



San Ramon Valley Unified School District

Board of Education Agenda and Information

Meeting Date

October 29, 2019

Rick Schmitt

Superintendent

**699 Old Orchard Drive
Danville, CA 94526
(925)552-5500 www.srvusd.net**



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



BOARD OF EDUCATION MEETING AGENDA
October 29, 2019

5:30PM Closed Session

Greg Marvel, Vice-President
Mark Jewett, Clerk

Rachel Hurd, President

7:00PM Open Session

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
October 29, 2019
5:30PM

- 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 Labor Negotiator – Agency Keith Rogenski**
Assistant Superintendent Human Resources
 - a) SRVEA, CSEA, SEIU**
 - 4.2 Conference with Legal Counsel – Existing Litigation**
(subdivision a) Section 54956.9 California Government Code
 - a) Case #2019081120**
 - b) Case #2019090288**
 - 4.3 Public Employee Performance Evaluation**
 - a) Certificated and Classified Administrators**
 - 4.4 Public Employee Appointment**
 - a) Director 1 – Instructional Services & District Communications**
 - b) Middle School Assistant Principal**

Adjournment



**OPEN SESSION
Board Rooms
October 29, 2019
7:00 PM**

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 October 8, 2019 **Action**

7.2 Minutes of October 21, 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 Student Board Member Report – Del Amigo High School **Oral**

9.2 Presentation – Bollinger Canyon Elementary School **Oral**

9.3 National Native American Heritage Month - November **Oral**

9.4 Presentation – Student Achievement Data **Oral**

9.5 Public Comment for Non-Agenda Items (Comments Limited to Three Minutes) **Oral**

9.6 Association Presidents’ Comments **Oral**

10.0 Action Items/Public Hearings

10.1 Public Hearing for the Joint Initial Proposal for Labor Negotiations between the San Ramon Valley Unified School District and the Service Employees International Union (SEIU) Local 1021 for 2019-20 Negotiations **Enclosure (Rogenski)**

10.2 Consideration of Acceptance of the Joint Initial Proposal for Labor Negotiations between the San Ramon Valley Unified School District and the Service Employees International Union (SEIU) Local 1021 for 2019-20 Negotiations **Enclosure Action (Rogenski)**

10.3 Consideration for Approval to Contract for Financial Advisory Services and Authorizing Necessary Actions in Connection Therewith **Enclosure Action (Medici)**

10.4 Consideration of Approval to Contract for Strategy and Communication Services and Authorizing Necessary Actions in Connection Therewith

Enclosure
Action
(Medici)

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 Ratification of Warrants

Enclosure
Consent

11.5 Declaration of Surplus Property

Enclosure
Consent

11.6 Declaration of Surplus Instructional Materials

Enclosure
Consent

11.7 Ratification of Facilities and Operations Contracts

Enclosure
Consent

11.8 Consideration of Adoption of Resolution #30/19-20, Approving Routine Budget Revisions

Enclosure
Consent

11.9 Consideration of Approval of the 2020-21 Budget and LCAP Development Calendar

Enclosure
Consent

11.10 Consideration of Approval of Local Indicators 2019-20 LCAP Dashboard Self-Assessment

Enclosure
Consent

11.11 Consideration of Approval of Out-of-State School Trip for Dougherty Valley High School Amnesty International Club Students to the Amnesty International Regional Conference in Seattle, Washington – November 8-10, 2019

Enclosure
Consent

11.12 Consideration of Approval of Out-of-State School Trip for San Ramon Valley High School Concert and Treble Clef Choir Students to the Big Island of Hawaii Tour in Kona, Hawaii – April 2-7, 2020

Enclosure
Consent

11.13 Consideration of Approval of Out-of-State School Trip for Monte Vista High School Robotics Club Students to the FRC First Robotics World Championships in Houston, Texas – April 14-19, 2020

Enclosure
Consent

11.14 Consideration of Approval of Out-of-State School Trip for California High School Song Team Students to the National Dance Team Championship in Orlando, Florida – January 30 – February 3, 2020

Enclosure
Consent

- | | | |
|-------|--|-----------------------------|
| 11.15 | Consideration of Approval of Revision to Job Description for Secretary 1, Secondary School | Enclosure
Consent |
| 11.16 | Consideration of Approval of a New Position Description for Director 1, Instructional Services & District Communications | Enclosure
Consent |
| 11.17 | Adoption of Textbooks | Enclosure
Consent |
| 11.18 | Consideration of Approval of the Audit of the State Preschool Program for Fiscal Year Ending June 30, 2019 | Enclosure
Consent |

12.0 Administrative Matters

- 12.1 Board Members' Reports
- 12.2 Superintendent's Report

Adjournment

BOARD OF EDUCATION MEETING
October 8, 2019
MINUTES

The audio and video from this meeting can be found on the District website at 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 5:32PM in the Board Rooms.
- 2.0 Attendance** Board Members Present: Board President Rachel Hurd, Board Vice President Greg Marvel, Board Clerk Mark Jewett, Board Members Susanna Ordway and Ken Mintz.
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, Assistant Superintendent Keith Rogenski, Chief Business Officer Greg Medici, Executive Directors Melanie Jones and Danny Hillman and Recording Secretary Cindy Fischer.
- The closed session agenda was accepted and opened for public comment.
- 3.0 Acceptance of Closed Session Agenda and Public Comment** See Item 6.0 for action taken.
- 4.0 Closed Session** The closed session was adjourned at 7:04PM.
- 5.0 Open Session** Board President Rachel Hurd reconvened the meeting in open session at 7:05PM.
- Pledge of Allegiance/Attendance (1.10)** Board Members Present: Board President Rachel Hurd, Board Vice President Greg Marvel, Board Clerk Mark Jewett, Board Members Susanna Ordway and Ken Mintz.
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, and Assistant Superintendents Keith Rogenski and Gary Black.
- Others Present: Recording Secretary Cindy Fischer and 13 visitors attended.
- 6.0 Report of Action Taken in Closed Session (.56)** The Board appointed Gregory Duran as the Assistant Director, Assessment, Research & Evaluation. (5-0)
- 7.0 Acceptance of Minutes (1.19)** On a motion by Mark Jewett seconded by Susanna Ordway, the September 17, 2019 minutes were approved. (3/0) Jewett and Ordway abstained, as they were not present.
- On a motion by Greg Marvel seconded by Susanna Ordway, the September 23, 2019 Workshop minutes were approved. (5/0)
- 8.0 Agenda Approval and Consent Action**
- 8.1 Acceptance of Open Session Agenda (1.42)** On a motion by Mark Jewett seconded by Ken Mintz, the open session agenda was approved. (5/0)
- 8.2 Approval of Consent Agenda (1.51)** On a motion by Susanna Ordway seconded by Greg Marvel, the consent agenda was approved as amended. Item 11.2 Consideration of Approval of Classified Personnel Changes was revised. (5/0). Board Member Mintz recused himself on item 11.5 regarding ongoing business with AT&T or other telecommunication providers.

- 9.0 Reports to Board**
- 9.1 Student Board Member Report – Dougherty Valley High School (2.46)** Manaal Shareh, student Board member shared highlights at Dougherty Valley High School.
- 9.2 School Administrator Week – October 14-18 (7.58)** Assistant Superintendent Keith Rogenski
- 9.3 Digital Citizenship Week – October 14-18 (8.41)** Deputy Superintendent Toni Taylor
- 9.4 Educational Management Solutions (EMS) Classification and Compensation Study (9.13)** Assistant Superintendent Keith Rogenski with Betty Gray from EMS introduced the activities and outcomes of the classification and compensation study, which will include job analysis, market analysis and development and implementation.
- 9.5 Public Comment for Non-Agenda Items (36.40)** Nicole Ogden
Stacey Quick
Thomas Tellner
- 9.6 Association Presidents’ Comments (45.29)** CSEA President Tami Castelluccio
- 10.0 Action Items/Public Hearings**
- 10.1 Consideration of Approval of a Member of the San Ramon Valley Board of Education to Serve on the Delegate Assembly for the California School Boards Association (49.45)** On a motion by Greg Marvel seconded by Ken Mintz, the Board approved Rachel Hurd to serve on the delegate assembly for the California School Boards Association. (5/0)
- 10.2 Public Hearing for Sufficiency of Pupil Textbook and Instructional Materials, Grades K-12 (52.40)** Board President Hurd opened the public hearing
No comments were made
Board President Hurd closed the public hearing
- 10.3 Consideration of Adoption of Resolution No. 27/19-20, Statement of Assurance for 2019-20 Sufficiency of Pupil Textbook and Instructional Materials Grades K-12 (58.10)** On a motion by Ken Mintz seconded by Susanna Ordway, the Board adopted Resolution No. 27/19-20 (5/0)
- 10.4 Public Hearing for the Initial Proposal for Labor Negotiations from San Ramon Valley Unified School District to San Ramon Valley Education Association (SRVEA) for a Successor Contract (53.41)** Board President Hurd opened the public hearing
No comments were made
Board President Hurd closed the public hearing

- 10.5 Consideration of Acceptance of the Initial Proposal for Labor Negotiations from San Ramon Valley Unified School District to San Ramon Valley Education Association (SRVEA) for a Successor Contract (54.10)** On a motion by Greg Marvel seconded by Mark Jewett, the Board accepted the initial proposal for labor negotiations from SRVUSD to SRVEA for a successor contract (5/0)
- 10.6 Public Hearing for the Initial Proposal for Labor Negotiations from San Ramon Valley Education Association (SRVEA) to San Ramon Valley Unified School District for Article XX: Salary (54.24)** Board President Hurd opened the public hearing
No comments were made
Board President Hurd closed the public hearing
- 10.7 Consideration of Acceptance of the Initial Proposal for Labor Negotiations from San Ramon Valley Education Association (SRVEA) to San Ramon Valley Unified School District for Article XX: Salary (54.45)** On a motion by Ken Mintz seconded by Susanna Ordway, the Board accepted the initial proposal for labor negotiations from SRVEA to SRVUSD for article XX: salary. (5/0)
Public comment: Laura Finco
- 11.0 Consent Items**
- 11.1 Consideration of Approval of Certificated Personnel Changes
 - 11.2 Consideration of Approval of Classified Personnel Changes
 - 11.3 Consideration of Approval of Contracts/Purchases over \$50,000
 - 11.4 Ratification of Facilities and Operations Contract
 - 11.5 Ratification of Warrants
 - 11.6 Ratification of Surplus Property
 - 11.7 Consideration of Approval of New Members to SRVUSD Special Education Local Plan Area's (SELPA's) Community Advisory Committee (CAC)
 - 11.8 Consideration of Approval of Out-of-State School Trip for California High School Theater Arts Students to the Theater Learning Program in New York, New York – April 2-6, 2020
 - 11.9 Consideration of Adoption of Resolution #26/19-20, Notice of Completion for AAA Fence Company, Inc. for Fencing and Gating Improvements at Alamo Elementary School, Montair Elementary School, Tassajara Hills Elementary School, Twin Creeks Elementary School and Iron Horse Middle School
 - 11.10 Consideration of Approval of Resolution #28/19-20, Notice of Completion for Shade Structures Inc., (dba USA Shade & Fabric Structures) for the Shade Structures at Dougherty Valley High School CTE Classroom
 - 11.11 Consideration of Adoption of Resolution #29/19-20, Notice of Completion for RT & Associates (dba Escon Builders) for the Installation of Shade Structures at Dougherty Valley High School CTE Classroom

- 11.12 Consideration of Approval of the Williams Uniform Complaint Quarterly Report
- 11.13 Consideration of Approval of Revisions to Job Descriptions as a Result of the 2018-19 Classified Reclassification Process
- 11.14 Consideration of Approval of Revised Resolution No. 25/19-20, Establishment of the 2018-19 and 2019-20 GANN Appropriation Limits and Forms A & ECMOE
- 11.15 Preview of Textbooks

12.0 Administrative Matters

12.1 Board Member's Reports
(58.53)

Board members shared their reports and comments, noting attendance at the following:
Board Member Mintz – no comment
Board Member Ordway noted she along with other Trustees attended the Contra Costa County Schools Board Association meeting.
Board Clerk Jewett had the privilege of introducing a new member (coach) into the San Ramon Valley High School Hall of Fame. He also noted Courageous Conversations would be held on 10/16/19.
Board Vice President Marvel also attended the CCCSBA meeting.
Board President Hurd noted the following parent education opportunities. The Truth about Vaping will be held on 10/28 – 10/30, Stanford CHIPAO workshop will be held 11/3 and the Special Needs Committee will be hosting a meeting on dyslexia and decoding on 10/23.

12.2 Superintendent's Report
(1.03.45)

Superintendent Schmitt invited everyone to his "Coffee with the Superintendent" to be held in the Boardroom at the Ed Center on 10/18 from 9-10:30am.

Adjourned

Adjourned at 8:09PM.

BOARD OF EDUCATION MEETING - SPECIAL
October 21, 2019
MINUTES

- 1.0 Call to Order** The Board of Education held a special closed session meeting at the Education Center. The meeting was called to order at 7:30AM in the Board Rooms.
- 2.0 Attendance** Board Members Present: Board President Rachel Hurd, Board Vice President Greg Marvel, Board Clerk Mark Jewett, Board Members Susanna Ordway and Ken Mintz.
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, Chief Business Officer Greg Medici, Assistant Superintendent Keith Rogenski, and Executive Director Melanie Jones
- 3.0 Acceptance of Closed Session Agenda and Public Comment** The closed session agenda was accepted and opened for public comment.
- 4.0 Closed Session** See Item 6.0 for action taken.
- The closed session was adjourned at 9:07AM.
- 5.0 Open Session** Board President Rachel Hurd reconvened the meeting in open session at 9:07AM.
- Pledge of Allegiance/Attendance** Board Members Present: Board President Rachel Hurd, Board Vice President Greg Marvel, Board Clerk Mark Jewett, Board Members Susanna Ordway and Ken Mintz.
- Administrators Present: Superintendent Rick Schmitt, Deputy Superintendent Toni Taylor, Assistant Superintendent Keith Rogenski, and Chief Business Officer Greg Medici.
- Others Present: Executive Director Melanie Jones. There were no visitors in attendance
- 6.0 Report of Action Taken in Closed Session** None
- Adjourned** 9:07 AM

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

DATE: **October 29, 2019**

TOPIC: **PUBLIC HEARING FOR THE JOINT INITIAL PROPOSAL FOR LABOR
NEGOTIATIONS BETWEEN THE SAN RAMON VALLEY UNIFIED
SCHOOL DISTRICT AND THE SERVICE EMPLOYEES
INTERNATIONAL UNION (SEIU) LOCAL 1021 FOR 2019-20
NEGOTIATIONS**

DISCUSSION:

The San Ramon Valley Unified School District and the Service Employees International Union (SEIU) Local 1021 are presenting a joint initial proposal for labor negotiations at the School Board meeting of October 29, 2019. The Educational Employment Relations Act requires that a public hearing on the proposal be held before the commencement of negotiations. The public is invited to comment on the proposal during the public hearing.

RECOMMENDATION:

The Board of Education hold a public hearing on October 29, 2019 on the San Ramon Valley Unified School District's and the Service Employees International Union (SEIU) Local 1021 joint initial proposal for 2019-20 labor negotiations.

BUDGET IMPLICATIONS:

None at this time.



Keith Rogenski
Assistant Superintendent
Human Resources



Rick Schmitt
Superintendent

10.1

Item Number

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

DATE: **October 29, 2019**

TOPIC: **CONSIDERATION OF ACCEPTANCE OF THE JOINT INITIAL PROPOSAL FOR LABOR NEGOTIATIONS BETWEEN THE SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT AND THE SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) LOCAL 1021 FOR 2019-20 NEGOTIATIONS**

DISCUSSION:

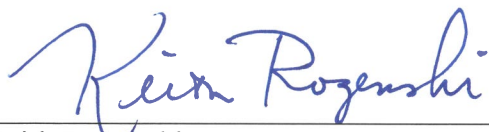
Pursuant to the Educational Employment Relations Act, initial proposals for labor negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The joint initial proposal from the San Ramon Valley Unified School District and the Service Employees International Union (SEIU) Local 1021 is attached hereto. A public hearing is also provided for as a separate agenda item at this October 29, 2019 Board meeting, at which time the public is allowed comment on this proposal.

RECOMMENDATION:

Accept the joint initial proposal for labor negotiations from the San Ramon Valley Unified School District and the Service Employees International Union (SEIU) Local 1021 for 2019-20 negotiations.

BUDGET IMPLICATIONS:

None at this time.



Keith Rogenski
Assistant Superintendent
Human Resources



Rick Schmitt
Superintendent

SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
&
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 1021

JOINT INITIAL PROPOSAL FOR 2019-2020 LABOR NEGOTIATIONS

October 29, 2019

The San Ramon Valley Unified School District and the Service Employees International Union, Local 1021, hereby submit the following joint initial proposal for 2019-2020 labor negotiations.

All terms and conditions of the current collective bargaining agreement will remain unchanged, with the exception of agreements that are reached on the following articles. The San Ramon Valley Unified School District and the Service Employees International Union, Local 1021, mutually agree to discuss:

1. Article VII Transfers, Promotions and Reclassification
2. Article XI Evaluation Procedures
3. Article XII Health and Welfare Benefits
4. Article XIII Salary and Allowances
5. Article XVII Transportation Vehicle Drivers

The San Ramon Valley Unified School District and the Service Employees International Union, Local 1021, reserve their individual respective rights to create, add to, delete from, amend and modify their proposals and/or open articles of the contract during the negotiation process.

DATE: **October 29, 2019**

TOPIC: **CONSIDERATION FOR APPROVAL TO CONTRACT FOR FINANCIAL
ADVISORY SERVICES AND AUTHORIZING NECESSARY ACTIONS
IN CONNECTION THEREWITH**

DISCUSSION: The Board of Education of the San Ramon Valley Unified School District has identified the need for professional financial advisory services from an expert firm related to the issuance of General Obligation Bonds, Certificates of Participation, Tax Revenue Anticipation Notes, and/or other financial instruments. In addition, the District anticipates utilizing financial advisory services for advice on other financial services, including but not limited to, multi-source financing structures and validating the financial feasibility of capital project investments including real property acquisitions.

The District conducted a competitive proposal process to select the firm to serve as the District's financial advisor. Proposals were received from ten firms and reviewed by the district. The District conducted first round in-person interviews with all ten firms. Three firms were selected for final round interviews. Fieldman Rolapp was selected as the finalist and is being recommended to provide the financial advisory services.

RECOMMENDATION: Authorize district staff to enter into a consulting agreement with Fieldman Rolapp for a not to exceed amount of \$49,500 per series or refunding plus actual reimbursable expenses for future financial advisory services.

BUDGET IMPLICATIONS: No General Fund implication. Costs of Issuance, including financial advisory services are paid from the proceeds of sale and are contingent on a successful bond measure or refunding of an existing bond measure.



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

October 17, 2019

Greg Medici
San Ramon Valley USD
699 Old Orchard Dr.
Danville, CA 94526
E-mail: gmedici@srvusd.net

RE: Disclosure Statement for Project No. 19260 (GO Refunding Bonds) and Project No. 19261 (2020 GO Bond Election)

Under the Dodd-Frank Wall Street Reform and Consumer Protection Act, as a municipal advisor, Fieldman, Rolapp & Associates, Inc. ("Fieldman") has a fiduciary duty to San Ramon Valley Unified School District (the "Client") with respect to the municipal advisory services we provide to the Client. Under Municipal Securities Rulemaking Board ("MSRB") Rules G-42(b) and (c), we are providing this disclosure statement ("Disclosure Statement") to you which includes a description of actual or potential conflicts of interest, and a description of how to access our SEC Form MA and the Forms MA-I for our professionals.

While it is not required that you acknowledge receipt of this Disclosure Statement, we would appreciate acknowledgement as an indication that you understand the disclosures made herein.

Representations and Conflict of Interest

MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to all material conflicts of interest, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable.

Fieldman makes the following disclosures with respect to material conflicts of interest, together with explanations of how Fieldman addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, Fieldman mitigates such conflicts through its adherence to its fiduciary duty to the Client, which includes a duty of loyalty to the Client in performing all municipal advisory activities for the Client. This duty of loyalty obligates Fieldman to deal honestly and with the utmost good faith with the Client and to act in the Client's best interests without regard to Fieldman's financial or other interests. Fieldman has a wide range of clients so our success and profitability are not dependent on maximizing short-term revenue generated from individual recommendations to our clients but is instead dependent on long-term profitability based on a foundation of integrity, quality and adherence to our fiduciary duty.

Fieldman makes the following representations to the Client with regard to the Services:

- A. The compensation agreed to between the Client and Fieldman for our Services has attributes that can potentially create conflicts of interest which we outline below:

A conflict may arise to the extent that our compensation for the Services is based on the size of the Project and/or is contingent on the completion of the Project. While this form of compensation is customary in the market for financial services to municipal entities, this may present conflict of interest as we would have an incentive to recommend to the Client the Project even if it is unnecessary or provides insufficient benefit or advise the Client to increase the size of the Project. This potential conflict is mitigated by Fieldman's fiduciary duty to the Client.

- B. The Client has employed or may employ Fieldman, through Applied Best Practices ("ABP"), with regard to the performance of its continuing disclosure or arbitrage rebate obligations. This relationship has the potential to result in a conflict of interest by creating an incentive for Fieldman to recommend to the Client a course of action that would increase the Client's business activity with ABP or conversely that would discourage a course of action that would decrease the Client's business activity with ABP. The conflict is mitigated by Fieldman's fiduciary duty to the Client. Moreover, if Fieldman makes a recommendation that could influence the level of

business with ABP, Fieldman will consider alternatives to the recommendation, which will be disclosed to the Client.

- C. Fieldman has clients that operate within and outside the Client's boundaries that may engage Fieldman to provide services with respect to projects that could potentially be in conflict with the Client's interests on the same project or a similar project or in conflict with particular tax or enterprise revenues of the Client. In such instances, Fieldman will manage and mitigate this potential conflict of interest adherence to Fieldman's fiduciary duty to the Client.

Information Regarding Legal Events and Disciplinary Actions

MSRB Rule G-42 requires that municipal advisors provide their clients disclosures of legal or disciplinary events material to the evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel. Fieldman sets out required disclosures and related information below:

- A. There are no legal or disciplinary events material to the Client's evaluation of Fieldman or the integrity of Fieldman's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I with the Securities and Exchange Commission (the "SEC"). There has been no material change or addition to the legal or disciplinary event disclosures on any Form MA or MA-I filed with the SEC.

Fieldman's most recent Form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at <http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0001612429>

Contents of Client Brochure

The MSRB requires us to provide you with the following information: Fieldman is registered as a "Municipal Advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the Securities and Exchange Commission and the MSRB.

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

We invite you to discuss any questions relating to items raised in this letter. We have enjoyed our relationship with the Client and look forward to a fruitful and beneficial outcome for the Project.

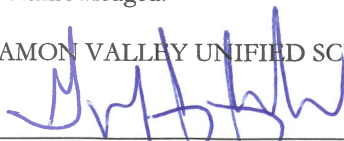
Sincerely,
FIELDMAN, ROLAPP & ASSOCIATES, INC.



Adam Bauer
Chief Executive Officer and President
abauer@fieldman.com

Receipt Acknowledged:

SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT

By:  GREG MEDICI
Title: CHIEF BUSINESS OFFICER
Date: October 22, 2019

DATE: October 29, 2019

TOPIC: CONSIDERATION FOR APPROVAL TO CONTRACT FOR STRATEGY AND COMMUNICATION SERVICES AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH

DISCUSSION: To assist with exploration strategies and data/polling for the Board's consideration of possible future General Obligation Bonds, Parcel Taxes, Certificates of Participation, and/or other financial instruments, it is recommended that the district enter into a professional consulting agreement with Terris Barnes Walters Boigon Health, Inc., dba, TBWB Strategies.

TBWB Strategies is a professional consulting firm that provides ballot measure electoral feasibility, public outreach and communication consulting services to and will be utilized to help raise awareness of the District's financial funding needs. It should be noted that the district has utilized the consulting services of TBWB in the past and has been pleased with their services.

RECOMMENDATION: Authorize district staff to enter into a consulting agreement with TBWB Strategies.

BUDGET IMPLICATIONS: The consulting fee for services is \$6,500 per month, plus incidental costs. Any media and advertising goods and services associated with informational communications are not included in this monthly amount and will be charged according to the agreed upon schedule of prices.



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

10.4

ITEM NUMBER

MANAGEMENT CONSULTING AGREEMENT

THIS MANAGEMENT CONSULTING AGREEMENT ("Agreement") is made effective as of OCTOBER 9, 2019 (the "Effective Date") by and between SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT ("Client") and TERRIS BARNES WALTERS BOIGON HEATH, INC., a California Corporation ("TBWBH"), d/b/a TBWB Strategies.

RECITALS

- A. Client needs assistance evaluating the electoral feasibility of a potential Bond and/or Parcel Tax measure, developing a measure or measures for the ballot and implementing a public outreach and communications program to raise awareness of the Client's funding needs.
- B. TBWBH is a professional consulting firm that provides ballot measure electoral feasibility, public outreach and communication consulting services.
- C. Client desires that TBWBH provide certain consulting services to Client with respect to potential future Ballot Measures pursuant to the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree as follows:

- 1. Engagement of TBWBH. Client hereby engages TBWBH to perform the following services (collectively, "Services"):
 - a. Feasibility Assessment. TBWBH shall perform any of the following services as needed to assess the electoral feasibility of Ballot Measures for Client:
 - 1) Develop potential Ballot Measure scenarios to meet the District's funding needs to be tested in polling;
 - 2) Subcontract and supervise a qualified opinion research firm ("pollster") to design, conduct and analyze an opinion survey of voters in the District to assess the electoral feasibility of Ballot Measures (voter survey sample pricing included on Exhibit 1);
 - 3) Analyze voters in the District and how they break into key sub-groups by age, ethnicity, political party, length of residency, parents and other key criteria;
 - 4) Analyze past election results in the District and region to understand voter turnout trends and other relevant voting patterns;
 - 5) Research other local tax proposals that may be heading to an upcoming ballot that could compete with Client's Ballot Measure; and

- 6) Make specific recommendations regarding optimal election date, authorization and funding amounts, tax rate and other important ballot measure features.
- b. Public Information. TBWBH shall perform any of the following services as needed to raise awareness of Client's funding needs and potential Ballot Measure proposals:
- 1) Develop informational fact sheets to be distributed at school sites and school functions;
 - 2) Provide content related to the Ballot Measures to be added to Client's website, included in email updates and added to newsletters;
 - 3) Prepare PowerPoint presentation for school and community meetings;
 - 4) Write, design, and produce mailings to educate, inform and engage voters (mailer production priced separately, see Exhibit 1);
 - 5) Develop strategies and plans to inform and engage key internal stakeholder groups, including teachers, principals, parent leaders, bargaining units, Governing Board and others; and
 - 6) Develop strategies and plans to inform and engage influential external groups including elected leaders, business leaders, city leaders, ethnic community leaders, faith community leaders, taxpayer groups and others.
- c. Ballot Measure Development. TBWBH shall perform any of the following services as needed to assist Client in preparing Ballot Measure(s) for the ballot:
- 1) Recommend specific wording regarding proposed expenditures;
 - 2) Recommend potential taxpayer accountability protections;
 - 3) Work with legal counsel to help develop a resolution calling for the election;
 - 4) Work with legal counsel to develop the 75-word ballot question;
 - 5) Work with legal counsel to refine the full text of the measure, and other materials that will appear in the ballot pamphlet mailed to all voters; and
 - 6) Present recommendations, documents and resolutions to the Governing Board for approval.
- d. Employment of Additional Personnel. In connection with the consulting services to be provided under this Agreement, TBWBH shall utilize its own employees and retain third party vendors pursuant to Section 3.b. TBWBH shall not be required to employ any additional personnel to assist TBWBH in the performance of TBWBH's duties. TBWBH may recommend that Client hire additional personnel to assist TBWBH. Any such personnel shall be hired and paid by Client, under the direction and control of Client, and may be discharged by Client. In every instance,

such additional personnel shall be considered an employee of Client, not TBWBH. The foregoing shall not limit TBWBH's right to hire, pay, and/or discharge its own employees.

2. Term of Agreement. The term of this Agreement ("Term") shall commence on the Effective Date and shall continue until the earliest of:
 - a. Governing Board action to adopt a resolution calling for an election relating to a Ballot Measure.
 - b. Either party may terminate this Agreement at any time without cause by giving thirty calendar (30) days' advance written notice to the other party.
 - c. Termination of this Agreement by TBWBH at any time for non-payment of any amount owed to TBWBH under Section 3.
3. Compensation. In consideration for the Services to be rendered by TBWBH pursuant to this Agreement, Client shall pay the following fees to TBWBH:
 - a. Base Consulting Fee. TBWBH shall be paid a Monthly Consulting Fee of \$6,500, payable in regular invoices, payable within 30 days of receipt of invoice. The Base Consulting Fee shall be calculated on a pro-rata basis for the initial and/or final month of service if less than a full calendar month.
 - b. Payments on Certain Purchases and Rentals. The voter opinion survey, as well as any media and advertising goods and services shall be purchased or rented from TBWBH by Client according to the agreed upon schedule of prices, which is attached hereto as Exhibit 1 and incorporated herein by reference. The schedule of prices lists the entire cost of purchasing or renting media goods and services from TBWBH. TBWBH shall in turn subcontract the work to third party vendors. Payment for such items shall be made in advance by Client to TBWBH, or to the third party vendor at the discretion of TBWBH.
 - c. Reimbursement of Expenses. Client shall reimburse TBWBH for expenses incurred by TBWBH from time to time in connection with the performance of the Services described herein, which includes, but is not limited to, required parking fees, copying fees, telephone charges, postage and other out-of-pocket expenses. TBWBH shall submit a report of actual expenses, and within thirty (30) days thereafter, Client shall reimburse TBWBH in full. Expenses billed to Client shall not exceed \$500 in the aggregate, per calendar month without the verbal or written approval of Client. Any verbal approval shall be confirmed in writing by either party. Client may designate in writing an individual(s) with authority to approve expenses on Client's behalf.

4. Indemnification and Limitation of Liability.
 - a. Each party (the "Indemnifying Party") agrees to indemnify, defend and hold harmless the other party (the "Indemnified Party") from all losses, liabilities, damages, claims, costs or expenses (including reasonable attorney fees or court costs) resulting solely and directly from the Indemnifying Party's material breach of any provision in this Agreement, willful misconduct, gross negligence, or infringement of any patent, copyright, trade secret, or other proprietary right related to any material the Indemnifying Party furnished to the Indemnified Party pursuant to this Agreement; provided, however, this Section does not cover any acts or omissions by any third party pollsters. The Indemnified Party agrees to give the Indemnifying Party prompt written notice of any claim or other matter as to which it believes this indemnification provision applies, and to co-operate with the Indemnifying Party in the defense of any such claim or other matter.
 - b. TBWBH's sole and maximum liability arising out of, or related to, this Agreement or the Services shall not exceed the fees paid by Client to TBWBH pursuant to Sections 3.a and 3.b (excluding any fees paid for public opinion surveys or polls conducted by third parties), and any attorneys' fees and costs owed under Section 12. In no event shall TBWBH be liable for indirect, incidental, special, consequential, punitive, exemplary or any other type of damages arising out of or related to this Agreement or the Services.
5. Expenditure Authority. Only Client, or a person designated by Client, shall have the authority to approve any single expenditure in excess of \$500. TBWBH shall not commit Client to any expenditure, nor incur any obligation on behalf of Client, in excess of \$500 without verbal or written approval from Client. TBWBH shall not spend more than the amount so approved plus 5% without securing additional approval from Client. Any verbal approval shall be confirmed in writing by either party. Client may designate in writing an individual(s) with authority to approve expenditures on Client's behalf.
6. Approval of Materials. Client is responsible for giving final approval of materials developed by TBWBH for distribution to the public, including, without limitation, informational fact sheets to be distributed at school sites and school functions, Client's website content related to any Ballot Measure, PowerPoint presentation for school and community meetings, and mailers. Approval of mailers must be given in writing by the Superintendent or his or her designee. Approval of all other materials besides mailers may be given verbally or in writing by any authorized agent of Client.
7. Termination Payments. Upon termination of this Agreement, Client shall pay TBWBH the following.

- a. Base Consulting Fee. Client shall pay TBWBH on the termination date any Base Consulting Fee that is owed under Section 3.a for Services performed up to and including the date of termination.
 - b. Reimbursement for Payments to Vendors. Upon termination of this Agreement, Client shall pay TBWBH on the termination date all amounts advanced by TBWBH pursuant to Section 3.b that have not been paid by Client, including, but not limited to, any amounts owed to third party vendors retained by TBWBH and any cancellation fees charged by such third party vendors.
 - c. Reimbursement of Expenses. Within thirty (30) days after termination of this Agreement, TBWBH shall submit a final accounting of TBWBH's expenses pursuant to Section 3.c, and within ten (10) days thereafter, Client shall pay TBWBH for all expenses incurred on behalf of Client.
8. Proprietary Rights and Licenses.
- a. Any idea, improvement, invention, discovery, process, development, design, know-how, data, logo, trademark, service mark, or work of authorship (collectively referred to as "**Developments**" and which shall include all intellectual property rights related thereto) conceived of, developed, or first reduced to practice in the performance of Services hereunder for Client shall be and remain the exclusive property of TBWBH and may be treated and dealt with by TBWBH as such without payment of any consideration to Client. The Development intellectual property rights shall include any patents, copyrights, moral rights, trademarks, trade secrets, industrial design, maskworks, and all other similar rights and protections, including without limitation all applications for registration of any of the foregoing, anywhere in the world (in each case, whether or not patentable or registrable under patent, copyright, trademark, or similar statutes). Client shall make reasonable efforts to preserve such Developments as confidential during the Term of this Agreement and thereafter and, upon TBWBH's request, shall execute such documents and instruments as TBWBH shall reasonably request as necessary to confirm and vest title to such Developments in TBWBH under any applicable law.
 - b. TBWBH hereby grants Client a perpetual, royalty-free, non-exclusive right and license (but without the right to sublicense) to use, modify, reproduce, perform, release, display, create derivative works from, and disclose Developments within the School District for any legitimate School District purpose, which shall not include any commercial purpose or impermissible advocacy activities prohibited by applicable law.
9. Compliance with Relevant Laws. Client agrees to comply, during the course of this Agreement, with all applicable Federal, State and Municipal laws,

including any applicable public disclosure laws and any applicable laws governing the expenditure of public funds, and obtain the necessary legal, accounting, and other Services necessary to comply with all such laws. Client is solely responsible for determining whether the Services performed by TBWBH under this Agreement constitute permissible informational activities or impermissible advocacy activities pursuant to applicable law. Client acknowledges that TBWBH does not provide any guidance or advice in this regard and Client's legal counsel has final review and responsibility for compliance with all legal requirements.

10. Relationship Between the Parties. Nothing contained in this Agreement shall be deemed or construed to create a partnership, joint venture or any relationship other than an independent consulting relationship between Client and TBWBH, or cause TBWBH to be responsible in any manner for the debts and obligations of Client.
11. Attorneys' Fees. If either party retains counsel to represent that party in any controversy, dispute or claim arising out of or relating to this Agreement, including any claim for the purpose of enforcing, or preventing the breach of, any provision of this Agreement, obtaining damages by reason of any alleged breach of any provision of this Agreement, obtaining a declaration of such party's rights or obligations under this Agreement, or obtaining any other legal remedy (a "Dispute"), before an arbitrator or a court of competent jurisdiction, the prevailing party shall be entitled to reasonable attorneys' fees and costs, in addition to any other relief to which the prevailing party may be entitled.
12. Limited Warranty. TBWBH warrants that it shall perform the Services in a professional manner in accordance with commercially reasonable industry standards for similar services. TBWBH makes no warranty, express or implied, concerning the results of the Services, including, without limitation, the success of the Parcel Tax Measure. TBWBH makes no warranty concerning, and is not responsible for, any services performed by third party pollsters. To the full extent permitted by law, all implied warranties are hereby excluded.
13. Arbitration. To the fullest extent permitted by law, any Dispute, as defined in Section 12, shall be settled by binding arbitration administered by the American Arbitration Association in San Francisco, California under its Commercial Arbitration Rules that are in effect at that time ("Rules"), which may be obtained from www.adr.org or from any AAA office. In the event of any conflict between the Rules and this Section, this Section shall apply. The parties agree to submit to the jurisdiction of a single neutral arbitrator selected in accordance with the Rules. The arbitration shall be governed by the laws of the State of California, including, but not limited to, the California Arbitration Act (Code of Civil Procedure § 1280 et seq.). The arbitrator shall have discretion to award damages, and to fashion any other remedy or relief

otherwise available under applicable law in a court proceeding. The arbitrator shall award the prevailing party reasonable attorneys' fees and costs pursuant to Section 12. The arbitrator shall provide a written award, including findings of fact and the conclusions of law on which the decision is based. The arbitrator shall not have the power or authority to commit errors of law or legal reasoning. The parties each expressly waive the right to a jury trial, and agree that the arbitrator's award shall be final and binding on the parties; provided that any award shall be reviewable for legal error, confirmation, correction or vacatur pursuant to California Code of Civil Procedure §1285 et seq. Any action to review the arbitration award shall be filed and maintained in a California state court of competent jurisdiction.

14. Assignment. Client shall not have the right to assign Client's rights or delegate Client's obligations under this Agreement without the prior written consent of TBWBH, which consent may be withheld in TBWBH's sole and absolute discretion. Any attempted assignment or delegation in violation of this provision is void and will entitle TBWBH to terminate this Agreement.
15. Exclusivity of the Agreement. During the Term of this Agreement, Client shall not engage any other person or entity to perform any acts or services to be performed by TBWBH under this Agreement without the prior written approval of TBWBH. TBWBH's right to perform consulting, media management, or any other services for any other person or party shall not be limited in any way.
16. Notices. Any notice required or permitted under this Agreement shall be in writing and shall be addressed to the other party at the address set forth on the signature page of this Agreement. A notice shall be effective (i) upon personal delivery if given by hand delivery, (ii) the date of the completed transmission if given by facsimile, (iii) one business day after deposit, prepaid, with Federal Express or similar overnight delivery service for next business day delivery, or (iii) two business days after deposit with the United States Post Office, by registered or certified mail, postage prepaid. Each party may, by five days advance written notice to all other parties, specify any other address for the receipt of such notices.
17. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and it supersedes and replaces any prior or contemporaneous understandings or agreements, whether written or oral, between the parties with respect to such subject matter. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.
18. Applicable Law. This Agreement and the rights of the parties shall be governed by and construed and enforced in accordance with the laws of the

State of California, except that the Agreement shall be interpreted as though drafted jointly by both parties.

19. Severability. In case one or more of the provisions contained in this Agreement, or any application of the provisions, shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of this Agreement, and any other application thereof, shall not in any way be affected or impaired.
20. Captions for Convenience. The captions and headings in this Agreement are for convenience only and shall not be considered in interpreting any provision of this Agreement or in determining any of the rights or obligations of the parties to this Agreement.
21. Waiver and Amendment. No breach of any provision of this Agreement can be waived unless in writing. Waiver of any one breach shall not be deemed to be a waiver of any other breach. This Agreement may be amended only by a written agreement executed by the parties hereto at the time of the modification.
22. Binding Effect. This Agreement shall be binding upon, and inure to the benefits of, the parties and their respective heirs, executors, administrators, successors and permitted assigns.
23. Counterparts; Facsimile Signature. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one Agreement. The parties agree that signatures on this Agreement transmitted via facsimile have the same force and effect, and are considered the same as, originals.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have executed this Management Consulting Agreement as of the date first written above.

TBWBH

CLIENT

By: _____

By: _____

Jared Boigon

Greg Medici

Partner

Chief Business Officer

Address for Notices:
400 Montgomery Street, Suite 700
San Francisco, CA 94104
jboigon@tbwb.com

Address for Notices:
699 Old Orchard Drive
Danville, CA 94526
gmedici@srvusd.net

**Exhibit 1
Schedule of Prices**

EMC Research: Sample Pricing for Voter Survey(s).
Exact pricing depends on exact sample size and questionnaire length

Baseline Survey

Hybrid phone & online survey in English, with Nov 2020 likely voters
15-18 minutes average length
600 interviews (to accommodate 2-way split @ 300 per) - \$39,750
900 interviews (to accommodate 3-way split @ 300 per) - \$49,500

Tracking Survey

Hybrid phone & online survey in English, with Nov 2020 likely voters
12 minutes average length
400 interviews - \$30,000

TO San Ramon Valley Unified School District
FROM TBWB Strategies
Date October 2, 2019
RE Sample informational mailer pricing

	Voters + parents	Voters Only:
Estimated quantity of all voter-plus-SRVUSD family households:	55000	48500
11x17 or equivalent, 1 or 2-fold, 100# matte book	\$20,979	\$19,469
11x17 or equiv on 7 pt. stock with perforated tearoff reply card	\$23,420	\$21,816

Pricing includes design, pre-press, printing, labels, labeling, stock photography, shipping and sales tax. Actual price depends on actual quantity and specifications.

Postage NOT included. Non-profit postage would be least expensive.

Exhibit 2
Client A/P Contact Information

To insure invoicing runs smoothly, please provide contact information for the agency A/P representative to whom we can send invoices. We will send the invoice to the contract signatory concurrently.

Accounts Payable Contact Information

Name: _____

Title: _____

E-mail Address: _____

Phone: _____

Fax: _____

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

10/29/19
Page 30 of 102
Item 11.1

DATE: **October 29, 2019**

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

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 - October 29, 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>
Barbara	Carpenter	Teacher, High	1.000	CH	12/30/19	Retirement
Vanessa	Cutler	Principal, Elementary	1.000	GL	11/29/19	Resignation
Sarah	Erkel	Teacher, Elementary	1.000	JB	06/03/19	Resignation
Hanna	Ma	Assistant Director	1.000	ES	10/11/19	Resignation
Carole	Stothers	TSA, Elementary	0.500	BC	10/11/19	Resignation
Carole	Stothers	TSA, Elementary	0.500	ES	10/11/19	Resignation

2019-20 Temp Release

<u>EID #</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
15920	Teacher, High	1.000	CH	10/17/19

2019-20 Leaves of Absence-Partial Year

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Kimberly	Alston	Teacher, Elementary	0.917	DV/TH	09/06/19-09/22/19
Amelia	Caldwell	Teacher, Middle	1.000	SV	08/30/19-02/02/20
Taylor	Castillo	Teacher, Elementary	1.000	MT	09/19/19-03/22/20
Megan	Chilkotowsky	Teacher, Elementary	0.600	TC	09/30/19-02/23/20
Vanessa	Cutler*	Principal, Elementary	1.000	GL	07/29/19-11/29/19
Brittany	Henderson	Teacher, Elementary	0.500	VG	10/16/19-03/11/20
Mark	Monasterio	Teacher, Middle	1.000	WR	09/11/19-11/05/19
Julianna	Swent	Teacher, High	1.000	SR	10/19/19-10/27/19
Kimberly	Van Wyck	Teacher, Middle	1.000	CW	01/16/20-06/01/20
Joan	Ward	Teacher, High	1.000	SR	09/25/19-10/09/19
Jessica	Williamson	Teacher, Elementary	0.500	QR	10/02/19-03/10/20

39 Month Reemployment-Tenures

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Erin	Foley	Teacher, Middle	0.167	CW	08/09/19

2019-20 Temporary Employment

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Geoffrey	Baker	Teacher, High	0.600	DH	09/30/19
Sherna	Budhabhatti	Teacher, High	0.200	SR	08/13/19
Amy	Crowther	Teacher, Elementary	0.333	GL	09/04/19
Michelle	Hayden	Teacher, Elementary	1.000	MO	09/27/19
Adriane	Marsh	Speech Therapist	0.100	NA	09/17/19
Jacob	Martin	Teacher, High	1.000	CH	08/08/19
Robert	O'Brien	Teacher, Elementary	0.037	SY	08/13/19
Lisa	Sawires	Teacher, Elementary	0.037	WD	08/09/19
Matthew	Schlientz	Teacher, Middle	0.166	GR	08/13/19
Mark	Slanec	Teacher, High	0.200	SR	08/13/19

2019-20 Temporary Employment - Partial Year

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Dates</u>
Edward	Cloyd	Teacher, High	0.200	MV	08/13/19-12/20/19
Kara	Porter	Teacher, High	0.600	DH	08/26/19-12/18/19

2019-20 Intern Employment

<u>First</u>	<u>Last</u>	<u>Assignment</u>	<u>FTE</u>	<u>Loc</u>	<u>Effective Date</u>
Whitney	Mazotti	Teacher, Middle	1.000	LC	10/09/19
Michael	Samson	Teacher, High	1.000	CH	08/08/19

*Revision

CONSIDERATION OF APPROVAL OF CERTIFICATED PERSONNEL CHANGES - October 29, 2019

10/29/19
 Page 32 of 102
 Item 11.1

Substitute Employment

<u>First</u>	<u>Last</u>	<u>Effective Date</u>
Nicole	Becker	10/04/19
Liam	Bird	10/03/19
Julie	Bowen	10/01/19
Essie	Bracknell	10/04/19
Sarah	Crawford	10/07/19
Maria	Delfosse	10/10/19
Alexa	Green	10/02/19
Kelly	Hennigan	10/08/19
Michelle	Hexamer	10/10/19
Spencer	Hight	10/14/19
Shannon	Johnson	10/11/19
Cynthia	Koby	09/19/19
Shilpi	Mathur	10/02/19
Kathleen	Phillips	08/01/19
Monalisa	Ray	10/01/19
Lucy	Singh	10/10/19
Tricia	Tjan	10/08/19
Maria	Van Loon	10/07/19
Meghan	Wallace	10/03/19
Michael	White	10/01/19

Coach Employment

<u>First</u>	<u>Last</u>	<u>Sport</u>	<u>Location</u>
Anita	Aggarwal	Math Olympiad	GB
Chase	Hennings	JV Baseball	SR

*Revision

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

10/29/19
Page 33 of 102
Item 11.2

DATE: **October 29, 2019**

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

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

<p>11.2 Item Number</p>

CONSIDERATION OF APPROVAL OF CLASSIFIED PERSONNEL CHANGES - October 29, 2019

Separation

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Action</u>	<u>Eff Date</u>
Valerie	Lacommare	Classroom Para	VG	Resign	09/25/19
Chester	Wehe	Computer Systems Assistant	WR	Resign	10/25/19

Employment

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Shawn	Smith	Autism Specialist Para	DH	29.50	Cat.	10/14/19
Margy	Atmodipuro	Child Nutrition Assistant	MO	15.00	Dist.	10/01/19
David	Nix	Child Nutrition Assistant	CN	20.00	Dist.	10/14/19
Mary	Farradj	Classroom Para	MT	18.00	Ext.	09/25/19
Meena	Grant	Classroom Para	BC	11.00	Ext.	10/07/19
Tara	Lenox	Classroom Para	MT	12.00	Ext.	10/14/19
Leah	Moss	Classroom Para	AL	9.50	Ext.	10/07/19
Meredith	Goering	Crossing Guard	GV	15.00	Dist.	10/01/19
Soledad	Morales-Cruz	Custodian	LC	30.00	Dist.	10/02/19
Jessica	Larriega	General Office Clerk	RR	19.90	Dist. & Ext.	10/21/19
Farzaneh	Abedi	Instructional Assistant	GL	10.00	Ext.	09/25/19
Debra	Demolay-Slaydon	Instructional Assistant - Art	GL	12.00	Ext.	10/03/19
Young Soon	Ham	Lead Child Nutrition Assistant	HH	18.75	Dist.	10/10/19
Shuk Ching	Chan	Noon Duty Supervisor	CW	12.50	Ext.	10/01/19
Irene	Erben	Noon Duty Supervisor	MO	10.00	Dist.	10/14/19
Andrew	Moore	Noon Duty Supervisor	IH	11.00	Dist.	09/27/19
Perna	Pandey	Noon Duty Supervisor	QR	10.00	Dist.	10/14/19
Mary	Sullivan	School Bus Driver	TR	25.00	Cat.	10/14/19
Lee Shin	Looa	School Technology Instructional Asst.	BC	15.00	Ext.	10/16/19
Jenny	Carter	Special Education Para	SR	29.00	Cat.	10/09/19
Aimee	Casey	Special Education Para	DV	29.00	Cat.	10/10/19
Raine	Rasala	Special Education Para	GB	17.50	Cat.	09/25/19
Keli	Dagbovie	Specialized Phy Health Care Asst	GV	30.00	Dist.	09/30/19

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>
Jackie	Brown	Autism Specialist Para	DA	29.50	Cat.	
		to Autism Specialist Para	SR	29.50	Cat.	10/07/19
Jennifer	Lopez	Autism Specialist Para	GL	17.50	Cat.	
		to Autism Specialist Para	BC	15.00	Cat.	10/14/19
Grace	Hains	Classroom Para	GL	10.75	Ext.	
		to Classroom Para	QR	19.50	Ext.	09/30/19
Aileen	Zurbano	Classroom Para	QR	19.50	Ext.	
		and Noon Duty Unit	QR	11.25	Dist.	
		to Special Education Para	CR	29.00	Cat.	09/20/19
Manjula	Chandrasekaran	Instructional Assistant	NA	15.00	Ext.	
		to Instructional Assistant	HH	15.50	Ext.	09/23/19
Harmander	Ahuja	Noon Duty Supervisor	VG	7.50	Dist.	
		to Noon Duty Supervisor	CW	12.50	Dist.	09/30/19

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>
Kamilah	Jackson	Noon Duty Supervisor to Noon Duty Supervisor	GB IH	11.25 21.25	Dist. Dist.	10/07/19

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>
Johanna	Wirya	Child Nutrition Assistant to Child Nutrition Assistant	GR GR	17.50 18.75	Dist. Dist.	10/02/19
Traci	Varanini	Classroom Para to Classroom Para	WD WD	15.00 19.96	Ext. Ext.	09/26/19
Cynthia	Ewy	Instructional Assistant to Instructional Assistant	CC CC	13.00 19.50	Cat. Cat.	09/03/19
Julie	Cullen	Noon Duty Supervisor to Noon Duty Supervisor	SY SY	6.00 7.50	Dist. Dist.	08/14/19
Kevin	O'Brien	Noon Duty Supervisor to Noon Duty Supervisor	CW CW	7.50 12.50	Dist. Dist.	09/26/19
Priya	Sarda	Special Education Para to Special Education Para	BV BV	17.50 20.50	Cat. Cat.	08/13/19

Decrease 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>
Monica	Massone	Noon Duty Supervisor to Noon Duty Supervisor	CC CC	2.00 1.75	Dist. Dist.	10/01/19

39 Month Re-Employment

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Fund</u>	<u>Eff Date</u>
Lisa	Grover	Department Secretary II	SE	Dist.	10/02/19

Classroom Para for Combo Class

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Loc</u>	<u>Wkly Hrs</u>	<u>Fund</u>	<u>Eff Date</u>
Farzaneh	Abedi	Classroom Para	GL	5.00	Dist.	09/25/19 - 05/29/20
Leah	Moss	Classroom Para	RR	5.00	Dist.	09/30/19 - 05/29/20
Megha	Narang	Classroom Para	BC	5.00	Dist.	10/14/19 - 05/29/20

Classified Employment - Other

<u>First</u>	<u>Last</u>	<u>Classification</u>	<u>Action</u>	<u>Eff Date</u>
Clayton	Madison-Dawson	Lifeguard	Hire	09/26/19
Cooper	Madison-Dawson	Lifeguard	Hire	09/26/19
Zhila	Entezari	Student Workability	Hire	10/03/19
Leon	Hsu	Student Workability	Hire	10/02/19
Ali	Saleminik	Student Workability	Hire	10/02/19
Kyle	Haydon	Student Worker	Hire	09/26/19
Michael	Steglik	Substitute Bus Driver Trainee	End	
		and Substitute Bus Driver	Add	10/17/19
Nallely	Zavala-Garcia	Substitute Bus Driver Trainee	End	
		and Substitute Bus Driver	Add	10/17/19
Kimberly	Lawrence	Substitute Child Nutrition Assistant	Hire	10/14/19
Gael	Treible	Substitute Clerical	Add	10/03/19
Francis	Dungo	Substitute Custodian	Hire	09/30/19
Kaury	Markham	Substitute Custodian	Hire	10/14/19

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

DATE: October 29, 2019

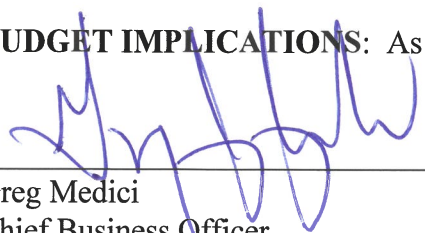
TOPIC: CONSIDERATION OF APPROVAL OF CONTRACTS/PURCHASES
OVER \$50,000

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.

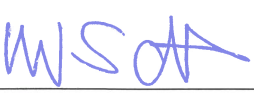
Vendor	Item	Amount	Funding
The Bay School	NPA/NPS	>\$50,000	Sp. Ed
Intellitext	Translation servies	\$93,600	Sp. Ed
Herff Jones	Yearbooks for DVHS	\$200,000	Site Donations
Industrial Motor Control	Power & Data for Admin/Classroom Building-SRHS	\$51,340	Measure D
Done Right Security	Security cameras at GVES, RRES and SVMS	\$300,000	Measure D

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

BUDGET IMPLICATIONS: As stated above.



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

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

10/29/19
Page 38 of 102
Item 11.4

DATE: OCTOBER 29, 2019


TOPIC: RATIFICATION OF WARRANTS

DISCUSSION: In accordance with Policy 3300, listed below is a summary of warrants issued for the following dates: May 30, 2019, through June 12, 2019. Detailed warrant registers are available in the District's Business Office for public inspection.


Fund Name	Vendor Warrants	Salary Warrants	Total
General Fund	5,343,617.77	12,537,008.59	17,880,626.36
Warrant Pass Through Fund	13,216,275.59		13,216,275.59
Child Nutrition Fund	236,343.01	176,573.95	412,916.96
Building Fund	4,316,166.33	76,399.19	4,392,565.52
Capital Facilities Fund	232,243.92		232,243.92
State School Building Fund			-
County School Facilities Fund			-
Special Reserve Capital Outlay	1,234,357.93	44,269.67	1,278,627.60
Bond Interest & Redemption			-
Tax Override Fund			-
Self-Insurance Fund	317,618.99		317,618.99
Retiree Benefit Fund		6.49	6.49
Warrant Pass Through Fund	22,219.48		22,219.48
Payroll A/P Clearing			-
 Total All Funds	 <u>\$24,918,843.02</u>	 <u>\$12,834,257.89</u>	 <u>\$37,753,100.91</u>

RECOMMENDATION: The Administration recommends ratification of the warrants issued on the above dates.

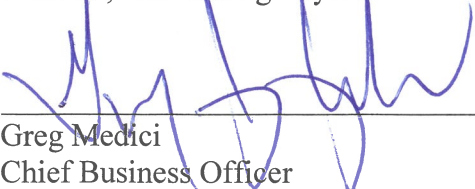
BUDGET IMPLICATIONS: As noted above.



Lori Benetti
Director, Accounting/Payroll



Rick Schmitt
Superintendent



Greg Medici
Chief Business Officer

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

DATE: October 29, 2019


TOPIC: DECLARATION OF SURPLUS PROPERTY

DISCUSSION: As per Education Code section 17545-17555, the governing board may sell or dispose of personal property which is unusable, obsolete, or no longer needed by the district. Staff has determined that the item(s) listed below are surplus property and they have been verified as obsolete, unusable and/or cost prohibitive to repair or maintain. If the items do not exceed in value the sum of \$2,500, they may be sold at a private sale without advertising. If the property is of insufficient value to defray the costs of arranging a sale, the items may be donated to a charitable organization or may be disposed of in the local public dump. The items will be removed from the District's fixed asset inventory upon sale or disposal.

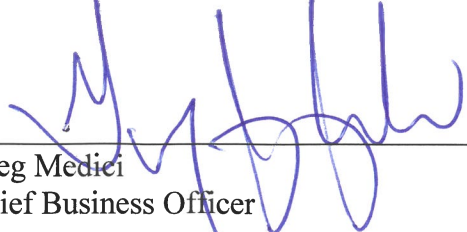
Quantity	Item
10	Storage containers: Various school furniture items from SVMS modernization project: teacher & student desks, chairs, shelving

RECOMMENDATION: Staff recommends approval of the items as surplus property.


BUDGET IMPLICATIONS: Any proceeds from the sale of items shall be placed to the credit of the fund from which the original expenditure for the purchase was made or in the general or reserve fund of the district.



Daniel Hillman
Executive Director, Business



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

San Ramon Valley Unified School District

699 Old Orchard Drive, Danville, CA 94526

10/29/19
Page 40 of 102
Item 11.6

DATE: October 29, 2019

TOPIC: DECLARATION OF SURPLUS INSTRUCTIONAL MATERIALS

DISCUSSION: As per Education Code section 60510 and 60530, the governing board of a school district may dispose of surplus or undistributed obsolete instructional materials in its possession that are usable for educational purposes in any of the following ways:

- (a) By donation to a governing board, county free library, or other state institution.
- (b) By donation to a public agency or institution of any territory or possession of the United States, or the government of a country that formerly was a territory or possession of the United States.
- (c) By donation to a nonprofit charitable organization.
- (d) By donation to children or adults in the State of California, or foreign countries for the purpose of increasing the general literacy of the people.
- (e) By sale.

District may dispose of unusable surplus or undistributed obsolete instructional materials, or such materials which are usable but cannot be distributed pursuant to Section 60510 in any of the following ways:

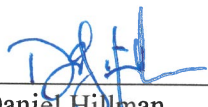
- (a) Mutilated as not to be salable as instructional materials and sold for scrap or for use in the manufacture of paper pulp or other substances at the highest price that can be obtained.
- (b) Destroyed by any economical means, provided that no instructional material shall be destroyed until 30 days after the governing board has given notice to all persons who have filed a request for such notice.

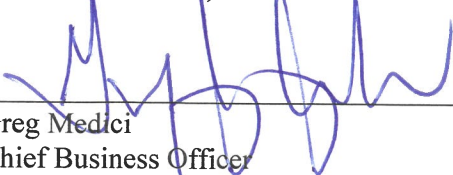
Any organization, agency, or institution receiving obsolete instructional materials donated pursuant to this article shall certify to the governing board of the school district or the county board of education, as appropriate, that it agrees to make no charge of any kind to the persons to whom the organization gives or lends those materials.


Qty	Item
1500+	Various Books/Workbooks

RECOMMENDATION: Staff recommends approval of the items as surplus instructional materials.

BUDGET IMPLICATIONS: Any proceeds from the sale of items shall be placed to the credit of the Instructional Materials Fund.


Daniel Hillman
Executive Director, Business Services


Greg Medici
Chief Business Officer


Rick Schmitt
Superintendent

11.6
ITEM NUMBER

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

DATE: OCTOBER 29, 2019

TOPIC: RATIFICATION OF FACILITIES AND OPERATIONS CONTRACTS

DISCUSSION: This item covers previously board approved contracts that have gone over the initial approval amount. Increases to these type of contracts can be the result of various revisions including but not limited to unforeseen conditions, additional requested work, etc. A copy of the contracts are available to the Board and public upon request.

Vendor	Project	Original Amount	Revised Amount	Funding
HKIT Architects	Increase in Architect's service fee, due to increased total project cost for Green Valley Elementary School modernization	\$418,037	\$433,610	Measure D
Nor-Cal Moving Services	Moving services for Montevideo Elementary School modernization	\$90,000	\$107,301	Measure D

RECOMMENDATION: Authorize the District to execute the increase to the above contracts.

BUDGET IMPLICATIONS:

- \$15,573 – HKIT Architects - Fund 21 Measure D
- \$17,301 – Nor-Cal Moving Services – Fund 21 Measure D


Gary Black
Assistant Superintendent
Facilities & Operations


Rick Schmitt
Superintendent

DATE: October 29, 2019

**TOPIC: CONSIDERATION OF ADOPTION OF RESOLUTION No. 30/19-20,
APPROVING ROUTINE BUDGET REVISIONS**

DISCUSSION:

Revenues

Local Control Funding Formula/Other State Revenues –

Low Performing Student grant is reduced \$654,010 because funds were received in the prior year and carried over instead.

Federal Revenues –

Federal revenues are increased \$358,369 due to posting of unearned prior year revenue and increases in current year Title I and Title II grants.

Other local Revenues –

Local Donations have increased \$509,811.

Expenditures

Salaries and Benefits –

Salaries and benefits are decreased \$1,297,870 overall, primarily due to the removal of duplicate certificated salaries and inter-program transfers.

Supplies/Services –

Supplies and services are increased \$5,922,734 primarily because of posting prior year carry over, increased Local Donations, and Technology purchases.

Capital Outlay

Capital expenditures are increased \$478 because of increased Local Donations.

11.8

Item Number

Other Funds

Child Nutrition Fund 13 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$375,768.

Special Reserve Fund 17 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$17,074,319.

Building Fund 21 –

The beginning balance is adjusted to reflect Unaudited Actuals. In addition, bond expenses are increased \$54,566,426 to reflect current year project costs. The projected ending fund balance is \$14,746,612.

Capital Facilities Fund 25 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$7,192,331.

Reserve for Capital Outlay Fund 40 –

The beginning balance is adjusted to reflect Unaudited Actuals. In addition, expenses are increased \$1,395,287 for DVHS and DVMS fields. The projected ending fund balance is \$17,025,364.

Bond Interest and Redemption Fund 51 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$32,680,806.

Self Insurance Fund 67 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$3,104,231.

Retiree Health benefit Fund 71 –

The beginning balance is adjusted to reflect Unaudited Actuals. The projected ending fund balance is \$25,819,848.

RECOMMENDATION:

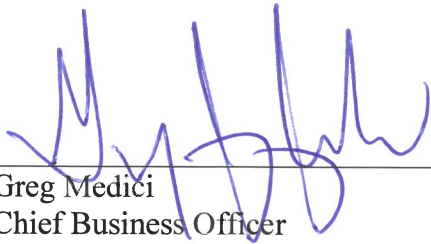
The Administration recommends adoption of Resolution No. 30/19-20, approving the budget adjustments as presented.

BUDGET IMPLICATIONS:

Various, as noted above.



Gael Treible
Interim Director, Fiscal Services



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 30/19-20
APPROVING ROUTINE BUDGET REVISIONS**

10/29/19
Page 45 of 102
Item 11.8

WHEREAS, Education Code Sections 42600 – 42603 permit the County Superintendent of Schools with the consent of the Governing Board of the San Ramon Valley Unified School District to make such transfers to revise the adopted budget at any time during a fiscal year; and

WHEREAS, the Governing Board believes it to be in the best interest of the District to regularly revise the 2019-20 budget in order to more accurately portray the financial condition of the District;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the San Ramon Valley Unified School District does hereby authorize the Contra Costa County Superintendent of Schools to revise its 2019-20 budget as hereafter detailed.

BE IT FURTHER RESOLVED that the Secretary of the Governing Board is hereby directed to deliver a copy of this Resolution to the County Superintendent of Schools.

APPROVED, PASSED and ADOPTED by the Governing Board of the San Ramon Valley Unified School District this 29th day of October, 2019, by the following vote:

AYES:

NAYS:

ABSENT:

Rick Schmitt
Secretary of the Board of Education of the
San Ramon Valley Unified School District of
Contra Costa County, State of California

1 GENERAL FUND

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
LCFF/Other State	\$ 322,162,274	\$ -654,010	\$ 321,508,264
Federal Revenues	6,358,456	358,369	6,716,825
Other Local Revenues	30,143,703	509,811	30,653,514
Total Revenues	\$ 358,664,433	\$ 214,170	\$ 358,878,603
EXPENDITURES			
Certificated Salaries	\$ 157,120,451	\$ -1,300,283	\$ 155,820,168
Classified Salaries	54,663,136	159,123	54,822,259
Employee Benefits	102,199,364	-156,710	102,042,654
Books and Supplies	13,165,315	4,658,832	17,824,147
Services, Other Operating Expenses	32,475,929	1,263,902	33,739,831
Capital Outlay	183,500	478	183,978
Other Outgo	1,485,326	0	1,485,326
Direct Support/Indirect Costs	0	0	0
Total Expenditures	\$ 361,293,021	\$ 4,625,342	\$ 365,918,363
Excess or Deficiency before other Sources and Uses	\$ -2,628,588	\$ -4,411,172	\$ -7,039,760
OTHER FINANCING SOURCES/USES			
Transfers In	\$ 0	\$ 0	\$ 0
Transfers Out	2,778,951	0	2,778,951
Sources	0	0	0
Uses	0	0	0
Total, Other Financing Sources/Uses	\$ -2,778,951	\$ 0	\$ -2,778,951
NET INCREASE (DECREASE) IN FUND BALANCE	\$ -5,407,539	\$ -4,411,172	\$ -9,818,711
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 25,526,445	\$ 14,525,782	\$ 40,052,227
Audit Adjustments		0	
As of July 1 - Audited	25,526,445	14,525,782	40,052,227
Adjustments for Restatements		0	
Net Beginning Balance	25,526,445	14,525,782	40,052,227
Ending Balance	\$ 20,118,906	\$ 10,114,610	\$ 30,233,516
COMPONENTS OF ENDING BALANCE			
Revolving Cash	\$ 109,900	5,000	\$ 114,900
Stores Inventory	59,253	20,001	79,254
Prepaid Expenses	484,266	285,350	769,616
Reserve for Economic Uncertainty	0	0	
Restricted Ending Balances	2,184,778	4,464,316	6,649,094
Instructional Materials	5,814,030	-20,273	5,793,757
Professional Development	2,428,748	-297,427	2,131,321
Site/Dept Designated Amounts	0	892,178	892,178
Bridge	1,130,238	6,864,508	7,994,746
Efficiency Investments	1,923,780	-43,537	1,880,243
Technology Infrastructure Replacement	0	0	0
Technology End User Devices	1,500,000	-69,884	1,430,116
18-19 Restoration	0	-1,140,541	-1,140,541
Safety and Mental Wellness	1,996,000	-59,016	1,936,984
Lottery	1,418,043	283,805	1,701,848
Unappropriated Amount	1,069,870	-1,069,870	0
	20,118,906	10,114,610	30,233,516

13 Child Nutrition Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 840,594	\$ 0	\$ 840,594
<i>Other State Revenues</i>	39,797	0	39,797
<i>Other Local Revenues</i>	5,471,837	0	5,471,837
Total Revenues	<u>\$ 6,352,228</u>	<u>\$ 0</u>	<u>\$ 6,352,228</u>
EXPENDITURES			
<i>Classified Salaries</i>	\$ 2,802,258	\$ 0	\$ 2,802,258
<i>Employee Benefits</i>	1,301,031	0	1,301,031
<i>Books and Supplies</i>	2,502,063	0	2,502,063
<i>Services, Other Operating Expenses</i>	264,950	0	264,950
<i>Capital Outlay</i>	0	0	0
<i>Other Outgo</i>	46,055	0	46,055
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	<u>\$ 6,916,357</u>	<u>\$ 0</u>	<u>\$ 6,916,357</u>
Excess or Deficiency before other Sources and Uses	\$ -564,129	\$ 0	\$ -564,129
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 564,129	\$ 0	\$ 564,129
<i>Transfers Out</i>	0	0	
<i>Sources</i>	0	0	
<i>Uses</i>	0	0	
Total, Other Financing Sources/Uses	<u>\$ 564,129</u>	<u>\$ 0</u>	<u>\$ 564,129</u>
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 0	\$ 0	\$ 0
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 167,348	\$ 208,420	\$ 375,768
Audit Adjustments		0	
As of July 1 - Audited	167,348	208,420	375,768
Adjustments for Restatements		0	
Net Beginning Balance	<u>167,348</u>	<u>208,420</u>	<u>375,768</u>
Ending Balance	<u>\$ 167,348</u>	<u>\$ 208,420</u>	<u>\$ 375,768</u>
Components of Ending Fund Balance			
Stores	\$ 0	\$ 194,648	\$ 194,648
Restricted Ending Balance	167,348	13,772	181,120
	<u>167,348</u>		<u>375,768</u>

17 Special Reserve Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
Federal Revenues	\$ 0	\$ 0	\$ 0
Other State Revenues	0	0	0
Other Local Revenues	135,000	0	135,000
Total Revenues	\$ 135,000	\$ 0	\$ 135,000
EXPENDITURES			
Classified Salaries	\$ 0	\$ 0	\$ 0
Employee Benefits	0	0	0
Books and Supplies	0	0	0
Services, Other Operating Expenses	0	0	0
Capital Outlay	0	0	0
Other Outgo	0	0	0
Direct Support/Indirect Costs	0	0	0
Total Expenditures	\$ 0	\$ 0	\$ 0
Excess or Deficiency before other Sources and Uses	\$ 135,000	\$ 0	\$ 135,000
OTHER FINANCING SOURCES/USES			
Transfers In	\$ 0	\$ 0	\$ 0
Transfers Out	0	0	0
Sources	0	0	0
Uses	0	0	0
Total, Other Financing Sources/Uses	\$ 0	\$ 0	\$ 0
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 135,000	\$ 0	\$ 135,000
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 16,983,865	\$ -44,546	\$ 16,939,319
Audit Adjustments		0	
As of July 1 - Audited	16,983,865	-44,546	16,939,319
Adjustments for Restatements		0	
Net Beginning Balance	16,983,865	-44,546	16,939,319
Ending Balance	\$ 17,118,865	\$ -44,546	\$ 17,074,319
Components of Ending Fund Balance			
Child Care Buildings	\$ 5,000,000	0	5,000,000
Solar Debt Service	12,118,865	-44,546	12,074,319
Diablo Vista Athletic Fields	0	0	
Dougherty Valley HS CSA Reserve	\$ 0	0	
	17,118,865	-44,546	17,074,319

21 Building Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	0	0	0
<i>Other Local Revenues</i>	1,934,100	0	1,934,100
Total Revenues	<u>\$ 1,934,100</u>	<u>\$ 0</u>	<u>\$ 1,934,100</u>
EXPENDITURES			
<i>Classified Salaries</i>	\$ 1,510,153	\$ 0	\$ 1,510,153
<i>Employee Benefits</i>	687,112	0	687,112
<i>Books and Supplies</i>	2,661,809	62,729	2,724,538
<i>Services, Other Operating Expenses</i>	1,678,585	1,462	1,680,047
<i>Capital Outlay</i>	23,885,818	54,502,235	78,388,053
<i>Other Outgo</i>	0	0	0
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	<u>\$ 30,423,477</u>	<u>\$ 54,566,426</u>	<u>\$ 84,989,903</u>
Excess or Deficiency before other Sources and Uses	\$ -28,489,377	\$ -54,566,426	\$ -83,055,803
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 0	\$ 0	\$ 0
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
NET INCREASE (DECREASE) IN FUND BALANCE	\$ -28,489,377	\$ -54,566,426	\$ -83,055,803
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 32,584,271	\$ 65,218,145	\$ 97,802,416
Audit Adjustments		0	
As of July 1 - Audited	32,584,271	65,218,145	97,802,416
Adjustments for Restatements		0	
Net Beginning Balance	32,584,271	65,218,145	97,802,416
Ending Balance	<u>\$ 4,094,894</u>	<u>\$ 10,651,719</u>	<u>\$ 14,746,613</u>
Components of Ending Fund Balance			
Reserved for Capital Outlay	\$ 4,094,894	\$ 10,651,718	\$ 14,746,612

25 Capital Facilities - Developer Impact Program

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	0	0	0
<i>Other Local Revenues</i>	3,115,000	0	3,115,000
Total Revenues	\$ 3,115,000	\$ 0	\$ 3,115,000
EXPENDITURES			
<i>Classified Salaries</i>	\$ 0	\$ 0	\$ 0
<i>Employee Benefits</i>	0	0	0
<i>Books and Supplies</i>	522,000	0	522,000
<i>Services, Other Operating Expenses</i>	1,175,850	0	1,175,850
<i>Capital Outlay</i>	2,504,300	0	2,504,300
<i>Other Outgo</i>	0	0	0
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	\$ 4,202,150	\$ 0	\$ 4,202,150
Excess or Deficiency before other Sources and Uses	\$ -1,087,150	\$ 0	\$ -1,087,150
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 0	\$ 0	\$ 0
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	\$ 0	\$ 0	\$ 0
NET INCREASE (DECREASE) IN FUND BALANCE	\$ -1,087,150	\$ 0	\$ -1,087,150
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 6,986,945	\$ 1,292,536	\$ 8,279,481
Audit Adjustments		0	
As of July 1 - Audited	6,986,945	1,292,536	8,279,481
Adjustments for Restatements		0	
Net Beginning Balance	6,986,945	1,292,536	8,279,481
Ending Balance	\$ 5,899,795	\$ 1,292,536	\$ 7,192,331
Components of Ending Fund Balance			
Reserved for Capital Outlay	\$ 5,899,795	\$ 1,292,536	\$ 7,192,331

40 Reserve for Capital Outlay

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	0	0	0
<i>Other Local Revenues</i>	3,503,119	0	3,503,119
Total Revenues	<u>\$ 3,503,119</u>	<u>\$ 0</u>	<u>\$ 3,503,119</u>
EXPENDITURES			
<i>Classified Salaries</i>	\$ 645,601	\$ 0	\$ 645,601
<i>Employee Benefits</i>	164,377	0	164,377
<i>Books and Supplies</i>	182,100	0	182,100
<i>Services, Other Operating Expenses</i>	101,407	0	101,407
<i>Capital Outlay</i>	0	1,395,287	1,395,287
<i>Other Outgo</i>	3,605,491	0	3,605,491
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	<u>\$ 4,698,976</u>	<u>\$ 1,395,287</u>	<u>\$ 6,094,263</u>
Excess or Deficiency before other Sources and Uses	\$ -1,195,857	\$ -1,395,287	\$ -2,591,144
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 2,214,822	\$ 0	\$ 2,214,822
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	<u>\$ 2,214,822</u>	<u>\$ 0</u>	<u>\$ 2,214,822</u>
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 1,018,965	\$ -1,395,287	\$ -376,322
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 14,925,809	\$ 2,475,878	\$ 17,401,687
Audit Adjustments		0	
As of July 1 - Audited	14,925,809	2,475,878	17,401,687
Adjustments for Restatements		0	
Net Beginning Balance	<u>14,925,809</u>	<u>2,475,878</u>	<u>17,401,687</u>
Ending Balance	<u>\$ 15,944,774</u>	<u>\$ 1,080,591</u>	<u>\$ 17,025,365</u>
Components of Ending Fund Balance			
Restricted Reserves	<u>\$ 15,944,774</u>	<u>\$ 1,080,590</u>	<u>\$ 17,025,364</u>

51 Bond Interest and Redemption Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	100,000	0	100,000
<i>Other Local Revenues</i>	31,994,350	0	31,994,350
Total Revenues	<u>\$ 32,094,350</u>	<u>\$ 0</u>	<u>\$ 32,094,350</u>
EXPENDITURES			
<i>Certificated Salaries</i>	\$ 0	\$ 0	\$ 0
<i>Classified Salaries</i>	0	0	0
<i>Employee Benefits</i>	0	0	0
<i>Books and Supplies</i>	0	0	0
<i>Services, Other Operating Expenses</i>	0	0	0
<i>Capital Outlay</i>	0	0	0
<i>Other Outgo</i>	33,094,350	0	33,094,350
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	<u>\$ 33,094,350</u>	<u>\$ 0</u>	<u>\$ 33,094,350</u>
Excess or Deficiency before other Sources and Uses	\$ -1,000,000	\$ 0	\$ -1,000,000
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 0	\$ 0	\$ 0
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
NET INCREASE (DECREASE) IN FUND BALANCE	-1,000,000	0	-1,000,000
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 23,970,582	\$ 9,710,224	\$ 33,680,806
Audit Adjustments		0	
As of July 1 - Audited	23,970,582	9,710,224	33,680,806
Adjustments for Restatements		0	
Net Beginning Balance	23,970,582	9,710,224	33,680,806
Ending Balance	<u>\$ 22,970,582</u>	<u>\$ 9,710,224</u>	<u>\$ 32,680,806</u>
Components of Ending Fund Balance			
Restricted Reserves	\$ 22,970,582	\$ 9,710,224	\$ 32,680,806

67 Self Insurance Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	0	0	0
<i>Other Local Revenues</i>	4,025,000	0	4,025,000
Total Revenues	<u>\$ 4,025,000</u>	<u>\$ 0</u>	<u>\$ 4,025,000</u>
EXPENDITURES			
<i>Certificated Salaries</i>	\$ 0	\$ 0	\$ 0
<i>Classified Salaries</i>	0	0	0
<i>Employee Benefits</i>	3,713,175	0	3,713,175
<i>Books and Supplies</i>	5,000	0	5,000
<i>Services, Other Operating Expenses</i>	306,825	0	306,825
<i>Capital Outlay</i>	0	0	0
<i>Other Outgo</i>	0	0	0
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	<u>\$ 4,025,000</u>	<u>\$ 0</u>	<u>\$ 4,025,000</u>
Excess or Deficiency before other Sources and Uses	\$ 0	\$ 0	\$ 0
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 0	\$ 0	\$ 0
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
NET INCREASE (DECREASE) IN FUND BALANCE	0	0	0
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 2,505,483	\$ 598,748	\$ 3,104,232
Audit Adjustments		0	
As of July 1 - Audited	2,505,483	598,748	3,104,232
Adjustments for Restatements		0	
Net Beginning Balance	2,505,483	598,748	3,104,232
Ending Balance	<u>\$ 2,505,483</u>	<u>\$ 598,748</u>	<u>\$ 3,104,232</u>
Components of Ending Fund Balance			
Restricted Net Position	\$ 2,505,483	\$ 598,748	\$ 3,104,231

71 Retiree Health Benefit Fund

	Revised Budget 45 day 7/31/19	Adjustments this Period	Revised Budget 9/30/2019
REVENUES			
<i>Federal Revenues</i>	\$ 0	\$ 0	\$ 0
<i>Other State Revenues</i>	0	0	0
<i>Other Local Revenues</i>	3,031,145	0	3,031,145
Total Revenues	\$ 3,031,145	\$ 0	\$ 3,031,145
EXPENDITURES			
<i>Classified Salaries</i>	\$ 0	\$ 0	\$ 0
<i>Employee Benefits</i>	0	0	0
<i>Books and Supplies</i>	0	0	0
<i>Services, Other Operating Expenses</i>	3,031,145	0	3,031,145
<i>Capital Outlay</i>	0	0	0
<i>Other Outgo</i>	0	0	0
<i>Direct Support/Indirect Costs</i>	0	0	0
Total Expenditures	\$ 3,031,145	\$ 0	\$ 3,031,145
Excess or Deficiency before other Sources and Uses	\$ 0	\$ 0	\$ 0
OTHER FINANCING SOURCES/USES			
<i>Transfers In</i>	\$ 0	\$ 0	\$ 0
<i>Transfers Out</i>	0	0	0
<i>Sources</i>	0	0	0
<i>Uses</i>	0	0	0
Total, Other Financing Sources/Uses	\$ 0	\$ 0	\$ 0
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 0	\$ 0	\$ 0
FUND BALANCE, RESERVES			
Beginning Balance			
Beginning Balance as of July 1 - Unaudited	\$ 24,543,664	\$ 1,276,184	\$ 25,819,848
Audit Adjustments	0	0	
As of July 1 - Audited	24,543,664	1,276,184	25,819,848
Adjustments for Restatements		0	
Net Beginning Balance	24,543,664	1,276,184	25,819,848
Ending Balance	\$ 24,543,664	\$ 1,276,184	\$ 25,819,848
Components of Ending Fund Balance			
Reserved for Post Retirement Benefit Payments	\$ 24,543,664	\$ 1,276,184	\$ 25,819,848

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

10/29/19
Page 55 of 102
Item 11.9

DATE: October 29, 2019

TOPIC: CONSIDERATION OF APPROVAL OF THE 2020-21 BUDGET/LCAP
DEVELOPMENT CALENDAR

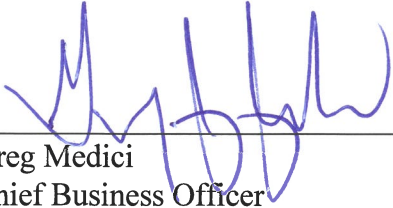
Discussion:

The Board of Education must annually approve a district budget (Education Code 42127) and must annually approve an updated Local Control and Accountability Plan (Education Code 52061).

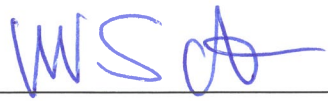
In order to effectively manage the many interrelated budget development and LCAP update processes, to ensure stakeholders have appropriate involvement and to ensure all parties are aware of the interdependence and sequencing of key tasks, staff has formulated a 2020-21 Budget/LCAP Development Calendar.

RECOMMENDATION: Staff recommends approval of the proposed 2020-21 Budget/LCAP Development Calendar.

BUDGET IMPLICATIONS: The budget and LCAP assumptions will result in quantifiable budget impacts when drafted and finalized.



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

San Ramon Valley Unified 2020-21 LCAP/Budget Development Calendar

Fall, 2019	
October 22	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
October 29	<ul style="list-style-type: none"> Board Meeting - Adopt Budget/LCAP Development Calendar
December 3	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
January, 2020	
January 1 – 31	<ul style="list-style-type: none"> Conduct LCAP Stakeholder Survey
January (mid)	<ul style="list-style-type: none"> Working 2020-21 Enrollment Projections available (final draft fall 2019 demographics study, 2019-20 actual enrollment to-date, etc.)
January 16	<ul style="list-style-type: none"> School Services Governor's Budget Workshop
January 28	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
January (end)	<ul style="list-style-type: none"> Budget Educational Committee - 1st Interim Report, Governor's January Budget update
February, 2020	
February (beginning)	<ul style="list-style-type: none"> Sites notify Human Resources of status of probationary teachers
February 1	<ul style="list-style-type: none"> 2020-21 certificated standard rate and classified employee cost estimates distributed to sites/external funding groups
February 11	<ul style="list-style-type: none"> Board Meeting - Certificated Staffing Timelines and Notice Criteria reviewed and approved
February (mid)	<ul style="list-style-type: none"> Preliminary Budget Assumptions approved by Cabinet Student enrollment projections (for preliminary budget) approved by Cabinet Certificated and classified staffing projections (for budget) approved by Cabinet
February 21	<ul style="list-style-type: none"> Principals notify Human Resources if certificated staffing adjustments are needed due to changes in external commitments Distribute school site and department budget development materials to principals and managers Initial staffing allocations distributed to school sites (based on straight enrollment rollup)
February 25	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting – Update LCAP
March, 2020	
March (throughout)	<ul style="list-style-type: none"> Present draft LCAP to PAC, CAC, ELAC, PTA, SSC's (respond to comments in writing)
March 3	<ul style="list-style-type: none"> Board Meeting - Action related to probationary certificated staffing and 2nd Interim Report
March 15	<ul style="list-style-type: none"> Certificated probationary employee notification deadline
March 20	<ul style="list-style-type: none"> School site and department budgets due to Business Services School sites and departments notify Human Resources if classified adjustments are needed
March 24	<ul style="list-style-type: none"> Board Meeting – Present preliminary 2020-21 budget assumptions
March 31	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
April, 2020	
April 14	<ul style="list-style-type: none"> Board Meeting – Action related to classified staffing
April (mid)	<ul style="list-style-type: none"> Post proposed LCAP on website, notify public and begin public comment period
April 21	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
May, 2020	
May 12	<ul style="list-style-type: none"> LCAP Stakeholder Committee Meeting
May (late)	<ul style="list-style-type: none"> Attend School Services Governor's May Revise Workshop Budget Educational Committee (2nd Interim update, May Revise)
May 26	<ul style="list-style-type: none"> Board Meeting – May Revise and LCAP update and action related to temporary teachers
June, 2020	
June 9	<ul style="list-style-type: none"> Board Meeting - Public Hearing on 2020-21 proposed LCAP and budget
June 15	<ul style="list-style-type: none"> Constitutional deadline for legislature to send budget to Governor
June 23	<ul style="list-style-type: none"> Board Meeting - Adoption of 2020-21 LCAP and budget
June 30	<ul style="list-style-type: none"> Governor signs or vetoes state budget
Summer, 2020	
August	<ul style="list-style-type: none"> Board Meeting - 45 Day Revise (following state budget adoption)
	<ul style="list-style-type: none">

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

DATE: OCTOBER 29, 2019

**TOPIC: CONSIDERATION OF APPROVAL OF LOCAL INDICATORS
2019-20 LCAP DASHBOARD SELF-ASSESSMENT**

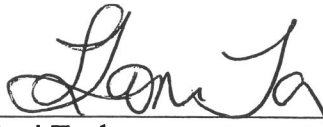
DISCUSSION: The CDE requires California school districts to perform a self-assessment on local performance indicators for submission to the California Data Dashboard. These indicators are:

- 1) Priority 1 - Appropriately assigned teachers, adequate instructional materials, and safe, clean, and functional school facilities
- 2) Priority 2 - Progress toward implementation of state standards and curriculum frameworks
- 3) Priority 3 - Parent engagement
- 4) Priority 6 - School climate
- 5) Priority 7 - Access to a Broad Course of Study

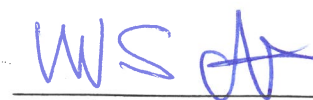
The Board of Education must approve these results at a regularly schedule public meeting.

RECOMMENDATION: The Administration recommends approval of the self-assessment on the local performance indicators.

BUDGET IMPLICATIONS: The LCFF and LCAP budget will be drafted in relation to these local performance indicators.



Toni Taylor
Deputy Superintendent



Rick Schmitt
Superintendent

11.10
Item Number

LCFF Priority 1: Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities

LEA annually measures its progress in meeting the *Williams* settlement requirements at 100% at all of its school sites, as applicable, and promptly addresses any complaints or other deficiencies identified throughout the academic year, as applicable.

1. Availability of textbooks – number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home: 0 (Zero)
2. Adequate facilities – number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies): 0 (Zero)
3. Correctly assigned teachers – number/percentage of mis-assignments of teachers of English learners, total teacher mis-assignments and vacant teacher positions : Misassigned teachers of EL: 0 (Zero), Total mis-assignments: 0 (Zero), Vacant positions: 1.56

LCFF Priority 2: Implementation of State Academic Standards

Through the use of the self-reflection tool provided by the California State Department of Education, we have determined that we have made strong progress in the implementation of state academic standards.

Reflection Tool - Recently Adopted Academic Standards and/or Curriculum Frameworks

1. Rate the LEA's progress in providing professional learning for teaching to the recently adopted academic standards and/or curriculum frameworks identified below:

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Content Area	1	2	3	4	5
English Language Arts					X
English Language Development				X	
Mathematics					X
Next Generation Science Standards				X	
History-Social Science			X		

2. Rate the LEA's progress in making instructional materials that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught:

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Content Area	1	2	3	4	5
English Language Arts					X
English Language Development			X		
Mathematics					X
Next Generation Science Standards				X	
History-Social Science			X		

**San Ramon Valley Unified School District
Fall 2019 California Dashboard Local Indicators Reports**

3. Rate the LEA's progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks identified below (e.g., collaborative time, focused classroom walkthroughs, teacher pairing):

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Content Area	1	2	3	4	5
English Language Arts					X
English Language Development				X	
Mathematics					X
Next Generation Science Standards					X
History-Social Science			X		

Other Adopted Academic Standards

4. Rate the LEA's progress implementing each of the following academic standards adopted by the state board for all students:

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Content Area	1	2	3	4	5
Career Technical Education					X
Health Education					X
Physical Education					X
Visual and Performing Arts					X
World Language					X

Support for Teachers and Administrators

5. During the 2015–16 school year (including summer 2015), rate the LEA's success at engaging in the following activities with teachers and school administrators:

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Content Area	1	2	3	4	5
Identifying professional learning needs of groups of teachers or staff as a whole					X
Identifying the professional learning needs of individual teachers					X
Providing support for teachers on the standards they have not yet mastered					X

Optional Narrative

6. Provide any additional information that the LEA believes is relevant to understanding its progress implementing the academic standards adopted by the state board.

SRVUSD has been at the cutting edge of implementation of the CA Next Generation Science Standards (NGSS) and the new History-Social Science Standards (HSS). The process of adopting new standards and materials is a multi-phase process. At this state, our district has developed NGSS curriculum maps and structured units to support the maps, and provided multiple trainings for teachers. During the 2019-2020 school year we adopted elementary science materials (Twig) and are in the process of piloting middle school materials. During 2020-2021 we plan on having adopted middle school science materials and will pilot high school materials. Two science instructional coaches support staff at all school sites as well as at the county and state levels. To implement the new History-Social Science Standards, we hired a Social Studies TSA who has created and implemented multiple professional development opportunities for teachers. We are working with the new English Language Development (ELD) roadmap, training staff and building our district master plan. The new ELD policy was passed in July 2017, and we are actively working to fully implement all the requirements. An ELD Roadmap Taskforce was created with multiple stakeholders being represented. There will be multiple meetings throughout the school year. Elementary staff members continued to be trained on Guided Language Acquisition Design (GLAD) strategies to support English Learners.

LCFF Priority 3: Parent Engagement

SRVUSD administered an LCAP survey in February 2019 to gather feedback from all stakeholders in our district. The survey included questions related to all LCAP goals and the eight LCFF priorities: Parent Involvement, School Climate, Course Offerings, Professional Development, Communication, and Stress and Anxiety. We received 5,654 total responses, of which 959 were from parents.

1. The key findings from the survey related to seeking input from parents/guardians in school and district decision making and promoting parental participation in programs were as follows:
 - a. At least 72% of parents agree or strongly agree that the district encourages parental involvement.
 - b. 73% of parents feel comfortable participating in school activities.
 - c. Thirty-three percent of parents agree or strongly agree that they have a say in the decision-making process.
 - d. In general, 88% of parents participated in at least one parent or community activity in 2018-19.
2. As described in Goal 9 of the SRVUSD LCAP, our data shows that there are many opportunities across the district for Parent Education in a variety of subject areas, including Math, Writing, Reading, Special Education, Digital Citizenship, Science.
 - a. Schools hold many events that support families and promote parental participation, such as Multicultural Celebrations, Evening Book Fairs, Literacy Nights, Soul Shoppe Parenting Workshops, Monthly Principal Dessert Nights, California Mathematics Council Math Festival, Art Show, and CAASPP Nights.
 - b. School survey information shows that parents are highly involved in our school communities, and there continues to be an increase in parent involvement. We continue to find new ways that include multiple stakeholder involvement across the district.
3. San Ramon Valley Council of PTAs, as well as local PTAs at each school site provide many opportunities for parent education and involvement. These include:
 - a. Special Needs PTA
 - b. Inclusion and Diversity Committee
 - c. Health and Wellness Committee
 - d. PTA Education Nights and Workshops

LCFF Priority 6: School Climate

SRVUSD administered the Healthy Kids Survey in October 2018. Based on student responses reported in the results, the key finding of SRVUSD students' perception of school safety and connectedness are as follows:

1. On average, 78% of our students agree or strongly agree that they feel safe at school. 89% of 5th grade students feel safe at school all or most of the time. 80% of 7th, 70% of 9th and 72% of 11th grade students agree or strongly agree that they feel safe at school.
2. About 71% of our students reported that they feel connected at school.
3. Of secondary school students, 7th graders reported the greatest percentage of high level school connectedness at 74%, followed by 66% of 9th graders and 62% of 11th graders.
4. Results of school connectedness by ethnicity shows similar trends of decline. Ethnic groups with the highest reported connectedness are White, American Indian/Alaskan Native, and Native Hawaiian/Pacific Islander. African American reported the lowest levels of school connectedness at each grade level.
5. Of secondary schools, reported school connected by gender peaks at 7th grade for boys and girls. Girls reported higher connectedness in 5th and 7th and 9th grades however boys reported higher school connected in 11th grades. The greatest decline occurred in girls between 7th and 9th grades.

For additional information, please refer to the 2018-19 LCAP which can be found on the SRVUSD website.

LCFF Priority 7: Access to a Broad Course of Study

To provide a narrative summary of the extent to which all students have access to and are enrolled in a broad course of study, we are addressing the four prompts provided by the California State Department of Education.

1. Briefly identify the locally selected measures or tools that the LEA is using to track the extent to which all students have access to, and are enrolled in, a broad course of study, based on grade spans, student groups, and individuals with exceptional needs served.

To track our students' access to a broad course of study, we have identified the following measures and tools: course catalogs; course, program and pathway participation rates, including personalized learning ideas.

2. Using the locally selected measures or tools, summarize the extent to which all students have access to, and are enrolled in, a broad course of study.

Initial analysis of the options presented indicates that students and families are taking advantage of the flexibility that the PLIs provide. With over 2,200 students taking advantage of some form of summer school option (SRVUSD or outside institutions), large numbers of students utilizing the flexibility in scheduling at the middle and high school levels, 832 students enrolling in Athletic Physical Education (PE), 202 students enrolling in Marching Band PE and 269 students enrolling in Independent study PE, the District is encouraged that the Personalized Learning Initiatives are achieving their intended outcome and that utilization will continue to expand as families become more familiar with their choices.

About a third of high school students participate in at least one of 52 Career Technical Education (CTE) pathway courses offered in our district. About 100 students currently participate in the iQuest internship program at two high schools. The iQuest course provides students the opportunity to work closely with a teacher and meet regularly as a class to develop an internship or self-study that connects to their individual needs and interests. Currently six elementary schools and all grade 6 students taking an elective wheel from two middle schools participate in the California High Integrated Maker's Education (CHIME), which introduces students interested in STEM to their course and program options in technology, computer science, engineering, and science.

At the elementary level, all students across the district are introduced to a blended learning model using Dreambox learner-adaptive mathematics program. Also in elementary, we offer the Mandarin Elementary Program in which 151 students participate. In addition, there are four elementary schools with alternative programs offering other enrichment opportunities.

3. Given the results of the tool or locally selected measures, identify the barriers preventing the LEA from providing access to a broad course of study for all students.

The district continues to face financial constraints based on declining enrollment, but is exploring creative funding sources. Some families may not be aware of the myriad of opportunities that are offered within our district.

4. In response to the results of the tool or locally selected measures, what revisions, decisions, and new actions will the LEA implement, or has the LEA implemented, to ensure access to a broad course of study for all students?

The district is working to communicate to all stakeholders personalized learning options that are available for students in order to increase access and equity. The district continues to explore flexible options for World Geography and Health classes. In the discussion about Next Steps, the District hopes to partner with the community to provide internships for students that would be separate from our already popular iQuest classes. Additionally, the District is convening a committee to look at bell schedules to explore, among other things, how bell schedules can be structured to provide some possible class size relief. Finally, the District's commitment to partnering with SRVEA to evaluate the PLIs was reiterated.

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

10/29/19
Page 66 of 102
Item 11.11


DATE: OCTOBER 29, 2019

TOPIC: CONSIDERATION OF APPROVAL OF OUT-OF-STATE SCHOOL TRIP FOR DOUGHERTY VALLEY HIGH SCHOOL AMNESTY INTERNATIONAL CLUB STUDENTS TO THE AMNESTY INTERNATIONAL REGIONAL CONFERENCE IN SEATTLE, WASHINGTON – NOVEMBER 8-10, 2019

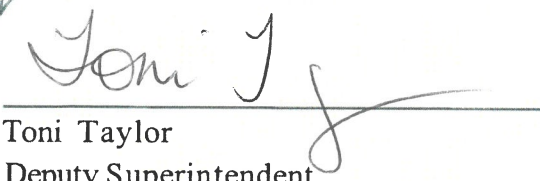
DISCUSSION: Dougherty Valley High School is requesting an out-of-state school trip for the Amnesty International Club students to attend the Amnesty International Conference in Seattle, Washington. These students have been invited to present the session “Artivism: The Power of Creative Campaigning” at the West Regional Conference (region includes California, Oregon, and Washington). One instructional day will be missed. Details of the trip, including tentative itinerary and transportation, are attached.

RECOMMENDATION: Administration recommends approval of this out-of-state school trip. Approval of this trip will allow school personnel to move forward in their planning.

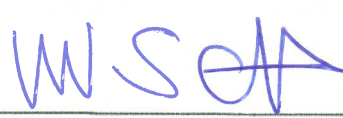
BUDGET IMPLICATIONS: The estimated donation per participant is \$300. All trip cost will be covered by fundraising. No student will be denied participation in this trip due to the lack of funds.



Jon Campopiano
Executive Director, Student Services



Toni Taylor
Deputy Superintendent



Rick Schmitt
Superintendent

11.11

Item Number



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
PRELIMINARY SCHOOL TRIP APPROVAL FOR CATEGORY 3 TRIPS

This preliminary approval form must be completed for trips that are out of state or for travel to a foreign country. The completed form must be submitted to the site Principal and Education Services for approval prior to any promotion of the trip or reservations being made, and before any other documentation is distributed, in accordance with AR6153 and AR3541.1. All trips must be arranged through the Transportation Department.

School: Dougherty Valley Club/Organization/Class: Amnesty International USA
Destination: Seattle, Washington Responsible Person(s): Jeffrey Silverman
Date(s) of trip: 11/08/2019 11/10/2019 # of Instructional Days Missed: 1

- 1. Rationale: Complete a description of proposed trip and its relationship to instruction in the area provided below. This should include a tentative itinerary of the trip activities.

The DVHS Amnesty International club has been invited to present at the regional (region includes California, Oregon, and Washington) Amnesty International Conference in Seattle. DV Amnesty International USA has been selected to present the session "Artivism: The Power of Creative Campaigning" at the West Regional Conference. Students have planned a fundraising event to earn funds to cover the expenses of attending. Jeff Silverman, club advisor will chaperone. See attached document for more details.

- 2. Transportation: Must begin and end at school. Exceptions due to unique circumstances must be approved by Education Services. Select two if more than one mode of transportation used. (Including to airport or BART if applicable)

To and From Destination: Plane Plane If Other Please Specify:

At Destination: Subway Taxi If Other Please Specify:

- 3. Lodging: Type of Housing: Hotel Specify if Other: # of nights 2

- 4. Estimated number of student participants: 2

5. Funding:

Estimated total cost of the trip per person (students and chaperones) \$ 300 Total of Trip \$ 900
Funding sources: (i.e. Fundraisers, Donations): Middle School Amnesty International Conf. Fundraiser

- 6. Supervision: Volunteers/Drivers/Chaperones must be cleared through the Volunteer Management System.

Number of certificated staff 1 Number of Volunteers 0

Ratio of chaperones to students 1:2 (Mixed gender overnight trips require mixed gender chaperones at a ratio of 10:1).

Principal's Approval Dave Kravitz Date 10/07/2019

Director's Approval Jon Campopiano Date 10/08/2019

After Board approval, submit the Final Documents to Ed Services:

- Checkboxes for Roster, Itinerary, Volunteer/Driver/Chaperone List, and verification statements.

Submitted by: Date: (Name of person submitting documents)

Amnesty International Club
Field Trip Information

Amnesty International Regional Conference, Seattle Washington
(region includes California, Oregon, Washington)

Amnesty International Regional Conference Field Trip

The DVHS Amnesty International club has been invited to present at the regional (region includes California, Oregon, and Washington) Amnesty International Conference in Seattle. Students have planned a fundraising event to earn funds to cover the expenses of attending. Club advisor Jeff Silverman plans on accompanying students as chaperone for the conference. Club president Meghna Sudhakar is overseeing the organizational details (see below) of the trip.

DV Amnesty International USA has been selected to present the session "Artivism: The Power of Creative Campaigning" at the West Regional Conference.

The West Regional Conference field trip will expose students to a large political and human rights movement where they will gain valuable experience in leadership, communication, and networking. The conference will enable the students to build on their connections and gain the skills needed to discuss various topics and perform in front of large groups. Since the conference entails presentations and networking sessions, students will also learn several life skills and soft skills that will help them be successful both in high school and later on in life.

Amnesty International Conference Information

Link to conference itinerary and details: <https://www.amnestyusa.org/take-action/events/2019-regional-conferences/amnesty-international-2019-western-regional-conference-seattle-washington/>

Conference Date/Time: November 9-10, 2019 (starts 8:00 am on Saturday ends 12:00 pm on Sunday)

Flights: November 8th at 12:00 pm departure // November 10th at 9:55 am returning (all from SFO - SEA)

Airline: Alaska Air

Location: University of Washington, Seattle, Washington

Hotel: Watertown Hotel with Stay Pineapple

Total People: 3 (including chaperone)

Cleared Chaperone (DVHS Certificated Staff): Jeff Silverman

Conference Description: West Regional Conference for Amnesty International USA to discuss Amnesty resolutions, present a session, and attend skill-building/discussion sessions. Gain networking connections and information about how to take action for campaigns.

The purpose for trip: DV Amnesty International USA has been selected to present the session "Artivism: The Power of Creative Campaigning" at the West Regional Conference

PRICES:

Flight (roundtrip per person) : \$117

Hotel (per room per night): \$129

Ticket (per person early bird rate for students/fixed income/senior citizen/educator): \$35

Parents or chaperone will transport students from school to the airport. Upon return, parents or chaperone will also transport students from airport to school where they will be transported home by parents.

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

10/29/19
Page 70 of 102
Item 11.12

DATE: OCTOBER 29, 2019

TOPIC: CONSIDERATION OF APPROVAL OF OUT-OF-STATE SCHOOL TRIP FOR SAN RAMON HIGH SCHOOL CONCERT AND TREBLE CLEF CHOIR STUDENTS TO THE BIG ISLAND OF HAWAII TOUR IN KONA, HAWAII – APRIL 2-7, 2020

DISCUSSION: San Ramon High School is requesting an out-of-state school trip for Concert and Treble Clef Choir students to attend The Big Island of Hawaii Tour in Kona, Hawaii. The curriculum for the first quarter for all vocal music students at San Ramon Valley High School is music from the Hawaiian/Polynesian culture. Students will compete in the prestigious “Kohala HS Invitational Choral Festival”. The tour experience will require students to have intense and demanding preparation of their repertoire, especially in the area of traditional Hawaiian choral music. They will also have many additional performance opportunities, cultural events and educational opportunities. One instructional day will be missed. Details of the trip, including tentative itinerary and transportation, are attached.

RECOMMENDATION: Administration recommends approval of this out-of-state school trip. Approval of this trip will allow school personnel to move forward in their planning.

BUDGET IMPLICATIONS: The estimated donation per participant is \$1,450. All trip cost will be covered by fundraising. No student will be denied participation in this trip due to the lack of funds.



Jon Campopiano
Executive Director, Student Services



Toni Taylor
Deputy Superintendent



Rick Schmitt
Superintendent

11.12

Item Number



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
PRELIMINARY SCHOOL TRIP APPROVAL FOR CATEGORY 3 TRIPS Page 71 of 102
Item 11.12

This preliminary approval form must be completed for trips that are out of state or for travel to a foreign country. The completed form must be submitted to the site Principal and Education Services for approval prior to any promotion of the trip or reservations being made, and before any other documentation is distributed, in accordance with AR6153 and AR3541.1. All trips must be arranged through the Transportation Department.

School: San Ramon Valley Club/Organization/Class Concert Choir / Treble Clef Ch
Destination: Hawaii, Big Island Responsible Person(s): Ken Abrams and Laurie Hugill
Date(s) of trip: 04/02/2020 04/07/2020 # of Instructional Days Missed: 1

1. **Rationale:** Complete a description of proposed trip and its relationship to instruction in the area provided below. This should include a tentative itinerary of the trip activities.

The curriculum for the first quarter for all vocal music students at SRVHS is music from the Hawaiian/Polynesian culture (annual fall dinner show "Hawaiian Luau"). Students will compete in the prestigious "Kohala HS Invitational Choral Festival". The tour experience will require students to have intense and demanding preparation of their repertoire - especially in the area of traditional Hawaiian choral music. They will also have many additional performance opportunities: Hualalai Academy, Kamehameha Academy, Kohala HS and Hilo HS. Cultural events and educational opportunities include: Pacific Tsunami Museum, Volcano National Park, Place of Refuge, Capt. Cook Monument

2. **Transportation:** Must begin and end at school. Exceptions due to unique circumstances must be approved by Education Services. Select two if more than one mode of transportation used. (Including to airport or BART if applicable)

To and From Destination: Charter Bus Plane If Other Please Specify:

At Destination: Charter Bus If Other Please Specify:

3. **Lodging:** Type of Housing: Hotel Specify if Other: # of nights 5

4. **Estimated number of student participants:** 75

5. **Funding:**

Estimated total cost of the trip per person (students and chaperones) \$ 1450 Total of Trip \$ 131950

Funding sources: (i.e. Fundraisers, Donations): Multiple fundraisers, concerts and donations (attached)

6. **Supervision:** Volunteers/Drivers/Chaperones must be cleared through the Volunteer Management System.

Number of certificated staff 3 Number of Volunteers 13

Ratio of chaperones to students 5:1 (Mixed gender overnight trips require mixed gender chaperones at a ratio of 10:1).

Principal's Approval Jason Krolikowski Date 09/26/2019

Director's Approval Jon Campopiano Date 09/27/2019

After Board approval, submit the Final Documents to Ed Services:

Roster Itinerary Volunteer/Driver/Chaperone List

I have verified that all Volunteers, Drivers and/or Chaperones have been cleared.

I have verified the trip meets the Chaperone supervision requirements for Certificated staff, ratio and gender.

Submitted by: _____ Date: _____
(Name of person submitting documents)

**SAN RAMON VALLEY HIGH SCHOOL
COMBINED CONCERT CHOIR & TREBLE CLEF
BIG ISLAND OF HAWAII TOUR – APRIL 2-7, 2020**

PURPOSE: Students will participate in the “Kohala High School Choral Festival” on the Big of Hawaii (see attached flyer) There are also many opportunities for music exchanges with three local schools, community groups and churches. This experience will give interaction with peers, demand intense preparation of music to be performed as well as historical comparison of both secular and sacred music. Additional non-music aspects will include: museum visits, attendance at professional theatre performance, as well as visits to places of historical significance.

WHEN: Thurs. April 2 – Tues. April 7. Students only miss ONE day of normal school instruction. The rest of the trip is over their spring break.

CHAPERONES: 2 Teachers, 10 Parents: Ken Abrams (teacher), Laurie Hugill (teacher), Holly and Jeff Burrill, Jennifer Brown, Maury Ballif, Susan Layton, Beth Thompson, Jen Chapman, Julie Pratt, Kathy Salisbury, Carrie Doyle, Tiffany Nearon and Cami Brusckhe, Beth Baker and Allyson Hagen.

ACCOMMODATIONS:

Royal Kona Hotel; 75-5852 Alii Drive, Kailua-Kona 808-329-3111

TRANSPORTATION:

United Airlines/Southwest Airlines
Chartered Bus (Hawaii)
Chartered Bus (Danville – SFO – Danville)

PERFORMANCES:

1 full day at Choral Festival
3 school exchanges
1 exchange with community choir
1-2 church performances

ACTIVITIES:

Pu’Uhonua O Honaunau “Place of Refuge”	Pacific Tsunami Museum
Captain Cook Monument	Old Town Hilo city tour
St. Benedicts (historical church)	Volcano National Park
Kahaluu Beach Park	

MEALS: All breakfasts and two dinners will be included in the cost.
Students are responsible for all lunches and one dinner and will eat in chaperone groups.

FUNDRAISING: Car Wash (Oct); See’s Candy Sale (Nov); CD/Mistletoe (Dec); Holiday Runout Performances (Dec)
Concert Choir Dessert Show (Mar); Treble Clef Dessert Show (Feb)

COST: \$1450 student (includes airfare, hotel, bus on mainland and in Hawaii, all breakfasts, 2 dinners)

PAYMENT: deposit: \$300 due, Sept. 20
2nd Payment Jan 17 \$500
Final Payment – Mar 20 (balance due)

No student shall be denied access to this trip based on inability to pay.

Any questions or concerns about financing this trip, please see Mr. Abrams about available financial assistance and scholarships. We have our booster club “San Ramon Voices” and many local philanthropic groups as well (Lions Club, Rotary, etc)

Kohala High School Choral Festival



Friday, April 2, 2020



The choral department at Kohala High School on the Big Island of Hawaii is pleased to announce the 1st Annual Choral Festival for high school choirs. The festival, sponsored by the “Friends of Kohala HS Choir” will take place on Friday, April 2nd, 2020 in the Center for Performing Arts at the Parker School. The guest clinician for this year’s festival will be the renowned Dr. Alexander Schumacher of Hawaii Pacific University. This festival is open to all high schools on the Big Island of Hawaii as well as from any other island. We welcome mainland choirs as well!

GENERAL

This festival is designed to be a “collegial” event where each high school will gain the opportunity to sing for each other in a supportive, nurturing environment and to learn from each other as well as from the expertise of the guest clinician

SCHEDULE

Morning Session - 9:00am-12.30pm Group massed pieces

(Check in Parker PAC lobby 8.30am)

Mass rehearsal choral warm-up and rehearsal of the combined group pieces (already prepared and memorized) under the direction of guest clinician.

Afternoon Session – 2:00pm-5.30pm Individual performances and critiques

Each choir will be given 20 minutes for their actual on-stage performance time. Performances will be followed by a 10 minute clinic with Dr. Schumacher.

Dinner Break – 5:30 – 7:00pm Enjoy a traditional Hawaiian Luau prepared by the Kohala Music Boosters (cost is \$20 per person)

Evening Concert 7:00 –9:00pm

At the evening concert, each choir will sing ONE song from their earlier set. We will end singing the three massed pieces that we perfected earlier in the day.

REPERTOIRE FOR MASSED PIECES

1. Ilumina Le Tenebre, SATB, Szymko, Alfred 00-45475
2. Poli’Ahu, arr. Michael Springer, CPDL
3. Aloha ‘Oe, SATB, Schumacher, earthsongs

APPLICATION

Please return the attached application with the registration fee of \$175 by Jan 8, 2020 to secure your position in the festival (the Luau will cost \$20 per person). We already sent this information out to the entire Hawaiian ACDA membership and have at least 10 preliminary registrations --- so don’t delay!!! This festival will be limited to 15 choirs.

Adrienne Cherry, Choral Director, Kohala High school
54-3611 Akoni Pule Hwy., Kapaau, Hawaii 96755
(808) 889-7117 email: choirmama@hawaiiantel.net



E Ala E Nā Paniolo



HAWAII BIG ISLAND ITINERARY

San Ramon Valley HS Treble Clef Choir

April 2-7, 2020

THURSDAY, APRIL 2 - SFO TO KONA, HAWAII

- 3:00 PM Meet at SRVHS, Load Bus to airport
- 4:20 PM Arrive SFO
- 6:20 PM Depart SFO United Airlines #1723 (dinner on plane)
- 8:56 PM Arrive Kona - (Lei Greeting and tote bag!)
- 9:30 PM Transfer to **ROYAL KONA RESORT**
75-5852 Alii Drive, Kailua-Kona 808-329-3111
- 10:00 PM Room Checks
- 11:00 PM Lights Out (this is 1 am our time!!!!)

FRIDAY, APRIL 3 - FESTIVAL !!

- 6:45 AM Load Buses (breakfast served on the bus)
- 7:00 AM Depart hotel **DRESSED IN FORMALS!**
- 8:30 AM Arrive at **PARKER SCHOOL** in Waimea / Registration
65-1224 Lindsey Rd, Waimea, HI 96743
- 9-12:30 PM 1st Session "Group/Massed Pieces" (we will provide sack lunch from TOGOs)
- 2-5:30 PM Afternoon – Individual performances and critiques
- 5:30-7 PM Luau (included)
- 7-9 PM Evening Concert Session

SATURDAY, APRIL 4 - SOUTH KONA

- 7:00 AM Breakfast served outside chaps rooms till 8:00 AM
- 8:30 AM Depart Hotel
- 9:00 AM **PU'UHONUA O HONAUNAU - "Place of Refuge"**
808-328-2326 2 hour program/visit/tour
- 11:00 AM Stop in **CAPTAIN COOK MONUMENT** and **ST. BENEDICT'S**
- 11:30 AM Arrive at **KAHALUU BEACH PARK** (Keauhou)
Students can swim, snorkle, beach activities, and shop at Keauhou Resort Shopping Center –
- 4:00 PM Return to Hotel
- 5:00 PM **HAWAIIAN BBQ at Tiffany Nearon's Estate** (private)
- 8:15-9 PM Free Time in and around Hotel
- 9:30 PM Room Checks
- 11:00 PM Lights out!

SUNDAY, APRIL 5 - WAIMEA

- 6:30-7:30 AM Breakfast in halls
- 7:30-8:30 AM Leave for Puako
- 10:00 AM **MORNING PERFORMANCE AT ASCENSION CHURCH**
69-1789 Puako Beach Dr, Waimea, HI 96743

Cora Bruno , music director wk 808-881-4855
11:15 PM Leave for Waimea
12-1 PM Lunch on your own
1:00 PM Combined rehearsal
3:00 PM **PERFORMANCE WITH BIG ISLAND WOMEN'S CHOIR**
Adrienne Cherry (contact) cell: 808-895-0229 @ HAWAII PREPARATORY ACADEMY
65-1692 Kohala Mtn. Rd, Kamuela (Waimea) school: 808-885-7321
5:00 PM Depart for Royal Kona Hotel
6:00 PM Return Royal Kona Hotel
6-9 PM **HAWAIIAN LUAU AT HOTEL**
10:00 PM Room checks
11:00 PM Lights Out

MONDAY, APRIL 6 - TO HILO (leave 6 AM - 12 hour Day!!)

5:15 AM Wake Up Calls!
6:00 AM Depart Royal Kona Hotel via Jack's Hawaii Bus Co. (808-969-9507)
Breakfast will be served on the buses (Costco)
8:30 AM Arrive - **HILO HIGH SCHOOL**
Wendell Ing, Director 556 Waianuenue Ave, Hilo School-808-974-4021
9:00 AM Assembly performance till 9:55, followed by a workshop
11:00 AM Depart for Tsunami/Lunch -- in 2 groups by bus
11:30 AM **PACIFIC TSUNAMI MUSEUM GROUP #1** followed by lunch in town
130 Kamehameha Avenue, Hilo 808-935-0926
12:30 AM **PACIFIC TSUNAMI MUSEUM GROUP #2** preceded by lunch in town
1:30 PM depart for KAMEHAMEHA HIGH SCHOOL (18 minute drive)
16-714 Volcano Road, Kea'au classroom -808-982-0651; school 808-982-0000
2:05 PM **PERFORM FOR KAMEHAMEHA HS** (done 3 PM)
3:00 PM Depart immediately for Volcano Natl Park (53 minute drive)
4:00 PM Arrive - **VOLCANO NATIONAL PARK** 808-985-6000
7:00 PM Return to ROYAL KONA RESORT (Dinner in your chaperone groups)
9:00 PM Return to Hotel - Check In.
10:00 PM Room Checks
11:00 PM Lights out!!!

TUESDAY, APRIL 7

6-6:30 AM Breakfast outside of Chaperone rooms
7:00 AM depart hotel
8:00 AM **PERFORMANCE AT HUALALAI ACADEMY**
74-4966 Kealaka'a St., Kailua-Kona 808-326-9866 Eric Southon cell: 808-896-9770
11:00 AM Bus arrives at Kona airport for check in
12:45 PM Return Flight #643 United Airlines
8:47 PM Arrive SFO
9:30 PM Bus departs SFO
10:30 PM Bus arrives SRVHS – ALOHA!!!!!!

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

10/29/19
Page 76 of 102
Item 11.13

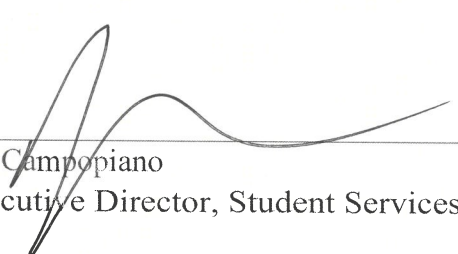
DATE: OCTOBER 29, 2019

TOPIC: CONSIDERATION OF APPROVAL OF OUT-OF-STATE SCHOOL TRIP FOR MONTE VISTA HIGH SCHOOL ROBOTICS CLUB STUDENTS TO THE FRC FIRST ROBOTICS WORLD CHAMPIONSHIPS IN HOUSTON, TEXAS – APRIL 14-19, 2020


DISCUSSION: Monte Vista High School is requesting an out-of-state school trip for the Robotics Club students to attend the FRC FIRST Robotics World Championships in Houston, Texas. This competition promotes skills in engineering, problem solving, business and marketing. Students would compete at the highest level in an internationally recognized event. Four instructional days will be missed. Details of the trip, including tentative itinerary and transportation, are attached.

RECOMMENDATION: Administration recommends approval of this out-of-state school trip. Approval of this trip will allow school personnel to move forward in their planning.

BUDGET IMPLICATIONS: The estimated donation per participant is \$500. All trip cost will be covered by fundraising. No student will be denied participation in this trip due to the lack of funds.



Jon Campopiano
Executive Director, Student Services



Toni Taylor
Deputy Superintendent



Rick Schmitt
Superintendent

11.13

Item Number



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
PRELIMINARY SCHOOL TRIP APPROVAL FOR CATEGORY 3 TRIPS

This preliminary approval form must be completed for trips that are out of state or for travel to a foreign country. The completed form must be submitted to the site Principal and Education Services for approval prior to any promotion of the trip or reservations being made, and before any other documentation is distributed, in accordance with AR6153 and AR3541.1. All trips must be arranged through the Transportation Department.

School: Monte Vista Club/Organization/Class Robotics
Destination: Houston Texas Responsible Person(s): Rodger Johnson
Date(s) of trip: 04/14/2020 04/19/2020 # of Instructional Days Missed: 4

- 1. Rationale: Complete a description of proposed trip and its relationship to instruction in the area provided below. This should include a tentative itinerary of the trip activities.

Monte Vista High School Robotics Club students competing at the FRC FIRST Robotics World Championships. This event promotes skills in engineering, problem solving, business and marketing. Students would be competing at the highest level in an internationally recognized event.

- 2. Transportation: Must begin and end at school. Exceptions due to unique circumstances must be approved by Education Services. Select two if more than one mode of transportation used. (Including to airport or BART if applicable)

To and From Destination: Plane Private Car If Other Please Specify:

At Destination: Charter Bus If Other Please Specify:

- 3. Lodging: Type of Housing: Hotel Specify if Other: # of nights 5

- 4. Estimated number of student participants: 30

5. Funding:

Estimated total cost of the trip per person (students and chaperones) \$ 500 Total of Trip \$ 17,500
Funding sources: (i.e. Fundraisers, Donations): Fundraiser, Donations

- 6. Supervision: Volunteers/Drivers/Chaperones must be cleared through the Volunteer Management System.

Number of certificated staff 1 Number of Volunteers 4

Ratio of chaperones to students 6:1 (Mixed gender overnight trips require mixed gender chaperones at a ratio of 10:1).

Principal's Approval Kevin Ahern Date 09/24/2019

Director's Approval Jon Campopiano Date 09/25/2019

After Board approval, submit the Final Documents to Ed Services:

- Checkboxes for Roster, Itinerary, Volunteer/Driver/Chaperone List, and verification statements.

Submitted by: Date:
(Name of person submitting documents)

Purpose of Trip: Competition in FRC FIRST Robotics World Championships. Event promotes skills in engineering, problem solving, business and marketing. Students would be competing at the highest level in an internationally recognized event.

Tuesday April 14

3:30 am depart MV
4:30 am arrive SF airport
6:00 am flight
3:38 pm arrive Houston (via Dallas)
5:00 pm arrive hotel
6:30 team dinner
9:00 pm in rooms

Wednesday April 15

7:30 am breakfast
8:30 am free time/study time
11:00 lunch at hotel
12:00 pm load in and set up pit work on robot
4:00 pm pits close
4:30 pm return to hotel
7:00 pm team dinner
9:00 pm in rooms

Thursday, April 16

6:30 am breakfast
7:30 am arrive competition site
8:30 am competition start
12:00 pm break for lunch at site
1:00 pm continue competition
5:30 pm end competition, return to hotel
7:00 pm team dinner
9:00 pm in rooms

Friday, April 17

6:30 am breakfast
7:30 am arrive competition site
8:30 am competition start
12:00 pm break for lunch at site
1:00 pm continue competition
5:30 pm end competition, return to hotel
7:00 pm team dinner
9:00 pm in rooms

Saturday April 18

6:30 am breakfast
7:30 am arrive competition site/ division awards
8:30 am play-offs start
12:00 pm break for lunch at site
2:30 pm championships
5:30 pm end competition
6:30 pm closing ceremony and final
9:00 pm end of event

10:00 pm back at hotel

Sunday April 19

6:30 am breakfast
7:30 am depart hotel
8:30 am arrive airport
10:35 pm depart Houston
4:30 pm arrive SF (via Dallas)
6:30 pm arrive MV

Flight – tentative American SF to Houston

Hotel – tentative Holiday Inn Express, Bell St. Houston

DATE: OCTOBER 29, 2019

TOPIC: CONSIDERATION OF APPROVAL OF OUT-OF-STATE SCHOOL TRIP FOR CALIFORNIA HIGH SCHOOL SONG TEAM STUDENTS TO THE NATIONAL DANCE TEAM CHAMPIONSHIP IN ORLANDO, FLORIDA – JANUARY 30-FEBRUARY 3, 2020

DISCUSSION: California High School is requesting an out-of-state school trip for the Song Team students to The National Dance Team Championship in Orlando, Florida. This is the only national-level dance team championship that is endorsed by the National Federation of State High School Association, which is the national service and administrative organization for high school athletics and fine arts programs in speech, debate, theater, and music. For additional information, please see attached rationale. Three instructional days will be missed. Details of the trip, including tentative itinerary and transportation, are attached.

RECOMMENDATION: Administration recommends approval of this out-of-state school trip. Approval of this trip will allow school personnel to move forward in their planning.

BUDGET IMPLICATIONS: The estimated donation per participant is \$1,200. All trip cost will be covered by fundraising. No student will be denied participation in this trip due to the lack of funds.



Jon Campopiano
Executive Director, Student Services



Toni Taylor
Deputy Superintendent



Rick Schmitt
Superintendent

11.14

Item Number



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
PRELIMINARY SCHOOL TRIP APPROVAL FOR CATEGORY 3 TRIPS

This preliminary approval form must be completed for trips that are out of state or for travel to a foreign country. The completed form must be submitted to the site Principal and Education Services for approval prior to any promotion of the trip or reservations being made, and before any other documentation is distributed, in accordance with AR6153 and AR3541.1. All trips must be arranged through the Transportation Department.

School: California High Club/Organization/Class Song Team
Destination: Florida Responsible Person(s): Toneka Webb/Chris Schnarr
Date(s) of trip: 01/30/2020 02/03/2020 # of Instructional Days Missed: 3

- 1. Rationale: Complete a description of proposed trip and its relationship to instruction in the area provided below. This should include a tentative itinerary of the trip activities.

The National Dance Team Championship is the only national-level dance team championship endorsed by the State High School Association, which is the national service and administrative organization for high school athletics and fine arts program in speech, debate, theater, and music. Please see attachment for additional information.

- 2. Transportation: Must begin and end at school. Exceptions due to unique circumstances must be approved by Education Services. Select two if more than one mode of transportation used. (Including to airport or BART if applicable)

To and From Destination: Plane Private Car If Other Please Specify:

At Destination: Charter Bus If Other Please Specify:

- 3. Lodging: Type of Housing: Hotel Specify if Other: # of nights 4

4. Estimated number of student participants: 12

5. Funding:

Estimated total cost of the trip per person (students and chaperones) \$1200 Total of Trip \$45,600.00
Funding sources: (i.e. Fundraisers, Donations): Personal donations/fundraisers

- 6. Supervision: Volunteers/Drivers/Chaperones must be cleared through the Volunteer Management System.

Number of certificated staff 2 Number of Volunteers 24

Ratio of chaperones to students 2:1 (Mixed gender overnight trips require mixed gender chaperones at a ratio of 10:1).

Principal's Approval Megan Kefer Date 09/30/2019

Director's Approval Jon Campopiano Date 10/16/2019

After Board approval, submit the Final Documents to Ed Services:

- Checkboxes for Roster, Itinerary, Volunteer/Driver/Chaperone List, and verification statements.

Submitted by: Date:
(Name of person submitting documents)

California High School Song (Dance) Team
Nationals Itinerary
(Jan 30th-Feb 3rd 2020)

Tentative Thursday morning (Red-Eye flight)

United Airlines
Thursday 1/29/19
SFO 11:11pm depart
MCO 7:19am arrival

Thursday, January 30th

Arrive in Orlando (MCO) at 7:19am
Check in with UDA staff upon arrival
Attend Mandatory Team/Coach Orientations
Check into rooms @ Disney All-Star (Hotel)
Lunch (at the hotel food court)
Practice (Time: tentatively 5pm)
Carbo Load/Dinner at 7pm
Uniform & Costume Prep
Pack competition bag
Try to sleep as much as possible

Friday, January 31st (Prelim Day)

Get ready to compete (full costume/uniform, etc.)
Meet for bag check (Time: 6am)

Assigned Parents leave early to hang banner
Leave on the bus to ESPN Wide World of Sports Complex

Preliminary Round Performances (Official Time: TBA. Performance times will be anywhere between 9am-8pm. Check-in time can be as early as 7:30am)

*****Note: Official performance & check-in times are not announced until roughly 2 weeks before the competition (initial order of competition is determined at random by an outside firm). If a team makes it to the next level of competition, they must then draw for the *new* order of competition.**

Jazz preliminaries are in the morning (performance times are typically between 7:30am-12pm depending on where we are in the initial order of competition) & Pom preliminaries are in the evening (performance times are typically between 4-8pm)

*Competition officials announce which teams have advanced to the semi-final round roughly 1-2 hours after the final team in the division has competed. Head back to the hotel for evening practice (Time: depends on the results of prelims; we are generally done at the ESPN Sports Complex around 9pm)
Rest for the next day (hopefully, we advance to semi-finals)

Saturday, February 1st (Semi-Finals Day)

Morning: Same as Friday (Time: Tentatively 6am)

Get ready to compete (full costume, uniform, etc.)

Meet for bag check (Time: 6am)

Assigned Parents leave early to hang banner

Leave on the bus to ESPN Wide World of Sports Complex

Semi-Final Round Performances (Time: TBD. Teams pull numbers from a hat to determine the new order of competition. Performance times will be anywhere between 9am-5pm)

*Competition officials generally announce which teams have advanced to finals at the end of the day (usually a bit later than the previous day) as late as 9-10pm.

Evening practice, if plausible (Time: depends on the result of semi-finals)

Pack competition bag for the next day

Sleep!!!

Rest for the next day (hopefully, we advance Finals!)

Sunday, February 2nd (Finals/ESPN Taping Day)

Get ready to compete (full costume/uniform, etc.)

Meet for bag check (Time: TBD)

Leave in the bus to ESPN Wide World of Sports Complex

Final Round Performances (ESPN Taping) (Time: TBD)

***Note: Each day of competition will start around 9am (check-in times are generally about 1 to 1 ½ hours before the first performance at 9am) and end after

results have been announced for the next round (which can be as early as 6pm and as late as midnight (for Finals) depending on the course of events)

Monday, February 3rd

Leave hotel (Time: either 2pm or 3pm as required by the hotel. *Generally, the hotel requires us to be on the bus 3 -4 hours before the scheduled flight time).

Tentative Flight Schedule:

United Airlines

Monday 2/3/19

MCO depart 6:00pm

SFO arrive 9:07pm

Go home and sleep for school the next day! Independent study, if permitted (?)

***Note:** Every single dancer has *at least* one parent who is traveling with the team. Most of the dancers have **both** parents attending and several of them have siblings, grandparents, aunts, and uncles who also travel out to see the competition. Some family members have even flown internationally to do so. It is *that* important. There is zero cost to the school. The team is 100% self-funded through extensive fundraising.

Rationale for Trip:

The National Dance Team Championship (NDTC) is administered by the Universal Dance Association, a division of Varsity Spirit. The NDTC is the *only* national-level dance team championship that is endorsed by the National Federation of State High School Associations, the national service and administrative organization for high school athletics and fine arts programs in speech, debate, theater, and music. It is widely regarded as the most prestigious dance team competition in the country as it draws the best teams from all 50 states (roughly 300 teams). The NDTC is also the only real platform that provides opportunities for dancers to meet with and be seen by college coaches of competitive programs (and other industry insiders) as well as opportunities for scholarships and even professional recruitment.

- To have a chance to be National Champions, teams must compete and advance through rigorous preliminary and semi-final rounds. Roughly only 15% of all competing teams will advance to the Final round. To qualify for the NTDC, the Song

team competes (and wins) at UC Davis, and also competes during the December-January time frame at various local competitions in surrounding Bay Area communities. Each season is about a 10-month commitment. However, to compete at this level, most, if not *all* train year-round.

Why is *this* particular competition so important?

- People who are unfamiliar with this sport have asked in the past why it is so crucial that we compete at this particular competition when there are supposedly other “national” competitions around California. However, their use of the term “national” is completely false and misleading. Any company can put the title of “Nationals” onto an event as a savvy business ploy. But the fact remains that they are not **ACTUALLY the National Dance Team Championship (also known as the NDTC)**. There is really only *one*- and it takes place in Orlando, Florida. It is essentially the Olympics of Dance Teams, but on a national (and increasingly *international*) level. It is also the first and only nationally televised dance team competition on ESPN. The show (including both the National Dance Team Championship and the National High School Cheerleading Championship) has been one of the most watched ESPN specials annually since its inception in 1983. For dancers (and cheerleaders alike), it is iconic. There is no equal.

*Note: A few of the teams in this (Tri Valley) area have competed in a competition in Anaheim. It is called “USA Spirit Nationals” This is *not* Nationals. This is the kind of competition that a team goes to if they just want to take a trip to Disneyland and earn a participation trophy in the process. Winning it would not make a team widely regarded as *the* “National Champions.” It would simply mean that they won that particular competition. So to ask the question “Why is *this* competition so important” is the equivalent of asking an elite gymnast “Why is it so important that you compete at the Olympics? Why not just compete in another competition?” Or saying to a kid who has qualified for the Scripps National Spelling Bee, “Why do you need to go to *that* spelling bee? You can compete at this *other* spelling bee that calls itself a national spelling bee- one that basically *anyone* can qualify for. What’s the big deal?” Or most accurately, asking a college basketball team why it’s so important for them to compete in the NCAA Tournament

when they could just as easily compete in *another* tournament and have a better chance at winning. In reality, we know that there is no comparison. ***Even just making it into finals at the NDTC is a significantly bigger achievement (and certainly a bigger deal) than if a team were to win the entire USA Spirit competition altogether (which we know for a fact since the CHS Varsity Song team actually *did* win that competition in the past). The vast majority of the dancers on this team have been training/preparing for most of their young lives for this opportunity. The profound sacrifice that this requires (not just on the part of the dancer, but the *whole* family) is *only* worth it because of the lofty goal they are trying to achieve. Nobody works *this* hard just so that they can “say” that they are Nationally ranked when in reality, they are not. No one works *this* hard just for a trip to Disneyland.** *For more information about the important distinctions between the two competitions, please see Appendix I below.

- The California High School Song (Dance) Team first qualified for the Universal Dance Association (UDA) National Dance Team Championship (NDTC) in 1994
- They have qualified to compete at the NDTC for the past 25 consecutive years
- The team has finished among the top 10 teams in the nation 7 times, qualified for finals 16 times, and most proudly ranked 3rd in the nation in 2012 among other achievements. Due to their success at the NDTC, the team has been featured on ESPN 3 times. The question has been asked in the past, “How come the Cheer team comes home on the day after finals? Why can’t the Song team do the same?” There is an important reason for this. Our Cheer team has competed at Nationals several times in the past as well. However, they have never advanced past the preliminary round and therefore have had multiple days to visit Disney Parks (it is a *tough* competition that literally involves the best teams in the country. So just advancing past the preliminary round is extremely difficult). The CHS Song (Dance) team has been fortunate enough to make it all the way to finals on so many occasions *only* because of the intense training that they do all year in order to accomplish that. However, the more successful a team is, the less free time they will have during the course of the days of competition.

Therefore, it is reasonable to assume that the CHS Song team would have zero days to attend a Disney Park.

- The team has a strong history of dancers continuing to dance beyond their high school years making the exposure they get at the NDTC crucial to their future success. Alumni having danced for the Oakland Raiders, the Warriors, Kansas City Chiefs, San Diego Chargers, college teams (Oregon, Kansas, Alabama, etc), and many have been recruited to work as UDA instructors. Currently there are alumni dancing on teams at St. John's University (New York), and with the Oakland Raiders. There is also currently an alumnus performing in Broadway's original cast of "Frozen." She has also been featured in Broadway's "Wicked." Just last year, she performed at the Tony Awards. Most (if not *all*) of these alumni were spotted by their future coaches or UDA staff recruiters at the NDTC.
 - CHS Song Team alumni agree that training for and competing at the NDTC has been one of the most profoundly educational and rewarding experiences of their lives (many have written letters of support expressing exactly that). Even for those who do not go on to dance professionally, there is a strong educational component that is connected to training for the NDTC. Song Team alumni have been inspired to become doctors, lawyers, educators, etc. Several of them own their own successful businesses. One of them is even a reporter for the Channel 2 News here in the Bay Area. They even created their own CHS Song Team Alumni Association well over a decade ago. Many have been accepted to and attended elite schools including (but not limited to): Princeton, MIT, Yale, UC Davis Law, UC Berkeley Law (Hastings) and Harvard Law. Competing on this level requires the development of a work ethic that can be applied to all aspects of students' lives. And it is therefore an experience that stays with them for life. In the words of the team members, the alumni, and the parents (past and present), this experience simply cannot be duplicated. It is *priceless*.
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Appendix I:

For more information about how the competition in Anaheim differs from Nationals, please continue reading below:

Here are the key differences:

1. The USA competition (in Anaheim) is divided into 3 levels. They are novice, intermediate, and advanced. "Novice" means that your team has virtually no experience competing or even dancing for performance purposes. Intermediate involves doing slightly more, but the team is strictly limited to the level of difficulty they can have in their routine (like in the novice category). The advanced division does not have any restrictions as far as difficulty. But the fact that teams can choose the level of difficulty with which they wish to compete leads us to our next issue.....the low number (and overall lower caliber) of teams.

2. There are significantly fewer teams to compete against in any given category at USA Spirit. At Nationals (NDTC), we typically compete against between 60-80 teams on any given year in one category. It is set up in a tournament style (with a preliminary, semi-final, and final round). On the contrary, at USA Spirit (Anaheim), there are typically between 9-11 teams IN THE ENTIRE DIVISION. For perspective- we typically have roughly 18-20 teams just in our preliminary competition group alone at the NDTC. Therefore, in a nutshell, switching competitions would mean going from competing against up to 80 teams to competing against a maximum of 11 teams (this is based on last year's actual numbers). ***This is partly why even just making it into finals at the NDTC is a significantly bigger accomplishment (and garners more notoriety) than if a team were to win the entire USA Spirit competition altogether.** It's also important to note that we haven't actually lost a local competition in well over a decade, in large part because we rarely have any competitors (literally). And when we *have* had competitors in the advanced division, it has been 1 other team at the most. There are many competitive *Cheer* programs around the Bay Area. But very few schools have a competitive dance team program. We have to travel out of the area (i.e. UC Davis) to have competitors *at all*. But we have to leave the state in order to compete against teams that are at a similar level.

3. The NDTC is the only truly *National* competition- meaning it involves schools from the vast majority of states in the union (having included Hawaii and Alaska). Because these teams travel from all over the country to compete there, clearly the caliber of teams is going to be a lot stronger than teams that are simply competing in their own back yard. On the contrary, at USA Spirit, ALL of the teams are from California-making it more of a state competition at best. ***Documentation of this can be provided, if necessary***

However, even aside from that, no reputable National Championship is going to have a Novice and an Intermediate Division just by definition. The idea of that defeats the purpose of competing Nationally-which in theory *should* mean competing against the best teams in the country. Therefore, teams that are of the highest caliber go to the NDTC. It is the only competition that is truly the best competing against the best. So even if we were to win the USA Spirit Nationals (which by the way, we DID a very long time ago in 1994), we would not be considered “Nationally Ranked” or a “Championship- level Team.” Those phrases only apply to teams that have actually made it to finals at the NDTC. Making it to finals at the NDTC is significantly more pretigious. And any USA Spirit and/or UDA official will confirm this!

4. Given that competing in Anaheim would be nothing more than a glorified trip to Disneyland, neither the parents nor the dancers on the team would want to miss days of school to attend that particular competition just for the sake of going on a trip. These are students (and families) that are *very* serious about academics. This team has had the highest team G.P.A. in all of N.C.S. on more than one occasion. Any of the alumni will confirm that competing at the NDTC was one of the most profoundly educational experiences of their lives for many reasons. There are endless hours of training, blood, sweat, tears, and money that go into this. As was mentioned earlier, the profound sacrifice that this requires (not just on the part of the dancer, but the *whole* family) is *only* worth it because of the lofty goal they are trying to achieve. Which brings me to my next point.....

5. Dancers who compete at the NDTC (particularly on “championship” teams that have made it to finals on numerous occasions) have a significant level of opportunities opened to them that dancers who are not in this position can even fathom! College teams are looking for dancers who’ve competed on this floor-The Nationals floor in the HP Fieldhouse (During Finals, with thousands of viewers, and ESPN cameras swirling about). This is a level of pressure that most people will never experience in their lifetime. So much so that even the strongest dancers can crack under the pressure. Because the experience is so unique, the teams that have the largest number of dancers with the experience of competing at the NDTC tend to be the strongest. Therefore, in most cases, the deciding factor for who will and who will not make a college team is if and more importantly, *how many times* they’ve competed in the NDTC finals. There are many college teams that won’t even consider you without knowing that you’ve had that experience (e.g. A person could get cut in the first round of tryouts).

6. Competing at the NDTC also offers the opportunities for scholarships and prize money. But in addition to that, the competition offers exposure to all types of industry insiders. On more than one occasion, I have turned on a TV series such as *So You*

Think You Can Dance, only to find myself staring at a dancer I *just* saw on the Nationals stage a few months prior. This competition is where many of my past dancers have been spotted by their future college coaches. Many have also been recruited to work for UDA (Universal Dance Association) as instructors and beyond. It's important to note that once a dancer is hired as a UDA instructor, there is a whole other level of opportunities to work professionally that come with that. Some have gone on to work in their executive offices, while others have gone on to professional dance careers in the NBA, the NFL, and most notably Broadway. On multiple occasions, a dancers' photographs have been taken at the NDTC and have been used for the competition brochure. This has led them to other professional modeling jobs- One of them has even done *multiple* ads for NIKE. All of these dancers were recruited in major part because they were recognized to have competed with a "Championship level team"-meaning, their team has made it to finals at the NDTC enough times that most people are familiar with the program. After making it into Finals 15 times, our program has become well-known within the industry. The opportunities for each individual dancer that come with that name recognition cannot be underestimated.

7. Ultimately, this team would like to represent California High School on the National stage as we always have. This team has been a part of the fabric and the culture of this school for more than half of its existence. And given the positive attention and atmosphere that this team brings to the school, we would like for it to survive and be *allowed* to thrive.

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

DATE: **October 29, 2019**

TOPIC: **CONSIDERATION OF APPROVAL OF REVISION TO JOB DESCRIPTION FOR SECRETARY 1, SECONDARY SCHOOL**

DISCUSSION:

The District has identified a need to revise the job description for Secretary I, Secondary School as a result of the classified reclassification process in 2018-19. The revised job description attached hereto accurately reflects the current duties and responsibilities of the position. This will ensure that the position is competitive in the market and commensurate with the knowledge, skills, and responsibilities required of the assigned incumbent.

The job description presented include duties and responsibilities which represent and accurately reflect the District's needs and is comparable to similar positions in other California school districts. Moreover, it has been negotiated with and ratified by the California School Employees Association (CSEA), Chapter #65, and is being presented for Board consideration and approval.

RECOMMENDATION:

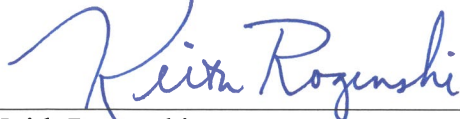
Approve the revised job description.

BUDGET IMPLICATIONS:

The revision of the job description and the requested Board approval has no direct financial implications to the District.



Nancy Gamache
Director, Classified Personnel



Keith Rogenski
Assistant Superintendent
Human Resources



Rick Schmitt
Superintendent

<p>11.15 Item Number</p>

SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
Position Description

10/29/19
Page 92 of 102
Item 11.15

TITLE:	Secretary I, Secondary School	REPORTS TO:	Principal <u>Assigned Supervisor</u>
DEPARTMENT:	Assigned Secondary School	CLASSIFICATION:	Classified
FLSA:	Non-exempt	WORK YEAR:	10 Months
BOARD APPROVAL:	June 23, 1998	SALARY:	Range 12 13 / Unit II; CSEA Clerical Salary Schedule
REVISED:			

SUMMARY DEFINITION:

~~Perform complex, specialized clerical duties in support of an assigned secondary school office; prepare and maintain logs, files and records; review and verify the accuracy and completeness of various documents. Under the direction of the assigned supervisor, perform specialized clerical and administrative assistant duties in support of middle/high school attendance and high school attendance or counseling offices; perform independent, technical, clerical duties to support the administrative staff; utilize complex computer programs; prepare and maintain a variety of logs, files, and records; review and verify the accuracy and completeness of various documents. provide for accurate and timely entry of a variety of data into computer software programs.~~

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

~~Verify and complete student attendance reports; verify absences; may process registrations and new enrollments; prepare cum folders; record tests results in computer if required; process SASI query statements and other reports as requested. Perform a wide variety of responsible administrative duties including verifying and recording attendance information; compile data and prepare reports for District services and create and maintain filing systems for auditing purposes. E~~

~~Receive and answer inquiries regarding student attendance and permanent records; may process intra and inter-District transfers and diversions if required; communicate with students, parents, faculty, administrators, and authorities regarding attendance and records issues; receive, prioritize and distribute mail. Compile and record student attendance and discipline information. Assist with the evaluation of truancy reports in accordance with district policies and state laws. Communicate with administrators, staff, faculty, students, parents and authorities on issues regarding truancy and discipline according to District procedures. E~~

~~May assist with bookkeeping and accounting functions for Student body accounts, teacher accounts, petty cash, or other school accounts if required; may make bank deposits if required. E~~

~~Perform secretarial duties and assist the supervisor with a variety of clerical, technical and routine administrative tasks; facilitate communications among staff, students District personnel and others as required. Perform technical secretarial duties requiring independent judgement and analysis. Plan, organize, and coordinate office activities and communications to relieve administrators of routine clerical duties. E~~

~~Communicate information in person or by telephone; coordinate activities of the assigned office between the supervisor and staff, parents, students, the public, or other District official. Screen phone calls and receive visitors.~~

~~Document daily student late arrivals and early departures. E~~

~~Compose correspondence independently or from oral or written instructions; prepare, duplicate and mail newsletters, reports, bulletins or other materials to parents, teachers, administrators, and others. **Keep apprised of school events and ongoing activities. Respond to inquiries and provide information and assistance related to school operations, rules and policies/procedures. Convey accurate information in a timely, professional manner.**~~ **E**

~~May coordinate proficiency and placement testing; prepare independent study materials; receive, open and distribute mail; and compile financial data and other information for inclusion in special and periodic reports. **Initiate allocation of Independent Study materials for students with extended absences in accordance with district policy. Review materials for compliance with state law. Under the direction of administrator, assess** **With the required documentation, verify and document ADA recovery.** ~~through the completion of assignments.~~ **Keep/Retain** Independent Study assignments and records for auditing purposes. **E**~~

~~Operate computer equipment for the preparation and maintenance of a variety of documents, correspondence, reports, and related materials. **Operate a variety of office equipment including computers, printers, copiers, scanners, and other equipment as required. Utilize various district software programs for the preparation and maintenance of a variety of documents, correspondences, reports, related to attendance/counseling services.**~~ **E**

~~Administer basic first aid and provide authorized medication to students, monitor student "sick room" as required and appropriate, and contact parents and/or medical specialists as necessary. **Assist with** ~~Assess~~ **student illness/injuries, and log according to guidelines; record on-site student accidents using District approved forms. Provide basic first aid and any authorized medications to students.**~~ **E**

~~Train and monitor activities of student aides and parent volunteers. **Train and provide work direction and guidance to student assistants as assigned.**~~ **E**

Manage parent and community volunteers using the district's software database. E

Prepare, process and manage information and materials for permanent official student records. E

Prepare and maintain a variety of records, logs and files including information of a confidential nature; maintain confidentiality of information and records. E

May ~~Assist~~ with financial transactions for the purpose of maintaining accurate records in compliance with accounting and record keeping practices; inventory site equipment as needed. E

Administer support functions during ~~AP and PSAT~~ testing; prepare and maintain accurate student files and test files; maintain the security and accuracy of test inventory for the duration of testing period. E

Schedule meetings, teacher observations and evaluations, and interviews. Maintain administrator calendars to include campus events, meetings, and other daily responsibilities. E

Provide assistance with maintaining school site keys in a secure location. 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 and two (2) years of clerical experience preferably in a school setting; college-level course work preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid First Aid/CPR Certificate; or successful completion of the District's First Aid/CPR class; ~~Ability to type 45 correct words per minute on a computer keyboard. A computer keyboard skills test will be given to verify that applicants meet minimum qualifications.~~

TECHNOLOGY, EQUIPMENT AND TOOL SKILLS:

~~Proficient ability to use a personal computer; software and databases specific to the District, Internet, and email. Knowledge of and ability to proficiently use general office equipment. Applicable knowledge of computer software programs for data storage and retrieval, word processing, spreadsheets, scheduling, data management and complex calculations. Proficient ability to use a personal computer; software and databases specific to the District, Internet, and Microsoft Outlook. Ability to use telephone, hand held radio, cellular telephone, facsimile machine, copy machine, printers, scanning devices, calculator and general office equipment. Applicable knowledge of computer software programs for data storage and retrieval, word processing, spreadsheets, scheduling, data management and complex calculations.~~

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

KNOWLEDGE OF:

~~District attendance and registration policies, procedures and terminology.~~

District attendance and/or counseling policies, procedures and terminology.

School operations and procedures.

Methods, techniques and terminologies involved in the maintenance of permanent student records.

~~Applicable sections of State Education Code and other applicable laws as identified by the Principal.~~

Applicable sections of State Education Code and other applicable law, policies, or procedures.

Basic record-keeping techniques.

Filing systems and procedures.

~~Operation of a computer terminal and various office machines.~~

Operation of a computer terminal and various office machines.

~~SASI database computer program for student records.~~

Computer programs for student records.

~~Word processing and spreadsheet computer software programs.~~

Computer software word processing and spreadsheet programs.

~~Receptionist and telephone techniques and etiquette.~~

Receptionist, telephone, and customer service techniques and etiquette.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Interpersonal skills using tact, patience and courtesy.

~~Report writing methods and techniques.~~

Letter and report writing techniques.

~~Modern office practices, procedures and equipment.~~

Oral and written communication.

ABILITY TO:

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

Prepare and maintain official permanent records of students.

Perform ~~complex~~, specialized clerical work involving independent judgement and requiring speed and accuracy.

~~Interpret, apply and explain rules, regulations, policies and procedures.~~

Learn, interpret, apply, and explain school and District attendance/counseling policies, procedures, and terminology.

Perform secretarial administrative support duties to relieve administrators of routine detail.

Plan, manage, prioritize, and complete a variety of projects simultaneously.

Establish and maintain cooperative and effective working relationships with others.

~~Operate a variety of office equipment including a computer terminal.~~

Operate a computer to enter data, maintain records, and generate reports.

Compose correspondence and written materials independently.

Make arithmetical computations quickly and accurately.

~~Meet schedules and timelines.~~

Work independently with little direction, meeting schedules and timelines.

Work confidentially and with discretion.

~~Communicate effectively both orally and in writing.~~

Communicate in English effectively both orally and in writing.

Understand and follow oral and written directions.

~~Work effectively with constant interruptions.~~

Perform duties effectively with many demands on time and with constant interruptions.

LANGUAGE SKILLS:

Ability to read, write, ~~hear~~ and speak in English. Ability to read and interpret documents such as safety rules and regulations, operating and maintenance instructions and procedure manuals, including policies and procedures and equipment manuals; to write complex and detailed instructions, reports and correspondence; to 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:

School office environment requiring close proximity to co-workers; constant interruptions; excessive intermittent noise.

PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read and prepare documents and reports, and view computer monitors; sit or stand for extended period of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light to moderately heavy objects.

APPROVALS:

Keith Rogenski
Assistant Superintendent, Human Resources

Date

Rick Schmitt
Superintendent

Date

DATE: **October 29, 2019**

TOPIC: **CONSIDERATION OF APPROVAL OF A NEW POSITION DESCRIPTION
FOR DIRECTOR I – INSTRUCTIONAL SERVICES & DISTRICT
COMMUNICATIONS**

DISCUSSION:

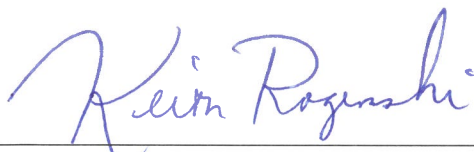
As a part of the District’s continued restructuring of its management team, the district has identified a need to staff a Director I – Instructional Services & District Communications. An existing position, Director, Communications & Community Relations was recently vacated due to employee attrition. As a result, the District has reexamined and evaluated its needs and has decided to combine the previous Director, Communications & Community Relations position with the Director I, Instructional Services position in the Educational Services Department. Under the direction of the Deputy/Assistant Superintendent, Educational Services, the incumbent in this position will provide leadership and coordination in the ongoing development and improvement of the instructional programs of the District and will plan, develop, organize, and lead the District’s communications, public information, and media relations efforts.

RECOMMENDATION:

Approve the job description for Director I – Instructional Services & District Communications as presented.

BUDGET IMPLICATIONS:

By executing this consolidation in management positions, there will be an expected annual cost savings to the District of approximately \$215,000. Accordingly, there are no anticipated net increased costs to the General Fund in creating and staffing this position.



Keith Rogenski
Assistant Superintendent, Human Resources



Rick Schmitt
Superintendent

Item Number 11.16

SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
Position Description

10/29/19
Page 97 of 102
Item 11.16

TITLE:	Director I - Instructional Services & District Communications	REPORTS TO:	Deputy / Assistant Superintendent, Educational Services
DEPARTMENT:	Educational Services	CLASSIFICATION:	Certificated Management
FLSA:	Exempt	WORK YEAR:	225 Days
BOARD APPROVAL:		SALARY:	Range A1; Tier IV Management Salary Schedule

SUMMARY DEFINITION: Under the supervision of the Deputy/Assistant Superintendent of Educational Services, provides leadership and coordination in the ongoing development and improvement of the instructional programs of the District and plans, develops, organizes, and leads the school district's communications, public information, and media relations efforts.

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

Provides leadership to ensure understanding of and promote the educational program objectives of the District. **E**

Assists in planning and administering in-service programs for teaching and administrative staff. **E**

Works with principals and teaching staff to effect horizontal and vertical continuity and articulation of the instructional program throughout the district. **E**

Assists in the development, implementation, and evaluation of curriculum and the instructional program. **E**

Attends conferences, reads professional materials, takes courses, and attends workshops to remain current concerning trends in curriculum and instruction, and provides leadership in determining program direction and improvement to curriculum and instruction. **E**

Serves as liaison and participates with curriculum leaders at the local, county, state, and/or national level. **E**

Engages in assigned research related to educational programs. **E**

Assists in the collection and interpretation of results data and the use of data to inform the instructional process. **E**

Supervises schools, instructional coaches, and teachers on Special Assignment, and evaluates assigned site administrators and other staff. **E**

Assists in implementing the District's vision. **E**

Ensures compliance with all local, state and federal legislation mandates and policies. **E**

Oversees teacher and parent committees within assigned areas of responsibility. **E**

- Provides technical expertise regarding assigned duties; formulates and develops policies and procedures. **E**
- Makes presentations to the Board of Education, Superintendent's Cabinet, site personnel, and community groups. **E**
- Communicates with other administrators, district personnel, and contractors to coordinate activities and programs, resolves issues and conflicts, and exchanges information. **E**
- Communicates and represents the district's vision and perspective internally and to the general public/community. **E**
- Builds and maintains support for public education and the school system in collaboration with District administration. **E**
- Represents the District as official spokesperson; serves as liaison between the media and the school system and arranges press coverage at district functions; assists schools and departments in coordinating media coverage for school or department events; prepares and sends news releases on school and district events. **E**
- Attends Board meetings as directed; assists media representatives in getting background information on Board agenda items; assists in the interpretation of Board actions. **E**
- Serves as public relations counsel and advisor to the Superintendent and serves as a member of Cabinet. **E**
- Provides communications and public relations counsel, training and assistance to administration and the Board of Education as needed. **E**
- Identifies community issues and concerns, and helps develop strategies for dealing effectively and proactively with them; interacts with diverse stakeholder groups and serves as the Superintendent's representative and liaison to community leaders and groups. **E**
- Supervises, oversees, and coordinates the District's social media presence and the preparation of its internal and external communications. **E**
- Responds to general inquiries about the District and is the contact person in other phases of community relations. Acts as District liaison to municipal and community organizations; serves on assigned community boards, commissions and committees as directed. **E**
- Supervises and evaluates support staff assigned to the District's public/employee communications functions. **E**
- Collaborates with administrative staff to develop, coordinate, and implement the District School Safety and crisis communication plans. **E**
- Assists in all informational aspects of District bond and parcel tax campaigns. **E**
- Performs related 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:

Bachelor's degree required; Master's degree from an accredited college or university with major coursework in education, public relations, communications or related field preferred. A minimum of 3 years of increasingly

responsible leadership in school site and/or District level administration, public relations, and/or communications is required.

LICENSES AND OTHER REQUIREMENTS: Valid California Driver's License; Valid California Administrative Services Credential.

TECHNOLOGY, EQUIPMENT AND TOOL SKILLS:

Proficient ability to use a personal computer; software and databases specific to the District, Internet, and Microsoft Outlook. Ability to use telephone, hand-held radio, cellular telephone, facsimile machine, copy machine, printers, scanning devices, calculator and general office equipment. Applicable knowledge of computer software programs for data storage and retrieval, word processing, spreadsheets, scheduling, data management and complex calculations.

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

KNOWLEDGE OF:

- District functions, policies, procedures, rules, regulations, goals and objectives.
- Principles, problems and methods of public education and administration.
- Communications theory, principals, practices and strategies.
- Instructional methodology, learning theory and practice, and assessment.
- Curriculum theories, issues and trends.
- Effective staff development models.
- Effective decision making models and group processes.
- Local, state, and national curriculum frameworks and models.
- Personnel, fiscal, and organizational management relevant to assigned responsibilities.
- Relevant state and federal regulations and procedures.
- Applicable laws, codes, regulations, policies, and procedures.
- Effective management practices and techniques of supervision and evaluation.
- School district organization, operations, policies, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective strategies for oral and written communications.

ABILITY TO:

- Work cooperatively and effectively with all segments of the educational community and the general public.
- Lead and work collaboratively with teachers and administrators with varying degrees of expertise & experience.
- Provide process and product information to support decisions related to improving instructional programs.
- Use statistical software for measurement, testing, and evaluation.
- Supervise and evaluate the performance of assigned staff.
- Prepare comprehensive narrative and statistical reports.
- Maintain current knowledge on trends and developments in assigned fields of responsibility.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Work independently with little direction to meet schedules and timelines.
- Effectively utilize contemporary technological hardware and software to conduct work.
- Communicate exceptionally well, both orally and in writing, to a variety of audiences.
- Serve as professional representative of the District, Superintendent, and the Board in all venues and situations.

LANGUAGE SKILLS:

Ability to read, write, and speak in English. Ability to read and interpret documents such as safety rules and regulations, operating and maintenance instructions and procedure manuals including policies and procedures and equipment manuals; to write complex and detailed instructions, reports and correspondence; to speak effectively one-one and/or before internal and/or external groups.

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

WORKING CONDITIONS:

Office environment; drive a vehicle to conduct work.

PHYSICAL ABILITIES:

Hear and speak to make presentations and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read and prepare documents and reports, and view computer monitors; sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

OTHER QUALIFICATIONS:

Must successfully pass the District's pre-employment fingerprinting and TB clearance procedures and complete mandated training.

APPROVALS:

Keith Rogenski
Assistant Superintendent, Human Resources

Date

Rick Schmitt
Superintendent

Date

DATE: OCTOBER 29, 2019

TOPIC: ADOPTION OF TEXTBOOKS

DISCUSSION: It is requested that the following textbook be adopted for use beginning immediately following adoption.

<i>Un Papillon dans la cite</i>	Sepia Editions Gisèle Pineau Copyright 2010	All High Schools French 4 Honors/French 5AP	\$27.00
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Un Papillon dans la cité (translation: *A butterfly in the city*) will be used as a supplemental text for the French 4 Honors/French 5AP Language and Culture course. This novel will serve as a second-semester literacy work that students can study and discuss the book as a class.

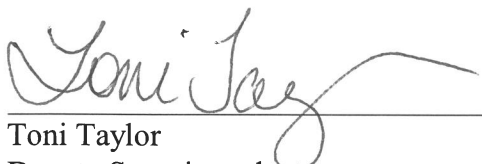
RECOMMENDATION: The administration recommends adoption of this textbook after the required preview period. Such adoption is to include approval of use of ancillary materials such as workbooks, resource binders, tests, audiotapes, and other materials designed to supplement these materials.

This novel have not been reviewed by Common Sense Media.

BUDGET IMPLICATIONS: These items will be purchased with District Instructional Material funds and/or site donations.



Debra Petish
Director of Curriculum & Instruction



Toni Taylor
Deputy Superintendent
Educational Services



Rick Schmitt
Superintendent

11.17

Item Number

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

10/29/19
Page 102 of 102
Item 11.18

DATE: October 29, 2019

**TOPIC: CONSIDERATION OF APPROVAL OF THE AUDIT OF THE STATE
PRESCHOOL PROGRAM FOR FISCAL YEAR ENDING JUNE 30, 2019**

DISCUSSION:

Contra Costa County receives funds from the California Department of Education to administer State Preschool services to program eligible children and families within Contra Contra County. The county has partnered with the school district to fund 48 slots for program eligible children who receive school district services.

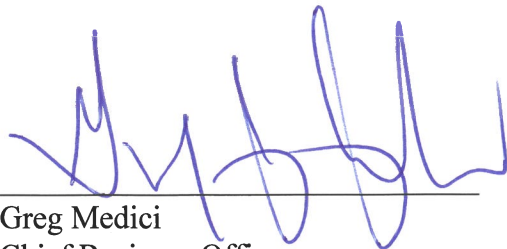
In accordance with the contract provisions for the county/state funded program and receiving federal grant funds for the preschool program, the district is required to conduct and provide an annual audit and financial report conforming to the requirements set forth in the Code of Regulations, Title 2, Part 200, Subpart F. As such the District has contracted with EideBailly (formerly known as Varinek, Trine, Day & Company), an accountancy corporation licensed by the State Board of Accountancy, for an audit of the District's California State Preschool Program.

Copies of the audit were distributed to Board members only. Interested parties may view the report on our website under Business Services, at the front desk of the District Office, or may obtain copies of the audit from the Office of the Chief Business Officer, 699 Old Orchard Drive, Danville, CA 94526.

RECOMMENDATION:

The administration recommends acceptance of the 2018-19 Audit Report of the State Preschool Program prepared by EideBailly.

BUDGET IMPLICATIONS: N/A



Greg Medici
Chief Business Officer



Rick Schmitt
Superintendent

11.18

Item Number