



**San Ramon Valley Unified School District**  
699 Old Orchard Drive, Danville  
925-552-2933 \* www.srvusd.net



**BOARD OF EDUCATION MEETING AGENDA**  
**August 6, 2019**

8:00AM Closed Session

9:00AM Open Session

Greg Marvel, Vice-President  
Mark Jewett, Clerk

Rachel Hurd, President

Susanna Ordway, Member  
Ken Mintz, Member

Welcome to the San Ramon Valley Unified School District Board of Education meeting. Your interest in our schools is greatly appreciated.

**Closed Session:** Closed session meetings are not open to the public. By law, matters dealing with students and district employees are reserved for closed session to provide confidentiality. Other closed session topics can include litigation, property negotiations, and collective bargaining issues with employee associations. Members of the public are given the opportunity to speak regarding closed session items prior to the closed session.

**Open Session:** Meetings of the Board of Education are held for board members to conduct the district’s business in public. During board meetings, board members have opportunities to recognize individuals for exemplary accomplishments, to review reports from staff, employee groups, and partnership organizations, to discuss district policies and goals, and to act on items that need formal approval. Open session is audio and video recorded.

Individuals who wish to speak before the Board of Education are asked to submit a speaker card to the Board Secretary indicating the item that you wish to address. The Board President will call you forward when the item is introduced. If you are not speaking on a particular agenda item, the Board President will recognize you under non-agenda Public Comment. All comments must be limited to three minutes. By law, board members can only discuss items that are actually on the agenda. For this reason, board members do not engage in dialogue with individuals speaking during the non-agenda public comment section of the meeting. For individuals who wish to speak with board members in depth about an issue, contacting board members on an individual basis is recommended, although individual board members have no legal authority to make decisions without consideration by the whole board.

**Action items** are considered and voted on individually by the board. **Consent items** are considered routine in nature and are approved by combining them into a single vote. A member of the Board of Education or a member of the public may request that a consent item be removed from the consent agenda and voted on separately.

Copies of board agenda backup and other informational materials provided to members of the Board of Education are available for review in the Office of the Superintendent beginning at 4:00 PM on the last working day of the week preceding each meeting of the Board of Education. For disability related modification or accommodation, please contact the Office of the Superintendent at 552-2933 during business hours.

*In compliance with Brown Act regulations, this agenda was posted 72 hours before the noted meeting.  
Cindy Fischer, Executive Assistant*



**CLOSED SESSION**  
**Superintendent's Conference Room**  
**August 6, 2019**  
**8:00AM**

- 1.0 Call to Order**
- 2.0 Attendance**
- 3.0 Acceptance of Closed Session Agenda and Public Comment**

**Adjournment to Closed Session**

- 4.0 Closed Session Agenda**
  - 4.1 Conference with Legal Counsel - Anticipated Litigation**  
(Initiation of litigation pursuant to Gov. Code, section 54956.9, subd. (d)(4): one case
  - 4.2 Conference with Labor Negotiator – Agency Keith Rogenski**  
**Assistant Superintendent Human Resources**  
(Government Code Section 54957)
    - a) SRVEA, CSEA & SEIU

**Adjournment**



**OPEN SESSION  
Board Rooms  
August 6, 2019  
9:00 AM**

Please Note: All Public Comment is Limited to Three (3) Minutes

- 5.0 Pledge of Allegiance/Attendance**
- 6.0 Report of Actions Taken in Closed Session**
- 7.0 Acceptance of Minutes**
  - 7.1 Minutes of June 25, 2019 **Action**
- 8.0 Agenda Approval and Consent Action**
  - 8.1 Acceptance of Open Session Agenda **Action**
  - 8.2 Approval of Consent Agenda **Action**
- 9.0 Reports to the Board**
  - 9.1 Public Comment for Non-Agenda Items (Comments Limited to Three Minutes) **Oral**
  - 9.2 Association Presidents' Comments **Oral**
- 10.0 Action Items/Public Hearings**
  - 10.1 Consideration of Revision to Board of Education Committee and Liaison Assignments 2019-20 **Enclosure Action** (Schmitt)
  - 10.2 Consideration for Adoption of Resolution #2/19-20, Authorizing a Fiscal Year 2019-20 Tax Levy by the County of Contra Costa for the District's Outstanding General Obligation Bonds under the District's November 2002 and November 2012 Bond Measures **Enclosure Action** (Medici)
  - 10.3 Consideration of Adoption of Resolution No. 1/19-20 Approval of Provisional Internship Permit (PIP) Request(s) **Enclosure Action** (Rogenski)
- 11.0 Consent Items**
  - 11.1 Consideration of Approval of Certificated Personnel Changes **Enclosure Consent**
  - 11.2 Consideration of Approval of Classified Personnel Changes **Enclosure Consent**
  - 11.3 Consideration of Approval of Contracts/Purchases Over \$50,000 **Enclosure Consent**

- 11.4 Consideration of Approval of Bid Award for San Ramon Valley High School New Classroom Building Fencing and Gating Enclosure Consent
- 11.5 Consideration of Approval of New Job Description for Lead Mechanic Enclosure Consent
- 11.6 Consideration of Approval of Additional 2019-20 Non-Public School and Non-Public Agency Master Contract Expenditures Enclosure Consent
- 11.7 Consideration for Revision to Board Policy 5030, Student Wellness Enclosure Consent

**12.0 Administrative Matters**

12.1 Board Members' Reports

12.2 Superintendent's Report

**Adjournment**

**BOARD OF EDUCATION MEETING**  
**June 25, 2019**  
**MINUTES**

The audio and video from this meeting can be found on the District website at [www.srvusd.net](http://www.srvusd.net).  
The audio timestamp associated with the agenda item is noted under the title

- 1.0 Call to Order** The Board of Education held its regular meeting at the Education Center. The meeting was called to order at 6:00PM in the Board Rooms.
- 2.0 Attendance** Board Members Present: Board Clerk Mark Jewett and Board Members Susanna Ordway and Ken Mintz. Board President Rachel Hurd participated via telephone call and Board Vice President Greg Marvel was absent.
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, Assistant Superintendent Gary Black, Chief Business Officer Greg Medici, SELPA Executive Director MaryAnn Frates, Executive Director Danny Hillman and Recording Secretary Cindy Fischer
- 3.0 Acceptance of Closed Session Agenda and Public Comment** The closed session agenda was accepted and opened for public comment.  
See Item 6.0 for action taken.
- 4.0 Closed Session**
- 5.0 Open Session** The closed session was adjourned at 7:00PM.
- Pledge of Allegiance/Attendance** Board President Rachel Hurd reconvened the meeting in open session at 7:02PM.
- Board Members Present: Board Clerk Mark Jewett and Board Members Susanna Ordway and Ken Mintz. Board President Rachel Hurd and Board Vice President Greg Marvel were absent
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, Assistant Superintendent Gary Black and Chief Business Officer Greg Medici.
- Others Present: Director Greg Pitzer, Recording Secretary Cindy Fischer and 7 visitors attended.
- 6.0 Report of Action Taken in Closed Session (47)** The Board made the following appointments effective July 1, 2019.
- Garrett Fitch as Assistant Principal at Charlotte Wood Middle School (4/0) Absent: Marvel  
Gregory Kontzer as Assistant Principal at Diablo Vista Middle School (4/0) Absent: Marvel
- 7.0 Acceptance of Minutes (1.11)** On a motion by Susanna Ordway by Ken Mintz, the June 7, 2019 minutes were approved. (3/0) Absent: Hurd/Marvel
- On a motion by Ken Mintz seconded by Susanna Ordway, the June 11, 2019 minutes were approved. (3/0) Absent: Hurd/Marvel
- 8.0 Agenda Approval and Consent Action**
- 8.1 Acceptance of Open Session Agenda (1.30)** On a motion by Ken Mintz seconded by Susanna Ordway, the open session agenda was approved. (3/0) Absent: Hurd/Marvel
- 8.2 Approval of Consent Agenda (1.38)** On a motion by Ken Mintz seconded by Susanna Ordway, the consent agenda was approved as amended. Item 11.1 was revised (3/0) Absent: Hurd/Marvel. Board member Mintz recused himself of any items under Ratification of Warrants and Consideration of Approval

of Contracts/Purchases over \$50,000 regarding ongoing business with AT&T or other telecommunication providers.

- 9.0 Reports to Board**
- 9.1 Public Comment for Non-Agenda Items (2.42)** Jill Seidenverg  
Helen
- 9.2 Association Presidents' Comments (10.55)** Ann Katzburg, SRVEA Vice President
- 10.0 Action Items/Public Hearings**
- 10.1 Consideration of Approval of Appointment of Members to Serve on the Parcel Tax Oversight Committee (25.48)** On a motion by Ken Mintz seconded by Susanna Ordway, the Board approved Mark Rasiah, Nancy Chen, Bryan Gesicki and Valerie Williams to serve on the Parcel Tax Oversight Committee (3/0) Absent: Hurd/Marvel
- 10.2 Consideration of Adoption of the 2019-20 Local Control and Accountability Plan (LCAP) (28.40)** On a motion by Ken Mintz seconded by Susanna Ordway, the Board adopted the 2019-20 LCAP. (3/0) Absent: Hurd/Marvel
- 10.3 Consideration of Adoption of the 2019-20 District Budget including the Excess Reserves Report (29.47)** On a motion by Susanna Ordway seconded by Ken Mintz, the Board adopted the 2019-20 district budget including the excess reserves report (3/0) Absent: Hurd/Marvel
- 10.4 Consideration of the Acceptance of the Annual Measure D Facilities Oversight and Advisory Committee Report (30.06)** On a motion by Ken Mintz seconded by Susanna Ordway the Board accepted the annual Measure D Facilities Oversight and Advisory Committee Report (3/0) Absent: Hurd/Marvel. Jerome Pandell, FOAC Chair and Scott Seidenverg, FOAC Vice Chair shared a brief report.
- 10.5 Consideration of Approval of the SRVUSD Special Education Local Plan Area (SELPA) Annual Service Plan and Annual Budget Plan for 2019-20 (38.04)** On a motion by Susanna Ordway seconded by Ken Mintz, the Board approved the SRVUSD SELPA annual service plan and annual budget plan for 2019-20 (3/0) Absent: Hurd/Marvel. SELPA Executive Director noted that the District special education department services approximately 3,300 students from infancy to the adult age of 22.
- 10.6 Consideration of Approval of Addendum to the Employment Agreement for the District Superintendent Applying a Salary Adjustment and a One Year Extension of Term (39.45)** On a motion by Susanna Ordway seconded by Ken Mintz, the Board approved the addendum to the employment agreement for the District Superintendent applying a salary adjustment and a one-year extension of term. (3/0) Absent: Hurd/Marvel  
Speaker: Beverly Kumar
- 10.7 Consideration of Approval of Addenda to Employment Agreements for Certain Contracted Management Employees Applying a One Year Extension of Term (52.20)** On a motion by Ken Mintz seconded by Susanna Ordway, the Board approved the addenda to employment agreements for certain contracted management employees applying a one year extension of term. (3/0) Absent: Hurd/Marvel

- 10.8 Consideration of Approval of Resolution #72/18-19, Summarizing the Adoption of Trustee-Area Election (53.15)** On a motion by Susanna Ordway seconded by Ken Mintz, the Board approved resolution #72/18-19. (3/0) Absent: Hurd/Marvel
- 11.0 Consent Items**
- 11.1 Consideration of Approval of Certificated Personnel Changes
  - 11.2 Consideration of Approval of Classified Personnel Changes
  - 11.3 Ratification of Warrants
  - 11.4 Ratification of Contracts/Purchase Orders
  - 11.5 Consideration of Approval of Contracts/Purchases over \$50,000
  - 11.6 Adoption of Textbooks
  - 11.7 Consideration of Approval Resolution No. 69/18-19 Approval of Assignment Outside of Credential Per Ed Code 44256
  - 11.8 Consideration of Adoption of Resolution #70/18-19, Approval of Assignment Outside of Credential Per Ed Code 44258.2
  - 11.9 Consideration of Approval of Resolution #71/18-19 Approval of Assignment Outside of Credential Per Ed Code 44263
  - 11.10 Consideration of Approval of Resolution #62/18-19, Approving Routine Budget Revisions
  - 11.11 Consideration of Approval of Resolution #63/18-19, Authorizing the Approval of Year-End 2018-19 Budget Transfers
  - 11.12 Consideration of Approval of Resolution #64/18-19, Commitment of Funds for 2019-20
  - 11.13 Consideration of Approval of Resolution #65/18-19, Authorizing the Allocation of Funds in the 2019-20 Education Protection Account
  - 11.14 Consideration of Approval of Resolution #66/18-19, Authorizing 2019-20 Intra-Fund Transfers in Accordance with Education Code Section 35161
  - 11.15 Consideration of Award of Bid #800, Non Food Supplies
  - 11.16 Consideration of Award of Bid #803, Fresh Produce
  - 11.17 Consideration of Award of Bid #804, Bread & Bakery Products
  - 11.18 Consideration of Award of Bid #805, Dairy Products
  - 11.19 Consideration of Award of Bid #814, Snack Products
  - 11.20 Consideration of Award of Bid #815, Grocery Products
  - 11.21 Consideration of Approval for 2019-2020 Non-Public School and Non-Public Agency Master Contract Expenditures
  - 11.22 Consideration of Approval for Tolling Agreement with CalSTRS #APL2160216



- 11.23 Consideration of Approval of Bid Award for Stone Valley Middle School Increment 1, Phase 2 – Wing 600 Demolition
- 11.24 Consideration of Approval of the Williams Uniform Complaint Quarterly Report

**12.0 Administrative Matters**

**12.1 Board Member's Reports** No Report  
*(54.19)*

**12.2 Superintendent's Report** No report  
*(54.33)*

**Adjourned** Adjourned at 7:57pm



**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, CA

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF REVISION TO BOARD OF EDUCATION  
COMMITTEE AND LIAISON ASSIGNMENTS 2019-20

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**DISCUSSION:** The Board of Education will discuss committee and liaison assignments for 2019-20:

**RECOMMENDATION:** Staff recommends approval of the revised Board of Education Committee and Liaison Assignments for 2019-20

**BUDGET IMPLICATIONS:** None



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Rick Schmitt  
Superintendent

10.1

Item Number

**DRAFT**  
**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**

**BOARD COMMITTEE AND LIAISON ASSIGNMENTS 2019/20**

**Publically Noticed Meetings:**

	<b>Current</b>	<b>Proposed</b>
	2019-20	2019-20
Contra Costa County Board of Supervisors Liaison	Marvel	
Danville Town Council Liaison	Mintz / Ordway	
Facilities Advisory & Oversight Committee	Ordway / Mintz	
Parcel Tax Oversight Committee	Jewett	
San Ramon City Council Liaison	Jewett / Marvel	
TRAFFIX	Hurd / Marvel	

**Liaison Assignments: (no expectation for reporting to full Board)**

	2019-20	2019-20
Benefits Study Committee Liaison	Marvel	
Climate Committee Liaison	Hurd / Jewett	
Community Emergency Response Team Liaison	Mintz	
District Finances Liaison	Jewett / Marvel	
District Negotiations Team Liaison	Hurd	
LCAP Development Committee	Ordway / Hurd	
PTA Legislative Action Committee Liaison	Hurd / Ordway	
PTA Presidents' Council Liaison	Hurd / Ordway	
San Ramon Valley Education Foundation Liaison	Jewett	
Special Education Community Advisory Committee Liaison	Hurd / Jewett	
Street Smarts Liaison	Mintz	
Safety Committee Liaison	Mintz	
Digital Citizen Committee Liaison	Mintz / Jewett	

# San Ramon Valley Unified School District

699 Old Orchard Drive, Danville, CA 94526

8/6/19

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Item 10.2

**DATE:** August 6, 2019

**TOPIC: CONSIDERATION FOR ADOPTION OF RESOLUTION 2/19-20  
AUTHORIZING A FISCAL YEAR 2019-20 TAX LEVY BY THE COUNTY  
OF CONTRA COSTA FOR THE DISTRICT'S OUTSTANDING  
GENERAL OBLIGATION BONDS UNDER THE DISTRICT'S  
NOVEMBER 2002 AND NOVEMBER 2012 BOND MEASURES**

**DISCUSSION:** In November 2002, voters within the San Ramon Valley Unified School District (the "District") approved a \$260 million bond measure to finance specific construction and modernization projects (the "2002 Authorization"). In March 2003, October 2004, and August 2006, the first (the "Series 2003 Bonds"), the second (the "Series 2004 Bonds") and the third and final (the "Series 2006 Bonds") series of bonds under the 2002 Authorization were issued in the aggregate principal amounts of \$72,000,000, \$100,000,000 and \$88,000,000, respectively. In July 2012, the District issued refunding bonds in the aggregate principal amount of \$167,945,000 to refund and defease a portion of the Series 2003 Bonds, a portion of the Series 2004 Bonds and a portion of the Series 2006 Bonds. The Series 2003 Bonds and Series 2004 Bonds not so refunded have matured, and the debt service on the 2012 refunding bonds extends to August 1, 2029. In February 2013, the District issued another series of refunding bonds in the aggregate principal amount of \$52,200,000 to refund and defease another portion of the Series 2006 Bonds. The Series 2006 Bonds not so refunded have matured, and the debt service on the 2013 refunding bonds extends to August 1, 2031.

In November 2012, voters within the District approved a \$260 million school facilities bond measure (the "2012 Authorization"). In February 2013, April 2015, and December 2018, the first, the second and the third and final series of bonds under the 2012 Authorization were issued in the aggregate principal amounts of \$74,995,000, \$125,000,000 and \$60,005,000, respectively. As part of the November 2012 election, the District made a promise to the voters of the District to structure the bonds under the 2012 Authorization in such a manner that the aggregate tax rate levied with respect to all outstanding bonds of the District would not exceed \$75 per \$100,000 of assessed valuation.

California Education Code Section 15250 requires the Board of Supervisors of the County of Contra Costa (the "County") to annually levy a tax upon the taxable property in the District for the interest and redemption of all outstanding bonds of the District. The tax must not be less than sufficient to pay the interest on the bonds as it becomes due and to provide a sinking fund for the payment of the principal on or before maturity and may include an allowance for an annual reserve, established for the purpose of avoiding fluctuating tax levies. The tax must be sufficient to provide funds for the payment of the interest on the bonds as it becomes due and also any part of the principal and interest that is to become due before the proceeds of a tax levied at the time for making the next general tax levy may be made available for the payment of the principal and interest.

District Administration and the District's financial advisory experts work with the County Auditor-Controller's Office and other appropriate County Officials to manage the "level tax" rate necessary to maintain, and avoid fluctuating tax levies with respect to, the \$75 per \$100,000 of assessed valuation aggregate rate promised to taxpayers.

10.2

Item Number

In accordance with Education Code Section 15250, the attached resolution authorizes the Superintendent and Chief Business Officer to work with the County Auditor-Controller's Office to place an aggregate tax levy for fiscal year 2019-20 on all taxable property in the District sufficient to maintain, and avoid fluctuating tax levies with respect to and not exceed, the \$75 per \$100,000 in assessed valuation aggregate rate promised.

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**RECOMMENDATION:** Staff recommends the Board approve Resolution 2/19-20, authorizing a "level tax" of \$75 per \$100,000 in assessed valuation aggregate tax levy on all taxable property for the repayment of outstanding general obligation bonds of the District.

**BUDGET IMPLICATIONS:** Zero impact on the General Fund and no anticipated negative impact on the Debt Service Fund.



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Greg Medici  
Chief Business Officer



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Rick Schmitt  
Superintendent

**RESOLUTION NO. 2/19-20**

**CONSIDERATION FOR ADOPTION OF RESOLUTION 2/19-20 AUTHORIZING A FISCAL YEAR 2019-20 TAX LEVY BY THE COUNTY OF CONTRA COSTA FOR THE DISTRICT'S OUTSTANDING GENERAL OBLIGATION BONDS UNDER THE DISTRICT'S NOVEMBER 2002 AND NOVEMBER 2012 BOND MEASURES**

**WHEREAS**, the San Ramon Valley Unified School District (the "District") is a school district duly organized under the laws of the State of California;

**WHEREAS**, pursuant to the provisions of the California Constitution and the Education Code, the District placed a \$260 million General Obligation Bond for School Construction and Modernization on the November 2002 Election Ballot for approval by the District's voters;

**WHEREAS**, the District received authorization, by an affirmative vote of 58.6% of the eligible voters voting on the measure, to issue \$260,000,000 of general obligation bonds;

**WHEREAS**, pursuant to the 2002 authorization, in March 2003, October 2004, and August 2006, the first (the "Series 2003 Bonds"), the second (the "Series 2004 Bonds") and the third and final (the "Series 2006 Bonds") series of authorized bonds were issued in the aggregate principal amounts of \$72,000,000, \$100,000,000 and \$88,000,000, respectively;

**WHEREAS**, in July 2012, the District issued refunding bonds in the aggregate principal amount of \$167,945,000 to refund and defease a portion of the Series 2003 Bonds, a portion of the Series 2004 Bonds and a portion of the Series 2006 Bonds, and the Series 2003 Bonds and Series 2004 Bonds not so refunded have matured;

**WHEREAS**, the debt service on the 2012 refunding bonds extends to August 1, 2029;

**WHEREAS**, in February 2013, the District issued another series of refunding bonds in the aggregate principal amount of \$52,200,000 to refund and defease another portion of the Series 2006 Bonds, and the Series 2006 Bonds not so refunded have matured;

**WHEREAS**, the debt service on the 2013 refunding bonds extends to August 1 2031;

**WHEREAS**, pursuant to the provisions of the California Constitution and the Education Code, the District placed a \$260 million General Obligation Bond for School Modernization and Improvement on the November 2012 Election Ballot for approval by the Community;

**WHEREAS**, the District received authorization, by an affirmative vote of 56.8% of the eligible voters voting on the measure, to issue \$260,000,000 of general obligation bonds;

**WHEREAS**, pursuant to the 2012 authorization, in February 2013, April 2015, and December 2018, the first, the second and the third and final series of bonds under the authorization were issued in the aggregate principal amounts of \$74,995,000, \$125,000,000 and \$60,005,000, respectively (collectively, the "2012 Bonds");

**WHEREAS**, as part of the November 2012 election, the District made a promise to the voters of the District to structure the 2012 Bonds in such a manner that the aggregate tax rate levied with respect to all outstanding bonds of the District would not exceed \$75 per \$100,000 of assessed valuation;

**WHEREAS**, the Board of Supervisors (the "Board of Supervisors") of the County of Contra Costa (the "County") is required to take action approving a tax rate for payment of indebtedness of the District coming due during Fiscal Year 2019-20, and it is the responsibility of the Auditor-Controller of the County (the "Auditor-Controller") to calculate the several tax rates for the Board of Supervisors' action thereon;

**WHEREAS**, under Education Code Section 15250, the tax for the District’s outstanding bonds must not be less than sufficient to pay the interest on the bonds as it becomes due and to provide a sinking fund for the payment of the principal on or before maturity and may include an allowance for an annual reserve, established for the purpose of avoiding fluctuating tax levies;

**WHEREAS**, in accordance with Education Code Section 15250, the Board of Education (the “Board of Education”) of the District deems it necessary and desirable that the County Assessor’s Office place a tax levy for fiscal year 2019-20 on all taxable property in the District sufficient to maintain, and avoid fluctuating tax levies with respect to and not exceed, the \$75 per \$100,000 in assessed valuation rate promised to the taxpayers of the District;

**NOW, THEREFORE**, be it resolved by the Board of Education of the San Ramon Valley Unified School District, Contra Costa County, California as follows:

Section 1. Recitals. The Board of Education hereby finds and determines that the foregoing recitals are true and correct.

Section 2. Tax Levy. The Superintendent or Chief Business Officer of the District or such other officer of the District as either authorized officer may designate, are hereby authorized and directed to work with the County Auditor-Controller’s Office (and other officers of the County responsible for preparing the tax levy for bonds of the District and for levying said tax) to place a tax levy for fiscal year 2019-20 with respect to the District’s outstanding bonds on all taxable property in the District sufficient to maintain, and avoid fluctuating tax levies with respect to and not exceed, the \$75 per \$100,000 in assessed valuation aggregate rate promised to the voters of the District; provided, however, that the tax rate levied with respect to either the bonds authorized under the 2002 measure or the 2012 Bonds shall not, to the extent levied to avoid fluctuating tax levies, exceed the statutory tax rate limits provided for in Education Code Section 15270.

Section 3. Request to County to Levy Tax. The Board of Supervisors is hereby requested, in accordance with Education Code Section 15252-15254, to levy a tax for fiscal year 2019-20 with respect to the District’s outstanding bonds on all taxable property in the District sufficient to maintain, and avoid fluctuating tax levies with respect to and not exceed, the \$75 per \$100,000 in assessed valuation aggregate rate promised to the voters of the District. The proceeds of such tax shall be deposited into the debt service funds of the District established pursuant to the Education Code for bonds of the District.

Section 4. Effective Date. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the following vote of the members of the Board of Education of the San Ramon Valley Unified School District, Contra Costa County, California, this 6th day of August, 2019:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Rachel Hurd  
President of the Board of Education  
San Ramon Valley Unified School District

ATTEST:  
  
\_\_\_\_\_  
Rick Schmitt  
Secretary of the Board of Education  
San Ramon Valley Unified School District

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, California 94526

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF ADOPTION OF RESOLUTION NO. 1/19-20  
APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP)  
REQUEST(S)

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**DISCUSSION:**

The California Commission on Teacher Credentialing is no longer issuing Emergency Permits. However, the Commission replaced the Emergency Permit with the Provisional Internship Permit (PIP) which provides applicants additional time to meet the subject matter competence requirement(s) needed to enter an internship program. A District may request a PIP only after a diligent search has been conducted and a fully credentialed teacher could not be found.

All requests for a PIP must be presented to the Governing Board of a public school district for approval as an action item on the agenda. Every PIP request that is submitted to the Commission on Teacher Credentialing must also include verification that a notice of intent to employ the named applicant in the identified position has been made public.

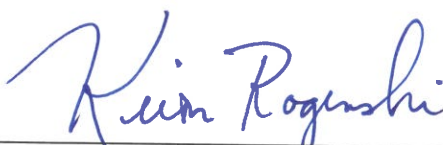
**RECOMMENDATION:**


Approve Provisional Internship Permit request(s) as presented

**BUDGET IMPLICATIONS:**

None

  
\_\_\_\_\_  
Aileen Parsons  
Director, Certificated Personnel

  
\_\_\_\_\_  
Keith Rogenski  
Asst. Superintendent, Human Resources

  
\_\_\_\_\_  
Rick Schmitt  
Superintendent

10.3



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT  
RESOLUTION OF THE BOARD OF TRUSTEES  
APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) REQUEST (S)  
RESOLUTION NO. 1/19-20

WHEREAS, the California Commission on Teacher Credentialing authorizes the issuance of a Provisional Internship Permit (PIP) to an employee who meets the minimum requirements and who requires additional time to meet the subject matter competence needed to enter an internship program.

THEREFORE BE IT RESOLVED that the following teacher has met the above criteria and is authorized to apply for a PIP to complete his assignment for the 2019-20 school year in the San Ramon Valley Unified School District:

<u>Name</u>	<u>Site</u>	<u>Subject</u>
Dylan Crowe	Dougherty Valley High	Resource
Matt Denham	California High	Resource & SDC
Madison Henry	Monte Vista High	Resource & SDC
Janet Javier	Coyote Creek Elementary	SDC Mild CE
Dima Khoury	Neil Armstrong Elementary	Resource
Martha Lee	Golden View Elementary	SDC
Adrienna Oviedo	Bella Vista Elementary	SDC Mild
Adelia Smith	Montair and Vista Grande Elementary	Resource

AYES:

NOES:

ABSENT:

ABSTAINED:

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Rick Schmitt  
Secretary to the Board of Education  
San Ramon Valley Unified School District

Board Meeting Date: August 6, 2019

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, California 94526

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF APPROVAL OF CERTIFICATED PERSONNEL CHANGES

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**DISCUSSION:**

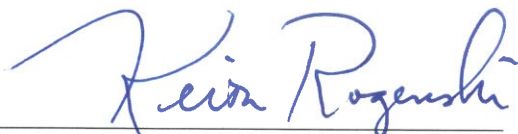
The attached personnel changes require Board approval.

**RECOMMENDATION:**

The Administration recommends approval of the Certificated Personnel Changes.

**BUDGET IMPLICATIONS:**

All recommendations for changes are presently within approved budget categories or have received specific Board approval.



Keith Rogenski  
Assistant Superintendent  
Human Resources



Aileen Parsons  
Director  
Human Resources



Rick Schmitt  
Superintendent

Item Number

11.1

CONSIDERATION OF APPROVAL OF CERTIFICATED PERSONNEL CHANGES - August 6, 2019

**Resignations/Retirements**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>	<u>Reason</u>
Maureen	Allison	Teacher, High	1.000	VE	06/07/19	Retirement
Jennifer	Bassett	Counselor, Middle	0.833	IH	06/10/19	Resignation
Christina	Burnside	Teacher, High	1.000	DH	06/03/19	Resignation
Christine	Calderazzo	Teacher, Elementary	0.149	SY	06/03/19	Resignation
Richelle	Cary	Teacher, Elementary	1.000	BV	06/03/19	Resignation
Patricia	Drury	Teacher, High	0.667	DH	06/03/19	Retirement
Patricia	Drury	Teacher, Middle	0.333	WR	06/03/19	Retirement
Joy	Dubrow	Teacher, Elementary	1.000	QR	06/03/19	Resignation
Jamie	Edwards	School Psychologist	0.400	HH	06/07/19	Resignation
Amy	Ertekin	Teacher, Elementary	0.800	LC	06/03/19	Resignation
Taylor	Foster	Teacher, Special Ed	1.000	CR	06/03/19	Resignation
Paul	Glatrze	Teacher, Elementary	1.000	TC	06/03/19	Retirement
Sarah	Hernandez	Teacher, Elementary	1.000	MT	06/03/19	Resignation
Arley	Hill	Assistant Principal, Middle	1.000	IH	06/06/19	Resignation
Stephanie	Kim	Teacher, High	0.800	DH	06/03/19	Resignation
Connie	Knudson	Teacher, Middle	1.000	PV	06/03/19	Retirement
Kyle	Marek	Teacher, Elementary	1.000	BV	06/03/19	Resignation
Amanda	Marini	Speech Therapist	0.600	PV	06/10/19	Resignation
Amanda	Marini	Speech Therapist	0.400	GR	06/10/19	Resignation
Stephanie	Nazario	Teacher, Resource	0.100	CW	06/03/19	Resignation
Patricia	O'Malley	Counselor, High	1.000	CH	06/10/19	Resignation
Geoffrey	Peppler	TSA, Elementary	0.800	WD	06/03/19	Resignation
Geoffrey	Peppler	TSA, Elementary	0.200	MO	06/03/19	Resignation
Dwight	Pratt	TSA, Elementary	0.600	BV	06/03/19	Resignation
Dwight	Pratt	TSA, Elementary	0.400	SY	06/03/19	Resignation
Jodi	Reed	Teacher, High	1.000	MV	06/03/19	Resignation
Donald	Rocci	Teacher, Special Ed	1.000	GB	06/03/19	Resignation
Linda	Roshay	Teacher, Middle	1.000	CW	06/03/19	Retirement
Stephanie	Santos	Teacher, Elementary	1.000	TC	06/03/19	Resignation
Heidi	Sansone	Teacher, Elementary	1.000	CK	06/03/19	Resignation
Stacy	Southern	Teacher, Middle	1.000	CW	07/31/19	Resignation
Christine	Tyler	Teacher, Middle	1.000	LC	06/03/19	Resignation
Junell	Watson	Teacher, High	1.000	DA	06/03/19	Resignation

**2018-19 Leaves of Absence - Partial Year**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Dates</u>
Rachael	Hernandez	TSA, High	1.000	DH	03/22/19-05/29/19
Kimberley	Jones	Teacher, Middle	1.000	PV	08/09/19-09/15/19
Stephanie	Polyzoz*	Teacher, Elementary	1.000	SY	08/31/18-05/24/19
Diana	Walker	Teacher, High	1.000	DH	04/08/19-06/03/19

**2019-20 Leaves of Absence**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Dara	Buzzard	Teacher, Elementary	0.200	MT	07/01/19
Giana	Lillig	Teacher, High	1.000	SR	07/01/19
Peggy	Loofbourrow	Teacher, Elementary	0.500	CC	07/01/19
Christine	Miller	Teacher, Middle	1.000	CW	07/01/19
Leanne	Tangney	Teacher, High	0.800	CH	07/01/19
Jenyth	Utchen	Teacher, High	1.000	MV	07/01/19
Nicole	Worrall	Teacher, Elementary	1.000	JB	07/01/19
Courtney	Zinke-Zagarella	Teacher, Elementary	0.500	CC	07/01/19

\*Revision

**CONSIDERATION OF APPROVAL OF CERTIFICATED PERSONNEL CHANGES - August 6, 2019**

**2019-20 Leaves of Absence - Partial Year**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Dates</u>
Judith	Kerns	Teacher, Middle	1.000	SV	08/13/19-01/13/19
Kiera	Rodriguez	Teacher, Elementary	1.000	CR	08/09/19-10/30/19

**24 Month Reemployment-Tenures**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Yuliya	Ashurov	Speech Therapist	0.200	BC	08/06/19

**2019-20 Temporary Employment**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Catherine	Alexander	Teacher, High	1.000	DH	08/08/19
Emily	Binder	School Psychologist	0.400	GR	08/01/19
Emily	Binder	School Psychologist	0.400	WD	08/01/19
Katelyn	Cadigan	Speech Therapist	0.700	TH	08/06/19
Katelyn	Cadigan	Speech Therapist	0.300	CR	08/06/19
Alyson	Campbell	Health Educator	1.000	SS	08/06/19
Rachelle	Carwin	Speech Therapist	0.600	SY	08/06/19
Rachelle	Carwin	Speech Therapist	0.400	AL	08/06/19
Kristine	Clevenger	Teacher, Elementary	1.000	BV	08/08/19
Brittany	Clift	Teacher, High	0.400	SR	08/08/19
David	Cosca	Teacher, High	1.000	MV	08/08/19
Giovanni	Crotti	Teacher, Elementary	1.000	AL	08/08/19
Andria	Dickson	Teacher, Elementary	1.000	GB	08/08/19
Jennifer	Donnelley	Teacher, Elementary	1.000	JB	08/08/19
Alyssa	Farber	Teacher, Special Ed	1.000	SV	08/08/19
Anne	Garay Enguidanos	Teacher, SDC-Preschool	1.000	WD	08/08/19
Benjamin	Germond	Teacher, Special Ed	1.000	LC	08/08/19
Paige	Gershman	Speech Therapist	0.600	GB	08/06/19
Courtney	Herb	School Psychologist	1.000	DV	08/01/19
Janet	Javier	Teacher, Special Ed	1.000	CK	08/07/19
Deanna	Karlson	Health Educator	1.000	SS	08/06/19
Dima	Khoury	Teacher, Resource	1.000	NA	08/08/19
Noah	Kopp	Teacher, High	1.000	DH	08/08/19
Chelsi	Lehman	Teacher, Middle	1.000	CW	08/08/19
Antonella	Leone	Teacher, Special Ed	1.000	CR	08/08/19
Katelyn	Mamizuka	Teacher, Middle	1.000	IH	08/08/19
Lucien	Martin	Teacher, High	1.000	SR	08/08/19
Sarah	McCallister	Teacher, Elementary	1.000	BV	08/08/19
Robin	Mock	Teacher, Middle	1.000	LC	08/09/19
Patricia	Mullins	Counselor, High	1.000	CH	08/01/19
Jyothi	Nair	Teacher, Middle	1.000	DV	08/08/19
Adrieanna	Oviedo	Teacher, Special Ed	1.000	BV	08/08/19
Celine	Sabatier Lacher	Teacher, Middle	0.334	IH	08/08/19
Jennifer	Schmiegel	Teacher, Elementary	0.200	JB	08/08/19
Mark	Slanec	Teacher, High	0.400	SR	08/08/19
Vivian	Srouji	Retired Working Counselor, Middle	0.100	DV	08/01/19
Summer	Stamates	Teacher, Elementary	1.000	BV	08/08/19
Sheryl	Starkie	Teacher, Elementary	0.851	CK	08/08/19
Masha	Stepanova	Teacher, Middle	0.500	SV	08/08/19
Daniel	Sweetnam	Teacher, High	1.000	DH	08/08/19
Kristin	Tegeler	Counselor, High	1.000	MV	08/09/19
Lalitha	Vasudeva	Teacher, Middle	0.833	DV	08/08/19
Patrick	Walker	Teacher, High	1.000	DH	08/08/19
Kara	Yeoman	Teacher, Special Ed	1.000	CC	08/08/19

\*Revision

**CONSIDERATION OF APPROVAL OF CERTIFICATED PERSONNEL CHANGES - August 6, 2019**

**2019-20 Categorical/Externally Funded Employment**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Lyllon	Pfann	Teacher, Middle	1.000	IH	08/09/19

**2019-20 Intern Employment**

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Timothy	Conrad	Teacher, High	0.800	DH	08/08/19
Haley	Hertz	Counselor, High	1.000	DH	08/01/19
Jared	Wheatley	Teacher, Elementary	1.000	BV	08/08/19

**Substitute Employment**

<u>First</u>	<u>Last</u>	<u>Effective Date</u>
Nichole	Gentile	06/06/19
John	Keefer	06/10/19

**Coach Employment**

<u>First</u>	<u>Last</u>	<u>Sport</u>	<u>Location</u>
Kai	Edwards	Head Varsity Soccer	MV
Christopher	French	Assistant Freshman Football	SR
Dan	Gellerman	Head Volleyball	DH
Jason	Intravaia	Head Cross Country	SR
Haley	Jackson	Assistant Cheer	DH
Dudley	Kuboi	Head Women's Tennis	DH
Conor	Neumann	Head Men's Water Polo	SR
Morgan	Self	Freshman Sideline Cheer	SR
Michael	Webb	Assistant Varsity Football	DH

\*Revision

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, California 94526

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF APPROVAL OF CLASSIFIED PERSONNEL  
CHANGES

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**DISCUSSION:**

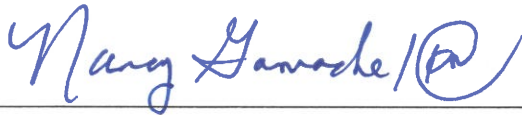
The attached personnel changes require Board approval.

**RECOMMENDATION:**

The Administration recommends approval of the Classified Personnel Changes.

**BUDGET IMPLICATIONS:**

All recommendations for changes are presently within approved budget categories or have received specific Board approval.



Nancy J. Gamache  
Director, Human Resources



Keith Rogenski  
Assistant Superintendent, Human Resources



Rick Schmitt  
Superintendent

11.2

Item Number

CONSIDERATION OF APPROVAL OF CLASSIFIED PERSONNEL CHANGES - August 6, 2019

**Separation**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Action</u>	<u>Eff Date</u>
Ashley	Gruter	Autism Specialist Para	BC	Resign	07/16/19
Victor	McGinnis	Autism Specialist Para	LC	Resign	06/03/19
Cheryl	Kaiser	Budget Analyst	BS	Resign	07/12/19
Lisa	Sylvestri	Child Nutrition Assistant	GV	Resign	07/24/19
Rachel	Cisneros	Classroom Para	GL	Resign	05/31/19
Pamela	Sahagun	Classroom Para	LO	Resign	06/03/19
Joan	Steffensen	Classroom Para	VG	Resign	06/03/19
Sripriya	Sundarajan	Classroom Para	VG	Resign	06/03/19
Judit	Eriksson	Lead Child Nutrition Assistant	HH	Resign	07/25/19
Ana	Singh	Noon Duty Supervisor	PV	Resign	05/31/19
Becky	Boekweg	School Office Assistant, Elementary	QR	Resign	06/13/19
Tilly	Liando	School Tech Instructional Assistant	WD	Resign	07/24/19
Anusha	Varma	School Tech Instructional Assistant	BC	Resign	07/05/19
Patrice	Gering	Special Education Para	VG	Resign	06/03/19
Rebekah	Lawrence	Special Education Para	CC	Resign	07/17/19
Pamela	Miller	Special Education Para	DH	Resign	06/03/19
Lisa	Phillips	Special Education Para	HH	Resign	07/22/19
Karen	Meron	Special Phys Health Care Assistant	BC	Retire	06/30/19

**Employment**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Nicolette	Sevier	Bus Driver	TRANS	25.00	Cat.	08/13/19
Angelica	Rettig	Child Nutrition Assistant	PV	18.75	Dist.	08/12/19
Jamie	Shaw	Child Nutrition Assistant - Rover	CN	20.00	Dist.	08/12/19
Zenobia	Latheef	Classroom Para	BC	18.00	Ext.	08/13/19
Roberta	Townsend	Crossing Guard	GV	15.00	Dist.	07/30/19
Aileen	Parsons	Director I - Human Resources	PERS	40.00	Dist.	07/01/19
Miguel	Villarreal	Director II - Child Nutrition/Warehouse	CN	40.00	Dist.	07/08/19
Harmander	Ahuja	Noon Duty Supervisor	VG	7.50	Dist.	08/14/19
Kamilah	Jackson	Noon Duty Supervisor	GB	11.25	Dist.	08/14/19
Aolfo	Portades	Noon Duty Unit	VG	7.50	Dist.	08/14/19
Sepideh	Zarepars	Special Education Para	CC	29.00	Cat.	08/13/19
Mitchell	Baird	Systems Administrator	CS	40.00	Dist.	07/01/19

**Voluntary Transfer**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Elizabeth	Barber	Campus Monitor	MV	19.00	Ext.	
		to Campus Monitor	CH	25.00	Ext.	08/13/19
Yan	Cheng	Child Nutrition Assistant	HH	18.75	Dist.	
		to Child Nutrition Assistant	WR	18.75	Dist.	08/09/19
Wesley	SooHoo	Computer Systems Assistant	LO	40.00	Ext.	
		to Computer Systems Assistant	TECH	40.00	Dist.	07/16/19



**Voluntary Transfer (continued)**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Eric	Sun	Computer Systems Assistant to Computer Systems Assistant	SR TECH	40.00 40.00	Dist. Dist.	07/16/19
Cruz Elloy	Carrillo	Custodian and Custodian to Custodian	DA GB SR	20.00 20.00 40.00	Dist. Dist. Dist.	07/24/19
Nathan	Gillespie	Custodian and Custodian to Custodian	HH LO CC	20.00 20.00 40.00	Dist. Dist. Dist.	07/24/19
Jennifer	Pfotenhauer	School Office Assistant Elementary to School Office Assistant Elementary	CC QR	40.00 32.50	Dist. Dist.	07/22/19
Susan	Simms	School Office Assistant Elementary to School Office Assistant Elementary	HH CC	40.00 40.00	Dist. Dist.	07/22/19

**Voluntary Change in Classification**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Reema	Popli	Account Clerk III to Accounting/Payroll Analyst	BS BS	40.00 40.00	Dist. Dist.	07/29/19
Yenling	Chang	Accounting/Payroll Analyst to Budget Analyst	BS BS	40.00 40.00	Dist. Dist.	07/01/19
Laurence	Thompson	Child Nutrition Assistant to Lead Child Nutrition Assistant	MV MT	18.75 18.75	Dist. Dist.	08/12/19
Shannon	White	Classroom Para to Instructional Assistant	LO LO	14.00 19.50	Ext. Dist.	08/13/19
Janet	Branigan	Clerk Typist to Department Secretary I	DH FA	35.00 40.00	Dist. Dist.	07/15/19
Justin	Miller	Computer System Assistant to Computer Support Tech	CH CS	40.00 40.00	Dist. Dist.	07/01/19
Terry	Stewart	Custodian to Lead Custodian, Elementary	CC BV	40.00 40.00	Dist. Dist.	06/25/19
Shirah	McDonald	Educational Transcriber to Library Media Coordinator	MV DH	30.00 40.00	Cat. Dist.	08/05/19
Tharsne	Supramaniam	Health Clerk Para to Secretary I, Secondary School	DH DH	10.00 40.00	Dist. Dist.	08/05/19
Israel	Adame	Lead Custodian, Elementary to Preventative Maintenance Tech	RR BG	40.00 40.00	Dist. Dist.	07/01/19
Lori	Young	Primary Intervention Para to Senior Primary Intervention Para	BC RR	14.50 19.75	Dist./Ext. Dist./Ext.	08/26/19
Kathleen	O'Grady	School Office Assistant, Elementary and Secretary I, Secondary School to Registrar, High School	CR IH DH	11.50 20.00 40.00	Dist. Dist. Dist.	07/01/19
Mary	Bordenave	Special Education Para to Autism Specialist Para	MV MV	30.00 29.50	Cat. Cat.	08/13/19
Abirami	Valliappan	Special Education Para to Autism Specialist Para	CK CK	25.50 29.50	Cat. Cat.	08/13/19
Lucia	Morgin	Special Phys Health Care Asst/LVN to Braille Interpreter for Visually Impaired	SE GR	33.00 29.50	Cat. Cat.	08/13/19

**Increase in FTE**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Thania	Alfaro	Autism Specialist Para to Autism Specialist Para	SR SR	30.50 31.91	Cat. Cat.	08/14/19
Anshuka	Bakshi	Autism Specialist Para to Autism Specialist Para	LO LO	17.50 35.00	Cat. Cat.	08/13/19
Richard	Shepard	Campus Monitor to Campus Monitor	MV MV	30.00 40.00	Dist. Dist.	08/13/19
Yan	Cheng	Child Nutrition Assistant to Child Nutrition Assistant	HH HH	17.50 18.75	Dist. Dist.	08/09/19
Nehal	Shah	Instructional Assistant to Instructional Assistant	HH HH	14.00 19.50	Ext. Ext.	08/13/19
Elizabeth	Boss	Library Media Coordinator to Library Media Coordinator	SY SY	8.00 29.00	Ext. Ext.	08/05/19
Frank	Esparza	Noon Duty Supervisor to Noon Duty Supervisor	NA NA	4.75 5.00	Dist. Dist.	07/01/19

**Voluntary Reassignment**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Jessica	Arcas	Noon Duty Supervisor to Noon Duty Supervisor	NA NA	7.90 5.00	Dist. Dist.	07/30/19

**District Initiated Reclassification**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Jaime	Sahugun	Head Mechanic to Lead Mechanic	TRAN TRAN	40.00 40.00	Dist./Cat. Dist./Cat.	09/30/18

**39 Month Re-Employment**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Fund</u>	<u>Eff Date</u>
Jasmine	Gacusan	Director II - Purchasing/Warehouse/Dup	BS	Dist.	07/30/19
Erika	Agraz	Lead Custodian, Elementary	LO	Dist.	06/25/19
Fidel	Belloso	Noon Duty Supervisor	BC	Dist.	07/30/19

**39+24 Month Re-Employment**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Fund</u>	<u>Eff Date</u>
Jessica	Arcas	Noon Duty Supervisor	NA	Dist.	07/30/19
Aja	Lee	Secretary I, Secondary School and Library Media Coordinator	CW CW	Dist. Dist.	07/30/19

**Probationary Release**

<u>EIN#</u>	<u>Classification</u>	<u>Eff Date</u>
15888	Noon Duty Supervisor	05/30/19
16230	Noon Duty Supervisor	05/30/19
16258	Noon Duty Supervisor	05/30/19
16378	Noon Duty Supervisor	05/30/19
15855	Substitute Custodian	06/27/19

**Classified Summer Employment**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Action</u>	<u>Eff Date</u>	<u>End Date</u>
Joseph	Sullivan	Enrichment Para - Summer Basketball	Hire	06/13/19	
Sharwin	Patil	Enrichment Para - Summer Robotics	Hire	06/26/19	
Nima	Ashrafi	Enrichment Para - Speech & Debate	Hire	07/01/19	
Kyle	Chan	Enrichment Para - Speech & Debate	Hire	07/01/19	
Raymond	Fang	Enrichment Para - Speech & Debate	Hire	07/01/19	
Nadine	Fattah	Enrichment Para - Speech & Debate	Hire	07/01/19	
Kimberly	Fradelis	Enrichment Para - Speech & Debate	Hire	07/01/19	
Julia	Gines	Enrichment Para - Speech & Debate	Hire	07/01/19	
Ethan	Yu	Enrichment Para - Speech & Debate	Hire	07/01/19	
Stephen	Abas	Enrichment Para - Summer Wrestling	Hire	06/13/19	
Austin	Roland	Student Worker, Baseball Camp	Hire	05/29/19	
Anirudh	Iyer	Student Worker, Robotics Camp	Hire	06/05/19	
Tanvi	Thummala	Student Worker, Robotics Camp	Hire	05/31/19	
Meghaj	Vadlaputi	Student Worker, Robotics Camp	Hire	06/04/19	
Alan	Chen	Student Worker, Speech & Debate Camp	Hire	06/04/19	
Margo	Cohen	Student Worker, Speech & Debate Camp	Hire	05/22/19	
Yara	Lavassani	Student Worker, Speech & Debate Camp	Hire	06/04/19	
Aishwarya	Nagabhushan	Student Worker, Speech & Debate Camp	Hire	06/04/19	
Mrudhula	Nithiyakumar	Student Worker, Speech & Debate Camp	Hire	06/14/19	
Daryl	Ou	Student Worker, Speech & Debate Camp	Hire	07/12/19	
Jasmine	Rezaei	Student Worker, Speech & Debate Camp	Hire	05/31/19	
Sarah	Rizvi	Student Worker, Speech & Debate Camp	Hire	05/22/19	
Siya	Sharma	Student Worker, Speech & Debate Camp	Hire	06/07/19	
Hana	Simab	Student Worker, Speech & Debate Camp	Hire	05/23/19	
Harsh	Wadhwa	Student Worker, Speech & Debate Camp	Hire	06/04/19	
Amber	Xu	Student Worker, Speech & Debate Camp	Hire	06/04/19	
Timothy	Yue	Student Worker, Speech & Debate Camp	Hire	06/06/19	
Janet	Foster	Summer Enrollment Secretary	Hire	07/01/19	
Melanie	Jensen	Summer Enrollment Secretary	Hire	07/01/19	
Vicki	Kallick	Summer Enrollment Secretary	Hire	07/01/19	
Candace	Molano	Summer School Office Manager	Hire	07/01/19	07/19/19
Madeline	Proctor	Summer School Office Manager	Hire	06/06/19	06/27/19

**Classified Employment - Other**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Action</u>	<u>Eff Date</u>
Christopher	Barideaux	Enrichment Para	Hire	08/13/19
Kyle	Hejlik	Lifeguard	Hire	06/26/19
Jonathan	Huber	Lifeguard	Hire	06/19/19

**Classified Employment - Other (continued)**

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Action</u>	<u>Eff Date</u>
Isaac	Kim	Lifeguard	Hire	07/05/19
Ryan	Lewis	Lifeguard	Hire	06/14/19
Abby	McDonough	Lifeguard	Hire	06/26/19
Tustin	Ellison	Substitute Custodian	Hire	05/27/19
Brandon	Fowler	Substitute Custodian	Rehire	06/24/19

**San Ramon Valley Unified School District**  
 699 Old Orchard Drive, Danville, California, 94526

8/6/19  
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 Item 11.3

**DATE:** August 6, 2019

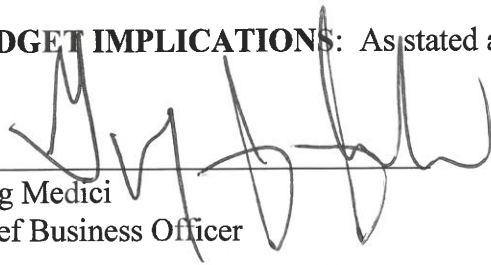
**TOPIC: CONSIDERATION OF APPROVAL OF CONTRACTS/PURCHASES  
 OVER \$50,000**


**DISCUSSION:** Contracts and purchases over \$50,000 are routinely brought to the Board for approval. Copies of the contracts are available to the Board and public upon request.

Vendor	Item	Amount	Funding
Deepa Thomas	Assistive Tech. Services for Sp. Ed. FY 2019-20	\$134,000	Sp. Ed.
Natalie Chargin	Speech and Speech ESY for FY 2019-20	\$167,900	Sp. Ed.
Infinite Campus	Student Database	\$320,000	Tech.
ConvergeOne	Cisco Smartnet	\$70,000	Tech.
Done Right Security	Surveillance Cameras	\$100,000	Measure D – Tech.
AAA Fence Company	Fencing and gating modernization at Montevideo ES	\$65,000	Measure D
Evergreen Tree Care	Tree Care Services throughout district	\$75,000	RRM
American Floor Sanding Inc.	Refinishing of gym floors for MS & HS	\$88,000	RRM

**RECOMMENDATION:** Authorize the District to execute the above agreements and purchases.

**BUDGET IMPLICATIONS:** As stated above.

  
 \_\_\_\_\_  
 Greg Medici  
 Chief Business Officer

  
 \_\_\_\_\_  
 Rick Schmitt  
 Superintendent

11.3  
 Item Number

SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT  
699 Old Orchard Drive, Danville, California 94526

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF APPROVAL OF BID AWARD FOR SAN  
RAMON VALLEY HIGH SCHOOL NEW CLASSROOM BUILDING  
FENCING AND GATING


**DISCUSSION:** On July 24, 2019 the District received and publicly opened bids for the San Ramon Valley High School new classroom building fencing & gating. The bid results are listed below.

Bid #818			
Contractor	Base Bid	10% Contingency	Total Not to Exceed
AAA Fence Company, Inc.	\$203,275	\$20,328	\$223,603
Pisor Fence Division, Inc.	\$215,384		
Crusader Fence Company, Inc.	\$397,737		

**RECOMMENDATION:** Staff recommends the Board approve the following bid award:

- AAA Fence Company, Inc. for a total not-to-exceed amount of \$223,603.
- **BUDGET IMPLICATIONS:** As shown above – Fund 21 (Measure D)

  
Gary Black  
Assistant Superintendent  
Facilities & Operations

  
Rick Schmitt  
Superintendent

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, CA 94526

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION OF APPROVAL OF NEW JOB DESCRIPTION FOR  
LEAD MECHANIC

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**DISCUSSION:**

The District has identified a need to create a new job description for Lead Mechanic as a result of the reclassification process in 2019. The existing Head Mechanic job description has been modified to accurately reflect the current duties and responsibilities of the position and upgrade its placement from Range 11 to Range 12 on the SEIU salary schedule. This will ensure that the salary is competitive in the market and commensurate with the knowledge, skills, and responsibilities required of the assigned incumbent.

The job description presented includes duties and responsibilities which represent and accurately reflect the District's needs and are comparable to similar positions in other California school districts.

**RECOMMENDATION:**

Approve the new job description for Lead Mechanic.

**BUDGET IMPLICATIONS:**

The annual cost difference to the District of moving this position to Range 12 on the SEIU Salary Schedule is approximately \$4,100 per year.



Nancy Gamache  
Director of Human Resources



Keith Rogenski  
Assistant Superintendent  
Human Resources



Rick Schmitt  
Superintendent

11.5  
Item Number



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT  
Position Description

8/6/19  
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Item 11.5

TITLE:	<del>Head Mechanic</del> <b>Lead Mechanic</b>	REPORTS TO:	<del>Assigned Supervisor</del> <b>Director of Transportation</b>
DEPARTMENT:	Transportation	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	WORK YEAR:	12 Months
BOARD APPROVAL:	December 9, 2014	SALARY:	Range <del>11</del> <b>12</b> / SEIU Salary Schedule
<b>REVISED:</b>			

**SUMMARY DEFINITION:** ~~Under the supervision and direction of an assigned supervisor, this position performs a variety of duties related to vehicle and equipment maintenance. Oversees District vehicle and school bus maintenance program to assure safe and acceptable operating conditions without interruption to educational programs. Plans, organizes, and assigns the work of mechanics.~~ **Under the supervision and direction of the Director of Transportation, this position performs a variety of duties related to vehicle and equipment maintenance. Oversees District vehicle and school bus maintenance program to assure safe and acceptable operating conditions without interruption to educational programs. Plans, organizes, and leads the work of mechanics and other staff.**

**REPRESENTATIVE DUTIES:** Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

**E= Essential Functions**

Plans, organizes, coordinates and ~~directs~~**leads** the day-to-day operations of district vehicle repairs requiring independent judgment and analysis. **E**

Inspects, diagnoses, oversees, plans, performs and/or assigns the repair of all District vehicle and equipment maintenance as required. **E**

Prioritizes, schedules and assigns work, receives work orders, and assures accurate, cost-effective, and timely completion of work assignments. **E**

Trains and assigns the work of other mechanics in their duties, and determines priorities for the work to be performed. **E**

~~Responds to emergency situations.~~ **Responds to emergency breakdowns and repair vehicles at emergency site. Operates a variety of vehicle maintenance and repair tools and equipment in a safe manner.** **E**

Performs skilled mechanical work involving the inspection, diagnosis, repair and maintenance of school buses, passenger vehicles, District vehicles and other vehicles and equipment. **E**

~~Inspects and schedules necessary service for vehicles and equipment to ensure safe operation in accordance with State and District requirements.~~ **Supervise and perform scheduled preventative maintenance safety checks and inspections as required; assure compliance with California Highway Patrol (CHP) school bus maintenance regulations and other requirements; prepare related documentation; set up CHP inspections as appropriate.** **E**

**Diagnoses mechanical problems. Makes a wide variety of mechanical repairs including overhauling engines, replacing bearings, adjusting ignitions and carburetors, assembling transmissions and differentials, fitting pistons and rings, aligning and adjusting brakes, aligning wheels and installing axles, overhauling steering mechanisms and drive shafts.** **E**

**Adjust, repair and maintain brakes systems; install and replace air brakes and other hardware; adjust and reline brakes; oversee and participate in transmission, motor and engine inspections, overhauls, maintenance and repairs; perform minor and major tune ups on District vehicles and equipment. E**

**Repairs and balances tires and wheels. E**

**Performs overhead on diesel and tune-ups on gas engines. E**

**Evaluate, maintain, service and repair vehicles; troubleshoot difficult diagnostic problems as needed; read and interpret schematics and diagrams; inspect and diagnose mechanical malfunctions; verify work list of the mechanical maintenance and repair needs of District vehicles. E**

**Estimate labor, material and equipment needed for maintenance and repair of vehicles and equipment; monitor and maintain adequate inventory levels of parts, supplies and equipment; research and order parts, supplies and equipment; confer with vendors to research, obtain and compare price quotes and product information; schedule and arrange for outside repairs as needed. E**

**Performs a variety of work in the repair, overhaul and maintenance of light to heavy duty automotive, grounds equipment, and off-road power equipment. E**

**Remove and replace differentials, transmissions, and engines. E**

Recommends to District administration the need for repair and/or replacement of vehicles and equipment. E

Orders, receives and maintains inventory of parts and supplies and organizes storage. E

Completes repair records, work orders, purchase orders and all other required paperwork, manually and electronically, using District technology and software. E

Oversees the work area to ensure a safe and clean working environment in accordance with applicable laws, regulations and statutes. E

Performs other duties as assigned.

#### **MINIMUM QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications listed in this document are the minimum qualifications required in order to successfully be considered and hired for the position.

#### **TRAINING, EDUCATION AND EXPERIENCE:**

Any combination of training, experience, and/or education equivalent to: graduation from high school or G.E.D. AND a minimum of five years of current experience as a journey-level mechanic with experience maintaining a fleet of various G.V.W. vehicles and equipment including school buses and passenger vans.

#### **LICENSES AND OTHER REQUIREMENTS:**

Possession and ongoing maintenance of a valid California Class **AB** driver's license with a good driving record. DL-51 medical clearance.

#### **TECHNOLOGY, EQUIPMENT AND TOOL SKILLS:**

Demonstrated ability to use a variety of tools used in the industry and trade of vehicle diagnosis, analysis and repair. Basic ability to use a personal computer, use current industry and District specific software and the Internet. Basic ability to use general office equipment.

**KNOWLEDGE, SKILLS AND ABILITIES:** The requirements listed below are representative of the knowledge, skill and/or ability required.

**KNOWLEDGE OF:**

California Motor Vehicle Code, California Education Code, Department of Transportation Code, and other State and Federal rules and regulations relating to the maintenance, operation and safety of District vehicles, heavy equipment and pupil transportation.

Hazardous material storage and handling and CalOSHA as related to a vehicle repair facility.

Equipment, machines and tools, including their designs, uses, repair, and maintenance.

Circuit boards, processors, chips, electronic equipment, and computer hardware and software, including applications and programming.

Principles and processes for providing customer service.

Quality standards for service and customer satisfaction.

Current laws, codes, and practices applicable to assigned responsibilities including knowledge of safety methods and practices.

Cost effective parts ordering, parts storage, and records maintenance.

Estimating time and material requirements for work projects.

Accurate record-keeping and analysis techniques.

**ABILITY TO:**

Meet District standards of professional attitude as outlined in Board Policy Exhibit E-4219.21, Code of Ethics for Classified Employees.

Diagnose, perform and assign repair of all District vehicles and equipment.

Use and interpret testers, ohmmeters, voltmeters, and various other meters and instruments used to analyze operational and repair requirements.

Coordinate, schedule, and prioritize multiple projects.

Demonstrate strong analytical and organizational skills.

Make sound recommendations for resolution of problems or change.

Read, interpret and follow operator's manuals and specifications.

Maintain current knowledge of provisions of applicable Federal, State and District laws, rules and regulations.

Establish and maintain effective working relationships with all levels of district staff, outside agencies, vendors, and the public.

Plan and organize work.

Meet schedules and time lines.

Complete and maintain timely and accurate records and prepare reports.

Analyze situations accurately and adopt an effective course of action.

Work independently with little direction.

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

Read and follow verbal and written directions, and effectively oversee others in the performance of their duties.

Perform heavy manual labor.

Safely use welding equipment.

Use and wear appropriate personal protective equipment and assure all mechanics follow same standards.

Pass required physical exam in order to maintain license/certification.

Pass DOT required random testing.

**LANGUAGE SKILLS:**

Ability to read, write, hear, and speak in English. Ability to read and interpret documents such as repair manuals, safety rules, operating and maintenance instructions, Occupational Safety Data Sheets (OSDS), and procedure manuals including policies and procedures and equipment manuals; write routine draft instructions, reports and correspondence; speak effectively one-one and/or before internal and/or external groups.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:** The physical demands and the work environment characteristics described here are representative of those that an employee encounters while performing the essential function of this job and must be met by the employee to successfully perform the essential function of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORKING CONDITIONS:**

Indoor and outdoor environments. Work involves almost constant exposure to unusual elements, such as extreme temperatures, toxic chemicals, biohazard materials, dirt, dust, fumes, smoke, and/or loud noises. Occasional excessive noise from machinery. Exposure to outdoor conditions and high precarious places when performing duties.

**PHYSICAL ABILITIES:**

Considerable physical activity. Strength and energy sufficient to maintain a rigorous work schedule involving continuous heavy physical exertion; hearing and speaking to exchange information in person and on the telephone; seeing to operate, inspect, diagnose, repair and maintain equipment and systems; seeing to read and prepare records and reports; seeing to perform assigned duties. Speaking and hearing in person and on the telephone/radio to exchange information. Standing for extended periods of time. Dexterity of hands and fingers to perform assigned duties; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to perform assigned duties; climbing ladders, stairs, and scaffolding to make necessary inspections; frequently lifting heavy objects. Stretching, reaching, grasping, pinching, twisting, and dexterity of neck, shoulders, back, waist, hips, arms, hands, fingers, legs and feet to perform job duties.

**HAZARDS:**

Exposure to lubricants, diesel, gasoline and natural gas; fumes and other airborne agents; compressed gases; electrical, hydraulic and air power sources; equipment temperature extremes. Work environment involves exposure to potentially dangerous materials and situations that require following extensive safety precautions and include the use of protective equipment. The District provides OSHA regulated safety training as needed.

**APPROVALS:**

~~CJ Cammack~~ **Keith Rogenski**  
Assistant Superintendent, Human Resources

\_\_\_\_\_  
Date

~~Mary C Shelton~~ **Rick Schmitt**  
Superintendent

\_\_\_\_\_  
Date

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
699 Old Orchard Drive, Danville, CA 94526

**DATE:** August 6, 2019

**TOPIC:** Consideration of Approval for Additional 2019-2020 Non-Public School and Non-Public Agency Master Contract Expenditures

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**DISCUSSION:**

As part of the U.S. Individuals with Disabilities Education Act (IDEA), the least restrictive environment is identified as one of the six principles that govern the education of students with disabilities and other special needs. By law, schools are required to provide a Free Appropriate Public Education (FAPE) in the least restrictive environment that is appropriate to the individual student's needs.

"Least restrictive environment" (LRE) means that a student who has a disability should have the opportunity to be educated with non-disabled peers, to the greatest extent appropriate. They should have access to the general education curriculum, extracurricular activities, or any other program that non-disabled peers would be able to access. The student should be provided with supplementary aids and services necessary to achieve educational goals if placed in a setting with non-disabled peers. Should the nature or severity of his or her disability prevent the student from achieving these goals in a regular education setting, then the student would be placed in a more restrictive environment, such as a Resource Program, separate classroom with specialized academic instruction (Special Day Class), or a Non-public school (NPS).

To determine what an appropriate setting is for a student, an IEP (Individualized Education Program) team will review the student's needs and interests. The types of educational settings for students with disabilities will vary. With the differences in needs and interests among students with disabilities, there is no single definition of what a LRE will be for all students.

**RECOMMENDATION:**

San Ramon currently has 32 students whose least restrictive environment per IDEA was determined to be placement in a Non-public school setting due to a significant disability, behavioral or programmatic needs that have impacted their current ability to be successful within the general education setting.

In addition, we contract through a number of Non-public agencies (NPAs) to provide required or negotiated services in the areas of Speech and Language, Occupational Therapy, Assistive Technology, and Nursing, or as a result of staffing shortages in one or more of these areas.

We recommend approval of additional projected expenditures of \$731,336.00 to cover services being provided by Non-Public Schools and Non-Public Agencies based on current student placements.

ADDITIONAL BUDGET IMPLICATIONS: \$731,336.00

(see attached chart)



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MaryAnn Frates  
SELPA Executive Director



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Rick Schmitt  
Superintendent

AS OF 7/23/2019

**2019/2020 Projection - Non Public Agencies \*\*\*ESTIMATED\*\*\***

Non Public Agency	Service(s)	# of Students	2019/2020 Projected July 1 - Dec 31	2019/2020 Projected Jan 1 - June 30	Total
Bright Path Therapist	OT		\$26,000.00	\$26,000.00	\$52,000.00
Accountable Health	SDC Teacher		\$26,000.00	\$26,000.00	\$52,000.00
Deborah Mccloskey	SLP		\$26,000.00	\$26,000.00	\$52,000.00
Goals for Autism	INTENSIVE INDIVIDUAL		\$26,000.00	\$26,000.00	\$52,000.00
Juvo	INTENSIVE INDIVIDUAL		\$26,000.00	\$26,000.00	\$52,000.00
<b>TOTAL</b>			<b>\$130,000.00</b>	<b>\$130,000.00</b>	<b>\$260,000.00</b>

**2019/2020 Projection - Non Public Schools**

Non Public School	Service(s)	# of Students	2019/2020 Projected July 1 - Dec 31	2019/2020 Projected Jan 1 - June 30	Total
Seneca	Tuition		\$26,000.00	\$26,000.00	\$52,000.00
Wellspring	Tuition		\$50,000.00	\$50,000.00	\$100,000.00
Anova Center	Instruction		\$26,000.00	\$26,000.00	\$52,000.00
Greenacre	Room Board Psych		\$107,668.00	\$107,668.00	\$215,336.00
Springstone	Instruction		\$26,000.00	\$26,000.00	\$52,000.00
<b>TOTAL</b>			<b>\$235,668.00</b>	<b>\$235,668.00</b>	<b>\$471,336.00</b>

**TOTAL PROJECTED COST FOR 2019/20120 \$731,336.00**

**\*\*\*BASED ON ACTUAL COST IN 18-19\*\*\*\*\***



# San Ramon Valley Unified School District

699 Old Orchard Drive, Danville, CA 94526

8/6/19  
Page 37 or 44  
Item 11.7

**DATE:** August 6, 2019

**TOPIC:** CONSIDERATION FOR REVISION TO BOARD POLICY 5030,  
STUDENT WELLNESS

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**DISCUSSION:**

Periodically Administration reviews Board Policies and Administrative Regulations to assure they are current and in compliance with the California Education Code and various Federal and State regulations.


The U.S. Department of Agriculture (USDA) Food & Nutrition Services section, requires School Food Authorities to administer program services and benefits in accordance with all laws, regulation, instructions, policies, and guidance related to non-discrimination in program delivery. At this time the district's Student Wellness policy requires revision to include the non-discrimination statement in order to be in compliance with Federal civil rights law and USDA civil rights regulations and policies.

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**RECOMMENDATION:** Staff recommends the Board approve revisions to include the non-discrimination statement.

**BUDGET IMPLICATIONS:** N/A.

  
\_\_\_\_\_  
Greg Medici  
Chief Business Officer

  
\_\_\_\_\_  
Rick Schmitt  
Superintendent

11.7  
Item Number

**BP 5030**  
**Students**

The Board of Education recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall coordinate and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

- (cf. 1020 - Youth Services)
- (cf. 3513.3 - Tobacco-Free Schools)
- (cf. 3514 - Environmental Safety)
- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5131.61 - Drug Testing)
- (cf. 5131.62 - Tobacco)
- (cf. 5131.63 - Steroids)
- (cf. 5141 - Health Care and Emergencies)
- (cf. 5141.22 - Infectious Diseases)
- (cf. 5141.3 - Health Examinations)
- (cf. 5141.31 - Immunizations)
- (cf. 5141.32 - Health Screening for School Entry)
- (cf. 5141.6 - School Health Services)
- (cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)
- (cf. 6164.2 - Guidance/Counseling Services)

**School Health Council/Committee**

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee may appoint a school health council or other district committee whose membership shall include representatives of these groups. He/she also may invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

- (cf. 1220 - Citizen Advisory Committees)
- (cf. 9140 - Board Representatives)

The school health council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council/committee may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

**Goals for Nutrition, Physical Activity, and Other Wellness Activities**

The Board shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. (42 USC 1758b)

The district's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the state's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6011 - Academic Standards)  
(cf. 6142.7 - Physical Education and Activity)  
(cf. 6142.8 - Comprehensive Health Education)  
(cf. 6143 - Courses of Study)

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

(cf. 5148.2 - Before/After School Programs)  
(cf. 6177 - Summer Learning Programs)

To reinforce the district's nutrition education program, the Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free give-aways, or other means.

(cf. 1325 - Advertising and Promotion)

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

(cf. 5142.2 - Safe Routes to School Program)  
(cf. 6145 - Extracurricular and Cocurricular Activities)  
(cf. 6145.2 - Athletic Competition)

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

(cf. 1330.1 - Joint Use Agreements)

Professional development shall be regularly offered to health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills.

(cf. 4131 - Staff Development)  
(cf. 4231 - Staff Development)  
(cf. 4331 - Staff Development)

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1100 - Communication with the Public)  
(cf. 1112 - Media Relations)

(cf. 1113 - District and School Web Sites)  
(cf. 1114 - District-Sponsored Social Media)  
(cf. 6020 - Parent Involvement)

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

(cf. 5131.2 - Bullying)  
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness programs and may provide opportunities for regular physical activity among employees.

#### Nutritional Guidelines for Foods Available at School

For all foods available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

(cf. 3550 - Food Service/Child Nutrition Program)  
(cf. 3552 - Summer Meal Program)  
(cf. 3553 - Free and Reduced Price Meals)  
(cf. 5141.27 - Food Allergies/Special Dietary Needs)  
(cf. 5148 - Child Care and Development)  
(cf. 5148.3 - Preschool/Early Childhood Education)

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that all foods and beverages sold to students at district schools, including those available outside the district's food services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal nutritional standards.

(cf. 3312 - Contracts)  
(cf. 3554 - Other Food Sales)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate

for occasional class parties. Class parties or celebrations shall be held after the lunch period when possible.

#### Program Implementation and Evaluation

The Superintendent shall designate one or more district or school employees, as appropriate, to ensure that each school site complies with this policy. (42 USC 1758b)

(cf. 0500 - Accountability)  
(cf. 3555 - Nutrition Program Compliance)

The Superintendent or designee shall assess the implementation and effectiveness of this policy at least once every two years.

The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements
2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records
3. Student participation rates in all school meal and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program
4. Extent to which foods sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with nutritional standards
5. Results of the state's physical fitness test at applicable grade levels
6. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity
7. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program
8. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the school health council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and assessment results. (42 USC 1758b)

In addition, the assessment results shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

### Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.*

*Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339. Additionally, program information may be made available in languages other than English.*

*To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at the Filing a Program Discrimination Complaint as a USDA Customer page (insert external link - opens in new window or tab), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:*

*(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;*

*(2) fax: 202-690-7442; or*

*(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)*

*This institution is an equal opportunity provider.*

### Legal Reference:

#### EDUCATION CODE

33350-33354 CDE responsibilities re: physical education  
49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001  
49490-49494 School breakfast and lunch programs  
49500-49505 School meals  
49510-49520 Nutrition  
49530-49536 Child Nutrition Act  
49540-49546 Child care food program  
49547-49548.3 Comprehensive nutrition services  
49550-49561 Meals for needy students  
49565-49565.8 California Fresh Start pilot program  
49570 National School Lunch Act  
51210 Course of study, grades 1-6  
51220 Course of study, grades 7-12  
51222 Physical education

51223 Physical education, elementary schools  
51795-51796.5 School instructional gardens  
51880-51921 Comprehensive health education  
CODE OF REGULATIONS, TITLE 5  
15500-15501 Food sales by student organizations  
15510 Mandatory meals for needy students  
15530-15535 Nutrition education  
15550-15565 School lunch and breakfast programs  
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1751-1769 National School Lunch Program, especially:  
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1771-1791 Child Nutrition Act, especially:  
1773 School Breakfast Program  
1779 Rules and regulations, Child Nutrition Act  
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210.1-210.31 National School Lunch Program  
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Rules and Regulations, January 26, 2012, Vol. 77, Number 17, pages 4088-4167

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Fit, Healthy and Ready to Learn, 2000

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##### WEB SITES

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

Action for Healthy Kids: <http://www.actionforhealthykids.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/l/nu>

California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org>

Center for Collaborative Solutions: <http://www.ccscenter.org>  
Centers for Disease Control and Prevention: <http://www.cdc.gov>  
Dairy Council of California: <http://www.dairycouncilofca.org>  
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School Nutrition Association: <http://www.schoolnutrition.org>  
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Policy SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT  
Danville, California

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