

**BOARD OF TRUSTEES REGULAR BOARD MEETING  
GUSTINE UNIFIED SCHOOL DISTRICT  
1500 MEREDITH AVENUE  
GUSTINE, CA 95322  
WEDNESDAY, MARCH 13, 2019  
6:00 P.M.**

**I. CALL TO ORDER - 6:00 p.m.**

**A. Roll Call**

Mr. Kevin Cordeiro, President  
Mrs. Loretta Rose, Clerk  
Mr. Kevin Bloom, Board Member  
Ms. Pat Rocha, Board Member  
Mr. Gary Silva, Board Member

**B. Public Comment**

The public may comment on any closed session agenda item.

**II. CLOSED SESSION**

**A. Student Discipline**

1. Student Discipline Case No. 2018-19-07
2. Student Discipline Case No. 2018-19-08

**B. Personnel – Public Employee Resignation, Discipline, Dismissal, Release, Employment**

**C. Conference with Labor Negotiator Bryan Ballenger, Superintendent – GRTA/CSEA (Govt. Code 54954.5 (f) pursuant to Govt. Code 54957.6)**

**III. RECONVENE TO OPEN SESSION – MEETING WILL BE RECORDED – 7:00 p.m.**

**A. Pledge of Allegiance**

**B. Report from Closed Session**

**C. Revision/Ordering of Agenda**

**D. Adoption of Agenda**

**E. Disability-Related Modifications**

Request for any disability-related modification or accommodation, including auxiliary aids or services in order to participate in the public meeting, may be made by contacting the Gustine Unified School District Office at (209) 854-3784 at least four (4) days prior to the scheduled meeting. Agendas and other writings may also be requested in alternative formats, as outlined in Section 12132 of the Americans With Disabilities Act.

**IV. REPORTS AND PRESENTATIONS**

**A. Student Reports**

**B. Board Reports**

**C. Superintendent Report**

**D. Attendance Report**

**V. CONSENT AGENDA**

Items under Consent are considered as a group. Only one motion is necessary to approve these items. Consent items are of a routine nature and for which the Superintendent recommends approval. In accordance with the law, the public has a right to comment on any agenda item. At the request of any member of the Board, any item of the Consent Agenda shall be removed and given individual consideration for action as a regular action item on the agenda.

**A. Personnel**

1. Silva, Kathryn – Retirement, 3<sup>rd</sup> Grade Teacher, GES
2. Avila, Amanda – Resignation, Instructional Aide, GMS
3. Ortega, Patricia – Hire School Bus Driver, GUSD
4. Kothenbeutal, Charlie – Resignation, 6<sup>th</sup>/7<sup>th</sup> Grade Basketball Coach, GMS
5. Kothenbeutal, Charlie – Hire 8<sup>th</sup> Grade Basketball Coach, GMS
6. Hampton, Nick – Hire 6<sup>th</sup>/7<sup>th</sup> Grade Basketball Coach, GMS
7. LaBry, Ronnie – Hire Strength & Conditioning Coach (Fall), GHS
8. Veillieux, Brian – Hire Varsity Baseball Assistant Coach, GHS
9. Borba, Kingsley – Hire Track & Field Assistant Coach, GHS
10. Camacho, Taylor – Hire Varsity Softball Assistant Coach, GHS
11. Oliveira, Jason – Hire Varsity Baseball Assistant Coach, GHS
12. Kothenbeutal, Charlie – Hire Varsity Boys Basketball Assistant Coach, GHS
13. LaBry, Ronnie – Hire Strength & Conditioning Coach (Spring), GHS

**B. Minutes**

1. February 13, 2019, Regular Meeting
2. February 28, 2019, Special Board Meeting

**C. Yearly Renewals and Contracts**

1. School Innovations & Achievement Agreement - \$14,900 (Renewal)
2. Shi - \$6,676.60 (Microsoft Office Annual Licensing Renewal)
3. Lozano-Smith Agreement for Legal Services (Renewal)
4. DWK Dannis Woliver Kelly Agreement for Legal Services (Renewal)

**D. Donations**

1. Gustine Athletic Boosters - \$146.67 to GHS Softball Team
2. Gustine Athletic Boosters - \$400.00 to GHS Track Team
3. Gustine Athletic Boosters - \$400.00 to GHS Tennis Team
4. Gustine Athletic Boosters - \$295.00 to GHS Baseball Team
5. Berrocal, Alvaro - \$200.00 to GHS Golf Team

**VI. INFORMATION/DISCUSSION**

- A. Construction Cost Estimates and Financial Analysis – Dr. Ballenger**

**VII. COMMUNICATION FROM THE PUBLIC**

Members of the public may bring before the Board matters that are not listed on the agenda.

The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time. Comments will be accepted during this time concerning any action item on the agenda. The Board will consider all comments prior to taking action on the item as listed

on the agenda in the Action Item section. (Gov. Sec. 54954.3) Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item (BP 9323).

## **VIII. ACTION**

### **A. Warrants**

Recommendations:

It is recommended that the Board of Trustees ratify the warrants.

### **B. 2018-2019 Second Interim**

Recommendations:

It is recommended that the Board of Trustees approve the 2018-2019 Second Interim.

### **C. Appointment of Measure P Bond Committee Members**

Recommendations:

It is recommended that the Board of Trustees approve the Appointment of Measure P Bond Committee Members.

1. Robert Borba – Second Term
2. Jennifer Pacheco – Second Term
3. Haylee Barragan – First Term

### **D. Gustine High School Mascot**

Recommendations:

It is recommended that the Board of Trustees approve the Mascot recommended by GHS Student Body.

### **E. Board Measure P Sub Committee**

Recommendations:

It is recommended that the Board of Trustees make a motion to keep as is, reorganize or disband the Board Measure P Sub Committee.

### **F. Update Board Policy 0411 Civil Rights and Complaint Procedures for the USDA Child Nutrition Programs (First Reading)**

Recommendations:

It is recommended that the Board of Trustees waive the reading of the Board Policy 0411 Civil Rights and Complaint Procedures for the USDA Child Nutrition Programs.

### **G. Revised English Learner Master Plan 2018-2019**

Recommendations:

It is recommended that the Board of Trustees approve the Revised English Learner Master Plan 2018-2019.

### **H. Teen Truth Parent and Student Presentations**

Recommendations:

It is recommended that the Board of Trustees approve Teen Truth Parent and Student Presentations.

### **I. Gustine Elementary School I Teach 1st! National Conference**

Recommendations:

It is recommended that the Board of Trustees approve GES attend the I Teach 1st! National Conference in Las Vegas.

**J. Gustine Elementary School and Romero Elementary School PIQE (Parent Institute for Quality Education)**

Recommendations:

It is recommended that the Board of Trustees approve the parent empowerment program (Parent Institute for Quality Education) at GES and RES.

**K. GHS Technology Purchase**

Recommendations:

It is recommended that the Board of Trustees approve the GHS Technology Purchase.

**L. International Academy of Science Requisition**

Recommendations:

It is recommended that the Board of Trustees approve the International Academy of Science Requisition.

**M. RES 2019 AVID Summer Institute**

Recommendations:

It is recommended that the Board of Trustees approve RES to attend the 2019 AVID Summer Institute.

**N. New Special Ed Wheel Chair Bus Purchase**

Recommendations:

It is recommended that the Board of Trustees approve the New Special Ed Wheel Chair Bus Purchase.

**O. New Bus Purchase**

Recommendations:

It is recommended that the Board of Trustees approve the New Bus Purchase.

**IX. ADVANCED PLANNING**

- A. Site Visits March 22, 2019 @ 9:00 a.m. at GHS
- B. MCSBA Spring Dinner March 25, 2019
- C. Special Board Mtg. Workshop March 27, 2019 @ 6:00 p.m. Budget & LCAP
- D. Shell Beach Conference April 3-5, 2019
- E. Regular Board Mtg. April 10, 2019 @ 7:00 p.m.
- F. Future Agenda Items

**X. ADJOURN TO CLOSED SESSION (If needed)**

**XI. RECONVENE TO OPEN SESSION**

**XII. REPORT FROM CLOSED SESSION**

**XIII. ADJOURNMENT**



# **REPORTS AND PRESENTATIONS**

Sebastian Vargas- ASB President  
Shelby Lynd ASB- Vice President  
Alexander Bueno- Leadership President



### March 2019 Report to the Gustine Unified School Board

**ASB:** In February we finished our Kindness Challenge. This was a fun activity that showed we have a lot of kind students in Gustine Elementary. We were able to get over 400 acts of kindness in four weeks. Currently, we are preparing for a health fair on April 18, 2019 from 4-6 pm in the Gustine Elementary cafeteria. The purpose of our Health Fair is for our families to have an opportunity to learn about being healthy together. We are asking for the community to help with our Health Fair by setting up booths to share information about their business and services they offer. Our ASB is also doing a Penny War. This is a fundraiser and game in which every class in the Elementary school participates to raise money for fun activities with ASB.

**Leadership/Spirit Club:** Leadership Club is coming up with an obstacle course for the Health Fair. The obstacle course is where families compete with each other and spend family quality time together. Also, our leadership group is starting to understand parliamentary procedure that we use in our meetings. We are able to share ideas with each other.

**Yearbook Club:** Yearbook Club is finishing up designing the backgrounds of the yearbook pages. Recently, they took pictures for Read Across America week.

#### **Upcoming Events:**

Staff vs Staff Kickball Game hosted by ASB- March 19  
Disney for David- March 27, 2019  
Health Fair- April 18, 4-6 PM



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Gustine Middle School ASB March 2019 Board Report  
Presented by Christina Moitozo and Garret Gomes

ASB: Throughout the school year ASB has been responsible for many activities and events on campus. These include the door contest and gift bags for red ribbon week, a movie day at school where different teachers show a film in their class to celebrate the first half of the year, school dances and dress up weeks, along with student of the month rallies and activities. ASB hosted its Winter Homecoming Week where dress up days were held such as Braves of the Future and Neon Day. We also hosted a Winter Formal with the theme of A Night in Paris. All classes were involved in the preparations and planning of the event which lead to it being an overwhelming success. We are also currently hosting a Book Fair from March 4th through the 8th which is a tradition brought back this year in hopes of inspiring the love of reading within our school.

AVID: AVID has been hard at work this year. Our 8th grade students had a chance to visit the high school and shadow their students in order to get an understanding of what the program will look like in their future. We have also had past AVID students come in and talk to all of our AVID students about how AVID has affected them in the planning for college and their futures. We have many

Sports: We have had a few successful sports seasons wrap up already this school year including soccer, volleyball and both boys and girls basketball. We also had our annual Staff vs. Students basketball game in which both boys and girls basketball players play the staff in a game after our JV boys played OLM. The game was well attended and everyone involved with the set up and participation showed great sportsmanship and teamwork.

Attendance: GMS has seen a drastic improvement in attendance over the past school year. We have yet again led the district in attendance for the month of January. Our reward system for those who show exceptional attendance and our constant reminders have really demonstrated a level of importance for it at our school.

Upcoming events. GMS will be continuing to have dress up days this month, to go along with our student of the month assemblies. We will also be honoring those with academic success with our Honor Roll and Scholarship awards ceremonies. 6th grade camp will take place at the beginning of April.

Thank you for the chance to allow us to speak to you this evening.

**Aubrie Hazan**  
**2018-19 GHS Commissioner of Academics**

### **March 2019 Report**

**ASB:** ASB members are currently preparing for second semester activities. ASB members helped set up for the winter sports banquet on March 5. ASB is currently preparing for 8th grade day and testing week as well as planning all of the end of the year activities as the year is winding down. We will have elections of newly elected 2019- 2020 ASB officers. Senior Class officers are currently preparing for prom on April 20.

**AVID:** GHS is hosting a college and career fair on March 29 from 8 am to noon. We would like to invite all board members and district staff to visit our fair that morning. Approximately 70 Juniors took the SAT on Wednesday, March 6. We are excited to offer the SAT to our students inside the school day at GHS. With SAT administration, this serves as a criterion for reaching our AVID schoolwide goals. Seniors are anxiously waiting College Decision letters.

**Baseball & Softball:** Both baseball and softball have begun and teams are looking forward to the rest of their season.

**Sports:** Winter sports have come to an end; the banquet is being held on March 5.

**FFA:** National FFA week was February 18 - 22; due to GUSD having that week off we celebrated it February 11- 15 and our FFA rally was held on March 1st where our Sweetheart was announced. Taylor Bothelo was named 2019 Gustine FFA Sweetheart. Our February FFA meeting was Wednesday, February 13. Gustine FFA members participated at their first judging field day of the year on March 2 at UC Davis. The Food Science Team placed 4th overall; placing 5th in the test, 4th in sensory evaluation, 4th in food safety, and 1st in product development, Meats Judging Place 4th overall; placing 5th in retail cut I.D., 3rd in the test, and 2nd in beef yield grading. Dairy Judging attended at contest in Hanford and placed 7th overall. Gustine FFA had a great weekend and is looking forward to the rest of their judging season. Gustine FFA members participated in Kids Day sales on March 5. Seniors Nicole Moitozo and Selina Lopes were selected to attend Sacramento Leadership Conference March 5-8. Nicole was also chosen as one of only 6 students in California to participate in State Nominating Committee during State Convention in April. She will help choose the slate of state officers for the 2019-2020 California State FFA Officer Team. Gustine FFA is getting ready to host their annual Stock Show on March 17 at the GHS Farm.

Thank you!





Romero Elementary School

13500 W Luis Ave, Santa Nella, CA 95322

Tel: (209)854-6177 Fax: (209)826-6858

Nicholas Freitas, Principal

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**Administrative Report to the Gustine Unified School District Board**

**March 2019**

**Name:** Nicholas Freitas - Principal

**School Enrollment:** 237

**Monthly Highlights:**

As spring quickly approaches things have been very busy. ELPAC testing has begun for our English Learners. Many teachers are having students take IAB assessments in preparation for state testing in April. Teachers continue to work hard to provide the best educational experience for each student at Romero Elementary. Jaime from Solution Tree provided another excellent training to the staff on creating formative assessments and reviewing student data to improve instruction.

Knowledge Saves Lives put the Romero staff through a rigorous safety training. The staff ran through different scenarios to prepare for emergency situations. The Romero staff rose to the occasion and took the training very seriously.

The students and staff enjoyed a BBQ lunch in celebration of their hard work and growth on the I-ready testing diagnostic. The students enjoyed an anti-bully assembly from Pizza Factory. Pizza Factory donated a beautiful buddy bench to put on the playground. The upper grades had a very educational anti-drug presentation by the Sheriff's department.

For the month of March, Romero students will be collecting money for the Pennies For Patients program. It is a great cause and important for the students to remember to give back to the community. The event was kicked off with an assembly to promote giving to others. Romero also participated in the Kids Day Newspaper sales where proceeds went to Valley Children's hospital. The staff continues to work hard preparing for the Love Romero event this month, where proceeds go toward the Love Romero scholarship.

## Upcoming Events:

March 8 - Canal Safety Presentation 8:30 am

March 15 - Pride Rally 1:00pm

March 20 - PIQE Classes begin

March 21 - Science Assembly 8:15am

March 23 - Love Romero 8-11am



March 28 - Mosquito Abatement Presentation 8:30am

April 5 - Bike Rodeo - 8:15am

May 17 - Romero Games





*"Home of the Red-Tailed Hawk"*

Alma Romo  
Principal  
aromo@gustineusd.org

Peter Duenas  
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**Expect  
Excellence!**

Gustine Elementary School  
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Parent Square



GESLearns

## Administrative Report Gustine Unified School District Board Report-March 2019

**Name:** Alma Romo

**School Enrollment:** 574

### **Monthly Highlights:**

We had a fun and productive month of learning in February! Our teachers continue to deliver strong first instruction in the classroom targeting their grade level essential standards. Our ASB held a movie night on February 8th and a Valentine's Day rally on the 14th. All staff participated in the Active Shooter Training provided by Knowledge Saves Lives on February 27th. We started our ELPAC testing window and so far it has been very smooth. The last week of February was very eventful...we celebrated Dr. Seuss birthday with Read Across America activities and reading guests. We held a No-Bully Zone assembly and received a "buddy" bench from Pizza Factory. Our PTC held a successful Father/Daughter Dance that Friday! We are excited that March has arrived at Gustine Elementary School! We have a full month of learning and fun activities planned for our Hawks!

***GES is the home of the college-bound Hawks!***



March's Administrative Report to the  
Gustine Unified School District  
Board of Education

Name: Manuel Bettencourt, Principal  
School Site: Gustine Middle School

March 6, 2019  
School Enrollment: 440

We are starting to wind down to the end of the 3<sup>rd</sup> Quarter and our enrollment is currently 440 **students**. Our average daily attendance was **96%** for the month of February. We currently have 134-6<sup>th</sup> graders, 150-7<sup>th</sup> Graders and 156-8<sup>th</sup> Graders.

The staff has been working extremely hard on a daily basis, to ensure that the students are getting a rigorous education. Although, the month of February included a week off of school, we had a lot of things take place during the month.

Our winter sports seasons concluded during the month of February. We had our annual staff vs. student basketball game on February 13<sup>th</sup>, with the staff pulling out a close victory over our students. Gustine Middle School had their annual Winter Formal on the 8<sup>th</sup>. Our teachers continued to work in the PLC's every Monday to work on creating Common Formative Assessments (CFA's). The staff met with Mrs. Medeiros to talk about LCFF on the minimum day.

Prior to the board meeting, Gustine Middle School teachers met with Brig Leane from Solution Tree on March 4-5. There was great discussion with Mr. Leane, which centered on student achievement, school vision and mission statement, and assessments. We are looking to bring Mr. Leane back for a couple more days before the end of the school year.

The following lists are some of the upcoming events in March.

March Events

- March 4-5: Solution Tree with Mr. Leane
- March 4-8: Book Fair
- March 7: PBIS Training at District Office
- March 8: 6<sup>th</sup> Grade AVID trip to Stanislaus
- March 18: ELD Training with GMS/GHS Staff @ GMS
- March 27: Hearing Van
- March 27: Minimum Day
- March 28: Student of the Month
- March 29: Honor Roll/Scholarship





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# Gustine High School

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Principal – Adam Cano; Assistant Principal – Manuel Bettencourt  
Counselors - Melissa Estacio, Horacio Mercado

March 5, 2019

Gustine High School has a lot of fantastic things going on and the days just seems to fly by and get busier and busier. Springs sports is in full swing and we have been very fortunate in dodging the rain and getting some games in. On March 5th, the winter sports banquet will acknowledge boys and girls basketball and soccer. The boys team made playoffs for the first time since 1999. I would like to thank the players, coaches and parents for another positive season.

FFA will be holding their Annual Stock Show on Sunday, March 17th at the Gustine High School farm. This is a great opportunity for our students to work with their animals in a show setting and showcase their skills. Our FFA participated in the Kids Day event, selling newspapers to raise money for Children's Hospital. Thank you FFA!

GHS teachers were involved in a two day PLC event on February 25th and 26th. Solution Tree coach Matt Navo spent the two days discussing critical needs areas within our PLC process and had teachers identifying and thinking of next steps for implementation. The two days were very informational and the teachers received a wealth of knowledge from Mr. Navo. He is set to return to the high school on April 15th and 16th.

I hope everyone has a happy St. Patrick's Day

Adam Cano  
Principal, Gustine High School

# DIRECTOR'S REPORT TO THE GUSTINE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Name: Russell Hazan

Position: Director of Maintenance and Operations

Date: 3/13/19

## **MONTHLY REPORT**

This past month the maintenance department was busy with a heavy work order load and having to contend with quite a lot of wet weather. We cleaned up and prepped the baseball and softball fields for the upcoming season in between storms. With the wet weather we have been having we have also been able to catch up on servicing our maintenance equipment.

In the coming month I will begin summer project and budget list and start collecting quotes and bids for various projects throughout GUSD that are planned for the summer.

### **Romero Elementary School:**

- Lighting repair
- Weed abatement
- Basic maintenance and work order completion as needed

### **Gustine Elementary School:**

- Roof leak repair
- HVAC repair
- Weed abatement
- Basic maintenance and work order completion as needed

### **Gustine Middle School:**

- HVAC repair
- Roof leak repair
- Weed abatement
- Basic maintenance and work order completion as needed

### **Gustine High School:**

- Roof leak repairs
- Removed water from track
- Weed abatement
- Spring sports field preparations
- Basic maintenance and work order completion as needed

Director's Report to the Gustine Unified School District  
Board of Education

Name: Cheryl Pometta

Position: Transportation Director

Date: 3/6/19

MONTHLY HIGHLIGHTS

I have finished classroom with a new driver trainee. She is testing a DMV today and I hope to start behind the wheel training with her Friday or Monday. She wants to go as fast as possible through the process and will be taking over my route at 4.25 hours a day and then I will be the Sub driver until another driver can be trained. Sabine Sims has agreed to finish out the school year here even if she moves so that is a big relief.



Gustine Unified School District  
Attendance Awareness Campaign  
Attendance Summary and Enrollment  
2018-2019 Month 6

**2018-19 School Year Average Daily Attendance (ADA): Goal is 96.37%**

Year:	2018	2018	2018	2018	2018	2018/2019	2019	2019	2019	2019	2019	YTD
Month:	1	2	3	4	5	6	7	8	9	10	11	Rate
Dates:	08/13-09/07	09/10-10/05	10/08-11/02	11/05-11/30	12/03-12/28	12/31-01/25	01/28-02/22	02/25-03/22	03/25-04/19	04/22-05/17	05/20-06/14	
GES	96.35%	96.41%	96.02%	95.93%	90.04%	96.05%						95.32%
RES	97.28%	97.31%	96.15%	94.56%	94.29%	95.57%						96.03%
GMS	97.30%	96.77%	96.44%	95.91%	92.81%	96.15%						96.02%
GHS	96.73%	95.46%	94.99%	95.19%	95.58%	94.83%						95.48%
<b>Total</b>												<b>95.65%</b>

**2018-19 School Year Enrollment**

	9/7/2018	10/5/2018	11/2/2018	11/30/2018	12/28/2018	1/25/2019	2/22/2019	3/22/2019	4/19/2019	5/17/2019	6/14/2019
GES	568	569	566	560	541	567					
RES	235	245	247	244	238	242					
GMS	437	439	432	433	425	438					
GHS	564	565	553	551	519	549					
PHS	29	25	25	25	20	21					
<b>TOTAL</b>	<b>1833</b>	<b>1843</b>	<b>1823</b>	<b>1813</b>	<b>1743</b>	<b>1817</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**2017-2018 School Year: ADA was 95.37% combined for all sites overall**

Year:	2017	2017	2017	2017	2017	2017/2018	2018	2018	2018	2018	2018	YTD
Month:	1	2	3	4	5	6	7	8	9	10	11	Rate
Dates:	08/07-09/01	09/04-09/29	10/02-10/27	10/30-11/24	11/27-12/22	12/25-01/19	01/22-02/16	02/19-03/16	03/19-04/13	04/16-05/11	05/14-06/08	
GES	96.09%	96.85%	95.49%	95.26%	95.06%	95.08%	95.57%	94.81%	95.86%	95.68%	95.79%	95.64%
RES	96.05%	96.22%	94.42%	94.74%	94.84%	96.42%	95.81%	94.89%	95.70%	94.11%	95.21%	95.25%
GMS	96.85%	96.26%	96.05%	96.70%	95.17%	94.14%	95.48%	95.30%	94.26%	95.52%	95.17%	95.63%
GHS	96.38%	95.22%	94.97%	94.17%	94.97%	94.61%	94.50%	94.87%	94.97%	94.10%	96.05%	95.00%
												<b>95.37%</b>

**Change: Increase or Decrease in 2018-19 vs. 2017-18**

Month:	1	2	3	4	5	6	7	8	9	10	11	YTD
												Average
GES	0.26%	-0.44%	0.53%	0.67%	-5.02%	0.97%						-0.50%
RES	1.23%	1.09%	1.73%	-0.18%	-0.55%	-0.85%						0.41%
GMS	0.45%	0.51%	0.39%	-0.79%	-2.36%	2.01%						0.03%
GHS	0.35%	0.24%	0.02%	1.02%	0.61%	0.22%						0.41%

Note: Monthly %'s are only for Regular Program

**Bold and Italics numbers have been revised from last month.**

Site with highest attendance of the month

Increased as compared to same month in prior year

Increased as compared to prior year

Comments:

3/4 Sites have increased their YTD average as compared to a year ago.

RES has had a lower attendance rate when compared to last year for 3 straight months

GM! up to their usual 96% attendance rate

Total District ADA increased by 0.01% from month 5.



# CONSENT AGENDA

# MINUTES

**MINUTES OF THE REGULAR MEETING GOVERNING BOARD  
GUSTINE UNIFIED SCHOOL DISTRICT  
FEBRUARY 13, 2019**

**TIME AND PLACE**

The regular meeting of the Gustine Unified School District Board of Education was held on Wednesday, February 13, 2019. The meeting was held in the Board Room, 1500 Meredith Avenue, Gustine, California.

**CALL TO ORDER**

The meeting was called to order at approximately 6:00 p.m. by Loretta Rose, Board Clerk. The Board went into Closed Session and reconvened to Open Session at approximately 7:17 p.m.

**BOARD MEMBERS PRESENT**

Mrs. Loretta Rose, Board Clerk, Mr. Kevin Bloom, Mr. Gary Silva, and Ms. Pat Rocha. Mr. Kevin Cordeiro, Board President was absent.

**REPORT FROM CLOSED SESSION**

Regarding Student Discipline Case No. 2018-19-06, the Board unanimously voted to uphold the decision of a stipulated expulsion by the Administrative Panel.

**REVISION/ORDERING OF AGENDA**

Dr. Ballenger amended the agenda with the following changes: On V. Consent Agenda A. Personnel #3, # 4, #5, and #6 should be listed as Testing Examiners. Remove Action Item N. Action Item M the summary page should read Presented by Dr. Ballenger. Amend the 1-24-19 Minutes to reflect Mr. Martin's comments.

**APPROVAL OF AGENDA**

Ms. Rocha made a motion to approve the amended the agenda, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

**REPORTS AND PRESENTATIONS**

A. Student Report - Aubrie Hazan, GHS Student Representative, gave her report to the Board on various ongoing activities at Gustine High School.

Dr. Ballenger asked the Board if they would like to hear student reports from GES ASB and GMS ASB. Ms. Rocha replied saying "Yes, anytime students could participate is wonderful."

B. Board Reports – Ms. Rocha attended the City of Gustine and District meeting. She stated that it looks like there will be fireworks. They will be set off from the soccer field. The GHS stadium will still be needed for seating. She also attended the FFA Dinner Dance and FFA Teacher Luncheon. The crosswalk that's been requested from Meredith Ave. to GES is still a work in progress.

Mr. Gary Silva attended the FFA Dinner Dance. He was amazed by the community support for Officer Singh. He congratulated Coach Oliveira and the boys' basketball team for making the playoffs.

Mr. Kevin Bloom attended the FFA Dinner Dance. It was a great event. It was a good fundraiser.

Mrs. Loretta Rose also attended the FFA Booster's Dance. She also attended the Report on our Schools, and CTA Dinner. She and Mr. Silva attended the meeting with the developers and lawyers.

C. Superintendent Report – Dr. Ballenger and Mrs. Aguilar attended two budget workshops. It preliminary looks good for education. The COLA has been raised from 2.7% to 3.3%. The District will begin to see a little bit of relief from STRS contribution rates. He attended the Ag. Booster Dinner Dance. It was awesome. It was amazing to watch the community support this event. He also attended the ACSA Merced Chapter Award's Dinner, ACSA Superintendent Symposium, Rotary Hops and Bangers Event.

D. Attendance Report – Mr. Luna provided the GUSD Attendance Summary percentages for Month 5 for each site. GHS had the highest percentile for month 5 at 95.58%.

E. Financial Report – Mrs. Lizett Aguilar presented the monthly financial report for December. The District had a budget of \$23.9 million. Year to date it has spent \$11.2 million. It has encumbered \$7.2 million and reflected an ending cash balance of \$5.68 million. Mrs. Aguilar also presented the December Food Services Report.

### **CONSENT AGENDA**

Mr. Silva made a motion to approve the Consent Agenda, seconded by Ms. Rocha. Motion carried, 4-0-1 absent.

### **INFORMATION/DISCUSSION**

A. Community Foundation of Merced County – Carrie Kelly explained that through their foundation they provide grants for programs or events. She encouraged everyone to take advantage of this and apply for foundation funds.

B. City Water Bill – Dr. Ballenger explained that the City of Gustine has been charging a flat rate for meters. The high school and middle school are been billed on one meter but Gustine Elementary has been billed at three meters. Mr. Dunford is researching this. He thinks the Board needs to know what's going on. Ms. Rosa Mendoza caught it while looking over the bills. This is a substantial amount that is being paid on an annual basis.

C. Update Board Policy BP1312.3 and AR1312.3 Uniform Complaint Procedures and AR1312.4 and E1312.4 Williams Uniform Complaint Procedures – Mrs. Kim Medeiros stated that through the Federal Program Monitoring these board policies needed to be updated to be in compliance. The Board will have the opportunity to approve the updates during tonight's meeting.

D. Monitoring of Student's Academic Progress – Mrs. Kim Medeiros provided a detailed report to the Board on the students' academic progress.

E. Gustine High School Mascot – Mrs. Barbara Azevedo explained how Gustine High School began the mission to select a Reds' Mascot Image. The Knight image received most of the votes, 52%. The selection of the high school mascot will be brought to the Board to take action during the March meeting.



F. Parkway South Santa Nella Development – Dr. Ballenger, Mrs. Rose, and Mr. Silva met with the Parkway South Developers to talk about the development agreement that was signed by them in 2007. The developers have come to the District and are looking for a revision on that agreement. It was decided that they needed to have a board workshop with the District attorney specifically discuss that with all board members present. The special board meeting has been scheduled for February 28, 2019 to continue talking about the District's needs as Santa Nella expands, Dr. Ballenger explained.

G. District Law Firms – Dr. Ballenger stated that the District mainly uses AALRR Law Firm. For special education, Lozano Smith is used. Ms. Rocha believes that the District shouldn't have just one firm representing the district. Other law firms should be given the opportunity to represent the District. Dr. Ballenger commented that it would be nice to know if the rates we are paying are comparable to what other law firms are charging. Mr. Silva also expressed that he would also like to see that. Mr. Bloom also agreed, it would be nice to price-check them. Mrs. Rose confirmed that the consensus of the Board is for Dr. Ballenger move forward in getting some proposals from other law firms.

#### **COMMUNICATION FROM THE PUBLIC**

Mr. Jarrett Martin, chair of the Board Measure P Sub Committee, stated that they've been down a bumpy road the last couple of years and only had one real advisory committee meeting workshop. His calendar is getting booked up and trying to figure out a schedule if they have the need to have these committee meetings so he could get it on his calendar in the form of this committee having an active involvement or just disband it. One of the issues is being notified last minute when he's already booked out two months in advance. It would be good for them to participate in the meeting. He is asking the Board that if they want the Board Measure P Sub Committee to be active or if they would like to disband it. The members are comfortable with either way the Board decides. He would like the Board to take action at the next board meeting.

#### **ACTION ITEMS**

A. Warrants – Ms. Rocha made a motion to ratify the warrants, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

B. LCAP Federal Addendum – Ms. Rocha made a motion to approve the LCAP Federal Addendum, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

C. Resolution No. 2018-19-08 Classified School Employee Summer Assistance Program – Mr. Silva made a motion to approve Resolution No. 2018-19-08 Classified School Employee Summer Assistance Program, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

D. GES, RES, GMS, GHS, and PHS SARCs – Mrs. Rose made a motion to approve GES, RES, GMS, GHS, and PHS SARCs, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

E. Declaration of Obsolete/Surplus GHS FFA Livestock Trailer – Ms. Rocha made a motion to approve the Declaration of Obsolete/Surplus GHS FFA Livestock Trailer, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

F. Board Policy BP1312.3 and AR1312.3 Uniform Complaint Procedures Update

1. Ms. Rocha made a motion to waive the reading of Board Policy BP1312.3 and AR1312.3 Uniform Complaint Procedures Update, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

2. Mr. Silva made a motion to approve Updating Board Policy BP1312.3 and AR1312.3 Uniform Complaint Procedures, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

G. Board Policy AR1312.4 and E1312.4 Williams Uniform Complaint Procedures Update

1. Ms. Rocha made a motion waive the reading of Board Policy AR1312.4 and E1312.4 Williams Uniform Complaint Procedures Update, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

2. Mr. Silva made a motion to approve Updating Board Policy AR1312.4 and E1312.4 Williams Uniform Complaint Procedures, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

H. GHS Ag Department's Technology Purchase – Ms. Rocha made a motion to approve the GHS Ag Department's Technology Purchase, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

I. Measure P Bond Project Safety Priorization List – Mr. Silva made a motion to table the Measure P Bond Project Safety Priorization List and bring it back at the February 28<sup>th</sup> meeting, seconded by Mrs. Rose. Motion carried, 4-0-1 absent.

J. Gustine Elementary School Renaissance Subscription Renewal – Ms. Rocha made a motion to approve the Gustine Elementary School Renaissance Subscription Renewal, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

K. School Year Calendars for 2019-2020 and 2020-2021 – Ms. Rocha made a motion to approve the School Year Calendars for 2019-2020 and 2020-2021, seconded by Mrs. Rose. Motion carried, 4-0-1 absent.

L. GHS Requisition to Real Inspiration Inc. – Ms. Rocha made a motion to approve GHS Requisition to Real Inspiration Inc., seconded by Mr. Silva. Motion carried, 4-0-1 absent.

M. CSBA Delegate Assembly Election for 2019 – Ms. Rocha made a motion to approve Adam Cox, candidate in the Merced County Subregion 8-D, seconded by Mrs. Rose. Motion carried, 4-0-1 absent.

N. Update and Approve English Learner Master Plan 2018-2019 – This item was removed.

O. Low-Performing Student Block Grant Plan – Ms. Rocha made a motion to approve the Low-Performing Student Block Grant Plan, seconded by Mrs. Rose. Motion carried, 4-0-1 absent.

P. Board Policy Updates December 2018 (Second Reading)

1. Mr. Silva made a motion to waive the reading of Board Policy Update December 2018, seconded by Mr. Bloom. Motion carried, 4-0-1 absent.

2. Mr. Bloom made a motion to approve the Board Policy Updates December 2018, seconded by Ms. Rocha. Motion carried, 4-0-1 absent.

Q. E-Rate 2019 Network Equipment - Award to AMS.net - Ms. Rocha made a motion to approve awarding AMS.net for the E-Rate 2019 Network Equipment, seconded by Mr. Silva. Motion carried, 4-0-1 absent.

#### **ADVANCED PLANNING**

- A. Special Board Mtg. changed to February 28, 2019 @ 7:00 p.m.
- B. Kids Day March 5, 2019
- C. 2019 Legislative Action Day in Sacramento – March 12, 2019
- D. Regular Board Mtg. March 13, 2019 @ 7:00 p.m.
- E. MCSBA Spring Dinner March 25, 2019 @ 5:30 p.m.
- F. Shell Beach Conference April 3-5, 2019
- G. Future Agenda Items
  - 1. Change April 17<sup>th</sup> Special Board Mtg. Workshop (Budget & LCAP) to March 27<sup>th</sup> @ 6:00 pm
  - 2. Site Visits March 22, 2019 @ 9:00 a.m. starting at GHS

#### **ADJOURNMENT**

Ms. Rocha made a motion to adjourn the meeting, seconded by Mr. Bloom. Motion carried, 4-0-1 absent. Meeting adjourned at 9:29 p.m.

#### **APPROVED AND ADOPTED**

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Loretta Rose, Clerk



**MINUTES OF THE SPECIAL MEETING GOVERNING BOARD  
GUSTINE UNIFIED SCHOOL DISTRICT  
THURSDAY, FEBRUARY 28, 2019  
6:00 P.M.**

**TIME AND PLACE**

The special meeting of Gustine Unified School District Board of Education was held on Thursday, February 28, 2019. The meeting was held in the Board Room, 1500 Meredith Avenue, Gustine, California.

**CALL TO ORDER**

The meeting was called to order at 6:04 p.m. by Board President Kevin Cordeiro. The Board went into Closed Session and reconvened to Open Session at approximately 7:26 p.m.

**BOARD MEMBERS PRESENT**

Mr. Kevin Cordeiro, Board President, Mr. Kevin Bloom, Ms. Pat Rocha, Mrs. Loretta Rose and Mr. Gary Silva.

**REPORT FROM CLOSED SESSION**

Nothing to report

**REVISION/ADOPTION/ORDERING OF AGENDA**

Ms. Rocha made a motion to approve the agenda as presented, seconded by Mr. Bloom. Motion carried, 5-0.

**BOARD STUDY SESSION**

A. Parkway South Santa Nella Development – Mrs. Rose, Mr. Silva, Dr. Ballenger, Lizett, and David Soldani, lawyer for the district, met with the Parkway South Developers to talk about the mitigation agreement that they have with the school district. The committee felt that they needed more information on the history of the agreement. The developers are asking for a renegotiation of the development agreement. No one on the committee felt that they could speak for the entire Board and asked that they meet to be able to make a decision. Mr. Soldani explained that back in 2006 there were plans for a very large-scale development, thousands of homes to be built in Santa Nella. They met with seven or eight separate developers, entered into a mitigation agreement that would provide funding flowing to the school district at a pace that would allow them to fill the necessary school site to accommodate all the children that are coming from these developments. That's when the market fell and when those development plans disappeared some of those developers filed bankruptcy. Now, there are less developers so there will be fewer homes, which means less students. As a result, the district doesn't have the same need to increase the facility size that it would've had. The developers are talking about restructuring the deal in a way that makes more sense for the district to be able to receive funding at a pace that will help take care of the current needs and plan for the future increase in capacity that is going to flow from this development over the next few years. The proposal received from the developer group tied dollar amounts to the current list of projects that the district has. In addition to the increase capacity, the district will have other needs such as safety needs. It would be nice

to address it now rather than later. There is an extension need; the district needs more acreage at the high school. The district will need to acquire property and it would be nice to have funding for it at a quicker pace. Under the original agreement the developer would make the payments every time a building permit is paid, that school fee that is agreed upon is distributed back to the district. What the attorney contemplates is going back to the developer and asking for an upfront contribution in the amount that will help the district address some of the safety concerns and acquire the addition property to expand the high school. In addition to that, he suggest timing the developer contribution a little bit different. Instead of having them timed to each building permit as they are trickling in, he proposes that every time the developers sell lots to a builder and they get paid for them the district receive a proportion of that money. The proposal that Mr. Soldani has adds up to about \$22 million. He'd like to go back to them and recommend they give the district a certain amount up front to deal with some immediate needs. Then talk about milestone payments in addition to what the district thinks would be fair for them to ask. Something a little bit more than what is currently on the table to cover contingencies and other things. First is to build in an escalation cost so that as the payments are being made, there is a built in increase to keep pace with rising construction costs. Mr. Cordeiro believes there is a real number that someone can figure out to make if fair for both sides. Mr. Martin stated that the district shouldn't rely on the development occurring as a means to fix the current problem. It needs to include the current safety needs. There should be a contingency plan if that doesn't happen. According to the agreement, the district also agreed to do some things also like purchase property and build a school. Mr. Soldani stated the district needs to make sure that this deal moving forward doesn't saddle it with obsolete obligations but more importantly give it an ability to address it's needs and to be in a position to receive any students that are generated out of this development. At the request of Mr. Cordeiro and if the Board is in agreement, Mr. Soldani stated that a financial person will be retained to do the calculations in order to come up with a fair amount. Mr. Andrew Bloom asked about qualifying for facility hardship. According to Lizett, the building needs to be condemned. Mr. Borba asked who in the district is in charge of applying for everything that it's eligible for. The Board's recommendation is for Dr. Ballenger get construction cost estimates and financial analysis and report back to them at the next board meeting.

#### **COMMUNICATION FROM THE PUBLIC**

Mr. Borba commented that he doesn't want the Board to take his question about facility hardship personally. You would hope that the consultants that the district works with would be the ones to point it out everything the district is eligible for to take advantage of it. He is very frustrated with the district being told it had a very good chance of qualifying for hardship monies but now because the state is barely reviewing applications from 2014 the possibility is very slim. If the consultant would have given them this information during the joint session workshop meeting maybe the Board would've prioritized the projects differently. Dr. Ballenger will look into getting more information regarding facility hardship.

#### **ACTION ITEMS**

A. Measure P Bond Project Safety Priorization List – Dr. Ballenger stated that from the list provided the District will be taking care of the Modernizing Romero MP/Kitchen during the summer with deferred maintenance funds. Ms. Rocha made a motion to approve a Measure P Bond Project Safety Priorization List, seconded by Mrs. Rose. Motion carried, 5-0.

List is as follows:

1. GHS Sewer Project
2. Cameras at all sites including GHS Farm
3. Playgrounds at the two elementary schools.

**ADVANCED PLANNING**

- A. Kids Day March 5, 2019
- B. 2019 Legislative Action Day in Sacramento – March 12, 2019
- C. Regular Board Mtg. March 13, 2019 @ 7:00 p.m.
- D. MCSBA Spring Dinner March 25, 2019 @ 5:30 p.m.
- E. Special Board Mtg. Workshop March 27, 2019 @ 6:00 p.m.
- F. Shell Beach Conference April 3-5, 2019
- G. Future Agenda Items
  1. Board Measure P Sub Committee
  2. Information regarding construction cost estimates and financial analysis.

**ADJOURNMENT**

Ms. Rocha made a motion to adjourn the meeting, seconded by Mrs. Rose. Motion carried, 5-0. Meeting adjourned at 9:38 p.m.

**APPROVED AND ADOPTED**

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Loretta Rose, Clerk

# YEARLY CONTRACT RENEWALS





**MULTIPLE SERVICES AGREEMENT**  
**Between**  
**SCHOOL INNOVATIONS & ACHIEVEMENT**  
**And**  
**GUSTINE UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT, dated \_\_\_\_\_, 2019, (the "Agreement") is made by and between Gustine Unified School District ("District"), and School Innovations & Achievement, a California corporation ("SI&A"), each being a "Party" and collectively the "Parties."

**RECITALS**

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program, and SI&A is qualified to perform such services; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

**AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Term.** This Agreement begins July 1, 2019 (the "Effective Date"). The first year of the Agreement will be July 1, 2019 through June 30, 2020. Each subsequent year will begin on July 1st and end on June 30th. The initial term of this Agreement (the "Initial Term") shall be three (3) years and shall automatically renew for successive three (3) year terms (each a "Successive Term" and together with the Initial Term, the "Term") unless either Party provides written notice at least 60 days prior to the end of such Initial or Successive Term or this Agreement is terminated sooner pursuant to Exhibit A, Section 3.

Notwithstanding the foregoing, the Term shall be automatically extended for three (3) years from the effective date of any Addendum to this Agreement and all terms and conditions of this Agreement shall remain in effect for the duration thereof.

2. **Services.** SI&A agrees to provide District consulting services ("Services") as outlined in Exhibits B and C during the Agreement Term.

3. **District's Obligations.**

- 3.1 **District Responsibilities and Obligations.** District shall be responsible for the following: (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and (b) maintaining original

supporting documents for a period of four (4) years after the State's first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries, the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

3.2 **Claim Approval.** Upon presentation of a claim for District's approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

3.3 **For Districts that Elect the Mandate Block Grant.** The District acknowledges and agrees that the Good Governance and Program Advisory Services, provided by SI&A, in connection with potential audit matters, consists of providing recommendations and support with forms and back-up documentation collected. It is the District's responsibility to ensure the District's compliance with all mandate block grant requirements.

4. **California False Claims Act.** District acknowledges that reimbursement claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

## 5. **Payment of Fees.**

5.1 **Fees.** For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, above, District agrees to pay SI&A:

- **\$14,900** annually (see chart below) ("Discounted Annual Fee") if Agreement is received on or before March 31, 2019, or
- **\$15,400** annually (see chart below) ("Standard Annual Fee") if Agreement is received after March 31, 2019.

Services	Discounted Annual Fee	Standard Annual Fee
Good Governance and Program Advisory Services	9,900	10,200
SiteServ <sup>SM</sup> Services	5,000	5,200
<b>Total Annual Fee</b>	<b>\$14,900</b>	<b>\$15,400</b>

5.2 Payment Plan. The Annual Fee is payable as follows:

	Agreement Received By Date	<u>Year 1</u> <u>07/01/19 - 06/30/20</u>  Due 07/01/19	<u>Years 2 and beyond</u> <u>July 1st to June 30th</u> <u>for fiscal years 20/21 and beyond</u>  Due July 1st of years 2020 and beyond
Discounted Annual Fee	On or Before March 31, 2019	\$14,900	\$14,900
Standard Annual Fee	After March 31, 2019	\$15,400	\$15,400

5.3 Travel; Lodging Expenses. If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient dates and times for such meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

6. Entire Agreement. This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
7. Exhibits. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
8. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.


IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

SI&A:

DISTRICT:

SCHOOL INNOVATIONS  
& ACHIEVEMENT

GUSTINE UNIFIED SCHOOL DISTRICT

Signature:   
Date Signed: 1/30/2019  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Achievement  
Address: 5200 Golden Foothill Parkway  
El Dorado Hills, CA 95762  
Phone: (800) 487-9234  
Fax: (888) 487-6441

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## EXHIBIT A - STANDARD TERMS AND CONDITIONS

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Term, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than sixty (60) days prior to expiration of the current Term (Initial or Successive) within the Agreement Term. The effective date of termination shall be the expiration of such current Term of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
3. **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
4. **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Term, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assistances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Term, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
15. **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

## **EXHIBIT B**

### **GOOD GOVERNANCE AND PROGRAM ADVISORY SERVICES**

During the Agreement Term, SI&A agrees to provide District the following Good Governance and Program Advisory services:

- (a) Prepare and file (based on the District's Participation Status in the Mandate Block Grant Program, with information provided by the District):
  - (1) Any applicable prior year reimbursement claims based on program participation;
  - (2) Late and amended reimbursement claims, based on program participation; and
  - (3) Newly claimable programs approved by the Commission on State Mandates ("Commission") if the filing deadline is within the Agreement Term.
- (b) Hold training sessions for District's staff during the Agreement Term, as necessary or appropriate (as reasonably determined by SI&A);
- (c) Conduct interviews with District staff and document processes regarding mandate programs;
- (d) Conduct a review of the District's Comprehensive School Safety Plan to determine areas of deficiency and training needs;
- (e) Provide interim and annual reports on:
  - (1) Program performance;
  - (2) Claim performance for all applicable claims; and
  - (3) Analysis comparing Mandated Program options in preparation for the Districts yearly program election decision.
- (f) Monitor District's mandated cost tracking systems;
- (g) Research and assist District with data collection for test claims approved by the Commission during the Agreement Term;
- (h) Serve as a liaison with the State Controller's Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office;
- (i) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A's assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns; and
- (j) Free access to K-12 Daily. K-12 Daily is an online trusted source for what's News in Education. Reporting is aimed at an audience of educators, school administrators and policy-makers.

## EXHIBIT C

### SITESERV<sup>SM</sup> SERVICES (SiteServ)

During the Agreement Term, SiteServ include the development of a site service plan for **Four (4)** school sites (Sites) (as listed on Attachment C-1) and SI&A agrees to provide District the following services:

- (a) Two (2) on-site visits for training and advisory sessions at each Site each Agreement Year;
- (b) Coordinate between District and Sites for data collection;
- (c) Advise and assist each Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State's mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school's documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller's Office;
- (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date ("New Mandates") may be authorized during an Agreement Year, SI&A shall incorporate training for New Mandates into SiteServ services if the New Mandates are approved by the State Controller's Office and the filing deadline falls within the Agreement Term; and
- (e) Include milestones to be achieved by each Site in the site service plan and prepare a district level summary status report showing each Site's progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

**ATTACHMENT C-1**

**Designated Site(s)**

Gustine Elementary  
Gustine High  
Gustine Middle  
Romero Elementary





Pricing Proposal  
Quotation #: 16700999  
Created On: 2/19/2019  
Valid Until: 2/28/2019

## Gustine Unified School District

### Hugo Luna

1500 MEREDITH AVE.  
GUSTINE, CA 95322  
United States  
Phone: (209) 854-3784  
Fax:  
Email: hluna@gustineusd.org

## Inside Account Executive

### Eric Discepolo

290 Davidson Ave.  
Somerset, NJ, 08873  
Phone: 800-477-6479  
Fax: 732-564-8224  
Email: Eric\_Discepolo@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 M365 EDU A3 ShrdSvr ALNG SubsVL MVL PerUsr-faculty Microsoft - Part#: AAA-73004 <b>Note:</b> Knowledge Workers	133	\$50.20	\$6,676.60
2 Microsoft Office 365 For Faculty (Plan A3) - Product upgrade subscription license 1 user - upgrade from Core CAL Suite/Entertainment CAL Suite + MS Office Professional Plus - EDU, additional product - Campus, School - Win, Mac - All Languages Microsoft - Part#: M6K-00001- Light User <b>Note:</b> Light Users	88	\$0.00	\$0.00
3 Microsoft 365 A3 - Subscription license - 1 user - hosted - academic, student - Campus, School, EES - All Languages Microsoft - Part#: AAA-73002 <b>Note:</b> Student Licenses	1500	\$0.00	\$0.00

Subtotal	\$6,676.60
Shipping	\$0.00
*Tax	\$0.00
Total	\$6,676.60

\*Tax is estimated. Invoice will include the full and final tax due.

The Products offered under this proposal are resold in accordance with the SHI Online Customer Resale Terms and Conditions, unless a separate resale agreement exists between SHI and the Customer.



## AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT is effective March 1, 2019, between the GUSTINE UNIFIED SCHOOL DISTRICT ("Client") and the law firm of LOZANO SMITH, LLP ("Attorney") (each a "Party" and collectively the "Parties"). Attorney shall provide legal services as requested by Client on the following terms and conditions:

1. **ENGAGEMENT.** Client hires Attorney as its legal counsel with respect to matters the Client refers to Attorney. Attorney shall provide legal services to represent Client in such matters, keep Client informed of significant developments and respond to Client's inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client agrees to be forthcoming with Attorney, to cooperate with Attorney in protecting Client's interests, to keep Attorney fully informed of developments material to Attorney's representation of client, and to abide by this Agreement. Client is hereby advised of the right to seek independent legal advice regarding this Agreement.
2. **RATES TO BE CHARGED.** Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement).
3. **REIMBURSEMENT.** Client agrees to reimburse Attorney for actual and necessary expenses and costs incurred in the course of providing legal services to Client, including but not limited to expert, consultant, mediation and arbitration fees. Attorney shall not be required to advance costs on behalf of Client over the amount of \$1,000 unless otherwise agreed to in writing by Attorney. Typical expenses advanced for Client, without prior authorization, include messenger fees, witness fees, expedited delivery charges, travel expenses, court reporter fees and transcript fees. Client authorizes Attorney to retain experts or consultants to perform services for Client in relation to litigation or Specialized Services.
4. **MONTHLY INVOICES.** Attorney shall send Client a statement for fees and costs incurred every calendar month (the "Statement"). Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney's Statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due, not to exceed 10% per annum.
5. **COMMUNICATIONS BETWEEN ATTORNEY AND CLIENT.** The Parties recognize that all legal advice provided by Attorney is protected by the Attorney-Client and Work Product Privileges. In addition to regular telephone, mail and other common business communication methods, Client hereby authorizes Attorney to use facsimile transmissions, cellular telephone calls and text, unencrypted email, and other electronic transmissions in communicating with

Client. Unless otherwise instructed by Client, any such communications may include confidential information.

6. **POTENTIAL AND ACTUAL CONFLICTS OF INTEREST.** If Attorney becomes aware of any potential or actual conflict of interest between Client and one or more other clients represented by Attorney, Attorney will comply with applicable laws and rules of professional conduct.

7. **INDEPENDENT CONTRACTOR.** Attorney is an independent contractor and not an employee of Client.

8. **TERMINATION.**

a. Termination by Client. Client may discharge Attorney at any time, with or without cause, by written notice to Attorney.

b. Termination by Mutual Consent or by Attorney. Attorney may terminate its services at any time with Client's consent or for good cause. Good cause exists if (a) Client fails to pay Attorney's Statement within sixty (60) calendar days of its date, (b) Client fails to comply with other terms of this Agreement, including Client's duty to cooperate with Attorney in protecting Client's interests, (c) Client has failed to disclose material facts to Attorney or (d) any other circumstance exists that requires termination of this engagement under the ethical rules applicable to Attorney. Additionally, to the extent allowed by law, Attorney may decline to provide services on new matters or may terminate the Agreement without cause upon written notice to Client if Attorney is not then providing any legal services to Client.

c. Following Termination. Upon termination by either Party: (i) Client shall promptly pay all unpaid fees and costs for services provided or costs incurred pursuant to this Agreement up to the date of termination; (ii) unless otherwise required by law or agreed to by the Parties, Attorney will provide no legal services following notice of termination; (iii) Client will cooperate with Attorney in facilitating the orderly transfer of any outstanding matters to new counsel, including promptly signing a substitution of counsel form at Attorney's request; and (iv) Client shall, upon request, be provided the Client's file maintained for the Client by Attorney and shall sign acknowledgment of receipt upon delivery of that file. For all Statements received by Client from Attorney prior to the date of termination, Client's failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services as shown in the Statement within thirty (30) calendar days of the date of termination shall be deemed Client's acceptance of and agreement with the Statement. For any billing appearing for the first time on a Statement received by Client from Attorney after the date of termination, failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services within thirty (30) calendar days from receipt of the Statement shall be deemed to signify Client's acceptance of and agreement with the Statement.

9. MAINTENANCE OF INSURANCE. Attorney agrees that, during the term of this Agreement, Attorney shall maintain liability and errors and omissions insurance.

10. CONSULTANT SERVICES. Attorney works with professional consultants that provide services, including but not limited to investigations, public relations, educational consulting, leadership mentoring and development, financial, budgeting, management auditing, board/superintendent relations, administrator evaluation and best practices, and intergovernmental relations. Attorney does not share its legal fees with such consultants. Attorney may offer these services to Client upon request.

11. DISPUTE RESOLUTION.

a. Mediation. Except as otherwise set forth in this section, Client and Attorney agree to make a good faith effort to settle any dispute or claim that arises under this Agreement through discussions and negotiations and in compliance with applicable law. In the event of a claim or dispute, either Party may request, in writing to the other Party, to refer the dispute to mediation. This request shall be made within thirty (30) calendar days of the action giving rise to the dispute. Upon receipt of a request for mediation, both Parties shall make a good faith effort to select a mediator and complete the mediation process within sixty (60) calendar days. The mediator's fee shall be shared equally between Client and Attorney. Each Party shall bear its own attorney fees and costs. Whenever possible, any mediator selected shall have expertise in the area of the dispute and any selected mediator must be knowledgeable regarding the mediation process. No person shall serve as mediator in any dispute in which that person has any financial or personal interest in the outcome of the mediation. The mediator's recommendation for settlement, if any, is non-binding on the Parties. Mediation pursuant to this provision shall be private and confidential. Only the Parties and their representatives may attend any mediation session. Other persons may attend only with the written permission of both Parties. All persons who attend any mediation session shall be bound by the confidentiality requirements of California Evidence Code section 1115, et seq., and shall sign an agreement to that effect. Completion of mediation shall be a condition precedent to arbitration, unless the other Party refuses to cooperate in the setting of mediation.

b. Dispute Regarding Fees. Any dispute as to attorney fees and/or costs charged under this Agreement shall to the extent required by law be resolved under the California Mandatory Fee Arbitration Act (Bus. & Prof. Code §§ 6200, et seq.).

c. Binding Arbitration. Except as otherwise set forth in section (b) above, Client and Attorney agree to submit all disputes to final and binding arbitration, either following mediation which fails to resolve all disputes or in lieu of mediation as may be agreed by the Parties in writing. Either Party may make a written request to the other for arbitration. If made in lieu of mediation, the request must be made within sixty (60) calendar days of the action giving rise to the dispute. If the request for arbitration is made following an unsuccessful attempt to mediate the Parties' disputes, the request must be made within ten (10) calendar days of termination of the mediation. The Parties shall

make a good faith attempt to select an arbitrator and complete the arbitration within ninety (90) calendar days. If there is no agreement on an arbitrator, the Parties shall use the Judicial Arbitration and Mediation Service (JAMS). The arbitrator's qualifications must meet the criteria set forth above for a mediator, except, in addition, the arbitrator shall be an attorney unless otherwise agreed by the Parties. The arbitrator's fee shall be shared equally by both Parties. Each Party shall bear its own attorney fees and other costs. The arbitrator shall render a written decision and provide it to both Parties. The arbitrator may award any remedy or relief otherwise available in court and the decision shall set forth the reasons for the award. The arbitrator shall not have any authority to amend or modify this agreement. Any arbitration conducted pursuant to this paragraph shall be governed by California Code of Civil Procedure sections 1281, et seq. By signing this Agreement, Client acknowledges that this agreement to arbitrate results in a waiver of Client's right to a court or jury trial for any fee dispute or malpractice claim. This also means that Client is giving up Client's right to discovery and appeal. If Client later refuses to submit to arbitration after agreeing to do so, Client maybe ordered to arbitrate pursuant to the provisions of California law. Client acknowledges that before signing this Agreement and agreeing to binding arbitration, Client is entitled, and has been given a reasonable opportunity, to seek the advice of independent counsel.

d. Effect of Termination. The terms of this section shall survive the termination of the Agreement.

12. **ENTIRE AGREEMENT.** This Agreement with its exhibit supersedes any and all other prior or contemporaneous oral or written agreements between the Parties. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all Parties hereto.

13. **SEVERABILITY.** Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties; provided, however, that if the invalidity or unenforceability of any provision of this Agreement results in a material failure of consideration, then, to the extent allowed by law, the Party adversely affected thereby shall have the right in its sole discretion to terminate this Agreement upon providing written notice of such termination to the other Party.

14. **NON-WAIVER.** None of the provisions of this Agreement shall be considered waived by either Party unless such waiver is specified in writing.

15. **NO THIRD PARTY RIGHTS.** This Agreement shall not create any rights in, or inure to the benefit of, any third party.


16. ASSIGNMENT. The terms of this Agreement may not be assigned to any third party. Neither Party may assign any right of recovery under or related to the Agreement to any third party.

SO AGREED:

GUSTINE UNIFIED SCHOOL DISTRICT

LOZANO SMITH, LLP

\_\_\_\_\_  
Bryan Ballenger, Ed.D.                      Date  
Superintendent

 2/28/2019  
\_\_\_\_\_  
Karen M. Rezendes                      Date  
Managing Partner



PROFESSIONAL RATE SCHEDULE  
FOR GUSTINE UNIFIED SCHOOL DISTRICT

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate\*:

Partner** / Senior Counsel / Of Counsel	\$ 275 - \$ 300 per hour
Associate	\$ 215 - \$ 275 per hour
Paralegal / Law Clerk	\$ 135 - \$ 155 per hour
Consultant	\$ 135 - \$ 195 per hour

\* Rates for individual attorneys within each category above vary based upon years of experience. Specific rates for each attorney are available upon request.

\*\* Rates for work performed by Senior Partners with 20 years of experience or more may range from \$300 - \$350 per hour.

2. BILLING PRACTICE

Lozano Smith will provide a monthly, itemized Statement for services rendered. Time billed is broken into 1/10 (.10) hour increments, allowing for maximum efficiency in the use of attorney time. Invoices will clearly indicate the department or individuals for whom services were rendered.

Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours. Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

3. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 0.25 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.





**GREGORY J. DANNIS**

Attorney at Law  
gdannis@DWKesq.com

**San Francisco**

March 6, 2019

Bryan Ballenger, Ed.D.  
Superintendent  
Gustine Unified School District  
1500 Meredith Avenue  
Gustine, CA 95322

Re: 2019 Agreement for Professional Services

Dear Mr. Ballenger:

Thank you for the opportunity to provide legal advice and counseling services to the Gustine Unified School District. As a law firm that specializes in representing school and community college districts, we understand the vital role our services play in the important work you do.

We look forward to serving the District. Please sign both originals of the agreement, insert the date of Board approval, and return one signed original to our office in the envelope provided.

Best regards,

DANNIS WOLIVER KELLEY

Gregory J. Dannis

Enclosures

SAN FRANCISCO  
275 Battery Street  
Suite 1150  
San Francisco, CA 94111  
TEL 415 543 4111  
FAX 415 543 4384

LONG BEACH  
115 Pine Avenue  
Suite 500  
Long Beach, CA 90802  
TEL 562 366 8500  
FAX 562 366 8505

SAN DIEGO  
750 B Street  
Suite 2310  
San Diego, CA 92101  
TEL 619 595 0202  
FAX 619 702 6202

SAN RAFAEL  
4040 Civic Center Drive  
Suite 200  
San Rafael, CA 94903  
TEL 415 543 4111  
FAX 415 543 4384

CHICO  
2485 Notre Dame Boulevard  
Suite 370-A  
Chico, CA 95928  
TEL 530 343 3334  
FAX 530 924 4784

SACRAMENTO  
555 Capitol Mall  
Suite 645  
Sacramento, CA 95814  
TEL 916 978 4040  
FAX 916 978 4039

SAN LUIS OBISPO  
1065 Triguera Street  
Suite 301  
San Luis Obispo, CA 93401  
TEL 805 980 7900  
FAX 916 978 4039

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement is made and entered into on March 15, 2019, by and between the Gustine Unified School District, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

**SCOPE OF SERVICES.** District appoints Attorney to represent, advise, and counsel it from March 15, 2019, through and including June 30, 2019, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

**CLIENT DUTIES.** District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

**FEES AND BILLING PRACTICES.** Except as hereinafter provided, District agrees to pay Attorney two hundred twenty-five dollars (\$225) to three hundred thirty-five dollars (\$335) per hour for shareholders, special counsel and of counsel; one hundred eighty-five dollars (\$185) to two hundred thirty-five dollars (\$235) per hour for associates; and one hundred thirty dollars (\$130) to one hundred fifty dollars (\$150) per hour for paralegals and law clerks. The rate for Gregory J. Dannis will be three hundred sixty-five dollars (\$365) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects or particular scopes of work.

**OTHER CHARGES.** District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage, and facsimile transmittals. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise.

District further agrees to pay third parties, directly or indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, District may either advance or reimburse Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

**BILLING STATEMENT.** Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. District shall pay Attorney's statements within thirty (30) days after each statement's date. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request.

**INDEPENDENT CONTRACTOR.** It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

**CONFLICT OF INTEREST.** Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the District of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

**TERMINATION OF CONTRACT.** District or Attorney may terminate this Agreement by giving thirty (30) days written notice of termination to the other party.


IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

GUSTINE UNIFIED SCHOOL DISTRICT

\_\_\_\_\_  
Bryan Ballenger, Ed.D.  
Superintendent

\_\_\_\_\_  
Date

DANNIS WOLIVER KELLEY

  
\_\_\_\_\_  
Gregory J. Dannis  
Attorney at Law

\_\_\_\_\_  
3/6/19  
Date

At its public meeting of \_\_\_\_\_, 2019, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

# ACTION ITEMS

# **GUSTINE UNIFIED SCHOOL DISTRICT**

**Meeting of the Board of Trustees**

**MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Warrants

**AGENDA SECTION:** Action

**PRESENTED BY:** Lizett Aguilar, Chief Business Officer

**RECOMENDATIONS:**

It is recommended that the Board of Trustees ratify the warrants.

**SUMMARY:**

Monthly warrants are presented to the Board of Trustees to ratify.

**FISCAL IMPACT:** Total of Warrants

**BUDGET CATEGORY:** All District Funds

FEB 11 WARRANT REGISTER 2

Batch status: A All

From batch: 0031

To batch: 0031

Include Revolving Cash: Y

Include Address: N

Include Object Desc: Y

Include Vendor TIN: N

Include Audit Date and Time in Sort: N

APPROVED FOR PAYMENT

Hea hr  
\_\_\_\_\_  
\_\_\_\_\_

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/12/18

DISTRICT FUND: 01 - 5070

BATCH# 31

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 79,487.85

01-5070

11-5074

13-5077

14-5072

17-5071

21-5069

25-5075

35-5078

40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_



Vend	Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req	Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS				
103972/00	ALHAMBRA								
	PV-190634	02/11/2019	14376875 020319	01-0000-0-4300.00-0000-8200-112-000-000	NN			287.01	
				SUPPLIES					
	PV-190634	02/11/2019	14376894 020319	01-0000-0-4300.00-0000-8200-112-000-000	NN			325.01	
				SUPPLIES					
	PV-190634	02/11/2019	14376999 020319	01-0000-0-4300.00-0000-8200-112-000-000	NN			87.44	
				SUPPLIES					
	PV-190634	02/11/2019	14376922 020319	01-0000-0-4300.00-0000-8200-112-000-000	NN			302.51	
				SUPPLIES					
	PV-190634	02/11/2019	14376936 020319	01-0000-0-4300.00-0000-8200-112-000-000	NN			177.79	
				SUPPLIES					
			TOTAL PAYMENT AMOUNT		1,179.76 *			1,179.76	
105249/00	ANDERSON'S IT'S ELEMENTARY								
	190746 PO-190700	02/10/2019	9329324	1 01-1100-0-4300.00-1110-1000-110-000-000	NN F		1,729.52	1,607.04	
				SUPPLIES					
			TOTAL PAYMENT AMOUNT		1,607.04 *			1,607.04	
102886/00	ANDRADE, DIANA								
	190704 PO-190704	02/11/2019	reimb for 8th grade AVID	1 01-0000-0-5899.00-0000-2700-310-000-000	NN F		150.00	91.72	
				OTHER SERVICES, FEES, OP EXPS					
			TOTAL PAYMENT AMOUNT		91.72 *			91.72	
104318/00	AVAYA INC								
	PV-190630	02/10/2019	33044327	01-0000-0-5922.00-0000-7200-112-000-000	NN			403.80	
				COMMUNICATION - TELEPHONE SVCS					
			TOTAL PAYMENT AMOUNT		403.80 *			403.80	
104384/00	B G AUTO PARTS								
	190759 PO-190689	02/10/2019	00010258394	1 01-0823-0-4344.00-0000-3600-112-000-000	NN P		50.29	50.29	
				REPLACEMENT PARTS					
			TOTAL PAYMENT AMOUNT		50.29 *			50.29	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
103066/00	CADA & CASL							
190778	PO-190714	02/10/2019 106063		1 01-0824-0-5200.00-1110-1000-115-000-104 NN P			450.00	450.00
				TRAVEL & CONFERENCE				
190778	PO-190714	02/10/2019 106064		1 01-0824-0-5200.00-1110-1000-115-000-104 NN P			450.00	450.00
				TRAVEL & CONFERENCE				
190778	PO-190714	02/10/2019 106065		1 01-0824-0-5200.00-1110-1000-115-000-104 NN P			450.00	450.00
				TRAVEL & CONFERENCE				
190778	PO-190714	02/10/2019 106066		1 01-0824-0-5200.00-1110-1000-115-000-104 NN F			450.00	450.00
				TRAVEL & CONFERENCE				
190779	PO-190715	02/10/2019 MEMBERSHIP DUES 2018-19		1 01-0000-0-5300.00-1110-1000-115-000-000 NN F			310.00	310.00
				DUES & MEMBERSHIPS				
				TOTAL PAYMENT AMOUNT		2,110.00 *		2,110.00
102441/00	CDW-G							
190581	PO-190550	02/10/2019 QGD9761		1 01-0824-0-4300.00-1110-1000-110-000-111 NN F			13,133.93	13,127.09
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		13,127.09 *		13,127.09
016633/00	CENTRAL SANITARY SUPPLY CO							
190704	PO-190650	02/10/2019 946338		1 01-8150-0-4300.00-0000-8110-112-000-000 NN P			942.93	942.93
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		942.93 *		942.93
019127/00	COAST HARDWARE							
190385	PO-190380	02/10/2019 408024		1 01-0824-0-4300.00-1110-1000-310-000-201 NN P			4.85	4.85
				SUPPLIES				
190385	PO-190380	02/10/2019 408016		1 01-0824-0-4300.00-1110-1000-310-000-201 NN P			2.70	2.70
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		7.55 *		7.55
104762/00	FREITAS, NICOLAS							
	PV-190638	02/11/2019 REIMB FOR PBIS EVENTS		01-0824-0-4300.00-1110-1000-111-000-210 NN				276.98
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		276.98 *		276.98

Vendor	Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req	Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
035746/00			GILTON SOLID WASTE					
	PV-190632	02/11/2019	002700122-00 N-002	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			1,273.68
					DISPOSAL/GARBAGE REMOVAL			
	PV-190632	02/11/2019	002700122-00 N-001	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			466.30
					DISPOSAL/GARBAGE REMOVAL			
	PV-190632	02/11/2019	002700087-00 N-000	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			1,886.28
					DISPOSAL/GARBAGE REMOVAL			
	PV-190632	02/11/2019	000260632-00 N-000	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			865.86
					DISPOSAL/GARBAGE REMOVAL			
	PV-190632	02/11/2019	002700340-00 NZ-000	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			42.43
					DISPOSAL/GARBAGE REMOVAL			
	PV-190632	02/11/2019	002700122-00 N-003	02/15/19	01-0000-0-5550.00-0000-8200-112-000-000 NN			1,218.46
					DISPOSAL/GARBAGE REMOVAL			
					TOTAL PAYMENT AMOUNT	5,753.01 *		5,753.01
037780/00			GUSTINE, CITY OF					
	PV-190640	02/12/2019	009-13500-001	01/15/19	01-0000-0-5530.00-0000-8200-112-000-000 NN			4,539.55
					WATER&/OR SEWAGE			
					TOTAL PAYMENT AMOUNT	4,539.55 *		4,539.55
104310/00			HAZAN, RUSSELL					
	PV-190641	02/12/2019	REIMB FOR WORKSHOP		01-0000-0-5200.00-0000-7200-112-000-000 NN			66.00
					TRAVEL & CONFERENCE			
					TOTAL PAYMENT AMOUNT	66.00 *		66.00
104310/00			IDC INC					
	190624	PO-190583	02/10/2019	0080722-IN	1 01-8150-0-4300.00-0000-8110-112-000-000 NN P		367.00	367.00
					SUPPLIES			
	190624	PO-190583	02/11/2019	0256255-IN	1 01-8150-0-4300.00-0000-8110-112-000-000 NN P		28.08	28.08
					SUPPLIES			
					TOTAL PAYMENT AMOUNT	395.08 *		395.08
104780/00			ISOM ADVISORS					
	PV-190631	02/11/2019	ADTR2018-47		01-0000-0-5866.00-0000-7200-112-000-000 NN			500.00
					PROFESSIONAL SERVICES			
					TOTAL PAYMENT AMOUNT	500.00 *		500.00

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
103744/00	J & F FERTILIZER						
PV-190628	02/10/2019	8666	01-0000-0-5610.00-0000-3600-112-000-000 NN			200.00	
			RENTALS,LEASES OF SITES & BLDG				
PV-190628	02/10/2019	9667	01-0000-0-5610.00-0000-3600-112-000-000 NN			300.00	
			RENTALS,LEASES OF SITES & BLDG				
			TOTAL PAYMENT AMOUNT	500.00 *		500.00	
104363/00	JOE'S LANDSCAPING & CONCRETE						
190760	PO-190702	02/10/2019 546-1	1 01-0000-0-5802.00-0000-8110-112-000-000 NN P			475.00	475.00
			MAINTENANCE AGRMTS-NONEQUIP				
190760	PO-190702	02/10/2019 553-1	1 01-0000-0-5802.00-0000-8110-112-000-000 NN P			882.00	882.00
			MAINTENANCE AGRMTS-NONEQUIP				
PV-190637	02/11/2019	12227	01-0000-0-5802.00-0000-8110-112-000-000 NY			13,650.00	
			MAINTENANCE AGRMTS-NONEQUIP				
			TOTAL PAYMENT AMOUNT	15,007.00 *		15,007.00	
104357/00	JS WEST PROPANE GAS						
190651	PO-190615	02/10/2019 547094 12/27/18	1 01-7010-0-4300.00-1110-1000-310-000-000 NN P			85.00	85.00
			SUPPLIES				
190651	PO-190615	02/10/2019 547094 01/27/19	1 01-7010-0-4300.00-1110-1000-310-000-000 NN P			85.00	85.00
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	170.00 *		170.00	
104705/00	MERCADO, HORACIO						
PV-190636	02/11/2019	REIMB MENTAL WELLNESS CONF	01-3010-0-5200.00-1110-1000-310-000-000 NN			248.00	
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	248.00 *		248.00	
063812/00	NUNES AUTO CARE						
190676	PO-190643	02/10/2019 021611	1 01-3550-0-4341.00-1110-1000-310-000-000 NY P			142.28	146.28
			GAS, OIL LUBE, ETC				
			TOTAL PAYMENT AMOUNT	146.28 *		146.28	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
064370/00		OFFICE SUPPLY EXPRESS						
190132 PO-190103	02/10/2019	138220		1 01-0000-0-4300.00-0000-7200-112-000-000 NN P			111.19	111.19
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		111.19 *		111.19
103616/00		OPENING TECHNOLOGIES						
190597 PO-190570	02/11/2019	19-1-0069		1 01-0000-0-5802.00-0000-8300-111-000-000 NN P			1,399.08	1,399.08
				MAINTENANCE AGRMTS-NONEQUIP				
				TOTAL PAYMENT AMOUNT		1,399.08 *		1,399.08
103816/00		PALOMINO, DELORES MARIA						
PV-190635	02/11/2019	REIMB CALIFORNIA KINDER CONF		01-0824-0-5200.00-1110-1000-110-000-104 NN				60.00
				TRAVEL & CONFERENCE				
				TOTAL PAYMENT AMOUNT		60.00 *		60.00
066508/00		PARREIRA'S AUTO REPAIR						
190575 PO-190533	02/10/2019	41688		1 01-8150-0-4341.00-0000-8110-112-000-000 NY P			75.78	75.78
				GAS, OIL LUBE, ETC				
190748 PO-190685	02/10/2019	41664		1 01-8150-0-5650.00-0000-8200-112-000-000 NY P			644.95	644.95
				REPAIRS/MAIN - VEHICLES				
				TOTAL PAYMENT AMOUNT		720.73 *		720.73
104110/00		PARTY CONNECTION						
190769 PO-190712	02/10/2019	077375		1 01-1100-0-5620.00-1110-1000-115-000-000 NN F			1,116.33	1,031.25
				RENTALS, LEASES OF EQUIPMENT				
				TOTAL PAYMENT AMOUNT		1,031.25 *		1,031.25
105100/00		PRUDENTIAL OVERALL SUPPLY						
190110 PO-190058	02/10/2019	80615421		1 01-8150-0-4300.00-0000-8110-112-000-000 NY P			120.32	120.32
				SUPPLIES				
190110 PO-190058	02/10/2019	80615419		1 01-8150-0-4300.00-0000-8110-112-000-000 NY P			241.18	241.18
				SUPPLIES				
190110 PO-190058	02/10/2019	80615420		1 01-8150-0-4300.00-0000-8110-112-000-000 NY P			106.35	106.35
				SUPPLIES				
190110 PO-190058	02/10/2019	80615418		1 01-8150-0-4300.00-0000-8110-112-000-000 NY P			163.79	163.79
				SUPPLIES				



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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
104288 (CONTINUED)								
PV-190642	02/12/2019	104288		01-8150-0-4341.00-0000-8110-112-000-000 NN GAS, OIL LUBE, ETC			314.24	
PV-190642	02/12/2019	104288		01-0824-0-4300.00-1110-1000-310-000-000 NN SUPPLIES			32.52	
TOTAL PAYMENT AMOUNT							1,467.32 *	1,467.32
104323/00 U.S. BANK EQUIPMENT FINANCE								
PV-190643	02/12/2019	374089050		01-0000-0-5620.00-0000-2700-112-000-000 NN RENTALS, LEASES OF EQUIPMENT			2,008.12	
PV-190643	02/12/2019	374089050		01-1100-0-5620.00-1110-1000-110-000-000 NN RENTALS, LEASES OF EQUIPMENT			2,008.12	
PV-190643	02/12/2019	374089050		01-3010-0-5620.00-1110-1000-111-000-000 NN RENTALS, LEASES OF EQUIPMENT			2,008.12	
PV-190643	02/12/2019	374089050		01-1100-0-5620.00-1110-1000-115-000-000 NN RENTALS, LEASES OF EQUIPMENT			3,012.19	
PV-190643	02/12/2019	374089050		01-1100-0-5620.00-1110-1000-310-000-000 NN RENTALS, LEASES OF EQUIPMENT			5,020.30	
TOTAL PAYMENT AMOUNT							14,056.85 *	14,056.85
105100 WEST AIR GASES & EQUIPMENT								
190449 PO-190414	02/10/2019	10813322		1 01-7010-0-4300.00-1110-1000-310-000-000 NY P SUPPLIES			107.72	107.72
TOTAL PAYMENT AMOUNT							107.72 *	107.72
104988/00 ZONES								
190501 PO-190462	02/10/2019	K11135820204		1 01-0824-0-4400.00-1110-1000-112-000-111 NN F NON-CAPITALIZED EQUIPMENT			830.23	738.27
190572 PO-190515	02/10/2019	K11498900101		1 01-0000-0-4400.00-0000-7200-112-000-000 NN F NON-CAPITALIZED EQUIPMENT			790.81	790.81
PV-190629	02/10/2019	K11135820103		01-0824-0-4400.00-1110-1000-112-000-111 NN NON-CAPITALIZED EQUIPMENT			1,461.38	
TOTAL PAYMENT AMOUNT							2,990.46 *	2,990.46
TOTAL FUND PAYMENT							79,487.85 **	79,487.85

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/12/18

DISTRICT FUND: 11 - 5074

BATCH# 31

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 2,154.06

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description		FD-RESC-Y-OBJT,SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
102624/00		CASAS NATIONAL SUMMER						
190669 PO-190607	02/10/2019 143747		I 11-6392-0-5200.00-4110-1000-312-000-000	NN F		1,150.00	1,150.00	
			TRAVEL & CONFERENCE					
		TOTAL PAYMENT AMOUNT		1,150.00 *				1,150.00
104323/00		U.S. BANK EQUIPMENT FINANCE						
PV-190643	02/12/2019 374089050		11-3926-0-5620.00-0000-2700-312-000-000	NN				502.03
			RENTALS, LEASES OF EQUIPMENT					
PV-190643	02/12/2019 374089050		11-3905-0-5620.00-0000-2700-312-000-000	NN				502.03
			RENTALS, LEASES OF EQUIPMENT					
		TOTAL PAYMENT AMOUNT		1,004.06 *				1,004.06
		TOTAL FUND PAYMENT		2,154.06 **				2,154.06

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/12/18

DISTRICT FUND: 13 - 5077

BATCH# 31

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 68.75

01-5070

11-5074

13-5077

14-5072

17-5071

21-5069

25-5075

35-5078

40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
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- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT-SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
104288/00	TESEI PETROLEUM						
PV-190642	02/12/2019	104288	13-5310-0-4341.00-0000-3700-112-000-000 NN				68.75
			GAS, OIL LUBE, ETC				
		TOTAL PAYMENT AMOUNT		68.75 *			68.75
		TOTAL FUND PAYMENT		68.75 **			68.75

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/12/18

DISTRICT FUND: 21 - 5069

BATCH# 31

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 7,000.00

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
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- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description		FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount
105329/00	WOMACK, JIM						
190592 PO-190543	02/11/2019	116028-1	1	21-0000-9-6290.00-0000-8500-115-000-337	NY P	7,000.00	7,000.00
		INSPECTION					
		TOTAL PAYMENT AMOUNT			7,000.00 *		7,000.00
		TOTAL FUND PAYMENT			7,000.00 **		7,000.00

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/12/18

DISTRICT FUND: 25 - 5075

BATCH# 31

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 5,383.75

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor, Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT,SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS		Liq Amt	Net Amount	
077948/00	JACK SCHREDER & ASSOCIATES INC						
PV-190639	02/11/2019	29505	25-0000-0-5866.00-0000-8500-112-000-000 NN			5,383.75	
			PROFESSIONAL SERVICES				
		TOTAL PAYMENT AMOUNT	5,383.75 *			5,383.75	
		TOTAL FUND	PAYMENT	5,383.75 **		5,383.75	
		TOTAL BATCH PAYMENT		94,094.41 ***	0.00	94,094.41	
		TOTAL DISTRICT PAYMENT		94,094.41 ****	0.00	94,094.41	
		TOTAL FOR ALL DISTRICTS:		94,094.41 ****	0.00	94,094.41	

Number of checks to be printed: 39, not counting voids due to stub overflows.



Batch status: A All

From batch: 0032

To batch: 0032

Include Revolving Cash: Y

Include Address: N

Include Object Desc: Y

Include Vendor TIN: N

Include Audit Date and Time in Sort: N

APPROVED FOR PAYMENT

Her [Signature]  
\_\_\_\_\_  
\_\_\_\_\_



MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/20/19

DISTRICT FUND: 01 - 5070

BATCH# 32

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 28,231.69

01-5070

11-5074

13-5077

14-5072

17-5071

21-5069

25-5075

35-5078

40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
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- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description		FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount
103972/00	ALHAMBRA						
PV-190646	02/14/2019	14376853 020319		01-0000-0-4300.00-0000-8200-112-000-000	NN		287.83
				SUPPLIES			
PV-190648	02/19/2019	14403118 021719		01-0000-0-4300.00-0000-8200-112-000-000	NN		378.83
				SUPPLIES			
		TOTAL PAYMENT AMOUNT		666.66 *			666.66
006217/00	ATKINSON ANDELSON LOYA						
190729 PO-190669	02/14/2019	B BALLENGER	1	01-0000-0-5200.00-0000-7150-112-000-000	NY P	598.50	598.50
				TRAVEL & CONFERENCE			
190729 PO-190669	02/14/2019	P ROCHA	2	01-0000-0-5200.00-0000-7110-112-000-000	NY P	448.75	448.75
				TRAVEL & CONFERENCE			
190729 PO-190669	02/14/2019	L ROSE	2	01-0000-0-5200.00-0000-7110-112-000-000	NY P	448.75	448.75
				TRAVEL & CONFERENCE			
190729 PO-190669	02/14/2019	K BLOOM	2	01-0000-0-5200.00-0000-7110-112-000-000	NY P	448.75	448.75
				TRAVEL & CONFERENCE			
190729 PO-190669	02/14/2019	G SILVA	2	01-0000-0-5200.00-0000-7110-112-000-000	NY F	449.25	449.25
				TRAVEL & CONFERENCE			
		TOTAL PAYMENT AMOUNT		2,394.00 *			2,394.00
104933/00	BORBA, KINGSLEY						
190388 PO-190375	02/19/2019	568399753764	1	01-1100-0-4300.00-1801-4200-310-000-000	NN P	220.80	220.80
				SUPPLIES			
		TOTAL PAYMENT AMOUNT		220.80 *			220.80
103250/00	CANO, ADAM						
190551 PO-190513	02/14/2019	REIMB SCHOOL SITE MEETINGS	1	01-0824-0-4314.00-1110-1000-310-000-306	NN P	268.70	268.70
				FOOD - OTHER			
		TOTAL PAYMENT AMOUNT		268.70 *			268.70
104854/00	CERES WORLD TRAVEL						
190765 PO-190711	02/20/2019	030319-GMS	1	01-3010-0-5200.00-1110-1000-115-000-000	NY F	1,442.31	1,332.39
				TRAVEL & CONFERENCE			
		TOTAL PAYMENT AMOUNT		1,332.39 *			1,332.39

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS			
019127/00	COAST HARDWARE						
190193 PO-190170	02/14/2019	409689	1 01-0824-0-4300.00-1110-1000-115-000-201	NN P		30.69	30.69
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	30.69 *			30.69
104675/00	COFFEY, TAWNYA						
PV-190651	02/19/2019	ACSA WORKSHOP 02/22-02/23/19	01-1100-0-5200.00-1110-1000-115-000-000	NN			50.00
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	50.00 *			50.00
104675/00	COFFEY, TAWNYA						
PV-190649	02/19/2019	CADA WORKSHOP 02/26-03/02/19	01-0824-0-5200.00-1110-1000-115-000-205	NN Y			210.00
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	210.00 *			210.00
104675/00	COFFEY, TAWNYA						
PV-190650	02/19/2019	AERIES CON 03/3-03/5/19	01-1100-0-5200.00-1110-1000-115-000-000	NN Y			107.00
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	107.00 *			107.00
104675/00	COFFEY, TAWNYA						
PV-190652	02/19/2019	ACSA WORKSHOP 01/25-01/26/19	01-1100-0-5200.00-1110-1000-115-000-000	NN Y			158.00
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	158.00 *			158.00
105286/00	GNR TRUCK WASH						
190605 PO-190558	02/14/2019	42763	1 01-0823-0-5899.00-0000-3600-112-000-000	NN P		50.00	50.00
			OTHER SERVICES, FEES, OP EXPS				
190605 PO-190558	02/19/2019	41549	1 01-0823-0-5899.00-0000-3600-112-000-000	NN P		50.00	50.00
			OTHER SERVICES, FEES, OP EXPS				
			TOTAL PAYMENT AMOUNT	100.00 *			100.00

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT-SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
036649/00		GOTTSCHALK'S MUSIC CENTER					
190537 PO-190507	02/14/2019	606730	1 01-0824-0-4300.00-1110-1000-115-000-205 N F			1,082.50	1,013.03
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	1,013.03 *			1,013.03
105129/00		INDUSTRIAL PLUMBING SUPPLY LLC					
190284 PO-190276	02/14/2019	76102	1 01-8150-0-4300.00-0000-8110-112-000-000 NY P			619.13	619.13
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	619.13 *			619.13
103512/00		IRON MOUNTAIN					
PV-190647	02/14/2019	AKYR545	01-0000-0-5550.00-0000-8200-112-000-000 NN				293.62
			DISPOSAL/GARBAGE REMOVAL				
			TOTAL PAYMENT AMOUNT	293.62 *			293.62
104440/00		KIMBALL MIDWEST					
190234 PO-190201	02/14/2019	6896957	1 01-0823-0-4344.00-0000-3600-112-000-000 NN P			32.96	32.96
			REPLACEMENT PARTS				
			TOTAL PAYMENT AMOUNT	32.96 *			
054938/00		MATTOS NEWSPAPERS INC.					
190323 PO-190268	02/14/2019	TR010119008	1 01-0000-0-5899.00-0000-7200-112-000-000 NN P			350.00	350.00
			OTHER SERVICES, FEES, OP EXPS				
190323 PO-190268	02/14/2019	TR012919019	1 01-0000-0-5899.00-0000-7200-112-000-000 NN P			90.00	90.00
			OTHER SERVICES, FEES, OP EXPS				
190323 PO-190268	02/14/2019	TR012919029	1 01-0000-0-5899.00-0000-7200-112-000-000 NN P			378.00	378.00
			OTHER SERVICES, FEES, OP EXPS				
			TOTAL PAYMENT AMOUNT	818.00 *			818.00
105000/00		MENDOZA, ROSAMARIA					
PV-190645	02/14/2019	MILEAGE REIMB	01-0000-0-5230.00-0000-7200-112-000-000 NN				69.98
			MILEAGE				
			TOTAL PAYMENT AMOUNT	69.98 *			69.98

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS				
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104406/00	MENTORING MINDS						
190557 PO-190519	02/14/2019	228880	1 01-0824-0-4300.00-1110-1000-110-000-205 NN F			236.03	235.04
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	235.04 *			235.04
<hr/>							
105320/00	MITCHELL FURNITURE						
190578 PO-190521	02/14/2019	062065	1 01-1100-0-4300.00-1110-1000-110-000-000 YN P			1,754.83	1,754.83
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	1,754.83 *			1,754.83
			TOTAL USE TAX AMOUNT	144.77			
<hr/>							
092087/00	NAPA AUTO PARTS						
190212 PO-190238	02/14/2019	306438	1 01-8150-0-4300.00-0000-8110-112-000-000 NN P			116.75	116.75
			SUPPLIES				
190492 PO-190454	02/14/2019	305701	1 01-0823-0-4344.00-0000-3600-112-000-000 NN P			58.19	58.19
			REPLACEMENT PARTS				
190492 PO-190454	02/14/2019	305316	1 01-0823-0-4344.00-0000-3600-112-000-000 NN P			425.40	425.40
			REPLACEMENT PARTS				
190492 PO-190454	02/14/2019	297545	1 01-0823-0-4344.00-0000-3600-112-000-000 NN M			-2.79	-2.79
			REPLACEMENT PARTS				
190492 PO-190454	02/14/2019	298543	1 01-0823-0-4344.00-0000-3600-112-000-000 NN M			-26.26	-26.26
			REPLACEMENT PARTS				
190492 PO-190454	02/14/2019	298544	1 01-0823-0-4344.00-0000-3600-112-000-000 NN M			-48.10	-48.10
			REPLACEMENT PARTS				
			TOTAL PAYMENT AMOUNT	523.19 *			523.19
<hr/>							
063812/00	NUNES AUTO CARE						
190169 PO-190155	02/14/2019	138867	1 01-8150-0-5650.00-0000-8200-112-000-000 NY P			10.37	10.37
			REPAIRS/MAIN - VEHICLES				
190169 PO-190155	02/14/2019	138871	1 01-8150-0-5650.00-0000-8200-112-000-000 NY P			20.00	20.00
			REPAIRS/MAIN - VEHICLES				
190169 PO-190155	02/14/2019	021754	1 01-8150-0-5650.00-0000-8200-112-000-000 NY P			164.43	164.43
			REPAIRS/MAIN - VEHICLES				
			TOTAL PAYMENT AMOUNT	194.80 *			194.80



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS				
103616/00		OPENING TECHNOLOGIES						
190706	PO-190652	02/14/2019 18-1-1152	1 01-8150-0-5630.00-0000-8110-112-000-000	NN F		90.26	90.26	
			REPAIRS/MAINT - BUILDING					
			TOTAL PAYMENT AMOUNT	90.26 *			90.26	
105100/00		PRUDENTIAL OVERALL SUPPLY						
190110	PO-190058	02/14/2019 80616565	1 01-8150 0 4300.00-0000-8110-112-000-000	NY P		50.15	50.15	
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	50.15 *			50.15	
105313/00		SHI						
190629	PO-190598	02/20/2019 B09482861	1 01-1100-0-4300.00-1110-1000-115-000-000	NY P		931.49	933.01	
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	933.01 *			933.01	
105012/00		SPEECH LANGUAGE & EDUCATIONAL						
	PV-190653	02/20/2019 102683	01-6500-0-5866.00-5770-3150-112-000-000	NN		9,999.35	9,999.35	
			PROFESSIONAL SERVICES					
			TOTAL PAYMENT AMOUNT	9,999.35 *			9,999.35	
103447/00		SYNCB/AMAZON						
190016	PO-190033	02/14/2019 556637736668	1 01-6300-0-4300.00-1110-1000-310-000-000	NN P		87.99	87.99	
			SUPPLIES					
190016	PO-190033	02/14/2019 454896859974	1 01-6300-0-4300.00-1110-1000-310-000-000	NN P		106.71	106.71	
			SUPPLIES					
190016	PO-190033	02/14/2019 583476675937	1 01-6300-0-4300.00-1110-1000-310-000-000	NN P		137.36	137.36	
			SUPPLIES					
190130	PO-190101	02/19/2019 457479999735	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		155.00	155.00	
			SUPPLIES					
190130	PO-190101	02/19/2019 434398473646	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		193.31	193.31	
			SUPPLIES					
190130	PO-190101	02/19/2019 486389683558	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		15.07	15.07	
			SUPPLIES					
190130	PO-190101	02/19/2019 683643773879	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		9.99	9.99	
			SUPPLIES					
190130	PO-190101	02/19/2019 595656395356	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		9.58	9.58	
			SUPPLIES					
190130	PO-190101	02/19/2019 836385596966	1 01-0000-0-4300.00-0000-7200-112-000-000	NN P		6.99	6.99	
			SUPPLIES					

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT-SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS				

103447 (CONTINUED)

190130	PO-190101	02/19/2019	473694433797	1	01-0000-0-4300.00-0000-7200-112-000-000	NN P	43.63	43.63
					SUPPLIES			
190221	PO-190197	02/19/2019	449494686967	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	392.45	392.45
					SUPPLIES			
190221	PO-190197	02/19/2019	795876399868	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	111.31	111.31
					SUPPLIES			
190221	PO-190197	02/19/2019	789643664853	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	67.90	67.90
					SUPPLIES			
190389	PO-190381	02/19/2019	587477784598	1	01-1100-0-4300.00-1801-4200-310-000-000	NN P	503.37	503.37
					SUPPLIES			
190389	PO-190381	02/19/2019	439546967545	1	01-1100-0-4300.00-1801-4200-310-000-000	NN P	61.50	61.50
					SUPPLIES			
TOTAL PAYMENT AMOUNT				1,902.16 *				1,902.16

103776/00 SYNCB/AMAZON

190371	PO-190348	02/19/2019	985837644694	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	18.95	18.95
					SUPPLIES			
190371	PO-190348	02/19/2019	444856377498	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	33.95	33.95
					SUPPLIES			
190371	PO-190348	02/19/2019	459473863664	1	01-0824-0-4300.00-1110-1000-110-000-205	NN P	15.95	15.95
					SUPPLIES			
190372	PO-190374	02/19/2019	437964566453	1	01-1100-0-4300.00-1110-1000-110-000-000	NN P	0.20	0.20
					SUPPLIES			
TOTAL PAYMENT AMOUNT				69.05 *				69.05

104696/00 SYNCB/AMAZON

190065	PO-190113	02/14/2019	446688693954	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	27.60	27.60
					SUPPLIES			
190065	PO-190113	02/14/2019	849548437577	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	31.24	31.24
					SUPPLIES			
190065	PO-190113	02/14/2019	877748494549	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	47.98	47.98
					SUPPLIES			
190065	PO-190113	02/14/2019	468458488434	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	560.00	560.00
					SUPPLIES			
190065	PO-190113	02/14/2019	973979843634	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	30.91	30.91
					SUPPLIES			
190065	PO-190113	02/14/2019	987639879989	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	45.24	45.24
					SUPPLIES			
190065	PO-190113	02/14/2019	965598634447	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	70.88	70.88
					SUPPLIES			
190065	PO-190113	02/19/2019	585965774665	1	01-1100-0-4300.00-1110-1000-111-000-000	NN P	13.81	74.00
					SUPPLIES			



Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
FD-RESC-Y-OBJT-SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS								
104696 (CONTINUED)								
190187 PO-190166	02/19/2019	566346739736		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			78.83	78.83
				SUPPLIES				
190628 PO-190596	02/19/2019	797499748787		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			19.95	19.95
				SUPPLIES				
190628 PO-190596	02/19/2019	694485384974		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			22.19	22.19
				SUPPLIES				
190628 PO-190596	02/19/2019	974466398397		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			14.01	14.01
				SUPPLIES				
190628 PO-190596	02/19/2019	478638346354		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			119.14	119.14
				SUPPLIES				
190628 PO-190596	02/19/2019	886749835855		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			107.05	107.05
				SUPPLIES				
190628 PO-190596	02/19/2019	447695699559		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			26.76	26.76
				SUPPLIES				
190628 PO-190596	02/19/2019	457673539535		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			35.66	35.66
				SUPPLIES				
190628 PO-190596	02/19/2019	454594643789		1 01-1100-0-4300.00-1110-1000-115-000-000 NN P			17.15	17.15
				SUPPLIES				
TOTAL PAYMENT AMOUNT					1,328.59 *			1,328.59
105338/00 THE AUTO SHOP REPAIR								
190646 PO-190592	02/19/2019	288267		1 01-0823-0-5650.00-0000-3600-112-000-000 NN P			225.00	225.00
				REPAIRS/MAIN - VEHICLES				
TOTAL PAYMENT AMOUNT					225.00 *			225.00
104899/00 THE CLIFFS RESORT								
190730 PO-190670	02/14/2019	104320		1 01-0000-0-5200.00-0000-7150-112-000-000 NN P			635.25	635.25
				TRAVEL & CONFERENCE				
190730 PO-190670	02/14/2019	104325		2 01-0000-0-5200.00-0000-7110-112-000-000 NN P			476.52	476.52
				TRAVEL & CONFERENCE				
190730 PO-190670	02/14/2019	104322		2 01-0000-0-5200.00-0000-7110-112-000-000 NN P			476.52	476.52
				TRAVEL & CONFERENCE				
190730 PO-190670	02/14/2019	104323		2 01-0000-0-5200.00-0000-7110-112-000-000 NN P			476.52	476.52
				TRAVEL & CONFERENCE				
190730 PO-190670	02/14/2019	104324		2 01-0000-0-5200.00-0000-7110-112-000-000 NN F			476.49	476.49
				TRAVEL & CONFERENCE				
TOTAL PAYMENT AMOUNT					2,541.30 *			2,541.30
TOTAL FUND PAYMENT					28,231.69 **			28,231.69
TOTAL USE TAX AMOUNT					144.77			

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/20/19

DISTRICT FUND: 11 - 5074

BATCH# 32

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 2,652.50

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-0BJT.S0-GOAL-FUNC	SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount
104534/00	QUILL						
190731 PO-190679	02/14/2019	4827157	1 11-6391-0-4300.00-4110-1000-000-000-000	NN P		295.19	295.19
			SUPPLIES				
190731 PO-190679	02/14/2019	4788777	1 11-6391-0-4300.00-4110-1000-000-000-000	NN P		534.19	534.19
			SUPPLIES				
190731 PO-190679	02/14/2019	4756220	1 11-6391-0-4300.00-4110-1000-000-000-000	NN P		1,796.12	1,796.12
			SUPPLIES				
			TOTAL PAYMENT AMOUNT		2,625.50 *		2,625.50
			TOTAL FUND	PAYMENT	2,625.50 **		2,625.50

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 2/20/19

DISTRICT FUND: 13 - 5077

BATCH# 32

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 113.44

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
103447/00	SYNCB/AMAZON						
190112	PO-190039	02/19/2019	586866686754	1	13-5310-0-4300.00-0000-3700-112-000-000	NN P	39.99 39.99
					SUPPLIES		
190112	PO-190039	02/19/2019	464679874467	1	13-5310-0-4300.00-0000-3700-112-000-000	NN P	19.98 19.98
					SUPPLIES		
190112	PO-190039	02/19/2019	984559379769	1	13-5310-0-4300.00-0000-3700-112-000-000	NN P	11.95 11.95
					SUPPLIES		
190112	PO-190039	02/19/2019	479658377489	1	13-5310-0-4300.00-0000-3700-112-000-000	NN P	41.52 41.52
					SUPPLIES		
TOTAL PAYMENT AMOUNT				113.44	*		113.44
TOTAL FUND PAYMENT				113.44	**		113.44
TOTAL BATCH PAYMENT				30,970.63	***	0.00	30,970.63
TOTAL USE TAX AMOUNT				144.77			
TOTAL DISTRICT PAYMENT				30,970.63	****	0.00	30,970.63
TOTAL USE TAX AMOUNT				144.77			
TOTAL FOR ALL DISTRICTS:				30,970.63	****	0.00	30,970.63
TOTAL USE TAX AMOUNT				144.77			

Number of checks to be printed: 32, not counting voids due to stub overflows.

Batch status: A All

From batch: 0033

To batch: 0033

Include Revolving Cash: Y

Include Address: N

Include Object Desc: Y

Include Vendor TIN: N

Include Audit Date and Time in Sort: N

APPROVED FOR PAYMENT

Heidi Linn  
\_\_\_\_\_  
\_\_\_\_\_



MERCED COUNTY OFFICE OF EDUCATION  
WARRANT REGISTER BATCH COVER

Gustine

DATE: 2/21/19

DISTRICT FUND: 01 - 5070

BATCH# 33

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 40,776.64

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5066  
25-5075  
35-5078  
40-5065

CHECK LIST FOR WARRANT REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
100190/00		AMERICAN FIDELITY ASSURANCE					
PV-190666	02/21/2019	B845687	01-0100-0-9556.00-0000-0000-000-000-000	NN		6,522.51	
			MISC DISTRICT VOL-DEDS (1)				
PV-190667	02/21/2019	B834554	01-0100-0-9556.00-0000-0000-000-000-000	NN		6,522.51	
			MISC DISTRICT VOL-DEDS (1)				
PV-190668	02/21/2019	B822695	01-0100-0-9556.00-0000-0000-000-000-000	NN		7,194.30	
			MISC DISTRICT VOL-DEDS (1)				
		TOTAL PAYMENT AMOUNT	20,239.32 *			20,239.32	
105268/00		AMERICAN FIDELITY FLEX					
PV-190662	02/21/2019	1799896A	01-0100-0-9556.00-0000-0000-000-000-000	NN		1,632.16	
			MISC DISTRICT VOL-DEDS (1)				
PV-190663	02/21/2019	1799897A	01-0100-0-9556.00-0000-0000-000-000-000	NN		1,632.16	
			MISC DISTRICT VOL-DEDS (1)				
PV-190664	02/21/2019	1799898B	01-0100-0-9556.00-0000-0000-000-000-000	NN		1,632.16	
			MISC DISTRICT VOL-DEDS (1)				
PV-190665	02/21/2019	1799899B	01-0100-0-9556.00-0000-0000-000-000-000	NN		1,632.16	
			MISC DISTRICT VOL-DEDS (1)				
		TOTAL PAYMENT AMOUNT	6,528.64 *			6,528.64	
105269/00		CALIFORNIA LANDSCAPE SUPPLY					
190783	PO-190716	02/21/2019 19133	1 01-8150-0-4300.00-0000-8110-112-000-000	NN F	1,778.76	1,778.76	
			SUPPLIES				
		TOTAL PAYMENT AMOUNT	1,778.76 *			1,778.76	
104675/00		COFFEY, TAWNYA					
PV-190661	02/21/2019	REIMB PLC MEETING SUPPLIES	01-3010-0-4300.00-1110-1000-115-000-000	NN		44.45	
			SUPPLIES				
		TOTAL PAYMENT AMOUNT	44.45 *			44.45	
103689/00		DON'S MOBILE GLASS					
190786	PO-190720	02/21/2019 ITUR325369	1 01-0823-0-5640.00-0000-3600-112-000-000	NN P	50.00	50.00	
			REPAIRS/MAINT OF EQUIPMENT				
190786	PO-190720	02/21/2019 ITUR325365	1 01-0823-0-5640.00-0000-3600-112-000-000	NN P	50.00	50.00	
			REPAIRS/MAINT OF EQUIPMENT				
190786	PO-190720	02/21/2019 ITUR325367	1 01-0823-0-5640.00-0000-3600-112-000-000	NN P	50.00	50.00	
			REPAIRS/MAINT OF EQUIPMENT				
		TOTAL PAYMENT AMOUNT	150.00 *			150.00	

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	

105151/00 ENCINAS, HELEN L

PV-190654	02/20/2019	MEAL REQUEST AERIES CONF	01-0824-0-5200.00-0000-2700-115-000-114	NN		107.00	
		TRAVEL & CONFERENCE					
		TOTAL PAYMENT AMOUNT			107.00 *	107.00	

103880/00 FRANCO, MARIANA

PV-190655	02/20/2019	MEAL REQUEST AERIES CONF	01-0824-0-5200.00-0000-2700-115-000-104	NN		107.00	
		TRAVEL & CONFERENCE					
		TOTAL PAYMENT AMOUNT			107.00 *	107.00	

104856/00 LUNA, HUGO

PV-190656	02/20/2019	MILEAGE REIMB ASB WORKS CONF	01-0000-0-5200.00-0000-7200-112-000-000	NN		248.64	
		TRAVEL & CONFERENCE					
		TOTAL PAYMENT AMOUNT			248.64 *	248.64	

056357/00 MERCED COUNTY SCHOOL

190785	PO-190719	02/21/2019	BAL-MZ5Z90	1	01-0000-0-5200.00-0000-7110-112-000-000	N P	20.00	20.00
					TRAVEL & CONFERENCE			
190785	PO-190719	02/21/2019	ROS-52VCE5	1	01-0000-0-5200.00-0000-7110-112-000-000	N P	20.00	20.00
					TRAVEL & CONFERENCE			
190785	PO-190719	02/21/2019	ROC-3FN78M	1	01-0000-0-5200.00-0000-7110-112-000-000	N P	20.00	20.00
					TRAVEL & CONFERENCE			
190785	PO-190719	02/21/2019	COR-WW2EIO	1	01-0000-0-5200.00-0000-7110-112-000-000	N F	60.00	20.00
					TRAVEL & CONFERENCE			
					TOTAL PAYMENT AMOUNT		80.00 *	80.00

101470/00 P G & E

PV-190660	02/20/2019	5159195533-4 02/25/2019	01-0000-0-5520.00-0000-8200-112-000-000	NN		5,161.41	
		ELECTRICITY					
		TOTAL PAYMENT AMOUNT			5,161.41 *	5,161.41	

105197/00 PRINCIPAL FINANCIAL GROUP

PV-190659	02/20/2019	1083002-10001 01/01-01/31/19	01-0100-0-9556.00-0000-0000-000-000-000	NN		1,346.06	
		MISC DISTRICT VOL-DEDS (1)					
		TOTAL PAYMENT AMOUNT			1,346.06 *	1,346.06	

Vendor	Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description		FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS				

101122/00	RAY MORGAN COMPANY							
	PV-190657 02/20/2019 2397253			01-0000-0-5620.00-0000-7200-112-000-000 NY				4,853.86
				RENTALS, LEASES OF EQUIPMENT				
				TOTAL PAYMENT AMOUNT		4,853.86 *		4,853.86

102505/00	SANCHES, KELLY							
	PV-190658 02/20/2019 REIMB SUPPLIES FOR LETTES GUSD			01-0000-0-4300.00-0000-7200-112-000-000 NN				131.50
				SUPPLIES				
				TOTAL PAYMENT AMOUNT		131.50 *		131.50

TOTAL FUND	PAYMENT	40,776.64 **		40,776.64
TOTAL BATCH PAYMENT		40,776.64 ***	0.00	40,776.64
TOTAL DISTRICT PAYMENT		40,776.64 ****	0.00	40,776.64
TOTAL FOR ALL DISTRICTS:		40,776.64 ****	0.00	40,776.64

Number of checks to be printed: 13, not counting voids due to stub overflows.

Batch status: A All

From batch: 0035

To batch: 0035

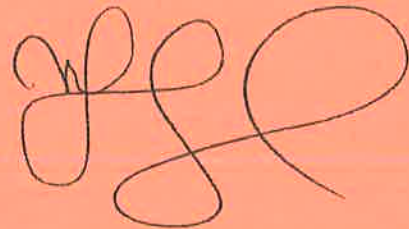
Include Revolving Cash: Y

Include Address: N

Include Object Desc: Y

Include Vendor TIN: N

Include Audit Date and Time in Sort: N

A handwritten signature in black ink, consisting of a stylized 'W' followed by a large, loopy 'S'.

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 3/5/19

DISTRICT FUND: 01 - 5070

BATCH# 35

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 14,938.00

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

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**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

014 Gustine Unified School Dist. J15808  
MARCH 5 WARRANT REGISTER 2

ACCOUNTS PAYABLE PRELIST  
BATCH: 0035 MAR 5 WARRANT REGISTER 2  
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L 00.12 03/05/19 12:56 PAGE 1  
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
104746/00		SANTANDER LEASING LLC					
PV-190700	03/05/2019	2259362	01-0823-0-7438.00-0000-9100-112-000-000	NN		363.64	
			DEBT SERVICE - INTEREST				
PV-190700	03/05/2019	2259362	01-0823-0-7439.00-0000-9100-112-000-000	NN		14,574.36	
			OTHER DEBT SERVICE - PRINCIPAL				
			TOTAL PAYMENT AMOUNT	14,938.00 *		14,938.00	
			TOTAL FUND	PAYMENT	14,938.00 **		14,938.00
			TOTAL BATCH PAYMENT		14,938.00 ***	0.00	14,938.00
			TOTAL DISTRICT PAYMENT		14,938.00 ****	0.00	14,938.00
			TOTAL FOR ALL DISTRICTS:		14,938.00 ****	0.00	14,938.00

Number of checks to be printed: 1, not counting voids due to stub overflows.



Batch status: A All

From batch: 0034

To batch: 0034

Include Revolving Cash: Y

Include Address: N

Include Object Desc: Y

Include Vendor TIN: N

Include Audit Date and Time in Sort: N

APPROVED FOR PAYMENT





MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

**Gustine**

DATE: 3/5/19  
DISTRICT FUND: 01 - 5070 BATCH# 34  
DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT  
TOTAL AMOUNT OF REGISTER: \$ 124,136.03

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

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- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

**DISTRICT SERVICES USE ONLY**

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS				
104957/00		AERIES SOFTWARE						
190201	PO-190173	03/04/2019	CONF-17666	1 01-0824-0-5200.00-0000-2700-115-000-104	NN F	1,704.94	1,575.00	
			TRAVEL & CONFERENCE					
			TOTAL PAYMENT AMOUNT	1,575.00 *			1,575.00	
104361/00		ATHLETICS UNLIMITED						
190775	PO-190738	03/04/2019	00010000043095	1 01-1100-0-4300.00-1801-4200-310-000-000	NN F	1,465.36	1,465.36	
			SUPPLIES					
190762	PO-190740	03/04/2019	00010000041043	1 01-1100-0-4300.00-1801-4200-310-000-000	NN F	575.82	575.82	
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	2,041.18 *			2,041.18	
105251/00		BALLENGER, BRYAN						
	PV-190698	03/04/2019	SSDA NEG TRAI/LEARNING IN WORK	01-0000-0-5230.00-0000-7150-112-000-000	NN		227.94	
			MILEAGE					
			TOTAL PAYMENT AMOUNT	227.94 *			227.94	
105000/00		BUS WEST/TRANSWEST TRUCK CENTE						
	PO-181252	03/04/2019	DUPLICATE	1 01-0823-0-4344.00-0000-3600-112-000-000	NN C	8,273.86	0.00	
			REPLACEMENT PARTS					
			TOTAL PAYMENT AMOUNT	0.00 *			0.00	
103250/00		CANO, ADAM						
	PV-190676	03/04/2019	REIM PLC SOLUTION TREE SUPPLIE	01-0824-0-4314.00-1110-1000-310-000-000	NN		29.98	
			FOOD - OTHER					
	PV-190695	03/04/2019	ACSA ACADEMY 02/22-02/23/19	01-0000-0-5200.00-0000-2700-112-000-000	NN		191.48	
			TRAVEL & CONFERENCE					
			TOTAL PAYMENT AMOUNT	221.46 *			221.46	
102253/00		CASBO						
190793	PO-190721	03/04/2019	610213	1 01-0000-0-5200.00-0000-7200-112-000-000	NN P	795.00	795.00	
			TRAVEL & CONFERENCE					
190793	PO-190721	03/04/2019	610212	1 01-0000-0-5200.00-0000-7200-112-000-000	NN P	795.00	795.00	
			TRAVEL & CONFERENCE					
190793	PO-190721	03/04/2019	610211	1 01-0000-0-5200.00-0000-7200-112-000-000	NN F	795.00	795.00	
			TRAVEL & CONFERENCE					

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num			
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		

102253 (CONTINUED)

190810	PO-190742	03/04/2019	608928	1	01-0000-0-5200.00-0000-7200-112-000-000	NN F	305.00	305.00
					TRAVEL & CONFERENCE			
					TOTAL PAYMENT AMOUNT		2,690.00 *	2,690.00

104854/00 CERES WORLD TRAVEL

190809	PO-190736	03/04/2019	022519-HTI	1	01-6512-0-5200.00-0000-2100-112-000-000	NY F	1,285.10	1,285.10
					TRAVEL & CONFERENCE			
190782	PO-190739	03/04/2019	020119-COFFEY	1	01-1100-0-5200.00-1110-1000-115-000-000	NY F	282.51	260.98
					TRAVEL & CONFERENCE			
					TOTAL PAYMENT AMOUNT		1,546.08 *	1,546.08

104666/00 CITY OF NEWMAN

PV-190669	03/04/2019	0003053	01-0000-0-5842.00-0000-7200-112-000-000	NN		57.00
			FINGERPRINTING			
			TOTAL PAYMENT AMOUNT		57.00 *	57.00

104675/00 COFFEY, TAWNYA

PV-190670	03/04/2019	ASB WORKS REIMB	01-0824-0-5200.00-1110-1000-115-000-205	NN		574.28
			TRAVEL & CONFERENCE			
			TOTAL PAYMENT AMOUNT		574.28 *	574.28

104412/00 COUCHMAN, CAROL

PV-190687	03/04/2019	201902	01-0000-0-5866.00-0000-7700-112-000-000	NY		2,420.00
			PROFESSIONAL SERVICES			
PV-190688	03/04/2019	201901	01-0000-0-5866.00-0000-7700-112-000-000	NY		1,900.00
			PROFESSIONAL SERVICES			
			TOTAL PAYMENT AMOUNT		4,320.00 *	4,320.00

104260/00 EASY PERMIT POSTAGE

PV-190684	03/04/2019	80000-9090-0990-5147	03/17/19	01-0000-0-5930.00-0000-7200-112-000-000	NN	2,136.94
				COMMUNICATION - POSTAGE/METER		
				TOTAL PAYMENT AMOUNT		2,136.94 *

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description		FD-RESC-Y-0BJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS			
102063/00	FILIPPINI, LISA							
PV-190696	03/04/2019	ACSA 01/11-01/12 02/22-02/23	01-0000-0-5201.00-0000-2100-112-000-000 NN					250.45
			PROFESSIONAL DEVLPMNT TRAINING					
PV-190697	03/04/2019	REIM SPED DISTR PLC	01-0000-0-4300.00-0000-2100-112-000-000 NN					22.63
			SUPPLIES					
		TOTAL PAYMENT AMOUNT		273.08 *				273.08
105043/00	FUENTES, VERENIS							
PV-190699	03/04/2019	PER DIEM CASP SPRING INSTITUTE	01-6512-0-5200.00-0000-2100-112-000-000 NN					86.00
			TRAVEL & CONFERENCE					
		TOTAL PAYMENT AMOUNT		86.00 *				86.00
036582/00	GOPHER SPORT							
190761	PO-190703 03/04/2019 9562772		1 01-6500-0-4300.00-5770-1110-112-000-000 NN F			31.25		31.25
			SUPPLIES					
		TOTAL PAYMENT AMOUNT		31.25 *				31.25
073000/00	GUSTINE SCHOOL DISTRICT							
RC-190011	03/04/2019	INSURANCE BILLING FEB MAR 2019	01-0100-0-9556.00-0000-0000-000-000 N					1,205.12
			MISC DISTRICT VOL-DEDS (1)					
RC-190012	03/04/2019	EOM JANUARY	01-0000-0-9556.00-0000-0000-000-000 N					1,947.36
			MISC DISTRICT VOL-DEDS (1)					
		TOTAL PAYMENT AMOUNT		3,152.48 *				3,152.48
103744/00	J & F FERTILIZER							
PV-190671	03/04/2019 8675		01-0823-0-5640.00-0000-3600-112-000-000 NN					200.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8683		01-0823-0-5640.00-0000-3600-112-000-000 NN					400.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8682		01-0823-0-5640.00-0000-3600-112-000-000 NN					100.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8680		01-0823-0-5640.00-0000-3600-112-000-000 NN					400.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8679		01-0823-0-5640.00-0000-3600-112-000-000 NN					100.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8678		01-0823-0-5640.00-0000-3600-112-000-000 NN					100.00
			REPAIRS/MAINT OF EQUIPMENT					
PV-190671	03/04/2019 8677		01-0823-0-5640.00-0000-3600-112-000-000 NN					50.00
			REPAIRS/MAINT OF EQUIPMENT					

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
103744 (CONTINUED)							
PV-190671	03/04/2019	8676	01-0823-0-5640.00-0000-3600-112-000-000	NN		200.00	
			REPAIRS/MAINT OF EQUIPMENT				
PV-190671	03/04/2019	8684	01-0823-0-5640.00-0000-3600-112-000-000	NN		300.00	
			REPAIRS/MAINT OF EQUIPMENT				
			TOTAL PAYMENT AMOUNT	1,850.00 *		1,850.00	
077948/00 JACK SCHREDER & ASSOCIATES INC							
PV-190675	03/04/2019	29842	01-0000-0-5866.00-0000-7200-112-000-000	NN		7,745.67	
			PROFESSIONAL SERVICES				
			TOTAL PAYMENT AMOUNT	7,745.67 *		7,745.67	
103573/00 MELLO, MELANIE							
PV-190673	03/04/2019	REIM CADA	01-1100-0-5200.00-1110-1000-110-000-000	NN		180.00	
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	180.00 *		180.00	
056357/00 MERCED COUNTY SCHOOL							
PV-190691	03/04/2019	MCSBA SPRING DINNER	01-0000-0-5200.00-0000-7110-112-000-000	NN		20.00	
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	20.00 *		20.00	
104600/00 MERCED COUNTY SHERIFFS OFFICE							
190751 PO-190691	03/04/2019	2019-049	1 01-0000-0-5899.00-0000-8300-111-000-206	NN F	6,577.18	6,577.18	
			OTHER SERVICES, FEES, OP EXPS				
			TOTAL PAYMENT AMOUNT	6,577.18 *		6,577.18	
105042/00 MERZA, SAMIA							
PV-190694	03/04/2019	ACSA ACADEMY	01-1100-0-5200.00-1110-1000-110-000-000	NN		117.48	
			TRAVEL & CONFERENCE				
			TOTAL PAYMENT AMOUNT	117.48 *		117.48	



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	

105121/00	MUTUAL OF OMAHA						
PV-190690	03/04/2019	000800254492	01-0100-0-9556.00-0000-0000-000-000-000 NN			19.50	
			MISC DISTRICT VOL-DEDS (1)				
PV-190690	03/04/2019	000810427342	01-0100-0-9556.00-0000-0000-000-000-000 NN			19.51	
			MISC DISTRICT VOL-DEDS (1)				
PV-190690	03/04/2019	000826302140	01-0100-0-9556.00-0000-0000-000-000-000 NN			19.51	
			MISC DISTRICT VOL-DEDS (1)				
PV-190690	03/04/2019	000849755622	01-0100-0-9556.00-0000-0000-000-000-000 NN			19.50	
			MISC DISTRICT VOL-DEDS (1)				
PV-190690	03/04/2019	000872646055	01-0100-0-9556.00-0000-0000-000-000-000 NN			19.50	
			MISC DISTRICT VOL-DEDS (1)				
TOTAL PAYMENT AMOUNT				97.52 *		97.52	

064370/00	OFFICE SUPPLY EXPRESS						
190807	PO-190726	03/04/2019 138413	1 01-6500-0-4300.00-5770-1110-112-000-000 NN P		1,457.60	1,457.60	
			SUPPLIES				
190771	PO-190729	03/04/2019 138140	1 01-0824-0-4300.00-0000-3130-115-960-211 NN F		80.00	78.83	
			SUPPLIES				
TOTAL PAYMENT AMOUNT				1,536.43 *		1,536.43	

101000	P G & E						
PV-190680	03/04/2019	7032484757-3 03/15/19	01-0000-0-5520.00-0000-8200-112-000-000 NN			4,686.00	
			ELECTRICITY				
PV-190681	03/04/2019	5283038560-6 03/11/19	01-0000-0-5510.00-0000-8200-112-000-000 NN			5,926.95	
			HEATING BUTANE, OIL				
PV-190681	03/04/2019	5283038560-6 03/11/19	01-0000-0-5520.00-0000-8200-112-000-000 NN			20,100.30	
			ELECTRICITY				
PV-190682	03/04/2019	6065175391-9 03/14/19	01-0000-0-5520.00-0000-8200-112-000-000 NN			84.35	
			ELECTRICITY				
PV-190686	03/04/2019	567178958-1 03/08/19	01-0000-0-5520.00-0000-8200-112-000-000 NN			1,965.89	
			ELECTRICITY				
TOTAL PAYMENT AMOUNT				32,763.49 *		32,763.49	

104110/00	PARTY CONNECTION						
190781	PO-190718	03/04/2019 011378	1 01-0824-0-4300.00-1110-1000-310-000-205 NN F		381.00	381.00	
			SUPPLIES				
TOTAL PAYMENT AMOUNT				381.00 *		381.00	

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
101833/00	PREFERRED ALLIANCE INC						
PV-190693	03/04/2019	0141227-IN	01-0000-0-5869.00-0000-3140-112-000-000	NN		63.00	
			MEDICAL SERVICES				
		TOTAL PAYMENT AMOUNT		63.00 *		63.00	
105100/00	PRUDENTIAL OVERALL SUPPLY						
190110 PO-190058	03/04/2019	80608557	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	163.79	163.79	
			SUPPLIES				
190110 PO-190058	03/04/2019	80608558	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	241.18	241.18	
			SUPPLIES				
190110 PO-190058	03/04/2019	80608559	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	106.35	106.35	
			SUPPLIES				
190110 PO-190058	03/04/2019	80606021	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	163.79	163.79	
			SUPPLIES				
190110 PO-190058	03/04/2019	80606022	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	241.18	241.18	
			SUPPLIES				
190110 PO-190058	03/04/2019	80607407	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	50.15	50.15	
			SUPPLIES				
190110 PO-190058	03/04/2019	80618858	1 01-8150-0-4300.00-0000-8110-112-000-000	NY P	50.15	50.15	
			SUPPLIES				
		TOTAL PAYMENT AMOUNT		1,016.59 *		1,016.59	
105347/00	REAL INSPIRATION INC						
190700 PO-190646	03/04/2019	CAASP TESTING ASSEMB GHS	1 01-0824-0-5866.00-1110-1000-310-000-205	NN F	2,200.00	2,200.00	
			PROFESSIONAL SERVICES				
		TOTAL PAYMENT AMOUNT		2,200.00 *		2,200.00	
102447/00	RENAISSANCE LEARNING INC						
190799 PO-190755	03/04/2019	331392	1 01-1100-0-4313.00-1110-1000-110-000-000	NN F	7,565.00	7,565.00	
			SOFTWARE - NON CURRICULA				
		TOTAL PAYMENT AMOUNT		7,565.00 *		7,565.00	
105269/00	ROMO, ALMA						
190764 PO-190734	03/04/2019	REIMB FOR PARENT MEET 02/01/19	1 01-1100-0-4300.00-1110-1000-110-000-000	NN F	18.35	16.95	
			SUPPLIES				
		TOTAL PAYMENT AMOUNT		16.95 *		16.95	



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS					
104686/00	SAENZ PEST CONTROL INC							
PV-190678	03/04/2019	7299	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					215.00
PV-190678	03/04/2019	7301	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					175.00
PV-190678	03/04/2019	7300	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					185.00
PV-190678	03/04/2019	7297	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					185.00
PV-190678	03/04/2019	7298	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					185.00
PV-190678	03/04/2019	7296	01-8150-0-5565.00-0000-8110-112-000-000 NN PEST CONTROL					80.00
			TOTAL PAYMENT AMOUNT	1,025.00 *				1,025.00
076660/00	SANTA NELLA							
PV-190685	03/04/2019	COM031 03/15/19	01-0000-0-5530.00-0000-8200-112-000-000 NN WATER&/OR SEWAGE					527.21
PV-190685	03/04/2019	COM030-1 03/15/19	01-0000-0-5530.00-0000-8200-112-000-000 NN WATER&/OR SEWAGE					767.15
			TOTAL PAYMENT AMOUNT	1,294.36 *				1,294.36
104746/00	SANTANDER LEASING LLC							
PV-190674	03/04/2019	2259363	01-0823-0-7439.00-0000-9100-112-000-000 NN OTHER DEBT SERVICE - PRINCIPAL					31,929.50
PV-190674	03/04/2019	2259363	01-0823-0-7438.00-0000-9100-112-000-000 NN DEBT SERVICE - INTEREST					802.50
			TOTAL PAYMENT AMOUNT	32,732.00 *				32,732.00
077419/00	SCHOLASTIC INCORPORATED							
190660	PO-190603	03/04/2019 18650033	1 01-3010-0-4300.00-1110-1000-115-000-000 NN F SUPPLIES				123.80	123.66
190776	PO-190731	03/04/2019 18602670	1 01-6300-0-4300.00-1110-1000-115-000-000 NN F SUPPLIES				123.66	123.66
			TOTAL PAYMENT AMOUNT	247.32 *				247.32

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num			
Req Reference	Date	Description	FD-RESC-Y-0BJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS			Liq Amt	Net Amount	
102511/00		SOUTHWEST SCHOOL & OFFICE						
190696	PO-190674	03/04/2019 PINV0536644	1 01-3010-0-4300.00-1110-1000-115-000-000 NN P			80.26	80.26	
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	80.26 *			80.26	
100968/00		STANISLAUS COUNTY						
	PV-190677	03/04/2019 180155	01-4035-0-5201.00-0000-7410-112-100-000 NN				500.00	
			PROFESSIONAL DEVLPMNT TRAINING					
			TOTAL PAYMENT AMOUNT	500.00 *			500.00	
104288/00		TESEI PETROLEUM						
	PV-190672	03/04/2019 20945	01-0823-0-4341.00-0000-3600-112-000-000 NN				2,467.93	
			GAS, OIL LUBE, ETC					
			TOTAL PAYMENT AMOUNT	2,467.93 *			2,467.93	
105198/00		TEXAS LIFE INSURANCE COMPANY						
	PV-190692	03/04/2019 SM0DLK20190114001	01-0100-0-9556.00-0000-0000-000-000-000 NN				774.78	
			MISC DISTRICT VOL-DEDS (1)					
	PV-190692	03/04/2019 SM0DLK20190211001	01-0100-0-9556.00-0000-0000-000-000-000 NN				774.78	
			MISC DISTRICT VOL-DEDS (1)					
	PV-190692	03/04/2019 SM0DLK20181113001	01-0000-0-9556.00-0000-0000-000-000-000 NN				774.78	
			MISC DISTRICT VOL-DEDS (1)					
	PV-190692	03/04/2019 SM0DLK20181216001	01-0100-0-9556.00-0000-0000-000-000-000 NN				774.78	
			MISC DISTRICT VOL-DEDS (1)					
			TOTAL PAYMENT AMOUNT	3,099.12 *			3,099.12	
105250/00		VARIDESK						
190697	PO-190673	03/04/2019 IVC-2-1073306	1 01-9418-0-4300.00-0000-7405-112-000-000 NN F			1,282.76	1,276.84	
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	1,276.84 *			1,276.84	
104503/00		VERIZON WIRELESS						
	PV-190679	03/04/2019 9824604141	01-0000-0-5912.00-0000-7110-112-000-000 NN				326.14	
			COMMUN - INTERNET SVCS/LINES					
	PV-190683	03/04/2019 9824604140	01-0000-0-5922.00-0000-2700-112-000-000 NN				24.06	
			COMMUNICATION - TELEPHONE SVCS					

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num
Req Reference	Date	Description	FD-RESC-Y-OBJT-SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS	Liq Amt	Net Amount
			TOTAL PAYMENT AMOUNT	350.20 *	350.20
			TOTAL FUND PAYMENT	124,136.03 **	124,136.03

MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 3/5/19

DISTRICT FUND: 13 - 5077

BATCH# 34

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 69,701.93

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
104773/00	CHARTWELLS DINING SERVICES						
PV-190689	03/04/2019	K29439053	13-5310-0-4700.00-0000-3700-112-000-000	NN		4,410.60	
			FOOD				
PV-190689	03/04/2019	K29439053	13-5310-0-4799.00-0000-3700-112-599-000	NN		2,479.38	
			MISCELLANEOUS FOOD SUPPLIES				
PV-190689	03/04/2019	K29439053	13-5310-0-4300.00-0000-3700-112-000-000	NN		3,197.17	
			SUPPLIES				
PV-190689	03/04/2019	K29439053	13-5310-0-5866.00-0000-3700-112-000-000	NN		8,495.52	
			PROFESSIONAL SERVICES				
PV-190689	03/04/2019	K29439053	13-5310-0-5899.00-0000-3700-112-000-000	NN		2,963.70	
			OTHER SERVICES, FEES, OP EXPS				
PV-190689	03/04/2019	K29439053	13-5310-0-4799.00-0000-3700-112-599-000	NN		230.00	
			MISCELLANEOUS FOOD SUPPLIES				
PV-190689	03/04/2019	K29439053	13-5320-0-4700.00-0000-3700-112-000-000	NN		3,335.75	
			FOOD				
PV-190689	03/04/2019	K29439053	13-5320-0-4300.00-0000-3700-112-000-000	NN		427.81	
			SUPPLIES				
PV-190689	03/04/2019	K29439053	13-5320-0-5866.00-0000-3700-112-000-000	NN		1,923.86	
			PROFESSIONAL SERVICES				
PV-190689	03/04/2019	K29439053	13-5320-0-5899.00-0000-3700-112-000-000	NN		641.08	
			OTHER SERVICES, FEES, OP EXPS				
PV-190689	03/04/2019	K29439053	13-5310-0-4700.00-0000-3700-112-000-000	NN		50,194.92	
			FOOD				
			TOTAL PAYMENT AMOUNT	69,018.59 *		69,018.59	
104327/00	MODESTO REFRIGERATION INC						
190702	PO-190648 03/04/2019 0000021734		1 13-5310-0-5640.00-0000-3700-112-000-000	NN P	252.50	252.50	
			REPAIRS/MAINT OF EQUIPMENT				
			TOTAL PAYMENT AMOUNT	252.50 *		252.50	
101122/00	RAY MORGAN COMPANY						
190710	PO-190656 03/04/2019 2403324		1 13-5310-0-4300.00-0000-3700-112-000-000	NY F	430.84	430.84	
			SUPPLIES				
			TOTAL PAYMENT AMOUNT	430.84 *		430.84	
			TOTAL FUND	PAYMENT	69,701.93 **		69,701.93



MERCED COUNTY OFFICE OF EDUCATION  
CHECK REGISTER BATCH COVER

Gustine

DATE: 3/5/19

DISTRICT FUND: 21 - 5069

BATCH# 34

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 664,104.15

01-5070  
11-5074  
13-5077  
14-5072  
17-5071  
21-5069  
25-5075  
35-5078  
40-5065

CHECK LIST FOR CHECK REGISTERS  
(PLEASE CHECKMARK EACH)

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

**ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT**

**DISTRICT SERVICES USE ONLY**

RECEIVED BY DISTRICT SERVICES: \_\_\_\_\_

AUDIT APPROVED: \_\_\_\_\_

CASH CHECKED: \_\_\_\_\_

RELEASED FOR PAYMENT: \_\_\_\_\_

Vendor	Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num		
Req	Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
105327/00			BMV CONSTRUCTION GRP INC					
190590	PO-190541	03/04/2019	18015-01 12/7/18	1	21-0000-9-6200.00-0000-8500-115-000-337	NY P	186,411.85	186,411.85
					BUILDINGS & IMPROVEMNT OF BLDG			
190590	PO-190541	03/04/2019	180154-04 02/28/19	1	21-0000-9-6200.00-0000-8500-115-000-337	NY P	150,227.30	150,227.30
					BUILDINGS & IMPROVEMNT OF BLDG			
					TOTAL PAYMENT AMOUNT		336,639.15 *	336,639.15
105332/00			VADEN BOS ELECTRIC					
190596	PO-190547	03/04/2019	18-031 02/28/19	1	21-0000-9-6200.00-0000-8500-110-000-132	NN P	109,155.00	109,155.00
					BUILDINGS & IMPROVEMNT OF BLDG			
190596	PO-190547	03/04/2019	18-031 02/28/19	2	21-0000-9-6200.00-0000-8500-111-000-235	NN P	109,155.00	109,155.00
					BUILDINGS & IMPROVEMNT OF BLDG			
190596	PO-190547	03/04/2019	18-031 02/28/2019	3	21-0000-9-6200.00-0000-8500-115-000-333	NN P	109,155.00	109,155.00
					BUILDINGS & IMPROVEMNT OF BLDG			
					TOTAL PAYMENT AMOUNT		327,465.00 *	327,465.00
					TOTAL FUND PAYMENT		664,104.15 **	664,104.15
					TOTAL BATCH PAYMENT		857,942.11 ***	857,942.11
					TOTAL DISTRICT PAYMENT		857,942.11 ****	857,942.11
					TOTAL FOR ALL DISTRICTS:		857,942.11 ****	857,942.11

Number of checks to be printed: 44, not counting voids due to stub overflows.

Number of zero dollar checks: 1, will be printed.



# **GUSTINE UNIFIED SCHOOL DISTRICT**

**Meeting of the Board of Trustees**

**MEETING DATE:**

March 13, 2019

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**AGENDA ITEM TITLE:** 2018-2018 Second Interim

**AGENDA SECTION:** Action

**PRESENTED BY:** Lizett Aguilar, Chief Business Officer

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the 2018-2019 Second Interim.

**SUMMARY:**

This report includes the District's financial and operational revenues, expenditures and all necessary disclosures as of January 31, 2019. The District Governing Board of Education must certify in writing whether or not the District is able to meet its financial obligations for the remainder of the fiscal year, and based on current forecasts, for the two subsequent fiscal years, 2019-20 and 2020-21. The certification shall be classified as positive, qualified, or negative, pursuant to standards and criteria adopted by the State Board of Education (Education Code 33127).

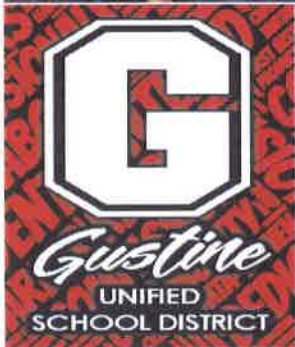
**FISCAL IMPACT:** Approve Positive Certification

**BUDGET CATEGORY:** All Funds

# GUSTINE

UNIFIED SCHOOL DISTRICT

2018-2019  
2<sup>nd</sup> Interim







# **Governing Board of Trustees 2018 - 2019**

**Kevin Cordeiro, President**

**Loretta Rose, Clerk**

**Kevin Bloom, Trustee**

**Pat Rocha, Trustee**

**Gary Silva, Trustee**

# 2018-2019 2<sup>nd</sup> Interim

This report includes the District's financial and operational revenues, expenditures and all necessary disclosures through January 31, 2019. Per Education Code 42131(a)(1&2) the school Board of Education certify a positive, qualified or negative status in writing as to whether or not the District is able to meet its financial obligations for the remainder of the fiscal year and the two subsequent years to Merced County Office of Education by March 15th of every year. Merced County Office of Education must review the report for accuracy, approve the certification and submit it to the California Department of Education

## Executive Summary

Summary consolidates the most important financial information for the Board of Trustees and consists of: Narratives, Budgets & Projections, Ending Balances & Reserves, Budget Assumptions/Highlights, and Enrollment Projections. In addition, detailed budget information and additional supplemental reporting are also available for further reference.

## General Fund Combined

### Unrestricted & Restricted Funds Highlights

2018-19 2<sup>nd</sup> interim and subsequent 3 years projections with categorized totals of Revenue, Expenses, Surplus or Deficit Spending, Beginning & Ending Balances.

- **Revenues:** With the latest LCFF funding updates, **LCFF Revenues for 2018-19 2<sup>nd</sup> Interim are currently projected to be \$68K more than previously anticipated.** In future years, LCFF revenue grows gradually over the next 3 years from \$19.4 to \$21.3 million.
- **Expenses:** Expenses are projected to remain at comparable levels from 2018-19 to 2021-22 with CPI and STRS/PERS being the driving factor for the increased spending levels. 2019-20 reflects a reduction in spending due to the spending of one time funds. Salary expenses reflect a 3.5% increase in both Certificated and Classified salaries. Although Classified salary increases are still to be determined, it is fiscally responsible to plan for similar salary adjustments.



<b>Gustine Unified School District Multi-Year Projections - 2018-2023 2018-2019 2nd Interim EXECUTIVE SUMMARY</b>				
<b>General Fund-Combined</b>	<b>2018-2019 2nd Interim</b>	<b>2019-2020 PROJECTED</b>	<b>2020-2021 PROJECTED</b>	<b>2021-2022 PROJECTED</b>
	<b>DOLLAR VALUES ARE IN THOUSANDS</b>			
<b>REVENUE</b>				
LCFF Revenue	\$19,400	\$20,051	\$20,690	\$21,272
Federal Revenue	1,898	1,256	1,256	1,256
Other State Revenue	1,908	1,326	1,364	1,404
Other Local Revenue	214	214	214	214
<b>Total Revenue</b>	<b>\$23,419</b>	<b>22,848</b>	<b>23,524</b>	<b>24,146</b>
<b>EXPENSES</b>				
Certificated Salaries	\$9,587	\$9,698	\$9,812	\$9,927
Classified Salaries	2,710	2,758	2,834	2,912
Employee Benefits	4,854	5,059	5,285	5,368
Books & Supplies	2,025	1,521	1,411	1,420
Services & Other Operating Expenditures	2,951	2,672	2,728	2,808
Capital Outlay	813	193	199	205
Other Outgo	1,002	1,005	1,009	1,012
Direct Support/Indirect Costs	(8)	(8)	(8)	(9)
<b>Total Expenses</b>	<b>\$23,933</b>	<b>\$22,898</b>	<b>\$23,269</b>	<b>\$23,643</b>
Surplus/(Deficiency) Subtotal	<b>\$(515)</b>	<b>\$(50)</b>	\$256	\$503
<b>OTHER FINANCING SOURCES &amp; USES</b>				
Transfers Out	(324)	(324)	(324)	(324)
Other Sources	171	171	171	171
<b>SURPLUS REVENUE / (DEFICIT SPENDING)</b>	<b>\$(668)</b>	<b>\$(204)</b>	<b>\$102</b>	<b>\$349</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$5,297</b>	<b>\$4,629</b>	<b>\$4,426</b>	<b>\$4,528</b>
<b>ENDING FUND BALANCE</b>	<b>\$4,629</b>	<b>\$4,426</b>	<b>\$4,528</b>	<b>\$4,877</b>



## Total General Fund

### Unrestricted and Restricted Funds Combined Ending Fund Balance & Reserve Details



#### ➤ Surplus/Deficit:

Current projections for 2018-2019 & 2019-2020 show deficit spending of \$668K and \$204K due to expenditures of one time money/carry over balances as well as increased expenses. In 2020-21 & 2021-22 surplus revenue is projected mainly due to favorable LCFF Revenue increases.

#### Ending Fund Balance (EFB):

Projected EFB decreased by \$520K for 2018-19 due to the spending of one time/carry-over funds and increased expenses.

#### Reserve levels:

Reserve projections for 2018-19 have decreased by 1.33% since 1<sup>st</sup> Interim.

With current funding and expense projections, reserve levels are projected to stay at a steady level and reflect a pattern of steady increases over the years.

#### Recommended Reserve:

It is the district's board policy to have reserves of at least 10% to help provide stability and prevent disruptions to instructional programs in times of economic uncertainty.

#### ➤ Fiscal Outlook:

Although our projected reserves signal fiscal stability and growth, it is important for the district to be cautious moving forward. These projections can turn around very quickly with economic changes and economists continue to warn of a recession in the near future. Having a new State Governor also brings uncertainty to our funding projections. Because of this, it is very important for the district to maintain and grow reserves to be prepared for potential volatility in funding.

Gustine Unified School District Multi-Year Projections - 2018-2023 2018-2019 2nd Interim <b>EXECUTIVE SUMMARY</b>				
GENERAL FUND	2018-2019 2nd Interim	2019-2020 PROJECTED	2020-2021 PROJECTED	2021-2022 PROJECTED
DOLLAR VALUES ARE IN THOUSANDS				
<b>UNRESTRICTED &amp; RESTRICTED COMBINED</b>				
SURPLUS REVENUE / (DEFICIT SPENDING)	<b>\$(668)</b>	<b>\$(204)</b>	<b>\$102</b>	<b>\$349</b>
BEGINNING FUND BALANCE	5,297	4,629	4,426	4,528
ENDING FUND BALANCE	<b>\$4,629</b>	<b>\$4,426</b>	<b>\$4,528</b>	<b>\$4,877</b>
<b>GENERAL FUND DESIGNATIONS</b>				
Reserve for Economic Uncertainties - Dollars	<b>\$2,565</b>	<b>\$2,603</b>	<b>\$2,902</b>	<b>\$3,479</b>
Reserve for Economic Uncertainties - Percent	<b>10.57%</b>	<b>11.21%</b>	<b>12.30%</b>	<b>14.52%</b>
Assigned for Site, LCAP, Curriculum Adoption, and One Time	1,496	1,424	1,352	1,311
Legally Restricted	569	398	274	87
UNDESIGNATED FUND BALANCE	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Minimum Reserve Requirement @ 3%	<b>\$728</b>	<b>\$697</b>	<b>\$708</b>	<b>\$719</b>

# Executive Summary

## UnRestricted & Restricted

### Fund balances 2018-19 to 2021-22

#### General Fund - Unrestricted

##### Unrestricted Fund Balance Highlights

Totals for the Unrestricted funds that are in the General Fund.

- Most unrestricted revenue comes from the Local Control Funding Formula (LCFF)
- Deficit spending is eliminated after the first two years and surplus revenue grows over the last two years.



#### GENERAL FUND

2018-2019  
2nd Interim

2019-2020  
PROJECTED

2020-2021  
PROJECTED

2021-2022  
PROJECTED

DOLLAR VALUES ARE IN THOUSANDS

#### UNRESTRICTED

SURPLUS REVENUE / (DEFICIT SPENDING)	\$(189)	\$(33)	\$227	\$536
BEGINNING FUND BALANCE	4,250	4,061	4,027	4,254
ENDING FUND BALANCE	\$4,061	\$4,027	\$4,254	\$4,790

#### GENERAL FUND DESIGNATIONS

Reserve for Economic Uncertainties - Dollars	\$2,565	\$2,603	\$2,902	\$3,479
Reserve for Economic Uncertainties - Percent	10.57%	11.21%	12.30%	14.52%
Assigned for Site, LCAP, Curriculum Adoption, and One Time	\$1,496	\$1,424	\$1,352	\$1,311



#### General Fund – Restricted

##### Restricted Fund Balance Highlights

Totals for Restricted funds in the General Fund.

- Restricted funds consist of programs such as Title I, II, and III, Special Education, Ag Pathways, Maintenance, and other local grants.
- Deficit Spending projected in future years is typical of restricted funds as carry-over funds usually need to be spent within a specified period. However, with the rising cost of salaries and STRS/PERS, we are seeing increased pressure on restricted funds. We will need to continue to monitor these funds & adjust as necessary.

#### Multi-Year Projections - 2018-2023

2018-2019 2nd Interim

#### EXECUTIVE SUMMARY

#### GENERAL FUND

2018-2019  
2nd Interim

2019-2020  
PROJECTED

2020-2021  
PROJECTED

2021-2022  
PROJECTED

DOLLAR VALUES ARE IN THOUSANDS

#### RESTRICTED

SURPLUS REVENUE / (DEFICIT SPENDING)	\$(479)	\$(170)	\$(125)	\$(187)
BEGINNING FUND BALANCE	1,048	569	398	274
ENDING FUND BALANCE	\$569	\$398	\$274	\$87

#### GENERAL FUND DESIGNATIONS

Legally Restricted	\$569	\$398	\$274	\$87
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# Budget Assumptions & Highlights

Budget Assumptions are a vital part of budget projections and deserve careful consideration as they can cause budget projections to change.



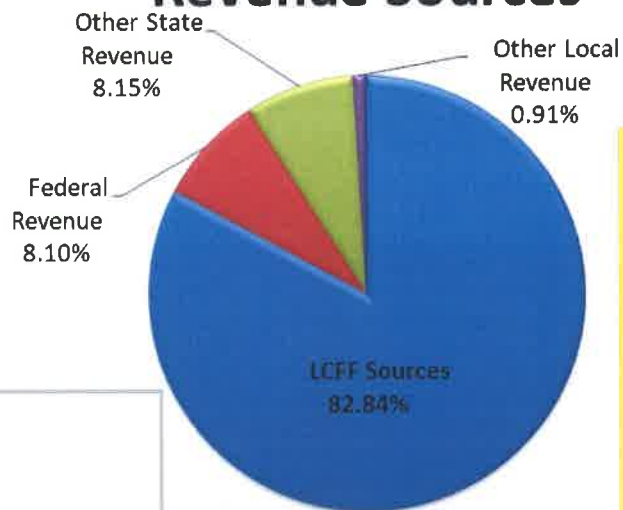
- **Enrollment and Average Daily Attendance (ADA)** are one of the most significant factors affecting total funding. Districts are funded per ADA and calculated on the greater of current year or last year's ADA. **For 2018-19, the district is projected to be funded on last year's ADA and at a rate of approximately \$10,959 per ADA.**
- **Unduplicated Pupil Percentage (UPP)** is a measurement of the pupils we have that are either low income, English learner, homeless, foster, or runaways. Districts are funded on a 3 year average UPP. **Our funded UPP for 2018-19 is currently 81.66%, an increase of 0.49%. Our current year UPP is 84.22%, an increase of 2.83% vs last year.** This is a significant change that increases our LCFF funding over the next 3 years. Our high UPP also drives our Local Control and Accountability Plan (LCAP) funding, which is aligned with our Budget and specifies the actions and services that are planned by the community to address the needs of our students.
- **Retirement Expense Increases** STRS/PERS pension system rates are illustrated below. These large, year over year increases which began in 2014-2015, are a state-wide concern for all districts as they continue to diminish LCFF funding increases. For Gustine, STRS/PERS increases are projected to add \$626,000 of expenses over these 4 years. Since 2014-15 through 2021-2022, these expenses total \$1.3 million for our district.

BUDGET ASSUMPTIONS / HIGHLIGHTS	2018-2019 2nd Interim	2019-2020 PROJECTED	2020-2021 PROJECTED	2021-2022 PROJECTED
<b>Enrollment/ADA Projections</b>				
District CBEDS Enrollment (Actual/Projected)	1,845	1,841	1,835	1,840
LCFF Funded ADA	1770.18	1755.74	1751.97	1751.02
<b>LCFF, COLA &amp; CPI Projections</b>				
	DOLLAR VALUES ARE IN THOUSANDS			
<b>LCFF Funding</b>	<b>\$19,400</b>	<b>\$20,051</b>	<b>\$20,690</b>	<b>\$21,272</b>
LCFF: COLA	3.700%	3.460%	2.860%	2.920%
<b>LCFF: GAP Funding Rate</b>	<b>100.000%</b>	<b>100.000%</b>	<b>100.000%</b>	<b>100.000%</b>
LCFF: Funded 3yr Unduplicated Pupil Percentage (UPP)-Free/Reduced & EL's	81.66%	83.26%	84.20%	84.19%
Single Year Unduplicated Pupil Percentage (UPP)	84.22%	84.19%	84.19%	84.18%
State Categorical COLA	2.710%	3.460%	2.860%	2.920%
California Consumer Price Index Per SSC Projections	3.58%	3.18%	3.05%	2.92%
STRS Employer Rates	16.280%	17.100%	18.100%	18.100%
ERS Employer Rates	18.062%	20.700%	23.400%	24.500%
<b>LCAP Actions</b>				
STRS/PERS rate increases	\$246	\$160	\$180	\$40

# 2018-19 2<sup>nd</sup> Interim

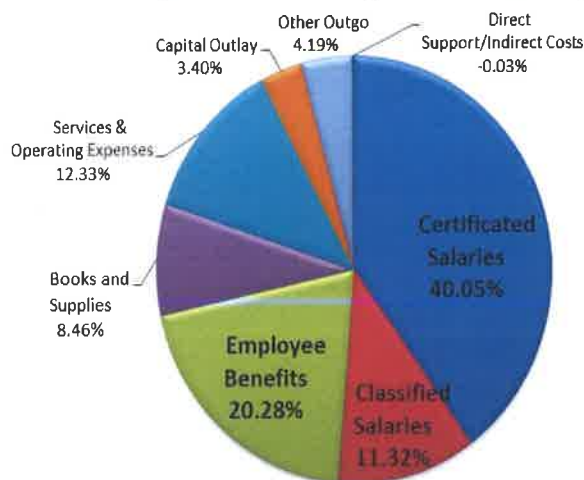
## General Fund Revenue & Expenses

### Revenue Sources



The Local Control Funding Formula is 82.84%, or \$19.4M, of the Total Revenue in 2018-19

### Expenses by Category



Salaries & Benefits are 71.65%, or \$17.2M, of Total Expenses in 2018-19

**How is each dollar budgeted to be spent?**







## Enrollment History & Projections

All years through 18-19 show our actual enrollment, which is measured each October. Current year enrollment at 1,846, dropped by 16 over last year.

The successive 3 years are projected enrollment based on a 3 year average for TK/Kindergarten and assuming that the next years classes will be of similar size.

The next 2 years show small decreases followed by a small increase in the 3rd year. The district will look into factors that affect enrollment to determine if it is feasible to assume similar class sizes in the long run.

Enrollment drives attendance, which drives funding and is crucial for student performance.

The District continues to focus on improving attendance rates. We ended 2017-18 at **95.37% ADA** and have set a district goal to improve by 1% to **96.37% ADA**. The district has seen improved attendance every month for every site this far into the school year. We will continue to motivate our students to attend class by meeting and exchanging various attendance strategies.

### Enrollment Actuals & Projections for Gustine (as of 3/4/19)

Grades		2013-2014 Oct 2013 CBEDS Actuals	2014-2015 Oct 2014 CBEDS Actuals	2015-2016 Oct 2015 CBEDS Actuals	2016-2017 Oct 2016 CBEDS Actuals	2017-2018 Oct 2017 CBEDS Actuals	2018-2019 Oct 2018 CBEDS Actuals	Projected 2019-2020 CBEDS	Projected 2020-2021 CBEDS	Projected 2021-2022 CBEDS
Kindergarten		138	166	147	152	141	159	151	151	151
1st Grade		127	126	145	131	128	118	159	151	151
2nd Grade		134	129	129	147	127	136	118	159	151
3rd Grade		145	144	131	123	144	136	136	118	159
4th Grade		119	148	152	139	128	139	136	136	118
5th Grade		143	117	146	146	144	126	139	136	136
6th Grade		144	150	125	154	146	139	126	139	136
7th Grade		157	148	146	120	156	146	139	126	139
8th Grade		146	159	153	142	130	155	146	139	126
9th Grade		145	160	166	165	145	133	155	146	139
10th Grade		131	146	158	170	160	146	133	155	146
11th Grade		142	135	149	152	165	157	146	133	155
12th Grade		118	135	141	149	147	155	157	146	133
Total Enrollment	Actuals	1789	1863	1888	1890	1861	1845			
	Projected							1841	1835	1840
Increase (Decrease) in Enrollment		30	74	25	2	(29)	(16)	(4)	(6)	5
P-2 ADA	Actuals	1707.33	1739.37	1777.53	1776.77	1749.89				
	Proj 3 Yr Avg 94.06%	95.43%	93.36%	94.15%	94.01%	94.03%	1735.45	1731.68	1726.03	1730.73
	County/NPS ADA	17.63	16.27	17.75	19.03	20.29	20.29	20.29	20.29	20.29
	TOTAL P-2 ADA	1724.96	1755.64	1795.28	1795.80	1770.18	1755.74	1751.97	1746.32	1751.02
	LCFF FUNDED ADA	1724.96	1755.64	1795.23	1796.56	1797.06	1770.18	1755.74	1751.97	1751.02
Increase (Decrease) in LCFF (RL) ADA		62.09	30.68	39.59	1.33	0.50	(26.88)	(14.44)	(3.77)	(0.95)

## Historical Fund Balances

- GUSD remained fiscally solvent during the most difficult financial times
- Our ending balances have shown a positive correlation to LCFF funding increases, yielding growth and stability throughout the years.
- Our favorable fiscal outlook prepares us and allows us time to adjust for potential uncertainty and volatility in funding.



Historical Fund Balance	Unrestricted	Restricted	Combined
2006-07	\$ 1,027,440	\$ 1,649,325	\$ 2,676,765
2007-08	\$ 873,523	\$ 1,737,938	\$ 2,611,461
2008-09	\$ 2,408,835	\$ 1,560,940	\$ 3,969,775
2009-10	\$ 2,043,659	\$ 1,464,085	\$ 3,507,744
2010-11	\$ 2,829,419	\$ 1,035,382	\$ 3,864,801
2011-12	\$ 2,483,526	\$ 1,081,729	\$ 3,565,255
2012-13	\$ 2,022,902	\$ 1,025,373	\$ 3,048,275
2013-14	\$ 2,048,533	\$ 685,776	\$ 2,734,309
2014-15	\$ 1,782,839	\$ 506,937	\$ 2,289,776
2015-16	\$ 3,313,426	\$ 655,860	\$ 3,969,286
2016-17	\$ 3,697,031	\$ 823,570	\$ 4,520,601
2017-18	\$ 4,249,692	\$ 1,047,743	\$ 5,297,435
2018-19 2nd Interim	\$ 4,060,541	\$ 568,913	\$ 4,629,453
2019-20 Projections	\$ 4,027,240	\$ 398,434	\$ 4,425,673
2020-21 Projections	\$ 4,253,865	\$ 273,909	\$ 4,527,773
2021-22 Projections	\$ 4,790,209	\$ 86,817	\$ 4,877,024







## SALARIES: AN IMPORTANT EXPENSE FOR THE SUCCESS OF OUR STUDENTS

Our staff are our most important assets and, consequently, salaries are the largest expense in the budget. Union negotiations for 2018-19 have been settled with GRTA and are at impasse with CSEA. The GRTA settlement includes a 3.5% increase to the salary schedule. These increases are included in the projections and are assumed for all staff district-wide. The cost of a 1% increase to salaries and benefits is included below as a point of reference.

### Step & Column Increases Included

Certificated Teachers
Classified Staff
Administrators & Confidential/Management Staff
<b>TOTAL</b>

### Cost of Projected 1% Salary Increase (2018-19)

Certificated Teachers
Classified Staff
Administrators & Confidential/Management Staff
<b>TOTAL</b>

2018-2019	2019-2020	2020-2021	2021-2022
<i>DOLLAR VALUES ARE IN THOUSANDS</i>			
\$98	\$99	\$101	\$102
87	88	90	90
40	41	42	42
<b>\$225</b>	<b>\$228</b>	<b>\$233</b>	<b>\$234</b>

2018-19
\$85
26
32
<b>\$143</b>

The impact of Step & Column Increases to all staff, an average of \$230,000/year over each of these 4 years. These Step & Column increases are included in budget projections for all years.

## OTHER FUNDS COMPARISON

- The chart below shows the fund balance for all funds for 2018-19 2<sup>nd</sup> Interim as compared to 1<sup>st</sup> Interim.
- The cafeteria fund has a positive increase to the projected fund balance. This increase is coming from the dinner program, which may be able to absorb some of the lunch and dinner program costs at the end of the year. All programs continue to have favorable increases in the number of students eating during all meals.



## ALL FUNDS: FUND BALANCE COMPARISONS

*DOLLAR VALUES ARE IN THOUSANDS*

<b>FUND 01 - General Fund</b>
<b>FUND 11 - Adult Education</b>
<b>FUND 13 - Cafeteria</b>
<b>FUND 14 - Deferred Maintenance</b>
<b>FUND 21 - Building Fund (Bond)</b>
<b>FUND 25 - Capital Facilities</b>
<b>FUND 35 - School Facilities</b>
<b>FUND 40 - Special Reserve for Capital Outlay</b>
<b>FUND 51 - Bond Interest &amp; Redemption</b>

2018-19 1st Interim	2018-19 2nd Interim	% Change
\$5,150	\$4,629	-10.11%
\$104	\$104	0.00%
\$12	\$31	160.03%
\$173	\$147	-14.99%
\$0	\$857	
\$377	\$377	0.00%
\$1	\$1	0.00%
\$324	\$324	0.00%
\$995	\$995	0.00%



**Based on all of the above, we recommend the Board of Trustees approve Gustine Unified School District's 2018-19 2<sup>nd</sup> Interim and projections.**

In closing, we would like to acknowledge that we appreciate the fiscal support provided by the Gustine Unified School District Board of Trustees, Staff and the Community for the development, implementation, and maintenance of an excellent educational program for the students of Gustine Unified School District.

Sincerely,

*Hugo Luna*

Hugo Luna, Business Manager

*Lizett Aguilar*

Lizett Aguilar, CBO



**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Appointment of Measure P Bond Committee Members**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the Appointment of Measure P Bond Committee Members.

**SUMMARY:**

The District is required to assemble an Oversight Committee to review expenses coming from the sale of the Measure P School Bond. The Oversight Committee was established in March 11, 2015 and each member shall serve a term of two (2) years but not more than two (2) consecutive terms. Refer to the Bond Oversight Committee ByLaws Section 5.4 Term.

1. Robert Borba – Second Term
2. Jennifer Pacheco – Second Term
3. Haylee Barragan – First Term

**FISCAL IMPACT:** None**BUDGET CATEGORY:** None

GUSTINE UNIFIED SCHOOL DISTRICT  
CITIZEN'S FACILITIES OVERSIGHT COMMITTEE  
APPLICATION

The Gustine Unified School District is accepting applications to serve on the GUSD Citizen's Facilities Oversight Committee, the Committee which oversees the use of local General Obligation Bond Measure tax funding.

Committee members will serve without compensation and will report directly to the Board of Education to inform them of their review of expenditures on capital facilities improvement projects consistent with the provisions of approved projects as described in the language of General Obligation Bond measures approved by local voters. They will receive and review performance and financial audit reports to ensure that all Bond Measure monies are spent on voter-approved projects. State law provides that a local citizens' oversight committee oversee all school construction bond expenditures.

In addition to members of the general public, the committee will include those with expertise in the following professions: architecture, engineering, construction, educational administration, public administration, financial management, real estate/development, construction management, and law.

PLEASE PRINT

LAST NAME Borba FIRSTNAME Robert DATE 2-14-19

ADDRESS [REDACTED]

CITY Gustine, CA

ZIP 95322

PHONE (home) [REDACTED]

(cell) [REDACTED]

Email Address [REDACTED]

How long in community? 52 years

Circle The Group You Would Represent On The Committee:

☒ Parent/Guardian

☒ Gustine Resident

☐ Business Community

☐ GUSD Student

☐ County of Merced

Special Interest Group: \_\_\_\_\_

Write In Name or Description of Special Interest Group

☐ Senior Citizens Group

☐ Bona-fide Taxpayers' Organization

☐ School Site Council or PTC

Reason for Desire to Serve on Committee:

I encouraged voters to pass the bond and I want to make sure the bond money is spent correctly.

SIGNATURE: Robert Borba

RETURN APPLICATION TO:

Gustine Unified School District  
1500 Meredith Avenue  
Gustine, CA 95322  
(209) 854-3784

GUSTINE UNIFIED SCHOOL DISTRICT  
CITIZEN'S FACILITIES OVERSIGHT COMMITTEE  
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In addition to members of the general public, the committee will include those with expertise in the following professions: architecture, engineering, construction, educational administration, public administration, financial management, real estate/development, construction management, and law.

NAME Jennifer Pacheco DATE 2/25/19

ADDRESS PLEASE PRINT [REDACTED]

CITY Gustine ZIP 95322

PHONE (home) [REDACTED] (cell) [REDACTED]

Email Address [REDACTED]

How long in community? 5 years

Circle The Group You Would Represent On The Committee:

Parent/Guardian

Gustine Resident

Business Community

GUSD Student

County of Merced

Special Interest Group: \_\_\_\_\_

Write In Name or Description of Special Interest Group

Senior Citizens Group

Bona-fide Taxpayers' Organization

School Site Council or PTC

Reason for Desire to Serve on Committee:

I enjoy being of service to my  
community

SIGNATURE: J Pacheco

RETURN APPLICATION TO:

Gustine Unified School District  
1500 Meredith Avenue  
Gustine, CA 95322  
(209) 854-3784

**GUSTINE UNIFIED SCHOOL DISTRICT**  
**CITIZEN'S FACILITIES OVERSIGHT COMMITTEE**  
**APPLICATION**

The Gustine Unified School District is accepting applications to serve on the GUSD Citizen's Facilities Oversight Committee, the Committee which oversees the use of local General Obligation Bond Measure tax funding.

Committee members will serve without compensation and will report directly to the Board of Education to inform them of their review of expenditures on capital facilities improvement projects consistent with the provisions of approved projects as described in the language of General Obligation Bond measures approved by local voters. They will receive and review performance and financial audit reports to ensure that all Bond Measure monies are spent on voter-approved projects. State law provides that a local citizens' oversight committee oversee all school construction bond expenditures.

In addition to members of the general public, the committee will include those with expertise in the following professions: architecture, engineering, construction, educational administration, public administration, financial management, real estate/development, construction management, and law.

PLEASE PRINT

LAST NAME Barragan FIRSTNAME Haylee DATE 2/13/19

ADDRESS [REDACTED]

CITY Gustine ZIP 95322

PHONE (home) [REDACTED] (cell) 11

Email Address [REDACTED]

How long in community? 4-5 years

Circle The Group You Would Represent On The Committee:

Parent/Guardian

Gustine Resident

Business Community

GUSD Student

County of Merced

Special Interest Group:

Write In Name or Description of Special Interest Group

Senior Citizens Group

Bona-fide Taxpayers' Organization

School Site Council or PTC

Reason for Desire to Serve on Committee:

To be active in my communittee

SIGNATURE: Haylee Barragan

RETURN APPLICATION TO:

Gustine Unified School District  
1500 Meredith Avenue  
Gustine, CA 95322  
(209) 854-3784

# **GUSTINE UNIFIED SCHOOL DISTRICT**

**Meeting of the Board of Trustees**

**MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Gustine High School Mascot

**AGENDA SECTION:** Action

**PRESENTED BY:** Mrs. Barbara Azevedo, ASB Advisor  
Julia Travis, ASB President  
Eliette Morales, ASB Commissioner of Scheduling  
Mario Martinez, ASB Commissioner of Records

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the Mascot recommended by GHS Student Body.

**SUMMARY:**

The Associated Student Body of Gustine High School has met with the students at Gustine High School to come up with selections for a Mascot for our school. We would like to keep the Name "Reds" however, the Student Body at GHS would like to a Mascot that we could associate with.

**FISCAL IMPACT:** N/A

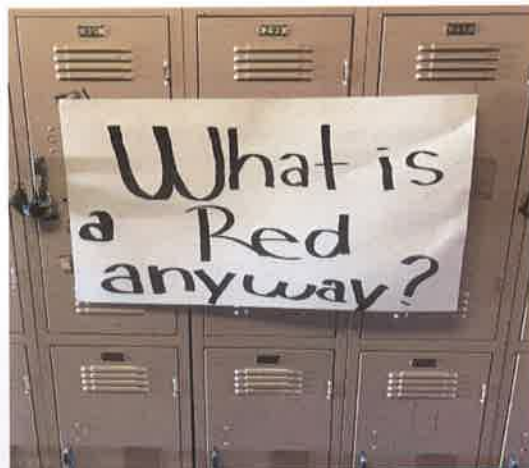
**BUDGET CATEGORY:** N/A



# **Reds' Mascot Image**

Gustine High School

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**A QUESTION ASKED BY MANY ?**

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Administration asked ASB to ask the Student Body to organize a Mascot Committee to Select a Mascot to Represent us as the Reds.

It was NOT meant to replace our Current Reds we were sent on a mission to select an object that can be at games and events that represent the Reds.

## **To Do List**

---

## **Student Input**

- Meetings were held for students to voice their opinions and pitch ideas for a mascot to represent them.
  - Meetings took place:
    - Before School on September 11<sup>th</sup>
    - During Break on September 20<sup>th</sup>
    - During Lunch on October 4<sup>th</sup>
    - After School on October 19<sup>th</sup>
    - Fall Sports (Volleyball and football teams)
-

## TO BE A RED IS...

- To have pride
  - Being a family
  - To be the difference
  - Remembering your Roots
- 

## Student Vote

Gustine High School student body had the opportunity to vote for the top two mascots they believe represented them as Reds.

Results:

- Cardinal image.....28%
  - Rider image.....34%
  - Spartan image .....51%
  - Knight image.....52%
  - Total students enrolled.....544
-



Vote results: 4<sup>th</sup> choice

150 votes

28% of the votes

## **Red Cardinals**

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Vote results: 3<sup>rd</sup> choice

183 votes

34% of the votes

## **Red Riders**

---



Vote results: 2<sup>nd</sup> choice

278 votes

51% of the votes

## **Red the Spartan**

---

**GUSTINE**  
**HIGH SCHOOL**



Vote results: 1<sup>st</sup> choice

284 votes

52% of the votes

## **The Mighty Reds**

---

**On behalf of the whole Student body at Gustine High School we would like to thank you for the opportunity to come here and present to have a say in the selection of a Mascot at GHS.**

**Your support for our school is always appreciated and we thank you for all that you do for each and every one of us.**

**THANK YOU!**

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# **GUSTINE UNIFIED SCHOOL DISTRICT**

**Meeting of the Board of Trustees**

**MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Board Measure P Sub Committee

**AGENDA SECTION:** Action

**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees make a motion to keep as is, reorganize or disband the Board Measure P Sub Committee.

**SUMMARY:**

At the February 13 , 2019 Board Meeting, Mr. Jarrett Martin asked the Board to take action if they would the Board Measure P Advisory Committee to be active or if they would like to disband it. The members are comfortable with either way the Board decides.

**FISCAL IMPACT:** None

**BUDGET CATEGORY:** None



**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

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**AGENDA ITEM TITLE:** Updating Board Policy 0411 Civil Rights and Complaint Procedures for the USDA Child Nutrition Programs (First Reading)

**AGENDA SECTION:** Action

**PRESENTED BY:** Lizett Aguilar, Chief Business Officer

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees waive the reading of the Board Policy 0411 Civil Rights and Complaint Procedures for the USDA Child Nutrition Programs.

**SUMMARY:**

This policy need to be updated to be in compliance with USDA requirements program. Civil Rights and Complaint Procedure that is specifically for our Nutrition Programs. Once approved by the Board, CSBA will post the updates on GAMUT Online, available from the District's website.

**FISCAL IMPACT:** None

**BUDGET CATEGORY:** None

# **Gustine Unified School District Board Policy #0411**

## **Civil Rights and Complaint Procedures for the U.S. Department of Agriculture Child Nutrition Programs**



California Department of Education  
Nutrition Services Division  
June 2018

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## **Introduction**

The California Department of Education (CDE) Nutrition Services Division (NSD) provides the Civil Rights and Complaint Procedures to help agencies comply with the U.S. Department of Agriculture (USDA) child nutrition program (CNP) regulations, as required by the Food and Nutrition Service (FNS) Instruction 113-1.

The requirements contained in the procedures apply to all programs and activities receiving federal financial assistance for the CNPs, whether those programs and activities are federally funded in whole or in part (FNS Instruction 113-1, Page 3). Thus, when a state agency, local agency, or any other subrecipient agrees to administer FNS program services and benefits, they enter into a contractual agreement (i.e., federal/state agency agreement or a state agency/local agency agreement) to adhere to all laws, regulations, instructions, policies, and guidance related to nondiscrimination in program delivery (FNS Instruction 113-1, Page 4[C]).

## **Civil Rights Compliance in the Child Nutrition Programs**

Each state agency, local agency, or any other subrecipient must ensure that it performs certain duties to both prevent and resolve all complaints related to programs and civil rights. Agencies must appoint a Civil Rights Coordinator to perform these duties. These duties include:

- Providing the name of the Civil Rights Coordinator, 504 Coordinator, and Title IX Coordinator (if different from the Civil Rights Coordinator)
- Providing mandatory civil rights training to all staff annually (FNS Instruction 113-1, Page 16[XI])
- Implementing procedures to determine and process civil rights complaints (FNS Instruction 113-1, Page 32[XVII][B])
- Implementing procedures to determine and process program related complaints
- Notifying the public, participants, and potential participants, upon request, of information about program requirements and the procedures for filing a complaint in English and/or in the appropriate language for persons with limited English proficiency (FNS Instruction 113-1, Page 13[IX])
- Ensuring that the public, participants, and potential participants are notified that a complaint can be filed anonymously or by a third party
- Developing a method to collect racial and ethnic data. The agency can use an applicant's voluntary self-identification to obtain racial and ethnic data.

Self-identification or self-reporting is the preferred method of obtaining characteristic data (FNS Instruction 113-1, Page 17[XII][A])

- Ensuring that the agency makes special meals available to participants with disabilities who have a medical statement on file documenting that their disability restricts their diet (Accommodating Children With Special Dietary Needs in the School Nutrition Programs, Page 5[II][A])
- Ensuring that participants with disabilities are not excluded from enjoying the benefits or services due to inaccessibility of facilities. Every part of a facility must be accessible to and usable by persons with disabilities (Rehabilitation Act of 1973, Section 504)
- The most current version of the federal nondiscrimination statement in a prominent location in all public information releases, publications, and on posters concerning nutrition program activities, except menus (FNS Instruction 113-1, pages 13[IX][A][3], 14[d], and 15[IX][B][4])
- Displaying And Justice For All posters in areas visible to program recipients, such as the food service area and sponsor's office, except in family day care homes (FNS Instruction 113-1, Page 15[B][1])
- Sending a public release announcing the availability of the CNPs and/or changes in the programs to public media and community/grassroots organizations (FNS Instruction 113-1, Page 15[IX][B][2])
- Providing appropriate translation services when a significant number of persons in the surrounding population have limited English proficiency (FNS Instruction 113-1, pages 9 and 10[VII])
- Establishing admission and enrollment procedures that do not restrict enrollment of minority persons or persons with disabilities. This includes preventing staff from incorrectly denying applications of minority persons and persons with disabilities, and ultimately ensuring that minority persons and participants with disabilities have equal access to all programs (FNS Instruction 113-1, Page 1[II][B] and [D], Americans with Disabilities Act 28, Title 2, Code of Federal Regulations, Part 35, Subtitle A and D, and FNS Instruction 113-1, Page 1[II][A] and [II][A])

Additionally, in order to meet federal civil rights requirements for CNPs, the NSD recommends that the Civil Rights Coordinator maintain a complaint log and work with the appropriate people to resolve the complaint.

The complaint as well as the complaint log must include, at a minimum, the following information:

- The name, address, and phone number or other means of contacting the complainant, such as an e-mail address (if not anonymous)
- The specific location and name of the entity delivering benefits



- The nature of the complaint or action that led to the charges being filed

If the nature of the complaint alleges discrimination, the NSD recommends that the Civil Rights Coordinator collect the following information and forward to USDA:

- The basis on which the complainant feels that discrimination occurred. In order to be considered a discrimination complaint, the complainant must feel discriminated against based on one or more of the protected classes
- The names, titles, and if known, addresses of persons who may have knowledge of the discriminatory action or situation
- The date(s) that the alleged discrimination occurred, or the duration of such action
- Forward all allegations of discrimination to the USDA National Office in Washington, D.C., at the address provided on page 8 of this document

Try to be as detailed as possible when logging information about the complaint. This will help resolve the situation in a more efficient manner.

## **Nondiscrimination Statement**

As mentioned, agencies must include the most current version of the federal nondiscrimination statement in a prominent location in all public information releases, publications, and on posters concerning nutrition program activities, except menus. The current nondiscrimination statement can be found at the USDA's Civil Rights Web page: <https://www.fns.usda.gov/fns-nondiscrimination-statement> (FNS Instruction 113-1, Page 15[IX][d][2]).

The USDA prohibits discrimination in all its programs and activities. However, CNP regulations do not cover all types of discrimination. The only protected classes covered under the CNPs are race, color, national origin, sex, age, or disability.

## **Public Notification and Grassroots Efforts**

All FNS assistance programs must include a public notification system or grassroots effort. The purpose of this system is to inform applicants, participants, and potentially eligible persons of program availability, program rights and responsibilities, the policy of nondiscrimination, and the procedure for filing a complaint (FNS Instruction 113-1, Page 13[IX]). <https://www.fns.usda.gov/fns-nondiscrimination-statement>

Particularly, the focus of the grassroots effort should be to target underserved populations and inform them of the availability of the CNPs. Certain organizations can help. A grassroots organization is any organization at the local level that interacts directly with eligible or potentially eligible participants or beneficiaries, such as an advocacy organization, community action program, civic organization, migrant group,

religious organization, neighborhood council, or other similar group (FNS Instruction 113-1, Page 5[V][P]).

Agencies should consider the following methods of communication when informing the public of available CNPs: the Internet, newspaper articles, radio or television announcements, flyers, or any other vehicle of communication deemed necessary to reach the intended recipients (FNS Instruction 113-1, Page 15[IX][B][2]).

## **Protected Racial and Ethnic Categories in the CNPs**

The 2009–10 Civil Rights policy for CNPs established a two-question format for collecting racial and ethnic data from all program applicants and participants. Agencies must use separate categories when collecting and reporting ethnicity and race (FNS Instruction 113-1, Page 18[XII][A][4][a],[b]). Agencies must collect ethnicity first, and then offer respondents the option of selecting one or more racial designations. Recommended instructions accompanying the multiple responses for race should include one of the following: Mark One or More, or Select One or More, to encourage accurate information (FNS Instruction 113-1, Page 18 [XII][A][4]).

The minimum designations for ethnic and racial data collection are as follows:

### **Ethnicity**

- Hispanic or Latino—A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term Spanish origin can be used in addition to Hispanic or Latino
- Not Hispanic or Latino

### **Race**

- American Indian or Alaskan Native—A person having origins in any of the original peoples of North and South America, including Central America, who maintains tribal affiliation or community attachment
- Asian—A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- Black or African American—A person having origins in any of the black racial groups of Africa. Terms such as Haitian or Negro can be used in addition to Black or African American
- Native Hawaiian or Other Pacific Islander—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

- White—A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

## **Discriminatory Behavior**

Discriminatory behavior can sometimes be difficult to determine; therefore, it is important to keep in mind the protected classes for the CNPs when addressing potential discrimination. The following are general examples of prohibited discriminatory behavior to help agencies and Complaint Coordinators have a clearer understanding (FNS Instruction 113-1, Page 24[XIV][A][1-4]):

- Denying an individual or household the opportunity to apply for FNS program benefits or services on the basis of race, color, national origin, sex, age, or disability. CalWORKs and the Food Distribution Program on Indian Reservations (FDPIR) also prohibit discrimination on the basis of religion and political beliefs.
- Providing FNS program services or benefits in a different manner on the basis of race, color, national origin, sex, age, or disability, unless the difference is necessary to comply with nondiscrimination requirements, such as disability accommodations (this includes providing disability accommodations which includes dietary accommodation or physical assistance). CalWORKs and the FDPIR also prohibit discrimination on the basis of religion and political beliefs.
- Selecting members for planning and advisory bodies in such a way as to exclude persons from membership on the basis of race, color, national origin, sex, age, or disability. CalWORKs and the FDPIR also prohibit discrimination on the basis of religion and political beliefs.
- Selecting FNS program sites or facilities in a manner that denies an individual access to FNS program benefits, assistance, or services on the basis of race, color, national origin, sex, age, or disability. CalWORKs and the FDPIR also prohibit discrimination on the basis of religion and political beliefs.

## Where to File a Complaint

To file a program or Civil Rights complaint, please contact one of the following agencies listed below:

Gustine Unified School District  
Civil Rights Coordinator  
District Superintendent  
1500 Meredith Ave  
Gustine, CA 95322  
(209) 854-3784

Or

Child Nutrition Programs  
Civil Rights and Program Complaint Coordinator  
California Department of Education  
Nutrition Services Division  
1430 N Street, Room 4503  
Sacramento, CA 95814-2342  
916-445-7760

Or

USDA, Director, Office of Adjudication  
1400 Independence Avenue, Southwest  
Washington, D.C. 20250-9410  
866-632-9992  
Federal Relay Service 800-877-8339 (English)  
or 800-845-6136 (Spanish)

**Note:** The USDA will investigate and process complaints alleging discrimination.

All program complaints filed with the NSD are resolved at the state level. The NSD Complaint Coordinator logs the complaint, refers it first to the district for handling and if not resolved, then to the appropriate program or Field Services Unit, and tracks it through resolution. The NSD reserves the right to conduct unannounced site visits to determine the validity of all allegations.

## **Terminology Key**

**Complainant** – Any individual, including a person's duly authorized representative or an interested third party, public agency, or organization who files a complaint

**Complaint** – A written or verbal statement alleging a violation of a federal or state law or regulation, which may include an allegation of unlawful discrimination

**Complaint Coordinator** – A staff member who is responsible for tracking all program complaints until resolution

**Discrimination** – The act of making a distinction in favor of, or against a person, intentionally or unintentionally, with policies, procedures, attitudes, and practices that denies equal access or limits services and benefits to those who are eligible

**Discrimination Complaint** – A complaint alleging discrimination based on race, color, national origin, sex, age, or disability

**Program Complaint** – A complaint alleging violation of federal or state laws or regulations concerning the program(s)

**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

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**AGENDA ITEM TITLE:** Revised English Learner Master Plan 2018-2019**AGENDA SECTION:** Action**PRESENTED BY:** Kim Medeiros, Curriculum & Instruction Coordinator**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the Revised English Learner Master Plan 2018-2019.

**SUMMARY:**

**The English Learner Master Plan has been revised to meet the legal requirements under Title III. The updated master plan will need to be approved by the governing board.**

Changes to the previously approved English Learner Master Plan:

- Removal of Parental Exception Waiver due to a change in CA Ed. Code, Section 311
- Change of Program English Learner Mainstream (ELM) to Structured English Immersion (SEI) as SEI is the minimum level language programs that may be used by school districts per CA Ed. Code 306
- Changes to the Instructional Program describing effective strategies that are used during designated and Integrated ELD.
- Changes in wording in the section "Transfers from Out of State"

**FISCAL IMPACT:** \$0**BUDGET CATEGORY:** n/a



# English Learner Master Plan

## Gustine Unified School District

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2018-2019

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# Master Plan for English Learners

**GUSD Governing Board Approved: March 13, 2019**

**District English Language Advisory Committee Reviewed: March 13, 2019**

**Superintendent: Bryan Ballenger**

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## Initial Identification, Assessment and Placement

### Registration and Home Language Survey (HLS)

At the time of enrollment, California public schools are required to determine the language(s) spoken in the home by each student. In order to gather this information, all parents/legal guardians are required to complete, sign, and date a Home Language Survey (HLS) for each of their school-aged children. As part of the Gustine Unified School District's (GUSD) enrollment procedure, when the parent/legal guardian first enrolls their child they must complete the HLS. If the student is transferring from another district, the GUSD will recognize the initial HLS from the initial US school of enrollment. The initial HLS remains on file for each student in the permanent cumulative record (CUM) folder. This information will assist schools in providing appropriate instruction for all students.

#### The four questions on the HLS are:

1. Which language did your child learn when he/she first began to talk?
2. Which language does your child most frequently speak at home?
3. Which language do you (the parents or guardians) most frequently use when speaking with your child?
4. Which language is most often spoken by the adults at home? (parents, guardians, grandparents, or any other adults)

Please note: The preschool HLS does not apply as the initial identification of a student.

### English Language Proficiency Assessment

State regulations require that all students whose Home Language Survey indicates a language other than English on questions 1, 2, or 3 be assessed in English language proficiency skills within 30 calendar days of initial enrollment. Question 4 does not pertain to the identification of English Learners but is used as a way to gather parent information regarding language for communication from school. The current state approved assessment instrument, English Language Proficiency Assessment for California (ELPAC) is currently administered to determine English language proficiency skills. The ELPAC is a criterion-referenced test that assesses students' English language proficiency in listening, speaking, reading, and writing.

### Initial and Kindergarten Registration, Assessment, and Placement

Kindergarten pre-registration begins in February or March of the school year preceding the child's entrance into Kindergarten. However, administration of the ELPAC, may not begin until July 1st. When the parent pre-registers the child, the Home Language Survey is completed. If the HLS indicates a language other than English is spoken, the student will be given the ELPAC at the school site of enrollment. Parents will be notified of the test results and student placement.

### Notification of Initial Assessment Results and Program Placement

As part of the testing process, the parent/legal guardian is notified of their child's initial assessment results. The purpose of notification is to explain the English proficiency results, program options, placement, and reclassification criteria. The results are provided to the child's school and teacher(s) and verified by the site's administrator or designee. The school staff prepares the English Learner Folder by placing the Home Language Survey, Local Scoring Tool if used, Initial Parent Notification Letter and the Testing Log in the folder. The English Learner Folder is then placed in the students' permanent cumulative record file (CUM).

### Initial English Learner (EL) Identification

Gustine Unified School District Master Plan for English Learners

Initial Identification for the student is determined in the following manner:

These performance level descriptors (PLDs), which apply across grades and grade spans, provide a general range of student performance on the Initial English Language Proficiency Assessments of California (ELPAC).

1. For a student in Transitional kindergarten through Grade 12:

**Initial Fluent English Proficient (IFEP)**

Students at this level have **well developed** oral (listening and speaking) and written (reading and writing) skills as a result of their score on the Initial ELPAC Assessment. They are able to use English to learn and communicate in meaningful ways that are appropriate to different tasks, purposes, and audiences in a variety of social and academic contexts. They may need occasional linguistic support to engage in familiar social and academic contexts; they may need light support to communicate on less familiar tasks and topics. This test performance level corresponds to the upper range of the "Bridging" proficiency level as described in the 2012 *California English Language Development Standards, Kindergarten Through Grade Twelve* (2012 *ELD Standards*). Students who score as Fluent English Proficient (IFEP) on the Initial ELPAC are placed in the regular mainstream program.

2. If a child does not have a good working knowledge in English according to the Initial ELPAC Assessment, then placement in a Structured English Immersion (SEI) program is indicated. Instruction in the SEI program is all in English. The students receive appropriate integrated and designated English Language Development (ELD) and grade level academic content through Specially Designed Academic Instruction in English (SDAIE) and other effective research based strategies.

**a. Intermediate English Learner**

Students at this level have **somewhat developed to moderately developed** oral (listening and speaking) and written (reading and writing) skills. This level captures a broad range of English learners, from those who can use English only to meet immediate communication needs to those who can, at times, use English to learn and communicate in meaningful ways in a range of topics and content areas. They may need some degree of linguistic support to engage in familiar social and academic contexts (depending on the student, the level of support needed may be moderate, light, or minimal); they may need substantial-to-moderate support to communicate on less familiar tasks and topics. This test performance level corresponds to the entire "Expanding" proficiency level and to the lower range of the "Bridging" proficiency level as described in the 2012 *ELD Standards*.

**b. Novice English Learner**

Students at this level have **minimally developed** oral (listening and speaking) and written (reading and writing) English skills. They tend to rely on learned words and phrases to communicate meaning at a basic level. They need substantial-to-moderate linguistic support to communicate in familiar social and academic contexts; they need substantial linguistic support to communicate on less familiar tasks and topics. This test performance level corresponds to the "Emerging" proficiency level as described in the 2012 *ELD Standards*.

- c. If the student is initially identified as not having a good working knowledge in English according to the ELPAC assessment, the student is provided daily designated English Language Development (ELD).

3. Parental notification of assessment results and language acquisition program options are explained to the the parents of English Learners. See the description of Structured English Immersion in the next section. The benefits of each are included in the explanation.

## **Annual Notification of Assessment Results**

English Learners are tested annually with the ELPAC until reclassification. Parents receive an Annual Parent Notification Letter informing them of their child's test results.

## **Assessing Students with Disabilities**

Most students with disabilities are able to participate effectively on the ELPAC. For those students whose disabilities preclude them from participating in one or more domains of the ELPAC, their IEP teams may recommend accommodations, modifications, or an alternate assessment. (See EC Section 56385, CCR 11516.5 through 11516.7)

IEP team members may determine that alternate assessments are appropriate and necessary. The results of alternate assessments and/or the ELPAC are part of current levels of performance in the IEP. The scores or performance levels are a part of the information considered by the team to develop linguistically appropriate goals [EC sections 56341.1(b) and 56345(b)(2)]. Due to the unique nature of individual students' disabilities, the CDE does not make specific recommendations as to which alternate assessment instruments to use. However, the appropriate alternate assessment must be identified annually in a student's IEP. Identified English learners with disabilities must take the ELPAC with any accommodations or modifications specified in their IEPs, or take appropriate alternate assessments as documented in their IEP every year until they are reclassified.

## **Review of IEP or Section 504 Plans**

Some students with disabilities may require test variations, accommodations, and/or modifications, or may take alternate assessments. Test variations are allowed for any student who regularly uses them in the classroom. Prior to testing, accommodations, modifications, and/or alternate assessments must be specified in each student's IEP or Section 504 plan.

Before any test variation is used, the following activities should be considered when preparing or updating the IEP or Section 504 plan:

- Specify in the student's IEP or Section 504 plan if the ELP assessment is specifically addressed and verify that student information is current.

## **Transfers from Other California Public Schools**

Students who arrive from another California school with records of Home Language Survey (HLS) indicating placement in English Language Development program need not go through the Gustine USD identification process. Records are recognized and accepted from the previous school. In the event that the initial HLS differs from the survey filled out upon registration the initial information will be used for placement.

## **Transfers from Out of State**

Students entering the district from another state will be given the HLS. If the HLS indicates a language other than English is spoken for questions 1-3, then the student will be given the initial ELPAC within 30 days of enrollment. According to the *California Code of Regulations*, a student must always be tested when enrolling in a California public school for the first time. Records from the previous district must be immediately requested and reviewed upon receipt to ensure proper placement of the student. Once the Initial ELPAC is administered, if the student is Initially Fluent English Proficient (IFEP) then the student will be placed in the mainstream program. If according to the ELPAC results, the student is determined to be an English Learner, program options will be explained to the parents/guardians of that student.

Gustine Unified School District Master Plan for English Learners



## **Transfer from Other Countries or Private Schools**

Students entering from another country or private school will be required to complete the HLS. If the HLS indicates language other than English is spoken for questions 1-3, then the student will be given the ELPAC. Parents will be notified of the test results and student placement.

All relevant assessment, academic progress, and placement information will be entered into the student information system including an entry signifying "year first enrolled in a California school" and "Year the student first enrolled in a U.S. school." Transcripts are reviewed to determine the student's prior placements and academic history. This same procedure applies to students transferring from private school.

## II. Instructional Program Design

### Education Code Section 310

Parents or legal guardians of pupils enrolled in the school may choose a language acquisition program that best suits their child pursuant to this section. Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible, based upon the requirements of Section 305. Gustine Unified School District must provide, as part of the required annual parent notice or upon enrollment, the parent or legal guardian of a minor pupil with information on the types of language programs available to pupils enrolled in the school district, including a description of each program.

### Language Acquisition Program Options

Gustine Unified School District offers the following program options to English Learners: Structured English Immersion (SEI) which is an immersion program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for students who are learning English. The program is designed to ensure English Learners have access to the core academic content standards, including the English language development standards, and become proficient in English. The program contains the following components:

- Well-articulated, standards-based and research-based differentiated English Language Development (ELD) instruction, specially designed for ELs.
- Well-articulated, standards-based differentiated instruction in the core curriculum, featuring primary language support, frontloading of content, and/or Specially Designed Academic Instruction in English (SDAIE).

### Structured English Immersion (SEI) Program, TK-5

Summary/Definition	Students Served	Program Components
The SEI program is taught primarily in English and is designed for all English Learners. English learners have access to the core academic content standards, including the English language development standards, and become proficient in English.	All English Learners	Daily Designated English Language Development at the assessed stage of English acquisition. TK--5: 30+ daily minutes  Integrated ELD in reading, writing, math, science, and social science, delivered in English using SDAIE strategies, RTI, Tier 2, small group, cooperative groups, math manipulatives, guided reading for reading and social science, hands on activities. Use of state-approved, district-adopted, standards-based materials.

## Structured English Immersion (SEI) Program, 6-12

Summary/Definition	Students Served	Program Components
<p>The SEI program is taught primarily in English and is designed for all English Learners. English learners have access to the core academic content standards, including the English language development standards, and become proficient in English.</p>	<p>All English Learners</p>	<p><b>Middle School:</b> ELD is a 1 period course taught by credentialed teachers. ELD receives elective credit.</p> <p>Integrated ELD in reading, writing, math, science, and social science, delivered in English using SDAIE, cooperative groups, math manipulatives, hands on activities in science, active instruction, and other research based strategies to deliver core content with language to support. Use of state-approved, district-adopted, standards-based materials.</p> <p><b>High School:</b> ELD I, II, and III are one period classes taught by credentialed teachers. ELD receives English Credit. ESL Reading/Writing Lab is taught by credentialed teachers and receives elective credit.</p> <p>Integrated ELD in reading, writing, math, science, and social science, delivered in English using SDAIE, RTI, cooperative groups, active instruction, graphic organizers, and other research based strategies to deliver core content with language to support. Use of state-approved, district-adopted, standards-based materials.</p>

## K-12 Program Flexibility to Meet Student Needs

Dr. Laurie Olson has identified and published research findings on the types of English Learner typologies, their characteristics, and implications. Based on the type of typology of the student, differentiated services will be required such as: SDAIE, Scaffolding, ELD, Primary Language Support and Primary Language Instruction.

Typology	Characteristics	Implications
<b>Newcomer</b>	<ul style="list-style-type: none"> <li>Recent arrival to the United States</li> <li>0-1 years of English instruction</li> <li>Little/No English proficiency on arrival</li> <li>Close to/Above grade level literacy &amp; academic skills in L1</li> <li>Some transferable credits</li> <li>Facing cultural transition to U.S.</li> </ul>	<ul style="list-style-type: none"> <li>Newcomer classes in high school</li> <li>Foreign transcript analysis</li> <li>Individualized initial assessment</li> <li>Nonlinguistic representations</li> <li>Language development in all classes</li> </ul>
<b>Underschooled</b>	<ul style="list-style-type: none"> <li>Many are from rural and impoverished communities or war devastated region</li> <li>In U.S. for several years or less</li> <li>Little to no English fluency</li> <li>Schooling in native country interrupted, disjointed, inadequate or no schooling at all</li> <li>Little to no literacy in home language</li> </ul>	<ul style="list-style-type: none"> <li>Extended time for English language development</li> <li>Intensive ELD</li> <li>Summer programs, after school when available</li> </ul>
<b>Developing</b>	<ul style="list-style-type: none"> <li>In U.S schools for 2-5 years</li> <li>School in native country usually was good</li> <li>Often highly motivated</li> <li>Developing literacy skills and content knowledge with relative ease</li> <li>Approaching grade level in content area skills</li> <li>Progressing normally through language development stages/levels</li> </ul>	<ul style="list-style-type: none"> <li>Differentiated instruction</li> <li>Translation</li> <li>SDAIE</li> </ul>
<b>Long Term English Learner</b>	<ul style="list-style-type: none"> <li>In U.S. 6 years or more</li> <li>6+ years of English instruction</li> <li>Orally fluent in everyday English</li> <li>Reading/writing below grade level</li> <li>Insufficient literacy in primary language</li> <li>Often struggling academically in courses</li> <li>Do not meet reclassification criteria</li> <li>Stuck at the same level</li> <li>SDAIE</li> <li>Many with habits of non--engagement, learned passivity, and invisibility in school</li> </ul>	<ul style="list-style-type: none"> <li>Individualized instructional plans based on assessment of gaps</li> <li>Content classes focus on academic language development</li> <li>Mix with English Only students</li> <li>Relevant texts and examples</li> <li>Scaffolds (modeling, contextualization, text representation, bridging, metacognition, schema building)</li> </ul>

## English Language Development (ELD)

Designated and Integrated English Language Development (ELD) are providing services to English learners to ensure that they are acquiring English language proficiency and regain any academic deficits that may have been incurred in other areas of the core curriculum. The district provides additional and appropriate educational services to English learners in transitional kindergarten through grade twelve in all classroom situations. These services are provided to enable English learners to overcome language barriers and must be provided until they have demonstrated English language proficiency comparable to that of the district's average native English speakers and recouped any academic deficits that may have been incurred in other areas of the core curriculum as a result of language barriers. Both integrated and designated ELD are provided to all English learners. Integrated ELD is provided to ELs throughout the school day and across all subjects by all teachers of ELs. The California ELD standards are used along with the Common Core State Standards (CCSS) for ELA/Literacy and other content standards to ensure students strengthen their abilities to use English as they simultaneously learn content through English. Designated ELD is provided by skilled teachers during the regular school day. Teachers use the CA ELD Standards as the focal standards in ways that build into and from content instruction to develop critical language ELs need for content learning in English. Daily minimum time to devote to Designated ELD.

- 30 minutes per day of designated ELD in grades TK-5
- Daily block or period of designated ELD in middle and high school.

## Primary Language Support

Primary Language Support is not the same as primary language instruction. It does not include directed lessons, assignments, or assessments in the primary language. It may be provided within the Structured English Immersion by a teacher who is bilingual, a trained paraprofessional, or through the use of support materials in the primary language. This support is a means of increasing access to core curriculum taught in English, and of assisting the student to tap prior knowledge, transfer skills, use cognates, etc. Primary language support is used to motivate students, and also to clarify, direct, support, or explain concepts. Even where daily primary language support cannot be provided by bilingual staff, teachers are encouraged to use various materials and resources to ensure that all primary language support tools are available to students and their families.

Using the primary language, which is a resource in its own right, enhances (rather than detracts from) their learning of English (August and Shanahan 2006; Genesee, and other 2006). ELs can transfer language and literacy skills and abilities (such as phonological awareness, decoding, writing, or comprehension skills) to English. Teachers can do many things to support ELs to develop English through strategic use of primary language resources. For example, during collaborative conversations, ELs can share ideas in their primary language with a peer as they gain proficiency and confidence in learning how to interpret and express the same ideas in English. English Learners who can read in their primary language can read texts in both their primary language and in English, allowing them to read and understand texts above their English reading level. In research activities, ELs may draw evidence from primary or secondary resources in their primary language, summarizing their findings in English. In addition to allowing the use of the primary language in classrooms, teachers can provide brief oral or written translations when appropriate and draw ELs' attention to cognates (words that are the same or similar in spelling and share the same meaning in the primary language and English).

## **Accessing the Core Curriculum in Content Areas**

It is essential that English Learners access a well-articulated, standards-based core curriculum instruction. In the Structured English Immersion (SEI) setting, core instruction in all subjects is taught nearly all in English with SDAIE (Specially Designed Academic Instruction in English) strategies and primary language support as needed. Primary language support may be used when appropriate to further motivate, clarify, direct, support, and explain.

## **SDAIE (Specially Designed Academic Instruction in English)**

English Learners access the core curriculum through the use of SDAIE strategies in all content areas. SDAIE is an approach to teaching grade--level content using English as the medium of instruction with special strategies and techniques geared to help students access the core curriculum. SDAIE is:

- Purposeful, intentional, an explicit contextualized instruction (e.g. non--verbal language, visual support, realia, graphic organizers, oral/verbal amplification)
- Task-based instruction that allows students to work with concepts and the language of those concepts in a variety of ways (e.g. via reframing, where students can act, draw, or map out the concepts, or use poetry, song, chant, letters, interactive notebooks, learning logs, etc.)
  - Grade--level content instruction in English designed for English Learners
  - Language--sensitive and cultural--sensitive content teaching
  - Implementing scaffolds into the learning environment so students are able to access the content
  - A pathway through which to teach content in English
  - Used to make learning comprehensible

## **Scaffolding**

Scaffolding refers to particular ways in which teachers provide temporary support to students, adjusted to their particular learning needs. The term draws from Vygotsky's (1978) notion of the zone of proximal development (ZPD), the instructional space that exists between what the learner can do independently and that which is too difficult for the learner to do without strategic support, or scaffolding. Scaffolding is temporary help that is future--oriented. In other words, scaffolding supports students to do something today that they will be able to do independently in the future. As Hammond (2006) has emphasized, scaffolding "does not just spontaneously occur" (271), but is, rather, intentionally designed for a learner's particular needs, and then systematically and strategically carried out.

The level of scaffolding a student needs depends on a variety of factors, including the nature of the task and the learner's background knowledge of relevant content, as well as the learner's proficiency with the language required to engage in and complete the task. Scaffolding does not change the intellectual challenge of the task, but instead allows learners to successfully participate in or complete the task in order to build the knowledge and skills to be able to perform the task independently at some future point. Scaffolding practices are intentionally selected based on the standards-based goals of the lesson, the identified learner needs, and the anticipated challenge of the task.

## **Text Complexity**

Teachers play a crucial role in ensuring that all students engage meaningfully with and learn from challenging text. Strategically designed instruction with appropriate levels of scaffolding, based on students' needs and appropriate for the text and the task, while always working toward assisting students in achieving independence. Figures 1.0 and 1.1 provide guidance for supporting learners' engagement with complex text, along with additional considerations that are critical for meeting the needs of linguistically diverse learners, including ELs and standard English Learners.



Figure 1.0 Text Complexity

Strategies	TIER 1 TEACHERS, SUPPORT ALL STUDENTS' UNDERSTANDING OF COMPLEX TEXT BY...	TIER 2 ADDITIONAL, AMPLIFIED, OR DIFFERENTIATED SUPPORT FOR LINGUISTICALLY DIVERSE LEARNERS MAY INCLUDE...	TIER 3 ADDITIONAL, AMPLIFIED, OR DIFFERENTIATED SUPPORT FOR STUDENTS WITH LEARNING DISABILITIES OR STUDENTS EXPERIENCING DIFFICULTIES READING MAY INCLUDE
Background Knowledge	<ul style="list-style-type: none"> <li>□Leveraging students' existing background knowledge</li> </ul>	<ul style="list-style-type: none"> <li>□Drawing on primary language and home culture to make connections with existing background knowledge</li> </ul>	<ul style="list-style-type: none"> <li>□Providing visual supports and think-- alouds to aid in connecting new content to build background</li> <li>□engaging activities to activate prior knowledge</li> <li>□preview introductory materials</li> </ul>
Comprehension Strategies	<ul style="list-style-type: none"> <li>□Teaching and modeling, through think aloud and explicit reference to strategies--how to make meaning from text using specific reading comprehension strategies (questioning and visualizing)</li> <li>□provide multiple opportunities employ learned comprehension strategies</li> </ul>	<ul style="list-style-type: none"> <li>□Emphasizing a clear focus on the goal of reading as meaning making (with fluent decoding an important skill) while ELs are still learning to communicate through English</li> </ul>	<ol style="list-style-type: none"> <li>1. Explicit modeling and discussion of strategies and opportunities for practice with guidance in meaningful contexts</li> <li>2. Ensuring ample opportunities for success</li> </ol>
Vocabulary	<ul style="list-style-type: none"> <li>□Explicit teaching vocabulary critical to understanding and developing academic vocabulary over time.</li> <li>□Explicitly teaching how to use morphological knowledge and context clues to derive the meaning of new words as they are connected.</li> </ul>	<ul style="list-style-type: none"> <li>□Explicit teaching particular cognates and developing cognate awareness</li> <li>□Making morphological relationships between language (e.g., word endings for nouns in Sp., -dad, -ión, ía, encia) that have the English counterparts (-ty, tion/-sion, -y,-ence/-ency)</li> </ul>	<ul style="list-style-type: none"> <li>□Integrating media as context to gain meaning to the content to illustrate, define complex vocabulary (e.g. erosion, tsunami)</li> <li>□Planning for multiple opportunities to apply key words Building from informal to formal understanding</li> </ul>
Text Organization and Grammatical Structures	<ul style="list-style-type: none"> <li>□Explicitly teaching and discussing text organization, text features, and other language resources, such as grammatical structures (e.g., complex sentences) and how to analyze them to support comprehension</li> </ul>	<ul style="list-style-type: none"> <li>□Delving deeper into text organization and grammatical features in texts that are new or challenging and necessary to understand in order to build content knowledge</li> <li>□drawing attention to grammatical differences between primary language and English (word order)</li> </ul>	<ul style="list-style-type: none"> <li>□Drawing attention to similarities and differences in text organization, features, and contrast text structures</li> </ul>
Discussions	<ul style="list-style-type: none"> <li>□Engaging students in peer discussions-- both brief and extended --to promote collaborative sensemaking of text and opportunities to use newly acquired vocabulary</li> </ul>	<ul style="list-style-type: none"> <li>□Structuring discussions that promote equitable participation, academic discourse, and the strategic use of new grammatical structures and specific vocabulary</li> </ul>	<ul style="list-style-type: none"> <li>□Strategically forming groups to best support students experiencing difficulty</li> </ul>

Figure 1.1 Text Complexity

Strategies	TIER 1 TEACHERS, SUPPORT ALL STUDENTS' UNDERSTANDING OF COMPLEX TEXT BY...	TIER 2 ADDITIONAL, AMPLIFIED, OR DIFFERENTIATED SUPPORT FOR LINGUISTICALLY DIVERSE LEARNERS MAY INCLUDE...	TIER 3 ADDITIONAL, AMPLIFIED, OR DIFFERENTIATED SUPPORT FOR STUDENTS WITH LEARNING DISABILITIES OR STUDENTS EXPERIENCING DIFFICULTIES READING MAY INCLUDE
Sequencing	<ul style="list-style-type: none"> <li>□ Systematically sequencing texts and tasks so that they build upon one another</li> <li>□ Continuing to model close/analytical reading of complex texts during teacher read--alouds while also ensuring students build proficiency in reading complex texts themselves</li> </ul>	<ul style="list-style-type: none"> <li>□ Focusing on the language demands of texts, particularly those that may be especially difficult for ELs</li> <li>□ Carefully sequencing tasks to build understanding and effective use of the language in them</li> </ul>	<ul style="list-style-type: none"> <li>□ Offering texts at students' readability levels that explain key ideas to build proficiency in reading in preparation for engaging students in more difficult text</li> </ul>
Rereading	<ul style="list-style-type: none"> <li>□ Rereading the text or selected passages to look for answers to questions or to clarify points of confusion</li> </ul>	<ul style="list-style-type: none"> <li>□ Reread the text to build understanding of ideas and language incrementally (e.g., beginning with literal comprehension questions on initial readings and moving to inferential and analytical comprehension questions on subsequent reads)</li> <li>□ Repeated exposure to the language over time, focusing on particular language (e.g., different vocabulary) during each reading</li> </ul>	<ul style="list-style-type: none"> <li>□ Strategically chunking and rereading text to maintain engagement to construct and clarify ideas and organize them and to provide opportunities for success</li> </ul>
Tools	<ul style="list-style-type: none"> <li>□ Teaching students to develop outlines, charts, diagrams, graphic organizers or other tools to summarize and synthesize content</li> </ul>	<ul style="list-style-type: none"> <li>□ Explicitly modeling how to use the outlines or graphic organizers to analyze/discuss a model text and providing guided practice for students before they use the tools independently</li> <li>□ Using the tools as a scaffold for discussions or writing</li> </ul>	<ul style="list-style-type: none"> <li>□ Offering technology tools to develop outlines, charts, diagrams, or graphic organizers to summarize and synthesize content and providing opportunities to collaboratively (with the teacher and with peers) develop and use tools</li> </ul>
Writing	<ul style="list-style-type: none"> <li>□ Teaching students to return to the text as they write in response to the text and providing them with models and feedback</li> </ul>	<ul style="list-style-type: none"> <li>□ Providing opportunities for students to talk about their ideas with a peer before (or after) writing</li> <li>□ Providing written language models (e.g., charts of important words or powerful sentences)</li> <li>□ Providing reference frames (e.g., sentence and text organization frames), as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>□ Using graphic organizers to help students organize their thoughts before writing</li> <li>□ Allowing for students to express ideas with labeled drawings, diagrams, or graphic organizers</li> </ul>

### III. Reclassification and Monitoring of Student Progress

#### Reclassification Definition and Purpose

##### DEFINITION:

An English Learner student who demonstrates English language proficiency comparable to that of average native English speakers and participates equally with average native speakers in the school's regular instructional program is eligible to be Reclassified Fluent English Proficient (RFEP).

##### PURPOSE:

The purpose of reclassification is to determine that an English Learner has met certain district established criteria and can participate equally with native speakers in the school's regular instructional program. Once students are reclassified they are designated as Reclassified Fluent English Proficient (RFEP) and are no longer considered English Learners.

#### Criteria for Reclassification

The following criteria are used to determine when an English Learner has developed the English language skills necessary to succeed in an English--only setting and should be reclassified as Reclassified Fluent English Proficient (RFEP).

Grade	1. Proficiency on ELPAC	2. Demonstration of Basic Skills		3. Teacher Evaluation	4. Parent Notification
		Assessment	Required Score		
<b>K-5</b>	Overall "4" on ELPAC with oral and written language scores of at least "3"	i-Ready Reading Diagnostic or i-Ready Growth Monitoring	No more than 1 grade level below on overall reading score	Student will automatically qualify on the teacher evaluation criterion based on performance level marks: 2+ Rubric score in Classroom Grades for English Language Art, Math, SS, and Science	Parent input and notification
<b>6-8</b>	Overall "4" on ELPAC with oral and written language scores of at least "3"	i-Ready Reading Diagnostic or i-Ready Growth Monitoring	No more than 1 grade level below on overall reading score	Students will qualify on the teacher evaluation criterion based on grades: Report card grade of "C" or better in English Language Arts or English Language Development <b>OR</b> "Teacher Evaluation" section completed on Reclassification Form to determine that the student's grade is <b>not</b> due to English Language Proficiency. <b>(NOTE: Incurred deficits in motivation and academic success unrelated to ELP do not preclude a student from reclassification.) Use the SOLOM.</b>	Parent input and notification
<b>9-12</b>	Overall "4" on ELPAC with oral and written language scores of at least "3"	i-Ready Reading Diagnostic or i-Ready Growth Monitoring	No more than 1 grade level below on overall reading score	Students will qualify on the teacher evaluation criterion based on grades: Report card grade of "C" or better in English Language Arts or English Language Development <b>OR</b> "Teacher Evaluation" section completed on Reclassification Form to determine that the student's grade is <b>not</b> due to English Language Proficiency. <b>(NOTE: Incurred deficits in motivation and academic success unrelated to ELP do not preclude a student from reclassification.) Use the SOLOM.</b>	Parent input and notification

<b>Reclassification Procedures</b> The process of student identification for reclassification is a process that is ongoing throughout the year.	
1	The site EL Coordinator generates reports to identify English Learners who have met the language and academic criteria for reclassification based on the ELPAC Assessment.
2	Sites complete a new Reclassification Form and review the information with the teacher, administrator, and parent/guardian. The site EL Coordinator fills in the academic information and indicates whether he/she is in agreement to proceed with the formal reclassification, by signing and dating the form.
3	The site then makes arrangements to notify the parent to review the student's progress and reclassification criteria. During the consultation, the student's progress is discussed as well as the recommendation to reclassify the student.
4	The site administrator and designee (if applicable) must sign, date and indicate whether they agree or disagree with the reclassification.
5	After the reclassification process is complete, the ELD Coordinator will retain the original in the English Learner folder and a copy is mailed to the parent/ legal guardian.
6	Once a student is approved for reclassification, the site ELD Coordinator reviews the documents submitted and changes the student's classification from English Learner to Reclassified Fluent English Proficient (R-FEP) in the Student Information System (SIS), AERIES.
7	The site ELD Coordinator needs to insert the Reclassification Form in the student's EL folder (green) and marks "RFEP" along with the date using an ink pen.
8	The site ELD Coordinator needs to insert the Reclassification Form in the student's EL folder (green) and marks "RFEP" along with the date using an ink pen.
<div> <div>RFEP Follow-Up four Years</div> <div> <p>If a student shows deficiencies at any time, an immediate and appropriate intervention must be applied.</p> <ul style="list-style-type: none"> <li>GPA: 2.0 or above for <u>one</u> semester in the core academic subjects</li> <li>Teacher input and supporting assessment data</li> </ul> </div> </div>	

## RFEP Follow-Up Monitoring

Students who have been RFEP must be monitored for at least four years after the official reclassification date. During the 4-year span, five monitoring periods are scheduled to review student academic progress, 6 months, 12 months, 24 months, 36 months, and 48 months. After reclassification, site EL Coordinators create a spreadsheet with RFEP dates to complete RFEP Monitoring. If the RFEP student experiences difficulty engaging with academic tasks and texts, schools should rapidly provide appropriate intervention support/s, which may include, but is not limited to, the following:

- Student/teacher/parent conference
- Specialized instruction during the school day, based on multiple assessments
- Extended learning opportunities (e.g., after school tutoring, zero-period classes)

Documentation and evidence of academic progress and monitoring is maintained in the EL folder and stored inside the cumulative record folder. A copy of the RFEP Follow-Up Report is put into the CUM Folder.

## **Reclassification of English Learners with Disabilities**

English Learners with disabilities, including severe cognitive disabilities, are provided the same opportunities to be reclassified as students without disabilities. IEP teams determine appropriate measures of ELP and performance in basic skills and minimum levels of proficiency on these measures that would be equivalent to an English proficient peer with similar disabilities, in accordance with local reclassification policies based on the four criteria in state law (EC Section 313[f]). In accordance with federal and state law, the IEP team address the individual needs of each English Learner with a disability using multiple criteria in concert with the four--reclassification criteria in EC Section 313(f).

## **Monitoring of English Learner Progress**

English Learner progress is monitored annually using formative and summative assessments. The assessments are used to determine students' English language proficiency in English as well as academic performance. ELPAC is administered annually to English Learners to assess progress in acquiring the English language.

## **High School English Learner Transcript Review**

By the end of the first quarter, English Learner transcripts for junior and senior high school students will be reviewed to identify struggling English Learners that may be at risk of not meeting the graduation requirement. Staff at the high school will determine the best intervention service/s for each at risk student. Intervention services may include but are not limited to:

- Credit Recovery
- Summer School enrollment

## **Cumulative Record Transfer Procedure and English Learner Requirements**

District process and procedures have been established to maintain confidentiality and security of the cumulative records during the end of the year transfer. Board Policy (BP) 5125, states all student records shall be updated before they are transferred (5 CCR 438). The custodian of records shall be responsible for the security of student records and shall assure that access is limited to authorize persons (5 CCR 433). For this reason, the assigned administrator, Administrative Assistant or designee MUST be present during the verification and completion of the cumulative folder transfer. It is the responsibility of the releasing site to make certain that all English Learner information and compliance items are included and updated. After the verification of the transfer, any missing information will be the responsibility of the receiving site.

## IV. Staffing and Professional Growth

### Recruitment and Hiring for Teachers

In an effort to meet the needs of English Learners (ELs) and in compliance with State and Federal regulations, Gustine Unified School District will ensure that all teaching personnel shall hold appropriate certification to provide necessary instructional service to English learners. All teachers who provide ELD and/or SDAIE must be appropriately authorized with a Cross-Cultural Language and Academic Development (CLAD) certificate or the equivalent.

### District and Site Training

In order to provide access to the curriculum for all students and develop the language skills of all English Learners, Gustine Unified School District supports ongoing staff development and training for all staff members who work with ELs including classroom teachers, administrators, counselors, and support staff at the district and site level. Training will address:

- ELA/ELD Framework
- Curriculum and Instruction: ELD (designated and integrated), SDAIE, Effective Instructional Strategies, Effective Assessment Practices and Measures of ELs
- Effective strategies to increase the student's English language proficiency or substantially increasing the teacher's subject matter knowledge, teaching knowledge, and teaching skills as demonstrated through classroom observation. (20 U.S.C. § 6825[c][2][C])
- Professional Learning Communities (PLC): Teachers receive training in PLC to ensure that all students have access to the core curriculum
- Adopted Curriculum Training
- Parent Involvement and Engagement
- Cultural Awareness and Sensitivity
- New teachers supported through teacher induction, as part of the Teacher Induction Program (TIPS) that includes an English Language Learner Strand that provides training on English Language Development and English Language Arts standards and articulation.

The goal of the training is to help all staff acquire specific skills needed to work with English Learners in the areas of ELD instruction, comprehensible core content instruction, District curriculum expectations, and cultural proficiency.

Principals and district leaders will monitor the ongoing implementation of the of the trainings to ensure that they have a positive and lasting impact on the teacher's performance in the classroom. (20 U.S.C. § 6825[c][2][D])



## V. Family and Community Involvement

Gustine Unified School District believes that parents/guardians are a child's first teacher and are essential partners in the overall educational achievement of their children. Active involvement by the parents/guardians of English Learners is a high priority for the District and is important to high achievement for English Learners.

The district provides the following types of services to support and encourage parent participation:

- Interpretation and translation services are made available during parent/teacher conferences, school advisory committee meetings, meetings regarding school safety, Student Study Team meetings, IEP meetings, suspension and expulsion conferences and hearings, and for all due process actions held at the district level.
- The district has identified approved bilingual staff that provides district wide interpreting and translating support.
- Each site in the district has one district translator/interpreter to assist with parent communication.
- All notices, reports, statements, flyers, and records are sent home to parents in English and/or Spanish.
- As a part of the district's effort to more systematically involve parents in their children's education, the district establishes policies and procedures to maximize their involvement. The sites' English Learner Advisory Committee (ELAC) and the District English Learner Advisory Committee (DELAC) are sources of information to parents.
- Parent meetings are parent friendly; held at convenient meeting times, with childcare, refreshments, and translation services provided.
- The school encourages parent volunteerism by providing opportunities for parents to volunteer and by providing training opportunities for parents on how to effectively participate in school.

### English Learner Advisory Committee (ELAC) Requirements

Each school with 21 or more English Learners must establish a functioning ELAC.

Gustine Unified School District (GUSD) recognizes that effective parent engagement and involvement is a critical component to the successful education of their children. As part of the District's effort to systematically involve parents of ELs in the education of their children, the District establishes policies and procedures for the ELACs at the school--site and District level. Parents of ELs have opportunities to be involved in their child's education, collaborate with District staff, evaluate instructional services and provide recommendations.

- Officers are elected by parents/guardians of English Learners
- Members receive materials and training related to carry out their legal responsibilities
- ELAC committee works collaboratively with principals and school staff to discuss topics related to English Learners

Site principals and the site ELD Coordinators meet to review ELAC implementation for each of the sites in order to ensure that all requirements are being fulfilled. Inclusively, all site documentation such as calendar, ELAC dates, agendas, and minutes must be submitted to District Curriculum and Instruction Coordinator. Copies of the documentation are also kept at each of the respective sites.

### Implementation of ELAC

The site principal is responsible for establishing the ELAC meeting and providing information to the district office. Elections for ELAC are conducted at each school site in September of each year. Membership composition must reflect the percentage of English Learners.

## **ELAC Roles and Responsibilities**

- EL Department will provide training in the establishment of ELAC to site administrators or other personnel
- The site principal and EL Coordinator assists, plans, and attends meetings
- The site principal works with ELAC chairperson to develop the agenda for the ELAC sessions
- Meetings and dates are determined and publicized
- Copies of ELAC minutes, agenda, and membership attendance must be submitted to the Coordinator of Curriculum and Instruction.
- School Site Council and ELAC should not be combined
- Childcare and refreshments are provided
- ELAC may develop and adopt bylaws and elect officers

## **District Learner Advisory Committee (DELAC) Requirements**

Each California public school district, grades kindergarten through 12, with 51 or more English Learners must form a District-level English Learner Advisory Committee (DELAC) of an existing district-wide advisory committee.

Parents or guardians of English Learners not employed by the district must constitute a majority membership (51% or more) of the committee.

## **DELAC Responsibilities:**

- The DELAC shall advise the district's local governing board (e.g., in person, by letters/reports, or through an administrator) on programs and services for English Learners.
- The DELAC shall be responsible for advising the district's local governing board on the following tasks:
  - Development or revision of a district master plan of education programs and services for English Learners, taking into consideration the Single School Plan for Student Achievement.
  - Conducting a district-wide needs assessment on a school-by-school basis.
  - Establishment of district programs, goals, and objectives for programs and services for English Learners (e.g. funding).
  - Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements.
  - Review and comment on the district's reclassification procedures.
  - Review Local Control and Accountability Plan

## **Other Parent Involvement Resource and Opportunities**

### **English as a Second Language (ESL) Parent Classes-Gustine Adult School**

### **Latino Family Literacy**

Latino Family Literacy nights provide meaningful parent education training and workshops that help gain insight on the importance of positive parenting and student achievement.

### **Bilingual/Community Liaison**

Bilingual/Community Liaisons provide support with truancy issues, perform home visits, maintain communication with parents and students, enforce the SARB process, assist the attendance clerks in monitoring student attendance, and reach out to parents/guardians regarding engagement opportunities. The Bilingual/Community Liaisons are available at each of the school sites.

## VI. Funding

The EL Program is supported by State and Federal funds, which include Title I, Title II and Title III, as well as LCAP (Local Control and Accountability Plan) monies. District general and LCFF funds are used to fund the purchase of core materials for ELD, teacher and instructional assistant salaries, and all services regularly provided to English only students. The federal and state monies are used to supplement, not supplant, the services and materials that English Learners receive in their core programs. School Site Councils receive full disclosure of any and all District and local site funds allocated to serve English Learners.

### **Federal Funding-Supplemental Funding**

#### **Title I, Part A**

All schools within the Gustine Unified School District are identified as School-wide. School-wide programs under Title I, Part A permit a school to use funds to raise achievement for all students and to improve the entire educational program of the school. Schools identified as School-wide can use their Title I funds in a flexible manner, as long as they engage in reform strategies that increase the amount and quality of learning and help provide a high-quality curriculum for all children according to a comprehensive plan to help students meet the state's challenging grade level standards.

### **Elementary and Secondary Education Act, Title III, Part A, English Learner and Immigrant Student Subgrant Program**

Under the Elementary and Secondary Education Act (ESEA), Title III, Part A, the California Department of Education (CDE) provides formula subgrant awards to school districts for English learner (EL) and immigrant students. Title III funds are to be used to provide supplementary programs and services to EL and immigrant students. Gustine Unified School District applies for Title III - EL and Immigrant Funding based on federal criteria.

The term English Learner refers to individuals who:

English learner students are those students for whom there is a report of a primary language other than English on the state-approved Home Language Survey **and** who, on the basis of the state approved oral language (grades transitional kindergarten through grade twelve) assessment procedures and literacy (grades three through twelve only), have been determined to lack the clearly defined English language skills of listening comprehension, speaking, reading, and writing necessary to succeed in the school's regular instructional programs.

The term "immigrant children and youth" refers to individuals who:

- Are aged 3 through 21.
- Were not born in any state. "State" means the 50 states, the District of Columbia, and the Commonwealth of Puerto Rico (Section 3127 of ESEA). Children born to U.S. citizens abroad (e.g., children born on a military base overseas) may be considered immigrants if they meet all the criteria in the definition of immigrant.
- Have not been attending one or more schools in any one or more states for more than 3 full academic years. A full academic year is 10 months of school attendance, kindergarten through 12th grade. If a student has been in different schools in different school districts and even in different states, the number of months that the student has been in school in any one or more states must not add up to a total of more than 3 full academic years.

## LCFF State Funding

State funding is through the Local Control Funding Formula (LCFF). LCFF has supplemental and concentration grants which are used to supplement and enhance the EL program.

## VII. Evaluation of Programs and Accountability

GUSD is committed to monitoring the implementation of its EL policies, programs, and services, and to evaluate their implementation as well as their effectiveness in order to continuously improve them and to hold itself accountable. EL program monitoring will address the following purposes:

- a. Evaluate to determine if English Learners are attaining English language proficiency at a comparable rate of the average native English speaker in the district and are ELs achieving and sustaining academic achievement equally to their peers who entered the district already proficient in English. (20 U.S.C. §§ 1703[f], 6841[b],[c]; Castaneda v. Pickard [5th Cir. 1981] 648 F.2d 989, 1009–1011)
- b. Evaluate the effectiveness of programs and activities that are designed to assist ELs in attaining mastery of English and the content standards
- c. Describe the necessary improvements needed to better the results of Title III funded programs that support ELs and immigrant students.
- d. Decide whether or not to eliminate certain EL activities that are ineffective.

The District will evaluate the following five goals related to English Learner programs and services.

Program Goal	Evaluation Questions
<b>ENSURE STEADY PROGRESS TOWARD AND ATTAINMENT OF ACADEMIC ENGLISH LANGUAGE PROFICIENCY TARGETS AS DETERMINED BY THE CALIFORNIA DASHBOARD</b>	<ul style="list-style-type: none"><li>• According to the CA Dashboard, do ELs meet the language objectives with regard to EL gains on ELPAC?</li><li>• What percent of ELs are making steady progress toward fluency on ELPAC for students after 4 years in school?</li><li>• What percent of ELs are reclassified as fluent English Proficient by the end of 5 years in school?</li></ul>
<b>ENSURE STEADY PROGRESS TOWARD AND ATTAINMENT OF GRADE LEVEL ACADEMIC PROFICIENCY PER EXPECTED TIMEFRAMES</b>	<ul style="list-style-type: none"><li>• Is the EL/RFEP group meeting state criteria on CAASPP for ELA and Math?</li><li>• Are increasing percentages of ELs in our district 5 years or longer meeting all criteria required for reclassification?</li><li>• Are ELs (and RFEPs) in high school making expected progress toward graduation?</li><li>• Are ELs (and RFEPs) proportionally represented in the following categories?<ul style="list-style-type: none"><li>• Meeting UC/CSU (A-G) course requirements at high school graduation</li><li>• Admission to 2 and 4-year college/university</li><li>• taking and passing AP Assessments in ELA</li></ul></li></ul>
<b>DECREASE RISKS OF LINGUISTIC AND ACADEMIC FAILURE</b>	<ul style="list-style-type: none"><li>• Are appropriate interventions being offered to students who fail to meet expected benchmarks of achievement?</li><li>• Are ELs (and RFEPs) overrepresented in the following categories?:<ul style="list-style-type: none"><li>• Excessive absences and tardies</li><li>• Suspensions, expulsions, other discipline</li><li>• Enrolled in Alternative Programs due to deficiencies</li><li>• Percent Standard Not Met and Standard Nearly Met on CAASPP</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>• Intensive interventions</li> <li>• Is there an annual decrease in the number of ELs and RFEPs for each of the risk factors defined above?</li> </ul>
<b>STRENGTHEN PARENT/GUARDIAN PARTICIPATION AND ENGAGEMENT IN STUDENTS' ACADEMIC DEVELOPMENT</b>  The District and site will collect, assess, analyze, and monitor key indicators for parent/legal guardian participation and engagement in students' academic development.	<ul style="list-style-type: none"> <li>• What types of orientation, trainings, and engagement opportunities are parents offered? (parent teacher conferences, classroom volunteers</li> <li>• Are EL/RFEP parents as likely as English Only parents to participate in school activities (parent conferences, classroom volunteer, etc.)?</li> </ul>
<b>Instructional Program Evaluation</b>	Are EL programs fully and consistently implemented in ways that meet or exceed requirements of state and federal law? To what extent has the school site aligned its program to the descriptions in the Master Plan for English Learners?

**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Teen Truth Parent and Student Presentations**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve Teen Truth Parent and Student Presentations.

**SUMMARY:**

JC Pohl from Teen Truth will present conduct a parent presentation for all district parents on April 16, 2019. The presentation will last 60-90 minutes. This will be an inspirational talk and parent information based on mental health.

There will also be an assembly experience at each school site that are age appropriate and focus on mental health issues. These presentations will be approximately 50 minutes each.

The possible topics are: What is mental health? Who is affected? How do people overcome a mental health issue? Signs/symptoms to look for, when to seek help, where you can get additional support, how having mental health can positively affect a person's education, relationships, and overall wellness.

**FISCAL IMPACT:** \$8,500**BUDGET CATEGORY:** MTSS Grant



<b>GUSTINE UNIFIED SCHOOL DISTRICT</b> 1500 Meredith Ave. Gustine, CA 95322 Phone: (209) 854-3784 Fax: (209) 854-9164		Ship To: <u>Gustine Unified School District</u> <u>1500 Meredith Ave.</u> <u>Gustine, CA 95322</u>
Department: District	Date: February 25, 2019	
Ordered By: Dr. Bryan Ballenger	Vendor Email (for email option only): jc@teentruth.net	
Purchase Order Instructions: <input type="checkbox"/> Fax <input type="checkbox"/> Return to site <input type="checkbox"/> Email <input type="checkbox"/> Other _____		
<b>BUDGET CLASSIFICATION:</b> 01-9052-0-5201-00-1110-7410-112-901-000		

**VENDOR NAME:** Teen Truth, LLC  
**ADDRESS:** 7924 Wheel Rim Circle  
Austin, TX 78749

**PHONE:** (818)237-5082      **FAX:** \_\_\_\_\_

Qty.	Description	UNIT COST	TOTAL COST
1	Teen Truth: Assembly Experience	\$7,500	\$7,500
1	Teen Truth: Parents' Night	\$1,000	\$1,000
	Tax		n/a
	Shipping		n/a
	Total		\$8,500

**SCHOOL SITE** GES, RES, GMS, GHS

**JUSTIFICATION:** Motivational speaker for students and parents

**DISTRICT REQUISITION #:** \_\_\_\_\_

**APPROVAL:**

**DISTRICT PURCHASE ORDER #:** \_\_\_\_\_



For LCAP Purchases **ONLY** (Required)

Goal # \_\_\_\_\_

Action # \_\_\_\_\_

Example (1,2, etc.)

Example (.01, .02, etc.)

"Purchase Order Instruction" box must be filled to avoid delay\*

Revised 07/05/2016

TEEN TRUTH  
6222 Twin Lake Dr.  
San Diego, CA 92119  
(818) 237-5082  
jc@teentruth.net  
www.teentruth.net

Invoice 3300



BILL TO  
Dr. Bryan Ballenger  
Gustine USD

DATE  
02/25/2019

PLEASE PAY  
\$4,250.00

DUE DATE  
03/12/2019

FED TAX-ID #  
71-0920288

ACTIVITY	QTY	RATE	AMOUNT
TEEN TRUTH: Assembly Experience (Deposit Fee)	1	3,750.00	3,750.00
TEEN TRUTH: Parents' Night (Deposit Fee)	1	500.00	500.00

Thanks for your support!

TOTAL DUE

\$4,250.00

THANK YOU

TEEN TRUTH  
6222 Twin Lake Dr.  
San Diego, CA 92119  
(818) 237-5082  
jc@teentruth.net  
www.teentruth.net

Invoice 3301



**BILL TO**  
Dr. Bryan Ballenger  
Gustine USD

**DATE**  
04/18/2019

**PLEASE PAY**  
\$4,250.00

**DUE DATE**  
05/03/2019

**FED TAX-ID #**  
71-0920288

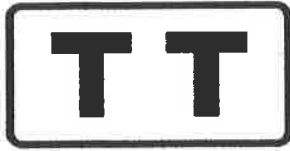
ACTIVITY	QTY	RATE	AMOUNT
TEEN TRUTH: Assembly Experience (Bal Due)	1	3,750.00	3,750.00
TEEN TRUTH: Parents' Night (Bal Due)	1	500.00	500.00

Thanks for your support!

**TOTAL DUE**

**\$4,250.00**

THANK YOU.



## SERVICES AGREEMENT

This Services Agreement ("Agreement") is entered into by and between **Gustine Unified School District** ("Client") and TEEN TRUTH, LLC located at 7924 Wheel Rim Cir. Austin, TX 78749 ("TEEN TRUTH"). Client and TEEN TRUTH hereby agree as follows:

1. TEEN TRUTH will present its TEEN TRUTH™: Assembly Experience ("Presentations") at Client's locations on **4.17.19 and 4.18.19** ("Presentation Dates"). The Presentations will include various video elements of TEEN TRUTH content ("Films") and an inspirational talk on the issues featured in the Presentation. Each presentation will last approximately 50 minutes. TEEN TRUTH will conduct the Presentations a maximum of two (2) times at client's facility on **each date** ending before normal school hours. Additionally, TEEN TRUTH will host a TEEN TRUTH: Parents' Night on the evening of **4.16.19** running approximately 60 - 90 minutes long. Any further presentations requested by Client will be subject to an additional fee.
2. As consideration for the services to be provided by TEEN TRUTH hereunder, Client will pay TEEN TRUTH a Program Fee of **\$8,500 USD** ("Program Fee"). The Program Fee will be paid 50% upon signature of this agreement and 50% after services are rendered, these fees are payable as follows: (a) **\$4,250 USD** as a deposit ("Deposit") due within thirty (30) days of receipt of an invoice, and (b) the remaining **\$4,250 USD** due fifteen (15) days after the Presentation Date. TEEN TRUTH will issue an invoice for both payments as soon as this agreement is executed by TEEN TRUTH.
3. Client understands that **\$1,600** of the total deposit is non-refundable. If Client cancels or changes the Presentation date for any reason, TEEN TRUTH will retain **\$1,600** of the total Deposit. In addition, Client agrees to reimburse TEEN TRUTH for any change or cancellation fees over and above the non-refundable **\$1,600** fee.
4. Any amounts owed by Client hereunder which are not paid when due will bear interest at a rate of 1.5% per month (or, if lesser, the maximum rate permissible under applicable law) as measured from the date such payment was due until the date on which Client makes payment of the past due amount.
5. Client understands that all program times must be received by TEEN TRUTH within forty-five (45) business days of the presentation date outlined in this agreement. Failure to deliver all confirmed program times within the forty-five (45) day period may result in increased flight, hotel, or rental car fees ("Travel Fees"). Client will be liable for 100% of any increase in travel fees due to the failure to deliver confirmed program times within the specified time period.
6. Neither party will be liable to the other for any delays, damages or failure to act caused by weather, fire, acts of God, acts of governmental authority, delays of commercial carriers, or any similar contingency beyond its control. If such an event prevents TEEN TRUTH from conducting the Presentations on the Presentation Date, the parties will work together to schedule another date for the Presentations.
7. Client will designate a contact person with whom TEEN TRUTH can work to coordinate the services to be provided hereunder. On the Presentation Date, Client will make available the following for TEEN TRUTH's use in connection with the Presentation: (a) screen, (b) LCD projector, (c) microphone, and (d) an adequate sound/PA system TEEN TRUTH's laptop can plug into.

8. Upon Client's request, TEEN TRUTH will make a copy of the Films available to Client such that Client will have the opportunity to view the Films prior to the Presentation and show the Films to the parents of Client's students. Client is solely responsible for determining that all students attending the Presentation have permission to do so.
9. TEEN TRUTH makes no representations or warranties, express or implied, regarding the Presentation, the Film, or any services provided hereunder. Neither party will be liable to the other for any special, indirect, punitive or consequential damages. In no event will TEEN TRUTH be liable to Client for more than the amount paid to TEEN TRUTH hereunder.
10. The date, presentation and travel fees associated with this agreement are valid for ten (10) business days following TEEN TRUTH's signature of this agreement. Failure to return the signed agreement within ten (10) business days may force TEEN TRUTH to release the desired presentation date or increase the Program Fee.

IN WITNESS WHEREOF, the parties hereto have caused this Services Agreement to be executed as of the dates set forth below.

TEEN TRUTH, LLC

CLIENT

Signed: JC Pohl

Name: JC Pohl

Title: President & CEO

Date: 2.25.19

Signed: [Signature]

Name: BRYAN BALLENGER

Title: SUPERINTENDENT

Date: 2/25/19

# **GUSTINE UNIFIED SCHOOL DISTRICT**

**Meeting of the Board of Trustees**

**MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** Gustine Elementary School I Teach 1st! National Conference

**AGENDA SECTION:** Action

**PRESENTED BY:** Alma Romo, Principal

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve GES attend the I Teach 1st! National Conference in Las Vegas.

**SUMMARY:**

I Teach 1st! is a conference with four full days of research-based learning opportunities with a comprehensive session line-up dedicated to first grade. Five teachers attending July 8-12, 2019.

**FISCAL IMPACT:** \$13,930.75

**BUDGET CATEGORY:** LCFF



Ship To:

Date: 2/28/19

Vendor Email (for email option only):

☐ Fax    ☐ Return to site ☐ Email    ☐ Other

BUDGET CLASSIFICATION: 01-0824-0-5200.00-1110-1000-110-000-104

## Staff Development for Educators (SDE)

282 Corporate Drive, Suite 1

Portsmouth, NH 03801

PHONE: 1-800-462-1478 FAX: 1-800-337-9929

## SCHOOL SITE

Conference for 1st grade teachers

**APPROVAL:**

: Alma Ram

Action #

Example (.01, .02, etc.)

Board Approved:

GUSTINE UNIFIED SCHOOL DISTRICT  
1500 Meredith Ave.  
Gustine, CA 95322  
Phone: (209) 854-3784  
Fax: (209) 854-9164

Ship To: \_\_\_\_\_

Department: GES.

Date: 2/28/19

Ordered By: A. Romo

Vendor Email (for email option only): \_\_\_\_\_

Purchase Order Instructions:

☐ Fax ☐ Return to site ☐ Email ☐ Other \_\_\_\_\_

BUDGET CLASSIFICATION:

01-0824-0-52 00.00-1110-1000-110-000-104

VENDOR NAME:

Ceres World Travel

ADDRESS:

for 1 Teach 1st Conference  
July 8-12, 2019

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

Qty.	Description	UNIT COST	TOTAL COST
	4 nights at Venetian w/ taxes and resort fees \$944 per room		
	Air from Sacramento: \$ 321 per person		
	(Lucero Garcia, Anita Tyson, Dina Orth, Melanie Mello and Jennifer Lara)		
	Tax		
	Shipping		
	Total		11,045.00

SCHOOL SITE

GES

JUSTIFICATION:

hotel & air for 1st grade conference

DISTRICT REQUISITION #:

APPROVAL:

Alma Romo

DISTRICT PURCHASE ORDER #:

For LCAP Purchases ONLY (Required)

Goal #

Example (1,2, etc.)

Action #

Example (.01, .02, etc.)

"Purchase Order Instruction" box must be filled to avoid delay\*

FEATURED STRAND

# I Teach 1st!

LAS VEGAS • JULY 8–12, 2019



**REGISTER  
NOW!**

[SDE.COM/ITeach1st-19](http://SDE.COM/ITeach1st-19)



## FEATURED SPEAKERS:

- Matthew Kay, author of *Not Light, But Fire: How to Lead Meaningful Race Conversations in the Classroom*
- Sonia Manzano, best-known as Maria on Sesame Street
- Debbie Diller, author of *Literacy Work Stations*, and many more!



National  Conference

JOYFUL LEARNING STARTS WITH YOU

THE EDUCATOR CONFERENCE OF CHOICE

Pre  
Conferences

I Teach  
Pre K!

I Teach  
K!

I Teach  
1st!

I Teach  
2nd!

DI  
Differentiated Instruction



# National Conference

JOYFUL LEARNING STARTS WITH YOU



THE EDUCATOR CONFERENCE OF CHOICE

2019

## REGISTRATION FORM

**SDE.COM/ITeach1st-19**

Name (complete for each attendee)		<input type="radio"/> Landline	
		<input type="radio"/> Mobile	
E-mail (must be unique for each attendee)	Phone (best number to reach you)		
Title & Subject Area	Grade Level(s)		
School/District Name	Billing Name (if different)		
Mailing Address	Billing Mailing Address (if different)		
City	City		
State	Zip	State	Zip Phone (if different)

Phone: 1-800-462-1478  
 Fax: 1-800-337-9929  
 Online: [www.SDE.COM/ITeach1st-19](http://www.SDE.COM/ITeach1st-19)  
 Mail: SDE, 282 Corporate Drive, Suite 1  
 Portsmouth, NH 03801  
 Questions?  
[CustomerSatisfaction@SDE.com](mailto:CustomerSatisfaction@SDE.com)  
*Credit card payment cannot be accepted via fax or email. To use a credit card, please call, mail this form, or register online.*

**If registering online before March 15, 2019, be sure to use discount code **EB19SB** to receive our Early Bird discount of 15% off.**

### 1 SELECT YOUR STRAND

- ☐ 1 Teach 1st!

### 2 SELECT YOUR MULTI-DAY PASS

**Full Conference 4 Days: Tuesday-Friday**  
**BEST VALUE! Our best per-day pricing!**

Before March 15, 2019—**EARLY BIRD 15% OFF SPECIAL**

- ☐ \$577.15 (Individual or group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

After March 15, 2019—**FULL PRICE**

- ☐ \$679.00 (Individual; per person)  
☐ \$645.05 (Group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

**3 Days:** ☐ Tuesday–Thursday OR ☐ Wednesday–Friday  
**See above to upgrade to 4 days for only \$50 more!**

Before March 15, 2019—**EARLY BIRD 15% OFF SPECIAL**

- ☐ \$534.65 (Individual or group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

After March 15, 2019—**FULL PRICE**

- ☐ \$629.00 (Individual; per person)  
☐ \$597.55 (Group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

**2 Days:** ☐ Tu–Wed OR ☐ Wed–Th OR ☐ Th–Fri

Before March 15, 2019—**EARLY BIRD 15% OFF SPECIAL**

- ☐ \$449.65 (Individual or group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

After March 15, 2019—**FULL PRICE**

- ☐ \$529.00 (Individual; per person)  
☐ \$502.55 (Group of 5+; per person)  
☐ \$0 (Free principal with group of 5+)

All prices per person. Registrations cannot be shared. Multiple discounts cannot be applied. Free Principal offer does not apply to pre-conference events. Early Bird savings does not apply to group pricing or pre-conference events. Group savings for teams of 5+ are available after March 15, 2019 (for teams of 20+, call 1-800-462-1478 for special pricing). Entire group must register at same time to receive group savings and free principal offer.

### 3 SELECT YOUR PRE-CONFERENCE (Monday)

(Discounts not applicable to pre-conference events.)

- Administrator Summit (K-12)** ..... ☐ \$399.00 (per person)  
**Literacy Work Stations (K-5)** ..... ☐ \$299.00 (per person)  
**DI for the Little Guy (K-1)** ..... ☐ \$199.00 (per person)  
**DI for the Middle/High (5-12)** ..... ☐ \$299.00 (per person)  
**Project-Based Learning:**  
**Learn It! Live It! Love It! (3-8)** ..... ☐ \$199.00 (per person)  
**First 30 Days of K** ..... ☐ \$199.00 (per person)  
**First 30 Days of 1<sup>st</sup>** ..... ☐ \$199.00 (per person)  
**Guided Math Game Plan (K-5)** ..... ☐ \$199.00 (per person)  
**Learning Adventure** ..... ☐ \$99.00 (per person)

### 4 REGISTRATION TOTAL

Total of sections 2 & 3 ..... \$

### 5 PAYMENT

- ☐ Check enclosed (payable to SDE)  
☐ Purchase order attached

PO #

- ☐ Send bill to:  
☐ My school ☐ My district  
☐ Personal credit card ☐ School credit card  
☐ MasterCard ☐ Visa ☐ Discover ☐ Am Ex

Card Number

CVV # ([www.cvvnumber.com/cvv.html](http://www.cvvnumber.com/cvv.html)) Exp. Date

Cardholder Signature

Name on Card (please print)

VIP # (if you are a mailing partner)

## BRING A PRINCIPAL FOR FREE

Register a team of 5+ and your principal can attend tuition-free!

Entire group must register at the same time to receive free principal offer. Free principal offer does not apply to pre-conference events. Free principal registrations are non-transferable. Multiple discounts cannot be applied.

## CREATE & UPDATE YOUR AGENDA ONLINE

Mix-&-match your sessions as much as you want on the mobile app or website!

After we process your registration, you will receive a confirmation email with login instructions. Use the website or mobile app to select and/or change your sessions.

### Cancellation Policy

At any time, you may transfer your registration to a colleague at your school with no penalty. You can make a substitution online or by calling our Customer Satisfaction team at 1-800-462-1478. If you are not able to transfer your registration to a colleague, our refund policy is as follows:

- Cancel by May 31, 2019 and receive a refund of your registration amount less a 10% cancellation fee.
- Cancel between June 1, 2019 and June 30, 2019 and receive a 50% refund of your registration amount.
- On or after July 1, 2019, cancellations will not receive a refund (regardless of whether you attend).
- Pre-paid meals and other value-adds are not eligible for refund.

You are responsible for your own hotel and travel reservations.

### ADA Statement

If you have a disability for which you require accommodation under the terms of ADA/504, or if you have a medical condition that requires specific attention, please notify SDE no later than 30 days prior to the program date by calling 1-800-462-1478.

©2019, SDE. All rights reserved.

Create your agenda online at **SDE.com/ITeach1st-19**

## I Teach 1<sup>st</sup> Summer Conference Price Breakdown

Conference (4 days x5)	\$2,885.75
Hotel fees (inc. taxes x5)	4,720.00* single occupancy
Air fare (round trip x5)	<u>6,325.00*</u> subject to change until ticketed
Preliminary Total for 5 teachers	\$13,930.75

# GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

March 13, 2019

---

**AGENDA ITEM TITLE:** Gustine Elementary School and Romero Elementary School PIQE (Parent Institute for Quality Education)

**AGENDA SECTION:** Action

**PRESENTED BY:** Alma Romo, Principal  
Nicholas Freitas, Principal

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the parent empowerment program (Parent Institute for Quality Education) at GES and RES.

**SUMMARY:**

PIQE creates partnerships between parents, students, and educators to further students' academic achievement that has been enhanced since our inception in 1987. Public schools value us, parents need us, and students use us as a springboard to their own personal and career success.

**Curriculum: THE ACADEMIC FOUNDATION includes:**

- Establishing the Collaboration Between Home, School, and Community
- Fostering Self-Esteem and Academic Achievement
- Relating Positive Discipline with Academic Achievement
- Reviewing the Common Core State Standards and Preparing for the Teacher Conference
- Understanding Better the School System
- Becoming Familiar with the College Requirements

**FISCAL IMPACT:** \$16,000.00

**BUDGET CATEGORY:** LCFF & Title I







**INVOICE**  
**PARENT INSTITUTE FOR QUALITY EDUCATION**

1124 11th STREET SUITE # B

MODESTO, CA 95354

209-238-9496

209-235-9495

**PARENT ENGAGEMENT**

**MODESTO - 011**

**Wednesday, March 6, 2019**

**WINTER 2019**

**P.O. #**

**Invoice To:** GUSTINE UNIFIED SCHOOLS DISTRICT  
ATTENTION : A/P DEPARTMENT  
1500 Meredith Avenue  
Gustine CA 95322

**School Served:** GUSTINE ELEMENTARY  
2806 Grove Avenue  
Gustine CA 95322  
Attn: Alma Romo, School Principal

Invoice Number	Contact	Term	PIQE Tax I.D.
9W-11-xxxx	Marta Quintanilla	Upon Receipt	33-0259359

Item	Description of Services Rendered	GRADS	Cost Per Graduates	TOTAL
1	Curriculum development for parent course.			
2	Presentation to school staff about parent involvement program.			
3	Telephone calls to all households.			
4	Recruitment of parents.			
5	Provide binders and lessons plans.			
6	Clerical services.			
7	Graduated parents from course.		FLAT FEE	\$8,000.00

GRADUATION DATE: Thursday, May 23, 2019

<b>Total Due</b>	<b>\$8,000.00</b>
------------------	-------------------

Authorizing Signature Director

The Parent Institute for Quality Education - San Diego County, a non-profit organization located in San Diego, provides informative sessions for parents of students. The primary objective of the Parent Institute is to attain parent participation in the education of their children. We have developed and implemented strategies to facilitate the active involvement of parents in their schools.

**Make Checks Payable To:**

**PARENT INSTITUTE FOR QUALITY EDUCATION**

**Thank you for allowing us to participate with your school and the parents**

Ship To: **ROMERO ELEMENTARY SCHOOL**  
1301 N. 11th St.  
SANTA RITA, NM 87002  
(202) 274-5177  
FAX (209) 826-6358

3/1/19  
mail (for email of

Vendor Email (for email option only):

☐ Fax    ☐ Return to site ☐ Email    ☐ Other \_\_\_\_\_

BUDGET CLASSIFICATION: 01-3010-0-5816 00 0200 2495 112 000 000

Dige

---

FAX: \_\_\_\_\_

Date	Description	Amount
Pige	Classes	

**JUSTIFICATION:** \_\_\_\_\_

APPROVAL:

APPROVAL: NT neeth

Action # \_\_\_\_\_

### Example (.01, .02, etc.)

Revised 07/05/2016



**INVOICE**  
**PARENT INSTITUTE FOR QUALITY EDUCATION**  
 1124 11th STREET SUITE # B

MODESTO, CA 95354  
 209-238-9496  
 209-235-9495

**PARENT ENGAGEMENT**

**MODESTO - 011**

Wednesday, March 6, 2019  
**WINTER 2019**

**P.O. #**

**Invoice To:** GUSTINE UNIFIED SCHOOLS DISTRICT  
 ATTENTION : A/P DEPARTMENT  
 1500 Meredith Avenue  
 Gustine CA 95322

**School Served:** ROMERO ELEMENTARY  
 13500 w. Luis Rd  
 Santa Nella CA 95322  
 Attn: Mrs. Freitas, School Principal

**Invoice Number**

9W-11-xxxx

**Contact**

Marta Quintanilla

**Term**

Upon Receipt

**PIQE Tax I.D.**

33-0259359

Item	Description of Services Rendered
------	----------------------------------

- |   |                                                                |
|---|----------------------------------------------------------------|
| 1 | Curriculum development for parent course.                      |
| 2 | Presentation to school staff about parent involvement program. |
| 3 | Telephone calls to all households.                             |
| 4 | Recruitment of parents.                                        |
| 5 | Provide binders and lessons plans.                             |
| 6 | Clerical services.                                             |
| 7 | Graduated parents from course.                                 |

**GRADS**

**Cost Per Graduates**

**TOTAL**

FLAT FEE      \$8,000.00

GRADUATION DATE:      Wednesday, May 22, 2013

Authorizing Signature Director

<b>Total Due</b>	<b>\$8,000.00</b>
------------------	-------------------

The Parent Institute for Quality Education - San Diego County, a non-profit organization located in San Diego, provides informative sessions for parents of students. The primary objective of the Parent Institute is to attain parent participation in the education of their children. We have developed and implemented strategies to facilitate the active involvement of parents in their schools.

**Make Checks Payable To:**

**PARENT INSTITUTE FOR QUALITY EDUCATION**

Thank you for allowing us to participate with your school and the parents

**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** GHS Technology Purchase**AGENDA SECTION:** Action**PRESENTED BY:** Adam Cano, Principal**RECOMMENDATIONS:**

It is recommended that the Board of Trustees

**SUMMARY:**

Gustine High School would like to purchase 325 Lenovo Chromebooks and 9 charging carts. We have purchased a three year warranty for each device.

This purchase will put the high school at one to one in every classroom. We feel technology is a great tool to use for resources as well as technology can transform the learning experience. Students now will have access in all classrooms to an incredible amount of new opportunities.

Three quotes were requested and SHI came in with the lowest quote. The other quotes were from CDW-G and Stricly Tech.

**FISCAL IMPACT:** \$95,662.65**BUDGET CATEGORY:** Title I and One Time Funding

GHS

Adam Cano

Purchase Order Instructions

☐ Fax ☐ Return to site ☐ Email ☐ OtherBUDGET CLASSIFICATION: 01-0815-0-4400.00-1110-1000-112-000-000  
01-3010-0-4400.00-1110-1000-310-000-00030% split  
cost

VENDOR NAME:

SHE

ADDRESS:

290 Davidson Ave

Somerset, NJ, 08873

PHONE:

FAX:

Qty.	Description	UNIT COST	TOTAL COST
325	1000 chromebook	200 <sup>-</sup>	65,000 <sup>00</sup>
325	Recycle fee	5 <sup>-</sup>	1625 <sup>00</sup>
325	warranty	25.70	8417.50
325	Google license	23.50	7637.50
9	cars	776.40	6,987.60
			89,669.40
	52% Tax		5943.25
	Shipping		50 <sup>-</sup>
	Total		95,662.45

SCHOOL SITE

GHS

JUSTIFICATION: NEW CHROMEBOOKS TO BECOME ONE TO ONE @ GHS

DISTRICT REQUISITION #:

APPROVAL:

DISTRICT PURCHASE ORDER #:

LCAP Purchases ONLY (Required)

Goal #

Action #

Example (1, 2, etc.)

Example (.01, .02, etc.)

"Purchase Order Instruction" box must be filled to avoid delay\*

Revised 07/05/2016





Pricing Proposal  
Quotation #: 16601965  
Created On: 1/30/2019  
Valid Until: 3/31/2019

## Gustine Unified School District

### Joe Silva

1500 MEREDITH AVE.  
GUSTINE, CA 95322  
United States  
Phone: (209) 854-3784  
Fax:  
Email: jsilva@gustineusd.org

## Inside Account Executive

### Eric Discepolo

290 Davidson Ave.  
Somerset, NJ, 08873  
Phone: 800-477-6479  
Fax: 732-564-8224  
Email: Eric\_Discepolo@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	100e Chromebook, MTK8173c, 4GB Memory, 32GB EMMC, Chrome OS, 1 Yr Warranty Lenovo - Part#: 81QB0000US	325	\$200.00	\$65,000.00
2	CA RECYCLING FEE FOR MONITORS (4-14) SHI International Corp - Part#: CA-RECYC-S	325	\$5.00	\$1,625.00
3	Acad Chromeos Management Svc Only Perpetual Lics Term Google - Part#: CROSSWDISEDU	325	\$23.50	\$7,637.50
4	Lenovo Depot Repair - Extended service agreement - parts and labor - 3 years (School Year Term) - for 100; 100e Chromebook; 300; 300e Chromebook; 500e Chromebook; N24; N24 Yoga Lenovo - Part#: 5WS0N75691 <i>3yr warranty</i>	325	\$25.90	\$8,417.50
5	Anywhere Cart AC-PLUS - Cart (charge only) for 36 tablets / notebooks - lockable - metal - screen size: 9"-14" Anywhere Cart - Part#: 1321393	9	\$776.60	\$6,989.40

Subtotal \$89,669.40

Shipping \$50.00

\*Tax \$5,943.25

Total \$95,662.65 \*

\*Tax is estimated. Invoice will include the full and final tax due.

### Additional Comments

\* First quote was at \$99,800

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products.

# QUOTE CONFIRMATION



DEAR JOE SILVA,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KKBM104	1/25/2019	QUOTE	6122109	\$96,492.25

## IMPORTANT - PLEASE READ

Fees applied to item(s): 4977298

## QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo 100e Chromebook - 11.6" - Celeron N3350 - 4 GB RAM - 32 GB SSD Mfg. Part#: 81ER0002US UNSPSC: 43211503 Contract: Standard Pricing	325	4977298	\$196.00	\$63,700.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: Standard Pricing	325	3577022	\$23.75	\$7,718.75
Lenovo Laptop Repair - extended service agreement - 3 years - School Year 18 Mfg. Part#: 5WS0N75691 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: Standard Pricing	325	4473863	\$29.00	\$9,425.00
Apple iPad Air, 64GB, 128GB Mfg. Part#: AC-PLUS UNSPSC: 56101535 Contract: Standard Pricing	9	4121786	\$900.00	\$8,100.00

3yr  
warranty

## RECYCLING FEE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
RECYCLING FEE 4" TO LESS THAN 15" Fee Applied to Item: 4977298	325	654809	\$5.00	\$1,625.00

## PURCHASER BILLING INFO

Billing Address:  
GUSTINE UNIFIED SCHOOL DISTRICT  
ACCOUNTS PAYABLE  
1500 MEREDITH AVE  
GUSTINE, CA 95322-1701  
Phone: (209) 854-3784

Payment Terms: NET 30 Days Govt/Ed

## DELIVER TO

SUBTOTAL	\$88,943.75
SHIPPING	\$0.00
RECYCLING FEE	\$1,625.00
SALES TAX	\$5,923.50
GRAND TOTAL	\$96,492.25

Please remit payments to:



5381 NW 35rd Avenue, Suite 101  
Fort Lauderdale, FL 33309  
strictlytech.com (954)606-5440

## Quotation (Open)

### Date

Feb 25, 2019 03:48 PM  
EST

### Modified Date

Feb 25, 2019 11:50 AM  
EST

### Doc #

52884 - rev 1 of 1

### Description

Quote 2 update

### SalesRep

McLeod, Ethan  
(P) 954.541.8559  
(F) 954.606.5441

### Customer Contact

Joe, Silva  
jsilva@gustineusd.org

### Customer

Gustine USD (14-003)  
Joe, Silva  
1500 Meredith Ave  
Gustine, CA 95322  
United States

### Bill To

Gustine USD  
Joe, Silva  
1500 Meredith Ave  
Gustine, CA 95322  
United States

### Ship To




is Old Gustine Middle School  
Joe, Silva  
701 Wallis Ave  
Gustine, CA 95322  
United States

### Payment Method

Terms: Undefined

### Shipping Info

Delivery Method: FedEx Ground  
Carrier Account:  
Shipping Instructions:

#	Image	Description	Part #	Tax	Qty	Unit Price	Total
1		Anywhere Cart AC-PLUS-T Laptop Cart Lockable Handle - 4 Casters - 4" Caster Size - Metal - 25.5" Width x 23.5" Depth x 44.5" Height - Metal Frame PLUS W/TIMER CHARGE ANY DEV TO 14IN	AC-PLUS-T	Yes	9	\$1,037.21	\$9,334.89
Note: Free DOCK to DOCK shipping included, if lift gate is needed then please let me know and Ill add that cost.							
2		Lenovo 100e Chromebook B1ER Celeron N3350 / 1.1 GHz - Chrome OS - 4 GB RAM - 16 GB eMMC - 11.6" 1366 x 768 (HD) - HD Graphics 500 - Wi-Fi, Bluetooth - black	81ER000BUS	Yes	325	\$198.50	\$64,512.50
Note: **Lenovo Standard 1 Year warranty already included with Chromebook							
3		Lenovo Depot Repair Extended service agreement - parts and labor - 3 years (School Year Term) - for 100; 100e Chromebook; 300; 300e Chromebook; 500e Chromebook; N24; N24 Yoga	5WS0N75691	Yes	325	\$27.94	\$9,080.50
4		Google Chrome OS Management Console License - academic	CROSSWDISEDU	Yes	325	\$23.89	\$7,764.25

### FREE GROUND SHIPPING

The Strictly Difference

3 yr  
warranty

CAGE: 70BA0  
DUNS: 078817964  
FEIN: 46-2619818  
Woman-Owned Small Business (WOSB)  
Primary NAICS: 423430

Subtotal: \$90,692.14  
Tax (8.250%): \$7,482.10  
Shipping: \$0.00  
Total: \$98,174.24

This pricing is good through the end of march

**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** International Academy of Science Requisition**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the purchase of the Acellus STEM Learning System from International Academy of Science.

**SUMMARY:**

The Acellus Learning System is a computer based blended learning system designed to improve test scores, comprehensive study and cognitive thinking skills for students grades K-12.

125-Acellus Student Master License

4-Level 2 Acellus Stem 10 POD

1-Onsite STEM Setup Assistance and Teacher Training

**FISCAL IMPACT:** \$27,940.00**BUDGET CATEGORY:** Title 1

GUSTINE UNIFIED SCHOOL DISTRICT  
1500 Meredith Ave.  
Gustine, CA 95322  
Phone: (209) 854-3784  
Fax: (209) 854-9164

Ship To: Gustine Unified  
1500 Meredith Ave  
Gustine Ca 95322

Department:  
Romero Elementary

Date:  
03/05/2019

Ordered By:  
Dr Ballenger

Vendor Email (for email option only):

Purchase Order Instructions:

☐ Fax ☐ Return to site ☐ Email ☐ Other \_\_\_\_\_

BUDGET CLASSIFICATION:

01-3010-0-4313.00-1110-1000-112-000-000

VENDOR NAME: International Academy of Science: Acellus Education Center

ADDRESS: 26900 E. Pink Hill Rd  
Independence, MO 64057

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

Qty.	Description	UNIT COST	TOTAL COST
125	Acellus Student Master License	\$100.00	\$12,500.00
4	Level 2 Acellus Stem 10 POD	\$5,400.00	\$21,600.00
1	Onsite STEM Setup Assistance and Teacher Training	\$4,000.00	\$4,000.00
	Grant Amount		\$-10,800.00
	Tax		
	Shipping		\$640.00
	Total		\$27,940.00

SCHOOL SITE \_\_\_\_\_

JUSTIFICATION: \_\_\_\_\_

DISTRICT REQUISITION #: \_\_\_\_\_

APPROVAL: 

DISTRICT PURCHASE ORDER #: \_\_\_\_\_

For LCAP Purchases **ONLY** (Required)

Goal # \_\_\_\_\_

Action # \_\_\_\_\_

Example (1,2, etc.)

Example (.01, .02, etc.)

"Purchase Order Instruction" box must be filled to avoid delay\*

Revised 07/05/2016

01-3010-0-4313.00-1110-1000-112-000-000

International Academy of Science  
26900 E. Pink Hill Rd., Independence, MO 64057 USA  
Phone: (816) 229-3800



## SuperFund STEM Grant

### Order Confirmation

The SuperFund STEM Grant is a special multi-source funding program designed to help schools to implement STEM-10, an initiative engineered to significantly increase the number of students prepared for high-tech careers right out of high school. STEM-10 starts with coding in the 3rd grade, and provides a cohesive curricular pathway all the way up to advanced STEM and CTE courses at the secondary level. The Acellus STEM courseware acts as a catalyst for Acellus CTE (Career and Technical Education) programs, focusing students on the CTE Pathway that best fits their interests, skills and career goals.

Along with the coding courseware, Acellus provides schools with an extensive array of courses to increase proficiency in other subjects, such as math and language arts, that are important prerequisites to success in STEM related fields.

This grant also makes it possible for schools to receive substantial matching funding annually to cover costs of deploying Electronic Textbooks. It has been shown that the use of electronic textbooks can improve student outcomes when using Acellus, especially in core subjects. These are high-end devices designed specifically for use with Acellus, and are locked-down to prevent malware and student distractions.

Additional information can be found here: <http://www.science.edu/acellus>

**Grant Number:** 859670

**Approved By:** Bryan Ballenger, Superintendent

**Approval Date:** 03/05/2019

**Notice Email(s):** bballenger@gustineusd.org,

**Shipment Authorization:** Shipment authorized upon activation of this Grant.

Senior Acellus Coordinator: Marti Asay (marti\_asay@science.edu)

#### GRANT PREPARED FOR:

**Grant Applicant:** Bryan Ballenger - Superintendent

**School:** Romero Elementary School

**District:** Gustine Unified School District

**Contact:** Dr. Bryan Ballenger - Superintendent **Phone:** (209) 854-3784 x10 **Email:** bballenger@gustineusd.org

#### BILLING ADDRESS:

Bryan Ballenger - Superintendent  
Gustine Unified School District  
1500 Meredith Ave.  
Gustine, CA 95322  
USA

Phone: (209) 854-3784 x10  
Email: bballenger@gustineusd.org

#### SHIPPING ADDRESS:

Bryan Ballenger  
Gustine Unified School District  
1500 Meredith Ave.  
Gustine, CA 95322  
USA

Phone: (209) 854-3784 x10

QTY	DESCRIPTION	PRICE	EXTENDED PRICE
125	<b>Acellus Student Master License \$100/student:</b> <ul style="list-style-type: none"> <li>Each Master License allows one student to enroll in up to 6 courses.</li> <li>Includes courses K-12, Special Ed, ESL, STEM, CTE, and AP (College Board Approved)</li> <li>Licenses valid to June 30, 2020</li> <li><a href="#">More information</a></li> </ul>	\$ 100.00	\$ 12,500.00
4	<b>Level 2 - Acellus STEM 10 Pod - Direct Purchase \$5,400 (50% covered by Grant)</b> <p>Each Learning Pod Includes:</p> <ul style="list-style-type: none"> <li>Work space for three students. Each work space Includes: <ul style="list-style-type: none"> <li>Acellus Level 2 Educational Robots -- AC-D2</li> <li>Acellus Electronic Textbook 12</li> <li>Desk with white board top and Acellus markers</li> <li>Acellus Active Learning Stool</li> <li><a href="#">More Information</a></li> </ul> </li> </ul>	\$ 5,400.00	\$ 21,600.00
1	<b>Onsite STEM Setup Assistance and Teacher Training</b> <ul style="list-style-type: none"> <li>\$4000/school <ul style="list-style-type: none"> <li>Includes: <ul style="list-style-type: none"> <li>One day of STEM Lab set up</li> <li>One day of Onsite Teacher Training</li> </ul> </li> </ul> </li> </ul>	\$ 4,000.00	\$ 4,000.00
		<b>Sub-Total:</b>	<b>\$ 38,100.00</b>
		Shipping & Crating:	\$ 640.00
		Grant Amount:	\$ -10,800.00
		<b>Amount to be Paid by School:</b>	<b>\$ 27,940.00</b>



**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

---

**AGENDA ITEM TITLE:** RES 2019 AVID Summer Institute**AGENDA SECTION:** Action**PRESENTED BY:** Nicholas Freitas, Principal**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve RES to attend the 2019 AVID Summer Institute.

**SUMMARY:**

Romero Elementary School is making great progress in its implementation with AVID in grades 4 and 5. As part of the agreement with the AVID organization, our Romero AVID team is required to attend the Summer AVID Conference.

At this conference, we learn new strategies, ways to collaborate and we build knowledge on our next steps in our AVID implementation.

**FISCAL IMPACT:** \$5,775.00**BUDGET CATEGORY:** LCAP

Ship To: ROMERO ELEMENTARY SCHOOL  
1350 W. LUIS RD.  
SANTA NELLA, CA 95062  
(209) 854-6177  
FAX (209) 826-6853

Date:

March 1, 2019

**Vendor Email (for email option only):**

☐ Fax    ☐ Return to site ☐ Email    ☐ Other

BUDGET CLASSIFICATION:  
01-0824-0-5200.00-110-1000-11-000-104

**AVID Center-SI Payment, Dept. 270**

PO Box 509015

**San Diego, CA 92150-9015**

**FAX:** 1-800-524-9917

**SCHOOL SITE** Romero Elementary

JUSTIFICATION: AVID summer institute training for avid teachers

**APPROVAL:**

not done

Goal # 1

Action # 104 or 105

**Example (.01, .02, etc.)**

Revised 07/05/2016

# 2019 AVID Summer Institute

## Payment Coversheet

1. **Register the attendees** at [my.avid.org](http://my.avid.org). Log in and click on the Event Registration tab on your homepage. If you don't have a MyAVID account, contact your District Director or email us at [avidcare@avid.org](mailto:avidcare@avid.org).
2. **Send payment(s)** with completed worksheet to AVID Center.

### District and Site Information \* Please do not abbreviate.

Gustine Unified	Romero Elementary	209-854-6177
DISTRICT	SCHOOL	SCHOOL PHONE
13500 W. Luis Ave	Santa Nella, CA	CA 95322
SCHOOL ADDRESS	CITY	STATE ZIP

**Registrar: Please provide contact information for the person entering registrations online.**

Primavera Chavez	209-678-4381	pchavez@gustineusd.org
FIRST AND LAST NAME	PHONE	EMAIL

**Attendees: List only those attending the same Institute. Use a separate form for each Institute.**

*\* Please note: This coversheet does not register your team. In order for these registrations to be valid you must register your team in MyAVID.*

	Last Name	First Name	Email <small>The registration system requires a unique email address for each attendee.</small>	Job Title/ AVID Role	Strand <small>Check strand availability at the Institute you're attending at <a href="http://my.avid.org">my.avid.org</a>.</small>
1	Johnson	Rachael	rjohnson@gustineusd.org	Elementary Teacher	AVID Bridge to Success: A Schoolwide Approach
2	Loucks	Margaret	mloucks@gustineusd.org	Elementary Teacher	AVID Elementary: Foundations Implementation (Grades 3-6)
3	Chavez	Primavera	pchavez@gustineusd.org	Elementary Teacher/ Site Coordinator	AVID Academic Language and Literacy: A Schoolwide Approach
4	Kothenbeutel	Danet	dkothenbeutel@gustineusd.org	Elementary Teacher	AVID Elementary: STEM
5	Tallman	Gail	gtallman@gustineusd.org	Elementary Teacher	AVID Elementary: The Art of Inquiry
6	Fontes	Emily	efontes@gustineusd.org	Elementary Teacher	AVID Elementary: Foundations Implementation (Grades K-2)
7	Seim	Julie	jseim@gustineusd.org	Elementary Teacher	AVID Elementary: Foundations Implementation (Grades 3-6)
8					

**Summer Institute: Mark only one. Please use a separate worksheet for each Summer Institute.**

<input type="checkbox"/> Dallas June 19-21	<input type="checkbox"/> Orlando July 1-3	<input type="checkbox"/> Denver July 17-19
<input type="checkbox"/> San Diego 1(DT) June 24-26	<input type="checkbox"/> Seattle July 1-3	<input type="checkbox"/> Anaheim July 22-24
<input type="checkbox"/> Tampa June 25-27	<input checked="" type="checkbox"/> Sacramento July 8-10	<input type="checkbox"/> San Antonio July 22-24
<input type="checkbox"/> Minneapolis July 1-3	<input type="checkbox"/> Philadelphia July 15-17	<input type="checkbox"/> San Diego 2(DT) July 29-31

### Payment Method(s):

☒ Purchase Order # \_\_\_\_\_ Email copy of PO\* and coversheet(s) to at [avidregistration@avid.org](mailto:avidregistration@avid.org) or by fax to 800-524-9917.  
*\*Copy of purchase order MUST accompany this worksheet for payment to be applied.*

☐ Check # \_\_\_\_\_ Mail check and completed coversheet(s) to: AVID Center-SI Payment, Dept. 270, PO Box 509015, San Diego, CA 92150-9015.

☐ Credit Card Select Pay Now with Credit Card online or call 1-833-284-3227 for AVID Care.

☐ Other Please specify: \_\_\_\_\_

**Cancellation Policy:** Cancellations must be submitted in writing by completing the [Contact Form](#). Please refer to the full [AVID Center Cancellation Policy](#).

**Contact for Payment: Whom may we contact with questions about payment?**

Hugo Luna	(209) 854-3784	hluna@gustineusd.org
FIRST AND LAST NAME	PHONE	EMAIL

Last Name		First Name	Email <small>The registration system requires a unique email address for each attendee.</small>	Job Title/ AVID Role	Strand <small>Check strand availability at the Institute you're attending at <a href="http://my.avid.org">my.avid.org</a>.</small>
9					
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13					
14					
15					
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36					

Please send completed worksheet(s) with payment to AVID Center:

Mail purchase orders to: [avidregistration@avid.org](mailto:avidregistration@avid.org).

Fax purchase orders to: 800-524-9917.

Mail checks to: AVID Center—SI Payment, Dept. 270, PO Box 509015, San Diego, CA 92150-9015.

# GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

March 13, 2019

---

**AGENDA ITEM TITLE:** New Special Ed Wheel Chair Bus Purchase

**AGENDA SECTION:** Action

**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent

**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the New Special Ed Wheel Chair Bus Purchase.

**SUMMARY:**

Due to larger numbers of students needing transport on our SPED route we need a larger bus in order to serve these children.

This bus purchase is an additional purchase that is not on the replacement schedule due to the growing number of students with special needs in transportation. This bus will be fully seated with capacity of 42 with option to remove seats to accommodate up to 2 wheel chairs. This can help accommodate and use only 1 bus for field trips.

The pricing has already been bid out by Hemet Unified, which has an award that we can piggyback from for the pricing.

**FISCAL IMPACT:** \$145,000 over 5 years, approximately \$31,000 per year

**BUDGET CATEGORY:** Transportation fund



**Christi Barrett**  
Superintendent

**Vincent J. Christakos**  
Assistant Superintendent  
**Tracy Chambers**  
Assistant Superintendent  
**Darel Hansen**  
Assistant Superintendent  
**Dr. Karen Valdes**  
Assistant Superintendent

**Professional Development  
Service Center**

1791 W. Acacia Avenue  
Hemet, CA 92545  
(951) 765-5100  
Fax: (951) 765-5115

**Professional Development  
Academy**

2085 W. Acacia Avenue  
Hemet, CA 92545  
(951) 765-5100  
Fax: (951) 765-6421

[www.hemetusd.org](http://www.hemetusd.org)

**Governing Board**

Stacey Bailey  
Rob Davis  
Megan Haley  
Gene Hikel  
Vic Scavarda  
Patrick Searl  
Ross Valenzuela

May 29, 2018

BUSWEST  
21107 S. Chico Street  
Carson, CA 90745  
Attn: James Bernacchi

Subject: Extension of Bid 2014/15-22814

Mr. Bernacchi:

At the Hemet Unified School District Governing Board meeting of May 15, 2018, the Governing Board approved the recommendation to extend the Hemet Unified School District bid number 2014/15-22814 for school buses to BusWest.

The award was for the 19+1 Type A Bus, 25 passenger bus and 79 passenger bus, to be purchased on an as needed basis, including all options. Additionally the Governing Board approved the cost increases to manufacture the 19, 25, and 79 passenger buses, the price of the buses have increased 1.2%, 0.8% and 0.6% respectively.

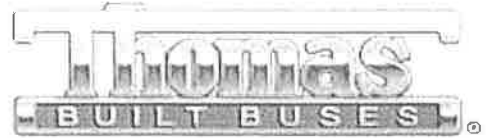
All terms and conditions of this bid will remain in force during the period that this bid is active. The current award expires on June 30, 2019.

This bid includes a piggyback clause to be used by other public agencies for the purchase of the above mentioned buses.

If you have any questions, you may contact me via telephone at 951-765-5100 X5600 or via email at [amcguire@hemetusd.org](mailto:amcguire@hemetusd.org).

Sincerely,

Andy McGuire  
Director of Purchasing & Contracts



## Bid Form

February 19, 2019

Customer Order No.: SBBC 07228

Honorable Board of Trustees  
Gustine Unified School District  
1500 Meredith Ave  
Gustine, Ca 95322

BusWest respectfully submits for your consideration our bid to supply 1 complete 42/24+2 var passenger school bus as follows:

<b>Chassis Make:</b> Thomas	<b>Model:</b> B2 106	<b>Model Year:</b> 2020
<b>Wheelbase:</b> 219"	<b>Engine:</b> DD5	<b>Horsepower:</b> 240
<b>Body Make:</b> Thomas	<b>Model:</b> Saf-T-Liner C2	<b>Capacity:</b> 42/24+2 var
<b>Transmission:</b> Allison 2500 PTS		
<b>Delivery Date:</b> 180-210 Days after receipt of order		<b>Subject to Prior Sale:</b> No

<b>Cash Purchase Price (each):</b>	\$ 135,171.73	<b>Tax Exempt:</b> \$ 17,087.00
<b>Doc Fee:</b>	\$ 70.00	<b>Taxable:</b> \$ 118,154.73
<b>Sales Tax @: 8.250%</b>	\$ 9,747.77	
<b>CA. Tire Tax: \$1.75 ea. tire</b>	\$ 10.50	
<b>Total</b>	<b>\$ 145,000.00</b>	

We have examined the detailed minimum specifications established by the school board and guarantee this bid to be in accordance thereto. Above price includes all dealer prep., pre-delivery service, necessary lettering, F.O.B. school district and documentation fee.

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Brian Hedman, Sales Representative

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**Quote is good for thirty (30) days**

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**Quote No.: 352873**

**Carson – Main Headquarters**

1107 South Chico St. Carson, CA. 90745  
Toll Free: (800) 458-9199 Main: (310) 984-3900 Fax: (310) 984-3996  
Parts Toll Free: (866) 707-7800 Fax: (310) 984-3994  
[www.buswest.com](http://www.buswest.com)

**Sacramento**

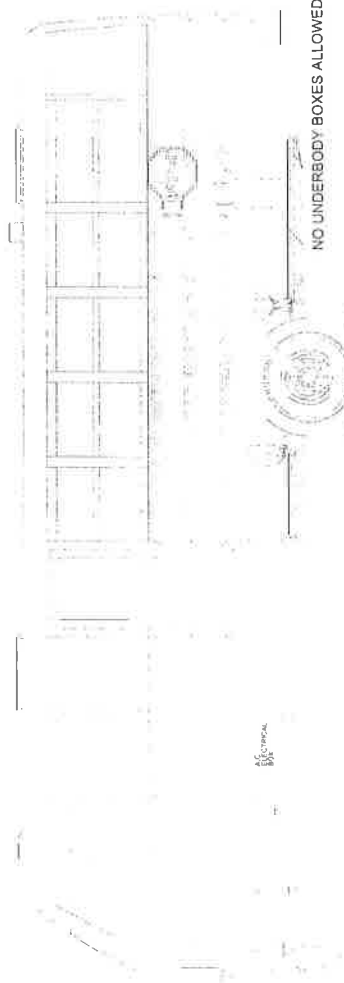
210 North East St., Woodland, CA. 95776  
Main: (424) 210-3020

**Fresno**

4337 North Goldenstate Ste#101, Fresno, CA 93609  
Main: (559) 277-0118

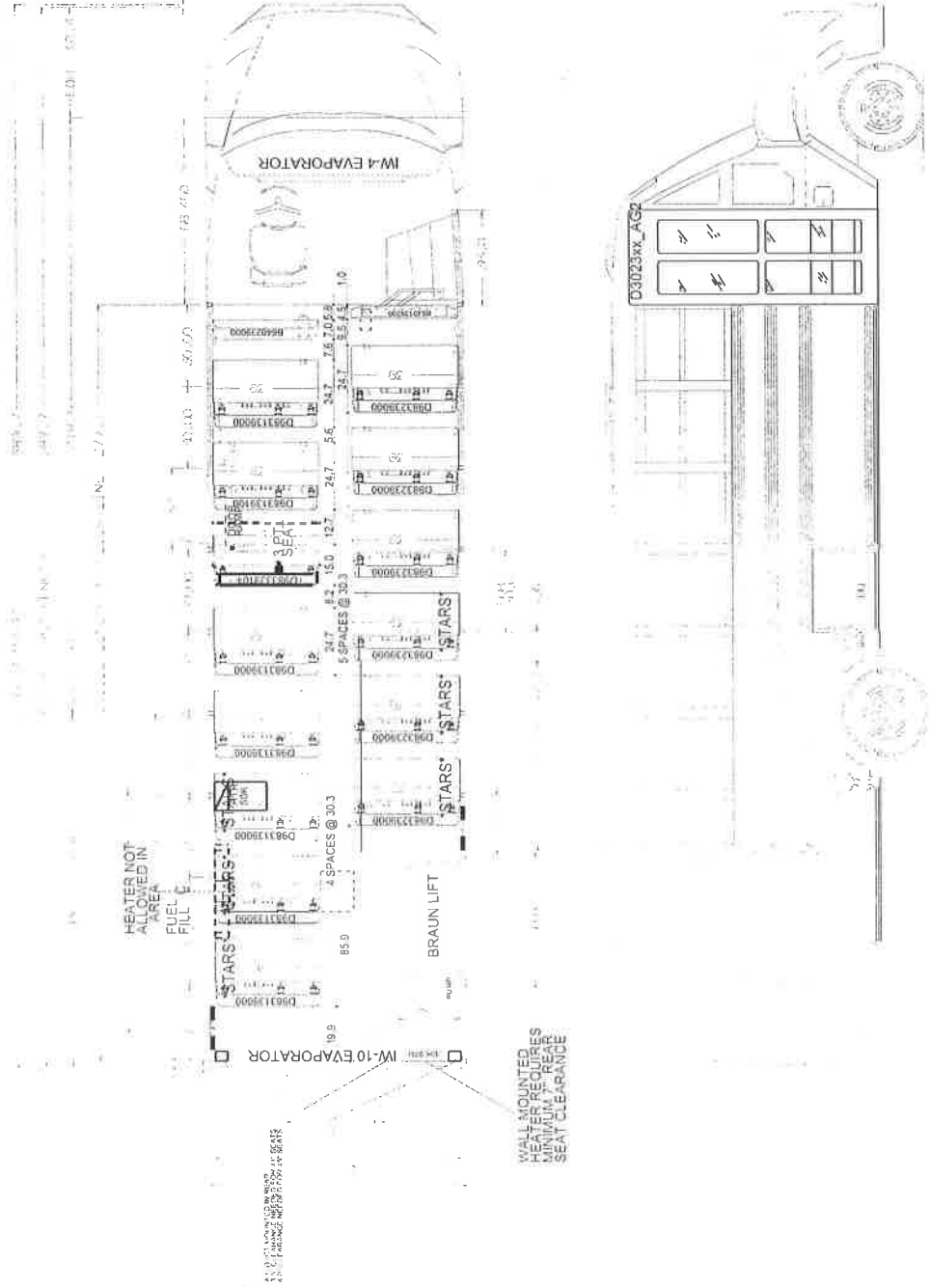


SEATING CAPACITY: 42 + DRIVER



NO UNDERBODY BOXES ALLOWED

\*\*\*STARS EQUIPPED\*\*\*



CAUTION! - LEFT SIDE BARRIER IS NOT IN STANDARD LOCATION. SEE SEATING PLAN.

CAUTION! - RIGHT SIDE BARRIER IS NOT IN STANDARD LOCATION. SEE SEATING PLAN.

NOMINAL HEIGHT (SEE NOTE 5)

MAXIMUM HEIGHT (SEE NOTE 6)

NOTES:  
D200000408 - 130042 PDF  
UNIT IS CONFIGURED WITH A FLAT FLOOR  
UNIT EQUIPPED WITH OVERHEAD TRACK REINFORCEMENT

ALL DIMENSIONS ARE FOR REFERENCE ONLY

GENERAL NOTES

1. SOME ITEMS, SUCH AS CY MIRRORS, ROOF LUGGAGE, AND OTHER ITEMS ARE SHOWN IN ONE VIEW ONLY. SEE ALL VIEWS TO GET COMPLETE PICTURE.
2. NOT ALL DIMENSIONS ARE SHOWN IN EVERY VIEW.
3. THE SEATING LAYOUT IS NOT FINAL. DIMENSIONS WILL CHANGE BASED ON THE SEAT, BUS, AND EQUIPMENT.
4. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
5. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
6. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
7. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
8. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
9. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.
10. THE MAXIMUM HEIGHT IS BASED ON A STANDARD 6'0" PERSON.

Model: Saf-T-Liner C2  
Quote Number: 352873  
Locality: CA

SIZE	WIDTH	HEIGHT
LEFT	30.3	30.3
RIGHT	30.3	30.3

THOMAS BUILT BUSES, INC.  
PLAN AND ELEVATION  
BODY 251TS  
TITLE

DRN:2525-19 BYT:Don : 9/26 : DWG: NO : 7/20/2019

**BUSWEST****Customer  
Quotation****Prepared For:**Gustine Unified School District  
1500 Meredith Ave  
Gustine, Ca 95322**Prepared By :**Buswest  
21107 S. Chico St  
Carson, CA 90745**Quote Number:**  
352873**Quote Date:**  
2/18/2019**Customer Order No:**  
SBBC 07227**Model Profile: Saf-T-Liner C2 251TS**

**Product Type:** School Transportation  
**Year:** 2020  
**Chassis Model:** B2 106  
**Chassis MFG:** FLNER  
**GVWR:** 31,000  
**Passenger Capacity:** 42/24+2 var  
**Headroom:** 78  
**Wheelbase:** 219  
**Brake Type:** AIR  
**Engine Type:** DETROIT DIESEL DD5 240 DIESEL, 4 Cyl, 240 HP, 2600 RPM  
**Fuel Type:** DIESEL  
**Fuel Tank Capacity:** 100  
**Transmission Type:** ALLISON 2500 PTS AUTOMATIC TRANSMISSION  
**Axle, Front:** 10000-lb Capacity  
**Axle, Rear:** 21000-lb Capacity  
**Tires, Front:** FRONT MICHELIN XZE 255/70R22.5,(H) 16 PLY  
**Tires, Rear:** REAR MICHELIN XZE 255/70R22.5,(H) 16 PLY  
**Suspension Front:** 10,000 LB. TAPERLEAF FRONT SUSPENSION  
**Suspension Rear :** AIRLINER 23,000 LB. REAR SUSPENSION

*\*Detailed Specification Attached***Options included in this quote:**

- 4-Head REI Camera System

**CUSTOMER ORDER APPROVAL****Customer Signature\*\*:** \_\_\_\_\_**Date:** \_\_\_\_\_**New bus(es) Info:****Name on bus:** \_\_\_\_\_**Bus Number(s):** \_\_\_\_\_ **CA Number:** \_\_\_\_\_**\*\* I have reviewed the quote detail for accuracy and I agree to order the bus(es) as listed.**

**Includes the Following Equipment:****BODY****ACCESSORIES**

- 1 LOCKS-KEYED ALIKE #CH545
- 1 METHOD-FASTENER SCREWS

**CERTIFICATION/SAFETY**

- 2 REFLECTTAPE-SI EMER DR 30" YEL
- 1 REFLECTIVE TAPE-EMERGENCY DOOR REAR YELLOW
- 1 FIRE EXTINGUISHER-5 3A-40BC
- 1 REFLECTORS-AMBER(2) MID BDY 3"
- 1 REFLECTORS-RED (4) RR/RR SI 3"
- 1 HATCH-RF ESC SPECIALTY PROLO ENG(2)
- 1 KIT,FIRST AID 24 UNIT CALIFORNIA
- 1 KIT - BODY FLUID CLEAN-UP NATIONAL STANDARDS
- 1 LOCATION-VESTIBULE FLOOR PLATE LEFT 5LB FE
- 1 LOC-VEST.FLR.PLT.RT.BFC,24 FAK
- 1 TRIANGLES-REFL. 3 W/BOX
- 1 OPEN VIEW .ES, HEATED, RMT,SS
- 1 MIRROR-SYSTEM B EXTERIOR CROSSVIEW STAINLESS STEEL BRACKET
- 1 SIGN-STOP, ELEC RR #SE1-79800C LED STROBE
- 1 MIRROR-INT 6"X30" CAMERA
- 1 LABEL(S)-SPECIAL DATA, CA
- 1 LABEL-VEHICLE CERTIFICATION

**DOORS**

- 1 STEP-RS ALUM.ENT.DR 8.75"RISER
- 1 HANDLE-INT RR DR BLACK
- 1 HANDLE-EXTERIOR REAR DOOR WITH RECESS
- 1 VANDALOCK-REAR DOOR W/BOLT
- 1 DOOR-ENT AG2 TINT TEMP LOCK
- 1 POWER SYSTEM-AG2 AIR ENTRANCE DOOR
- 1 ELEC-AG2 AIR OPERATED ENTRANCE DOOR
- 1 VANDALOCK-ALUM.ENT.DR.CYLINDER W/KEY
- 1 PULL-ENTRANCE DOOR, EXTERNAL ALUMINUM
- 1 DOOR-SI EMERG LS CTR 30" OPG
- 1 DOOR-SI LIFT RS RR 50" OPG
- 2 VANDALOCK-SI DR W/BOLT 30"
- 1 THRESHOLD 30" EMERGENCY DOOR (1)
- 1 THRESHOLD 50" LIFT DOOR
- 1 KEY-VANDALOCK REAR DOOR NONE
- 1 TRIM-ENTRANCE DOOR INTERIOR
- 1 HEADER-50" REAR LIFT DOOR NON-ADA
- 1 PAD-DR HEADER, SI EMER 30"W
- 1 PAD-DR HEADER, SI EMER 50"W
- 1 PAD-DR HEADER, RR EMER 36"W
- 1 RAIL-ASSIST FRONT ENTRANCE DOOR RIGHT SIDE 1"OD
- 1 RAMP-SI DOOR 18" @ DOOR SILL

**ELECTRICAL - BODY**

- 1 FAN-CIRC MID W/S HDR BLACK
- 1 ELEC-FAN MID W/S HDR
- 1 FAN-CIRC DRV'S WDO HDR BLACK
- 1 ELECTRICAL-FAN DRIVER'S WINDOW HEADER
- 1 RADIO-AM/FM DEA510 W/PAGE
- 1 OPER-AUTOMATIC FAST IDLE
- 1 SWITCH-RKR FOG LPS
- 1 ELEC-ZONAR STANDARD MONITORING
- 1 ELEC-PWR CELL PHONE OUTLET LS
- 1 OPER-DOOR AIR ENT.W/ BAT.2 POS.
- 1 OPERATION-DOOR REAR EMERGENCY WITH BUZZER/PILOT LAMPS
- 1 ELEC-EMERG/EXIT DOORS FMVSS COMPLIANT LIFT
- 1 MONITOR-LPS WARN NONE
- 1 LAMPS-DOME OVER DRIVER
- 1 MODULE-PWR.DIST.ELEC.SYS.
- 1 OPER-STPWLL LPSW/PARKLPS&ENT DR.
- 1 LAMPS-STEPWELL WITHOUT HOOD (1)

- 1 LPS-STP/TAIL/DIR AMBER/REV LED
- 1 ELEC-LPS STOP/TAIL/TURN/REV
- 1 LPS-PILOT VANDALOCK STATUS RED
- 1 ELEC-PWR, GND, NETWORK, BUZZ
- 1 LPS-PILOT W/C LIFT POWER RED
- 1 LAMPS-PILOT EMERGENCY DOOR RED
- 1 LPS-PILOT LIFT DOOR GREEN
- 1 LAMPS-PILOT REAR EMERGENCY DOOR RED
- 1 LPS-LIC PLATE ILLUMINATION LED
- 1 LAMPS-SIDE DIRECTIONAL AMBER FRONT 2 CP LED
- 1 LPS-WARNING LED (8)
- 1 OPER-LPS WARNING (8) PKG 27
- 1 OPERATION-LAMPS REVERSE WITH REAR EMERGENCY DOOR OPEN
- 1 LPS-ID AMB/RED LED
- 1 LPS-MKR ROOF FRT/RR LED WELDON
- 1 LAMPS-MARKER ROOF MID LED WELDON
- 1 ELEC-LPS ID/MKR PARK/SWITCH
- 1 SWITCH-LAMPS ID/MARKER LAMPS
- 1 STROBE-CLEAR 4.9"H 6' FROM REAR
- 1 LPS- STOP/TAIL 4" FLS.MT L.E.D.
- 1 SWITCH-ROCKER FAN DEFROST WINDSHIELD
- 1 SWITCH-ROCKER NOISE SUPPRESSION ON/OFF
- 1 OPER-DRVR'S DOME LPS ON/OFF BATT
- 1 LPS-SI DIR AMB LED GRD RR.AXLE
- 1 SWITCH-ROCKER STROBE LAMPS
- 1 LAMPS-PILOT WARNING LIGHTS RED
- 1 LAMPS-PILOT WARNING LIGHTS AMBER
- 1 OPERATION-LAMP STROBE, IGNITION & SWITCH ACTIVATED
- 1 SWITCH-ROCKER A/C FAN SPEED
- 1 ELEC-CABLE PRIM PWR & GND-CUSTOMER ACCESS
- 1 OPERATION-LAMPS SIDE DIRECT/MARKER
- 1 BLOCK-FUSE CUSTOMER ACCESS
- 1 OPER-PRE-TRIP INSPECTION
- 1 ELEC-SEAT BELT PILOT LAMP
- 1 OPER-SEAT BELT PILOT LAMP
- 1 LAYOUT-ROCKER SWITCH STANDARD
- 1 CIRCUITRY-MULTIPLEX PRESENT
- 1 ELEC-ELECTRIC STOP SIGN FRT
- 1 SPEAKERS-INT. 30 WAT.(6) 251T
- 1 ELEC- (6) INT SPEAKERS 251T
- 1 ELEC-HTR U/ SEAT POS.16
- 1 112DB BACKUP ALARM

## EXTERIOR

- 1 FLAPS-MUD, REAR 22.5"W
- 1 FLAPS-MUD, FRONT 16"W X 12"H
- 1 FENDER-QUARTER 24" BATTERY BOX DOOR
- 1 BODY ADJ-FTL, BTR LS FFLOC
- 1 REINFORCEMENT-FRAME 24" BATTERY DOOR AND A/C
- 1 CAP-ENTRANCE DOOR STANDARD
- 1 FLOOR-NON ADA
- 1 LATCH-STORAGE COMPARTMENT 30/60 LOCK RIGHT SIDE 1ST
- 1 BUMPER-REAR 2 BRACES NO EXHAUST HOLE
- 1 SKT.FWD.STPWLL LO DEF
- 1 CAP-FRT ROOF VENT W/WARN.LPS.
- 1 CAP-REAR ROOF W/WARN.LPS.
- 1 GUSSET-21"H LWR SIDE SHEET
- 1 SHEET-LWR, L MID 20G,21"
- 1 SHEET-LWR,L RR 20G,21"
- 1 SHEET-LWR,R MID 20G,21"
- 1 SHEET-LWR,R RR 20G,BOX FWD 251
- 1 VISOR-EXT.@ WARN LPS-EXTENDED
- 1 DOOR-U/B L BATTERY 24"
- 1 DOOR-FUEL FILL ACCESS BTR
- 1 FENDERETTE-STL FLAT FLR 21" BOX RS
- 1 LATCH-BATT DOOR NON-LOCKING

- 1 LATCH-FUEL FILL ACCESS (THUMB)
- 1 RS STORAGE BOX 1 - 30" WIDE
- 1 VENT-STATIC PRESENT
- 1 PILASTER - 251T, 408
- 1 LATCH-NON-LOCKING DEF ACCESS DOOR
- 1 TUFFCOAT-STEPWELL
- 1 RAIL-SNOW RAIL PRESENT
- 1 HARDWARE-MOUNTING CLIPS STANDARD

### **HVAC**

- 1 AC-126K BTU-FREE BLOW BULKHEAD
- 1 AIR CONDITIONING CONTROLS-STANDARD
- 1 CONDENSER- CM3 (2)
- 1 EVAP - IW10 RR, IW4 FRONT
- 1 EVAP TRIM-INT(2) IW10, IW4
- 1 PLUMB.-AC COMP DUAL DD5
- 1 AC CTL.BD.STD.TIE IN SGL.LOOP
- 1 PLUMBING-IW10, IW4
- 1 DOOR-ACC NONE
- 1 CABLE-EVAP 2 FRT BULKHEAD
- 1 HTR-U/S LS 50,000 BTU LOC 7
- 1 HTR-WALL/MOUNTED RS 40,000 BTU RR WALL
- 1 HOSE-HTR SGL PLY NO W/H POS 16
- 1 CLAMPS-UNDERSEAT HEATER CONSTANT TORQUE
- 1 CONN-HTR(1) CONSTANT TORQUE/SGL PLY
- 1 LOCATION-EVAP NO2 FRONT BULKHEAD
- 1 PLUMBING-30" COVER
- 1 DUAL TM21 AC COMPRESSORS
- 1 HEATER, DEFROSTER,AND AIR COND
- 1 BODY BUILDER SUPPLIED PLUMBING W/ACCESS HOLES IN FRAME RAIL

### **INTERIOR**

- 1 VISOR-W/S SUN 6"X30"
- 1 DOOR-STORAGE BOX W/O GLASS
- 1 TRIM-LOWER REAR HEATER NO A/C
- 1 WHEELHOUSES-REAR L&R OMIT
- 1 REINF-SIDE DOOR JAMB AT REAR END
- 1 REINF-RR END A/C EVAP. IW10
- 1 REINFORCEMENT-REAR STOP SIGNAL 40"
- 1 REINF-FRONT A/C EVAP.
- 1 LATCH-DR INT STOR OVR W/S NONE
- 1 LATCH-DR INT STOR OVR DRVRSHDR
- 1 BTR FUEL FILL RECESS, W/DOOR
- 1 RIJI.KHEAD-RR FND INT W-A/C IW10
- 1 COVER-ACCESS RR END HARNESS NONE
- 1 COVER-TRIM DRVS HDR W/STORAGE
- 1 COVER-TRIM FRT END W/S HEADER A/C
- 1 STRIPS-AISLE, GALVALUME 251T
- 1 FLR-BLK VINYL W/13" CTR AISLE 251T
- 1 FLR-PLYWD MARINE GRADE 251T
- 1 LINING-SI.INT.W/ FLT FLR&LS FUEL DR
- 1 TRIM-STEPWELL HORIZONTAL WITH DIAMONETTE NOSE
- 1 INSULATION-FRT BULKHEAD W/ACRSY 2"POLY
- 1 H/L-PASS AREA ACOUS GREY 251T
- 1 ROUTING-PLYWOOD FLOOR WITH LIFT DOOR
- 1 TUBE-FILL BTR & OVERFLOW HOSE
- 1 CAP-FUEL FILL BTR NON-LOCKING
- 1 IN DASH STORAGE BIN

### **MISC**

- 1 PDI IDENTIFIER-DEALER PERFORMED
- 1 CONDENSER ALERT - PRESENT SHORT
- 1 MANUAL-DRVR'S/MAINT.ENGLISH
- 1 APPLICATION - SCHOOL
- 1 NO COOLANT HEATER - GAS/DIESEL
- 1 NO CLUTCH PEDAL WITH ADJUSTABLE SUSPENDED BRAKE&ACCELERATOR
- 1 SAF-T-LINER C2

**PAINT/LETTERING**

- 1 DECAL-UNITED AUTO WORKERS
- 1 LOGO-THOMAS DECALS BLACK
- 1 DECAL-RR DR STOP WHEN RED (CA)
- 1 LABEL-ENGLISH AG2.AIR.ENT DR
- 1 REFLECTTAPE-@ ROOF HATCH WHT (2)
- 1 DECAL-BACKING ALARM
- 1 DECAL-LOW SULFUR FUEL
- 1 LABEL-RR DR EMERGENCY DOOR DO NOT BLOCK
- 1 LABEL-LS SI EMERG DR 2"HIGH
- 1 DECAL-ENTRANCE DOOR VANDALOCK ENGLISH
- 1 LABEL-RR EMERGENCY DOOR INSTRUCTION
- 1 LABEL-"DEF ONLY"
- 1 LABEL-REGENERATION WARNING 2010/2013 EPA ENGLISH
- 2 HANDLE-INT SI DR BLACK
- 2 HANDLE-EXTERIOR SIDE DOOR WITH RECESS
- 1 PAINT-EXT HNDLE(S) BLACK
- 1 DECAL-FRT CAP "SCHOOL BUS"
- 1 DECAL-REAR CAP "SCHOOL BUS"
- 1 DECAL-"DIESEL"
- 1 PAINT-EXTERIOR ROOF WHITE 251T
- 1 PAINT-EXT WDO AREA SAME AS BODY
- 1 PAINT-EXT GRD RAIL @ WINDOW BLACK
- 1 PAINT-EXT GRD RAIL @ SEAT BLACK
- 1 PAINT-EXT GRD RAIL @ FLOOR BLACK
- 1 PAINT-EXT GRD RAIL @ SKRT BLACK
- 1 PAINT-EXT BUMPER REAR BLACK
- 1 PAINT-BLACK TRIM-FRONT/REAR ROOF CAPS
- 1 PAINT-SOLID COLOR YELLOW
- 1 DECAL-APPROVED FUEL TYPE
- 1 HEADLINING-VESTIBULE ACOUSTIC, GRAY, DRIVER LAMP
- 1 PAINT:ONE SOLID COLOR,BASE/CLEARCOAT
- 1 CAB COLOR A:L5898EB SCHOOL BUS YELLOW ELITE BC
- 1 CAB COLOR B - NONE
- 1 CAB COLOR C: NONE
- 1 NO GRILLE PAINT

**SEATS**

- 6 ALERT-S.T.A.R.S. PRESENT
- 1 BELT-ELR SHOULDER/PUSH BUTTON LAP
- 1 39" BARR-VERT,WALL MT 45"H RS 2009
- 1 39"8DEG BARR-REV. WALL-MT 45"H 2009
- 2 COLONIAL BLUE UPHOLSTERY-45"HIGH RECESSED BARRIER
- 1 RAIL-ASSIST FRT ENT DR 39"W
- 1 BACK-NATIONAL DRV'S SEAT
- 1 ARMREST NATIONAL DRV'R'S ST. BOTH SIDES
- 1 UPH DR.ST.FABRIC BLK NATIONAL
- 1 PEDESTAL-NATIONAL AIR W/2 SHOCKS
- 1 COVER PEDASTAL NATIONAL NONE
- 1 RETAINER NATIONAL DR.ST.BELT NONE
- 1 POUCH-DR.ST.STORAGE NONE
- 1 KICKPLATE-MOD.PANEL RS 39" IW4
- 1 KICKPLATE-MOD.PANEL LS 39"
- 1 RISER-DRIVERS SEAT, NATIONAL
- 1 Haptics-Not Present
- 14 42 OZ COLONIAL BLUE UPHOLSTERY - S3C PASSENGER SEAT
- 6 S3C 39"LS FLEXIBLE 3/2 WALL MOUNT
- 1 S3C 39"LS FLEXIBLE 3/2 FLOOR MOUNT
- 6 S3C 39"RS 3/2 FLEXIBLE WALL MOUNT
- 1 S3C 39"LS 3/2 FLEXIBLE FLIP SEAT
- 1 S3C WALL MOUNT HARDWARE - C2
- 1 S3C FLOOR MOUNT HARDWARE - C2
- 1 S3C FLIP SEAT HARDWARE - C2

**SPECIAL NEEDS EQUIPMENT**

- 1 LIFT-WHEELCHAIR BRAUN NCL917IBHB-2

- 1 TRACK-OVERHEAD 10" LENGTH LS
- 1 TRACK-OVERHEAD 10" LENGTH RS
- 2 POUCH-STORAGE VINYL SURELOK
- 2 STRAP-TIE DOWN SURELOK
- 2 RETRACTABLE REST-FF612S-4C-8
- 8 S.T.A.R.S. RIVETED ALUM TRACK-CONT (4) PER LOC
- 1 RETAINER-50"W SI DR CHN & HOOK
- 6 STARS MOUNTING SYSTEM - SYNTEC SEAT HARDWARE - C2, MINOTOUR

### **WINDOWS/GLASS**

- 1 GLASS-WINDSHIELD ONE PIECE WITH TINTED BAND
- 1 GLASS-RS FRT STAT CLR TEMP
- 1 GLASS-LS FRT STAT CLR TEMP
- 1 GLASS-REAR STAT CLEAR TEMPERED
- 1 FRAME-WDO SPLIT
- 1 FRAME-WDO SPLIT 20"W
- 12 FRAME-WDO SPLIT 30"W
- 1 FRAME-WDO SPLIT 40"W
- 1 GLASS-WDO CLEAR TEMP 20"
- 1 STOPS-WDO 12"
- 1 GLS-LWR RR DR TEMP TNT BONDED
- 1 GLS-UPR RR DR TEMP TNT BONDED
- 1 WDO-DRIVER'S TEMP CLR
- 1 GLASS- 30"W SI DR TEMP TNT
- 1 GLASS- 50"W SI DR TEMP TNT
- 1 BAND-STATIONARY STANDARD GLASSES
- 1 BAND-STATIONARY DOOR GLASS 50"
- 1 BAND-STATIONARY DOOR GLASS 30"

### **OTHER**

- 1 LOGO-FRT RS & RR
- 1 ELEC-RF ESC HATCH POS 2
- 1 ELECTRICAL-ROOF ESCAPE HATCH POSITION 8
- 1 ARM ASSEMBLY-WINDSHIELD WIPER (2)
- 1 ELECTRICAL-ROOF HATCH OR P/O WINDOW (DASH)
- 1 OPER-FAN W/S HDR
- 1 OPER-FAN DRV'S WDO HDR
- 1 OPER-ALARM BACKING W/REV.
- 1 OPER-RF HATCH BUZZER
- 1 OPERATION-A/C CONTROL-STANDARD DIGITAL
- 1 LOCATION-VESTIBULE FLOOR PLATE AFT REFLECTIVE TRIANGLE
- 1 AC DUCT-NOT PRESENT NO SIDE EVAP
- 1 EVAPORATOR QTY - NONE
- 1 ANTENNA - RADIO SWIVEL BASE
- 1 ELEC-ANTENNA RADIO COAXIAL
- 1 KIT-RADIO ANTENNA MOUNTING @ DRIVER'S HEADER
- 1 251T30\_RH-5-1B\_LC-3-1E
- 1 TRIM-A POST
- 1 STRINGER-ROOF 251T
- 1 REINF-SIDE DOOR JAMB
- 1 FRONT END FRAME
- 1 FRT END FRAME MTG KIT
- 1 REAR END FRAME-28.68"DEEP
- 1 FLOOR-GALVALUME STEEL MID BODY
- 1 LOC-40" RAF SP 8TH 251T
- 1 RS TANK ALERT - NONE
- 1 DOOR ALERT - LS ENT NONE
- 1 TRIM-REAR DOOR
- 1 TRIM-30" SI DR IN 40"OPG AFT
- 1 HINGES-REAR DOOR PIN TYPE
- 1 LATCH-SINGLE-POINT, REAR EMERGENCY DOOR
- 1 STOP-DOOR REAR EMERGENCY, 1-POS
- 1 OPERATION-VANDLOCK ENTRANCE/EMGENCY DOOR(S) WITH PILOT LAMPS
- 2 HINGES-30"W SI DR PIN TYPE
- 2 LATCH-SGL-POINT,30"W SI DR
- 1 STOP-DOOR 30"W SI DR,1-POS
- 1 TRIM-50" SIDE DOOR 40"OPG FWD



- 1 TRIM-50" SIDE DOOR 40"OPG AFT
- 1 DOOR-LS ENT RS EXIT -NONE REQD
- 1 INT COLOR -30" SI DR GREY
- 1 INT COLOR -50" SI DR GREY
- 1 INT COLOR -RR DOOR GRAY
- 1 VANDALOCK-NONE REQUIRED RS
- 1 VANDALOCK-NONE REQUIRED LS
- 1 DOOR ALERT - RS EXIT NONE
- 1 SWITCH-PADDLE-TYPE ENTRANCE DOOR AIR
- 1 OPERATION-DOOR LIFT WITH BUZZER/DOOR PILOT LAMPS
- 1 OPERATION-DOOR EMERGENCY LEFT SIDE WITH BUZZER/PILOT LAMP
- 1 DOOR, REAR EMERGENCY
- 1 THRESHOLD REAR EMERGENCY DOOR
- 1 ELEC-DRIVER'S DOME LPS
- 1 LPS-DOME PASS MIN (4) 251T
- 1 ELEC-PASS DOME LPS MIN (4)
- 1 SWITCH-RKR DOME LPS ALL
- 1 SWITCH-RKR FAN DEFROST L.S.
- 1 BUZZER-SWITCH PANEL 1 TONE
- 1 OPERATION-NOISE SUPPRESSION
- 1 ELEC-LPS WARNING,8 LPS 251T
- 1 OPER-LPS, DOME STANDARD
- 1 OPER-LPS BODY TAIL W/PARK SW.
- 1 ELEC-LPS SI DIRECTIONAL 251T
- 1 SWITCH-ROCKER DOME LAMPS DRIVER ON/OFF
- 1 ELECTRICAL-LAMPS STROBE 6' FROM REAR
- 1 OPER-LPS SERVICE BRAKE
- 1 OPERATION-LIFT SPECIAL NEEDS BATTERY CONTROL
- 1 OPERATION-SWITCH ID/MARK LAMPS W/BATTERY
- 1 OPER-LPS DOME (1)ON/OFF
- 1 OPER-LPS REVERSE
- 1 ELEC-(3) SWITCH BANKS
- 1 SWITCH-RKR W/C LIFT POWER
- 1 SWITCH-ROCKER WARNING LAMPS OVERRIDE ON/OFF
- 1 SWITCH-WARN.LPS ON/AMB ACT.
- 1 CABLE-EVAPORATOR 1 POWER SUPPLY STANDARD
- 1 SWITCH-ROCKER A/C ON
- 1 OPERATION-FOG 2 QUARTZ HALOGEN
- 1 ELEC-HARNESS COMP ASM 251T
- 1 ELEC-ELECTRONIC COMP ASM
- 1 OPER-LPS DIR./HAZ.
- 1 SWITCH-RKR MIRROR HTR.
- 1 ELEC-MIR A HTD & RC
- 1 ELECTRICAL-ELECTRIC STOP SIGN REAR
- 1 RAIL-EXTERIOR GUARD @ WINDOW,SEAT,FLOOR,SKIRT
- 1 RAIL-EXT GRD @ SEAT FRT END LS
- 1 RAIL-EXT GRD@ FLOOR, NONE
- 1 TRIM-FRT CAP RS/LS
- 1 PANELS-EXTERIOR REAR
- 1 SHEET-DRIVERS EXTERIOR 20 GA.
- 1 SHEET-UPPER SIDE EXTERIOR
- 1 OPER-MIRRORS EXT HTD.
- 1 UNDERCOATING-ASPHALT EMULSION
- 1 HEADERS-WINDOW INTERIOR 251T
- 1 PAINT-EXT ENT DOOR NONE
- 1 PANELS-EXT REAR SIDE LONG PANEL
- 1 LS STORAGE BOX 1 - NONE
- 1 LS STORAGE BOX 2 - NONE
- 1 ROOF SHEETS-(2) HATCH - 251T
- 1 RS STORAGE BOX 2 - NONE
- 1 RS STORAGE BOX ROH - NONE
- 1 LS STORAGE BOX ROH - NONE
- 1 PANELS-REAR END INTERIOR REAR GALVALUME
- 1 PANELS-REAR END INTERIOR SIDE LONG WITH SOLID PANEL
- 1 PANELS-ACCESS RR BULKHEAD GRAY

- 1 COVER-HARNESS ACCESS@HDR
- 1 COVER-ACCESS FRT END HARNESS
- 1 COVER-TRIM FRT ENT.ALUM.DR HDR.AIR.OP.
- 1 HEADLINING-REAR LONG SMOOTH, GRAY
- 1 FLOOR-BLACK WHEELHOUSE OMIT
- 1 COVER-FUEL SENDING INSPECTION
- 1 MOLDING-SHOE 251T
- 1 LUGGAGE RACK ALERT - NONE
- 1 SWITCH-ROCKER HEATER LEFT 2ND
- 1 SWITCH-ROCKER HEATER REAR WALL
- 1 ELEC-HTR U/ SEAT POS 7
- 1 RAIL-SEAT
- 1 LAYOUT-SEAT RAIL HOLES RS
- 1 LAYOUT-SEAT RAIL HOLES LS
- 1 CABINET-SW, FWD
- 1 CABINET-SWITCH, LOWER WITHOUT POCKET
- 1 CABINET-SWITCH, UPPER
- 1 CABINET-TOP PLATE (3 BANK)
- 1 TREAD-STEP ALUMINUM ENTRANCE DOOR BLACK
- 1 INSULATION-VEST HEADLINING 2"
- 1 INSULATION-SIDELINING 2" POLY
- 1 INSULATION-RR BULKHEAD 2" POLY
- 1 OPER-HTR U/ SEAT LS AFT
- 1 OPERATION-HTR REAR WALL/R.S.RR.FLR.
- 1 HEADERS-WINDOW EXTERIOR 251T
- 1 LOCATION-EVAPORATOR NO1 REAR BULKHEAD
- 1 HARNESS COVER COLOR - GRAY
- 1 SPEAKER ALERT - PRESENT
- 1 DOME LPS - MINIMUM
- 1 HEADLINING COLOR - GREY
- 1 HEADLINING TYPE - ALL ACOUSTIC
- 1 MAT, FLOOR VESTIBULE
- 1 TRIM-INTERIOR DASH FORWARD
- 1 CONNECTION-HEATER HOSE KIT @ BTR LEFT SIDE
- 1 INSTALLATION-PARK BRAKE NONE
- 1 INSULATION-INT LONG REAR END
- 1 LUGGAGE RACK ALERT - NONE
- 12 GLASS-WDO CLEAR TEMP 30"
- 1 GLASS-WDO CLEAR TEMP 40"
- 1 SLIDE STOP NATIONAL DR.ST. NONE
- 1 NO AIR INTAKE WARMER
- 1 VANDALOCK,STARTER DISABLE W/ANY LOCKED EMER DR(S),LH PT LAMP
- 1 LOWER RADIATOR GUARD
- 1 REINFORCED NYLON FUEL LINES
- 1 SINGLE SUCTION AND RETURN FUEL LINES
- 1 FUEL TANK MOUNTED BETWEEN RAILS, AFT OF REAR AXLE, WITH CAGE
- 1 REMOTE-MOUNTED SURGE TANK
- 1 BASIC WIRING SCHEMATIC,UNMOUNTED,12-VOLT NEGATIVE GROUND SYS
- 1 PAINTED BATTERY PANEL COVER
- 1 BATTERY BOX FRAME MOUNTED
- 1 BATT ENABLED 3 AMBER INBOARD ID LAMPS,2 AMBER OUTBOARD MARKE
- 1 FENDER MTD TURN/MARKER COMBO LAMPS
- 1 STROBE LAMP, IGNITION SWITCH OR LH DASH SWITCH ACTIVATED
- 1 LED WARNING SYSTEM LAMPS
- 1 STANDARD BODY VISUAL WARNING,LOWER RR,REV LAMPS ON DR/OPEN
- 1 PASSENGER COMPARTMENT DOME LAMPS, IGNITION ACTIVATED
- 1 PASSENGER COMPARTMENT DOME LPS, SINGLE ON/OFF SW
- 1 OVER DOOR LAMP, RH EMERGENCY/LIFT DOOR
- 1 STEPWELL LAMP ON WITH DOOR OPEN AND MARKER LAMPS ON
- 1 SHIFT LEVER, CABLE LINKAGE, AUTOMATIC TRANSMISSION
- 1 DRIVELINE GUARD
- 1 NON-ASBESTOS FRONT BRAKE LININGS
- 1 FRONT SHOCK ABSORBERS
- 1 NON-ASBESTOS REAR BRAKE LININGS
- 1 NO DRIVELINE PARKING BRAKE

- 1 NO POLISHED FRONT WHEELS
- 1 NO POLISHED REAR WHEELS
- 1 TWO QUART SEE THRU POWER STEERING RESERVOIR
- 1 POWER STEERING PUMP
- 1 ZINC-PLATED HEXHEAD CHASSIS FASTENERS
- 1 3175MM (125") REAR FRAME OVERHANG
- 1 SQUARE END OF FRAME
- 1 BUMPER MOUNTING FOR SINGLE LICENSE PLATE
- 1 COMBINATION S/T/T/R LAMPS, LED
- 1 RH LIFT DOOR,BATTERY CONTROL,PILOT LT BUZZ OFF @ FULL OPEN
- 1 RR EMER DR,IGN CTRL,BZ ON W/DR
- 1 LH EMERGENCY DOOR,IGN CONTROL,BUZZ/LH PILOT LT ON DOOR OPEN
- 1 CAB MOUNTING FOR HOOD AND COWL CHASSIS
- 1 MANUAL ENT DOOR LOCK/BUZZER ON W/EMERGENCY DOORS UNLATCHED
- 1 ONE GALLON WINDSHIELD WASHER RESERVOIR
- 1 SINGLE ELECTRIC WINDSHIELD WIPER MOTOR W/DELAY
- 1 GRAY/CHARCOAL FLAT DASH
- 1 AUXILIARY BODY HEATER,UNDER SEAT,REAR WALL
- 1 STANDARD TUNNEL/FIREWALL LINER
- 1 NO AIR CONDITIONER CONDENSER
- 1 STANDARD HVAC DUCTING
- 1 MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH,& NOISE SUPPRES
- 1 WINDSHIELD FAN,(1) HEADER MOUNTED
- 1 DRIVER'S FAN,(1) MOUNTED ABOVE SIDE WINDOW
- 1 AUXILIARY BODY HEATER, UNDER SEAT, AFT
- 1 DIGITAL AUXILIARY BODY MOUNTED AC CONTROL
- 1 GRAY INSTRUMENT PANEL-DRIVER
- 1 BODY SUPPLIED HEATED MIRRORS
- 1 AIR PROVISIONS FOR CUSTOMER FURN DRIVERS AIR RIDE SEAT
- 1 ROOF MOUNTED VENT/ESCAPE HATCH
- 1 PUSH OUT BODY SIDE WINDOWS, BUZZER WITH WINDOW UNLATCHED
- 1 STANDARD PANEL LAMP DIMMER
- 1 CHASSIS COWL AND HOOD ONLY
- 1 NO TCU-TRANSMISSION OPTIMIZED(NO FUEL SENSE)
- 1 STANDARD BRAKE WIRING
- 1 BUMPER: BLACK
- 1 NO SPARE WHEEL PAINT
- 1 CHASSIS: VENDOR BLACK
- 1 EXPECTED GROSS VEHICLE WEIGHT CAPACITY
- 1 EXPECTED FRONT AXLE(S) LOAD
- 1 EXPECTED REAR DRIVE AXLE(S) LOAD
- 1 SCHOOL BUS SERVICE
- 1 COWL CHASSIS CONFIGURATION COMPLIES WITH SBMTC
- 1 BUS BODY WITHOUT WHEELWELL
- 1 PASSENGER COMMODITY
- 1 100% ON-HIGHWAY (CITY) TERRAIN
- 1 DOMICILED USA 50 STATES (CALIFORNIA)
- 1 DOMICILED CALIFORNIA
- 1 THOMAS BUILT SCHOOL BUS 251T

## CHASSIS

### AXLES AND SUSPENSIONS

- 1 ALIGNMENT-4-WHEEL SAF-T-LINER C2
- 1 SPL100 DANA SPICER MAIN DRIVELINE
- 1 DA-F-10-3 10,000# FF1 71.5 KPI/3.74 DROP SINGLE FRONT AXLE
- 1 CHICAGO RAWHIDE FRONT OIL SEALS
- 1 SYNTHETIC 75W-90 FRONT AXLE LUBE
- 1 CONMET IRON FRONT HUBS
- 1 SYNTHETIC 75W-90 REAR AXLE LUBE
- 1 DA-RS-21-4 21K R-SERIES SINGLE REAR AXLE
- 1 5.22 AXLE RATIO
- 1 IRON REAR AXLE CARRIER HOUSING
- 1 REAR SHOCK ABSORBERS - ONE AXLE
- 1 CHICAGO RAWHIDE (SCOT) REAR OIL SEALS
- 1 CONMET IRON REAR HUBS

- 1 10,000 LB. TAPERLEAF FRONT SUSPENSION
- 1 AIRLINER 23,000 LB. REAR SUSPENSION
- 1 COMFORT-TEC SUSPENSION
- 1 DUAL AIR REAR SUSPENSION LEVELING

## **BRAKES**

- 1 ALERT-ENHANCED STABILITY CONTROL
- 1 AIR BRAKE PACKAGE
- 1 MERITOR 15 X 5 Q+ CAM FRONT BRAKE (ROCKWELL)
- 1 FRONT BRAKE CHAMGERS - MGM LONGSTROKE
- 1 MERITOR AUTOMATIC FRONT SLACK ADJUSTERS
- 1 CONMET CAST IRON FRONT BRAKE DRUMS
- 1 MERITOR 16 1/2 X 7 Q+ CAM REAR BRAKES, DBL-ANCHOR, FAB SHOES
- 1 MGM TR, LONGSTROKE, 1-DRIVE AXLE, SPRING-PARK CHAMBER, TAMP-PRO
- 1 MERITOR AUTOMATIC SLACK ADJUSTERS
- 1 CONMET CAST IRON REAR BRAKE DRUMS
- 1 STEEL AIR BRAKE RESERVOIRS INSIDE FRAME RAILS
- 1 BENDIX AD-9 AIR DRYER WITH HEATER
- 1 WABCO 4S/4M ABS W/TRACTION CONTROL
- 1 ONE-VALVE PARKING BRAKE SYSTEM WITH WARNING

## **CHASSIS EQUIPMENT**

- 1 EXHAUST-LS TURNDWN, BELOW BMPR
- 1 ANTI-FREEZE, OAT -34 DEGREE
- 1 SHIELD-EXHAUST PIPE
- 1 B2 106 CONVENTIONAL CHASSIS
- 1 SET-BACK AXLE - TRUCK
- 1 DETROIT ENG MTD FUEL WATER SEPARATOR WIF LIGHT, PUMP
- 1 DELCO 12V 29MT STARTER WITH INTEGRATED M
- 1 INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS
- 1 LEFT HAND SIDE-FILL FUEL TANK CAP
- 1 100GALLON/378 LITER STEEL RECTANGULAR FUEL TANK, BETWEEN RAIL
- 1 HORIZ TAILPIPE, EXIT LH REAR
- 1 11.5 GALLON DEF TANK
- 1 NO BUMPER FRONT VISUAL WARNING DEVICE
- 1 MAGNETIC ENGINE DRAIN, REAR AXLE DRAIN & FILL PLUG
- 1 EXHAUST MITIGATION DEVICE FTL 4" ID SLIP
- 1 NO TRACTION STABILIZER
- 1 700 CUBIC INCH MINIMUM AUXILIARY AIR
- 1 PETCOCK DRAIN VALVES ON ALL AIR TANKS
- 1 ADJUSTABLE STEERING COLUMN
- 1 TRW THP-60 POWER STEERING
- 1 5550MM (219") WHEELBASE
- 1 5/16" X 3" X 10-1/8" STEEL FRAME 120,000 PSI YIELD -
- 1 ONE-PIECE 14" PAINTED STEEL BUMPER
- 1 FRONT FRAME-MOUNTED TOW HOOKS
- 1 NO AUTO TRACTION CHAINS
- 1 REAR TOW HOOKS
- 1 STANDARD DUTY HOOD MOUNTING
- 1 FIBERGLASS HOOD
- 1 HOOD MTD CHROMED PLASTIC GRILLE
- 1 ALL LOCKS KEYED THE SAME
- 1 CHROME HOOD MOUNTED AIR INTAKE GRILLE
- 1 (2) CUPHOLDERS, LEFT HAND AND RIGHT HAND DASH
- 1 REINFORCED NYLON, FABRIC AND WIRE BRAID CHASSIS AIR LINES

## **ELECTRICAL - CHASSIS**

- 1 LN 12 VOLT 270 AMP 4949PA PAD MOUNT ALTERNATOR
- 1 PROG RPM CTRL W A/C OR 12.75V LOW VOLT AUTO HI IDLE, DASH SW
- 1 CRUISE CONTROL-ELEC ENG, W/SWITCHES IN LH SWITCH PANEL
- 1 DIAGNOSTIC INTERFACE CONNECTOR, 9-PIN, S
- 1 IGNITION SWITCH CONTROLLED ENGINE STOP
- 1 NO BOOSTER PUMP
- 1 HEATED STEPS - NONE
- 1 12VOLT POWER SUPPLY LH PANEL
- 1 (2) ALLIANCE 1031, GROUP 31, 12 VOLT, MF, 1500 CCA BATTERIES
- 1 COLE HERSEE BATTERY CUT-OFF SWITCH, BATTERY BOX MOUNTED

- 1 STANDARD FRONT TURN SIGNAL LIGHTS
- 1 PARK LMP SW INTEGRAL W/HL SWITCH, SEP ID/MARKER/CLEARANCE SWI
- 1 AMBER LED MIDSHIP TURN SIGNALS
- 1 RED LED OVER REAR WHEELS MTD TURN SIGNALS GUARD
- 1 DAYTIME RUNNING LIGHTS SET @ 85%
- 1 INTEGRAL HEADLIGHT/MARKER ASSEMBLY WITH CHROME BEZEL
- 1 RECTANGULAR CLEAR FOG LIGHTS MOUNTED UNDER BUMPER
- 1 NO UTILITY/ADVERTISING LIGHT
- 1 STOP SIGN PRESENT
- 1 NO BAGGAGE COMPARTMENT LAMP
- 1 DRIVER'S IGNITION OPERATED DOME LP WITH ON/OFF/DIM BATTERY
- 1 NO BODY MTD INT SPOT/WORK LAMP
- 1 EIGHT LAMP WARNING SYSTEM, LH DASH SWITCH(ES), PACKAGE 27
- 1 ELECTRONIC STABILITY CONTROL
- 1 AIR OPERATED BATTERY CONTROLLED RH FRONT ENTRANCE DOOR
- 1 BATT POWERED 2-POS INTERNAL DOOR CONTROL SWITCH
- 1 DUAL ELECTRIC HORNS
- 1 NO OBSTACLE DETECTION SYSTEM
- 1 NO CAMERA/VIDEO/IMAGING SYSTEM
- 1 C/F J1939 RADIO W/PA
- 1 FASTEN SEAT BELT INDICATOR FOR CUSTOMER SUPPLIED SEAT BELT
- 1 LOCATING SYSTEM WITH VEHICLE MONITORING
- 1 ELECTRONIC SPEEDOMETER WITH SECONDARY KPH SCALE, NO ODOMETER
- 1 ICU3S, 132x48 Display w/Diagnostics, 28 LED Warn Lamps
- 1 VT-HU CONNECTIVITY PLATFORM HARDWARE & TBB ZONAR DASH MTD
- 1 NO INFORMATION CENTER
- 1 PRE/POST TRIP SYSTEM TEST
- 1 ENGINE AND HOUR METERS INTEGRAL WITH DRIVER DISPLAY
- 1 DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY
- 1 PRIMARY AND SECONDARY AIR PRESSURE GAUGES
- 1 ELECTRIC FUEL GAUGE
- 1 ELECTRIC ENGINE OIL PRESSURE GAUGE
- 1 ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE
- 1 TRANSMISSION OIL TEMPERATURE INDICATOR LIGHT

### **ENGINE AND EQUIPMENT**

- 1 DD5 5.1L 4 CYL 240HP@2200 RPM, 2600 GOV RPM, 660 LB/FT@1200 RP
- 1 ANTI-FREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXT LIFE
- 1 ENGINE-MOUNTED OIL CHECK AND FILL
- 1 WABCO 20.0 CFM SGL CYLINDER AIR COMPRESSOR
- 1 10W-30 WEIGHT ENGINE OIL
- 1 FULL FLOW OIL FILTER
- 1 NO FUEL/WATER SEPARATOR
- 1 EXHAUST BRAKE NONE
- 1 ENGINE INTEGRAL SHUTDOWN PROT W/OVERRIDE SW, LW COOLANT&LIGHT
- 1 ADDL AUX LINES W/MANIFOLD PLUMBING AND COMBINED SHUTOFF
- 1 GATES BLUE STRIPE COOLANT HOSES
- 1 CONSTANT TORQUE BREEZE CLAMPS ON 1" IN DIA GREATER, SS C
- 1 700 SQUARE INCH ALUMINUM RADIATOR
- 1 BORG WARNER ELECTRONIC VISCOUS FAN DRIVE
- 1 65 MPH ROAD SPEED LIMIT
- 1 NO IDLE SHUTDOWN CONFIGURATION
- 1 ELECTRONIC TACHOMETER 3000 RPM

### **TRANSMISSION AND EQUIPMENT**

- 1 ALLISON 2500 PTS AUTOMATIC TRANSMISSION
- 1 ALLISON VOCATIONAL PACKAGE 354 - FIFTH GEN
- 1 TRANSMISSION OIL CHECK AND FILL
- 1 SYNTHETIC 50W TRANSMISSION LUBE (TES-295 COMPLIANT)
- 1 WATER TO OIL TRANSMISSION COOLER - IN RADIATOR END TANK
- 1 PRIMARY MODE GEARS, 6 FORWARD
- 1 NO TCU-LBSS VAC
- 1 NO MODE SWITCH

### **WHEELS AND TIRES**

- 1 FRONT MICHELIN XZE 255/70R22.5,(H) 16 PLY
- 1 REAR MICHELIN XZE 255/70R22.5,(H) 16 PLY

- 1 NO TIRE PRESSURE CONTROL/SENSOR
- 1 FRONT ACCURIDE 51487 22.5X8.25 10-HUB PILOT, 5-HAND WHEELS
- 1 REAR ACCURIDE 51487 22.5X8.25 10-HUB PILOT, 5-HAND WHEELS
- 1 TIRE/WHEEL BALANCING-LEAD FREE WEIGHTS
- 1 ACC PKYEL28 (N5898H) POWDER YELLOW,FT WHEELS,SCHOOL BUS YEL
- 1 ACC PKYEL28 (N5898H) POWDER YELLOW,RR WHEELS,SCHOOL BUS YELL

**Meets all FMVSS requirements in effect at the time of manufacture.**

**GUSTINE UNIFIED SCHOOL DISTRICT****Meeting of the Board of Trustees****MEETING DATE:**

March 13, 2019

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**AGENDA ITEM TITLE:** New Bus Purchase**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the New Bus Purchase.

**SUMMARY:**

This is a replacement bus for a bus we are required to remove from service by 2021. This replacement is according to our bus replacement schedule.

The pricing has already been bid out by Hemet Unified, which has an award that we can piggyback from for the pricing.

**FISCAL IMPACT:** \$178,822.18 over 5 years, approximately \$39,000 per year**BUDGET CATEGORY:** Transportation fund





**Christi Barrett**  
Superintendent

**Vincent J. Christakos**  
Assistant Superintendent  
**Tracy Chambers**  
Assistant Superintendent  
**Darel Hansen**  
Assistant Superintendent  
**Dr. Karen Valdes**  
Assistant Superintendent

**Professional Development  
Service Center**

1791 W. Acacia Avenue  
Hemet, CA 92545  
(951) 765-5100  
Fax: (951) 765-5115

**Professional Development  
Academy**

2085 W. Acacia Avenue  
Hemet, CA 92545  
(951) 765-5100  
Fax: (951) 765-6421

[www.hemetusd.org](http://www.hemetusd.org)

**Governing Board**

Stacey Bailey  
Rob Davis  
Megan Haley  
Gene Hikel  
Vic Scavarda  
Patrick Searl  
Ross Valenzuela

May 29, 2018

BUSWEST  
21107 S. Chico Street  
Carson, CA 90745  
Attn: James Bernacchi

Subject: Extension of Bid 2014/15-22814

Mr. Bernacchi:

At the Hemet Unified School District Governing Board meeting of May 15, 2018, the Governing Board approved the recommendation to extend the Hemet Unified School District bid number 2014/15-22814 for school buses to BusWest.

The award was for the 19+1 Type A Bus, 25 passenger bus and 79 passenger bus, to be purchased on an as needed basis, including all options. Additionally the Governing Board approved the cost increases to manufacture the 19, 25, and 79 passenger buses, the price of the buses have increased 1.2%, 0.8% and 0.6% respectively.

All terms and conditions of this bid will remain in force during the period that this bid is active. The current award expires on June 30, 2019.

This bid includes a piggyback clause to be used by other public agencies for the purchase of the above mentioned buses.

If you have any questions, you may contact me via telephone at 951-765-5100 X5600 or via email at [amcguire@hemetusd.org](mailto:amcguire@hemetusd.org).

Sincerely,

Andy McGuire  
Director of Purchasing & Contracts



## Bid Form

February 14, 2019

Customer Order No.: SBBH 07217

Honorable Board of Trustees  
Gustine Unified School District  
1500 Meredith Ave  
Gustine, Ca 95322

BusWest respectfully submits for your consideration our bid to supply 1 complete 84 passenger school bus as follows:

<b>Chassis Make:</b> Thomas	<b>Model:</b> CHSY	<b>Model Year:</b> 2020
<b>Wheelbase:</b> 277"	<b>Engine:</b> DD8	<b>Horsepower:</b> 300
<b>Body Make:</b> Thomas	<b>Model:</b> Saf-T-Liner HDX	<b>Capacity:</b> 84
<b>Transmission:</b> Allison 3000 PTS		
<b>Delivery Date:</b> 180-210 Days after receipt of order	<b>Subject to Prior Sale:</b> Yes	

<b>Cash Purchase Price (each):</b>	\$ 165,114.00
<b>Doc Fee:</b>	\$ 70.00
<b>Sales Tax @: 8.250%</b>	\$ 13,627.68
<b>CA. Tire Tax: \$1.75 ea. tire</b>	\$ 10.50
<b>Total</b>	<b>\$ 178,822.18</b>

We have examined the detailed minimum specifications established by the school board and guarantee this bid to be in accordance thereto. Above price includes all dealer prep., pre-delivery service, necessary lettering, F.O.B. school district and documentation fee.

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Brian Hedman, Sales Representative

**Quote is good for thirty (30) days**

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Quote No.: SB5190

**Carson – Main Headquarters**  
21107 South Chico St. Carson, CA. 90745  
Sales Toll Free: (800) 458-9199 Main: (310) 984-3900 Fax: (310) 984-3996  
Parts Toll Free: (866) 707-7800 Fax: (310) 984-3994  
[www.buswest.com](http://www.buswest.com)

**Sacramento**  
210 North East St., Woodland, CA. 95776  
Main: (424) 210-3020  
**Fresno**  
4337 North Goldenstate Ste#101, Fresno, CA 93609  
Main: (559) 277-0118



# Customer Quotation

**Prepared For:**  
Gustine Unified School District  
1500 Meredith Ave  
Gustine, Ca 95322

**Prepared By :**  
BusWest  
21107 S. Chico Street  
Carson, CA 90745

**Stock Number:**  
SB5190

**Quote Date:**  
2/14/2019

**Customer Order No:**  
SBBH 07217

## Model Profile: Saf-T-Liner HDX 141YS

**Product Type:** School Transportation  
**Year:** 2020  
**Chassis Model:** CHSY  
**Chassis MFG:** THOS  
**GVWR:** 37,600  
**Passenger Capacity:** 84 pax  
**Headroom:** 78  
**Wheelbase:** 277  
**Brake Type:** AIR W/REAR AIR SUSPENSION (23K  
**Engine Type:** DETROIT DIESEL DD8 300HT DIESEL, 6 Cyl, 300 HP, 2600 RPM  
**Fuel Type:** DIESEL  
**Fuel Tank Capacity:** 100  
**Transmission Type:** ALLISON 3000 PTS TRANSMISSION DD8 300HT  
**Axle, Front:** 14600-lb Capacity  
**Axle, Rear:** 23000-lb Capacity  
**Tires, Front:** MICHELIN 12R22.5 16(H) PLY XZE LRH  
**Tires, Rear:** MICHELIN 12R22.5 16(H) PLY XZE LRH  
**Suspension Front:** Spring  
**Suspension Rear :** HENDRICKSON "COMFORT AIR" SINGLE AXLE AIR SUSPENSION-23K AXL

*\*Detailed Specification Attached*

### Options Included in this Quote:

- 4-Head REI Camera System
- Fog Lights

### CUSTOMER ORDER APPROVAL

**Customer Signature\*\*:** \_\_\_\_\_

**Date:** \_\_\_\_\_

#### **New bus(es) Info:**

**Name on bus:** \_\_\_\_\_

**Bus Number(s):** \_\_\_\_\_ **CA Number:** \_\_\_\_\_

**\*\* I have reviewed the quote detail for accuracy and I agree to order the bus(es) as listed.**

**Includes the Following Equipment:****BODY****ACCESSORIES**

- 1 DRIVER'S STORAGE BOX LOCATED OVER DRIVER'S WINDOW (HDX)
- 1 SUN VISOR - CALIFORNIA
- 1 PROP ROD - ACCESS DOOR ABOVE WINDSHIELD
- 1 LUGGAGE COMPARTMENT - THROUGH, DELUXE, 125"

**CERTIFICATION/SAFETY**

- 1 FIRE EXTINGUISHER - 5 LB.
- 1 KIT - FIRST AID, 24 UNIT, COMPLIES W/CALIFORNIA STATE SPECS
- 1 KIT - BODY FLUID CLEAN-UP, COMPLIES W/NAT MINIMUM STANDARDS
- 1 REFLECTORIZED TRIANGLES-(3) ON DRIVER'S COMPARTMENT FLOOR
- 1 CROSSVIEW MIRROR INCLUDED IN REARVIEW MIRROR ASSEMBLY
- 1 ROSCO INTEGRATED STYLE - REMOTE CONTROL HEATED MIRROR
- 1 SIGN-STOP,ELECTRIC LED REAR SE1-7970
- 1 ROOF HATCH-SPEC PROLO GRAY (W/BUZZER FEATURE),ENGLISH (2)
- 1 SPECIAL DATA LABEL(S) - CALIFORNIA
- 1 LABEL - U.S. CERTIFICATION
- 1 APPLICATION - SCHOOL
- 1 LABEL-GHG CERTIFICATION ENGLISH

**DOORS**

- 1 EXTERIOR DOOR HANDLE
- 1 141Y28 LI-24-S000
- 1 RIGHT SIDE DOOR - NONE
- 1 24" SIDE EMERGENCY DOOR LS
- 1 VANDALOCK - AIR-OPERATED OUTWARD OPENING ENTRANCE DOOR
- 1 VANDALOCK - SIDE EMERGENCY DOOR WITH INTERLOCK & BARREL BOLT
- 1 VANDALOCK - REAR PUSHOUT WINDOW, WITH DAVENPORT SHELF
- 1 CYLINDER LOCK-LUGGAGE COMPARTMENT DR (4)-THRU,DEL 95"/125"
- 1 LOCKABLE LATCHES FOR SIDE ENGINE ACCESS DOORS
- 1 STEPWELL GUARD (HDX)

**ELECTRICAL - BODY**

- 1 PASSENGER ADVISORY-AUDIBLE/VISABLE 360" AROUND
- 1 TWO(2)DEFROSTER FANS MOUNTED OVER CENTER WINDSHIELD
- 1 BACKING ALARM - 87-112DB
- 1 PRE-WIRE FOR CUSTOMER INSTALLED 2-WAY RADIO/VIDEO CAMERA
- 1 VIRTUAL TECHNICIAN HU CONNECTIVITY
- 1 CELLULAR PHONE POWER OUTLET REAR WALL OF SWITCH CABINET
- 1 PREMIUM SPEAKERS - EIGHT (8)
- 1 RADIO - AM/FM DEA510 DELPHI, TRANSIT W/PAGE
- 1 BREAKERS - MANUAL RESET
- 1 COURTESY LIGHT - EXTERIOR ELECTRICAL ACCESS DOOR
- 1 COMPARTMENT LIGHTS(6)-125" THROUGH,DELUXE COMPART
- 1 PILOT LIGHT, 1"
- 1 PILOT LIGHT/BUZZER
- 1 BUZZER/SWITCH
- 1 DOME LIGHTS - LED
- 1 DOME LIGHTS WIRED TO BATTERY
- 1 LED DRIVER'S DOME LIGHT
- 1 DOME LIGHT SWITCH
- 1 STEP LIGHT SWITCH (IGNITION ON)
- 1 7" LED DIRECTIONAL LIGHTS - FRONT
- 1 LAMPS-STOP/TAIL/DIRECTIONAL AMBER/REVERSE LED
- 1 LAMPS-STOP/TAIL 4"FLUSH-MOUNT LED
- 1 LAMPS-4" BACKUP LED
- 1 LAMPS-LICENSE PLATE ILLUMINATION LED - ONE (1)
- 1 SIDE DIRECTIONAL-LED AMBER TURN,REAR OF FTRON WHEEL
- 1 SIDE DIRECTIONAL-LED AMBER TURN,CENTER REAR WHEEL
- 1 EXTENDED LENGTH WARNING LIGHT VISORS (CALIFORNIA)
- 1 STROBE LGT(S) OPERATIONS W/IGNITION&SWITCH
- 1 LED WARNING LIGHTS - FOUR (4) AMBER AND FOUR (4) RED LENS
- 1 HALOGEN 8-LIGHT WARNING SYSTEM
- 1 ID LAMPS - LED

- 1 MARKER LAMPS - LED
- 1 MID-MARKER LAMPS - LED
- 1 CLUSTER/MARKER LIGHTS SWITCH - CONNECTED TO BATTERY
- 1 STROBE LIGHT CLEAR, CENTERED OVER REAR AXLE
- 1 NOISE SUPPRESSION SWITCH
- 1 LUGGAGE COMPARTMENT LIGHT SWITCH (4) THRU, DELUXE, 95"/125"
- 1 BATTERY HOLD DOWN BRACKET - STANDARD 3 BATTERY
- 1 BATTERY BOX - STANDARD

### **EXTERIOR**

- 1 GAS SPRINGS - EIGHT (8)
- 1 AIR HORN - BENEATH FLOOR
- 1 COVER LOCK
- 1 LOCK - BATTERY BOX DOOR
- 1 20 GAUGE SMOOTH SIDE SHEETS
- 1 BRACKET - MOUNTING, LICENSE PLATE, FRONT
- 1 SEALING, EXTERIOR JOINT EDGE
- 1 MUD FLAPS - FRONT, RUBBER, 15"W WITH LOGO
- 1 REAR RUBBER MUD FLAPS 22.5W W/LOGO
- 1 BUMPER - REAR, ANTI-RIDE
- 1 FENDERETTES - FOUR (4)

### **HVAC**

- 1 CONSTANT TORQUE CLAMPS - STANDARD HEATER
- 1 HEATER SHUT-OFF VALVES - BALL TYPE - ENGINE COMPARTMENT
- 1 50,000 BTU HEATER - 7TH SECTION LEFT SIDE
- 1 50,000 BTU HEATER - 13TH SECTION LEFT SIDE
- 1 SERIES HEATER CONNECTION - REAR HEATERS TWO(2)
- 1 PLUMBING AT SIDE DOOR WITH PLYWOOD FLOOR
- 1 SIDE DOOR RAMP OVER HEATER HOSE
- 1 MCC AC-10W523 106,000/120,000 BTU SYSTEM - GEN V FREE BLOW
- 1 EVAPORATOR COVER COLOR - GRAY
- 1 REFRIGERANT TYPE - R-134A

### **INTERIOR**

- 1 STEP TREAD, KOROSEAL, BLACK, WHITE NOSING, DP STEP, METALLIC
- 1 STEP RISER COVER - FRONT ENTRANCE DOOR
- 1 ENTRANCE DOOR STEPWELL - 15" DEEP FIRST STEP
- 1 ALUMINUM AISLE STRIPS
- 1 BLACK KOROSEAL FLOOR COVERING WITH 13" CENTER AISLE
- 1 PLYWOOD FLOOR - 5/8" THICKNESS
- 1 MIRROR - INTERIOR 6" X 30" BACK UP CAMERA
- 1 78" HEADROOM
- 1 ACOUSTIC HEADLINING - COMPLETE WITH POLYESTER INSULATION
- 1 ASSIST RAIL - EXTRA, OUTWARD OPENING ENTRANCE DOOR
- 1 BODY ADJUSTMENT-INTEG LAP&SHLD DAVEN F/DIESEL ENGINE - HDX

### **MISC**

- 1 PDI IDENTIFIER-DEALER PERFORMED
- 1 BODY ADJUSTMENT-HDX 2010 EPA
- 1 BODY ADJUSTMENT-HDX 2013 EPA
- 1 SAF-T-LINER HDX

### **PAINT/LETTERING**

- 1 DECAL-UNITED AUTO WORKERS
- 1 PAINT STANDARD SASH FLAT BLACK
- 1 DELETE BLACK EYES
- 1 LOGO - POWERED BY DETROIT
- 1 DECAL - ENGINE DOOR "STOP WHEN RED"
- 1 LABEL - DIESEL EXHAUST FLUID (DEF) - ENGLISH
- 1 LETTERING "SCHOOL BUS" FRONT HOOD
- 1 LETTERING "SCHOOL BUS" REAR HOOD
- 1 LABEL - 2010 EPA EXHAUST REGENERATION - ENGLISH
- 2 YELLOW REFLEXITE-PERIMETER OF PUSHOUT SASH (28.5" HIGH SASH)
- 1 YELLOW REFLEXITE - PERIMETER OF EMERG DOOR, 24" W (78" HR)
- 1 YELLOW REFLEXITE - PERIMETER OF REAR PUSHOUT WINDOW
- 1 REFLECTIVE TAPE-ROOF HATCH WHITE(2)
- 1 PAINT-EXTERIOR ROOF WHITE 6"
- 1 PAINT-EXT WDO AREA SAME AS BODY

- 1 PAINT-EXT GRD RAIL @ WINDOW BLACK
- 1 PAINT-EXT GRD RAIL @ SEAT BLACK
- 1 PAINT-EXT GRD RAIL @ FLOOR BLACK
- 1 PAINT-EXT GRD RAIL @ SKRT BLACK
- 1 PAINT-EXT BUMPERS FRT/RR BLACK
- 1 PAINT-SOLID COLOR YELLOW

## **SEATS**

- 1 ELR SHOULDER BELT/ALR LAP BELT FOR DRIVER
- 1 KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,RT SIDE
- 1 KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,LT SIDE
- 1 39" BARR-VERT,WALL MT 45"H RS 2009
- 1 39"8DEG BARR-REV. WALL-MT 45"H 2009
- 2 COLONIAL BLUE UPHOLSTERY-45"HIGH RECESSED BARRIER
- 1 BACK-NATIONAL DRV'S SEAT
- 1 ARMREST NATIONAL DRV'R'S ST. BOTH SIDES
- 1 UPH DR.ST.FABRIC BLK NATIONAL
- 1 PEDESTAL-NATIONAL AIR W/2 SHOCKS
- 1 COVER PEDASTAL NATIONAL NONE
- 1 RETAINER NATIONAL DR.ST.BELT NONE
- 1 POUCH-DR.ST.STORAGE NONE
- 1 RISER-DRIVERS SEAT, NATIONAL NONE
- 26 42 OZ COLONIAL BLUE UPHOLSTERY - S3C PASSENGER SEAT
- 1 42 OZ COL BLUE UPH - S3C DAVENPORT
- 11 S3C 39"LS FLEXIBLE 3/2 WALL MOUNT
- 1 S3C 39"LS FLEXIBLE 3/2 FLOOR MOUNT
- 13 S3C 39"RS 3/2 FLEXIBLE WALL MOUNT
- 1 S3C 39"LS 3/2 FLEXIBLE FLIP SEAT
- 1 S3C 39"/39" FLEXIBLE 3/2 DAVENPORT
- 24 S3C WALL MOUNT HARDWARE - TRANSIT
- 1 S3C FLOOR MOUNT HARDWARE - TRANSIT
- 1 S3C FLIP SEAT HARDWARE - TRANSIT

## **WINDOWS/GLASS**

- 1 TINTED TEMPERED GLASS - COMPLETE
- 1 TINTED WINDSHIELD WITH 5" BAND FOR MVP-ER, ER TRANSIT
- 1 TINTED TEMPERED PUSHOUT-LEFT SIDE,VERTICAL HINGE
- 1 TINTED TEMPERED PUSHOUT-RIGHT SIDE,VERTICAL HINGE
- 23 TINT TEMP GLASS-COMP (28.5")
- 2 TINT TEMP GLASS-COMP(28.5")+10
- 1 WINDOW STOPS (12")

## **OTHER**

- 1 VIRTUAL TECHNICIAN/DETROIT CONNECT ACCESS - 5 YEAR
- 1 SLIDE STOP NATIONAL DR.ST. NONE

## **CHASSIS**

### **AXLES AND SUSPENSIONS**

- 1 DET FRONT AXLE - 14,600 LB. VERSUS STANDARD
- 1 AXLE - REAR, DANA 22060S, 5.57 RATIO
- 1 SYNTHETIC LUBE STD W/AXLE
- 1 SYNTHETIC LUBE STANDARD W/FRONT AXLE
- 1 FRONT SUSPENSION CAPACITY - 14,600 LB.
- 1 HENDRICKSON "COMFORT AIR" SINGLE AXLE AIR SUSPENSION-23K AXL

### **BRAKES**

- 1 ANTILOCK BRAKES - MERITOR/WABCO (HDX)
- 1 AIR ANTI-LOCK DISC BRAKES
- 1 PARKING BRAKE INTERLOCK

### **CHASSIS EQUIPMENT**

- 1 SOLENOID OPERATED AIR RESERVOIR DRAINS
- 1 ADJUSTABLE PEDAL SYSTEM - HDX
- 1 CHASSIS A/C KIT - 05K, 270 AMP ALTER, DETROIT DD8 (HDX)
- 1 100 GALLON FUEL TANK, BETWEEN THE RAILS, RIGHT HAND FILL
- 1 CHASSIS FRAME RAIL - REG. STRENGTH (50KSI) HDX (277"WB)
- 1 TOW HOOKS, FRONT - TWO (2)

### **ELECTRICAL - CHASSIS**

- 1 TRIPLE 12-VOLT GROUP 31 BATTERIES - HDX

- 1 CIRCUIT BREAKERS-MANUAL RESET - HDX
- 1 AMMETER, 300 AMP, DASH-MOUNTED (HDX)
- 1 SOLID STATE ELECTRONIC FLASHER FOR HAZARD LIGHTS
- 1 ZONAR GPS PRE-WIRING FOR INSTALLATION - CHASSIS

#### **ENGINE AND EQUIPMENT**

- 1 AIR DRYER - BENDIX AD9 WITH HEATER - HDX
- 1 ENGINE COMPRESSION BRAKE - HDX, DETROIT DIESEL DD8
- 1 CRUISE CONTROL - HDX (DETROIT DIESEL DD8)
- 1 VEHICLE SPEED LIMITING(70 MILES PER HOUR SETTING)
- 1 DETROIT DIESEL DD8 - 300 HIGH TORQUE
- 1 MULTI-FUNCTION GAUGE-REAR PANEL HDX
- 1 DETROIT DIESEL 2018 MODEL YEAR

#### **TRANSMISSION AND EQUIPMENT**

- 1 ALLISON 3000 PTS TRANSMISSION DD8 300HT
- 1 6 SPEED SHIFT CONTROL - 3000 PTS TRANSMISSION (DD8)
- 1 ALLISON FUEL SENSE - NONE

#### **WHEELS AND TIRES**

- 6 MICHELIN 12R22.5 16(H) PLY XZE LRH
- 6 DISC WHEEL-8.25X22.5,5H YELLOW
- 1 HUB-PILOTED WHEEL EQUIPMENT - 23K (HDX)

**Meets all FMVSS requirements in effect at the time of manufacture.**