54957, Public Employment
- 3.3 Conference with Labor Negotiators regarding Certificated/Classified Bargaining Units and Confidential/Management Employees Group – Unrepresented Group (Government Code Section 54957.6),
Agency Designated Representative: Interim Superintendent, Scott Smith

RESUME TO OPEN SESSION

- 4.1 The meeting was called to order at 7:01 p.m.
- 4.2 The Pledge of Allegiance was led by trustee, Jack Mettier.
- 4.3 Board President, Samuel Shalhoub announced that no action was taken in closed session.
- 4.4 Board President, Samuel Shalhoub reminded the audience to complete a “Speaker Card” if they wanted to speak during the board meeting.
- 4.5 The agenda was approved as amended: added agenda items 5.7 and 5.8 – Field Trip Requests and pulled agenda item 7.1 - Presentation on Student Wellness.
Motion: Shalhoub/Second: Silva, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]

CONSENT AGENDA

The Board approved the Consent Agenda as presented.

Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]

- 5.1 Approval of Minutes of Regular Meeting, February 21, 2019
- 5.2 Approval of March Warrants: Batch Nos. 053, 054, 055, 056, 057
- 5.3 Approval of Cash Report as of February 28, 2019
- 5.4 Acceptance of Enrollment as of February 28, 2019
- 5.5 Approval of Overnight or Out of the County Team Sports Events – Coast Union High School
- 5.6 Approval of Field Trip Request for Coast Union High School FFA Students, destination Anaheim Convention Center, Anaheim, CA, on April 25-28, 2019
- 5.7 Approval of Field Trip Request for Coast Union High School FFA Students, destination Modesto Junior College, Modesto, CA, on March 22-23, 2019
- 5.8 Approval of Field Trip Request for Coast Union High School FFA Students, destination Bakersfield, CA, on March 26, 2019
- 5.9 Approval of Personnel: Appointment, Employment, Discipline, Resignation and Dismissal of District Employee(s), per Government Code 54956.9

Samuel Shalhoub, Board President, acknowledged the generous donations below.

5.10 Donations:

- \$60.00 to Santa Lucia Middle School basketball team, from Carmen Gonzales, Cambria, CA
- \$68.00 to Santa Lucia Middle School basketball team, from Carmen Gonzales, Cambria, CA
- \$83.00 to Santa Lucia Middle School basketball team, from Carmen Gonzales, Cambria, CA
- \$80.00 to Santa Lucia Middle School basketball team, from Maria Mora, Cambria, CA
- \$85.00 to Santa Lucia Middle School basketball team, from Maria Mora, Cambria, CA
- \$80.00 to Santa Lucia Middle School basketball team, from Enrique Merlos, Cambria, CA
- Certificate for breakfast or lunch for two and one giant mimosa to Santa Lucia Middle School 8th Grade Raffle, from Cambria Mimosa's Steak and Seafood Restaurant, Cambria, CA
- Certificate for lunch or dinner for two to Santa Lucia Middle School 8th Grade Raffle, from San Simeon Beach Bar & Grill, San Simeon, CA
- Certificate for Dinner for Two plus two margaritas to Santa Lucia Middle School 8th Grade Raffle, from La Terraza Mexican Grill, Cambria, CA
- \$40.00 gift certificate to Santa Lucia Middle School 8th Grade Raffle, from The Place, Cambria, CA
- \$500.00 donation to benefit Santa Lucia Middle School "underwater" succulent Garden, from SESLOC Federal Credit Union, San Luis Obispo, CA
- Certificate for breakfast or lunch for two to the Santa Lucia Middle School 8th Grade Raffle, from Creekside Gardens Café, Cambria, CA
- Certificate for dinner for two (value: \$75.00) to Santa Lucia Middle School 8th Grade Raffle, from Cavalier Oceanfront Resort, San Simeon, CA
- \$51.00 to SLMS "Refugee Center Online", from Enrique Merlos, Cambria, CA

HEARING SESSION

Cortney Murguia, employee of San Simeon CSD and community member, commented on the need for a covered bus stop shelter in San Simeon for our students.

Judy Sandoval, community member, also shared there was a need for a covered bus shelter as there were sometimes 15 or more children waiting for the bus each morning. When it rains the children do not have a covered area to stay dry while waiting for the school bus.

Board President, Samuel Shalhoub asked Annie Lachance to explore the number of students using the San Simeon bus stop and other factors that would be required to place a sheltered bus stop in the San Simeon area.

PRESENTATIONS

The presentation on Student Wellness was pulled from the agenda. Lindsay Harrod, Supervisor of Food and Nutrition Services, will give her presentation at the April board meeting.

INFORMATION/DISCUSSION

8.1 Governing Board:

A. The Samuel Shalhoub and Dennis Rightmer shared they attended the articulation meeting on March 13, 2019, and it was a positive collaboration with district staff on how to help and support the students in our school district. Samuel Shalhoub also asked the audience to share the good things they hear at board meetings that are going on in our school district with other people in the community, since we frequently do not have a news reporter in the audience who would normally write a news article and place it in the newspaper. We want people to know the great things that are going on in our school district.

B. The Board reviewed the Governance calendar duties for March/April 2019.

C. The Board approved Jack Mettier and Tiffany Silva to attend the CSBA Maters in Governance trainings.

Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]

D. Karis Lawson, student board member, reported on high school activities, including Wintertainment, Youth Art Show, Drama performance and sporting events. She also shared that 5 seniors were accepted to Cal Poly University, she was one of those students.

8.2 Scott Smith presented Kyle Martin with a Certificate of Recognition for earning the California Distinguished School Award for Santa Lucia Middle School. There will be an awards ceremony at Disneyland on April 5, 2019. The Board president shared that this award is because we have good leadership, great teachers, great support staff, and wonderful parents working together to support the programs and students at Santa Lucia Middle School.

8.3 Scott Smith, Interim Superintendent, shared the staff responses regarding the Stop, Start, Fix and Continue Activity. Scott Smith and Kyle Martin will refer to this list periodically during the school year.

Cortney Murguia, community member, asked if the Board would consider implementing a Bilingual Dual Emersion program in the district, sometime in the future.

8.4 Reports from Site Principals:

Kyle Martin, Santa Lucia Middle School Principal and Director of Student Services, shared about SLMS activities, including the MOXI Museum and College Tour Field Trip, Youth Art Show, Resource Fair and upcoming parent/teacher conferences and the Distinguished School Award Ceremony on April 5, 2019 at Disneyland.

Scott Ferguson, Coast Union Principal, shared about the Cayucos Elementary school visit and the 8th grade Showcase at Coast Union High School on March 13, 2019. He also commented on ELPAC testing, master schedule challenges, and that FFA students had their cows delivered to the high school today. He reported that Leffingwell High School is ready for the upcoming WASC visit.

Jill Southern, Cambria Grammar School Principal, reported on the Peace Rally, mini-preview play of Mary Poppins, upcoming parent conferences, TK/K Registration and Family Movie Night. She shared that staff were currently researching History/Social Science curriculum.

- 8.5 Interim Superintendent's Report: Scott Smith shared that he, Kyle Martin, Scott Ferguson and Mary Stenbeck worked on updating the CUHS graduation requirements to align with CSU and USC standards. He shared information on the Parent Square System, a new communication tool for parents and teachers, that will be available next school year. He also commented on the RtI program at CGS and the Boosters Club Reverse Drawing. Kyle Martin shared information regarding the articulation meeting that was held on March 13, 2019.
- 8.6 The Board reviewed the board policies and administrative regulations below during a first reading.
- A. BP/AR 0460 – Local Control Accountability Plans
 - B. BB 9100 – Annual Organization Meeting

ACTION SESSION

9.1 Personnel

- A. The board approved Resolution 2018/19-#14: School Library Month. The Board, Scott Smith and Kyle Martin shared how fortunate we are to have such great school libraries and wonderful librarians to support our students. Each librarian was given a certificate of appreciation.
- B. The Board approved Resolution 2018/19-#15: To Determine the Necessity to Initiate a Superintendent Search. The Board unanimously agreed not to begin the process of a superintendent search at this time.
Motion: Shalhoub/Second: Silva, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]

Board President, Samuel Shalhoub shared that he held a listening session at the high school for all staff. The results of the survey that staff completed showed 79% agreed that the shared services agreement with Cayucos is working out, and 75% of those surveyed shared that the shared services agreement should be kept in place.

Mark Ober, parent, commented that he thought that the Board should include parents and community members in the survey or get input from these two groups regarding the shared services agreement at an upcoming meeting. Samuel Shalhoub shared that he plans to have another listening session next month with staff, parents and community members regarding the transition of the interim superintendent and interim assistant superintendent positions.

9.2 Business Services

- A. Annie Lachance, Chief Business Official, reviewed the Second Interim Financial Report for 2018/19 with the Board. She discussed second interim expenses, changes from first interim, and the

financial impact of the MOU with Coast Unified, Cayucos Elementary and San Luis Coastal.

- B. The Board approved Resolution 2018/19-#12: Second Period Interim Report for 2018/19 and Qualified Certification.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- C. Board President, Samuel Shalhoub, opened the public hearing session for Prop 30 – Schools and Local Public Safety Protection Act of 2012 Funds/Expenditures. Annie Lachance, Chief Business Official, gave a brief update regarding Prop 30 and the Safety Protection Act of 2012 Funds and Expenditures. There were no comments from the audience. The public hearing session was closed.
- D. The Board approved Resolution 2018/19-#13: Education Protection Account for 2018/19.
Motion: Shalhoub/Second: Silva, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- E. The Board approved the Transportation Agreement between Coast Unified School District and Cayucos Elementary School District for the Extended Year Transportation Services for Special Education: June 17-July 18, 2019.
Motion: McFarland/Second: Silva, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- F. The Board approved the agreement with San Luis Obispo County Office of Education for Nursing Services for the 2019-20 school year.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- G. The Board approved the Transportation Agreement between Coast Unified School District and Jack's Helping Hand, Inc., for June 1, 2019.
Motion: Shalhoub/Second: Silva, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- H. The Board approved the contract for services between Coast Unified School District and Anja Johnson, consultant, for the Primary Intervention Program (PIP), February 19, 2019 through June 2019.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]
- I. The Board approved the Memorandum of Understanding between Coast Unified School District and ArtBeat for Facility Use: School Year 2018-19.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Silva = Aye, Mettier = Aye (5/0) plus Student Board Member = Aye – Motion passed]

ADJOURNMENT

The meeting adjourned at 9:33 p.m.

Respectfully submitted,

Date: April 11, 2019

Lee McFarland, Clerk-Board of Trustees
Coast Unified School District

COAST UNIFIED SCHOOL DISTRICT

Meeting of April 11, 2019

ITEM TITLE: March Warrant Listings

BATCH #'s: 058, 059, 060, 061, 062, 063, 064

EXPLANATION:

BATCH #	AMOUNT
058	\$ 21,280.25
059	\$ 13,140.74
060	\$ 149,094.27
061	\$ 15,162.09
062	\$ 20,825.55
063	\$ 27,226.76
064	\$ 14,241.59
<hr/>	
Total Amount	<u><u>\$ 260,971.25</u></u>

RECOMMENDATION:

SUBMITTED BY:



APPROVED BY:



VENDOR NAME	FUND : 01	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
A-Leave Pest Control		Mar Pest Control	PEST CONTROL	95.00	03/23/2019
A-Leave Pest Control		Pest Control/DO/	PEST CONTROL	95.00	02/15/2019
A-Leave Pest Control		InstallBirdNetti		700.00	02/16/2019
ABALONE COAST ANALYTICAL INC		SspndSolid,Oil&G	SERVICES - TRANSPORTATION	52.50	03/05/2019
ABALONE COAST ANALYTICAL INC		SspndSolid,Oil&G	SERVICES - TRANSPORTATION	52.50	03/05/2019
ADAMS, DONALD		Reimb eSigns for		56.01	03/08/2019
ADORAMA		Fresnel/CU-DH/In	AUDIO EQUIPMENT	56.00	01/24/2019
ADORAMA		Lightdome/CU-DH/	AUDIO EQUIPMENT	186.50	01/24/2019
ADORAMA		Lightstrm,Storm/C	AUDIO EQUIPMENT	1,696.50	01/24/2019
AIRGAS USA LLC		FebCylinderRent/	CYLINDER RENTALS	138.79	02/28/2019
APPLE INC.		MB Air/SL/Inv#AA		1,248.03	02/25/2019
APPLE INC.		Applecare/SL/Inv		183.00	02/25/2019
AT&T		FebLocalPhnChrg/	LOCAL TELEPHONE CHARGES	493.12	03/10/2019
BALES, JULIE		ReimbTeachersPay		25.00	03/26/2019
BALES, JULIE		Reimb Amazon Sup		204.90	03/26/2019
BARNES, KATHY		Reimb ShutterFly		7.87	03/05/2019
BARNES, KATHY		Reimb Mileage Fe		35.96	02/25/2019
BEST BUY BUSINESS ADVANTAGE		Desktop&Monitor/		889.53	03/02/2019
BUSWEST		Motor,12V/Trans/	MISC BUS PARTS	74.16	02/15/2019
BUSWEST		Switch/H2S/Inv#X	MISC BUS PARTS	159.16	02/28/2019
BUSWEST		Motor,12V/Trans/	MISC BUS PARTS	74.15	02/15/2019
Burres, Kimberly		Reimb Feb Mileag		174.00	02/28/2019
C C S D		Jan/Feb Water/CU	WATER & SEWER CHARGES	3,288.40	03/12/2019
C C S D		Jan/Feb Water/GS	WATER & SEWER CHARGES	2,465.76	03/12/2019
C C S D		Jan/Feb Water/DO	WATER & SEWER CHARGES	788.84	03/12/2019
C C S D		Jan/Feb Water/SL	WATER & SEWER CHARGES	852.12	03/12/2019
C C S D		Jan/Feb Sewer/DO	WATER & SEWER CHARGES	151.12	03/12/2019
C C S D		Jan/Feb Sewer/SL	WATER & SEWER CHARGES	165.60	03/12/2019
C C S D		Jan/Feb Sewer/GS	WATER & SEWER CHARGES	534.84	03/12/2019
CAMBERIA GENERAL STORE		Feb Maint Fuel C	FUEL FOR MAINT. / GROUNDS	621.96	03/03/2019
CAMBERIA GENERAL STORE		Feb Grounds Fuel	FUEL FOR MAINT. / GROUNDS	209.22	03/03/2019
CAMBERIA HARDWARE		Feb Maint Repair	REPAIR PARTS & MATERIALS	326.13	02/28/2019
CAMBERIA HARDWARE		Feb GroundsRepai	REPAIR PARTS & MATERIALS	52.83	02/28/2019
CAMBERIA HARDWARE		Feb GroundsMatl&		140.46	02/28/2019
CAMBERIA HARDWARE		Feb H2S Matl&sup	MATERIALS - TRANSPORTATION	100.48	02/28/2019
CAMBERIA HARDWARE		Feb Custodial Su	REPAIR PARTS & MATERIALS	34.62	02/28/2019
CAMBERIA HARDWARE		Feb Maint Matl&s	MAINTENANCE MATERIALS	103.72	02/28/2019
CAMBERIA TOWING		Tow F350/Noth2S/		100.00	02/20/2019
CASTLE, JULIE		ReimbTeachersPay		25.00	03/26/2019
CASTO Chapter 9		BusSafetyWrkshp/	WORKSHOP REGISTRATION FEES	140.00	03/22/2019
CINQUE, TOBY		ReimbHomeDepot P		258.08	03/25/2019
CINQUE, TOBY		Reimb 3/20 Milea		32.48	03/21/2019
CROSBY, ANDREW		Reimb FballClni		363.72	02/27/2019
CROSBY, ANDREW		Reimb Mileage Fe		54.52	03/01/2019
Cambria Auto Parts		Feb H2S Repair P	MATERIALS - TRANSPORTATION	169.26	02/28/2019
Cambria Auto Parts		Feb Grounds Supl	MATERIALS AND SUPPLIES	446.04	02/28/2019
DANIELSON, HENRY		Reimb UPS shipme		10.12	03/01/2019
DANIELSON, HENRY		Reimb Marl,5,6 M		319.00	03/08/2019

VENDOR NAME	FUND : 01	GENERAL FUND	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
DE LAGE LANDEN FINANCIAL SERV.	MarLse/458&C458/		MarLse/BH364e/LF		343.78	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/BH364e/LF		MarLse/BH364e/LF		182.33	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/C454e/DO/		MarLse/C454e/DO/		327.88	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/C554e/Bus		MarLse/C554e/Bus		316.39	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/KW364e/GS		MarLse/KW364e/GS		169.42	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/KW&Duplo/		MarLse/KW&Duplo/		387.44	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/DPG310/SL		MarLse/DPG310/SL		81.01	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/Duplos/CU		MarLse/Duplos/CU		162.01	03/09/2019
DE LAGE LANDEN FINANCIAL SERV.	MarLse/C458/Supt		MarLse/C458/Supt		315.37	02/23/2019
DIAZ, KOCHITL	Reimb Feb Mileag		Reimb Feb Mileag		538.24	03/05/2019
DUFFY, LORI	Reimb Jan Mileag		Reimb Jan Mileag		60.78	02/28/2019
DUFFY, LORI	Reimb Feb Mileag		Reimb Feb Mileag		62.41	03/01/2019
Document Tracking Services	1yrLicApr2019-20		1yrLicApr2019-20		1,500.00	02/21/2019
Document Tracking Services	2019SpanAcctRptC		2019SpanAcctRptC		750.00	02/21/2019
EQ-Wine Covers Company	Bal. paid 3/12 V		OUT BUILDING/AG		0.00	03/27/2019
FARM SUPPLY COMPANY	TreesStakes,Ties/		TreesStakes,Ties/		89.77	02/28/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		95.00	03/04/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		95.00	03/04/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		95.00	03/04/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		95.00	03/04/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		85.00	03/04/2019
Fitzgerald, Dottie	Therapy60minMssg		Therapy60minMssg		95.00	03/04/2019
Fitzgerald, Emily M.	FebTtorSrv&Matl/		FebTtorSrv&Matl/		2,845.12	03/04/2019
GAS COMPANY, THE	FebGas&Heat/DO/A		FebGas&Heat/DO/A	GAS & HEATING CHARGES	416.98	02/25/2019
GAS COMPANY, THE	FebGas&Heat/CU/A		FebGas&Heat/CU/A	GAS & HEATING CHARGES	2,208.18	02/21/2019
GAS COMPANY, THE	FebGas&Heat/SL/A		FebGas&Heat/SL/A	GAS & HEATING CHARGES	731.89	02/21/2019
GAS COMPANY, THE	FebGas&Heat/GS/A		FebGas&Heat/GS/A	GAS & HEATING CHARGES	821.59	02/21/2019
GERBER'S AUTO SERVICES	Set Monitors F15		MAINTENANCE OF EQUIPMENT		45.00	03/05/2019
GOPHER	PE Equipment/SL/		PE SUPL		2,278.59	02/27/2019
German, Rachel	ReimbTchrsPayTch		ReimbTchrsPayTch		88.80	03/01/2019
German, Rachel	ReimbJWPepper mu		ReimbJWPepper mu		131.62	03/01/2019
German, Rachel	Reimb Feb Mileag		Reimb Feb Mileag		26.13	02/28/2019
HELFAND, ADAM	Reimb Feb Mileag		Reimb Feb Mileag		218.49	03/01/2019
HOME DEPOT CREDIT SERVICES	FebMtnCSupl/A#60		MATERIALS AND SUPPLIES		427.06	02/27/2019
HOME DEPOT CREDIT SERVICES	FebMtnRepair/60		MAINTENANCE & OPS. SUPPLIES		24.26	02/27/2019
HOME DEPOT CREDIT SERVICES	Ladder/Slope/#60		Ladder/Slope/#60		640.04	02/27/2019
HOME DEPOT CREDIT SERVICES	JanMtnCSupl/A#60		JanMtnCSupl/A#60		546.14	01/30/2019
HOME DEPOT CREDIT SERVICES	JanMtnCrepr/A#60		JanMtnCrepr/A#60		262.87	01/30/2019
HOME DEPOT CREDIT SERVICES	SLOPE ladder/#60		SLOPE ladder/#60		646.24	01/30/2019
Hartzell, Courtney	Reimb Cambriad&G		Reimb Cambriad&G		25.63	01/30/2019
Hartzell, Courtney	Reimb USPS posta		Reimb USPS posta		8.30	01/30/2019
Hartzell, Courtney	Reimb Linn's WAS		Reimb Linn's WAS		43.70	01/30/2019
Hartzell, Courtney	Reimb GrowNurser		Reimb GrowNurser		8.58	01/30/2019
Hartzell, Courtney	Reimb Simplistic		Reimb Simplistic		21.88	01/30/2019
Hartzell, Courtney	Reimb Gardenshed		Reimb Gardenshed		36.00	01/30/2019
Hartzell, Dan	Reimb Dollar Tre		Reimb Dollar Tre		32.73	03/13/2019
Hartzell, Dan	ReimbMustangStaw		ReimbMustangStaw		46.19	03/13/2019

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Hartzell, Dan	Reimb Staples su			38.93	03/13/2019
IRON MOUNTAIN	FebDocShredCU/A#	DOCUMENT SHREDDING SERVICES		73.26	02/28/2019
JOHNSON, ANJA C	Feb Counseling S	STUDENT COUNSELING SERVICES		2,800.00	03/01/2019
JOHNSON, ANJA C	Therapy Feb 7,14			200.00	03/01/2019
JR Barto Heating.AC.SM. Inc.	HeaterRepr-SL Rm			535.13	03/05/2019
Jive Communications Inc.	Mar Volp Chrg#1	MONTHLY VOLP PHONE CHARGE		1,513.87	03/01/2019
Jostens	DiplomaSignature			38.61	02/09/2019
KILLHAM HENDRICKS, ANASTASIA	Reimb Amazon sup			38.60	02/20/2019
KILLHAM HENDRICKS, ANASTASIA	Reimb Amazon sup			122.31	02/20/2019
KILLHAM HENDRICKS, ANASTASIA	Reimb Amazon sup			27.94	02/20/2019
KILLHAM HENDRICKS, ANASTASIA	Reimb Amazon sup			26.69	02/20/2019
Kitzman Water	Feb Bottled Water	BOTTLED WATER		41.00	02/28/2019
Kitzman Water	Feb BottledWater	BOTTLED WATER		33.50	02/28/2019
Kitzman Water	Feb BottledWater	BOTTLED WATER		34.62	02/28/2019
Kitzman Water	Feb BottledWtr/Bu	BOTTLED WATER		9.00	02/28/2019
Kitzman Water	Feb RO Service/A	Open P.O. for Reverse Osmosis		28.00	02/28/2019
Kitzman Water	Feb BottledWater/	WATER - SCIENCE ROOM		38.00	02/28/2019
Kitzman Water	Feb BottledWater/	BOTTLED WATER SERVICE		30.45	02/28/2019
Kitzman Water	FebBottledWater/	BOTTLED WATER SERVICE		11.00	02/28/2019
LOZANO SMITH LLP	FebGenBoardGover	PROFESSIONAL LEGAL SERVICES		209.50	03/12/2019
LOZANO SMITH LLP	FebGeneralStuden	PROFESSIONAL LEGAL SERVICES		90.00	03/12/2019
LOZANO SMITH LLP	FebGenLabor&Empl	PROFESSIONAL LEGAL SERVICES		510.25	03/12/2019
Lant, Michael	Reimb Amazon sup			227.25	03/11/2019
Lawrence, Wade	Reimb Staples su			152.76	02/26/2019
Los Osos Middle School	Reg Tough Two x3			310.00	03/19/2019
MAILHOT, AMBER	ReimbIllumConfSD			953.91	02/27/2019
MAILHOT, AMBER	Reimb Amazon Sup			128.62	02/28/2019
MAILHOT, AMBER	Reimb Dollar Tre			96.76	02/28/2019
MEADOWS, CAROLYN	ReimbSLOCOPayro			255.00	03/15/2019
MISSION COUNTRY DISPOSAL	Reimb Mileage 3/			32.77	03/15/2019
MISSION LINEN & UNIFORM SERV	Mar Waste&Dispos	WASTE & DISPOSAL SERVICES		1,563.80	03/01/2019
MJC AGRICULTURE	Feb Shop Towel S	CUSTODIAL		181.32	02/28/2019
MORE OFFICE SOLUTIONS	MJC FieldDay 3/2	FIELD DAY REGISTRATION FEES		35.00	03/01/2019
MORE OFFICE SOLUTIONS	Mar Mtnc&Copy/SL	MAINTENANCE / COPY CHARGES		87.73	03/22/2019
MORROW, SUZETTE	Feb Mtnc&Copy/SL	MAINTENANCE / COPY CHARGES		426.83	03/06/2019
MORROW, SUZETTE	Reimb Jan Mileag			19.72	02/28/2019
MOXI	Reimb Feb Mileag			31.32	02/28/2019
MUELLER, GINNA	EngExploreLab/SL			273.00	03/25/2019
MUELLER, GINNA	ReimbTchrPayTch			75.00	02/27/2019
Margo, Nina	Reimb PlanbookEd			50.00	02/27/2019
Mark's Tire Service	Art/Poetry Lesso			250.00	02/27/2019
Mark's Tire Service	Tires Van #8/SE	TIRE AND TUBES		756.55	03/20/2019
Mark's Tire Service	Tires Truck #10/			352.45	03/20/2019
Marroquin, Valeria	Bus Tires/H2S/in	TIRE AND TUBES		418.61	03/06/2019
Martin, Kyle	Reimb Feb Mileag			8.58	02/28/2019
MedPost UrgentCare-Paso Robles	ReimbSuptAcad ex			409.44	03/26/2019
MedPost UrgentCare-Paso Robles	PhysDOT/ES/H2S/I	PHYSICAL EXAMS TRANSPORTATION		75.00	03/06/2019
MedPost UrgentCare-Paso Robles	PhysDOT/ES/SE/In	PHYSICAL EXAMS TRANSPORTATION		75.00	03/06/2019

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Medical Billing Technologies			Medi-Cal WkOf2/1		163.60	02/25/2019
NARZISI, DANIELLE			Reimb Amazon Lab		37.73	03/25/2019
NARZISI, DANIELLE			Reimb Smart&Fina		8.86	03/25/2019
NARZISI, DANIELLE			Reimb TraderJoe'		31.19	03/25/2019
NASCO MODESTO			TemperaPaint/SL/ TEMPERA PAINT		29.97	01/16/2019
NATIONAL AUTO GLASS			ReplaceBackGlass		333.18	03/18/2019
NOBLE SAW INC.			AirFilter Chain,	GROUPS - REPAIR PARTS	74.64	02/08/2019
OFFICE DEPOT			OfcSupl/H2S/Inv#	OFFICE SUPPLIES	57.86	02/27/2019
OFFICE DEPOT			Adapter/H2S/Inv#	OFFICE SUPPLIES	3.59	02/27/2019
OFFICE DEPOT			OfcSupl/SE/Inv#2	OFFICE SUPPLIES	57.86	02/27/2019
OFFICE DEPOT			Adapter/SE/Inv#2	OFFICE SUPPLIES	3.59	02/27/2019
OFFICE DEPOT			BrokenBox/GS/Inv		1.78	02/20/2019
OFFICE DEPOT			StampPad, Pouch/I	MATERIALS & SUPPLIES	19.36	11/01/2018
OFFICE DEPOT			Sharpie/DO/Inv#2	ADMINISTRATION SUPPLIES	8.98	02/18/2019
OFFICE DEPOT			FileFolder/DO/In	ADMINISTRATION SUPPLIES	45.02	02/18/2019
OFFICE DEPOT			Coffee/DO/Inv#27	ADMINISTRATION SUPPLIES	28.99	02/18/2019
OFFICE DEPOT			OfcSupl/DO/Inv#2	ADMINISTRATION SUPPLIES	191.62	02/18/2019
OFFICE DEPOT			OfcSupl/supt/Inv	SUPERINTENDENT SUPPLIES	169.51	02/18/2019
OFFICE DEPOT			Order complete	OFFICE SUPPLIES	0.00	02/28/2019
OFFICE DEPOT			ClssrmSupl/GS/Inv	CLSSRM SUPL - PURCELL	79.55	02/08/2019
OFFICE DEPOT			PencilBox/GS/Inv	CLSSRM SUPL - PURCELL	1.78	02/20/2019
OFFICE DEPOT			Fstnr, Pencils/GS	CLSSRM SUPL - PURCELL	25.67	02/08/2019
OFFICE DEPOT			Journal/GS/Inv#2	CLSSRM SUPL - PURCELL	42.79	02/08/2019
OFFICE DEPOT			Feb Maint Fuel C	FUEL - GROUNDS - MAINTENANCE	46.53	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb Grounds Fuel	FUEL - GROUNDS - MAINTENANCE	40.00	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb Ex-CurtFuelC	FUEL - TRANSPORTATION	139.36	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb Athl FuelCha	FUEL - TRANSPORTATION	1,072.08	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb H2S Fuel Cha	FUEL - TRANSPORTATION	1,230.77	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb SE Fuel Char	FUEL - TRANSPORTATION	2,035.83	02/28/2019
OLD CAMBRIA MARKETPLACE			Feb AgTruck Fuel	OPEN P.O. AG	118.82	02/28/2019
P G & E			MarStrightElec/A	ELECTRICITY FOR STREET LIGHTS	61.70	03/18/2019
P.G.&E.			Febelec&Heat/DO/	ELECTRICITY CHARGES	1,264.57	02/27/2019
P.G.&E.			Febelec&Heat/LE/	ELECTRICITY CHARGES	754.56	02/28/2019
P.G.&E.			Febelec&Heat/CU/	ELECTRICITY CHARGES	6,497.91	03/04/2019
P.G.&E.			Febelec&Heat/GS/	ELECTRICITY CHARGES	2,600.66	02/28/2019
P.G.&E.			Febelec&Heat/SS/	ELECTRICITY CHARGES	176.05	02/28/2019
P.G.&E.			Febelec&Heat/SL/	ELECTRICITY CHARGES	2,180.65	02/28/2019
P.G.&E.			Febelec/Stadlts/	ELECTRICITY CHARGES	689.66	02/28/2019
P.G.&E.			Febelec/Irrig/Ac	ELECTRICITY CHARGES	326.19	02/28/2019
POYNTER, COLLEEN			Reimb Amazon boo		225.14	03/11/2019
PRW STEEL SUPPLY INC			SqTube,HR Sqr/M&	MATERIALS - MAINTENANCE	70.71	02/25/2019
PRW STEEL SUPPLY INC			AlumFlat/M&O/Inv	MATERIALS - MAINTENANCE	85.35	02/22/2019
PUDAS, ROBERT			Reimb BootBarn P		167.00	03/25/2019
PURCELL, MARISSA			Reimb Amazon Sup		22.95	03/01/2019
RICK VALENTE CONSTRUCTION			PigBarnFinalPaym	CONCRETE SLAB	2,500.00	03/13/2019
RICK VALENTE CONSTRUCTION			PigBarnConcrete/	CONCRETE SLAB	10,000.00	03/05/2019
SAN LUIS OBISPO COUNTY			2018ConsolidatdG		467.54	02/22/2019
SCHOOL SPECIALTY INC.			ClssrmSupl/GS/In	CLASSROOM SUPPLIES	146.65	03/13/2019

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SCHOOL SPECIALTY INC.		CLSRMSupl/GS/In	CLASSROOM SUPPLIES	154.06	01/30/2019
SCHOOL SPECIALTY INC.		CLSRMSupl/GS/In	CLASSROOM SUPPLIES	168.08	02/20/2019
SCHOOLMATE.COM		19/20Agendas/SL/	2019-20 STUDENT PLANNERS	364.00	03/08/2019
SLO COUNTY OFFICE OF EDUCATION		JanFingerprntIn	FINGERPRINTING	189.00	03/19/2019
SLO COUNTY OFFICE OF EDUCATION		UnvtchrWrkshp/	UDL REGISTRATION FEE	100.00	02/25/2019
SLO COUNTY OFFICE OF EDUCATION		Wrkshp1/29&30/GS		300.00	02/25/2019
SLO COUNTY OFFICE OF EDUCATION		PosBehavior/GS-J		100.00	03/07/2019
SLO COUNTY OFFICE OF EDUCATION		PosBehavior/GS-G		100.00	03/07/2019
SLO COUNTY OFFICE OF EDUCATION		Tier1&2BhvrSupJS		100.00	02/25/2019
SLO COUNTY OFFICE OF EDUCATION		Tier1&2BhvrSupSF		100.00	02/25/2019
SLO COUNTY OFFICE OF EDUCATION		Tier1&2BhvrSupAH		100.00	02/25/2019
SLOCoe - SELPA		Will not allow p	BEHAVIOR TRAINING REGISTRATION	0.00	03/05/2019
SLOCoe - SELPA		paid for by SELP	WORKSHOP REGISTRATION	0.00	03/05/2019
SLOCoe - SELPA		Adam did attend	BEHAVIOR TRAINING REGISTRATION	0.00	02/28/2019
SLOCoe - SELPA		Adam did not att	BEHAVIOR TRAINING REGISTRATION	0.00	02/27/2019
SMITH, SCOTT		Reimb Feb Mileag		243.60	03/28/2019
SMITH, SUSAN G.		Tutor&Therapy/Pe		800.00	03/11/2019
STAFFLER, YVONNE		CATAREgnlMtgKng		15.00	03/22/2019
STAFFLER, YVONNE		ReimbModestofiel		51.00	03/25/2019
STAFFLER, YVONNE		Reimb Walmart su		30.16	03/19/2019
STAFFLER, YVONNE		Reimb UCDavisFie		170.65	03/04/2019
SValley Grad featuring Jostens		Grad Supl/LF/Inv	GRADUATION SUPPLIES	747.89	02/26/2019
SYNCB/AMAZON		Tally Counter/Cl	SUPPLIES - TRANSPORTATION	85.70	03/08/2019
SYNCB/AMAZON		Camtree Prof. Gr	CAMTREE CAMERA GRIPPER	175.00	02/13/2019
SYNCB/AMAZON		Bookshelf/CU-DW	CLASSROOM SUPPLIES	27.99	02/15/2019
SYNCB/AMAZON		Tape & Time Card	CLASSROOM SUPPLIES	27.79	02/15/2019
SYNCB/AMAZON		Classroom Suppli	CLASSROOM SUPPLIES	150.48	02/15/2019
SYNCB/AMAZON		Crucible w/ cove	CRUVIBLE WITH COVER	45.11	02/20/2019
SYNCB/AMAZON		Magnesium Ribbon	CRUVIBLE WITH COVER	11.89	02/20/2019
SYNCB/AMAZON		Keyboard & Mouse	LOGITECH KEYBOARD AND MOUSE	85.78	02/26/2019
SYNCB/AMAZON		Reader Pen/GS-AH	READER PENS	268.13	02/26/2019
SYNCB/AMAZON		Reader Pen/GS-AH	READER PENS	268.13	02/26/2019
SYNCB/AMAZON		Sit-Stand Desk C	SIT-STAND DESK CONVERTERS	459.98	02/28/2019
SYNCB/AMAZON		FansBundle,PwrSu		139.92	03/10/2019
SYNCB/AMAZON		Headphones w/ mi		59.98	03/10/2019
SYNCB/AMAZON		Security CD/DO-H		19.59	03/10/2019
SYNCB/AMAZON		Books & CD/DO-HD		52.71	03/10/2019
SYNCB/AMAZON		Ipad cover/GS-JS	IPAD COVER	19.28	01/29/2019
SYNCB/AMAZON		Charging Station	LAPTOP CHARGING STATION	386.09	01/30/2019
SYNCB/AMAZON		Plaster of Paris	ART SUPPLIES	29.14	01/30/2019
SYNCB/AMAZON		Ppr,Ink,Lifecast	ART SUPPLIES	60.64	01/30/2019
SYNCB/AMAZON		Watercolor Pad/S	ART SUPPLIES	9.95	01/30/2019
SYNCB/AMAZON		Lockable Notice	BULLETIN BOARD	155.99	02/07/2019
SYNCB/AMAZON		Wheelchair Stora	WHEELCHAIR BAG	17.15	02/07/2019
SYNCB/AMAZON		Networking Devic		705.00	01/23/2019
SYNCB/AMAZON		Toner Cartridge/	SUPPLIES - TRANSPORTATION	19.65	01/29/2019
SYNCB/AMAZON		Hole Puncher/SE-	SUPPLIES - TRANSPORTATION	8.99	01/29/2019
SYNCB/AMAZON		Toner Cartridge/	SUPPLIES - TRANSPORTATION	19.64	01/29/2019

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SYNCB/AMAZON		Plaster of Paris 5LB TUBS			36.84	01/09/2019
SYNCB/AMAZON		The Game of Life THERAPY TOOLS - SPECIAL ED			26.27	01/09/2019
SYNCB/AMAZON		The Empathy Game THERAPY TOOLS - SPECIAL ED			25.90	01/09/2019
SYNCB/AMAZON		ToolSharpen,Re TOOL SHARPENER / BELT KIT			171.39	01/14/2019
SYNCB/AMAZON		Papier Mache/LF- CLAY / PAPIER MACHE			70.73	01/14/2019
SYNCB/AMAZON		Sculpturing Comp CLAY / PAPIER MACHE			37.48	01/14/2019
SYNCB/AMAZON		Tote bag/LF-JD CLEAR TOTE BAG			10.67	01/15/2019
SYNCB/AMAZON		Travel Charger/C TRANSMOUNT / CLAMP MOUNT			107.22	01/23/2019
SYNCB/AMAZON		Camcorder Replcm TRANSMOUNT / CLAMP MOUNT			737.84	01/23/2019
SYNCB/AMAZON		Manfroto Adapte TRANSMOUNT / CLAMP MOUNT			21.35	01/23/2019
SYNCB/AMAZON		Mounts, Display TRANSMOUNT / CLAMP MOUNT			298.96	01/23/2019
SYNCB/AMAZON		Camera Stabiliz TRANSMOUNT / CLAMP MOUNT			375.00	01/23/2019
SYNCB/AMAZON		Whiteboard/GS-BD ADMIN SUPPLIES			59.89	01/23/2019
SYNCB/AMAZON		Toner Cartridge/ ADMIN SUPPLIES			172.42	01/23/2019
SYNCB/AMAZON		Lifecasting Algi CASTING ALGINATE			31.08	01/23/2019
SYNCB/AMAZON		Diffuser Shippin TV CART / DIFFUCOR			67.50	01/24/2019
SYNCB/AMAZON		Acoustic Diffuse TV CART / DIFFUCOR			498.00	01/24/2019
SYNCB/AMAZON		French Cleat Z C TV CART / DIFFUCOR			50.99	01/24/2019
SYNCB/AMAZON		TV Cart/CU-DH TV CART / DIFFUCOR			134.99	01/24/2019
SYNCB/AMAZON		Tetherball, Socc PE EQUIPMENT			141.14	01/29/2019
SYNCB/AMAZON		Playground Ball PE EQUIPMENT			42.16	01/29/2019
Self-Insured Schools of CA		Mar Medical Ins			105,368.50	03/01/2019
Self-Insured Schools of CA		Mar Vision Ins P			1,753.30	03/01/2019
Self-Insured Schools of CA		Mar Dental Ins P			9,286.00	03/01/2019
Smith, Suraya		Reimb Speech 12/			360.00	03/06/2019
Smith, Suraya		ReimbSpeech2/5-2			540.00	02/26/2019
Smith, Suraya		ReimbTutor&Thera			535.00	02/26/2019
Smith, Suraya		ReimbSpeech1/9-1			540.00	02/26/2019
Stanley Convergent SecuritySol		AprFacilitySecur	MONTHLY SECURITY OF FACILITIES		323.52	03/01/2019
Staples Contract & Commercial		PhotoPr/LF/Inv#	PHOTO PAPER		51.33	03/05/2019
TECH-TIME COMMUNICATIONS INC.		SecurelexPort/C	MAINTENANCE OF EQUIPMENT		156.25	03/08/2019
TECH-TIME COMMUNICATIONS INC.		Fire panel-SL Rm	MAINTENANCE OF EQUIPMENT		1,176.75	03/08/2019
TECH-TIME COMMUNICATIONS INC.		CircuitRepair-GS	MAINTENANCE OF EQUIPMENT		125.00	02/20/2019
TRUTH AQUATICS		ConceptionBoatRe	CHARTER BOAT RESERVATION		3,255.00	03/26/2019
TRUTH AQUATICS		Kayak&SnorkelPkg			2,099.96	03/26/2019
The Link		FebFamilyAdvSrv/	FAMILY ADVOCATE SVCS 18/19		2,083.33	02/28/2019
Tri County Office Furniture		Chair/CU-LH/Inv#	CHAIR		553.82	03/19/2019
U.S. Bank Equipment Finance		Marlise/X7400IX/S	MONTHLY COPIER LEASE		185.28	02/22/2019
U.S. Bank Equipment Finance		Marlise/K4350LX/M	MONTHLY COPIER LEASE		98.67	02/22/2019
ULTREX INC.		Jan/FebOvrgr/C458	MAINTENANCE & COPY		340.25	02/28/2019
ULTREX INC.		Toner Freight Ch	MAINTENANCE & COPY		5.00	03/15/2019
ULTREX INC.		Ink Freight Char	MAINTENANCE & COPY		5.00	02/28/2019
US Bank		FoamFactory/Bass			297.94	02/22/2019
US Bank		Clarion/MJCCreed			102.46	02/22/2019
US Bank		Sandy's/WorkSess			38.96	02/22/2019
US Bank		4Imprint/LogoCap			1,383.55	02/22/2019
US Bank		Rubberstamps/SS&			43.90	02/22/2019
US Bank		Ablebits/MergeWi			49.95	02/22/2019

VENDOR NAME	FUND : 01	GENERAL FUND	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
US Bank			AcousticalSoluti		134.40	02/22/2019
US Bank			CustomInk/CTE ts		245.70	02/22/2019
US Bank			Dell/Adapter/DO-		53.61	02/22/2019
US Bank			Amazon/Wedge Shi		30.93	02/22/2019
US Bank			Staples/Chair/CU		364.63	02/22/2019
US Bank			Amazon/Sofa-CTE/		2,049.99	02/22/2019
US Bank			MarriottSD/Illum		269.65	02/22/2019
US Bank			EmbassySuites/Il		639.06	02/22/2019
US Bank			HyattReg/Footbal		156.93	02/22/2019
US Bank			EmbassySuites/Il		639.06	02/22/2019
US Bank			SLOsaferide/Coll		1,587.71	02/22/2019
US Bank			CambriaBusCtr/Fe		38.00	02/22/2019
US Bank			Ebay/BrakePad/No		65.00	02/22/2019
US Bank			B&H Photo/LightK		761.35	02/22/2019
US Bank			Amazon/MediaEqui		883.58	02/22/2019
US Bank			Dell/Laptop-AH/D		1,199.56	02/22/2019
US Bank			Motel 6/WorldagE		174.71	02/22/2019
US Bank			HarborFreight/Ch		82.05	02/22/2019
US Bank			Gikacoustic/Pane		984.00	02/22/2019
US Bank			US Bank/Late Pay		166.15	02/22/2019
US Bank			AcousticalSoluti		484.00	02/22/2019
US Bank			FoamFactory/Abso		321.96	02/22/2019
US Bank			Gikacoustic/Ship		70.00	02/22/2019
US Bank			MarriottSD/Refun		269.64	02/02/2019
US Bank			Adobe Feb Creati	MONTHLY LICENSE	29.99	02/06/2019
US Bank			Feb Sounds.com/C		9.99	02/14/2019
US Bank			Sandy'sDeli/Spec		86.70	02/22/2019
US Bank			CustomInk/CTE ts		227.00	02/22/2019
US Bank			CustomInk/CTE Un		397.90	02/22/2019
US Bank			Edelkrone/MediaE		448.00	02/22/2019
US Bank			B&H Photo/Backpa		621.59	02/22/2019
US Bank			Enterprise/FFA M		570.28	02/22/2019
US Bank			Aleks/1 MathReme		99.95	02/22/2019
US Bank			Motel 6/WorldagE		174.71	02/22/2019
US Bank			Motel 6/WorldagE		174.71	02/22/2019
US Bank			Motel 6/WorldagE		174.71	02/22/2019
US Bank			SafetyVideosNow/		222.60	02/22/2019
US Bank			HyattReg/Footbal		156.93	02/22/2019
US Bank			SLOsaferide/Aqua		1,169.22	02/22/2019
US Bank			SafetyMax/Backpa		111.96	02/22/2019
US Bank			Amazon/BassWedge		59.90	02/22/2019
US Bank			SSC/MayRevWorksh		200.00	02/22/2019
US Bank			HyattReg/Footbal		156.93	02/22/2019
VERIZON WIRELESS			Feb Cell Phones/	MONTHLY CELL & WIFI SERVICES	760.01	03/01/2019
VERIZON WIRELESS			Feb MiFi Srvc/in	MONTHLY CELL & WIFI SERVICES	114.03	03/01/2019
VIC'S BACKHOE SERVICE			Haul&SpreadBaseR		2,500.00	03/25/2019
WEST, ERIN			ReimbDriversExpe		160.00	03/15/2019
WEX BANK/CHEVRON			Feb FuelChg/SE/A	FUEL - TRANSPORTATION	147.68	02/23/2019

014 COAST UNIFIED SCHOOL DIST
March Warrants, April 4, 2019

BOARD BILL APPROVAL LISTING

J82962 APYBRPLO L.00.00 04/01/19 PAGE 8
FROM BATCH: 58 THRU BATCH: 64

VENDOR NAME	FUND : 01	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
WEX BANK/SHELL		Feb Ath Fuel Chg FUEL - TRANSPORTATION		114.62	03/13/2019
WEX BANK/SHELL		Jan Athl FuelChg FUEL - TRANSPORTATION		143.15	02/10/2019
WEX BANK/SHELL		Jan Agrtruck Fuel		287.95	02/10/2019
Wallace, Alicia M		FebECBASupv&Cnsl		650.00	02/28/2019
Wallace, Alicia M		FebECBASpv&Cn/JE BEHAVIOR ANALYST SERVICES		650.00	02/28/2019
Wetzel, Darcy		Reimb Vons suppl		29.28	03/12/2019
Wetzel, Darcy		Reimb Cal Ag tra		251.83	03/12/2019
Wetzel, Darcy		Reimb Home Depot		29.87	03/12/2019
Wetzel, Darcy		Reimb Farm Supl		114.17	02/26/2019
Wetzel, Darcy		Reimb WorldAgExp		76.00	03/15/2019
YOUNGER, KOLYNN		Reimb Amazon sup		31.74	03/05/2019
YOUNGER, KOLYNN		Reimb Amazon sup		107.22	03/05/2019
YOUNGER, KOLYNN		Reimb Amazon sup		86.58	03/05/2019
TOTAL FUND 01				248,506.43	

VENDOR NAME	FUND : 13	DESCRIPTION	EXTENDED DESCRIPTION	CAFETERIA FUND	AMOUNT	INVOICE DATE
BERRY MAN INC., THE		FebBrkfstProd/A#	FRESH PRODUCE PRODUCTS		82.80	03/01/2019
BERRY MAN INC., THE		FebLunchProd/A#			1,042.87	03/01/2019
BERRY MAN INC., THE		FebAfterschlProd/			131.40	03/01/2019
CEREROS, JOCELYN		Reimb Sept Milea			39.07	03/19/2019
CRYSTAL CREAMERY		Feb LunchDairyPr	DAIRY PRODUCTS		350.69	02/28/2019
CRYSTAL CREAMERY		FebBrkfstDairyPr	DAIRY PRODUCTS		285.56	02/28/2019
EDNA'S BAKERY		FebAfterschlDairy			31.73	02/28/2019
EDNA'S BAKERY		Feb Lunch BreadP	BREAD PRODUCTS		395.65	02/28/2019
EDNA'S BAKERY		Feb BrkfstBreadP	BREAD PRODUCTS		133.60	02/28/2019
EDNA'S BAKERY		FebAfterschlBread			112.80	02/28/2019
Gold Star Foods		Mar Ala Carte Pr			129.76	02/28/2019
Gold Star Foods		Mar Brkfst Prod/			10.44	02/28/2019
Gold Star Foods		Mar Lunch Prod/C	FOOD PRODUCTS		33.42	02/28/2019
Gold Star Foods		Mar Paper Prod/C			754.80	02/28/2019
Gold Star Foods		Feb Lunch Prod/C	FOOD PRODUCTS		63.78	02/28/2019
Gold Star Foods		Feb Soft Water/G	SOFT WATER		59.00	02/28/2019
Kitzman Water		Feb Soft Water/C	SOFT WATER		93.00	02/28/2019
Kitzman Water		RefrigRepai/GS/I			299.24	03/11/2019
LOOMIS REFRIGERATION INC.		Feb Cafe Towels/	LINEN AND LAUNDRY SERVICES		85.40	02/28/2019
MISSION LINEN & UNIFORM SERV		Ink/CU/Inv#28290	INK CARTRIDGES		123.94	03/05/2019
OFFICE DEPOT		Reimb Walmart pp			30.01	03/08/2019
SELKE, ERIN JUDITH		Fab Matl & Supl/	CAFETERIA MATERIALS & SUPPLIES		24.62	03/01/2019
SMART & FINAL IRIS CO.		Feb Lunch Food/A	CAFETERIA MATERIALS & SUPPLIES		17.64	03/01/2019
SMART & FINAL IRIS CO.		Feb Breakfast Fo	CAFETERIA MATERIALS & SUPPLIES		14.99	03/01/2019
SMART & FINAL IRIS CO.		Feb Paper Prod/A	CAFETERIA MATERIALS & SUPPLIES		58.25	03/01/2019
SMART & FINAL IRIS CO.		Feb Uniforms/Act			6.99	03/01/2019
SYSCO Ventura Inc.		Feb Matl & Supl/	CAFETERIA FOOD AND SUPPLIES		124.72	02/28/2019
SYSCO Ventura Inc.		Feb Lunch Prod/A	CAFETERIA FOOD AND SUPPLIES		3,152.37	02/28/2019
SYSCO Ventura Inc.		Feb Ala Carte Pr	CAFETERIA FOOD AND SUPPLIES		941.76	02/28/2019
SYSCO Ventura Inc.		Feb Breakfast Pr	CAFETERIA FOOD AND SUPPLIES		1,585.33	02/28/2019
SYSCO Ventura Inc.		Feb Cleaning Sup	CAFETERIA FOOD AND SUPPLIES		52.37	02/28/2019
SYSCO Ventura Inc.		Feb Paper Prod/A	CAFETERIA FOOD AND SUPPLIES		1,679.31	02/28/2019
SYSCO Ventura Inc.		FebAfterschlProd/			456.16	02/28/2019
WEX BANK/CHEVRON		Feb Fuel Cafe/Ac	FUEL CHARGES		61.35	02/21/2019

TOTAL FUND 13 12,464.82

TOTAL DISTRICT 260,971.25

COAST UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP
Regular Board Meeting – April 11, 2019

CONSENT

TITLE: Payroll for February 2019

EXPLANATION:

Payroll Warrant Approval:

Payroll warrants are issued to district employees on the tenth and last day of each month. The total shown below includes the actual end-of-month and/or mid-month payroll for the current month.

February 8, 2019	\$14,913.99
------------------	-------------

February 28, 2019	\$618,643.72
-------------------	--------------

TOTAL

<u><i>\$633,557.71</i></u>

RECOMMENDATION:

Approve.

Submitted by: Carolyn Meadows for Annie Lachance

COAST UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP
Regular Board Meeting – April 11, 2019

CONSENT

TITLE: Payroll for March 2019

EXPLANATION:

Payroll Warrant Approval:

Payroll warrants are issued to district employees on the tenth and last day of each month. The total shown below includes the actual end-of-month and/or mid-month payroll for the current month.

March 8, 2019	\$25,815.25
---------------	-------------

February 28, 2019	\$632,593.85
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<i>TOTAL</i>	<i>\$658,409.10</i>
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RECOMMENDATION:

Approve.

Submitted by: Carolyn Meadows for Annie Lachance

COAST UNIFIED SCHOOL DISTRICT

CASH REPORT

As of March 31, 2019

<u>FUND</u>	<u>DESCRIPTION</u>	<u>CASH BALANCE</u>
01	GENERAL FUND	
	Cash in Co. Treasury	\$1,967,658
	Revolving Cash	\$10,000
13	CAFETERIA FUND	(\$31,934)
17	SPECIAL FUND	\$627,078
25	DEVELOPER FEES	\$170,598
TOTALS		<u>\$2,743,400</u>

March 2019

Coast Union High School Student Fund	\$96,826
Santa Lucia Middle School Student Fund	\$72,352
Cambria Grammar School Student Fund	\$50,705

COAST UNIFIED SCHOOL DISTRICT

Enrollment Report for March 31, 2019

School	Grade	Student count
Cambria Grammar School	Transitional Kindergarten	8
	Kindergarten	29
	1st Grade	44
	2nd Grade	41
	3rd Grade	44
	4th Grade	39
	5th Grade	39
Total		244

Santa Lucia Middle School	6th Grade	51
	7th Grade	31
	8th Grade	40
Total		122

Coast Union High School	9th Grade	61
	10th Grade	44
	11th Grade	42
	12th Grade	39
Total		186

Leffingwell High School	10th Grade	1
	11th Grade	4
	12th Grade	5
Total		10

Cambria Community Day School	9th Grade	
	10th Grade	
Total		0
Grand Total		562

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

District: **COAST UNIFIED SCHOOL DISTRICT**

Person completing this form: Marcia Bettrue Title: Admin. Secretary to the Superintendent

Quarterly Report Period:
(check one)



January - March 2019



April - June 2019



July - September 2019



October - December 2019

Date for information to be reported publicly at governing board meeting: April 11, 2019.

Please check the box that applies:



No complaints were filed with any school in the district during the quarter indicated above.



Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
TOTALS	0		

Scott Smith

Print Name of Interim Superintendent



Signature of Interim Superintendent

Date: 4/2/19

COAST UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP
Regular Meeting of April 11, 2019

CONSENT

TITLE: YMCA - 2019 Summer School Programs

EXHIBIT: None

EXPLANATION:

The following information is provided regarding the YMCA 2019 Summer Programs:

Site:

Cambria Grammar School YMCA Summer Program – June 10, 2019 – August 9, 2019

2019 Planet Y Summer Program – June 10, 2019 – August 9, 2019

RECOMMENDATION:

Approve.

Submitted by: Scott Smith, Interim Superintendent

**MEMORANDUM OF UNDERSTANDING
BETWEEN COAST UNIFIED SCHOOL DISTRICT AND
CAYUCOS ELEMENTARY SCHOOL DISTRICT FOR
PSYCHOLOGIST SERVICES
SCHOOL YEAR: 2019-20**

The Coast Unified School District (CUSD) hereby agrees with Cayucos Elementary School District (CESD) to employ the services of a credentialed psychologist to serve the students as both Districts. These services will be based upon a 45-day commitment to CESD for the 2019-20 fiscal year. CUSD shall assign a credentialed psychologist during the term of this Memorandum of Understanding.

Period of Service:

Services will be provided under this agreement for the 2019-20 school year from July 1, 2019 through June 30, 2020.

Salary:

The daily rate of pay for services provided to CESD, will be \$690.32, which includes all statutory benefits for a total of \$31,064.47 annually. CUSD will invoice CESD at the end of each month (a total of 12 months) in the amount of 2,588.71 for services rendered. CUSD may increase the daily rate of pay for services by providing CESD with a 30-day written notice. The parties shall meet prior to the expiration of this agreement to consider a successor agreement.

Terms of the Agreement:

This agreement will be effective July 1, 2019 through June 30, 2020 and requires approval of CUSD and CESD's Governing Board or its authorized representative.

Termination of Agreement:

This Agreement may be terminated by either District or psychologist at any time on 30-days prior written notice.

Coast Unified School District

Cayucos Elementary School District

By: _____

By: _____

Name: Kyle Martin

Name: Liz Villalobos

Title: Interim Assistant Superintendent

Title: Principal

Date: _____

Date: _____



AGREEMENT WITH COAST UNIFIED SCHOOL DISTRICT

This agreement is entered into by Assistance League® of SAN LUIS OBISPO COUNTY hereinafter referred to as Assistance League, located at PO BOX 14260, SAN LUIS OBISPO, CA 93406 and COAST UNIFIED, hereinafter referred to as School, located at 1350 MAIN STREET CAMBRIA, CA 93428.

1. OPERATION SCHOOL BELL® is a philanthropic program designed by Assistance League to provide any or all of the following CLOTHING, SCHOOL SUPPLIES, DENTAL HYGIENE KIT AND BOOK, or other like services as designated in this agreement.

2. Obligations of Assistance League.

- A. Assistance League shall furnish CLOTHING, SCHOOL SUPPLIES, DENTAL HYGIENE AND BOOK. Service will be provided to K-12 STUDENTS as needed until designated program funds are exhausted.
- B. Assistance League shall assume all financial obligations relative to the provision or purchase of the items described in 2A.
- C. Financial contributions to this program by Assistance League shall be made only as stipulated in the terms of this agreement.
- D. Assistance League shall maintain liability insurance coverage for this program. Assistance League shall defend, indemnify and hold School harmless against all claims arising as a result of the sole negligence or willful misconduct of Assistance League.
- E. Assistance League shall complete the Philanthropic Programs Three-Year Agreement Review Form.

3. Obligations of School.

- A. Maintain liability insurance coverage for this program. School shall defend, indemnify and hold Assistance League harmless against all claims other than as set forth in 2.D. above.
- B. Appoint a contact person to interface with Assistance League.
- C. School personnel shall identify prospective recipients or participants.
- D. If students must be transported to the Operation School Bell® facility or store for outfitting, School shall coordinate and provide such transportation at its expense.

4. Public Relations.

- A. Assistance League shall have prominent identification with the program.
- B. Assistance League shall reserve the right to review and approve all publicity releases,

brochures and other materials relative to the program, all of which shall mention Assistance League.

- C. Photos and names of recipients shall not be used without written permission of those directly involved. (Refer to Consent Regarding Photographs)

5. Term, Renewal and Termination.

The term of this agreement is three (3) years, together with four (4) three (3) year renewal periods. This agreement shall automatically renew every three years on the same terms and conditions, unless modified in writing, for a maximum of four (4) renewals.

It is the intention of Assistance League to continue this program for an indefinite period of time. However, when either party determines it can no longer abide by the terms of this agreement, it may terminate this agreement by giving ninety (90) days written notice to the other party. In the case of termination, all assets shall return to the rightful owners as set forth in this agreement and neither party shall have any further obligation thereafter.


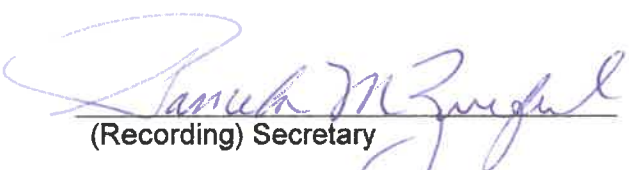

6. Memorandum of Understanding/Other Agreements.

If a Memorandum of Understanding or other agreement is required by School, attach a copy to this agreement. It is the responsibility of Assistance League to have Memorandum of Understanding and other documents reviewed by legal counsel.

Additional Documents Attached: Yes ☐ No ☒



7. Signatures and Dates.

Assistance League of SAN LUIS OBISPO COUNTY

	SUE PINO	03/11/2019
_____ President	_____ Printed Name	_____ Date
	PAM ZWEIFEL	03/11/2019
_____ (Recording) Secretary	_____ Printed Name	_____ Date
	JANEEN SCHIFF	03/11/2019
_____ Vice President Philanthropic Programs	_____ Printed Name	_____ Date

COAST UNIFIED SCHOOL DISTRICT

District / School Name

	 VICKI SCHUMACHER	3/20/19
_____ Signature	_____ Printed Name / Title	_____ Date
	INTERIM SUPERINTENDENT	



LICENSING AGREEMENT

This Agreement effective **April 1, 2019**, is made and entered into by **Coast Unified School District** as Licensee and Document Tracking Services (DTS) as Licensors each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

- A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit A of this agreement.
 - (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.
 - (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit A of this agreement.
- B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.
- C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.
- D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.
- E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.
- F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.
 - (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.
- G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.
- H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.



- I. License Fee. Licensee shall pay a fee of **\$1,500**.
- J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **\$0**.
- K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.
- L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.
- M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.
- N. Definitions.
 - (i) Document. A document is defined as **a)** a specific template provided by CDE or; **b)** any specific word document or forms that have different fields or school references such as elementary, middle or high schools* submitted by District or CDE; or **c)** individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.
 - * Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.
 - (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.
- O. Document Setup Fee. DTS will charge a one-time setup fee of \$200 per standard document up to a maximum of \$850 for customized documents.
- P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is \$39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.
- Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.



Exhibit A

The following are standard documents to be used in conjunction with the license.

1. 2019 School Accountability Report Card, English & Spanish (Custom Template)
2. 2019 School Plan for Student Achievement (CDE Template)
3. 2019 Local Control Accountability Plan (CDE Template)
4. 2019 Title IX Report (Customized Template)
5. 2019 School Safety Plan (Custom Template)



The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Date: February 21, 2019

Licensee

By: Scott Smith
Date: 3/26/19

Coast Unified School District

COAST UNIFIED SCHOOL DISTRICT

Meeting Date – April 11, 2019

FIELD TRIP REQUEST

EXPLANATION:

Who: Santa Lucia Middle School – 7th Grade/Life Science (9 students)

Where: Santa Barbara Museum, Sea Center/Zoo, and MOXI Museum

When: April 5, 2019 **Water Activity:** No

Curricular Objectives: Life Science alternative field trip for 7th graders.

Supervision: Whit Donaldson, Sigrid Castaneda

Lodging: N/A

Cost to Student: None

Transportation: Van

Safety/Liability Considerations: Parent permission to travel, participate and treat in case of emergency will be secured for each participant and will be on file with the supervising teachers and the school office.

Insurance: The Principal will ensure and verify, prior to the field trip date, that all parents or other adults driving private vehicles have the required amount of insurance and/or the District Transportation Supervisor has verified that a current insurance binder is on file for N/A Bus Service.

COAST UNIFIED SCHOOL DISTRICT

Meeting of April 11, 2019

PERSONNEL

BOARD OF TRUSTEES' AGENDA ITEMS

CERTIFICATED

<u>Name</u>	<u>Job Title & Location</u>	<u>Replace/New Position</u>	<u>Effective</u>	<u>Status</u>	<u>Step/Col</u>	<u>Budget</u>
<u>OFFER OF EMPLOYMENT</u>						
Arlee Ross	.50 Teacher CGS	New	2019-20	Prob I	TBD	GenFund
<u>CHANGE OF ASSIGNMENT</u>						
GINNA Mueller	.70 Physical Education Teacher CGS		2019-20	Perm	5/D	GenFund
<u>INDEPENDENT STUDY/HOME HOSPITAL</u>						
Sean Spradley	Home Hospital CUSD		2018-19		\$25/Hr	GenFund
<u>EXTRA DUTY</u>						
Dan Hartzell	CTE Studio Work CUHS		2018-19		\$25/Hr Not to exceed 40 hrs	CTE

CLASSIFIED

<u>Name</u>	<u>Job Title & Location</u>	<u>Replace/New Position</u>	<u>Effective</u>	<u>Status</u>	<u>Step/Col</u>	<u>Budget</u>
<u>OFFER OF EMPLOYMENT</u>						
Rafael Soto	Van Driver/Utility Worker I Support Services	Replace	4/1/2019	Prob	10/D	GenFund
<u>RESIGNATIONS/RETIREMENTS</u>						
Marcia Bettrue	Administrative Secretary to Sup.		July 1, 2019		Conf/Mgmt/G	
Salvador Moreno	Grounds Worker		March 8, 2019		12/G	
Erin West	Bus Driver/Utility Worker		April 2, 2019		15/A	

RECOMMENDATION: Approve the above personnel items.

Submitted by: Kathy Barnes - HR Coordinator

Approved by: 

Interim Superintendent

PRESENTATIONS

INFORMATION & DISCUSSION

GOVERNING BOARD

COAST UNIFIED SCHOOL DISTRICT GOVERNANCE CALENDAR 2018-19

Job Area	January	February	March	April	May	June	July	August	September	October	November	December
Effective Governance	Annual Board Study session to: 1. Review Unity of Purpose, including gov. team norms: protocols, goals, vision, mission, graduate profile, and priorities and priorities 2. Develop governance calendar	* CSBA the Brown Act * CSBA Board President's Workshop * CSBA New Board Member Institute				* Board self-evaluation - Relative strengths, weaknesses and next steps in terms of meeting Board protocols.		* Orientation for Board candidates * Review Biennial Notice	* CSBA Masters in Governance		* Orientation for new board members by SLOCOE * Review following school year instructional calendar.	* CSBA Annual Conference * New board members sworn in * Election of officers * Approve the following school year instructional calendar.
Setting Direction	*Review/Approve Comprehensive Safety Plans *Review School Accountability Report Cards (SARC's)					*Initiate goals and success indicators in the Local Control and Accountability Plan (LCAP) for the coming year and review district vision as part of the LCAP.		* Report progress on goals to the community "State of the District/Education"				
Student Learning and Achievement	* Consolidated application - Part II		* Summer school plan			* Local Education Agency Plan and Local Control and Acct. Plan * Attend graduations/promotions	*Review Consolidated application			*Review Local Performance Indicators * Opening of school report * Public hearing adoption of Resolution declaring sufficient TK-12 textbooks and instructional materials		*Review/Approve School Plans for Student Achievement

COAST UNIFIED SCHOOL DISTRICT GOVERNANCE CALENDAR 2018-19

Job Area	January	February	March	April	May	June	July	August	September	October	November	December
Finance	* Governor proposes state budget * CSBA Forecast Conference * Public Hearing/ Review Audit Report		* 2nd Interim Report		* Governor's May Revise of the budget * Report to the board * Notice of Public Inspection published by County Supt. * May 30th Deadline for Classified Layoff notices	Proposed budget available for public inspection *Public Hearing/ Proposed budget and Local Control and Accountability Plan * Adopt the budget		* On or before Aug. 15 County Supt. of Schools approves final budget as adopted by Board, files with State Auditor and Superintendent of Public Instr.	* Report to the Board the Board unaudited actuals for prior school year.	Annual Board Study Session on budget		* Receive Audit * 1st Interim Report
				* March 1st Deadline for Notification of possible Advance-ment on Salary Schedule * Mar. 15 - Deadline for certificated layoff notices								
Facilities	Monitor facilities, technology and transportation needs on a semi-annual basis.											
Policy	Develop and adopt new policies as necessary or required - Review policies on a regular basis and revise as necessary.											
Judicial Review	Maintain confidentiality on issues that may come before the board - Hold hearings and decide appeals to the board as necessary.											
Human Resources			* Lay-off notifications to staff by March 15									
Collective Bargaining	Be familiar with the district's bargaining process as defined in board policy - Establish parameters for negotiations - Receive reports on negotiations - Approve negotiated contracts											
Community Relations	* Involvement and/or attendance at school and community events. * Development and dissemination of key messages about important district topics and issues, including progress on district goals. * Monitor the Local Control Accountability Plan and the Western Association of Schools and Colleges (WASC) Progress for Coast Union High School			* Ensure there is a plan in place for communicating with and engaging the community (internal and external) in the schools * Development and dissemination of key messages about important district topics and issues, including the district's budget.					* Attend Back to School Night at sites			

**BOARD POLICIES
&
ADMINISTRATIVE
REGULATIONS**

**FIRST READING
(REVIEW)**

COAST UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP
Meeting of March 14, 2019

REVIEW
First Reading

ITEM: Board Policy and Administrative Regulation Information

EXHIBIT: See Attachments

EXPLANATION:

AR 3543 – Transportation Safety and Emergencies: Regulation updated to reflect new law (AB 1798) which requires that all school buses be equipped with passenger restraint systems by July 1, 2035. Regulation also reflects new law (AB 1840) which delays until March 1, 2019 the requirement that each school bus and student activity bus be equipped with a child safety alert system, and allows for a possible six-month extension for districts with an average daily attendance of 4,000 or less under specified conditions. Regulation adds the conditions under which a student activity bus is exempt from the requirement to install a child safety alert system.

BB 9324 – Minutes and Recordings: Bylaw updated to reflect new law (SB 1036) which prohibits districts from including in board meeting minutes a student's directory information or a parent/guardian's personal information, as defined, when the student or parent/guardian requests that such information be excluded. Bylaw also includes an optional statement that the minutes will summarize topics addressed during the public comment period and need not reflect the names of the individuals who comment.

BB 9400 – Board Self-Evaluation: Bylaw updated for consistency with CSBA's online board self-evaluation tool and facilitator services. Bylaw also links board self-evaluation to the identification of strategies for strengthening board performance, including board trainings.

RECOMMENDATION:

First Reading: Review

Second Reading: Approve

Submitted/Approved by: Scott Smith, Interim Superintendent

Business and Noninstructional Operations

TRANSPORTATION SAFETY AND EMERGENCIES

Cautionary Notice: Government Code 17581.5 relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2018 (SB 840, Ch. 29, Statutes of 2018) extends the suspension of these requirements through the 2018-19 fiscal year. As a result, certain provisions of the following administrative regulation related to transportation safety plans and safety instruction for students may be suspended.

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)

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

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.

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

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 individuals be 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 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. (Education Code 39842; 13 CCR 1256.5)

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan 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. 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. 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 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

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

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 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 prekindergarten 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

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

- 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 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)

TRANSPORTATION SAFETY AND EMERGENCIES (continued)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

Legal Reference:

EDUCATION CODE

39830-39843 *Transportation, school buses*

39860 *Contract for transportation; requirement that student not be left unattended*

51202 *Instruction in personal and public health and safety*

PENAL CODE

241.3 *Assault against school bus driver*

243.3 *Battery against school bus driver*

VEHICLE CODE

415 *Definition of motor vehicle*

545-546 *Definition of school bus and student activity bus*

22112 *Loading and unloading passengers*

23123.5 *Use of wireless telephone or communications device while driving; exceptions*

23125 *Use of wireless telephone prohibited while driving school bus*

27316-27316.5 *Passenger restraint systems*

28160 *Child safety alert system*

34500 *California Highway Patrol responsibility to regulate safe operation of school buses*

34501.5 *California Highway Patrol responsibility to adopt rules re: safe operation of school buses*

34501.6 *School buses; reduced visibility*

34508 *California Highway Patrol responsibility to adopt rules re: equipment and bus operations*

CODE OF REGULATIONS, TITLE 5

14100-14105 *School buses and student activity buses*

CODE OF REGULATIONS, TITLE 13

1200-1294 *Motor carrier safety*

2480 *Airborne toxic control measure; limitation on bus idling*

CODE OF REGULATIONS, TITLE 19

574-575.3 *Inspection and maintenance of fire extinguishers*

CODE OF FEDERAL REGULATIONS, TITLE 49

571.1-571.500 *Motor vehicle standards, including school buses*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Passenger Restraints Frequently Asked Questions

WEB SITES

American School Bus Council: <http://www.americanschoolbuscouncil.org>

California Association of School Business Officials: <http://www.casbo.org>

California Association of School Transportation Officials: <http://www.castoways.org>

California Department of Education, Office of School Transportation: <http://www.cde.ca.gov/ls/tt>

California Highway Patrol: <http://www.chp.ca.gov>

National Transportation Safety Board: <http://www.ntsb.gov>

U.S. Department of Transportation, National Highway Traffic Safety Administration: <http://www.nhtsa.dot.gov>

Regulation

approved: April 18, 2013

Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, CA

Board Bylaws

Minutes And Recordings

The Governing Board recognizes that maintaining accurate minutes of Board meetings helps foster public trust in Board governance and provides a record of Board actions for use by district staff and the public.

The Board shall keep minutes and a record of all official Board actions. The Board's minutes shall be public records and shall be made available to the public upon request.

The minutes of Board meetings shall include, but not be limited to:

1. A notation of which Board members are present, in person or by teleconference, and whether a member is not present for part of the meeting due to late arrival and/or early departure
2. A brief summary of the Board's discussion on each agenda topic, rather than a verbatim record of each Board member's specific points of view during the discussion
3. Public comments made on agendized items and unagendized topics
4. The specific language of each motion and the names of the Board members who made and seconded the motion
5. Preferential votes cast by student Board member
6. Any action taken by the Board, and the vote or abstention on that action of each Board member present

Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board.

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The Board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the Board, the minutes shall be signed by the Board Clerk, unless the Board Clerk is absent, and in this case, the minutes may be signed by the Board President.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

Board Bylaws

Minutes And Recordings

Recording or Broadcasting of Meetings

The district may tape, film, stream, or broadcast any open Board meeting.

Any district recording may be erased or destroyed 30 days after the meeting. Recordings made at the direction of the Board during a meeting are public records and, upon request, shall be made available for inspection by members of the public.

Legal Reference:

EDUCATION CODE

35012 Number of members; terms; student board members

35145 Public meetings

35163 Official actions, minutes and journals

35164 Vote requirements

49061 Student records; definitions

49073.2 Privacy of student and parent/guardian personal information

GOVERNMENT CODE

54952.2 Meeting defined

54953 Meetings

54953.5 Audio or video recording of proceedings

54953.6 Broadcasting of proceedings

54957.2 Closed sessions; clerk; minute book

54960 Violations and remedies

PENAL CODE

632 Unlawful to intentionally record a confidential communication without consent

CODE OF REGULATIONS, TITLE 5

16020-16027 Classification and retention of records

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

WEB SITES

CSBA, Agenda Online: <http://www.agendaonline.com>

Bylaw

Adopted: August 1, 1989

Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, CA

Board Bylaws

Board Self-Evaluation

The Governing Board shall conduct a self-evaluation, every other year, in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's vision and goals.

The evaluation may address any area of Board responsibility, including, but not limited to, Board performance in relation to vision setting, curriculum, personnel, finance, policy development, collective bargaining, community relations, and advocacy. The evaluation may also address objectives related to Board meeting operations, relationships among Board members, relationship with the Superintendent, understanding of Board and Superintendent roles and responsibilities, communication skills, or other governance or boardsmanship skills.

The Board shall evaluate itself as a whole. Individual Board members are also expected to use the evaluation process as an opportunity to assess and set goals for their own personal performance.

The Board, with assistance from the Superintendent, shall determine an evaluation method or instrument that measures key components of board responsibility and previously identified performance objectives.

Any discussion involving the Board's self-evaluation shall be conducted in open session.

At the request of the Board, a facilitator may be used to assist with the evaluation process. The Board may invite the Superintendent or other individual(s) with pertinent information to provide input into the evaluation process.

Following the evaluation, the Board shall set goals, define and/or refine protocols, and establish priorities and objectives for the following year's evaluation. The Board shall also develop strategies for strengthening Board performance based on identified areas of need, including, but not limited to, Board trainings such as those offered by the California School Boards Association.

Legal References on next page

Board Bylaws

Board Self-Evaluation (continued)

Legal References:

GOVERNMENT CODE

54950-54963 Brown Act; board self-evaluations not covered

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards

Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014

WEB SITES

CSBA: <http://www.csba.org>

CSBA Board Self-Evaluation: <http://bse.csba.org>

Bylaw

adopted: August 1, 1989

Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, CA

ACTION SESSION

PERSONNEL

COAST UNIFIED SCHOOL DISTRICT
AGENDA BACK UP
Meeting of April 11, 2019

TITLE: Job Description: Administrative Assistant to the Superintendent

EXHIBIT: See attached.

EXPLANATION:

The attached job description has been created for a new position in the District Office.

RECOMMENDATIONS:

Review/Approve

Submitted by: Scott Smith, Interim Superintendent

Coast Unified School District

Title: Administrative Assistant to the Superintendent

Salary Range: Confidential/Management

Job Summary: Under the direction of the Superintendent, serves as a personal administrative assistant to Superintendent, and provides a wide variety of complex and confidential administrative and secretarial support to the Superintendent so that they may dedicate maximum attention to the areas of education standards, student achievement and operation of the school district.

Qualifications:

Required: Possess an Associate's degree or work experience and training that is equivalent. Five years of increasingly responsible secretarial experience, at least one of which has been as secretary or office manager to an administrator or manager in a school district or large private or public organization. Type at a corrected speed of 50 net words per minute. Experience using various computers and computer programs.

Ability to:

- Work under limited supervision using standardized practices and/or methods.
- Compose correspondence, other narrative materials, reports, etc.
- Effectively and efficiently perform highly responsible secretarial functions.
- Plan, organize, coordinate and schedule clerical functions and activities.
- Communicate effectively in oral and written form; understand and carry out oral and written directions.
- Establish and maintain cooperative organizational, public and community relationships.
- Maintain a valid California drivers' license.

Desirable: Bilingual in Spanish/English

Essential Functions:

- Serves as a confidential and personal assistant to the Superintendent.
- Maintains and regulates appointment calendar for the Superintendent, including managers' evaluation schedule.
- Supervises the organization, coordination and distribution of agendas and supporting materials for the Board of Education meetings.
- Attends and takes minutes at meetings of the Board of Education.

- Supports the Superintendent and the Board of Education (e.g., special projects, special elections) for the purpose of providing assistance with their functions and responsibilities.
- Prepares and distributes various meeting agendas, including support materials, for Superintendent's Cabinet meetings, Principals' meetings, District Office staff meetings, Central Coordinating Committee meetings (CCC), Local Control and Accountability Plan meetings (LCAP), DELAC meetings, Professional Learning, and Instructional Rounds.
- Prepares Superintendent's correspondence, memoranda, reports, public records requests, board policies and administrative regulations, and a variety of other communicative subject matter that may include privileged and highly sensitive material
- Prepares calendars for the district and professional learning sessions.
- Collects District and school site Comprehensive Safety Plans and Single Plans for Student Achievement.
- Serves as a liaison between parents, members of the public, the Superintendent, and the Board of Education for the purpose of assisting in resolving concerns or complaints.
- Maintains confidentiality of privileged and sensitive information related to negotiations and District actions.
- Maintains a variety of manual and electronic documents, files and records for the purpose of providing up-to-date reference and audit trail for compliance with district, local, state and federal regulations.
- Performs other duties as assigned by the Superintendent.

Physical Requirements:

1. Understand speech at normal levels in person or on the telephone.
2. Communicate so others will be able to clearly understand a normal conversation in person or on the telephone.
3. Some prolonged sitting or standing.
4. Some stooping, bending, and reaching.
5. Operate audiovisual equipment, computer, copy machine and other office equipment with dexterity.
6. Occasionally lift/carry equipment and supplies up to 25 pounds.

Note: This list of essential functions and of physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

Supervision: Under the direction of the Superintendent

Approved:

COAST UNIFIED SCHOOL DISTRICT
AGENDA BACK UP
Meeting of April 11, 2019

TITLE: 2018-19 Proposed Confidential/Management Salary Schedule

EXHIBIT: See attached.

EXPLANATION:

The attached revised salary schedule adds the new position and salary for the “Administrative Assistant to the Superintendent.”

RECOMMENDATIONS:

Review/Approve

Submitted by: Scott Smith, Interim Superintendent

Coast Unified School District
2018-19 Confidential/Management Salary Schedules
Proposed

CERTIFICATED		CLASSIFIED																				
	Calendar Days	Step A			Step B			Step C			Step D			Step E			Step F			Step G		
Principal, Grammar	210	Annual	\$	111,035	\$	114,366	\$	117,797	\$	121,331	\$	124,971										
		(M)	\$	9,252.95	\$	9,530.51	\$	9,816.38	\$	10,110.94	\$	10,414.27										
		(D)	\$	528.74	\$	544.60	\$	560.94	\$	577.77	\$	595.10										
Principal, Middle School	210	Annual	\$	111,035	\$	114,366	\$	117,797	\$	121,331	\$	124,971										
		(M)	\$	9,252.95	\$	9,530.51	\$	9,816.38	\$	10,110.94	\$	10,414.27										
		(D)	\$	528.74	\$	544.60	\$	560.94	\$	577.77	\$	595.10										
Principal, High School	217	Annual	\$	116,587	\$	120,085	\$	123,688	\$	127,397	\$	131,220										
		(M)	\$	9,715.61	\$	10,007.12	\$	10,307.31	\$	10,616.46	\$	10,935.03										
		(D)	\$	537.27	\$	553.39	\$	569.99	\$	587.09	\$	604.70										
Principal, Grammar Leffingwell, Student Services	217	Annual	\$	116,587	\$	120,085	\$	123,688	\$	127,397	\$	131,220										
		(M)	\$	9,715.61	\$	10,007.12	\$	10,307.31	\$	10,616.46	\$	10,935.03										
		(D)	\$	537.27	\$	547.91	\$	564.35	\$	581.27	\$	598.71										
Director of Special Education	215	Annual	\$	111,013	\$	114,344	\$	117,774	\$	121,307	\$	124,947										
		(M)	\$	9,251.12	\$	9,434.32	\$	9,717.34	\$	10,008.86	\$	10,309.13										
		(D)	\$	516.34	\$	531.83	\$	547.79	\$	564.22	\$	581.15										
School Nurse	184	Annual	\$	63,719	\$	65,774	\$	69,885	\$	71,940	\$	74,099										
		(M)	\$	6,371.92	\$	6,577.42	\$	6,988.52	\$	7,194.02	\$	7,409.87										
		(D)	\$	346.30	\$	357.47	\$	379.81	\$	390.98	\$	402.71										
...																						
Chief Business Official	261	Annual	\$	132,244	\$	136,212	\$	140,298	\$	144,506	\$	148,842										
		(M)	\$	11,020.36	\$	11,350.97	\$	11,691.49	\$	12,042.18	\$	12,403.46										
		(Hrly)	\$	63.34	\$	65.24	\$	67.19	\$	69.21	\$	71.28										
Business Manager	261	Annual	\$	92,440	\$	95,213	\$	98,069	\$	101,011	\$	104,041										
		(M)	\$	7,703.33	\$	7,934.43	\$	8,172.45	\$	8,417.59	\$	8,670.12										
		(Hrly)	\$	44.27	\$	45.60	\$	46.97	\$	48.38	\$	49.83										
Administrative Secretary to the Superintendent	261	Annual	\$	70,057	\$	72,158	\$	74,323	\$	75,810	\$	78,849										
		(M)	\$	5,838.06	\$	6,013.19	\$	6,193.61	\$	6,317.49	\$	6,570.78										
		(Hrly)	\$	33.55	\$	34.56	\$	35.60	\$	36.31	\$	37.76										
Administrative Assistant to the Superintendent	261	Annual	\$	52,716	\$	54,297	\$	55,926	\$	57,604	\$	59,332										
		(M)	\$	4,393.00	\$	4,524.79	\$	4,660.53	\$	4,800.35	\$	4,944.36										
		(Hrly)	\$	25.25	\$	26.00	\$	26.78	\$	27.59	\$	28.42										
Admin. Asst. of Business Services Human Resources Coordinator Payroll, Health & Benefits Coordinator	261	Annual	\$	59,431	\$	61,213	\$	63,050	\$	64,942	\$	66,889										
		(M)	\$	4,952.57	\$	5,101.10	\$	5,254.15	\$	5,411.82	\$	5,574.10										
		(Hrly)	\$	28.46	\$	29.32	\$	30.20	\$	31.10	\$	32.04										
Supervisor of Food and Nutrition Services	250	Annual	\$	59,431	\$	61,213	\$	63,050	\$	64,942	\$	66,889										
		(M)	\$	4,952.57	\$	5,101.10	\$	5,254.15	\$	5,411.82	\$	5,574.10										
		(Hrly)	\$	29.72	\$	30.61	\$	31.52	\$	32.47	\$	33.44										
Technology Director MOT Director	261	Annual	\$	80,319	\$	82,728	\$	85,210	\$	87,767	\$	90,399										
		(M)	\$	6,693.21	\$	6,894.01	\$	7,100.82	\$	7,313.91	\$	7,533.28										
		(Hrly)	\$	38.47	\$	39.62	\$	40.81	\$	42.03	\$	43.29										
Director of Maintenance & Operations Director of Transportation	261	Annual	\$	60,198	\$	62,005	\$	63,864	\$	65,781	\$	67,754										
		(M)	\$	5,016.49	\$	5,167.05	\$	5,322.04	\$	5,481.74	\$	5,646.15										
		(Hrly)	\$	28.83	\$	29.70	\$	30.59	\$	31.50	\$	32.45										
Athletic Trainer	218	Annual	\$	46,607	\$	48,006	\$	49,446	\$	50,929	\$	52,457										
		(M)	\$	4,660.75	\$	4,800.57	\$	4,944.59	\$	5,092.92	\$	5,245.71										
		(Hrly)	\$	26.72	\$	27.53	\$	28.35	\$	29.20	\$	30.08										
(... Continued on reverse side ...)																						

(... Continued on reverse side ...)

BENEFITS SCHEDULE FOR CONFIDENTIAL/MANAGEMENT EMPLOYEES

VACATION: Paid Vacation Days are based on the number of years of continuous service in the district per the following schedule for classified confidential an classified management employees. Principals and Certificated Management do not earn vacation days.

<u>Year</u>	<u>No Days</u>	<u>Year</u>	<u>No Days</u>
1 & 2	13	9 & 10	18
3 & 4	14	11 & 12	19
5 & 6	16	13 & 14	20
7 & 8	17	15 and More	22

Doctoral Degree Pay: 2% of base salary. All confidential and management employees are eligible for Doctoral Degree Pay. Salary increases based on acquisition of a doctorate degree shall commence in the the month following certification by the Superintendent that the employee has acquired a doctorate degree from an accredited college or university.

Longevity: The District shall provide its classified management and classified confidential staff additional compensation in recognition of their continuous long-term service to the District. The additional annual compensation shall be \$500.00 for full-time employees after the 7th, 11th, 15th, 19th, and 24th year of continual employment with the District, so long as the employee has received a satisfactory evaluation. Part-time classified management and classified confidential employees shall earn this annual compensation on a pro rata basis. If the employee receives a satisfactory annual evaluation for his/her qualifying year of employment (e.g. 7th, 11th, 15th, 19th, and 24th year), he/she will receive the additional compensation beginning with the employee's eighth (8th) year in the District. A classified Management/Confidential employee who receives an unsatisfactory annual evaluation in any succeeding year shall be ineligible for the additional compensation until the employee again receives a satisfactory annual evaluation. Longevity pay shall be paid monthly.

Professional Development Advancements:

To encourage professional growth of all Confidential/Management employees, the District shall provide a three percent (3%) salary increase for those employees who have been on the last step of the salary schedule for at least one year and who obtain six (6) units of course credit, or the equivalent of 6 units, that have been pre-approved by the Superintendent. The units or pre-approved coursework must be directly related to the employee's current or probable future employment. The employee shall submit a written request and the justification for such request to the Superintendent for approval prior to beginning the coursework. No more than three (3) units will be approved during any one semester. Courses for units must be completed prior to the new fiscal year. Transcripts or course certification documents must verifying units taken be received by the first day of June prior to new school year in which the salary increase will be effective. The Superintendent shall grant or deny the salary increase by June 30. salary increase Only one additional can be earned during each two-year period. Credits or equivalent work may not be "banked; new credits or equivalent coursework must be completed between each two (2) year can earn period. Employees can receive no more than a total of five (5) salary increases based on professional development over their entire employment with the District.

Board Approved:

c:/Annie/Salary Schedules/Prop 2018-19 with Admin Asst

BEFORE THE GOVERNING BOARD OF THE
COAST UNIFIED SCHOOL DISTRICT
CAMBRIA, CALIFORNIA

IN THE MATTER OF

REDUCTION OF CLASSIFIED
EMPLOYEE SERVICES

RESOLUTION NO. 2018/19-#20

WHEREAS, Education Code sections 45101, 45114, 45117, 45298 and 45308 authorize the District to layoff or reduce employment services for classified employees for lack of work and/or lack of funds upon 60 days prior notice; and

WHEREAS, due to a lack of work and/or a lack of funds, certain services now being provided by the District must be reduced;

NOW, THEREFORE, BE IT RESOLVED that as of June 30, 2019, the following position will be reduced:

1. Technology Director: FROM: 1.0 FTE TO: .25 FTE, 12 months

BE IT FURTHER RESOLVED that the District Superintendent or his designee be authorized and directed to give notice of reduction of employment services to the affected employee of this District pursuant to district rules and regulations and applicable provisions of the Education Code not later than sixty (60) calendar days prior to the effective date of such reduction or discontinuance as set forth above.

BE IT FURTHER RESOLVED that the District Superintendent or his designee be authorized and directed to take any other actions necessary to effectuate the intent of this resolution.

Adopted by the Governing Board of the Coast Unified School District on this 11th day of April, 2019.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

I, Lee McFarland, Clerk of the Governing Board of Coast Unified School District, HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed and adopted by the Board of Trustees at a regular meeting thereof held on the 11th day of April, 2019, by a vote of _____.

IN WITNESS THEREOF, I have hereto set my hand this 11th day of April, 2019.

Clerk of the Governing Board

COAST UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
April 11, 2019

ACTION ITEM

Resolution 2018/19-#16

Teacher Appreciation Week

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

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Coast Unified School District Board of Trustees proclaims May 6-10, 2019, to be Teacher Appreciation Week; and

BE IT FURTHER RESOLVED that the Coast Unified School District Board of Trustees strongly encourages all members of our community to join with them in personally expressing appreciation to our teachers for their dedication and devotion to their work.

Adopted this 11th day of April, 2019, by the following vote:

Ayes: _____
Noes: _____
Abstains: _____
Absent: _____

COAST UNIFIED SCHOOL DISTRICT

Lee McFarland, Board Clerk

Attest:

Scott Smith, Interim Superintendent

COAST UNIFIED SCHOOL DISTRICT
Meeting of April 11, 2019
Resolution No. 2018/19-#17

ACTION ITEM

**RESOLUTION PROCLAIMING MAY 19-25, 2019, AS
CLASSIFIED SCHOOL EMPLOYEE WEEK**

WHEREAS, the third full week in May has been designated as Classified School Employee Week in California by the California Employees Association and the California State Legislature; and

WHEREAS, classified professionals provide valuable services to the students of the Coast Unified School District and are indispensable in providing high quality clerical, business, data processing, maintenance, transportation, food services, and educational-related programs and services; and

WHEREAS, the efforts of classified professionals are essential and critical to the successful functioning of this District and its programs; and

WHEREAS, classified school employees contribute to the establishment and promotion of a positive instructional environment and play a vital role in providing for the welfare and safety of our students; and

WHEREAS, classified employees of the Coast Unified School District are deserving of special recognition for their many contributions in a wide variety of roles to the institution of public education in this country, state, and nation; and

WHEREAS, classified professionals employed by the Coast Unified School District strive for excellence in all areas relative to the educational community.

NOW, THEREFORE, BE IT RESOLVED that the Coast Unified School District Board of Trustees hereby recognizes and wishes to honor the contributions of the classified school employees to quality education in the State of California and in the Coast Unified School District, and declares the week of May 19-25, 2019, as Classified School Employee Week at Coast Unified School District.

On motion of Board Member _____, seconded by Board Member _____, the Coast Unified School District Board of Trustees hereby adopts the foregoing resolution, by the following vote:

Ayes: _____
Noes: _____
Abstains: _____
Absent: _____

COAST UNIFIED SCHOOL DISTRICT

Lee McFarland, Board Clerk

Attest:

Scott Smith, Interim Superintendent



COAST UNIFIED SCHOOL DISTRICT
Meeting of April 11, 2019
Resolution 2018/19-#19

ACTION ITEM

SCHOOL BUS DRIVERS APPRECIATION DAY

WHEREAS, Annually, on the fourth Tuesday of April, the people of California should officially recognize all School Bus Drivers for their continued and excellent services to the youth of the State, and these drivers are deserving of special public recognition and the highest commendations; and

WHEREAS, The California Association of School Transportation Officials is a professional organization that promotes safe student transportation and advocates for continued high standards for California's School Bus Drivers; and

WHEREAS, The safety of our children rests in the hands of trained School Bus Drivers for up to six or seven hours each school day; and

WHEREAS, Personal time and energy are expended by School Bus Drivers in their initial training, maintaining a current license, perfecting their driving skills, and accruing added knowledge of school bus laws through continuing education classes; and

WHEREAS, School Bus Drivers, through counseling and disciplinary techniques, are sometimes asked to assist the students in appropriate interactive peer and adult behavior; and

WHEREAS, School Bus Drivers often face natural and unexpected hazards in the performance of their duties; and

WHEREAS, School Bus Drivers exhibit patience and kindness toward students, parents, and school staff in the performance of their duties; and

WHEREAS, School Bus Drivers consistently demonstrate an awareness of, and direct attention to, the mechanical maintenance of the school bus and safety conditions of the school bus routes; and

WHEREAS, Many school bus drivers perform their services for thousands and thousands of accident free miles, year after year;

NOW THEREFORE, BE IT RESOLVED BY the Coast Unified School District, that annually on the fourth Tuesday of April (April 23, 2019), all California's School Bus Drivers be officially recognized for their continued and excellent services to the youth of the State of California.

PASSED AND ADOPTED this 11th day of April, 2019 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

COAST UNIFIED SCHOOL DISTRICT

Lee McFarland, Board Clerk

Attest:

Scott Smith, Interim Superintendent

COAST UNIFIED SCHOOL DISTRICT
Meeting of April 11, 2019
Resolution No. 2018/19-#18

ACTION ITEM

NATIONAL NURSES WEEK
MAY 6-12, 2019

"Nurses: Inspire, Innovate, Influence"

California nurses are entrusted with the responsibility of providing medical care for millions of Californians every year. From routine check-ups to emergency medical crises, they work tirelessly to respond with swiftness, professionalism and compassion.

Nursing is our state's largest licensed health care profession. Professional nursing meets a broad spectrum of health care needs in a variety of settings and is an indispensable component of ensuring quality patient care.

During National Nurses Week, we celebrate the role of nurses in providing comprehensive health care to our growing, diverse population. It is a profession that embraces dedicated people with varied interests, strengths and passions. As nurses, they work in emergency rooms, school based clinics, and homeless shelters, to name a few. They have many roles - from staff nurse to educator to nurse practitioner and nurse researcher - and serve all of them with passion for the profession and with a strong commitment to patient safety. We salute them for their outstanding public service and dedication to such a noble profession.

NOW, THEREFORE, BE IT RESOLVED that the Coast Unified School District Board of Trustees do hereby proclaim the week of May 6-12, 2019 as "National Nurses Week" and we personally honor our school nurse, Lori Duffy.

On motion of Board Member _____, seconded by Board Member _____ the Coast Unified School District Board of Trustees hereby adopts the foregoing resolution, by the following vote:

Ayes: _____
Noes: _____
Abstains: _____
Absent: _____

COAST UNIFIED SCHOOL DISTRICT

Lee McFarland, Board Clerk

Attest:

Scott Smith, Interim Superintendent

FACILITIES & OPERATIONS

COAST UNIFIED SCHOOL DISTRICT
AGENDA BACK UP
Meeting of April 11, 2019

TITLE: Proposed 2019 Summer Projects

POSSIBLE ACTION

EXHIBIT: See attached.

EXPLANATION:

Don Adams, MOT Director, has provided a list of proposed projects that he would like the Board to consider.

1. Widen existing driveway at the high school that leads to the MOT/bus yard. It is too narrow for busses and a lot of parents use this driveway to drop/pick up students and to take students who are in the FFA program to care for their animals. *(No quote as of today)*
2. Pave the bus/van/equipment parking area in the MOT yard. It is currently dirt with rock and is very muddy and slippery when it rains. It is very difficult to paint the parking staff lines with all the rock. In addition, it is a slip/fall hazard for employees when wet. *(Toste Construction: \$174,760.00)*
3. Pave the access road that leads from the parking lot to the cafeteria (in front of the play field). Not only is this road used daily by the cafeteria for food deliveries, it is also an emergency access for the fire department. During rainy season it is very muddy and slippery. *(No quote as of today)*
4. Replace existing pressure regulator and shut off valve in front of the bathrooms at SLMS. This project will help with the toilet-flushing issues. *(Potter Plumbing: \$4,000.00)*
5. Install new light and post in the bus parking area. This is an employee safety issue. It is very dark in most of the parking area. *(Electricraft: \$9,788.00)*
6. Replace the roof on room #4 at Leffingwell High School and room #8 at Santa Lucia Middle School. Both are in very poor shape. They have been patched on multiple occasions and will continue to leak, which will eventually lead to structural damage. *(Quaglino Roofing: \$18,955.00)*

Numbers 1 and 2 are not absolutely necessary at this time, but it would be nice to get these projects done. Numbers 3-6 are more pressing for safety, structure integrity and sanitary purposes. Bids are attached. Quotes for # 1 and #3 are still in process of receiving.

RECOMMENDATIONS:

Review/Discuss/Possible Action

Submitted by: Don Adams, MOT Director

Approved by: Scott Smith, Interim Superintendent

Toste Construction, Inc.

PROPOSAL



SEALING & ASPHALT MAINTENANCE
2651 GREEN PLACE
ARROYO GRANDE, CA 93420
LICENSE NO. 879465
DIR #:1000001378
P (805) 473-0884 F (805) 473-0970

DATE	PROPOSAL #
9/27/2018	10999
EMAILED	FAXED

TO: COAST UNIFIED SCHOOL DISTRICT 1350 MAIN STREET CAMBRIA, CA. 93428		PROJECT: BUS PARKING LOT CAMBRIA, CA
PHONE 1-805-924-2818	FAX 805-927-4108	CUSTOMER E-MAIL DADAMS@COASTUSD.ORG

WE SUBMIT SPECIFICATIONS & ESTIMATES FOR:

BASE BID:

- *EXCAVATE 15" OF EXISTING SOIL ON 14,220 SQ. FT.
 - *EXPORT ALL SPOILS OFF-SITE
 - *INSTALL 12" CLASS II BASE ON 14,220 SQ. FT.
 - *INSTALL 3" ASPHALT ON 14,220 SQ. FT.
 - *STRIPE BUS PARKING STALLS
- PRICE: \$88,800

ADD ALTERNATE:

- *EXCAVATE 15" OF EXISTING SOIL ON 13,440 SQ. FT.
 - *EXPORT ALL SPOILS OFF-SITE
 - *INSTALL 12" CLASS II BASE ON 13,440 SQ. FT.
 - *INSTALL 3" ASPHALT ON 13,440 SQ. FT.
 - *STRIPE PARKING STALLS
- PRICE: \$85,960

PRICE BASED ON PREVAILING WAGE RATES.
PRICE COVERS LISTED ITEMS ONLY

WE PROPOSE HEREBY TO FURNISH MATERIAL & LABOR - COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE SUM OF:

TOTAL: \$174,760.00

NOTE: UNLESS NOTED, ESTIMATE IS BASED ON NORMAL WORKING HOURS DURING A NORMAL WORK WEEK & IS SUBJECT TO CHANGE FOR NIGHT & WEEKEND WORK. WE REQUIRE 30 DAYS NOTIFICATION PRIOR TO SCHEDULING. NOTIFICATIONS WITH LESS THAN 30 DAYS ARE SUBJECT TO AVAILABILITY.

PAYMENT: ENTIRE AMOUNT IS TO BE PAID UPON PROGRESS BILLING. IF NOT PAID WITHIN 30 DAYS, LEGAL ACTION & ATTORNEYS FEES TO BE PAID BY DEFENDANT. INTEREST CHARGED AT 1.5% MONTHLY. MAY BE PAID FOR WITH CASH OR CHECK. CREDIT CARD PAYMENTS AVAILABLE AT AN ADDITIONAL FEE.

EXCLUSIONS: TOSTE CONSTRUCTION IS NOT RESPONSIBLE FOR CURING PERIOD DUE TO WEATHER CONDITIONS. TOSTE CONSTRUCTION WILL NOT BE HELD RESPONSIBLE FOR DAMAGES TO SEALING OR STRIPING AFTER INSTALLATION, AND IS NOT RESPONSIBLE FOR SURFACE PIPES OR ELECTRICAL WIRES THAT ARE NOT INSTALLED TO CODE WHICH IS 12-18" FROM THE SURFACE OF THE SOIL. PRICE AND SCHEDULING OF THIS CONTRACT IS SUBJECT TO CHANGE WITHOUT NOTICE DUE TO: UNEXPECTED OIL INCREASES. TOSTE CONSTRUCTION WILL NOT ACCEPT ANY LIABILITY FOR ANY LAWSUITS ARISING FROM AN ADA OR HANDICAP ACCESS ISSUE OR COMPLIANCE. OWNER WILL BE RESPONSIBLE IN KEEPING PEDESTRIANS, VEHICLES, AND ANIMALS FROM TRESPASSING ON AREAS DURING CURING PERIOD. WORK DELAYS CAUSED BY PROPERTY OWNERS, TENANTS, LEASEES, OR ANY MANAGERS OR EMPLOYEES MAY INCUR ADDED FEES FOR ADDITIONAL TRIPS MADE TO COMPLETE THE PROJECT. OUR WARRANTY DOES NOT INCLUDE OIL SPOTS, CRACKS, OR STRUCTURALLY DAMAGED AREAS.

IN ANY LITIGATION OR ARBITRATION ARISING OUT OF THIS PROPOSAL ITS PERFORMANCE, THE COURT OR ARBITRATOR SHALL AWARD REASONABLE COSTS AND EXPENSES, INCLUDING ATTORNEY'S FEES, TO THE PREVAILING PARTY.

PLEASE NOTE: THIS PROPOSAL IS VOID IF NOT ACCEPTED WITHIN 30 DAYS.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A PROFESSIONAL MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COST WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKER'S COMPENSATION INSURANCE.

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATION AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE OF ACCEPTANCE:

AUTHORIZED SIGNATURE:

TONY TOSTE
PRESIDENT FOR
TOSTE
CONSTRUCTION, INC.

DATE OF ACCEPTANCE:

6649 BUCKLEY DRIVE
CAMBRIA, CA 93428
805.927.4069
potterplumbing@gmail.com
www.potterplumbing.net



ESTIMATE # 2618
DATE 03/11/2019

ADDRESS
Coast Unified School District
2850 Schoolhouse Lane
Cambria, CA 93428

SHIP TO
Coast Unified School
District
2850 Schoolhouse Lane
Cambria, CA 93428

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

CREW MEMBERS
TBD

WORK ORDER #
new

JOB SITE
Jr High

03/11/2019	Labor Items: Labor-Block/Bid Total Labor for complete job Remove old pressure regulator and install new shut off valve in sidewalk in front of Bathrooms closest to parking lot. This job will be no less than \$3300 and no more than \$4000. Plus tax	1	4,000.00	4,000.00
03/11/2019	This estimate excludes any concrete repairs needed as part of this work.			

TOTAL **\$4,000.00**

Accepted By

Accepted Date

PLEASE REMIT PAYMENTS TO:
Potter Plumbing Inc
6649 Buckley Dr.
Cambria, CA 93428

Email Quote

To: Coast Unified School District	From: James Pierson
ATTN: Dave Bidwell	Estimator
Email: dbidwell@coastusd.org	Pages: 1
Phone: 805-459-1579	Date: 3/5/19
Re: Cambia High School Additional Pole Light	DIR # 1000002190 Small Business # 4454 C-10 License # 468443

Our fixed price lump sum quotation for the above referenced work is **\$9,788.00** to cover the electrical work including material, tax and labor during straight time hours Monday through Friday for a complete installation as outlined below:

Per inquiry from Dave Bidwell on February 26th 2019

Specifically included are the following:

1. Provide and install (1) additional concrete pole base, 20' square steel pole and LED flood light to match existing fixtures installed in 2017.
2. Trenching, native backfill and compaction along fence line to new pole location from existing conduit stub.

Specifically excluded are the following:

1. Permits and fees.
2. Trench path is understood to be clear with no obstructions to navigate or surface removal/replacement required.
3. Pole location is understood to be accessible with a line truck.

In accordance with the California Code of Regulations Title 8, Chapter 2, Subchapter IV our electricians have been tested and are certified Journeyman General Electricians. Our standard additional insured endorsement CG 2010 11 85 is included in this quote. Any additional endorsements or waivers can be provided at an additional charge.

Thank you for the opportunity to quote. This quote is valid for a period of 30 days. Our invoices are due and payable upon presentation. All balances over 30 days past due shall have service charges added of 1.5% per month. Subject to review, approval and acceptance of your purchase order or subcontract agreement. Please feel free to call regarding any questions you may have.

Sincerely,

James Pierson
Estimator

Z:\Bids\Coast Unified School District\CUSD Additional Bus Parking Light\Quotes\Email Quote_Scope Template.doc

PLEASE NOTE: The information contained in this facsimile message is intended only for the personal and confidential use of the designated recipient(s) named above. This message may be a contractor-client communication, and as such is privileged and confidential. If the reader of this message is *not* the intended recipient(s) or an agent responsible for delivering it to the intended recipient(s), you are hereby notified that you have received this document in error, and that any review, dissemination, distribution or copying of this message is strictly prohibited. If you have received this communication in error, please notify this office immediately by phone (805) 544-8224 and return the original message to Electriccraft Inc. Thank you.



Contractors License #254025

February 6, 2019

Coast Unified School District
Attn: Dave Bidwell
1350 Main Street
Cambria, CA 93428

Phone: 805-909-0334
Email: dbidwell@coastusd.org

RE: Re-roofing specification and quotation

AREA OF WORK: Portable #4- Leffingwell School
JOB ADDRESS: 2820 Santa Rosa Creek Road, Cambria, CA 93428
Direct cost of local permit fees, *if applicable*, to be added to this bid.
James A. Quaglino, Inc. State of California Public Works Registration Number #: 1000008664

SPECIFICATIONS:

I. PREPARATION

NOTE: All roofing work to be performed using James A. Quaglino, Inc. employees and equipment

- A. Remove existing metal roof and dispose
- B. Remove existing vent jacks and eave flashing
- C. Sweep roof
- D. Rotten or deteriorated sheathing or fascia, if any, to be replaced on a Time and Material Basis or by others

II. SHEETMETAL

- A. Edge Metal: 24-gauge galvanized PVC cladded metal
- B. Roof Jacks: Factory made pipe boots
- C. Install new seamless aluminum gutters and downspouts at eave

III. SINGLE PLY ROOF

- A. Mechanically fasten one layer 1/4" x 4' x 8' Dexcell
- B. Mechanically one layer white 60 mil PVC membrane and heat weld seams
- C. Weld joint patches on all T-Joints
- D. This roof complies with Title 24 Cool Roof Requirements
- E. Haul away roofing debris and leave the work area broom clean

QUOTATION:

BASE BID \$ 8,625.00

Thank you for the opportunity to quote on this project. If you have any questions, please call me at (805) 543-0560. The quotation is limited to 10 days acceptance

Quaglino Roofing

Ryan Sutcliffe
RS/mc



Contractors License #254025

February 6, 2019

Coast Unified School District
Attn: Dave Bidwell
1350 Main Street
Cambria, CA 93428

Phone: 805-909-0334
Email: dbidwell@coastusd.org

RE: Re-roofing specification and quotation

AREA OF WORK: Portable #8

JOB ADDRESS: Santa Lucia Middle School, 2850 Schoolhouse Lane, Cambria, CA 93428

Direct cost of local permit fees, *if applicable*, to be added to this bid.

James A. Quaglino, Inc. State of California Public Works Registration Number #: 1000008664

SPECIFICATIONS:

I. PREPARATION

NOTE: All roofing work to be performed using James A. Quaglino, Inc. employees and equipment

A. Fill pans of existing metal roof with 2" rigid foam insulation to tops of ribs

II. SHEETMETAL

A. Edge Metal: 24-gauge galvanized PVC cladded metal

B. Furnish and install new seamless aluminum gutters at eaves, tying in to existing downspouts

III. SINGLE PLY ROOF

A. Mechanically fasten one layer 1/2" compressed rigid foam cover board to metal roof

B. Mechanically fasten one layer white 60 mil PVC membrane and heat weld seams

C. Weld joint patches on all T-Joints

D. Haul away roofing debris and leave the work area broom clean

QUOTATION:

BASE BID \$ 10,330.00

Thank you for the opportunity to quote on this project. If you have any questions, please call me at (805) 543-0560. The quotation is limited to 10 days acceptance

Quaglino Roofing

Ryan Sutcliffe
RS/mc

BUSINESS SERVICES

Resolution 2018/19-#21

Resolution Establishing the Official Policy of the Board of Trustees for the Coast Unified School District on School District Reorganization

WHEREAS, the trustees of Coast Unified School District want to be transparent with the public regarding their intentions;

WHEREAS, the trustees of Coast Unified School District desire to focus the allocation of available resources on classroom expenditures; and

WHEREAS, the trustees of Coast Unified School District are actively identifying areas within the budget where money may be saved which does not negatively impact students; and

WHEREAS, the trustees of Coast Unified School District shall consider opportunities to partner with other local districts in specific areas to save money; and

WHEREAS, Coast Unified School District has a history of shared services with neighboring districts, which has included School Psychologist services, Speech and Language services, Occupational Therapy services, Transportation services, etc.; and

WHEREAS, Coast Unified School District has recently entered into a shared Superintendent services contract with Cayucos Elementary School District; and

WHEREAS, a shared Superintendent services contract may be interpreted by staff, parents, and the public as sign that trustees may desire to unify Coast Unified School District and Cayucos Elementary School District; and

NOW, THEREFORE BE IT RESOLVED, that the governing board of the Coast Unified School District opposes unification of Coast Unified School District and Cayucos Elementary School District. Furthermore, District staff is directed to not undertake any type of reorganization effort without the express written authorization of the Board of Trustees through a future resolution duly passed by said Board.

I, Lee McFarland, Clerk of the Governing Board, certify that the above resolution, proposed by _____ and seconded by _____, was duly passed and adopted by the Governing Board of the Coast Unified School District of San Luis Obispo County, California, at an official public meeting thereof held on April 11, 2019.

AYES: _____
NOES: _____
ABSENT: _____

Date: 4/11/19

Lee McFarland, Board Clerk
Coast Unified School District

COAST UNIFIED SCHOOL DISTRICT
AGENDA BACK UP
Meeting of April 11, 2019

ACTION

TITLE: ParentSquare Contract

EXHIBIT: See attached.

EXPLANATION:

The attached contract for the ParentSquare program will provide a communication and organization tool designed to keep staff, students, and parents/families informed, and involved in their school community through email, text or app notifications. The types of communication are listed below:

- Receive all school, classroom and group communication via email, text or app notification
- Send out posts to your relevant groups
- Create and view important calendar events and RSVPs
- Send and receive photos, links and attachments
- Send private messages to parents and other staff members

This program is one more tool to assist the district with communication within the district and with students, parents and families.

RECOMMENDATIONS:

Review/Approve

Submitted by: Scott Smith, Interim Superintendent

ORDER FORM

District/ School Name	Coast Unified School District		
Created Date	3/12/2019	Prepared By	Andrew Kolaczewski
Expiration Date	7/30/2019	Email	andrew@parentsquare.com
Term	7/1/2019 to 6/30/2020	Phone	714-305-2584
Contact Name	Kyle Martin	Bill To Name	
Contact Email	kmartin@coastusd.org	Bill To Email	

Item	Unit Price	Total Units	Price
Annual Subscription Fee	\$5.00	600	\$3,000.00
One-time Set up Fee	\$500.00	1	\$500.00
First invoice fee (annual subscription + one-time set up)			\$3,500.00
Annual invoice fee after year 1 (annual subscription)			\$3,000.00

Optional Notes

Discounted Onboarding (4 sites, Illuminate)

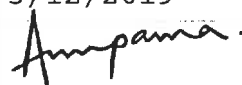
Terms and Conditions

The Services are subject to the terms contained in this Order Form, the School Agreement located at www.parentsquare.com/agreement, and incorporated by reference into this Order Form ("ParentSquare School Agreement"), and any exceptions listed in the Exceptions section below. 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.

District/ School Signature

Name	
Title	
Date	
Signature	

ParentSquare Signature

Name	
Title	
Date	3/12/2019
Signature	

Package Details and Features

- Mass Notifications (Text, App Notification, Email, Phone Call)
- Urgent Alerts (Text, App Notification, Email, Phone Call)
- District/ School App and Web Portal
- Auto Notices -- Attendance, Lunch Balance etc.
- ParentSquare Posts to District/ School
- Teacher and Classroom Communication
- Secure Docs (Progress Reports)
- Parent-Teacher Conferences
- Social Media and Website Share
- Payments and Fundraisers
- Directory (search by name, e-mail, phone, student)
- Calendar and RSVP
- Polls
- Volunteering and Supplies Sign Ups
- Volunteer Hours
- Forms & Permission Slips
- StudentSquare - Student Communication + App

Definitions

Annual Subscription Fee: An annual subscription fee is invoiced at Term Start Date and each year on the Term anniversary date. The annual subscription fee is re-evaluated each year based on participating student enrollment on the anniversary date upon renewal.

One time Set-up Fee: A one-time set-up fee is invoiced at Term Start Date. The set-up fee includes initial consultations for getting started with ParentSquare, ParentSquare set up as a co-branded website, online training sessions including a free live webinar training, data import of your School's families and staff either via direct data integration, SFTP import, or a manual upload.

Price Quote

Prepared For

Kyle Martin
kmartin@coast.usd.org
Coast Unified School District
1350 Main St
Cambria, CA 93428

ParentSquare Contact

Andrew Kolaczewski
ParentSquare, Santa Barbara, CA
andrew@parentsquare.com
1-714-305-2584

Date: 3/12/19

Expires: 7/31/2019

Term: 7/1/2019-6/30/2020

Submit Purchase Order to

ParentSquare Inc.
924 Anacapa Street, Suite 3R
Santa Barbara, CA 93101
Attn: Andrew Kolaczewski
OR
Fax: 805.456.0342/ Email: billing@parentsquare.com
Attn: Andrew Kolaczewski

Item	Unit Price	Total Units	Price
Annual Subscription Fee (PS+SA)	\$5.00	600	\$3,000
One Time Set up Fee (\$500/site)	\$500	1	\$500
First Invoice Fee (Annual Subscription + One Time Set up Fee)			\$3,500
Annual Invoice Fee After Year 1 (Annual Subscription)			\$3,000

* Includes Discounted onboarding (4 sites for \$500, Illuminate)

ParentSquare Package Details

Item	Description	Unit Price
NOTIFY Smart Alerts Mass Notification	<ul style="list-style-type: none"> • Mass Notifications (Text, App Notification, Email, Phone Call) • Urgent Alerts (Text, App Notification, Email, Phone Call) • District/ School App and Web Portal • Auto Notices -- Attendance , Lunch Balance etc. 	\$2.00 /student/ year
ENGAGE Everyday Parent Engagement	<ul style="list-style-type: none"> • ParentSquare Posts to District/ School • Teacher and Classroom Communication • Secure Docs (Progress Reports) • Parent-Teacher Conferences • Social Media and Website Share • Payments and Fundraisers • Directory (search by name, e-mail, phone, student) • Calendar and RSVP • Polls • Volunteering and Supplies Sign Ups • Volunteer Hours • Forms & Permission Slips • StudentSquare - Student Communication + App 	\$3.00 /student/ year

Definitions

Set up Fee: A one-time set up fee is invoiced at Term Start Date. The set up fee includes initial consultations for getting started with ParentSquare, ParentSquare set up as a co-branded website, online training sessions including a free live webinar training, data import of your School's families and staff either via direct data integration, SFTP import, or a manual upload.

Annual Subscription Fee: An annual subscription fee is invoiced at Term Start Date and each year on the Term anniversary date. The annual subscription fee is re-evaluated each year based on participating student enrollment on the anniversary date upon renewal.

COAST UNIFIED SCHOOL DISTRICT
AGENDA BACK UP
Meeting of April 11, 2019

TITLE: BoardDocs Contract

EXHIBIT: See attached.

EXPLANATION:

This contract will provide the district with a new board agenda program which will streamline the agenda process for board meetings. Several school districts in the county use this program or agenda on-line when building and publishing their board agenda packets.

RECOMMENDATIONS:

Review/Approve

Submitted by: Scott Smith, Interim Superintendent

BoardDocs
End User Agreement
Part I: Order Form

Emerald Data Solutions, Inc. ("Emerald"), with an address at 1515 North Courthouse Road, Suite 210, Arlington, VA 22201, provides a proprietary, web-based service known as BoardDocs (the "Service"), that enables organizations to enhance aspects of the governance process and communications between the administration, the public and the board, all on and subject to the terms of this End User Agreement (the "**Agreement**"). By executing this Agreement, the below named customer ("**Customer**") agrees to use, and Emerald agrees to make available to Customer, the Service, all in accordance with and subject to the terms and conditions described in this Agreement.

1. General Information.

Project Information		Sales Information	
Billing Agent: SSDA		Sales Rep Phone:(202) 790-6904	
Sales Rep Name: Kristin Forsberg		Sales Rep E-Mail: kforsberg@boardeffect.com	
Customer Information			
Organization Name: Coast Unified School District			
Address: 1350 Main St			
City: Cambria,	State: California	Zip: 93428	

2. Charges. For each BoardDocs site (as defined by Emerald) ordered under this Agreement, Customer will pay the applicable Annual Recurring Charge ("**ARC**") and the Non-Recurring Charge ("**NRC**") set forth below. Once paid, the ARC and NRC are not refundable. The initial NRC and ARC will be invoiced promptly after execution of this Agreement.

Type of Service	Type of Charge	Amount
BoardDocs Pro	ARC	USD 6,000.00
BoardDocs Installation	NRC	USD 1,000.00

3. Term. The "**Initial Term**" of this Agreement will commence on the Effective Date, as defined below, and continue for an Initial Term of fifteen (15) months thereafter. Notwithstanding the extent to which the Initial Term exceeds one year in duration, Client shall only be responsible for the ARC listed in Section 2 for the duration of the Initial Term. Customer shall be invoiced \$1,000 for the NRC on or around the Effective Date. Client shall be invoiced \$6,000 for the Initial Term's ARC on or around June 30th, 2019. On the expiration of the Initial Term, the Term of this Agreement will automatically renew and remain in effect for consecutive one- (1-) year periods (each a "**Renewal Term**") unless either party provides the other party at least thirty (30) days' advance written notice of non-renewal prior to the end of the then-current Term. Emerald may increase the ARC from time to time upon at least sixty (60) days' advance written notice to Customer and which increase shall take place at the commencement of the next Renewal Term.

BY SIGNING BELOW, THE PERSON SIGNING FOR CUSTOMER PERSONALLY REPRESENTS AND WARRANTS TO EMERALD THAT HE OR SHE HAS THE AUTHORITY TO SIGN FOR CUSTOMER AND BIND CUSTOMER TO THIS AGREEMENT. CUSTOMER UNDERSTANDS AND AGREES TO BE BOUND BY THE ATTACHED TERMS AND CONDITIONS.

Coast Unified School District
Signature

EMERALD DATA SOLUTIONS, INC.
Signature

Date (printed)

Date (printed)

Name (printed)

Name (printed)

Title (printed)

Title (printed)

"**Effective Date**" shall be the 31st day of March, 2019.

Part II: Additional Terms and Conditions

4. **Provision of the Service.** Subject to the terms and conditions of this Agreement, Emerald will make the Service available to Customer in accordance with this Agreement, the Service Level Agreement ("**SLA**") and the Emerald Acceptable Use Policy ("**AUP**"), which SLA and AUP are posted on Emerald's web site at <http://www.BoardDocs.com/Home.nsf/legal> and both of which are incorporated into and made a part of this Agreement. Emerald will provide Customer with at least sixty (60) days' advance notice of any change in the SLA or AUP. Emerald will use commercially reasonable efforts to make the Service available to Customer by an implementation date agreed to by the parties, including establishing the hosting of the Service and storage of data uploaded via the Service. Such Service will be co-branded with both parties' "Marks" (as defined in Section 10). Emerald may modify certain components of the Service as required by changes in laws, regulations or technology, requests of customers or to make improvements or correct problems or issues.
5. **Payment.** Customer agrees to pay Emerald (or its designated billing agent) all charges or fees described in this Agreement within thirty (30) days of Customer's receipt of the applicable invoice. Any amount not paid within such thirty (30) day period will bear interest, until paid, at the lesser of: (a) one and one-half percent (1½%) per month, or (b) the highest rate permitted by applicable law. The ARC will be invoiced annually in advance. In addition to such rates and charges, Customer will be responsible for all taxes and fees assessed or due with regard to its use of the Service and, if applicable, Customer will provide Emerald with any certificate or other evidence of tax-exemption. The continued provision of the Service is conditioned on Customer's creditworthiness and may be subject to a mutually agreeable reasonable assurance of payment or deposit. All charges or fees paid or payable are non-refundable. All amounts payable to Emerald are payable in full in United States dollars unless specifically indicated to the contrary in this Agreement.
6. **Termination.** This Agreement is effective for the Term described in Section 3. Emerald may terminate this Agreement and/or cease or suspend the provision of all or any part of the Service upon: (a) Customer's failure to pay any amount when due under this Agreement (after ten (10) days' prior written notice of such failure to pay); (b) the filing of a petition in bankruptcy by or against Customer; (c) any illegal, slanderous, infringing or inappropriate "Content" (as defined in Section 8) being loaded on any website or otherwise transmitted or used in connection with the Service which is not immediately ceased and removed after request by Emerald; or (d) any material breach of this Agreement by Customer, including but not limited to any violation of the AUP (all of the foregoing being defined as a "**Customer Caused Termination or Suspension**"). In the case of any such Customer Caused Termination or Suspension, Customer will pay for all accrued and unpaid charges for the Service provided through the date of such Customer Caused Termination or Suspension. Customer may terminate this Agreement upon: (a) the filing of a petition in bankruptcy by or against Emerald; or (b) any material breach of this Agreement by Emerald. Upon any termination of this Agreement, Customer agrees its right to use the Service or Emerald "**Intellectual Property**" and/or "**Marks**" (as defined in Section 10) shall immediately cease and Customer shall cause all of its affiliates to cease using the Service and all of Emerald's Intellectual Property or Marks.
7. **Use of the Service.** Subject to the terms and conditions of this Agreement, Emerald hereby grants to Customer, and Customer hereby accepts, a limited, non-exclusive, non-sublicenseable, non-transferable, annual license to access the Service for Customer's purposes solely during the Term. Customer will be responsible for all hardware, software (including browser software) and Internet communication links and connectivity necessary to access the Service from their respective facilities, including, without limitation, maintaining sufficient bandwidth to meet Customer's utilization demands. Customer shall be solely responsible for ensuring that each of the persons or entities that accesses the Service through Customer or its systems or with Customer's consent (collectively, "**Users**") complies with all of the terms and conditions of this Agreement, including the AUP and all applicable laws, rules, regulations and ordinances. Customer will not copy, modify, adapt, translate, hypothecate, lease, disclose, loan, sublicense, resell, distribute or create derivative works based on all or any part of the Service or Emerald Intellectual Property or Marks, unless expressly permitted in writing by Emerald. Customer will not attempt to decompile, reverse engineer or disassemble the Service and Customer will be liable to Emerald for any unauthorized copying, reverse engineering or use of the Service by Users. Unless otherwise agreed in writing by Emerald, Customer will not, and will cause each of the Users to not, remove or modify, or attempt to remove or modify, any proprietary notices contained in or associated with the Service. Customer agrees that it is solely responsible for maintaining and ensuring that its Users maintain the confidentiality of any User passwords or access codes entrusted to Customer or its Users, and for all activities resulting from their authorized or unauthorized use.
8. **Customer Content and Data.** Subject to the terms of this Agreement, Customer is exclusively responsible and liable for all content it posts or transmits using the Service (the "**Content**"), and Emerald has no responsibility or liability therefore, nor will Emerald be responsible for reviewing or determining the accuracy or appropriateness of any such Content. Content does not include data or information regarding other customers of Emerald or any information provided by Emerald. Customer will not use any information accessible from the Service in conjunction with any enterprise unrelated to its governmental duties or not authorized or contemplated by this Agreement. Customer reserves exclusive rights to all of its information stored in fields and as attachments in the Service database. At Customer's request, Emerald will export the data from the Service database in its native format at no charge to Customer. If Customer desires Emerald to convert the data into any other format other than its native format, Customer shall pay Emerald two-hundred and fifty dollars (\$250) per hour for such conversion services. Customer hereby grants to Emerald, and Emerald hereby accepts, a non-exclusive, royalty-free license to use such Content, information and data for purposes of providing the Service to Customer and performing any other obligations under this Agreement, for their business purposes relating to the Service, and for the maintenance or use of business records and information associated with any of the foregoing. Customer is solely responsible for such

Content, information and data (including, without limitation the accuracy of such Content, information and data) and for ensuring that Customer has the necessary rights to use such Content, information and data, and Customer will defend, and satisfy any claims, judgments or expenses of or against Emerald, arising out of any third-party claims relating to such Content, information or data. Customer has only the limited rights granted by this Agreement.

9. **Acceptable Use.** All use of the Service will comply with the Emerald's AUP. Customer will not: (a) post or transmit on or through any website or network through which the Service is provided any libelous, slanderous, obscene or otherwise unlawful information or materials of any kind or any information that invades the privacy or rights of a third party; (b) interfere with or disable the Service or Emerald's systems or operations in any way; (c) engage in any conduct involving the Service that would constitute a criminal offense or give rise to civil liability under any local, state, federal or other law or regulation; or (d) post, transmit, upload, reproduce or distribute to or through the Service any material or Content protected by copyright, patent, confidentiality, trade secret, trademark, privacy or other intellectual property or proprietary rights without first obtaining sufficient legal consent or written permission from the owner thereof. Unless the law that governs Customer's existence or operation prohibits this, Customer agrees to defend, indemnify and hold harmless Emerald from any and all liabilities, costs and expenses, including reasonable attorneys' fees, arising from or related to a failure of Customer or its Users to comply with all applicable laws, this Agreement or the AUP or Customer's actions or omissions with respect thereto.

10. **Ownership and Intellectual Property.** "Intellectual Property" means (a) copyrights, trademarks (and all goodwill associated therewith), service marks (and all goodwill associated therewith) and any other rights to any form or medium of expression and all applications for registration of any of the foregoing; (b) trade secrets and confidential information (as defined by applicable law), privacy rights and any other protection for confidential or proprietary information or ideas; (c) patents and patent applications; (d) inventions and any other items, information or theories which are protectable or registrable under any of the copyright, patent, trade secret, confidentiality or other intellectual property laws; and (e) any other similar proprietary rights or interests recognized by applicable law. Customer acknowledges and agrees that Emerald owns (as between Emerald and Customer) and will retain all ownership in the Intellectual Property and all other property rights and interests associated with the Service, the Marks and all derivative works and components of any of the foregoing. Customer specifically disclaims, and acknowledges it will never acquire, claim or seek to register, any Intellectual Property or other property rights or interests in the Service or Emerald Intellectual Property, or any derivative work of any of the foregoing, by operation of law or otherwise. Customer will execute and deliver confirmations or other written instruments as reasonably requested by Emerald to confirm Emerald's exclusive ownership of Emerald's Intellectual Property and the Service. As between Customer and Emerald, Customer will own all Intellectual Property or other property rights or interests in and to Customer's own data and Content. Subject to the terms this Agreement, each party hereby grants to the other during the Term of this Agreement a royalty-free, non-exclusive, non-transferable license to use such party's trademarks and service marks (and the good will associated therewith) provided to the other by such party (the "Marks") solely in connection with the other's performance of this Agreement and in connection with their use of the Service. Each party agrees that any use of the other party's Marks will be in strict accordance with the other party's reasonable trademark and service mark guidelines as provided and revised by the other party from time to time. Emerald reserves all rights not expressly granted to Customer in this Agreement.

11. **Disclaimer.** CUSTOMER ASSUMES TOTAL RESPONSIBILITY FOR USE OF THE SERVICE, CONTENT AND THE INTERNET AND ACCESSES THE SAME AT ITS OWN RISK. EMERALD EXERCISES NO CONTROL OVER AND HAS NO RESPONSIBILITY WHATSOEVER FOR THE CONTENT ACCESSIBLE OR ACTIONS TAKEN ON THE INTERNET OR PROVIDED BY CUSTOMER OR ITS AFFILIATES, AND EMERALD EXPRESSLY DISCLAIMS ANY RESPONSIBILITY FOR SUCH CONTENT OR ACTIONS. EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT, THE SERVICE AND ANY RELATED SOFTWARE PROVIDED BY EMERALD ARE PROVIDED WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING NO WARRANTY OF TITLE, NONINFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. NO ADVICE, STATEMENT OR INFORMATION GIVEN BY EMERALD, ITS AFFILIATES OR CONTRACTORS WILL CREATE A WARRANTY AND EMERALD DOES NOT WARRANT THAT THE SERVICE AND ANY RELATED SOFTWARE PROVIDED BY EMERALD WILL BE UNINTERRUPTED OR ERROR-FREE.

12. **Limitations of Liability.** NO PARTY OR SUCH PARTY'S AFFILIATES OR CONTRACTORS WILL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OR FOR ANY LOST OR IMPUTED PROFITS OR REVENUES OR LOST DATA OR COSTS OF COVER ARISING FROM OR RELATED TO THE SERVICE OR THIS AGREEMENT, REGARDLESS OF THE LEGAL THEORY UNDER WHICH SUCH LIABILITY IS ASSERTED AND REGARDLESS OF WHETHER A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF ANY SUCH LIABILITY, LOSS OR DAMAGE, EXCEPT WITH RESPECT TO ANY INDEMNITY PROVIDED BY CUSTOMER UNDER THIS AGREEMENT. EMERALD'S AGGREGATE LIABILITY UNDER THIS AGREEMENT WILL NOT EXCEED THE FEES RECEIVED BY EMERALD FROM CUSTOMER IN THE TWELVE (12) MONTHS PRIOR TO THE TIME AT WHICH THE LOSS, COST, CLAIM OR DAMAGES AROSE.

13. **Confidentiality.** A party's "Confidential Information" means information or data (in oral, written, electronic or other form), excluding any "Trade Secrets" (as defined under applicable law), related to or owned or controlled by such party, valuable to such party and not generally known or readily available through legal means (other than its disclosure in reliance on this Agreement) to the receiving party. Customer acknowledges that the Service contains Confidential Information and Trade Secrets of Emerald. Subject to applicable law, a receiving party may use the disclosing party's Confidential Information or Trade Secrets to perform its obligations and exercise its rights under this Agreement, and may not communicate, disclose, transfer or use the disclosing party's Confidential Information or Trade Secrets for any other purpose without the prior written consent of the disclosing party. The foregoing restrictions shall not apply

to any Confidential Information or Trade Secrets of the disclosing party that: (a) are in the public domain, other than due to the actions or omissions of the receiving party; (b) can be proven to have been already known by the receiving party before their disclosure by the disclosing party; (c) were independently developed by the receiving party without access to or use of any Confidential Information or Trade Secrets of the disclosing party. In addition, the receiving party may disclose the disclosing party's Confidential Information or Trade Secrets only to its officers, directors and employees on a need-to-know basis after informing any such disclosees that it is confidential and subject to the terms of this Agreement, and provided that such disclosing party remains liable to ensure that such individuals comply with the requirements of this Agreement. Notwithstanding the foregoing, after giving reasonable notice to the disclosing party (which notice affords the disclosing party an opportunity to seek a protective order or other remedy), the receiving party may disclose the disclosing party's Confidential Information or Trade Secrets to the extent required by law or a court of competent jurisdiction. On request, each receiving party will return or destroy all copies or records that contain or reflect the disclosing party's Confidential Information or Trade Secrets. A party may seek injunctive relief to redress or prevent violations of this Section 13, in addition to, and not in lieu of, any other rights and remedies available to such party. Trade Secrets will be protected as required by this Agreement and applicable law for so long as they remain a Trade Secret under applicable law.

14. Miscellaneous

- (a) Unless the law that governs Customer's existence or operation prohibits this, any claim or dispute relating to this Agreement will be governed by Delaware law. The parties agree that the finder of fact must adhere to the terms and conditions in this Agreement.
- (b) If any portion of this Agreement is held to be unenforceable, the unenforceable portion will be construed as nearly as possible to reflect the original intent of the parties and the remainder of the provisions will remain in full force and effect. Except with regard to the SLA, neither party's failure to insist upon strict performance of any provision of this Agreement will be construed as a waiver of any of its rights under this Agreement. The terms and conditions of this Agreement will not be more strictly construed against either party since both parties negotiated this mutually acceptable Agreement.
- (c) Notices under this Agreement will be sent to the addresses set forth above or to such other address as a party shall notify the other party in writing.
- (d) All terms and provisions of this Agreement which should by their nature survive the termination of this Agreement will so survive, including, but not limited to, the relevant provisions of Sections 3, 4, 5, 6, 7 (except any licenses, which are restricted to the Term), 9, 10, 11, 12, 13, and 14.
- (e) Customer understands that the Service is accessed through the Internet and data may travel over the unsecured networks of several third-party Internet service providers and thus may not be secure or confidential. Emerald is not responsible for Internet connectivity to Customer's location or anything that happens by or through Internet or other transmission or access. Emerald will not be liable to Customer, or any User, for any delay or failure to perform any provision of this Agreement to the extent such delay or failure to perform is caused by an event beyond the reasonable control of Emerald, including, without limitation, an act of God; flood; riot; fire; explosion; judicial or governmental act; terrorism; military act; strike or lockout; third-party act or omission; failure of utility or telecommunications facilities; virus, worm, trojan horse or other code, command, file or program designed to interrupt, destroy or limit the functionality of any content, information, software, hardware or equipment; Internet slow-down or failure; lightning or other weather condition or event; or any other act, omission or event outside the control of Emerald (all of which are "**Events of Force Majeure**").
- (f) This Agreement, the SLA and AUP and other documents or items referenced herein or therein, constitute one and the same legally binding instrument and the entire agreement between Customer and Emerald with respect to the subject matter hereof and expressly supersede any contrary prior written or oral agreements or understandings between the parties. Customer may not assign this Agreement or any of its rights or obligations without the prior written consent of Emerald, which consent will not be unreasonably withheld or delayed. The terms and conditions of this Agreement may not be amended except in a writing signed by both parties.



COUNTY OF SAN LUIS OBISPO
HEALTH AGENCY
BEHAVIORAL HEALTH DEPARTMENT
Michael Hill *Health Agency Director*
Anne Robin, LMFT *Behavioral Health Director*

March 4, 2019

Coast Unified School District
Attn: Marcia Bettrue
2950 Santa Rosa Creek Road
Cambria, CA 93428

RE: County of San Luis Obispo

Enclosed is one fully executed original of the OTR and A01 for Student Support Counseling Services for your records.

The County looks forward to continuing to work with you. Please let me know if you have any questions or need further information from us.

Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Megan O'Brien".

Megan O'Brien
Behavioral Health Contract Administrator
County of San Luis Obispo Health Agency
2180 Johnson Ave. 2nd Floor
San Luis Obispo, CA 93401

Tel: (805) 788-2723
Fax: (805) 781-5541
mlobrien@co.slo.ca.us

OPTION TO RENEW AND AMENDMENT No. 1

**To the CONTRACT FOR BEHAVIORAL HEALTH SERVICES
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

Entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Coast Unified School District, a California public school district, hereafter "District", together "Parties".

WHEREAS, on December 5, 2017, the County and District entered into a contract for fiscal year 2017-18 (the "Contract") under which County agreed to provide certain services.

WHEREAS, the County and District have a need to exercise the option to renew the Contract as per Exhibit C.4. "Option to Renew for One Year".

WHEREAS, the Board of Supervisors delegated to the Health Agency Director or designee the authority to decide whether to exercise the option to renew this Contract for two (2) successive one-year periods.

WHEREAS, the Board of Supervisors delegated to the Health Agency Director or designee the authority to amend the Contract to exchange, delete, or add to the types of services and/or to increase compensation to County.


NOW THEREFORE, the parties agree that the Contract is amended as follows:

1. The Contract, Exhibit B.1. "Compensation" paragraph a. subparagraph 1) is deleted in its entirety and replaced with the following:
 - 1) The total payable by the District under the terms of this agreement to County shall not exceed twelve thousand eight hundred ten dollars (\$12,810).
2. The Contract, Exhibit C.3. "Duration Date" is deleted and replaced in its entirety with the following:
 3. **Duration Date.**

This Contract shall remain in effect from July 1, 2018 until June 30, 2019, unless terminated sooner pursuant to Exhibit D.3., "Termination for Convenience", of the Contract.
3. In any instance in which a provision of this Option to Renew and Amendment No. 1 contradicts or is inconsistent with provisions of the Contract the provision of this Option to Renew and Amendment No. 1 shall prevail. All other terms and conditions of the Contract and any amendments shall remain in full force and effect.
4. The effective date of this Option to Renew and Amendment No. 1 shall be July 1, 2018.

IN WITNESS WHEREOF, County and District have executed this Option to Renew and Amendment No. 1 on the day and year set forth below.

COAST UNIFIED SCHOOL DISTRICT
A California Public School District

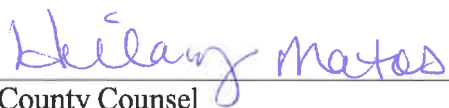
By: 
Victoria Schumacher
Superintendent

Date: 1/8/19

Tax ID# XX-XXXXXX
Held in Confidential File


Approved as to form and legal effect.

RITA L. NEAL
COUNTY COUNSEL

By: 
Deputy County Counsel

Date: 2/27/19

COUNTY OF SAN LUIS OBISPO
A Public Entity in the State of California

By: 
Health Agency Director

Date: 3-4-19



ADDENDUM
to
MEMORANDUM OF UNDERSTANDING

Entered into by the San Luis Obispo County Office of Education, hereinafter called ("SLOCOE"), and the Coast Unified School District, hereinafter called ("District").

WHEREAS, on July 1, 2018, the SLOCOE and District entered into a Memorandum of Understanding to establish rates and payment procedures for the provision of County Probation Officer services, Behavioral Health services and Transportation services to District students enrolled in the SLOCOE Community School Program.

WHEREAS, under "Reimbursement of Costs by District," the Memorandum of Understanding stated that "Reimbursement will be billed by SLOCOE to District twice each year: once at the end of the first semester and again at the end of the second semester. Students will be counted once only, either in first or second semester. A listing of students and dates will accompany each billing."

WHEREAS, due to the nature of the ever changing enrollment and the need to have final enrollment counts to determine cost per student, the SLOCOE has the need to change from billing districts twice each year to once each year, at the end of the second semester. Students will be counted only once throughout the year. A listing of students and dates will accompany each billing.

NOW THEREFORE, the parties agree that the Memorandum of Understanding is amended as follows:

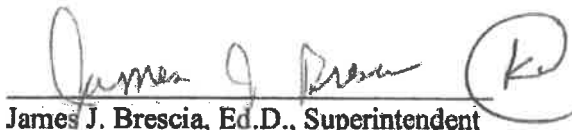
1. Number 4. under "Reimbursement of Costs by District" shall be deleted and replaced in its entirety with the following: 4. Reimbursement will be billed by SLOCOE to District once each year, at the end of the second semester. Students will be counted only once each school year. A listing of students and dates will accompany each billing.
2. In any instance in which a provision of this Addendum contradicts or is inconsistent with provisions of the Memorandum of Understanding, this Addendum shall prevail. All other terms and conditions of the Memorandum of Understanding and any addendums shall remain in full force and effect.
3. The effective date of this Addendum shall be July 1, 2018.

IN WITNESS WHEREOF, SLOCOE and District have executed this Addendum on the day and year set forth below.



Scott Smith, Superintendent
Coast Unified School District

3/30/19
Date



James J. Brescia, Ed.D., Superintendent
San Luis Obispo County Office of Education

3/1/19
Date

COAST UNIFIED SCHOOL DISTRICT
1350 Main Street, Cambria CA 93428
Phone: (805) 927-3880 Fax: (805) 927-0312

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is entered into between the Coast Unified School District (“District”) and Nancy Thompson (“Contractor”), and is dated for reference April 12, 2019.

The parties agree as follows:

1. **Consultant Services.** Contractor agrees to perform during the term of this Agreement, the tasks, obligations and services set forth as follows: Teacher Induction Program coordinator and teacher mentor.
2. **Payment for Services.** Contractor agrees to undertake the work defined above, at the rate of \$1,500 for coordination and \$1,500 per teacher, plus mileage to be paid at the board approved rate.

All payments will be based on invoices submitted to District by Contractor and approved by District’s authorized representative.

Contractor will invoice District not more frequently than monthly for services performed and expenses incurred during the previous month. District will render payment to Contractor within thirty (30) days of receipt of invoice.

3. **Term of Agreement.** The term of this Agreement begins on July 1, 2019 and ends June 30, 2020. Extension or renewal requires approval of District’s Governing Board or its authorized representative. Unless compensation is fixed on the basis of a daily or hourly rate, compensation will not be increased upon extension of the Agreement without approval of the Governing Board or authorized representatives.

This Agreement may be terminated by District at any time on fifteen (15) days prior written notice to Contractor. In the event of termination for reasons other than cause, District will pay Contractor for work done up to the time of termination. In the event of termination for cause, Contractor need be compensated only to the extent required by law.

4. **Time for Performance.** All services required of the Contractor will be completed on or before the specified end of the term.
5. **Records.** Contractor will maintain full and accurate records in connection with this Agreement and will make them available to District for inspection at any time.

Contractor's work product produced under this Agreement shall be the property of District.

6. **Status of Contractor.** District and Contractor agree that Contractor, in performing the services specified in this Agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. Contractor shall be free to contract for similar service to be performed for other employers while under contract with District; Contractor will not accept such engagements which interfere with performance under this Agreement. Contractor is not an agent or employee of District. Contractor is not entitled to participate in any pension plan, insurance, bonus or similar benefits the District provides for its employees.
7. **Hold Harmless.** Contractor shall hold District, its officers, agents and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of Contractor, its officers, agents or employees taken under this Agreement.
8. **Compliance with Laws.** Contractor shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
9. **Modification or Assignment.** This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by District's Governing Board or authorized representatives.
10. **Designation of Representatives.** For purposes of performance and notifications, the representatives of the parties and their business addresses are as follows:

- a. Contractor: Nancy Thompson
11705 Salinas Road, Atascadero, CA 93422
- b. District: Scott Smith, Interim Superintendent
1350 Main Street, Cambria, CA 93428

CONTRACTOR

By _____
Signature

Date: _____

Phone: _____

DISTRICT

By _____
Superintendent

Date: _____

Phone (805) 927-3880

AGREEMENT
FOR TRANSPORTATION SERVICES
BETWEEN COAST UNIFIED SCHOOL DISTRICT
AND
SAN LUIS OBISPO COUNTY YMCA

This agreement is made and entered into this 3rd day of April, 2019, by and between Coast Unified School District, hereinafter referred to as "Contractor", San Luis Obispo County YMCA, hereinafter referred to as "YMCA".

RECITALS

WHEREAS, Contractor is a public school district duly organized under the laws of the state of California, operating a Transportation department capable of providing transportation services to its students; and

WHEREAS, YMCA is an non-profit organization operating under the State of California guidelines and desires that Contractor provide transportation services for activity trips during the 2019 Summer Program; and

WHEREAS Contractor is willing to provide such transportation services subject to the terms and conditions specified below.

NOW, THEREFORE, the parties agree as follows:

1. TERM. The Term of the Agreement shall commence on June 10, 2019 and continue until August 9, 2019. This Agreement will be renewable for similar or different terms and conditions upon mutual agreement between Contractor and YMCA.
2. INDEPENDENT CONTRACTOR. While engaged in carrying out and complying with the terms and conditions of this Agreement, Contractor is an independent contractor, and not an officer, agent, or employee of YMCA.
3. PAYMENT: YMCA agrees to pay the Contractor for each transportation request at the following rate: Bus/Transportation Fee, \$3.50 per mile; Driver's fee, \$31.21 per hour. In addition, should overtime be accrued by the contracted driver during any trip, said overtime shall be billed directly to YMCA at the rate of \$41.59.

Contractor shall remit to YMCA a monthly bill for the transportation services provided. Payment is due within thirty (30) calendar days from receipt. Contractor may terminate this agreement if payment is not received within this time period.

4. **SERVICES.** In consideration of the above payments, Contractor shall provide YMCA transportation for activity trips during the allotted contract period. Contractor is responsible for the maintenance, fueling and all related expenses in regards to the buses utilized, and to ensure that buses are safe and in good working condition. Contractor shall be responsible for maintaining appropriate vehicle records and complying with all California Highway Patrol Regulations and other applicable laws.
5. Contractor shall ensure that bus drivers possess a valid California School Bus Certificate, and records are current and meet all legal requirements as set by the California Highway Patrol.
6. YMCA shall provide Contractor with transportation requests at the end of each month for the approaching month.
7. **INSURANCE AND INDEMNITY.** Contractor agrees to maintain insurance on buses; and YMCA shall provide Contractor their Certificate of Liability Insurance.
8. YMCA agrees to hold Contractor, its officers, agents and employees, from and against any and all claims, liabilities or demands arising or alleged to arise from Contractor performance.
9. **DEFAULT.** If default is made by YMCA in any of the covenants or conditions of this Agreement upon thirty (30) days advance written notice. Contractor agrees to continue services for thirty (30) days.
10. **AMENDMENTS.** This Agreement cannot be changed or supplemented orally and may be modified or superseded only by written instrument executed by both parties.

This Agreement constitutes the entire agreement and understanding between the parties. There are no oral understandings, terms, or conditions, and neither party has relief upon any representation, express or implies, not contained in this Agreement. All understanding, terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate the day and year first herein above written.

Scott Smith, Interim Superintendent

Keola Tamiguchi, Chief Operations Officer

AGREEMENT
FOR TRANSPORTATION SERVICES
BETWEEN COAST UNIFIED SCHOOL DISTRICT
AND
SAN LUIS OBISPO COUNTY YMCA

This agreement is made and entered into this 1st day of April, 2019, by and between Coast Unified School District, hereinafter referred to as "Contractor", San Luis Obispo County YMCA, hereinafter referred to as "YMCA".

RECITALS

WHEREAS, Contractor is a public school district duly organized under the laws of the state of California, operating a Transportation department capable of providing transportation services to its students; and

WHEREAS, YMCA is an non-profit organization operating under the State of California guidelines and desires that Contractor provide transportation services for activity trips during the 2019 Planet Y Summer Program; and

WHEREAS Contractor is willing to provide such transportation services subject to the terms and conditions specified below.

NOW, THEREFORE, the parties agree as follows:

1. TERM. The Term of the Agreement shall commence on June 10, 2019 and continue until August 9, 2019. This Agreement will be renewable for similar or different terms and conditions upon mutual agreement between Contractor and YMCA.
2. INDEPENDENT CONTRACTOR. While engaged in carrying out and complying with the terms and conditions of this Agreement, Contractor is an independent contractor, and not an officer, agent, or employee of YMCA.
3. PAYMENT: YMCA agrees to pay the Contractor for each transportation request at the following rate: Bus/Transportation Fee, \$2.50 per mile; Driver's fee, \$31.21 per hour. In addition, should overtime be accrued by the contracted driver during any trip, said overtime shall be billed directly to YMCA at the rate of \$41.59.

Contractor shall remit to YMCA a monthly bill for the transportation services provided. Payment is due within thirty (30) calendar days from receipt. Contractor may terminate this agreement if payment is not received within this time period.

4. SERVICES. In consideration of the above payments, Contractor shall provide YMCA transportation for activity trips during the allotted contract period. Contractor is responsible for the maintenance, fueling and all related expenses in regards to the buses utilized, and to ensure that buses are safe and in good working condition. Contractor shall be responsible for maintaining appropriate vehicle records and complying with all California Highway Patrol Regulations and other applicable laws.
5. Contractor shall ensure that bus drivers possess a valid California School Bus Certificate, and records are current and meet all legal requirements as set by the California Highway Patrol.
6. YMCA shall provide Contractor with transportation requests at the end of each month for the approaching month.
7. INSURANCE AND INDEMNITY. Contractor agrees to maintain insurance on buses; and YMCA shall provide Contractor their Certificate of Liability Insurance.
8. YMCA agrees to hold Contractor, its officers, agents and employees, from and against any and all claims, liabilities or demands arising or alleged to arise from Contractor performance.
9. DEFAULT. If default is made by YMCA in any of the covenants or conditions of this Agreement upon thirty (30) days advance written notice. Contractor agrees to continue services for thirty (30) days.
10. AMENDMENTS. This Agreement cannot be changed or supplemented orally and may be modified or superseded only by written instrument executed by both parties.

This Agreement constitutes the entire agreement and understanding between the parties. There are no oral understandings, terms, or conditions, and neither party has relief upon any representation, express or implies, not contained in this Agreement. All understanding, terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate the day and year first herein above written.

Scott Smith, Interim Superintendent

Jennifer Vialpando, Cambria YMCA Planet Y
Summer Camp Director



COAST UNIFIED SCHOOL DISTRICT
1350 Main Street • Cambria, California 93428
Tel 805-927-3880 • Fax 805-927-7105

CONTRACT FOR SERVICES

This contract for services is entered into between Coast Unified School District ("District") and Sylvia Ortega ("Contractor") to provide Food Service Consulting for the 2018-2019 and 2019-20 school years.

Scope of Work: Work with the Food Service Supervisor and provide consulting services as needed for the duration of the 2018-19 school year and the 2019-20 school year.

Compensation: The District agrees to pay Contractor \$50.00 per hour, not to exceed \$1,000.00. Contractor is an independent contractor, not an employee of the District.

Travel Expenses: The District agrees to reimburse Contractor for reasonable travel expenses connected with performing the services described above. Mileage will be paid at the current IRS rate.

Resolution of Disputes: In the event of a dispute regarding the interpretation or implementation of this agreement, the parties agree to attempt to mediate the dispute. If mediation does not lead to resolution, the parties agree to binding arbitration.

Termination of Agreement: This agreement may be terminated by either party upon 30 days' written notice to the other party. The agreement may be modified by mutual written consent.

Date: _____

Date: _____

Scott Smith
Interim Superintendent

Sylvia Ortega
Contractor

**BOARD POLICIES
&
ADMINISTRATIVE
REGULATIONS**

**SECOND READING
(ACTION)**

COAST UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP
Meeting of April 11, 2019

ACTION
Second Reading

ITEM: Board Policy and Administrative Regulation Information

EXHIBIT: See Attachments

EXPLANATION:

BP/AR 0460 – Local Control Accountability Plans: Policy and regulation updated to reflect new law (AB 2878) which expands the state priority on parent involvement that must be addressed in the local control and accountability plan (LCAP) to include family engagement. Policy also reflects new law (AB 1808) which requires consultation on plan development with special education local plan administrator(s) and, by July 1, 2019, requires districts to develop a local control funding formula budget overview for parents/guardians in conjunction with the LCAP. Policy reflects new law (AB 1840) which requires the State Board of Education to expand the LCAP template by January 31, 2020 to include specific information. Section on “Technical Assistance/Intervention” updated to reflect AB 1808 which establishes a single statewide system of support for districts and schools, and AB 1840 which provides that a district receiving an emergency apportionment will be deemed to have been referred to the California Collaborative for Educational Excellence.

Regulation updated to reflect AB 1840 which requires data in the LCAP to be reported in a manner consistent with the California School Dashboard and requires districts to post their LCAP prominently on the homepage of their web site. Section on “Annual Updates” deleted since the annual updates follow the same process and adhere to the same template as the initial LCAP.

BB 9100 – Annual Organization Meeting – Board Bylaw revised to include a statement, “that prior to becoming a Board President in the Coast Unified School District, a board member shall have completed the CSBA Masters in Governance Board Member training sessions or be in the process of completing the training.”

RECOMMENDATION:

First Reading: Review

Second Reading: Approve

Submitted/Approved by:

Scott Smith, Interim Superintendent

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0415 - Equity)

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and two subsequent fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

(cf. 3100 - Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula (LCFF). (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Learners)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students. (Education Code 52052)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6173 - Education for Homeless Children)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

The Superintendent or designee shall review the school plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include parents/guardians of unduplicated students as defined above. (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

(cf. 5145.6 - Parental Notifications)

As part of the parent/guardian and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

(cf. 0430 - Comprehensive Local Plan for Special Education)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 9320 - Meetings and Notices)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the district budget, and the budget overview for parents/guardians, the Board shall file the LCAP, the budget, and the budget overview with the County Superintendent of Schools. (Education Code 42127, 52064.1, 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

At its discretion, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in identifying district strengths and weaknesses in regard to state priorities, which includes the review of performance data on the state and local indicators included in the Dashboard and other relevant local data, and in identifying effective, evidence-based programs or practices that address any areas of weakness.
2. Assistance from an academic, programmatic, or fiscal expert, or team of experts, in identifying and implementing effective programs and practices that are designed to improve performance in any identified areas of weakness. The district may engage other service providers, including, but not limited to, other school districts, county offices of education, or charter schools, to provide such assistance.

In the event that the County Superintendent requires the district to receive technical assistance based on one or more numerically significant student subgroups meeting the criteria established pursuant Education Code 52064.5, the Board shall work with the County Superintendent, or another service provider at district expense, and shall provide the County Superintendent timely documentation of the district's completion of the activities listed in items #1-2 above or substantially similar activities. (Education Code 52071)

If referred to the California Collaborative for Educational Excellence by either the County Superintendent or the Superintendent of Public Instruction (SPI), the district shall implement the recommendations of that agency in order to accomplish the goals set forth in the district's LCAP. (Education Code 52071, 52074)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

If the SPI identifies the district as needing intervention, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following: (Education Code 52072)

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

33430-33436 Learning Communities for School Success Program; grants for LCAP implementation

41020 Audits

41320-41322 Emergency apportionments

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Numerically significant student subgroups

52059.5 Statewide system of support

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards

Commission

64001 Single plan for student achievement

99300-99301 Early Assessment Program

WELFARE AND INSTITUTIONS CODE

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

300 Dependent child of the court
CODE OF REGULATIONS, TITLE 5
15494-15497 Local control and accountability plan and spending requirements
UNITED STATES CODE, TITLE 20
6312 Local educational agency plan
6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

The California School Dashboard and Small Districts, October 2018
Promising Practices for Developing and Implementing LCAPs, Governance Brief, November 2016

LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev. October 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

California School Dashboard

LCFF Frequently Asked Questions

Local Control and Accountability Plan and Annual Update (LCAP) Template

Family Engagement Framework: A Tool for California School Districts, 2014

California Career Technical Education Model Curriculum Standards, 2013

California Common Core State Standards: English Language Arts and Literacy in

History/Social Studies, Science, and Technical Subjects, rev. 2013

California Common Core State Standards: Mathematics, rev. 2013

California English Language Development Standards, 2012

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California School Dashboard: <http://www.caschooldashboard.org>

Policy

Adopted: February 13, 2014

Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, CA

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan

Goals and Actions Addressing State and Local Priorities

The district's local control and accountability plan (LCAP) and annual updates shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:

a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Learners)

c. Parent/guardian involvement and family engagement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy, and students with disabilities

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6020 - Parent Involvement)

(cf. 6173.1 - Education for Foster Youth)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

d. Student achievement, as measured by all of the following as applicable:

(1) Statewide assessments of student achievement

(2) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692

(3) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency

(4) The English learner reclassification rate

(5) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher

(6) The percentage of students who demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)

(cf. 6141.5 - Advanced Placement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6178 - Career Technical Education)

e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 6146.1 - High School Graduation Requirements)

f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

2. Any goals identified for any local priorities established by the Board.

(cf. 0200 - Goals for the School District)

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality review conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on the California School Dashboard. (Education Code 52060)

Philosophy, Goals, Objectives and Comprehensive Plans

Local Control and Accountability Plan (Continued)

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration grant funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how such services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

Availability of the Plan

The Superintendent or designee shall prominently post the LCAP, any updates or revisions to the LCAP, and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52064.1, 52065)

(cf. 1113 - District and School Web Sites)

Regulation

Adopted: February 13, 2014

Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, CA

Organization

Annual Organizational Meeting

The Board of Education shall hold an annual organizational meeting within the time limits prescribed by law. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a clerk from its members
 - A. Prior to becoming a Board President, the board member shall have completed the CSBA Masters in Governance Board Member training sessions or be in the process of completing the CSBA Board member training sessions.
2. Appoint the Superintendent as secretary to the Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Develop a Board calendar for the year
6. Designate Board representatives

(cf. 9140 - Board Representatives)

(cf. 9320 - Meetings and Notices)

Election of Officers

The Board shall each year elect its entire slate of officers.

Legal Reference:

EDUCATION CODE

5017 Term of Office

35143 Annual organizational meeting date, and notice

35145 Public meetings

Organization

Annual Organizational Meeting (Continued)

GOVERNMENT CODE

54953 Meetings to be open and public; attendance

ATTORNEY GENERAL OPINIONS

68 Ops.Cal.Atty.Gen. 65 (1985)

59 Ops.Cal.Atty.Gen. 619, 621-622 (1976)

Bylaw
adopted: January 14, 2010
Revised: _____

COAST UNIFIED SCHOOL DISTRICT
Cambria, California