

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

The mission of Albany Unified School District is to provide excellent public education that empowers all to achieve their fullest potential as productive citizens. AUSD is committed to creating comprehensive learning opportunities in a safe, supportive, and collaborative environment, addressing the individual needs of each student.

**REGULAR MEETING**

**ALBANY CITY HALL**

1000 San Pablo Ave.

Albany, CA 94706

Tuesday, August 28, 2018

**Closed Session: 6:00 p.m. - 7:00 p.m.**

**Open Session: 7:00 p.m. - 9:00 p.m.**

The public is encouraged to address the Board on any topic on the agenda. The President will also invite the public to speak during the section titled "Persons to Address the Board on Matters Not on the Agenda". To ensure accurate information is captured in the Board meeting minutes, please complete the "Speaker Slip" provided on the table and hand it to the clerk when speaking.

**AGENDA**

|   |   |
|---|---|
| <p style="text-align: center;">Meeting Norms</p> <ol style="list-style-type: none"> <li>1. Maintain a focus on what is best for our students.</li> <li>2. Show respect (never dismiss/devalue others).</li> <li>3. Be willing to compromise.</li> <li>4. Disagree (when necessary) agreeably.</li> <li>5. Make a commitment to effective deliberation, each one listening with an open mind while others are allowed to express their points of view.</li> <li>6. Participate by building on the thoughts of a fellow Board member.</li> <li>7. Make a commitment to open communication and honesty; no surprises.</li> <li>8. Commit the time necessary to govern effectively.</li> <li>9. Be collaborative.</li> <li>10. Maintain confidentiality (which leads to the building of trust).</li> <li>11. Look upon history as lessons learned; focus on the present and the future.</li> </ol> <p style="text-align: center;">All meetings are videotaped.<br/>(To view the videos, visit <a href="http://www.ausdk12.org">www.ausdk12.org</a>)</p> | <p><b>I. OPENING BUSINESS <span style="float: right;">6:00 p.m.</span></b></p> <p><b>A) CALL TO ORDER</b></p> <p><b>B) ROLL CALL</b></p> <p><b>C) IDENTIFY CLOSED SESSION PURSUANT TO AGENDA SECTION III BELOW</b></p> <p><b>II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS</b></p> <p><i>General public comment on any Closed Session item will be heard.<br/>The Board may limit comments to no more than three (3) minutes.</i></p> <p><b>III. CLOSED SESSION - <span style="float: right;">6:05 p.m.</span></b><br/>With Respect to Every Item of Business To Be Discussed In Closed Session:</p> <p><b>A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION-<br/>(Gov. Code Section 54957): Superintendent</b></p> <p><b>IV. OPEN SESSION <span style="float: right;">7:00 p.m.</span></b></p> <p>Depending upon completion of Closed Session items, the Board of Education intends to convene to Open Session at 7:00 p.m. to conduct the remainder of its meeting, reserving the right to return to Closed Session at any time.</p> |
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**A) CALL TO ORDER (Reconvene to Open Session)****7:00 p.m.****B) ROLL CALL****C) PLEDGE OF ALLEGIANCE****D) READING OF AUSD MISSION & VISION STATEMENT**

The mission of Albany Unified School District is to provide excellent public education that empowers all to achieve their fullest potential as productive citizens. AUSD is committed to creating comprehensive learning opportunities in a safe, supportive, and collaborative environment, addressing the individual needs of each student.

**E) REPORT OF ACTION TAKEN IN CLOSED SESSION****F) APPROVAL OF AGENDA****G) APPROVAL OF CONSENT CALENDAR**

The Consent Calendar includes routine items that may be handled with one action. Board Members may request any item be removed from the Consent Calendar without formal action.

## 1) Superintendent

- a) Minutes of the June 26, 2018 Regular Board Meeting (pg.5)

## 2) Human Resources

- a) Certificated Personnel Assignment Order & Classified Personnel Assignment Order (pg.16)

## 3) Business Services

- a) June 2018 Warrant Report (pg.18)

- b) June 2018 Donation Report (pg.35)

- c) July 2018 Warrant Report (pg.36)

- d) July 2018 Donation Report (pg.48)

## 4) Curriculum, Instruction, and Assessment

- a) Independent Contractor Agreement with Sasha Kirkman, ASK Education Consulting (pg.49)

**H) BOARD AND SUPERINTENDENT REPORT****7:15 p.m.**

(5 mins.)

**I) STUDENT BOARD MEMBERS' REPORT****7:20 p.m.**

(5 mins.)

**J) PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA****7:25 p.m.**

(5 mins.)

Board practice limits each speaker to no more than three (3) minutes. The Brown Act limits Board ability to discuss or act on items which are not on the agenda; therefore, such items may be referred to staff for comment or for consideration on a future agenda.

#### **K) STAFF REPORT:**

**7:30 p.m.**

- 1) Education Update: English Learner Program Update (15 mins.) (pg.58)

#### **L) REVIEW AND ACTION**

**7:45 p.m.**

- 1) Special Education
  - a) Appoint North Region SELPA Community Advisory Committee Member Representing the Albany Unified School District (5 mins.) (pg.71)
  - b) Independent Contractor Agreement Between Albany Unified School District and Sonja Biggs Educational Services, Inc. (5 mins.) (pg.73)
- 2) Student Services **7:55 p.m.**
  - a) Albany High School Behavior Matrix (30 mins.) (pg.82)
- 3) Business Department **8:25 p.m.**
  - a) Independent Contractor Agreement with Millennium Consulting Associates for Hazardous Materials Consulting Services for the Ocean View Construction Project (5 mins.) (pg.89)
  - b) Independent Contractor Agreement with Rincon Consultants, Inc., for Environmental Review Services for the Ocean View School Construction Project (5 mins.) (pg.103)
- 4) Superintendent **8:35 p.m.**
  - a) Board of Education Members' Annual School Assignments for 2018-2019 (10 mins.) (pg.118)
  - b) Board of Education Members' Annual Committee Assignments for 2018-2019 (10 mins.) (pg.120)

#### **AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD**

**8:55 p.m.**

(5 mins.)

#### **V. ADJOURNMENT**

**9:00 p.m.**

The Board believes that late night meetings deter public participation, can affect the Boards decision-making ability, and can be a burden to staff. Regular Board Meetings shall be adjourned by 9:30 p.m. unless extended to a specific time determined by a majority of the Board.

#### **FUTURE BOARD MEETINGS**

| Date               | Time  | Location         |
|--------------------|---|------------------|
| September 11, 2018 | <b>7:30 – 9:30 p.m.*</b><br><b>In Observance of Rosh Hashanah, Open Session begins at 7:30 p.m.</b> | Albany City Hall |
| September 25, 2018 | <b>7:00 – 9:30 p.m.</b>   | Albany City Hall |

The Board of Education meeting packet is available for public inspection at: Albany Unified School District, 1051 Monroe Street; and is available on the Albany Unified School District web site: [www.ausdk12.org](http://www.ausdk12.org). If you provide your name and/or address when speaking before the Board of Education, it may become a part of the official public record and the official minutes will be published on the Internet. In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Superintendent's Office at 510-558-3766. Notification must be given forty-eight (48) hours prior to the meeting to make reasonable arrangements for accessibility (28 CFR 35.102.104 ADA Title II).

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES FOR REGULAR MEETING  
Tuesday, June 26, 2018**

**I. OPENING BUSINESS**

**A) CALL TO ORDER**

President Black called the meeting to order at 6:00 p.m.

**B) ROLL CALL**

- 1. Board Members Present:** President Black, Vice President Stapleton-Gray, Board Member Blanchard, Board Member Clark
- 2. Board Members Excused:** Board Member Trutane
- 3. Staff Members Present:** Superintendent Valerie Williams

**C) IDENTIFY CLOSED SESSION PURSUANT TO SECTION III BELOW**

**II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS**

Having no public comment or discussion, the Board adjourned to Closed Session.

**III. CLOSED SESSION:** With Respect to every item of business to be discussed in Closed Session:

**A) CONFERENCE WITH LEGAL COUNSEL - Existing Litigation (Gov. Code section 54956.9):**

- Philip Shen, et al. v Albany Unified School District
- Doe, et al. v Albany Unified School District
- John Doe v Albany Unified School District
- C.E. v Albany Unified School District et. al.
- Kaidong Chen v Albany Unified School District

**B) PUBLIC EMPLOYEE PERFORMANCE EVALUATION - (Gov. Code Section 54957):**

- Superintendent

**IV. OPEN SESSION**

**A) CALL TO ORDER** (Reconvene to Open Session)

President Black called the meeting to order at 7:00 p.m.

**B) ROLL CALL**

- 1. Board Members Present:** President Black, Vice President Stapleton-Gray, Board Member Blanchard, Board Member Clark

2. **Board Members Excused:** Board Member Trutane
3. **Staff Present:** Superintendent Valerie Williams; Douglas Crancer, Interim Chief Business Official; Marie Williams, Director III, Curriculum, Instruction, and Assessment; Carrie Nerheim, Director I, Student Services; Cheryl Cotton, Director of Human Resources; Dax Kajiware, Director, Technology, Diane Marie, Director III, Special Education

## C) PLEDGE OF ALLEGIANCE

## D) READING OF THE AUSD MISSION & VISION STATEMENT

The mission of Albany Unified School District is to provide excellent public education that empowers all to achieve their fullest potential as productive citizens. AUSD is committed to creating comprehensive learning opportunities in a safe, supportive, and collaborative environment, addressing the individual needs of each student.

## E) REPORT OF ACTION TAKEN IN CLOSED SESSION

President Black reported that the Board took no action in Closed Session.

## F) APPROVAL OF AGENDA

**Adjustments to Agenda:** Board Member Clark moved to change Item: *Election Methods* from a Review and Discussion item to Review and Action item. The motion was seconded by Board Member Blanchard and passed unanimously.

**Motion:** Board Member Clark moved to Approve: *Albany Unified School District Board of Education Agenda for the June 26, 2018 Regular Meeting* with this change. Seconded by Board Member Blanchard. The motion passed unanimously.

## G) APPROVAL OF CONSENT CALENDAR

### 1. Board of Education

- a) Minutes of the June 12, 2018 Board of Education Meeting

### 2. Human Resources

- a) Certificated Personnel Assignment Order & Classified Personnel Assignment Order
- b) Contract Renewal for Glass Arc LLC (ReadySub)

### 3. Business Services

- a) May 2018 Warrant Report
- b) May 2018 Donation Report
- c) State Child Development Services Contract for the 2018-19 Fiscal Year (CCTR-8002) and the Resolution for Authorized Signatories for the Contract
- d) State Child Development Services Contract for the 2018-19 Fiscal Year (CSPP-8002) and the Resolution for Authorized Signatories for the Contract
- e) Approve Disposal of Surplus E-Waste

#### 4. Curriculum, Instruction, and Assessment

- a) Single Plans for Student Achievement: Elementary
- b) Approve 2018-2019 Consolidated Application for Funding Categorical Aid Programs
- c) Independent Contractor Agreement with West Coast Literacy Workshop

#### 5. Student Services

- a) Approve Independent Contractor Agreement between Albany Unified School District and Dr. Matthew Lodewick for Epinephrine Standing Order Protocol

There was no discussion or public comment on the Consent Calendar.

**Motion:** President Black requested a motion on the: *Consent Calendar*. Motion to Approve by Board Member Clark; seconded by Board Member Blanchard. The motion passed unanimously with President Black abstaining from check number 51079585 on the Warrant Report.

#### H) BOARD AND SUPERINTENDENT REPORT

Superintendent Williams reported that the District Office will be moving locations on July 12, 2018 and therefore; will be closed to the public July 11-13. Staff will be prepared to be fully functional when offices reopen on Monday, July 16, 2018. She also reported that she and Douglas Crancer, Interim CBO, met with Board Members Blanchard and Clark to discuss the budget and potential cuts in addition to cuts already made for 2018-19 school year, and they were able to identify another \$485K more in cuts for the 2018-19 school year.

Vice President Stapleton-Gray reported that he and Board Member Blanchard attended the Behavioral Matrix discussion for the Albany High School, which will be coming back to the Board in August or September. He commented on the issue of cell phone usage at the high school.

President Black attended the Albany Middle School Promotion Ceremony and the Albany High School Graduation. The High School Graduation was very joyful and respectful. The Teacher's Speech was excellent, and he noted that the teacher who was chosen to give the Teacher's Speech pointed out that she was the first woman in many years to make the Teacher's Speech, despite the fact that over half of the teachers are women. President Black added that there were some great student speeches at the Graduation. Ross Stapleton-Gray added that that teacher was Jessica Park, and it was the first time in seven years (that a woman gave that speech).

Board Member Clark thanked Superintendent Williams and Interim Chief Business Official Douglas Crancer for meeting with him and Board Member Blanchard to discuss the budget cuts. It was a very productive meeting. He also acknowledged a 2nd grade class at Cornell, with whom he attended a walking field trip to Memorial Park. He enjoyed the time with the teachers and his daughter's class. Furthermore, he attended the 5th Grade Promotion Ceremony for his son at Cornell, and thanked the teachers and Principal Duncan for such a nice ceremony.

## **I) PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA**

Brian Parsley, Albany resident and parent, spoke about the length of the Board packets and suggested that the district move toward an electronic method of publishing them to include hyperlinks to specific items and attachments. This would be so much more user-friendly and potentially encourage more people to read them. He referred to the City of Albany's website and what they use. President Black replied that the Board would look into it.

## **J) REVIEW AND DISCUSSION**

### **1. Letter to the Board of Education From Parent Engagement Groups**

Superintendent Williams discussed a letter that was submitted to the Board of Education From Parent Engagement Groups on April 24, 2018 (which is attached at the end of these Minutes as "Attachment A"). In response to the six (6) demands listed in the letter, which are included in the June 26, 2018 Board materials, Superintendent Williams presented an update on what has occurred to date:

- 1) The District conducted several surveys with students in the Spring of 2018, including the California Healthy Kids Survey (CHKS) for grades 5, 7, 9, and 11. CHKS also included a staff and parent survey. We requested the raw data from this survey as well as the 2016 school year.
- 2) Updates on the ACT recommendations will be provided in the Staff Report for Safe and Inclusive Schools report in the Fall, Winter, and Spring.
- 3) Every incident of hate act, harassment, and bullying will continue to be reported by site administration. The Director of Student Services will work with site administrators to compile data regarding the number and type of each incident. Data will be provided in a Staff report to the Board of Education in the Fall, Winter, and Spring.
- 4) Equity:
  - a) The Superintendent and Director of Student Services will coordinate school and district-wide efforts to promote racial equity and inclusion.
  - b) Director of Student Services will work with site administration in their efforts to facilitate partnerships between staff, students, and teachers that promote equity goals.
  - c) The Superintendent will work with district directors and site administrators on the ACT prioritized recommendations.
- 5) A .2 FTE allocation was approved for a teacher on special assignment at AHS to focus on social-emotional issues at AHS.
- 6) AHS administration is working with the Social Studies department to increase access and number of sections of the ethnic studies course to students for 2018-19.
- 7) There is no Action Item that can be taken on Item #7 on the list of demands.

Members of the Board, Staff, and members of the community discussed this update in length. Several community members, including representatives from the Parent Engagement Groups, parents of students harmed in the Instagram account issue, expressed disappointment in this update, requested more communication, more timely, effective results from the Board and the District Staff.

To hear this discussion in its entirety, please view the [June 26, 2018 BOE Video](#).



## K) REVIEW AND ACTION

### 1. Election Methods

*Note: This item was changed from Review and Discussion to Review and Action, as noted above in the Approval of Agenda section.*

At the Feb 13, 2018 Board of Education meeting, the School Board passed [Resolution 2017-18-11](#) which supported a change in the election method of the AUSD Board of Education to Ranked Choice Voting at-Large. The Board, Staff, and members of the community continued this discussion, and the possibility of the school district to ask the City to remove the school district from the City Charter. To listen to the discussion in full, please view the [June 26, 2018 BOE Video](#).

Board Member Clark requested to direct Staff to work on a new Resolution and bring it back at a Special Board Meeting as soon as possible. The Board discussed the logistics of this since some Board members will be out of town for a few weeks and Brown Act requirements to post 24-hours before a Special Board Meeting.

**Motion:** President Black made a motion to Table this item: *Election Methods*, until a Special Meeting can be held as soon as possible, potentially this Friday, June 29, 2018. The motion was seconded by Board Member Clark. The Board was polled and the motion passed 3-1. Vice President Stapleton-Gray voted no based on the grounds that the item was moved from a Review and Discussion to a Review and Action item.

### 2. Preliminary Official Statement (POS) for Resolution 2017-18-14: Measures B & E: General Obligation Bonds, Series 2018B

Douglas Crancer, Interim Chief Business Official, stated that this Preliminary Official Statement is the normal process, and that the blanks will be filled in as information becomes known.

While the Board approved a Series B totally \$44 million, the recommendation of Staff now is that it should total \$34 million, since there will be enough funds left over from Series A to cover the current projects (Albany Middle School, the High School), and to start on Ocean View. The District does not want to issue more debt than it needs since taxpayers would be paying interest on funds being held to spend.

**Motion:** No further discussion on this item, President Black requested a motion.

Motion by Board Member Clark to Pass: *Preliminary Official Statement (POS) Relating to Resolution 2017-18-14: Measures B & E: General Obligation Bonds, Series 2018*. The motion was seconded by Board Member Blanchard and passed unanimously.

### 3. Local Control Accountability Plan

Charlie Blanchard thanked Marie Williams for putting the LCAP together and expressed special recognition and appreciation for the way she has woven budget information into it that is very helpful and illuminating.

**V. RECESS:** The Board took a 3 minute recess before continuing.

## VI. RECONVENED TO OPEN SESSION

### M) REVIEW AND ACTION (CONTINUED)

#### 3. Local Control Accountability Plan (CONTINUED)

No further discussion on this item.

**Motion:** President Black requested a motion on: *Local Control Accountability Plan*.

Motion to Approve: *Local Control Accountability Plan* by Board Member Blanchard; seconded by Board Member Clark. The motion passed unanimously.

#### 4. Independent Contractor Agreement With Alameda County Office of Education

This contract is for the Alameda County Office of Education to provide teacher professional development on the topic of Culturally Responsive Teaching and Practices. Superintendent Williams commented that Culturally Responsive Teaching was an ACT recommendation.

A brief conversation was held between Board members and Staff about the book: *Culturally Responsive Teaching and the Brain*, by local author Zaretta L. Hammond. President Black would like the Board (student Board Members included) to read the book over the summer and have a Board retreat in the fall around the book.

Board Member Clark asked for clarification about the budget of this contract. Marie Williams confirmed that the contract is correct; it is \$800.00.

**Motion:** Board Member Clark moved to Approve: *Independent Contractor Agreement With Alameda County Office of Education*. Seconded by Board Member Blanchard. The motion passed unanimously.

Board Member Blanchard requested that Superintendent Williams please notify ACT of this action.

#### 5. Department of Rehabilitation (DOR) Signature Authorization

MINUTES: The Department of Rehabilitation (DOR) needs the Board to give approval to Superintendent Valerie Williams to sign and execute any and all documents required by the DOR to effectuate the execution of contracts and/or amendments. The DOR will accept a copy of Board minutes where the Board gives authorization to the Superintendent. The Superintendent recommended that authorization be given to the Superintendent or Superintendent's designee, which will allow for the new Chief Business Official to have authorization once he/she is hired. This will be brought back to the Board when a new Chief Business Official is hired.

**Motion:** President Black requested a motion to Approve: *Department of Rehabilitation (DOR) Signature Authorization*. Motion by Board Member Blanchard; seconded by Vice President Stapleton-Gray. The motion passed unanimously.

## N) REVIEW AND ACTION

### 6. Amendment to Agreement For Design-Build Services for the Albany Middle School Annex Project By and Between AUSD and Rodan Builders, Inc. (“Design-Build Contractor”)

Superintendent Williams thanked Juan Barrosa, Project Manager for his work and patience during this project. A schematic on the pedestrian safety work that is being done was presented by Juan Barrosa. [Please view the presentation on the June 26, 2018 BOE Video at 2:34:19](#) to see the schematic and hear the changes that are being implemented.

**Motion:** Board Member Blanchard made a motion to Approve: *Amendment to Agreement For Design-Build Services for the Albany Middle School Annex Project By and Between AUSD and Rodan Builders, Inc. (“Design-Build Contractor”)*. Seconded by Board Member Clark. The motion passed unanimously.

## O) NEED TO EXTEND MEETING

President Black stated that the Board needed to Extend the Board Meeting. Board Member Blanchard moved to extend the meeting until 10:00 p.m. Seconded by Board Member Clark and passed unanimously.

### 7. Independent Contractor Agreement with M.R. Christensen Construction, Inc.

This contract is for the Student Enrollment Center to build a bathroom that is ADA compliant. Superintendent Williams confirmed that this is just for the bathroom. The budgets for the fencing cost has been cut by at least half, and the budget for the cement work for the sidewalk has been cut as well.

**Motion:** Board Member Clark moved to Approve: *Independent Contractor Agreement with M.R. Christensen Construction, Inc..* Seconded by Vice President Stapleton-Gray. The motion passed unanimously.

### 8. Resolution 2017-18-23: Education Protection Account Financial Summary

Douglas Crancer presented this Resolution and explained that this illustrates how the District will be spending it money from the Education Protection Account, to be used for instructional purposes only. These are the same numbers that were disclosed in the budget, but by function instead of by object. Instruction corresponds to salaries and benefits.

Board Member Blanchard clarified that this is not new money of any kind. The rest of the budget is reduced dollar by dollar, so it is Net Zero. We are putting this entire \$4.56 million into instruction.

**Motion:** Board Member Blanchard moved to Approve: *Resolution 2017-18-23: Education Protection Account Financial Summary.* Seconded by Board Member Clark. The motion passed unanimously.

### 9. Resolution 2017-18-24: Temporary Borrowing Between Funds (Interfund Borrowing)

Clarification: This item is actually to be on Review and Action (not Consent, which is listed on the Board backup). This allows district to temporarily borrow between funds internally and avoid taking out an external loan and paying interest.

**Motion:** President Black requested a motion to Approve: *Resolution 2017-18-24: Temporary Borrowing Between Funds (Interfund Borrowing)*. Motion by Vice President Stapleton-Gray. Seconded by Board Member Blanchard. The motion passed unanimously.

### **10. 2018-2019 Budget Adoption**

Douglas Crancer reviewed the primary changes in the State Budget Update, Reconciliation, as well as the new Multi-Year projection. The Board, Staff, and members of the community discussed adjustments to the budget. A target amount of \$2.5M in adjustments is needed to balance the budget right now for the District to maintain its 3% reserve through 2021-22. Also, in order to have a balanced budget in future years (i.e. no deficit/surplus), even more reductions would have to occur in the future.

### **P) NEED TO EXTEND MEETING**

President Black stated that the Board needed to extend the Board Meeting. Board Member Clark moved to extend the meeting for 15 minutes until 10:20 p.m. Seconded by Board Member Blanchard and passed unanimously.

### **Q) REVIEW AND ACTION (CONTINUED)**

#### **10. 2018-2019 Budget Adoption (CONTINUED)**

Discussion ensued about the budget cuts. Board Member Blanchard clarified that the “expenditures” discussed here are really “allocations” and that the District could exercise some flexibility and avoid spending everything that has been allocated. Doug Crancer stated that the County Office needs a Resolution from the Board stating that the goal is to cut the budget. This is a standard resolution that is required. This can be brought to the Board at the first August meeting.

This 2018-19 AUSD Proposed Budget Presentation can be found on the [website](#) in pdf format. To hear the discussion in full, please view the [June 26, 2018 BOE Video](#), starting at 2:52:19.

**Motion:** President Black moved to Adopt: *2018-2019 Budget*. The motion was seconded by Board Member Blanchard, and motion passed unanimously.

### **R) AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD**

- Arrange a Special Board Meeting for Friday, June 29, 2018 for the following:
  - 1) *Resolution on Elections Methods*
  - 2) Superintendent’s Recommendation to the Board for Chief Business Official

### **VII. ADJOURNMENT**

The Board adjourned at 10:15 p.m.

See Attachment A: Letter to the Board of Education From Parent Engagement Groups

Open letter to the Albany School Board, Superintendent Val Williams, and the Albany Community:

From the Black Parent Advisory Group, the Jewish Parent Engagement Steering Committee, and the Familias Latinas de Albany

On behalf of the Black Parent Advisory Group, the Jewish Parent Engagement Group Steering Committee, and the Familias Latinas de Albany, we want to express our deepest concerns regarding, both the District's settlements of lawsuits concerning the racist Instagram account, and its lack of outreach to or care for the well-being of the impacted AHS students, targeted staff member, and their families. We feel that this outcome represents a moral failure on the part of our District to uphold its responsibility to care for all of its students and to create a safe and inclusive school environment.

The parents of the students that were racially targeted waited for the District to act in good faith. They trusted the District to provide outreach, support and creative solutions to address their children's pain. We all trusted that, even with the gag order preventing discussion of the confidential details of the legal actions, there would have been some acknowledgement of the pain that these students, the targeted member of the staff and their families experienced. There were opportunities for specific actions to be taken to show these students and the targeted staff member that the District cared. However, the District did not provide the leadership or personal connection that could have made a difference.

Throughout this process, we have been particularly and repeatedly disappointed by the actions, or lack of action, of our Superintendent, whose job is to provide leadership to the AUSD community, particularly in times like these of strife, pain and uncertainty. Members of the community watched an entire year go by since these incidents occurred with virtually no tangible action from the District to either show support for the students and the staff member forced to endure the pain of racist bullying or to provide the AUSD community with a path forward toward unity, appreciation and celebration of our differences. We are concerned that the Superintendent has not been transparent regarding the progress that the District is or is not making in improving racial harmony and understanding. There is concern that the Superintendent has not responded to specific requests that the parents of the targeted have made on behalf of their children. There is concern that the School Board and Superintendent state that equity goals are central, but do not advance these critical issues with their actions.

In the face of all of this disappointing inaction, toward both the targeted students and staff, and the AUSD community as a whole, the settlements create further division, pain, outrage and concern within impacted families in our community. The sense that our community has been coming together and moving towards a healing path feels undermined. Our parent engagement groups, equity advocates as well as the parents of the students most directly harmed by this hate incident are left with the sense that the lives of the Black students and staff and other targeted individuals do not matter. There is also concern that the complex task of rebuilding trust and fostering a unified community of all students is not a priority of the District.

The settlements that in essence rewarded the litigating perpetrators are yet another affront to the harmed students, staff and their families, contributing to the sense of being targeted all

over again. These families exemplified good faith by taking the high road and not pursuing lawsuits against the District. The parents of the harmed students provided inspiring leadership for ACT and our community as a whole.

What lessons have been learned? For these students and the staff members that were targeted, it's that they never mattered to the District. Moreover, the students in our community have unfortunately learned that they can be financially rewarded for expressions of racist hate and that they are entitled to directly target other students. Instead of taking responsibility and having the difficult conversations necessary to repair the harm, they learned to resolve conflict through lawsuits, regardless of the impact on their peers and the community as a whole.

Many of those community members who promoted unity through participating in ACT have a deep question about whether these efforts will result in significant and positive change, given the current lack of trust.

We do not feel that the District is upholding its role as the steward of our community. We would have expected the District to fight more for our children as its way of atoning for the racist and anti-Semitic acts that plagued our community last year and continue to divide our community today. While we understand that settlements are based on potential costs to school districts, the "bottom line," we ask that you recognize the immense social cost of Albany's reputation as a school district that does not provide leadership to disrupt racism and bias. There is immense risk of further financial loss relating to the choice of some families who are considering leaving or not moving to the Albany community.

At a minimum, it was our hope that the harm of last year would turn into positive teachable moments: that students could feel respected for the uniqueness that each student brings to the school community and that teachers would embrace this opportunity to reflect on their own biases, broaden their curriculum, and give dignity to diversity.

We appreciate all the contributions of engaged teachers, administrators, counselors, student leaders and parents who dedicated countless hours to advocate for and teach their students and other students about the value of equity and social justice in our community.

We are demanding the following:

- 1) Before the end of this school year, we want the District to conduct a school climate survey, to be administered to students in grades 4 through 12, faculty and school site administrators. This survey has already been developed in conjunction with ACT recommendations.
- 2) We want the School Board to provide regular updates regarding the District's progress in implementing the ACT recommendations at every Board meeting. These updates will be an agenda item at monthly Board meetings.
- 3) We want to mandate that each of the AUSD school sites report all incidents of hate acts, harassment and bullying to the District, which will compile data regarding the number and details of each incident, and will report these incidents to the AUSD community quarterly.

4) We want the District to hire a Coordinator of Equity who will organize a campaign to promote racial equity and inclusion; rebuild the AHS fabric and climate; facilitate partnerships between staff, students and teachers that promote equity goals; and coordinate the implementation of ACT recommendations. This person will help foster accountability and responsiveness on the part of the District in order to achieve our goals of equity and inclusiveness for all AUSD students. The Coordinator will also ensure that there are compassionate, pro-active and thoughtful plans in place to support students and families who have been harmed by hate or feel marginalized in our community. These responsibilities will be the core components of the position, rather than merely a small component of a broader position. Representatives from the three parent engagement groups will participate in the hiring process for selecting the Coordinator.

In addition, we request a minimum of a .2 AHS teacher on special assignment to focus on social-emotional issues at AHS.

5) We want AHS to offer an ethnic studies class which will be required for all students. In addition, we want the District to support teachers in each of the AUSD schools with culturally responsive training, navigating “courageous conversations,” and assistance in implementing culturally diverse curriculum.

6) We want the District to provide \$80,000 to each of the families of the students and the staff member targeted by the racist Instagram account as compensation for their harm and suffering.

From the Civil Rights Movement, we learned that while it was initiated by African Americans, it was ultimately successful because it was embraced by people of diverse backgrounds. So too, here in Albany, we would like to see us all come together for the sake of all of our children. For is it the job of all of us to care for and nurture the children of Albany.

Today we are moving forward. We have a voice, individually and collectively, and we will use it in order to fight for the rights of our children. We have this right and also this obligation. Injustice and inequality will not be condoned or ignored.

In Solidarity,

Black Parent Advisory Group (BPAG)  
Familias Latinas de Albany  
Jewish Parent Engagement Group (JPEG) Steering Committee

## **Personnel Assignment Order: Pending Approval**

**BOE Meeting: 8/28/2018**

### **Class: Certificated**

#### **Category: New Hire**

| <b>Position</b>                            | <b>Name</b>          | <b>Reason</b> | <b>Site</b> | <b>FTE/Amt</b> | <b>Effec Date</b> | <b>End Date</b> | <b>Action</b> | <b>Funding</b> |
|--|----------------------|---------------|-------------|----------------|-------------------|-----------------|---------------|----------------|
| Teacher                                    | Barker, Emma         |               | CO          | 1.00           | 8/24/18           | 6/14/19         | Approve       | GF             |
| Teacher                                    | Bliss, Kathleen      |               | AHS         | 0.20           | 8/24/18           | 6/14/19         | Approve       | GF             |
| Teacher                                    | Bruns, Patty         |               | CO          | 1.00           | 8/24/18           | 6/14/19         | Approve       | GF             |
| Counselor                                  | Friesen, Karen       |               | AMS         | 0.20           | 8/24/18           | 6/14/19         | Approve       | School Care    |
| TSA: Safe and Inclusive School Coordinator | Hudson, MariFlorence |               | AHS         | 0.20           | 8/24/18           | 6/14/19         | Approve       | GF             |
| Teacher                                    | Kim, Brian           |               | AMS         | 1.00           | 8/24/18           | 12/21/18        | Approve       | GF             |
| Counselor                                  | Lauriks, Annie       |               | AMS         | 0.80           | 8/24/18           | 6/14/19         | Approve       | School Care    |

### **Class: Classified**

#### **Category: Leave**

| <b>Position</b>    | <b>Name</b>          | <b>Reason</b> | <b>Site</b> | <b>FTE/Amt</b> | <b>Effec Date</b> | <b>End Date</b> | <b>Action</b> | <b>Funding</b> |
|--------------------|----------------------|---------------|-------------|----------------|-------------------|-----------------|---------------|----------------|
| SPED Para-educator | Lamoureux, Elisabeth |               | AHS         | 0.6667         | 8/27/18           | 6/14/19         | Approve       |                |

#### **Category: New Hire**

| <b>Position</b>                  | <b>Name</b>          | <b>Reason</b> | <b>Site</b> | <b>FTE/Amt</b> | <b>Effec Date</b> | <b>End Date</b> | <b>Action</b> | <b>Funding</b> |
|----------------------------------|----------------------|---------------|-------------|----------------|-------------------|-----------------|---------------|----------------|
| Library Technician               | Brotsky, Jenna       |               | AHS         | 0.60           | 8/27/18           |                 | Approve       | School Care    |
| Life Guard                       | Collins, Jane        |               | Pool        | \$13.00/hr     | 6/18/18           |                 | Approve       | Pool           |
| Swim Instructor                  | Collins, Jane        |               | Pool        | \$14.00/hr     | 6/18/18           |                 | Approve       | Pool           |
| Life Guard                       | Corzo-Clark, Leo     |               | Pool        | \$12.00/hr     | 6/18/18           |                 | Approve       | Pool           |
| Swim Instructor                  | Corzo-Clark, Leo     |               | Pool        | \$13.00/hr     | 6/18/18           |                 | Approve       | Pool           |
| Yard Aide                        | Eichner, Danielle    |               | CO          | 0.25           | 8/27/18           |                 | Approve       | GF             |
| Library Technician               | Ernst, Mary          |               | OV          | 0.30           | 8/27/18           |                 | Approve       | School Care    |
| Library Technician               | Glendening, Margaret |               | CO          | 0.30           | 8/27/18           |                 | Approve       | School Care    |
| Library Technician               | Lewit, Barbara       |               | AMS         | 1.00           | 8/27/18           |                 | Approve       | School Care    |
| Assistant Varsity Football Coach | Muscardin, Antonio   |               | AHS         | 1.00           | 18/19 SY          |                 | Approve       | GF             |
| Library Technician               | Nichol, Monisha      |               | MA          | 0.30           | 8/27/18           |                 | Approve       | School Care    |
| Life Guard                       | Nykamp, Jonas        |               | Pool        | \$12.00/hr     | 6/18/18           |                 | Approve       | Pool           |
| Swim Instructor                  | Nykamp, Jonas        |               | Pool        | \$13.00/hr     | 6/18/18           |                 | Approve       | Pool           |



|                 |                     |  |      |            |         |  |         |      |
|-----------------|---------------------|--|------|------------|---------|--|---------|------|
| Clerk I         | Ough, Janice        |  | CO   | 1.00       | 8/27/18 |  | Approve | GF   |
| Life Guard      | Perez, Miguel       |  | Pool | \$12.00/hr | 7/6/18  |  | Approve | Pool |
| Swim Instructor | Perez, Miguel       |  | Pool | \$13.00/hr | 7/6/18  |  | Approve | Pool |
| Life Guard      | Torrez, Mia         |  | Pool | \$12.00/hr | 7/6/18  |  | Approve | Pool |
| Swim Instructor | Torrez, Mia         |  | Pool | \$13.00/hr | 7/6/18  |  | Approve | Pool |
| Yard Aide       | Vahdatinia, Vahideh |  | MA   | 0.267      | 8/28/18 |  | Approve | GF   |

**Category: Separation of Service**

| <b>Position</b>         | <b>Name</b>      | <b>Reason</b> | <b>Site</b> | <b>FTE/Amt</b> | <b>Effec Date</b> | <b>End Date</b> | <b>Action</b> | <b>Funding</b> |
|-------------------------|------------------|---------------|-------------|----------------|-------------------|-----------------|---------------|----------------|
| Custodian               | Bailey, Clarence |               | ACC         | 0.25           | 8/31/18           |                 | Approve       |                |
| Cafe Assistant II       | Bailey, Clarence |               | CK          | 0.75           | 8/31/18           |                 | Approve       |                |
| Yard Aide               | Haney, Ingrid    |               | MA          | 0.25           | 6/15/18           |                 | Approve       |                |
| Aquatics Center Manager | Smith, Natasha   |               | Pool        | 0.875          | 8/3/18            |                 | Approve       |                |
| Life Guard              | Whitaker, Megan  |               | Pool        |                | 8/12/18           |                 | Approve       |                |
| Swim Instructor         | Whitaker, Megan  |               | Pool        |                | 8/12/18           |                 | Approve       |                |

**Category: Status Change**

| <b>Position</b>                   | <b>Name</b>  | <b>Reason</b>                                      | <b>Site</b> | <b>FTE/Amt</b> | <b>Effec Date</b> | <b>End Date</b> | <b>Action</b> | <b>Funding</b> |
|-----------------------------------|--------------|--|-------------|----------------|-------------------|-----------------|---------------|----------------|
| Lead Custodian                    | Lucas, Shawn | Changed position from Custodian                    | SE          |                | 7/23/18           |                 | Approve       |                |
| World Language Lead Para-educator | Tang, Hui    | Changed position from World Language Para-educator | ACC         |                | 8/27/18           |                 | Approve       |                |

## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of  | Fund-Object | Comment  | Expensed Amount | Check Amount |
|--------------|------------|--|-------------|--|-----------------|--------------|
| 10871470     | 06/29/2018 | Graham G. Woolley<br>Cancelled on 07/06/2018, Cancel Register # PM180707 | Cancelled   |  |                 | 499.13 *     |
| 51082257     | 06/01/2018 | ALHAMBRA   | 130-4700    | FOOD SERVICE WATER DELIVERY                    |                 | 22.44        |
| 51082258     | 06/01/2018 | AT&T   | 010-5930    | 04/07-05/06 SERVICE                            | 85.92           |              |
|              |            |  |             | 04/19-05/18 SERVICE                            | 1,794.63        |              |
|              |            |  | 120-5930    | 04/19-05/18 SERVICE                            | 18.68           | 1,899.23     |
| 51082259     | 06/01/2018 | AUTOMATIC RESPONSE SYSTEMS   | 010-5800    | DISTRICT OFFICE SHREDDING SERVICE              |                 | 255.00       |
| 51082260     | 06/01/2018 | KATY BABCOCK C/O NR SELPA  | 010-5200    | REIMBURSEMENT FOR SELPA EXPENSES               |                 | 59.10        |
| 51082261     | 06/01/2018 | BANCROFT CENTER INC.   | 010-5621    | DISTRICT LEASE                                 |                 | 8,148.60     |
| 51082262     | 06/01/2018 | BERKELEY UNIFIED SCHOOL DISTRICT   | 010-5810    | 05/17 OV TRANSPORTATION - ADVENTURE PLAYGROUND |                 | 250.00       |
| 51082263     | 06/01/2018 | BLICK ART MATERIALS  | 010-4300    | CORNELL 3rd GRADE CLASSROOM SUPPLIES           |                 | 158.00       |
| 51082264     | 06/01/2018 | BOOKSOURCE   | 010-4300    | DONATION - CORNELL CLASSROOM BOOKS             |                 | 40.91        |
| 51082265     | 06/01/2018 | Teleli Brito C/O SELPA   | 010-4300    | REIMBURSEMENT FOR SELPA EXPENSES               | 27.41           |              |
|              |            |  | 010-5910    | REIMBURSEMENT FOR SELPA EXPENSES               | 21.47           | 48.88        |
| 51082266     | 06/01/2018 | CAROLINA BIOLOGICAL SUPPLY CO  | 010-4300    | AMS SCIENCE SUPPLIES                           |                 | 11.08        |
| 51082267     | 06/01/2018 | CAZADERO PERFORMING ARTS CAMP  | 010-5810    | AMS MUSIC CAMP                                 |                 | 12,775.00    |
| 51082268     | 06/01/2018 | CDW GOVERNMENT INC   | 010-4300    | CHROMEBOXES FOR AHS LIBRARY                    | 766.16          |              |
|              |            |  |             | TECH SUPPLIES                                  | 61.42           | 827.58       |
| 51082269     | 06/01/2018 | CHRISTY WHITE ASSOCIATES   | 010-5820    | 17/18 DISTRICT AUDIT 50%                       |                 | 8,775.00     |
| 51082270     | 06/01/2018 | COPY EXPRESS   | 010-5870    | CIA PRINTING SERVICES                          |                 | 1,110.40     |
| 51082271     | 06/01/2018 | JESSICA CORTES C/O SPECIAL EDUCATION                                     | 010-4315    | MILEAGE REIMBURSEMENT                          |                 | 180.81       |
| 51082272     | 06/01/2018 | DANIELSEN  | 130-4700    | FOOD & SUPPLIES                                | 4,315.99        |              |
|              |            |  | 130-4710    | FOOD & SUPPLIES                                | 115.64          | 4,431.63     |
| 51082273     | 06/01/2018 | DELTA DENTAL CLIENT SERVICES   | 010-9534    | 06/18 DELTA DENTAL                             |                 | 8,334.31     |
| 51082274     | 06/01/2018 | DEMCO  | 010-4300    | MARIN LIBRARY SUPPLIES                         |                 | 49.74        |
| 51082275     | 06/01/2018 | DISCOUNT SCHOOL SUPPLY   | 120-4300    | ACC CLASSROOM SUPPLIES                         | 386.00          |              |
|              |            |  |             | ACC CLASSROOM SUPPLIES - QRIS                  | 207.07          | 593.07       |
| 51082276     | 06/01/2018 | BANKCARD CENTER  | 010-4300    | SELPA CREDIT CARD EXPENSES                     | 242.67          |              |
|              |            |  | 010-5200    | SELPA CREDIT CARD EXPENSES                     | 295.00          |              |
|              |            |  | 010-5825    | SELPA CREDIT CARD EXPENSES                     | 293.22          |              |
|              |            |  | 010-5826    | SELPA CREDIT CARD EXPENSES                     | 382.61          |              |
|              |            |  | 010-5930    | SELPA CREDIT CARD EXPENSES                     | 206.90          | 1,420.40     |

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## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of                                   | Fund-Object | Comment  | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|--|-----------------|--------------|
| 51082277     | 06/01/2018 | EBMUD   | 010-5555    | 03/23-05/22 SERVICE                              |                 | 1,432.25     |
| 51082278     | 06/01/2018 | EUNICE GOURMET  | 010-4300    | MAC BAGELS                                       | 33.00           |              |
|              |            |   | 010-4305    | 05/22 LUNCH                                      | 80.00           | 113.00       |
| 51082279     | 06/01/2018 | FEDEX   | 010-5920    | SHIPPING CHARGES                                 |                 | 61.96        |
| 51082280     | 06/01/2018 | FLINN SCIENTIFIC                                      | 010-4300    | AHS SCIENCE SUPPLIES                             |                 | 4,985.28     |
| 51082281     | 06/01/2018 | FOOD 4 THOUGHT, LLC                                   | 130-4700    | FOOD   |                 | 208.60       |
| 51082282     | 06/01/2018 | TERRY GEORGESON C/O OCEAN VIEW                        | 010-4300    | DONATION - REIMB FOR OCEAN VIEW SUPPLIES         |                 | 82.82        |
| 51082283     | 06/01/2018 | GREAT AMERICAN LEASING CORP.                          | 010-5611    | SELPA COPIER LEASE                               |                 | 183.29       |
| 51082284     | 06/01/2018 | Heinemann   | Cancelled   | TSA MATERIALS                                    |                 | 1,424.56 *   |
|              |            | Cancelled on 06/15/2018, Cancel Register # AP06182018 |             |  |                 |              |
| 51082285     | 06/01/2018 | WELLS FARGO EQUIPMENT FINANCE                         | 010-6400    | EQUIPMENT RENTAL                                 |                 | 824.57       |
| 51082286     | 06/01/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC.                | 010-5610    | AHS COPIER USAGE                                 | 936.58          |              |
|              |            |   |             | AMS COPIER USAGE                                 | 236.36          |              |
|              |            |   |             | CORNELL COPIER USAGE                             | 229.22          |              |
|              |            |   |             | MARIN COPIER USAGE                               | 54.11           |              |
|              |            |   |             | OCEAN VIEW COPIER USAGE                          | 166.48          | 1,622.75     |
| 51082287     | 06/01/2018 | LAKESHORE   | 010-4300    | DONATION - MARIN CLASSROOM SUPPLIES              | 416.48          |              |
|              |            |   |             | DONATION - OCEAN VIEW CLASSROOM SUPPLIES         | 279.48          |              |
|              |            |   | 120-4300    | ACC CLASSROOM SUPPLIES                           | 498.87          |              |
|              |            |   |             | ACC CLASSROOM SUPPLIES - QRIS                    | 355.39          |              |
|              |            |   |             | TUPELO CLASSROOM SUPPLIES                        | 189.59          | 1,739.81     |
| 51082288     | 06/01/2018 | CATHERINE LAWRENCE C/O SPECIAL SERVICES               | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                     |                 | 198.59       |
| 51082289     | 06/01/2018 | LESLIE CERAMIC & CRAFTS SUPPLY                        | 010-4300    | AMS ART SUPPLIES                                 |                 | 215.91       |
| 51082290     | 06/01/2018 | NATASHA D. LIMONES                                    | 010-5825    | 05/30 SELPA SERVICES                             |                 | 3,450.00     |
| 51082291     | 06/01/2018 | LINCOLN AQUATICS                                      | 010-4300    | AAC SUPPLIES                                     |                 | 1,908.89     |
| 51082292     | 06/01/2018 | LITERACY RESOURCES INC.                               | 010-4100    | ELEM ENGLISH CURRICULUM                          | 2,006.24        |              |
|              |            |   |             | Unpaid Sales Tax                                 | 175.48-         | 1,830.76     |
| 51082293     | 06/01/2018 | MAGGIORA BAKING CO                                    | 130-4700    | FOOD   |                 | 573.40       |
| 51082294     | 06/01/2018 | MARCY COOK MATH                                       | 010-4300    | DONATION - CORNELL MATH MATERIALS                |                 | 206.98       |
| 51082295     | 06/01/2018 | MARY & JOES SPORTING GOODS                            | 010-4300    | AHS PE EQUIPMENT                                 |                 | 575.80       |
| 51082296     | 06/01/2018 | Maxim Healthcare Services                             | 010-5825    | PHYSICAL THERAPY SERVICES                        |                 | 3,500.00     |
| 51082297     | 06/01/2018 | MICHAEL'S TRANSPORTATION SRV                          | 010-5810    | 05/01 TRANSPORTATION FOR OV TRIP TO JOHN MUIR    | 734.50          |              |
|              |            |   |             | 05/17 TRANSPORTATION FOR OV TRIP TO COYOTE HILLS | 889.25          |              |

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## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of                 | Fund-Object | Comment                                   | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------------|-------------|---|-----------------|--------------|
| 51082297     | 06/01/2018 | MICHAEL'S TRANSPORTATION SRV        | 010-5810    | TRANSPORTATION FOR AHS ATHLETICS          | 789.00          | 2,412.75     |
| 51082298     | 06/01/2018 | CARRIE NERHEIM C/O DISTRICT OFFICE  | 010-4315    | 05/17 MILEAGE REIMB                       |                 | 25.07        |
| 51082299     | 06/01/2018 | NEXTEL COMMUNICATIONS               | 010-5930    | DISTRICT CELL PHONE SERVICE               | 1,051.01        |              |
|              |            |                                     | 120-5930    | DISTRICT CELL PHONE SERVICE               | 282.37          | 1,333.38     |
| 51082300     | 06/01/2018 | OFFICE DEPOT                        | 010-4300    | AHS SUPPLIES                              | 2,175.26        |              |
|              |            |                                     |             | AMS MATH SUPPLIES                         | 154.12          |              |
|              |            |                                     |             | AMS SUPPLIES                              | 480.13          |              |
|              |            |                                     |             | CORNELL SUPPLIES                          | 2,793.33        |              |
|              |            |                                     |             | DONATION - CORNELL SUPPLIES               | 1,092.14        |              |
|              |            |                                     |             | MAC HIGH SUPPLIES                         | 69.24           |              |
|              |            |                                     |             | MARIN SUPPLIES                            | 2,136.78        |              |
|              |            |                                     |             | OCEAN VIEW SUPPLIES                       | 1,823.65        |              |
|              |            |                                     | 120-4300    | ACC SUPPLIES                              | 134.17          | 10,858.82    |
| 51082301     | 06/01/2018 | Pearson Education Inc.              | 010-4100    | MATH STUDENT ACTIVITY BOOKS - MARIN       |                 | 137.49       |
| 51082302     | 06/01/2018 | PERMA-BOUND BOOK                    | 010-4300    | AHS CLASSROOM BOOKS                       |                 | 98.77        |
| 51082303     | 06/01/2018 | PESI                                | 010-5200    | 06/12 DYSLEXIA SEMINAR - MELWANI          | 199.99          |              |
|              |            |                                     |             | 06/12 DYSLEXIA SEMINAR - SUTINEN-GONZALES | 199.99          | 399.98       |
| 51082304     | 06/01/2018 | PG&E                                | 010-5520    | 04/20-05/20 SERVICE                       | 294.27          |              |
|              |            |                                     |             | 04/23-05/21 SERVICE                       | 14,650.90       |              |
|              |            |                                     | 120-5520    | 04/23-05/21 SERVICE                       | 50.65           | 14,995.82    |
| 51082305     | 06/01/2018 | PLAY WELL TEKNOLOGIES               | 010-5825    | OCEAN VIEW ENRICHMENT PROGRAM - LEGO      |                 | 1,680.00     |
| 51082306     | 06/01/2018 | Edward Pollard C/O Special Services | 010-4315    | MILEAGE REIMBURSEMENT                     |                 | 43.82        |
| 51082307     | 06/01/2018 | POSITIVE PROMOTIONS INC             | 010-4300    | AHS KEY CHAINS                            | 586.98          |              |
|              |            |                                     |             | Unpaid Sales Tax                          | 48.02-          | 538.96       |
| 51082308     | 06/01/2018 | PROCARE THERAPY, INC.               | 010-5800    | DISTRICT NURSE                            |                 | 6,646.67     |
| 51082309     | 06/01/2018 | PRUDENTIAL OVERALL SUPPLY           | 010-5800    | DISTRICT UNIFORM SERVICE                  |                 | 778.26       |
| 51082310     | 06/01/2018 | REALLY GOOD STUFF                   | 010-4300    | CORNELL 3rd GRADE CLASSROOM SUPPLIES      | 197.48          |              |
|              |            |                                     |             | DONATION - OCEAN VIEW CLASSROOM SUPPLIES  | 104.20          | 301.68       |
| 51082311     | 06/01/2018 | San Francisco Zoo                   | 010-5810    | 06/05 MARIN TRIP                          |                 | 1,789.00     |
| 51082312     | 06/01/2018 | SANTA CRUZ BEACH BOARDWALK          | 010-5810    | AMS BOARDWALK WRISTBANDS - JAZZ FESTIVAL  |                 | 834.13       |
| 51082313     | 06/01/2018 | SCHOOL OUTFITTERS                   | 010-4300    | AHS PROJECTOR SCREEN                      |                 | 371.96       |
| 51082314     | 06/01/2018 | SCHOOL SPECIALTY                    | 010-4300    | AMS CLASSROOM SUPPLIES                    |                 | 1,532.04     |
| 51082315     | 06/01/2018 | SMART & FINAL                       | 010-4300    | ADULT TRANSITION PROGRAM SUPPLIES         | 63.78           |              |

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## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of                       | Fund-Object | Comment                                | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|--|-----------------|--------------|
| 51082315     | 06/01/2018 | SMART&FINAL                               | 010-4300    | AMS SCIENCE SUPPLIES                   | 90.30           | 154.08       |
| 51082316     | 06/01/2018 | SOCIAL STUDIES SCHOOL SERVICE             | 010-4300    | GLOBES FOR CORNELL CLASSROOMS          |                 | 1,244.57     |
| 51082317     | 06/01/2018 | SOUTHPAW ENTERPRISES                      | 010-4300    | CORNELL CLASSROOM SUPPLIES             | 92.81           |              |
|              |            |   |             | Unpaid Sales Tax                       | 7.31-           | 85.50        |
| 51082318     | 06/01/2018 | SPURR                                     | 010-5520    | 04/30 CHARGES                          | 14,876.44       |              |
|              |            |   | 120-5520    | 04/30 CHARGES                          | 58.60           | 14,935.04    |
| 51082319     | 06/01/2018 | SUNESYS, LLC                              | 010-5800    | 06/18 SERVICE                          |                 | 1,724.86     |
| 51082320     | 06/01/2018 | SYSCO - SAN FRANCISCO                     | 130-4700    | FOOD & SUPPLIES                        | 3,182.47        |              |
|              |            |   | 130-4710    | FOOD & SUPPLIES                        | 472.89          | 3,655.36     |
| 51082321     | 06/01/2018 | TEACHER'S DISCOVERY                       | 010-4300    | AMS CLASSROOM SUPPLIES                 | 128.33          |              |
|              |            |   |             | Unpaid Sales Tax                       | 10.43-          | 117.90       |
| 51082322     | 06/01/2018 | U S GAMES                                 | 010-4300    | CORNELL LUNCH TIME SUPPLIES            |                 | 546.92       |
| 51082323     | 06/01/2018 | UNITED PARCEL SERVICE                     | 010-5920    | SHIPPING CHARGES                       | 7.35            |              |
|              |            |   | 120-5920    | SHIPPING CHARGES                       | 7.35            | 14.70        |
| 51082324     | 06/01/2018 | Verizon Wireless                          | 010-5930    | SELPA CELL PHONE SERVICE               |                 | 113.10       |
| 51082325     | 06/01/2018 | WARDS NATURAL SCIENCE                     | 010-4300    | AHS SCIENCE SUPPLIES                   |                 | 504.20       |
| 51082326     | 06/01/2018 | JOANNE RUTH WILE                          | 010-5825    | MENTAL HEALTH COORDINATOR              |                 | 1,000.00     |
| 51082327     | 06/01/2018 | WORTHINGTON DIRECT INC                    | 010-4300    | SPECIAL EDUCATION STOOLS               | 378.30          |              |
|              |            |   |             | Unpaid Sales Tax                       | 25.34-          | 352.96       |
| 51082328     | 06/01/2018 | YMCA CAMP CAMPBELL OUTDOOR SCIENCE SCHOOL | 010-5810    | 17/18 CORNELL TRIP                     |                 | 31,180.00    |
| 51082329     | 06/01/2018 | YMCA POINT BONITA OUTDOOR                 | 010-5810    | 17/18 MARIN TRIP                       |                 | 18,010.00    |
| 51082330     | 06/01/2018 | ALBANY YMCA                               | 010-5800    | ACTIVE SUPERVISION DURING LUNCH RECESS |                 | 7,268.65     |
| 51083056     | 06/06/2018 | ACORN NATURALISTS                         | 010-4300    | AHS SCIENCE SUPPLIES                   |                 | 492.04       |
| 51083057     | 06/06/2018 | ALHAMBRA                                  | 010-4300    | AAC WATER DELIVERY                     |                 | 78.44        |
| 51083058     | 06/06/2018 | APPLE COMPUTER INC.                       | 010-4300    | AHS ADAPTER                            |                 | 31.83        |
| 51083059     | 06/06/2018 | AUS WEST LOCKBOX                          | 130-5800    | MOP & TOWEL SERVICE                    |                 | 73.95        |
| 51083060     | 06/06/2018 | ASANTEMAN KENTE WORKS                     | 010-4300    | AHS BSU GRADUATION STOLES              | 546.70          |              |
|              |            |   |             | Unpaid Sales Tax                       | 47.17-          | 499.53       |
| 51083061     | 06/06/2018 | AUSD REVOLVING FUND                       | 010-3753    | RETURNED CHECK                         | 35.55           |              |
|              |            |   |             | RETURNED CHECK                         | 35.55           |              |
|              |            |   | 010-5800    | 04/18 FEES                             | 331.36          |              |
|              |            |   | 010-8699    | RETURNED CHECK                         | 70.00           |              |
|              |            |   |             | RETURNED CHECK                         | 110.00          | 582.46       |
| 51083062     | 06/06/2018 | AUTOMATIC RESPONSE SYSTEMS                | 010-4300    | AMS SHREDDING SERVICE                  |                 | 75.00        |
| 51083063     | 06/06/2018 | BRIDGETTE BANALES C/O OCEAN VIEW          | 010-5200    | MUSEUM OF TOLERANCE EXPENSES           |                 | 72.12        |
| 51083064     | 06/06/2018 | BENCHMARK EDUCATION CO.                   | 010-4300    | MARIN CLASSROOM LIBRARY KIT            |                 | 401.16       |

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| 51083065     | 06/06/2018 | BRIAN BIGGS C/O SPECIAL EDUCATION      | 010-5200    | REIMB FOR TRAVEL EXPENSES                         |                 | 360.53       |
| 51083066     | 06/06/2018 | BIO-RAD LABORATORIES                   | 010-4300    | AHS SCIENCE SUPPLIES                              |                 | 542.17       |
| 51083067     | 06/06/2018 | LINDA BISHOP C/O MARIN SCHOOL          | 010-5200    | MUSEUM OF TOLERANCE EXPENSES                      |                 | 19.99        |
| 51083068     | 06/06/2018 | BONAMI BAKING                          | 130-4700    | BREAD   |                 | 481.00       |
| 51083069     | 06/06/2018 | LOREE BRUCKMANN-HARMON C/O OCEAN VIEW  | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES           |                 | 196.23       |
| 51083070     | 06/06/2018 | CAROLINA BIOLOGICAL SUPPLY CO          | 010-4300    | AHS SCIENCE SUPPLIES                              |                 | 1,969.56     |
| 51083071     | 06/06/2018 | IVY CHEN, MPH                          | 010-5825    | ELEMENTARY PUBERTY EDUCATION                      |                 | 8,437.50     |
| 51083072     | 06/06/2018 | COPY EXPRESS                           | 010-5800    | BSU GRADUATION INVITATIONS                        | 183.89          |              |
|              |            |  | 010-5870    | CIA PRINTING SERVICES                             | 27.18           | 211.07       |
| 51083073     | 06/06/2018 | Jameson Costello c/o Marin School      | 010-4315    | MILEAGE REIMBURSEMENT                             |                 | 14.39        |
| 51083074     | 06/06/2018 | ATHENA CRAIG                           | 010-5200    | MUSEUM OF TOLERANCE EXPENSES                      |                 | 26.98        |
| 51083075     | 06/06/2018 | CRYSTAL CREAMERY                       | 130-4700    | 17/18 DAIRY                                       |                 | 868.76       |
| 51083076     | 06/06/2018 | CULTURE SHOCK YOGURT                   | 130-4700    | FROZEN YOGURT                                     |                 | 192.60       |
| 51083077     | 06/06/2018 | DANIELSEN                              | 130-4700    | FOOD & SUPPLIES                                   | 2,302.93        |              |
|              |            |  | 130-4710    | FOOD & SUPPLIES                                   | 109.01          | 2,411.94     |
| 51083078     | 06/06/2018 | DERIVI CASTELLANOS ARCHITECTS          | 010-5800    | GENERAL FACILITIES & MAINTENANCE SUPPORT          |                 | 10,027.00    |
| 51083079     | 06/06/2018 | DISCOUNT SCHOOL SUPPLY                 | 120-4300    | SUPPLIES FOR MAPLES                               |                 | 219.90       |
| 51083080     | 06/06/2018 | BANKCARD CENTER                        | 120-4300    | ACC CREDIT CARD EXPENSES                          | 473.61          |              |
|              |            |  | 120-5800    | ACC CREDIT CARD EXPENSES                          | 28.06           | 501.67       |
| 51083081     | 06/06/2018 | ANNE EISEMANN                          | 010-5825    | PSYCHO-EDUCATIONAL ASSESSMENT                     |                 | 14,400.00    |
| 51083082     | 06/06/2018 | ENTERPRISE RENT-A-CAR                  | 010-5600    | DISTRICT RENTALS                                  | 650.76          |              |
|              |            |  | 010-5810    | TRANSPORTATION FOR AHS ASHLAND TRIP 05/17-05/20   | 1,228.98        | 1,879.74     |
| 51083083     | 06/06/2018 | FLINN SCIENTIFIC                       | 010-4300    | AHS SCIENCE SUPPLIES                              |                 | 510.21       |
| 51083084     | 06/06/2018 | FOOD 4 THOUGHT, LLC                    | 130-4700    | FOOD  |                 | 545.60       |
| 51083085     | 06/06/2018 | GOLD STAR FOODS                        | 130-4700    | FOOD  |                 | 2,638.25     |
| 51083086     | 06/06/2018 | GOULD EVANS, INC.                      | 211-6201    | BRIDGING ARCHITECT SERVICES FOR AHS ADDITION PROJ |                 | 550.00       |
| 51083087     | 06/06/2018 | Hayes Distributing Inc.                | 130-4700    | FOOD  |                 | 3,457.96     |
| 51083088     | 06/06/2018 | PARENT                                 | 010-5827    | * MATH TUTORING                                   |                 | 2,960.00     |
| 51083089     | 06/06/2018 | JACOBSON EDUCATION LAW, INC            | 010-5827    | LEGAL FEES  |                 | 7,500.00     |
| 51083090     | 06/06/2018 | DAVID JANINIS C/O MARIN SCHOOL         | 010-5200    | MUSEUM OF TOLERANCE EXPENSES                      |                 | 32.52        |
| 51083091     | 06/06/2018 | MAYA KIM C/O OCEAN VIEW                | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES           |                 | 200.00       |
| 51083092     | 06/06/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC. | 010-5610    | AHS ATHLETICS COPIER USAGE                        | 7.63            |              |
|              |            |  |             | SPECIAL EDUCATION COPIER USAGE                    | 195.09          | 202.72       |

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| 51083093     | 06/06/2018 | MAGGIORA BAKING CO                 | 130-4700    | FOOD   |                 | 381.25       |
| 51083094     | 06/06/2018 | SIMIN MISSAGHI C/O FOOD SERVICES   | 130-4315    | 03/01-04/30 MILEAGE REIMB                                |                 | 24.80        |
| 51083095     | 06/06/2018 | CARRIE NERHEIM C/O DISTRICT OFFICE | 010-4315    | 01/29-03/07 MILEAGE REIMB                                |                 | 20.06        |
| 51083096     | 06/06/2018 | OFFICE DEPOT                       | 010-4300    | D.O. SUPPLIES  | 1,047.10        |              |
|              |            |                                    |             | OCEAN VIEW SUPPLIES                                      | 13.06           | 1,060.16     |
| 51083097     | 06/06/2018 | P & R PAPER SUPPLY COMPANY         | 130-4710    | SUPPLIES   |                 | 809.96       |
| 51083098     | 06/06/2018 | MELISA PFOHL C/O AHS               | 010-5200    | MUSEUM OF TOLERANCE EXPENSES                             |                 | 19.37        |
| 51083099     | 06/06/2018 | PRUDENTIAL OVERALL SUPPLY          | 010-5800    | DISTRICT UNIFORM SERVICE                                 |                 | 740.31       |
| 51083100     | 06/06/2018 | RACHEL SHIGEKANE C/O OCEAN VIEW    | 010-5200    | MUSEUM OF TOLERANCE EXPENSES                             |                 | 40.59        |
| 51083101     | 06/06/2018 | PARENT                             | 010-5825    | * TRANSPORTATION SERVICES                                |                 | 3,885.00     |
| 51083102     | 06/06/2018 | SVA ARCHITECTS, INC.               | 212-6231    | AMS ANNEX PROJECT FFE BID DEVELOPMENT                    |                 | 13,750.00    |
| 51083103     | 06/06/2018 | SYSCO - SAN FRANCISCO              | 130-4700    | FOOD & SUPPLIES  | 1,297.11        |              |
|              |            |                                    | 130-4710    | FOOD & SUPPLIES  | 37.05           | 1,334.16     |
| 51083104     | 06/06/2018 | WARDS NATURAL SCIENCE              | 010-4300    | AHS SCIENCE SUPPLIES                                     |                 | 242.07       |
| 51083105     | 06/06/2018 | WASTE MANAGEMENT OF ALAMEDA        | 010-5515    | 11/17 SERVICE  | 6,067.50        |              |
|              |            |                                    | 120-5515    | 11/17 SERVICE  | 411.52          | 6,479.02     |
| 51083797     | 06/08/2018 | ACSIG                              | 010-5450    | INS. CLAIM   | 250.00          |              |
|              |            |                                    |             | INS. DEDUCTIBLE  | 5,000.00        | 5,250.00     |
| 51083798     | 06/08/2018 | JOE ALBEE-GOOD                     | 010-5810    | AMS MUSIC FIELD TRIP EXPENSES                            |                 | 386.74       |
| 51083799     | 06/08/2018 | ALIXANDRA SASHA KIRKMAN            | 010-5825    | TSA MEETING & RESOURCE GENERATION - PD                   |                 | 5,000.00     |
| 51083800     | 06/08/2018 | AUSD REVOLVING FUND                | 010-5800    | 05/18 FEES   |                 | 255.22       |
| 51083801     | 06/08/2018 | PARENT                             | 010-5827    | * SPECIALIZED ACADEMIC INSTRUCTION                       |                 | 2,600.00     |
| 51083802     | 06/08/2018 | DERIVI CASTELLANOS ARCHITECTS      | 010-5800    | 01/18 MISC PROJECTS                                      | 627.50          |              |
|              |            |                                    |             | 02/18 MISC PROJECTS                                      | 411.50          |              |
|              |            |                                    |             | 10/17 MISC PROJECTS                                      | 1,425.00        | 2,464.00     |
| 51083803     | 06/08/2018 | ELLEN HOKE                         | 010-5825    | ORIENTATION & MOBILITY SERVICES                          |                 | 825.00       |
| 51083804     | 06/08/2018 | PARENT                             | 010-5827    | * SPECIALIZED ACADEMIC SERVICES                          |                 | 76,650.00    |
| 51083805     | 06/08/2018 | MICHELE MOORE                      | 010-5825    | SERVICES & ASSESSMENTS FOR VISUALLY IMPAIRED             |                 | 406.25       |
| 51083806     | 06/08/2018 | TALICIA MOORE                      | 010-8689    | REFUND SWIM CLASS  |                 | 42.50        |
| 51083807     | 06/08/2018 | North Region SELPA c/o AUSD        | 010-4300    | CPI WORKBOOKS  |                 | 1,204.70     |
| 51083808     | 06/08/2018 | PARENT                             | 010-5827    | * ACADEMIC & TRANSPORTATION SERVICES                     |                 | 3,631.29     |
| 51083809     | 06/08/2018 | School Facility Consultants        | 010-5800    | 03/18 CONSULTING SERVICES - NEW CONSTRUCTION ELIGIBILITY |                 | 408.75       |
| 51083810     | 06/08/2018 | WASTE MANAGEMENT OF ALAMEDA        | 010-5515    | 03/18 SERVICE  | 6,446.02        |              |

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| 51083810     | 06/08/2018 | WASTE MANAGEMENT OF ALAMEDA                     | 010-5515    | 04/18 SERVICE  | 6,882.16        |              |
|              |            |   | 120-5515    | 03/18 SERVICE  | 411.52          |              |
|              |            |   |             | 04/18 SERVICE  | 411.52          | 14,151.22    |
| 51083811     | 06/08/2018 | BONNIE WOLF                                     | 010-4305    | REIMB FOR UNITY RALLY EXPENSES                           |                 | 158.74       |
| 51084007     | 06/11/2018 | ALBANY BOWL                                     | 010-5810    | OV 2nd GR TRIP   |                 | 570.00       |
| 51084008     | 06/11/2018 | ALBANY BOWL                                     | 010-5810    | OV 5th GR TRIP   |                 | 1,236.00     |
| 51084317     | 06/13/2018 | AP EXAMS  | 010-4300    | AP EXAMS FEES  |                 | 52,316.00    |
| 51084318     | 06/13/2018 | MARJORIE ATKINSON                               | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                             |                 | 133.97       |
| 51084319     | 06/13/2018 | CYNTHIA ATTIYEH C/O DISTRICT OFFICE             | 010-4315    | 01/11-06/01 MILEAGE REIMB                                |                 | 137.34       |
| 51084320     | 06/13/2018 | AUTOMATIC RESPONSE SYSTEMS                      | 010-4300    | AMS SHREDDING SERVICE                                    | 75.00           |              |
|              |            |   | 010-5800    | DISTRICT OFFICE SHREDDING SERVICE                        | 190.00          | 265.00       |
| 51084321     | 06/13/2018 | KATY BABCOCK C/O NR SELPA                       | 010-4315    | REIMBURSEMENT FOR SELPA EXPENSES                         |                 | 523.98       |
| 51084322     | 06/13/2018 | BERKELEY UNIFIED SCHOOL DISTRICT TRANSPORTATION | 010-5810    | OV TRANSPORATION FOR 05/30 & 06/04 TRIPS TO UC BOTANICAL |                 | 500.00       |
| 51084323     | 06/13/2018 | BRANDY BIEHL-DAVIS C/O CORNELL                  | 010-4300    | DONATION - REIMB FOR SUPPLIES                            |                 | 31.07        |
| 51084324     | 06/13/2018 | DEBORAH BRILL C/O ALBANY MIDDLE                 | 010-4300    | REIMBURSEMENT FOR SUPPLIES                               |                 | 96.81        |
| 51084325     | 06/13/2018 | LUCY BRYNDZA C/O ALBANY MIDDLE                  | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES                     |                 | 6.77         |
| 51084326     | 06/13/2018 | NATACHA CHRISTOPHERSON C/O AMS                  | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES                     |                 | 199.76       |
| 51084327     | 06/13/2018 | CIWA  | 010-5800    | SENSOR TRACKING FOR DISTRICT GARBAGE BINS                |                 | 1,000.00     |
| 51084328     | 06/13/2018 | CODESP  | 010-5300    | 2018/19 MEMBERSHIP                                       |                 | 2,050.00     |
| 51084329     | 06/13/2018 | COPY CENTRAL MANAGEMENT OFFICE                  | 010-4300    | AHS AP COMP GOV'T SUMMER READING PACKAGE                 |                 | 77.81        |
| 51084330     | 06/13/2018 | HEATHER DUNCAN C/O CORNELL                      | 010-4300    | DONATION - REIMB FOR SUPPLIES                            |                 | 45.31        |
| 51084331     | 06/13/2018 | CLEMENTINA DURAN                                | 010-4305    | REIMB FOR ACT EXPENSES                                   |                 | 368.66       |
| 51084332     | 06/13/2018 | EBMUD   | 010-5555    | 03/08-05/29 SERVICE                                      | 2,561.32        |              |
|              |            |   |             | 03/20-05/29 SERVICE                                      | 2,343.71        |              |
|              |            |   |             | 03/23-05/22 SERVICE                                      | 576.16          |              |
|              |            |   |             | 03/28-05/25 SERVICE                                      | 634.96          |              |
|              |            |   |             | 03/28-05/29 SERVICE                                      | 3,531.75        |              |
|              |            |   |             | 04/23-05/22 SERVICE                                      | 2,204.62        |              |
|              |            |   |             | 04/27-05/29 SERVICE                                      | 1,002.97        |              |
|              |            |   | 120-5555    | 03/29-05/29 SERVICE                                      | 1,373.77        | 14,229.26    |
| 51084333     | 06/13/2018 | EDLIO Inc.                                      | 010-5610    | 3 YR AGREEMENT FOR WEBSITE, CMS                          |                 | 18,360.00    |
| 51084334     | 06/13/2018 | FALTZ ASSOCIATES INC.                           | 010-5825    | SPEECH THERAPY SERVICES                                  |                 | 291.00       |

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| 51084335     | 06/13/2018 | FAT DADDY'S BBQ CATERING CO.  | 010-4305    | CATERING FOR BSU GRADUATION                       |                 | 1,327.00     |
| 51084336     | 06/13/2018 | PATRICIA FUJIWARA C/O ALBANY HIGH   | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES              |                 | 50.51        |
| 51084337     | 06/13/2018 | GRANICUS, INC.  | 010-5825    | MINUTES MAKER                                     |                 | 140.00       |
| 51084338     | 06/13/2018 | MONICA HAYWOOD C/O OCEAN VIEW   | 010-4300    | DONATION - REIMBURSEMENT FOR CLASSROOM SUPPLIES   |                 | 98.99        |
| 51084339     | 06/13/2018 | SUSAN HUGHES-COLLINS C/O CORNELL SCHOOL   | 010-4300    | DONATION - REIMB FOR SUPPLIES                     |                 | 200.00       |
| 51084340     | 06/13/2018 | BEN ISAACS  | 010-5800    | DRUM PERFORMANCE - BSU GRADUATION                 |                 | 300.00       |
| 51084341     | 06/13/2018 | NANCY JOHNSON C/O CORNELL ELEM<br>Cancelled on 06/20/2018, Cancel Register # AP06222018 | Cancelled   | DONATION - REIMB FOR SUPPLIES                     |                 | 73.95 *      |
| 51084342     | 06/13/2018 | KP LLC - 8311   | 010-4300    | ELEMENTARY CUMULATIVE RECORDS                     | 231.54          |              |
|              |            |   |             | Unpaid Sales Tax                                  | 1.55-           | 229.99       |
| 51084343     | 06/13/2018 | WELLS FARGO VENDOR FIN SERV   | 010-5611    | DISTRICT WIDE COPIER LEASE                        |                 | 3,273.49     |
| 51084344     | 06/13/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC.  | 010-5610    | DISTRICT OFFICE COPIER USAGE                      | 146.19          |              |
|              |            |   | 120-5610    | ACC COPIER USAGE                                  | 132.09          | 278.28       |
| 51084345     | 06/13/2018 | LINCOLN AQUATICS  | 010-4300    | AAC SUPPLIES                                      | 355.51          |              |
|              |            |   | 210-6400    | AAC LOCKERS                                       | 9,322.59        | 9,678.10     |
| 51084346     | 06/13/2018 | MICHAEL'S TRANSPORTATION SRV  | 010-5810    | TRANSPORTATION FOR AHS ATHLETICS                  |                 | 3,897.75     |
| 51084347     | 06/13/2018 | IAN MURRAY C/O ALBANY HIGH  | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES              |                 | 199.74       |
| 51084348     | 06/13/2018 | OFFICE DEPOT  | 010-4300    | AHS SUPPLIES                                      | 1,651.32        |              |
|              |            |   |             | AMS SUPPLIES                                      | 619.52          |              |
|              |            |   |             | DONATION - MARIN SUPPLIES                         | 127.98          |              |
|              |            |   |             | ELPAC TRAINING SUPPLIES                           | 59.22           | 2,458.04     |
| 51084349     | 06/13/2018 | OJO TECHNOLOGY  | 010-4400    | HS MILESTONE ENTERPRISE VMS LICENSE, INSTALL/SUPP |                 | 3,736.67     |
| 51084350     | 06/13/2018 | ORIGINAL WATERMEN, INC.   | 010-4300    | AAC UNIFORMS                                      |                 | 3,732.32     |
| 51084351     | 06/13/2018 | OTIS ELEVATOR COMPANY   | 010-5610    | AMS ELEVATOR SERVICE                              |                 | 305.12       |
| 51084352     | 06/13/2018 | MANJIRI PATKAR ALBANY CHILDREN'S CENTER   | 010-4300    | REIMB FOR SUPPLIES                                |                 | 57.34        |
| 51084353     | 06/13/2018 | PG&E  | 010-5520    | 05/02-05/31 SERVICE                               | 617.44          |              |
|              |            |   |             | 05/02-05/31 SERVICE                               | 104.39          |              |
|              |            |   |             | 05/07-06/05 SERVICE                               | 430.88          | 1,152.71     |
| 51084354     | 06/13/2018 | PATRICIA POPE C/O CORNELL SCHOOL  | 010-4300    | DONATION - REIMB FOR SUPPLIES                     |                 | 49.99        |
| 51084355     | 06/13/2018 | PRUDENTIAL OVERALL SUPPLY   | 010-5800    | DISTRICT UNIFORM SERVICE                          |                 | 777.77       |
| 51084356     | 06/13/2018 | BETH SHEPARD C/O CORNELL SCHOOL   | 010-4300    | DONATION - REIMB FOR SUPPLIES                     |                 | 107.48       |
| 51084357     | 06/13/2018 | CHRISTOPHER SIMON   | 010-8699    | REFUND - AHS SIX FLAGS TRIP                       |                 | 35.00        |
| 51084358     | 06/13/2018 | REBECCA SPRENGER C/O OCEAN VIEW   | 010-4315    | 09/12-05/08 MILEAGE REIMB                         |                 | 196.30       |

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| 51084359     | 06/13/2018 | DANIELLE STENSVOLD C/O AHS      | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES        |                 | 200.00       |
| 51084360     | 06/13/2018 | CARLA SWAN C/O ALBANY HIGH      | 010-4300    | REIMB FOR UNITY RALLY & BSU EXPENSES        |                 | 80.73        |
| 51084361     | 06/13/2018 | TABLEAU SOFTWARE                | 010-5830    | TABLEAU DESKTOP MAINT RENEWAL               |                 | 300.00       |
| 51084362     | 06/13/2018 | JANET TEEL C/O ALBANY MIDDLE    | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                |                 | 50.00        |
| 51084363     | 06/13/2018 | UC REGENTS UC BOTANICAL GARDENS | 010-5810    | 05/30 OCEAN VIEW TRIP                       | 286.00          |              |
|              |            |                                 |             | 06/04 OCEAN VIEW TRIP                       | 292.50          | 578.50       |
| 51084364     | 06/13/2018 | VICK COPY                       | 010-4300    | DONATION - AHS GRADUATION PROGRAMS          |                 | 163.88       |
| 51084365     | 06/13/2018 | SHIR VOVCHENKO                  | 010-8699    | REFUND - AHS SIX FLAGS TRIP                 |                 | 35.00        |
| 51084366     | 06/13/2018 | WARDS NATURAL SCIENCE           | 010-4300    | AHS SCIENCE SUPPLIES                        |                 | 86.14        |
| 51084367     | 06/13/2018 | LISA WARREN C/O CORNELL SCHOOL  | 010-4300    | DONATION - REIMB FOR SUPPLIES               |                 | 124.38       |
| 51084368     | 06/13/2018 | JOANNE RUTH WILE                | 010-5800    | TRAUMA GRANT COORDINATOR                    |                 | 600.00       |
| 51084369     | 06/13/2018 | DINA YOO C/O OCEAN VIEW         | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES     |                 | 200.00       |
| 51085035     | 06/15/2018 | ACSIG - DELTA DENTAL            | 010-9534    | 04/18 COBRA DENTAL                          | 632.90          |              |
|              |            |                                 |             | 04/18 DENTAL                                | 42,049.10       |              |
|              |            |                                 |             | 05/18 COBRA DENTAL                          | 632.90          |              |
|              |            |                                 |             | 05/18 DENTAL                                | 41,114.50       |              |
|              |            |                                 |             | 06/18 COBRA DENTAL                          | 632.90          |              |
|              |            |                                 |             | 06/18 DENTAL                                | 41,519.80       | 126,582.10   |
| 51085036     | 06/15/2018 | AUS WEST LOCKBOX                | 130-5800    | MOP & TOWEL SERVICE                         |                 | 518.00       |
| 51085037     | 06/15/2018 | CALIFORNIA CLEAN-AIR SERVICES   | 211-6203    | PRE-RENOVATION ASBESTOS & LEAD TESTING - CO |                 | 1,500.00     |
| 51085038     | 06/15/2018 | DESIGN SPACE MODULAR BUILDINGS  | 250-5621    | DISTRICT OFFICE LEASE                       |                 | 6,179.25     |
| 51085039     | 06/15/2018 | BANKCARD CENTER                 | 010-4300    | SPECIAL EDUCATION CREDIT CARD EXPENSES      | 536.91          |              |
|              |            |                                 | 010-5200    | SPECIAL EDUCATION CREDIT CARD EXPENSES      | 1,940.24        | 2,477.15     |
| 51085040     | 06/15/2018 | HILLYARD/SAN FRANCISCO          | 010-4300    | DISTRICT CUSTODIAL SUPPLIES                 |                 | 4,328.32     |
| 51085041     | 06/15/2018 | HOME DEPOT INC.                 | 010-4300    | DISTRICT MAINTENANCE SUPPLIES               |                 | 792.37       |
| 51085042     | 06/15/2018 | JAY'S SMALL MOVES               | 010-5800    | DISTRICT OFFICE MOVING SERVICES             |                 | 1,384.25     |
| 51085043     | 06/15/2018 | OTIS ELEVATOR COMPANY           | 010-5610    | AMS ELEVATOR SERVICE                        |                 | 156.28       |
| 51085044     | 06/15/2018 | PABLO E. SANCHEZ                | 010-5800    | DISTRICT LANDSCAPING                        |                 | 3,900.00     |
| 51085045     | 06/15/2018 | SINGLE CYLINDER REPAIR, INC.    | 010-4400    | LAWN MOWER                                  | 4,933.54        |              |
|              |            |                                 |             | Unpaid Sales Tax                            | 22.48-          | 4,911.06     |
| 51085046     | 06/15/2018 | SMART & FINAL                   | 010-4300    | AMS SCIENCE SUPPLIES                        |                 | 6.51         |

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| 51085047     | 06/15/2018 | ST. ALBAN'S CHURCH                            | 010-5621    | 05/10-06/21 FACILITY RENTAL                       |                 | 700.00       |
| 51085048     | 06/15/2018 | TRAVLN TOYS, INC.                             | 010-4400    | TRAILER   |                 | 4,806.80     |
| 51085049     | 06/15/2018 | WILCO SUPPLY                                  | 010-4300    | DISTRICT LOCKSMITH SUPPLIES                       |                 | 1,264.02     |
| 51085050     | 06/15/2018 | WILLIAMS SCOTSMAN, INC.                       | 250-5621    | DISTRICT PORTABLE RENT                            |                 | 4,689.65     |
| 51085605     | 06/20/2018 | A BETTER CHANCE SCHOOL                        | 010-5825    | BASIC EDUCATION AND RELATED SERVICES              |                 | 25,120.67    |
| 51085606     | 06/20/2018 | ADAPTIVEMALL                                  | 010-4300    | SPECIAL EDUCATION SITTERS                         | 570.65          |              |
|              |            |   |             | Unpaid Sales Tax                                  | 13.00-          | 557.65       |
| 51085607     | 06/20/2018 | ALBANY TIRE SERVICE                           | 010-5670    | DISTRICT VEHICLE MAINT/SERVICE                    |                 | 295.64       |
| 51085608     | 06/20/2018 | ALLIANCE GRAPHICS                             | 010-4300    | DONATION - OCEAN VIEW CLASSROOM SUPPLIES          | 411.29          |              |
|              |            |   |             | Unpaid Sales Tax                                  | 1.88-           | 409.41       |
| 51085609     | 06/20/2018 | ALPHA VISTA SERVICES, INC.                    | 010-5825    | PSYCHOLOGICAL SERVICES                            |                 | 32,680.00    |
| 51085610     | 06/20/2018 | AMERICAN LOGISTICS COMPANY                    | 010-5825    | TRANSPORTATION SERVICES                           |                 | 1,498.64     |
| 51085611     | 06/20/2018 | AMP Printing, Inc.                            | 010-4300    | PLAQUE - ATTIYEH                                  |                 | 174.68       |
| 51085612     | 06/20/2018 | WELLS FARGO VENDOR FIN SERV                   | 010-5600    | DISTRICT MACBOOK LEASE                            |                 | 27,365.14    |
| 51085613     | 06/20/2018 | AQUA SOURCE                                   | 010-5670    | AAC MONTHLY MAINT                                 | 1,163.00        |              |
|              |            |   |             | AAC SERVICE/REPAIRS                               | 255.30          | 1,418.30     |
| 51085614     | 06/20/2018 | AUS WEST LOCKBOX                              | 130-5800    | MOP & TOWEL SERVICE                               |                 | 147.90       |
| 51085615     | 06/20/2018 | ARCO AM/PM                                    | 010-4300    | FUEL FOR TRANSPORTATION VEHICLES                  |                 | 1,658.68     |
| 51085616     | 06/20/2018 | AT&T  | 010-5930    | 02/19-03/18 SERVICE                               | 650.75          |              |
|              |            |   |             | 03/19-04/18 SERVICE                               | 646.42          |              |
|              |            |   |             | 04/19-05/18 SERVICE                               | 647.19          |              |
|              |            |   |             | 05/07-06/06 SERVICE                               | 91.76           | 2,036.12     |
| 51085617     | 06/20/2018 | AUSD REVOLVING FUND                           | 010-5800    | 03/18 SERVICE FEES                                | 310.72          |              |
|              |            |   | 010-8699    | REV REIMB - SENIOR RETREAT                        | 75.00           | 385.72       |
| 51085618     | 06/20/2018 | REBECCA AUSTIN-CASTILLO C/O SPECIAL EDUCATION | 010-4315    | MILEAGE REIMBURSEMENT                             |                 | 46.38        |
| 51085619     | 06/20/2018 | BAY AREA NEWS GROUP                           | 010-5812    | 05/18 ADS   |                 | 188.14       |
| 51085620     | 06/20/2018 | BEYOND THE CLASSROOM                          | 010-5825    | SPECIALIZED ACADEMIC INSTRUCTION, AUDIOLOGY MAINT |                 | 732.25       |
| 51085621     | 06/20/2018 | DEBORAH BRILL C/O ALBANY MIDDLE               | 010-4300    | REIMBURSEMENT FOR SUPPLIES                        |                 | 365.32       |
| 51085622     | 06/20/2018 | CRAIG BRYANT C/O ALBANY HIGH                  | 010-5810    | REIMB FOR AMS GREAT AMERICA TRIP EXPENSES         |                 | 210.71       |
| 51085623     | 06/20/2018 | JEANNE CAJINA C/O AHS                         | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES              |                 | 198.65       |
| 51085624     | 06/20/2018 | PARENT  | 010-5827    | * ACADEMIC SERVICES                               |                 | 12,400.00    |
| 51085625     | 06/20/2018 | CAROLINA BIOLOGICAL SUPPLY CO                 | 010-4300    | AMS SCIENCE SUPPLIES                              |                 | 275.28       |
| 51085626     | 06/20/2018 | JEFFERY CASTLE C/O ALBANY HIGH SCHOOL         | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                      |                 | 51.45        |

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| 51085627     | 06/20/2018 | RICHARD CHENEVERT                     | 130-8634    | REFUND LUNCH MONEY                              |                 | 77.75        |
| 51085628     | 06/20/2018 | HUI HUA CHUANG C/O ALBANY HIGH        | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                    |                 | 195.20       |
| 51085629     | 06/20/2018 | CIWA                                  | 010-5800    | SENSOR TRACKING FOR DISTRICT GARBAGE BINS       |                 | 1,000.00     |
| 51085630     | 06/20/2018 | SALLY COHEN C/O AHS                   | 010-4300    | REIMB FOR TRAUMA GRANT SUPPLIES                 |                 | 117.65       |
| 51085631     | 06/20/2018 | ROBIN COOPER C/O ALBANY MIDDLE SCHOOL | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES            |                 | 176.96       |
| 51085632     | 06/20/2018 | COPY EXPRESS                          | 010-4300    | AMS PRINTING SERVICES                           | 354.48          |              |
|              |            |                                       | 010-5870    | AHS GRADUATION PROGRAMS                         | 395.10          | 749.58       |
| 51085633     | 06/20/2018 | JENNIFER CORIELL C/O AMS              | 010-4300    | REIMBUSREMENT FOR CLASSROOM SUPPLIES            |                 | 87.63        |
| 51085634     | 06/20/2018 | JESSICA CORTES C/O SPECIAL EDUCATION  | 010-4315    | MILEAGE REIMBURSEMENT                           |                 | 289.48       |
| 51085635     | 06/20/2018 | Jameson Costello c/o Marin School     | 010-5200    | REIMB FOR ASHA CONVENTION EXPENSES              |                 | 47.62        |
| 51085636     | 06/20/2018 | CRYSTAL CREAMERY                      | 130-4700    | 17/18 DAIRY                                     |                 | 918.19       |
| 51085637     | 06/20/2018 | CULTURE SHOCK YOGURT                  | 130-4700    | FROZEN YOGURT                                   |                 | 128.40       |
| 51085638     | 06/20/2018 | MICHAEL DAVIS C/O ALBANY HIGH         | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES            |                 | 200.00       |
| 51085639     | 06/20/2018 | DEPARTMENT OF JUSTICE                 | 010-5838    | 05/18 LIVE SCAN FEES                            |                 | 1,441.00     |
| 51085640     | 06/20/2018 | DERIVI CASTELLANOS ARCHITECTS         | 140-6231    | MARIN REPLACEMENT PROJECT (P15-01574 Cont)      | 2,547.50        |              |
|              |            |                                       |             | OV SCHEMATIC DESIGN & DEVELOP (P15-01573 Cont.) | 5,229.92        | 7,777.42     |
| 51085641     | 06/20/2018 | BETH DUNN C/O OCEAN VIEW ELEM         | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES         |                 | 150.00       |
| 51085642     | 06/20/2018 | REBECCA EROS C/O OCEAN VIEW           | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES         |                 | 172.83       |
| 51085643     | 06/20/2018 | TANYA FINLEY C/O CORNELL SCHOOL       | 010-4300    | DONATION - REIMB FOR SUPPLIES                   |                 | 78.17        |
| 51085644     | 06/20/2018 | FOOD 4 THOUGHT, LLC                   | 130-4700    | FOOD  |                 | 640.65       |
| 51085645     | 06/20/2018 | JAMIE FORDYCE C/O ALBANY MIDDLE       | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES            |                 | 37.51        |
| 51085646     | 06/20/2018 | FREY SCIENTIFIC                       | 010-4300    | AHS SCIENCE SUPPLIES                            |                 | 52.36        |
| 51085647     | 06/20/2018 | SCHOOL SPECIALTY                      | 010-4300    | AHS SCIENCE SUPPLIES                            |                 | 26.34        |
| 51085648     | 06/20/2018 | JOEL GILDERSLEEVE C/O CORNELL SCHOOL  | 010-4300    | DONATION - REIMB FOR SUPPLIES                   |                 | 26.72        |
| 51085649     | 06/20/2018 | GOLD STAR FOODS                       | 130-4700    | FOOD  |                 | 3,184.88     |
| 51085650     | 06/20/2018 | DANIEL GOTTHEINER C/O AMS             | 010-4300    | REIMBURSEMENT FOR CLASSROOM SUPPLIES            |                 | 50.18        |
| 51085651     | 06/20/2018 | HARRIS COMPUTER SYSTEMS               | 130-4300    | 05/01-06/30 ENHANCED DASHBOARDS - FOOD SERVICE  |                 | 33.17        |

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| 51085652     | 06/20/2018 | CYNTHIA HATEM C/O OCEAN VIEW           | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES |                 | 70.33        |
| 51085653     | 06/20/2018 | Hayes Distributing Inc.                | 130-4700    | FOOD                                    |                 | 1,045.86     |
| 51085654     | 06/20/2018 | NANCY HENDERSON C/O SPECIAL SERVICES   | 010-4315    | MILEAGE REIMBURSEMENT                   |                 | 44.98        |
| 51085655     | 06/20/2018 | HERITAGE SCHOOLS, INC.                 | 010-5825    | BASIC ED, RM & BOARD, RELATED SERVICES  |                 | 2,120.00     |
| 51085656     | 06/20/2018 | TUYET HUYNH C/O CENTRAL KITCHEN        | 130-4315    | 12/11-06/15 MILEAGE REIMB               |                 | 20.16        |
| 51085657     | 06/20/2018 | HELEN JIANG C/O CENTRAL KITCHEN        | 130-4315    | 03/28-06/15 MILEAGE REIMB               |                 | 51.58        |
| 51085658     | 06/20/2018 | EUNICE KIM C/O OCEAN VIEW              | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES |                 | 91.71        |
| 51085659     | 06/20/2018 | KNORR SYSTEMS INC.                     | 010-5670    | AAC REPAIRS                             |                 | 573.17       |
| 51085660     | 06/20/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC. | 010-5610    | AHS COPIER USAGE                        | 1,013.71        |              |
|              |            |  |             | CORNELL COPIER USAGE                    | 301.82          |              |
|              |            |  |             | MAC HIGH COPIER USAGE                   | 6.82            |              |
|              |            |  |             | MARIN COPIER USAGE                      | 485.49          |              |
|              |            |  |             | OCEAN VIEW COPIER USAGE                 | 431.38          | 2,239.22     |
| 51085661     | 06/20/2018 | YAN LI                                 | 130-8634    | REFUND LUNCH MONEY                      |                 | 25.50        |
| 51085662     | 06/20/2018 | SCHLESSINGER MEDIA                     | 010-4300    | AMS VIDEOS                              |                 | 74.47        |
| 51085663     | 06/20/2018 | PAMELA LIM-MCALISTER C/O ALBANY HIGH   | 010-4300    | REIMB FOR CLASSROOM SUPPLIES            |                 | 200.00       |
| 51085664     | 06/20/2018 | LINCOLN AQUATICS                       | 010-4300    | AAC SUPPLIES                            |                 | 815.21       |
| 51085665     | 06/20/2018 | MARY & JOES SPORTING GOODS             | 010-4300    | AMS AWARDS                              |                 | 303.46       |
| 51085666     | 06/20/2018 | Maxim Healthcare Services              | 010-5825    | PHYSICAL THERAPY SERVICES               |                 | 1,700.00     |
| 51085667     | 06/20/2018 | SIMIN MISSAGHI C/O FOOD SERVICES       | 130-4315    | 05/03-06/15 MILEAGE REIMB               |                 | 21.64        |
| 51085668     | 06/20/2018 | ELLEN MURFF C/O CORNELL SCHOOL         | 010-4300    | DONATION - REIMB FOR SUPPLIES           |                 | 19.26        |
| 51085669     | 06/20/2018 | OFFICE DEPOT                           | 010-4300    | AAC SUPPLIES                            | 63.75-          |              |
|              |            |  |             | AHS SUPPLIES                            | 508.73          |              |
|              |            |  |             | AMS SUPPLIES                            | 355.57          |              |
|              |            |  |             | DONATION - CORNELL SUPPLIES             | 52.46-          | 748.09       |
| 51085670     | 06/20/2018 | LOURDES ORTEGA C/O AHS                 | 010-4300    | REIMB FOR CLASSROOM SUPPLIES            |                 | 200.00       |
| 51085671     | 06/20/2018 | P & R PAPER SUPPLY COMPANY             | 130-4710    | SUPPLIES                                |                 | 584.67       |
| 51085672     | 06/20/2018 | JESSICA PARK C/O ALBANY HIGH           | 010-4300    | EDSET SENIOR NIGHT EXPENSES             |                 | 200.00       |
| 51085673     | 06/20/2018 | PASTIME ACE HARDWARE                   | 010-4300    | DISTRICT MAINTENANCE SUPPLIES           |                 | 947.22       |
| 51085674     | 06/20/2018 | PG&E                                   | 010-5520    | 04/30-05/29 SERVICE                     | 10,847.29       |              |
|              |            |  | 120-5520    | 04/30-05/29 SERVICE                     | 899.57          | 11,746.86    |
| 51085675     | 06/20/2018 | VAN AHN PHAM C/O TECHNOLOGY            | 010-4315    | 05/18 MILEAGE REIMB                     |                 | 28.49        |
| 51085676     | 06/20/2018 | PROCARE THERAPY, INC.                  | 010-5800    | DISTRICT NURSE                          |                 | 6,166.67     |
| 51085677     | 06/20/2018 | PRUDENTIAL OVERALL SUPPLY              | 010-5800    | DISTRICT UNIFORM SERVICE                |                 | 777.77       |
| 51085678     | 06/20/2018 | RASKOB INSTITUTE                       | 010-5825    | Basic Education                         |                 | 2,473.38     |

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| 51085679     | 06/20/2018 | MARK RASMUSSEN C/O CORNELL ELEM     | 010-4300    | DONATION - REIMB FOR SUPPLIES                 |                 | 200.00       |
| 51085680     | 06/20/2018 | VALERIE RISK C/O ALBANY HIGH        | 010-4300    | REIMB FOR CLASSROOM SUPPLIES                  |                 | 200.00       |
| 51085681     | 06/20/2018 | RYLAND SCHOOL BUSINESS CONSULTING   | 010-5800    | GENERAL FINANCE SUPPORT                       |                 | 36,120.00    |
| 51085682     | 06/20/2018 | PABLO E. SANCHEZ                    | 010-5800    | OV BUSH REMOVAL                               |                 | 2,300.00     |
| 51085683     | 06/20/2018 | JANET SCAGLIONE C/O CORNELL SCHOOL  | 010-4300    | DONATION - REIMB FOR SUPPLIES                 |                 | 130.28       |
| 51085684     | 06/20/2018 | BETH SHEPARD C/O CORNELL SCHOOL     | 010-4300    | DONATION - REIMB FOR SUPPLIES                 |                 | 40.09        |
| 51085685     | 06/20/2018 | NATALIE SLATTERY C/O CORNELL SCHOOL | 010-4300    | DONATION - REIMB FOR CLASSROOM SUPPLIES       |                 | 140.56       |
| 51085686     | 06/20/2018 | PARENT                              | 010-5825    | * TRANSPORTATION SERVICES                     |                 | 3,515.00     |
| 51085687     | 06/20/2018 | SYSCO - SAN FRANCISCO               | 130-4700    | FOOD & SUPPLIES                               | 1,457.14        |              |
|              |            |                                     | 130-4710    | FOOD & SUPPLIES                               | 131.98          | 1,589.12     |
| 51085688     | 06/20/2018 | ELAINE TALLEY                       | 010-5825    | THIRD PARTY MEDIATION                         |                 | 1,305.00     |
| 51085689     | 06/20/2018 | TOSHIBA BUSINESS SOLUTIONS          | 010-5610    | 05/02-06/01 AMS COPIES                        |                 | 18.28        |
| 51085690     | 06/20/2018 | U.S. BANK                           | 010-5800    | 2016 GENERAL OBLIGATION REFUNDING BONDS       |                 | 700.00       |
| 51085691     | 06/20/2018 | JOAN WICKSTROM C/O CORNELL SCHOOL   | 010-4300    | DONATION - REIMB FOR SUPPLIES                 |                 | 114.00       |
| 51085692     | 06/20/2018 | JACQUELINE WILEY C/O CORNELL SCHOOL | 010-4300    | DONATION - REIMB FOR SUPPLIES                 |                 | 126.94       |
| 51085693     | 06/20/2018 | ANNE WONG                           | 130-8634    | REFUND LUNCH MONEY                            |                 | 117.00       |
| 51086598     | 06/22/2018 | 3D MOLECULAR DESIGNS                | 010-4300    | AHS SCIENCE SUPPLIES                          |                 | 253.60       |
| 51086599     | 06/22/2018 | ALBANY TIRE SERVICE                 | 010-5670    | DISTRICT VEHICLE MAINT/SERVICE                |                 | 921.66       |
| 51086600     | 06/22/2018 | DEBORAH BRILL C/O ALBANY MIDDLE     | 010-4300    | REIMBURSEMENT FOR SUPPLIES                    |                 | 127.25       |
| 51086601     | 06/22/2018 | CDW GOVERNMENT INC                  | 010-4300    | DIGITAL VIDEO CONVERTER - SPED                |                 | 186.10       |
| 51086602     | 06/22/2018 | Jameson Costello c/o Marin School   | 010-4315    | MILEAGE REIMBURSEMENT                         |                 | 7.79         |
| 51086603     | 06/22/2018 | CSM CONSULTING, INC.                | 010-5800    | E-RATE SERVICES                               |                 | 1,625.00     |
| 51086604     | 06/22/2018 | DECKER EQUIPMENT                    | 010-4300    | EXIT LIGHT GUARDS                             |                 | 867.91       |
| 51086605     | 06/22/2018 | DEMCO                               | 010-4300    | AMS LIBRARY SUPPLIES                          |                 | 281.36       |
| 51086606     | 06/22/2018 | BANKCARD CENTER                     | 010-4100    | Books - Rime Magic Phonics Powered Prevention | 4,595.91        |              |
|              |            |                                     | 010-4300    | AHS CULINARY ART SUPPLIES                     | 250.00          |              |
|              |            |                                     |             | AHS SCIENCE SUPPLIES                          | 540.00          |              |
|              |            |                                     |             | CORNELL 3rd GRADE CLASSROOM SUPPLIES          | 1,096.36        |              |
|              |            |                                     |             | CORNELL 2nd GRADE CLASSROOM SUPPLIES          | 22.65           |              |
|              |            |                                     |             | CORNELL 3rd GRADE CLASSROOM SUPPLIES          | 92.25           |              |

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| 51086606     | 06/22/2018 | BANKCARD CENTER     | 010-4300    | CORNELL 5th GRADE CLASSROOM SUPPLIES                  | 309.60          |              |
|              |            |                     |             | CORNELL KINDER CLASSROOM SUPPLIES                     | 24.13           |              |
|              |            |                     |             | D.O. SUPPLIES, CORNELL CLASSROOM GAMES                | 93.20           |              |
|              |            |                     |             | DO SUPPLIES, SURVEY MONKEY, MAILCHIMP, MAINT SUPPLIES | 331.85          |              |
|              |            |                     |             | DONATION - AMS SUPPLIES                               | 62.93           |              |
|              |            |                     |             | DONATION - CORNELL CLASSROOM CALENDAR                 | 35.36           |              |
|              |            |                     |             | HR CREDIT CARD EXPENSES                               | 603.35          |              |
|              |            |                     |             | MARIN CREDIT CARD EXPENSES                            | 52.93           |              |
|              |            |                     |             | POOL EQUIPMENT  | 441.50          |              |
|              |            |                     |             | STANDING DESKS & FILE BOOK                            | 599.29          |              |
|              |            |                     |             | HOLDERS - MARIN                                       |                 |              |
|              |            |                     |             | SUPT CREDIT CARD EXPENSES                             | 2,655.02        |              |
|              |            |                     |             | WATER DELIVERY - AMS PORTABLES                        | 292.38          |              |
|              |            |                     | 010-4305    | DO SUPPLIES   | 145.29          |              |
|              |            |                     |             | SUPT CREDIT CARD EXPENSES                             | 108.68          |              |
|              |            |                     | 010-5200    | 2018 AP CONFERENCE FLIGHT - PARROTT                   | 443.96          |              |
|              |            |                     |             | 2018 ECCO CONFERENCE REG - STOCKER                    | 435.00          |              |
|              |            |                     |             | CAL STATE COUNSELOR CONFERENCE - DURELL               | 85.00           |              |
|              |            |                     |             | FLIGHT FOR 2018 INNOVATIVE SCHOOL SUMMIT - HUDSON     | 224.96          |              |
|              |            |                     |             | HR CREDIT CARD EXPENSES                               | 349.49          |              |
|              |            |                     |             | SUPT CREDIT CARD EXPENSES                             | 12.00           |              |
|              |            |                     | 010-5800    | D.O. ALARM  | 250.00          |              |
|              |            |                     |             | SUPT CREDIT CARD EXPENSES                             | 2.01            |              |
|              |            |                     | 010-5810    | 05/18/18 AHS TICKETS                                  | 809.99          |              |
|              |            |                     |             | OCEAN VIEW CREDIT CARD EXPENSES                       | 261.41          |              |
|              |            |                     |             | PIZZA - AHS FIELD TRIP                                | 188.00          |              |
|              |            |                     | 010-5812    | HR CREDIT CARD EXPENSES                               | 348.80          |              |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of                 | Fund-Object | Comment                                 | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------------|-------------|---|-----------------|--------------|
| 51086606     | 06/22/2018 | BANKCARD CENTER                     | 010-5830    | ZENDESK                                 | 3,528.00        | 19,291.30    |
| 51086607     | 06/22/2018 | FOLGER GRAPHICS                     | 010-4300    | AHS SENIOR MAGAZINE PRINTING            |                 | 848.19       |
| 51086608     | 06/22/2018 | DAVID HAUPERT C/O ALBANY MIDDLE     | 010-4300    | REIMBURSEMENT FOR PD SUPPLIES           |                 | 17.00        |
| 51086609     | 06/22/2018 | Heinemann                           | 010-4100    | INSTRUCTIONAL MATERIALS                 | 1,563.19        |              |
|              |            |                                     |             | K-5 UNITS OF STUDY FOR TEACHING         | 18,441.97       | 20,005.16    |
|              |            |                                     |             | READING SERIES                          |                 |              |
| 51086610     | 06/22/2018 | NANCY JOHNSON C/O CORNELL ELEM      | 010-4300    | DONATION - REIMB FOR SUPPLIES           |                 | 73.95        |
| 51086611     | 06/22/2018 | LAKESHORE                           | 010-4300    | CORNELL 1st GRADE CLASSROOM SUPPLIES    |                 | 497.67       |
| 51086612     | 06/22/2018 | MICHAEL'S TRANSPORTATION SRV        | 010-5810    | 17/18 OV CAMP CAMPBELL TRANSPORTATION   |                 | 3,056.00     |
| 51086613     | 06/22/2018 | NASCO                               | 010-4300    | DONATION - CORNELL CLASSROOM SUPPLIES   |                 | 130.23       |
| 51086614     | 06/22/2018 | OFFICE DEPOT                        | 010-4300    | AMS SUPPLIES                            | 582.05          |              |
|              |            |                                     |             | D.O. SUPPLIES                           | 526.09          |              |
|              |            |                                     |             | SPECIAL EDUCATION CABINET               | 618.98          |              |
|              |            |                                     |             | SPECIAL EDUCATION SUPPLIES              | 685.47          | 2,412.59     |
| 51086615     | 06/22/2018 | Pearson Education Inc.              | 010-4100    | CORNELL MATH MATERIALS                  | 22,747.27       |              |
|              |            |                                     |             | OCEAN VIEW MATH MATERIALS               | 18,837.48       | 41,584.75    |
| 51086616     | 06/22/2018 | PHONAK, LLC                         | 010-4400    | TRANSMITTER & RECEIVERS - SPED          |                 | 19.99        |
| 51086617     | 06/22/2018 | PIEDMONT PARTY                      | 010-4300    | DONATION - AHS GRADUATION CHAIRS RENTAL |                 | 297.75       |
| 51086618     | 06/22/2018 | Edward Pollard C/O Special Services | 010-4315    | MILEAGE REIMBURSEMENT                   |                 | 25.52        |
| 51086619     | 06/22/2018 | SCHOLASTIC INC.                     | 010-4300    | DONATION - CORNELL CLASSROOM BOOKS      |                 | 31.00        |
| 51086620     | 06/22/2018 | SCHOLASTIC INC                      | 010-4300    | AMS SCHOLASTIC JR MAGAZINES             |                 | 1,715.18     |
| 51086621     | 06/22/2018 | SCHOOL SPECIALTY                    | 010-4300    | DONATION - CORNELL CLASSROOM SUPPLIES   |                 | 205.94       |
| 51086622     | 06/22/2018 | SEAL-MAR SECURITY & TRAINING INC    | 010-5800    | SECURITY FOR AHS GRADUATION             |                 | 280.00       |
| 51086623     | 06/22/2018 | SHIFFLER                            | 010-4300    | MAINT SUPPLIES                          |                 | 157.02       |
| 51086624     | 06/22/2018 | SINGLE CYLINDER REPAIR, INC.        | 010-4300    | MOWER BLADES                            |                 | 117.66       |
| 51086625     | 06/22/2018 | THE PHILLIPS ACADEMY                | 010-5825    | BASIC EDUCATION AND RELATED SERVICES    |                 | 4,290.00     |
| 51086626     | 06/22/2018 | WORTHINGTON DIRECT INC              | 010-4300    | AMS TABLE & CHAIRS                      | 968.54          |              |
|              |            |                                     |             | Unpaid Sales Tax                        | 61.40-          | 907.14       |
| 51087203     | 06/22/2018 | RETIREE                             | 010-3751    | RETIREE REIMBURSEMENT                   |                 | 646.86       |
| 51087204     | 06/22/2018 | ALBANY USD                          | 010-3751    | 07/18 CALPERS                           | 13,084.34       |              |
|              |            |                                     | 010-3752    | 07/18 BOE CALPERS                       | 133.00          |              |

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## June 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of           | Fund-Object | Comment   | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------|-------------|---|-----------------|--------------|
| 51087204     | 06/22/2018 | ALBANY USD                    | 010-3752    | 07/18 CALPERS                                   | 6,251.00        |              |
|              |            |                               | 010-5800    | 07/18 BOE CALPERS                               | 37.58           |              |
|              |            |                               |             | 07/18 CALPERS                                   | 2,106.66        |              |
|              |            |                               | 010-9534    | 07/18 BOE CALPERS                               | 11,255.21       |              |
|              |            |                               |             | 07/18 CALPERS                                   | 550,487.95      | 583,355.74   |
| 51087205     | 06/22/2018 | KATY BABCOCK C/O NR SELPA     | 010-4315    | REIMBURSEMENT FOR SELPA EXPENSES                |                 | 118.27       |
| 51087206     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,645.04     |
| 51087207     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,035.39     |
| 51087208     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 646.86       |
| 51087209     | 06/22/2018 | CALIFORNIA FINANCIAL SERVICES | 212-6231    | FINANCIAL SERVICES                              |                 | 9,750.00     |
| 51087210     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,426.72     |
| 51087211     | 06/22/2018 | DERIVI CASTELLANOS ARCHITECTS | 010-5800    | GENERAL FACILITIES & MAINTENANCE SUPPORT        | 7,897.10        |              |
|              |            |                               | 010-5825    | LEAD TESTING                                    | 2,974.28        |              |
|              |            |                               | 140-6231    | OV SCHEMATIC DESIGN & DEVELOP (P15-01573 Cont.) | 6,916.05        |              |
|              |            |                               | 211-5825    | DISTRICT OFFICE MOVE COORDINATION               | 33,636.31       |              |
|              |            |                               | 211-6234    | CORNELL ENROLLMENT CENTER REMODEL               | 26,930.88       | 78,354.62    |
| 51087212     | 06/22/2018 | BANKCARD CENTER               | 010-4100    | CIA CREDIT CARD EXPENSES                        | 796.17          |              |
|              |            |                               | 010-4300    | CORNELL CREDIT CARD EXPENSES                    | 571.40          |              |
|              |            |                               |             | STUDENT SERVICES CREDIT CARD EXPENSES           | 116.94          |              |
|              |            |                               | 010-4305    | CIA CREDIT CARD EXPENSES                        | 291.25          |              |
|              |            |                               | 010-5200    | CIA CREDIT CARD EXPENSES                        | 997.00          |              |
|              |            |                               | 010-5810    | CORNELL CREDIT CARD EXPENSES                    | 123.71          |              |
|              |            |                               | 130-4300    | FOOD SERVICE CREDIT CARD EXPENSES               | 250.12          |              |
|              |            |                               | 130-4700    | FOOD SERVICE CREDIT CARD EXPENSES               | 955.38          |              |
|              |            |                               | 130-4710    | FOOD SERVICE CREDIT CARD EXPENSES               | 587.50          | 4,689.47     |
| 51087213     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,426.72     |
| 51087214     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,645.04     |
| 51087215     | 06/22/2018 | RETIREE                       | 010-3751    | RETIREE REIMBURSEMENT                           |                 | 1,147.19     |
| 51087216     | 06/22/2018 | RETIREE                       | 010-3752    | RETIREE REIMBURSEMENT                           |                 | 197.76       |
| 51087217     | 06/22/2018 | RETIREE                       | 010-3752    | RETIREE REIMBURSEMENT                           |                 | 895.24       |

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## June 2018 Warrant Listing

| Check Number           | Check Date | Pay to the Order of | Fund-Object | Comment               | Expensed Amount | Check Amount               |
|------------------------|------------|---------------------|-------------|-----------------------|-----------------|----------------------------|
| 51087218               | 06/22/2018 | RETIREE             | 010-3752    | RETIREE REIMBURSEMENT |                 | 756.02                     |
| 51087219               | 06/22/2018 | RETIREE             | 010-3752    | RETIREE REIMBURSEMENT |                 | 1,189.90                   |
| 51087220               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 490.89                     |
| 51087221               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 1,569.60                   |
| 51087222               | 06/22/2018 | RETIREE             | 010-3752    | RETIREE REIMBURSEMENT |                 | 1,645.04                   |
| 51087223               | 06/22/2018 | RETIREE             | 010-3752    | RETIREE REIMBURSEMENT |                 | 1,426.72                   |
| 51087224               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 351.63                     |
| 51087225               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 1,467.54                   |
| 51087226               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 963.20                     |
| 51087227               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 756.02                     |
| 51087228               | 06/22/2018 | RETIREE             | 010-3751    | RETIREE REIMBURSEMENT |                 | 249.30                     |
| Total Number of Checks |            |                     |             |                       | 355             | <u><u>1,701,875.50</u></u> |

|           | Count | Amount              |
|-----------|-------|---------------------|
| Cancel    | 3     | 1,997.64            |
| Net Issue |       | <u>1,699,877.86</u> |

## Fund Summary

| Fund                            | Description               | Check Count | Expensed Amount            |
|---------------------------------|---------------------------|-------------|----------------------------|
| 010                             | General Fund              | 309         | 1,539,730.34               |
| 120                             | Child Development Fund    | 15          | 6,550.30                   |
| 130                             | Cafeteria Fund            | 34          | 33,009.13                  |
| 140                             | Deferred Maintenance Fund | 2           | 14,693.47                  |
| 210                             | Building Fund Primary     | 1           | 9,322.59                   |
| 211                             | Measure B 2016A           | 3           | 62,617.19                  |
| 212                             | Measure E 2016A           | 2           | 23,500.00                  |
| 250                             | Capital Facilities Fund   | 2           | 10,868.90                  |
| Total Number of Checks          |                           | 352         | 1,700,291.92               |
| Less Unpaid Sales Tax Liability |                           |             | 414.06                     |
| Net (Check Amount)              |                           |             | <u><u>1,699,877.86</u></u> |

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**ALBANY UNIFIED SCHOOL DISTRICT**  
**June 1 – June 30, 2018**

| <b>ALBANY HIGH SCHOOL</b> |  |
|---------------------------|--|
| \$ 2.00                   | YourCause - Ritchie                      |
| \$ 320.00                 | YourCause, PG&E - Ritchie                |
| \$ 60.00                  | YourCause, Wells Fargo - Ritchie         |
| \$ 382.00                 | <b>Current</b>                           |
| \$ 262.00                 | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 212.00                 | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 1,868.60               | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 17.00                  | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 104.00                 | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 1,471.26               | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 4,823.90               | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 1,669.00               | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 144.40                 | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 594.00                 | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 450.00                 | <b>Approved - 8/22/17 Board Meeting</b>  |
| \$ 11,998.16              | <b>Total YTD</b>                         |

| <b>MARIN ELEMENTARY</b> |  |
|-------------------------|--|
| \$ 15.00                | Donation - Bishop                        |
| \$ 50.00                | Donation - Dunigan                       |
| \$ 20.00                | Online Donation - Dunigan                |
| \$ 128.00               | Marin PTA                                |
| \$ 2,200.00             | Marin PTA - Field Trips                  |
| \$ 2,413.00             | <b>Current</b>                           |
| \$ 1,446.89             | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 358.33               | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 4,000.96             | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 3,125.24             | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 601.40               | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 2,468.00             | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 3,601.00             | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 219.00               | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 400.14               | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 18,633.96            | <b>Total YTD</b>                         |

| <b>ALBANY MIDDLE SCHOOL</b> |  |
|-----------------------------|--|
| \$ 97.80                    | AMS PTA                                  |
| \$ 368.81                   | AMS PTA                                  |
| \$ 1,532.04                 | AMS PTA                                  |
| \$ 100.00                   | YourCause, Chevron - 8th Grade           |
| \$ 320.00                   | YourCause, PG&E - Brill                  |
| \$ 2,418.65                 | <b>Current</b>                           |
| \$ 140.00                   | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 571.02                   | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 19,485.00                | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 267.08                   | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 679.40                   | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 1,053.39                 | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 3,769.00                 | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 7,712.50                 | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 2,834.89                 | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 11,086.10                | <b>Approved - 8/22/17 Board Meeting</b>  |
| \$ 50,017.03                | <b>Total YTD</b>                         |

| <b>OCEAN VIEW ELEMENTARY</b> |  |
|------------------------------|--|
| \$ 60.00                     | YourCause, Wells Fargo - Georgeson       |
| \$ 175.00                    | Donation - Georgeson                     |
| \$ 196.26                    | Ocean View PTA                           |
| \$ 431.26                    | <b>Current</b>                           |
| \$ 1,073.90                  | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 671.02                    | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 100.00                    | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 12,646.68                 | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 3,177.65                  | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 608.00                    | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 12,035.43                 | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 725.00                    | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 969.89                    | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 2,294.14                  | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 34,732.97                 | <b>Total YTD</b>                         |

| <b>ICEC - In Class Enrichment Campaign</b> |  |
|--|--|
| \$ 6,000.00                                | Marin PTA                                |
| \$ 140.00                                  | Online Donation via Benevity             |
| \$ 6,140.00                                | <b>Current</b>                           |
| \$ 100.00                                  | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 50.00                                   | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 75.00                                   | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 90.00                                   | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 2,060.00                                | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 307.46                                  | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 1,645.00                                | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 460.00                                  | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 4,245.00                                | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 40.00                                   | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 60.00                                   | <b>Approved - 8/22/17 Board Meeting</b>  |
| \$ 15,272.46                               | <b>Total YTD</b>                         |

| <b>TRANSITIONAL KINDERGARTEN</b> |   |
|----------------------------------|---|
| \$ 454.00                        | <b>Approved - 6/12/18 Board Meeting</b> |
| \$ 136.00                        | <b>Approved - 5/8/18 Board Meeting</b>  |
| \$ 210.00                        | <b>Approved - 3/27/18 Board Meeting</b> |
| \$ 374.00                        | <b>Approved - 1/9/18 Board Meeting</b>  |
| \$ 1,174.00                      | <b>Total YTD</b>                        |

| <b>ALBANY CHILDREN'S CENTER</b> |   |
|---------------------------------|---|
| \$ 1,118.00                     | <b>Approved - 2/27/18 Board Meeting</b> |
| \$ 1,118.00                     | <b>Total YTD</b>                        |

| <b>MULTI-SITE DONATIONS</b> |  |
|-----------------------------|--|
| \$ 7,245.57                 | Albany Athletics Boosters                |
| \$ 2,974.75                 | Albany Music Fund                        |
| \$ 10,220.32                | <b>Current</b>                           |
| \$ 9,592.82                 | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 6,945.37                 | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 15,045.64                | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 4,813.15                 | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 275,914.49               | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 4,766.46                 | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 55.00                    | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 4,467.95                 | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 23,405.29                | <b>Approved - 8/22/17 Board Meeting</b>  |
| \$ 355,226.49               | <b>Total YTD</b>                         |

| <b>CORNELL ELEMENTARY</b> |  |
|---------------------------|--|
| \$ 318.00                 | Cornell PTA - 5th Grade Picnic           |
| \$ 11,758.91              | Cornell PTA                              |
| \$ 12,076.91              | <b>Current</b>                           |
| \$ 707.27                 | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 10,738.50              | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 2,110.55               | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 40.00                  | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 4,181.00               | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 216.56                 | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 5,028.34               | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 26,901.25              | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 470.00                 | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 62,470.38              | <b>Total YTD</b>                         |

| <b>TOTAL</b>  |  |
|---------------|--|
| \$ 34,082.14  | <b>Current</b>                           |
| \$ 13,322.88  | <b>Approved - 6/26/18 Board Meeting</b>  |
| \$ 19,641.91  | <b>Approved - 6/12/18 Board Meeting</b>  |
| \$ 35,736.02  | <b>Approved - 5/8/18 Board Meeting</b>   |
| \$ 17,271.72  | <b>Approved - 3/27/18 Board Meeting</b>  |
| \$ 29,490.93  | <b>Approved - 2/27/18 Board Meeting</b>  |
| \$ 9,071.22   | <b>Approved - 1/23/18 Board Meeting</b>  |
| \$ 306,058.16 | <b>Approved - 1/9/18 Board Meeting</b>   |
| \$ 45,835.21  | <b>Approved - 11/28/17 Board Meeting</b> |
| \$ 8,938.18   | <b>Approved - 10/24/17 Board Meeting</b> |
| \$ 7,796.23   | <b>Approved - 9/26/17 Board Meeting</b>  |
| \$ 35,001.39  | <b>Approved - 8/22/17 Board Meeting</b>  |
| \$ 562,245.99 | <b>Total YTD</b>                         |

## July 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of                                 | Fund-Object | Comment   | Expensed Amount | Check Amount |
|--------------|------------|---|-------------|---|-----------------|--------------|
| 51088394     | 07/05/2018 | A BETTER CHANCE SCHOOL                              | 010-5825    | BASIC EDUCATION AND RELATED SERVICES              |                 | 6,838.00     |
| 51088395     | 07/05/2018 | ABDO PUBLISHING                                     | 010-4300    | DONATION - CORNELL LIBRARY BOOKS                  |                 | 1,200.82     |
| 51088396     | 07/05/2018 | ACME PACIFIC REPAIRS INC.                           | 130-5670    | FOOD SERVICE EQUIPMENT REPAIRS                    |                 | 867.69       |
| 51088397     | 07/05/2018 | ACSA's FOUNDATION FOR EDUCATIONAL ADMINISTRATION    | 010-5300    | 18/19 DUES - V. WILLIAMS                          |                 | 1,857.40     |
| 51088398     | 07/05/2018 | AERIES  | 010-5825    | 18/19 AERIES MAINT & SUPPORT                      |                 | 20,910.00    |
| 51088399     | 07/05/2018 | ALBANY TIRE SERVICE                                 | 010-5670    | DISTRICT VEHICLE MAINT/SERVICE                    |                 | 108.15       |
| 51088400     | 07/05/2018 | ALHAMBRA  | 010-4300    | DISTRICT OFFICE WATER DELIVERY                    | 67.80           |              |
|              |            |   | 130-4700    | FOOD SERVICE WATER DELIVERY                       | 23.01           | 90.81        |
| 51088401     | 07/05/2018 | ALLIED CONSTRUCTION                                 | 010-5670    | DISTRICT ROOFING WORK                             |                 | 698.00       |
| 51088402     | 07/05/2018 | AT&T  | 010-5930    | 05/19-06/18 SERVICE                               | 1,803.34        |              |
|              |            |   | 120-5930    | 05/19-06/18 SERVICE                               | 18.68           | 1,822.02     |
| 51088403     | 07/05/2018 | CYNTHIA ATTIYEH C/O DISTRICT OFFICE                 | 010-8699    | REPLACE STALE DATED CK# 50942647                  |                 | 187.25       |
| 51088404     | 07/05/2018 | AUTOMATIC RESPONSE SYSTEMS                          | 010-5800    | DISTRICT OFFICE SHREDDING SERVICE                 | 150.00          |              |
|              |            |   |             | DONATION - MARIN SHREDDING SERVICE                | 38.50           | 188.50       |
| 51088405     | 07/05/2018 | RICHARD BETZ C/O ALBANY HIGH                        | 010-4300    | REIMB FOR WORK SHOES                              |                 | 29.36        |
| 51088406     | 07/05/2018 | BEYOND THE CLASSROOM                                | 010-5825    | SPECIALIZED ACADEMIC INSTRUCTION, AUDIOLOGY MAINT |                 | 1,899.50     |
| 51088407     | 07/05/2018 | BRIAN BIGGS C/O SPECIAL EDUCATION                   | 010-4315    | 17/18 MILEAGE REIMB                               |                 | 389.00       |
| 51088408     | 07/05/2018 | BLICK ART MATERIALS                                 | 010-4300    | CORNELL 3rd GRADE CLASSROOM SUPPLIES              | 389.34          |              |
|              |            |   |             | DONATION - CORNELL ART SUPPLIES                   | 51.04           | 440.38       |
| 51088409     | 07/05/2018 | BONAMI BAKING                                       | 130-4700    | BREAD   |                 | 250.00       |
| 51088410     | 07/05/2018 | BOOKSOURCE  | 010-4300    | CORNELL 5th GRADE CLASSROOM BOOKS                 | 554.57          |              |
|              |            |   |             | DONATION - CORNELL CLASSROOM BOOKS                | 244.01          |              |
|              |            |   |             | OCEAN VIEW BOOKS                                  | 1,703.56        | 2,502.14     |
| 51088411     | 07/05/2018 | MELISSA BOYD  | 010-4305    | BPA EVENT EXPENSES                                |                 | 71.45        |
| 51088412     | 07/05/2018 | PARENT  | 010-5827    | * ACADEMIC SERVICES                               |                 | 500.00       |
| 51088413     | 07/05/2018 | CALIFORNIA SCHOOL BOARDS ASSN C/O WEST AMERICA BANK | 010-9330    | 17/18 MAINT & GAMUT ONLINE                        |                 | 5,480.00     |
| 51088414     | 07/05/2018 | JUDITH A CAREY C/O MARIN SCHOOL                     | 010-4315    | 17/18 MILEAGE REIMB                               |                 | 29.72        |
| 51088415     | 07/05/2018 | CAS Inspections, Inc. Neil Brodhead                 | 211-6261    | INSPECTOR OF RECORD SERVICES - AMS ANNEX PROJ     |                 | 14,400.00    |
| 51088416     | 07/05/2018 | CASBO   | 010-5300    | 18/19 ORGANIZATIONAL MEMBERSHIP                   |                 | 2,000.00     |
| 51088417     | 07/05/2018 | CDW GOVERNMENT INC                                  | 010-4300    | HR SOFTWARE                                       |                 | 128.00       |

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| 51088418     | 07/05/2018 | CLARK PEST CONTROL                | 010-5670    | AAC PEST CONTROL                    | 450.00          |              |
|              |            |                                   |             | CORNELL PEST CONTROL                | 450.00          |              |
|              |            |                                   | 010-5800    | DISTRICT PEST CONTROL               | 1,709.00        |              |
|              |            |                                   | 120-5670    | ACC PEST CONTROL                    | 450.00          | 3,059.00     |
| 51088419     | 07/05/2018 | COMCAST                           | 010-5930    | 05/18 SERVICE                       |                 | 608.17       |
| 51088420     | 07/05/2018 | COPY EXPRESS                      | 010-4300    | AUSD NEWSLETTER                     |                 | 543.26       |
| 51088421     | 07/05/2018 | PARENT                            | 010-5827    | * SPECIALIZED ACADEMIC INSTRUCTION  |                 | 1,610.00     |
| 51088422     | 07/05/2018 | CSM CONSULTING, INC.              | 010-5800    | E-RATE SERVICES                     |                 | 2,765.70     |
| 51088423     | 07/05/2018 | DEPARTMENT OF SOCIAL SERVICES     | 120-5800    | 18/19 ACC LICENSING FEE             |                 | 726.00       |
| 51088424     | 07/05/2018 | DERIVI CASTELLANOS ARCHITECTS     | 211-6265    | PROGRAM MGMT SERVS FOR AHS ADDITION | 4,314.00        |              |
|              |            |                                   | 212-6265    | ARCHITECTURAL SERVICES - AMS        | 16,837.60       | 21,151.60    |
| 51088425     | 07/05/2018 | DESIGN SPACE MODULAR BUILDINGS    | 250-5621    | DISTRICT OFFICE LEASE               |                 | 12,358.49    |
| 51088426     | 07/05/2018 | BANKCARD CENTER                   | 010-4300    | AMS CREDIT CARD EXPENSES            | 212.75          |              |
|              |            |                                   |             | MAC HIGH CREDIT CARD EXPENSES       | 286.14          |              |
|              |            |                                   |             | SELPA CREDIT CARD EXPENSES          | 182.40          |              |
|              |            |                                   | 010-4400    | SELPA CREDIT CARD EXPENSES          | 1,580.88        |              |
|              |            |                                   | 010-5200    | SELPA CREDIT CARD EXPENSES          | 70.76           |              |
|              |            |                                   | 010-5930    | SELPA CREDIT CARD EXPENSES          | 206.90          | 2,539.83     |
| 51088427     | 07/05/2018 | DREAMBOX LEARNING                 | 010-4300    | CORNELL SITE LICENSE RENEWAL        |                 | 7,315.00     |
| 51088428     | 07/05/2018 | EAST BAY PAINT & DECORATOR CTR    | 010-4300    | DISTRICT PAINT SUPPLIES             |                 | 70.26        |
| 51088429     | 07/05/2018 | EBMUD                             | 010-5555    | 04/09-06/06 SERVICE                 |                 | 3,387.08     |
| 51088430     | 07/05/2018 | EDUCATIONAL INNOVATIONS           | 010-4300    | AHS SCIENCE SUPPLIES                |                 | 598.69       |
| 51088431     | 07/05/2018 | EDUCATORS PUBLISHING SERVICE      | 010-4200    | SPECIAL EDUCATION MATERIALS         |                 | 232.08       |
| 51088432     | 07/05/2018 | FAGEN FRIEDMAN & FULFROST, LLP    | 010-5826    | 03/18 LEGAL FEES                    |                 | 9,776.31     |
| 51088433     | 07/05/2018 | FAGEN FRIEDMAN & FULFROST, LLP    | 010-5826    | 04/18 LEGAL FEES                    |                 | 13,266.93    |
| 51088434     | 07/05/2018 | FAGEN FRIEDMAN & FULFROST, LLP    | 010-5826    | 05/18 LEGAL FEES                    |                 | 14,075.94    |
| 51088435     | 07/05/2018 | FEDEX                             | 010-5920    | SHIPPING CHARGES                    |                 | 56.34        |
| 51088436     | 07/05/2018 | FLINN SCIENTIFIC                  | 010-4300    | AMS SCIENCE SUPPLIES                |                 | 1,328.42     |
| 51088437     | 07/05/2018 | SCHOOL SPECIALTY                  | 010-4300    | AHS SCIENCE SUPPLIES                |                 | 391.98       |
| 51088438     | 07/05/2018 | GILL TRACK COMMUNITY FARM         | 010-5810    | TK FARM VISITS                      |                 | 150.00       |
| 51088439     | 07/05/2018 | GOLD STAR FOODS                   | 130-4700    | FOOD                                |                 | 102.45       |
| 51088440     | 07/05/2018 | GRANICUS, INC.                    | 010-5825    | MINUTES MAKER                       |                 | 140.00       |
| 51088441     | 07/05/2018 | GREAT AMERICAN LEASING CORP.      | 010-5611    | SELPA COPIER LEASE                  |                 | 183.29       |
| 51088442     | 07/05/2018 | Daniel Haller C/O District Office | 010-4315    | 05/09-06/27 MILEAGE REIMB           | 8.25            |              |
|              |            |                                   |             | 12/06-05/07 MILEAGE REIMB           | 60.43           | 68.68        |
| 51088443     | 07/05/2018 | HARRIS COMPUTER SYSTEMS           | 130-4300    | 17/18 eTRITION                      |                 | 7,764.48     |
| 51088444     | 07/05/2018 | Heinemann                         | 010-4100    | UNITS OF STUDY                      |                 | 3,231.03     |

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| 51088445     | 07/05/2018 | HERC RENTALS                           | 010-5622    | DISTRICT RENTAL EQUIPMENT                           |                 | 163.88       |
| 51088446     | 07/05/2018 | HILLYARD/SAN FRANCISCO                 | 010-4300    | DISTRICT CUSTODIAL SUPPLIES                         |                 | 3,330.31     |
| 51088447     | 07/05/2018 | CLELL HOFFMAN C/O CENTRAL KITCHEN      | 130-4700    | REIMB FOR FOOD SERVICE EXPENSES                     | 164.75          |              |
|              |            |  | 130-4710    | REIMB FOR FOOD SERVICE EXPENSES                     | 60.61           | 225.36       |
| 51088448     | 07/05/2018 | ELLEN HOKE                             | 010-5825    | ORIENTATION & MOBILITY SERVICES                     |                 | 825.00       |
| 51088449     | 07/05/2018 | HOME DEPOT INC.                        | 010-4300    | DISTRICT MAINTENANCE SUPPLIES                       | 1,531.49        |              |
|              |            |  | 120-4300    | ACC HARDWARE/SUPPLIES                               | 896.05          | 2,427.54     |
| 51088450     | 07/05/2018 | PARENT                                 | 010-5827    | * SPECIALIZED ACADEMIC SERVICES                     |                 | 12,000.00    |
| 51088451     | 07/05/2018 | PARENT                                 | 010-5827    | * ACADEMIC & RELATED SERVICES                       |                 | 2,540.00     |
| 51088452     | 07/05/2018 | KEENAN & ASSOCIATES                    | 010-5825    | 17/18 RISK MANAGEMENT FEES                          |                 | 8,684.00     |
| 51088453     | 07/05/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC. | 010-5610    | AHS ATHLETICS COPIER USAGE                          | 10.02           |              |
|              |            |  |             | AMS COPIER USAGE                                    | 680.97          |              |
|              |            |  |             | MARIN COPIER USAGE                                  | 59.02           |              |
|              |            |  |             | SPECIAL EDUCATION COPIER USAGE                      | 155.90          | 905.91       |
| 51088454     | 07/05/2018 | LA VIE EN ROSE                         | 010-4300    | DONATION - AHS GRADUATION FLOWERS                   | 200.00          |              |
|              |            |  |             | AMS GRADUATION FLOWERS                              | 200.00          | 400.00       |
| 51088455     | 07/05/2018 | FRANCISCO LOPEZ                        | 010-4300    | REIMB FOR LATINO PARENT ENGAGEMENT EXPENSES         | 162.69          |              |
|              |            |  | 010-5825    | AUSD LATINO/HISPANIC PARENT ENGAGEMENT GROUP SERV   | 3,000.00        | 3,162.69     |
| 51088456     | 07/05/2018 | Mail Finance                           | 010-5610    | AMS MAIL MACHINE LEASE                              | 252.13          |              |
|              |            |  |             | D.O. POSTAGE MACHINE LEASE                          | 571.66          | 823.79       |
| 51088457     | 07/05/2018 | MARKERBOARD PEOPLE                     | 010-4300    | CORNELL KINDER CLASSROOM SUPPLIES                   | 69.22           |              |
|              |            |  |             | Unpaid Sales Tax                                    | 5.27-           | 63.95        |
| 51088458     | 07/05/2018 | MICHAEL'S TRANSPORTATION SRV           | 010-5810    | 06/05 MARIN TRANSPORTATION TO SF ZOO                | 1,682.00        |              |
|              |            |  |             | CORNELL TRANSPORTATION FOR 17/18 CAMP CAMPBELL TRIP | 2,584.00        | 4,266.00     |
| 51088459     | 07/05/2018 | MOBILE MODULAR MGMT. CORP.             | 140-5621    | AHS CONTAINER RENTALS                               |                 | 175.60       |
| 51088460     | 07/05/2018 | NASCO                                  | 010-4300    | AHS SCIENCE SUPPLIES                                | 291.77          |              |
|              |            |  |             | DONATION - CORNELL CLASSROOM SUPPLIES               | 13.98           | 305.75       |
| 51088461     | 07/05/2018 | O'CONNOR PEST CONTROL                  | 010-5610    | AHS & AMS PEST CONTROL                              |                 | 150.00       |
| 51088462     | 07/05/2018 | OFFICE DEPOT                           | 010-4300    | AMS SUPPLIES  | 562.66          |              |
|              |            |  |             | CORNELL SUPPLIES                                    | 1,748.10        |              |
|              |            |  |             | D.O. SUPPLIES                                       | 278.69          |              |

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| 51088462     | 07/05/2018 | OFFICE DEPOT   | 010-4300    | DONATION - CORNELL SUPPLIES            | 1,027.31        |              |
|              |            |  |             | SPECIAL EDUCATION SUPPLIES             | 346.34          |              |
|              |            |  |             | SUMMER SCHOOL SUPPLIES                 | 184.59          | 4,147.69     |
| 51088463     | 07/05/2018 | PG&E   | 010-5520    | 05/21-06/19 SERVICE                    | 312.81          |              |
|              |            |  | 120-5520    | 05/22-06/20 SERVICE                    | 62.18           | 374.99       |
| 51088464     | 07/05/2018 | PRUDENTIAL OVERALL SUPPLY                              | 010-5800    | DISTRICT UNIFORM SERVICE               |                 | 1,519.50     |
| 51088465     | 07/05/2018 | RASKOB INSTITUTE                                       | 010-5825    | Basic Education                        |                 | 595.18       |
| 51088466     | 07/05/2018 | REALLY GOOD STUFF                                      | 010-4300    | CORNELL KINDER CLASSROOM SUPPLIES      | 256.34          |              |
|              |            |  |             | Unpaid Sales Tax                       | 22.32-          | 234.02       |
| 51088467     | 07/05/2018 | RODAN BUILDERS   | 211-6201    | AMS ANNEX PROJECT - PHASE II           | 12,809.04       |              |
|              |            |  | 211-6251    | AMS ANNEX PROJECT - PHASE II           | 673,669.34      | 686,478.38   |
| 51088468     | 07/05/2018 | BANNER BANK - RODAN RETENTION                          | 211-6201    | AMS ANNEX PROJECT - PHASE II           | 674.16          |              |
|              |            |  | 211-6251    | AMS ANNEX PROJECT - PHASE II           | 35,456.28       | 36,130.44    |
| 51088469     | 07/05/2018 | ROTO-ROOTER  | 010-5670    | DISTRICT DRAIN CLEANING                |                 | 411.18       |
| 51088470     | 07/05/2018 | SCHOLASTIC INC.  | 010-4300    | CORNELL 2nd GRADE CLASSROOM BOOKS      |                 | 50.13        |
| 51088471     | 07/05/2018 | SCHOOL SERVICES OF CALIFORNIA                          | 010-5200    | MAY REVISION WORKSHOP REGISTRATION     |                 | 1,050.00     |
| 51088472     | 07/05/2018 | SPURR  | 010-5520    | 05/31 CHARGES                          | 11,649.77       |              |
|              |            |  | 120-5520    | 05/31 CHARGES                          | 38.79           | 11,688.56    |
| 51088473     | 07/05/2018 | STAR ELEVATOR INC                                      | 010-5610    | AHS ELEVATOR SERVICE                   |                 | 794.86       |
| 51088474     | 07/05/2018 | CARLA SWAN C/O ALBANY HIGH                             | 010-4305    | REIMB FOR BSU GRADUATION EXPENSES      |                 | 90.13        |
| 51088475     | 07/05/2018 | THE PHILLIPS ACADEMY                                   | 010-5825    | BASIC EDUCATION AND RELATED SERVICES   |                 | 2,145.00     |
| 51088476     | 07/05/2018 | PARENT   | 010-5827    | * ACADEMIC SERVICES                    |                 | 2,500.00     |
| 51088477     | 07/05/2018 | UC REGENTS UC OFFICE OF PRESIDENT                      | 010-5200    | COUNSLER CONFERENCE - BURNS            |                 | 95.00        |
| 51088478     | 07/05/2018 | UNITED PARCEL SERVICE                                  | 010-5920    | SHIPPING CHARGES                       |                 | 87.94        |
| 51088479     | 07/05/2018 | ROSEY VALADEZ  | 010-4300    | LATIN GRADUATION EXPENSES              |                 | 780.54       |
| 51088480     | 07/05/2018 | PARENT   | 010-5827    | * ACADEMIC SERVICES                    |                 | 12,900.00    |
| 51088481     | 07/05/2018 | WILCO SUPPLY   | 010-4300    | DISTRICT LOCKSMITH SUPPLIES            |                 | 17.04        |
| 51088482     | 07/05/2018 | WILLIAMS SCOTSMAN, INC.                                | 250-5621    | DISTRICT PORTABLE RENT                 |                 | 3,786.30     |
| 51088483     | 07/05/2018 | ALBANY YMCA  | 010-5800    | ACTIVE SUPERVISION DURING LUNCH RECESS |                 | 14,537.30    |
| 51090907     | 07/06/2018 | ING Northern Annuity FBO-Albany Unified School Dist    | Cancelled   |  |                 | 39.48 *      |
|              |            | Cancelled on 07/09/2018, Cancel Register # AP07092018J |             |  |                 |              |
| 51091955     | 07/11/2018 | ALBANY TIRE SERVICE                                    | 010-5670    | DISTRICT VEHICLE MAINT/SERVICE         |                 | 935.57       |

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| 51091956     | 07/11/2018 | ALHAMBRA   | 010-4300    | AAC WATER DELIVERY                      |                 | 65.45        |
| 51091957     | 07/11/2018 | BANCROFT CENTER INC.                                 | 010-5621    | DISTRICT LEASE                          |                 | 8,148.60     |
| 51091958     | 07/11/2018 | BETSY BRAZY  | 010-5826    | LEGAL FEES                              |                 | 2,000.00     |
| 51091959     | 07/11/2018 | BYU INDEPENDENT STUDY BYU CONTINUING EDUCATION       | 010-5800    | 17/18 VARIOUS INDEPENDENT STUDY COURSES |                 | 7,692.00     |
| 51091960     | 07/11/2018 | MALISA BURKHART C/O SELPA                            | 010-4300    | REIMBURSEMENT FOR SELPA EXPENSES        | 61.43           |              |
|              |            |  | 010-4315    | REIMBURSEMENT FOR SELPA EXPENSES        | 134.83          | 196.26       |
| 51091961     | 07/11/2018 | PARENT   | 010-5827    | * ACADEMIC SERVICES                     |                 | 12,000.00    |
| 51091962     | 07/11/2018 | CLARK PEST CONTROL                                   | 010-5800    | D.O. PEST CONTROL                       | 850.00          |              |
|              |            |  |             | DISTRICT PEST CONTROL                   | 307.00          | 1,157.00     |
| 51091963     | 07/11/2018 | COALITION FOR ADEQUATE FUNDING FOR SPECIAL EDUCATION | 010-5300    | 18/19 SELPA MEMBERSHIP FEES             |                 | 1,300.00     |
| 51091964     | 07/11/2018 | PARENT   | 010-5827    | * SPECIALIZED ACADEMIC INSTRUCTION      |                 | 2,340.00     |
| 51091965     | 07/11/2018 | CRISIS PREVENTION INSTITUTE                          | 010-4300    | ENHANCED PARTICIPANT WORKBOOKS - SELPA  |                 | 2,949.75     |
| 51091966     | 07/11/2018 | Julie Dawson c/o Special Education                   | 010-4315    | MILEAGE REIMBURSEMENT                   |                 | 567.13       |
| 51091967     | 07/11/2018 | BANKCARD CENTER                                      | 010-4300    | SPECIAL EDUCATION CREDIT CARD EXPENSES  | 161.09          |              |
|              |            |  | 010-5200    | SPECIAL EDUCATION CREDIT CARD EXPENSES  | 1,168.95        |              |
|              |            |  | 010-5800    | SPECIAL EDUCATION CREDIT CARD EXPENSES  | 63.37           | 1,393.41     |
| 51091968     | 07/11/2018 | ENTERPRISE RENT-A-CAR                                | 010-5600    | DISTRICT RENTALS                        |                 | 906.15       |
| 51091969     | 07/11/2018 | FOLLETT SCHOOL SOLUTIONS                             | 010-4300    | DONATION - AMS AUDIO CD'S               |                 | 106.07       |
| 51091970     | 07/11/2018 | HILLYARD/SAN FRANCISCO                               | 010-4300    | DISTRICT CUSTODIAL SUPPLIES             | 4,531.97        |              |
|              |            |  | 120-4300    | ACC CUSTODIAL SUPPLIES                  | 1,282.33        | 5,814.30     |
| 51091971     | 07/11/2018 | CHRISTOPHER KAJIWARA C/O DISTRICT                    | 010-4315    | 05/22 MILEAGE REIMB                     |                 | 90.95        |
| 51091972     | 07/11/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC.               | 010-5610    | AHS COPIER USAGE                        | 744.14          |              |
|              |            |  |             | CORNELL COPIER USAGE                    | 224.62          | 968.76       |
| 51091973     | 07/11/2018 | DIANE MARIE C/O DISTRICT OFFICE                      | 010-4300    | REIMBURSEMENT FOR PD SUPPLIES/EXPENSES  | 74.41           |              |
|              |            |  | 010-4315    | MILEAGE REIMBURSEMENT                   | 199.04          | 273.45       |
| 51091974     | 07/11/2018 | MOBILE MODULAR MGMT. CORP.                           | 140-5621    | AHS CONTAINER RENTALS                   |                 | 175.60       |
| 51091975     | 07/11/2018 | OFFICE DEPOT   | 010-4300    | DONATION - CORNELL SUPPLIES             |                 | 445.70       |
| 51091976     | 07/11/2018 | RYLAND SCHOOL BUSINESS CONSULTING                    | 010-5800    | GENERAL FINANCE SUPPORT                 |                 | 26,040.00    |
| 51091977     | 07/11/2018 | PABLO E. SANCHEZ                                     | 010-5800    | DISTRICT LANDSCAPING                    | 3,900.00        |              |
|              |            |  |             | REMOVE BRUSH - ACC PORTABLE 29          | 2,500.00        | 6,400.00     |

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| 51091978     | 07/11/2018 | STATE SELPA ADMINISTRATORS c/o San Joaquin CO | 010-5300    | 18/19 SELPA DUES                          |                 | 1,200.00     |
| 51091979     | 07/11/2018 | SELPA   |             |   |                 |              |
| 51091979     | 07/11/2018 | ELIZABETH TYLER CO/ SPECIAL EDUCATION         | 010-4315    | MILEAGE REIMBURSEMENT                     |                 | 475.87       |
| 51091980     | 07/11/2018 | JOANNE RUTH WILE                              | 010-5800    | TRAUMA GRANT COORDINATOR                  |                 | 600.00       |
| 51091981     | 07/11/2018 | WILLIAMS SCOTSMAN, INC.                       | 250-5621    | DISTRICT PORTABLE RENT                    |                 | 6,157.35     |
| 51091982     | 07/11/2018 | ELAINE WONG C/O MARIN SCHOOL                  | 010-4315    | 06/06 MILEAGE REIMB                       |                 | 99.29        |
| 51091983     | 07/11/2018 | YMCA CAMP CAMPBELL OUTDOOR SCIENCE SCHOOL     | 010-5810    | 17/18 OV CAMP CAMPBELL TRIP               |                 | 26,230.00    |
| 51092869     | 07/18/2018 | ACSIG - DELTA DENTAL                          | 010-9534    | 07/18 COBRA DENTAL                        | 1,173.30        |              |
|              |            |   |             | 07/18 DENTAL                              | 39,901.80       | 41,075.10    |
| 51092870     | 07/18/2018 | ADAPTIVE NETWORKS                             | 211-6250    | INSTALL NETWORK CABLES & DATA             |                 | 7,500.00     |
|              |            |   |             | JACKS - BANCROFT                          |                 |              |
| 51092871     | 07/18/2018 | ALAMEDA COUNTY OFFICE OF ED                   | 010-5300    | 17/18 SUPT. COUNCIL MEMBERSHIP            |                 | 200.00       |
|              |            |   |             | FEES                                      |                 |              |
| 51092872     | 07/18/2018 | APPLE COMPUTER INC.                           | 010-4400    | MACBOOK - D.O. COMPUTER REFRESH           |                 | 936.78       |
| 51092873     | 07/18/2018 | AQUA SOURCE                                   | 010-5670    | AAC SERVICE/REPAIRS                       | 4,345.23        |              |
|              |            |   | 210-6500    | AAC HEATER                                | 38,517.98       | 42,863.21    |
| 51092874     | 07/18/2018 | AUTOMATIC RESPONSE SYSTEMS                    | 010-4300    | AHS SHREDDING SERVICE                     | 315.00          |              |
|              |            |   | 010-5800    | DISTRICT OFFICE SHREDDING SERVICE         | 150.00          | 465.00       |
| 51092875     | 07/18/2018 | BARNES & NOBLE INC                            | 010-4300    | CORNELL BOOKS                             |                 | 213.04       |
| 51092876     | 07/18/2018 | BATTALION ONE                                 | 010-5670    | DISTRICT FIRE ALARM SERVICE & REPAIR      | 480.00          |              |
|              |            |   |             | MONITOR DISTRICT FIRE ALARMS              | 765.00          | 1,245.00     |
| 51092877     | 07/18/2018 | MALISA BURKHART C/O SELPA                     | 010-4315    | REIMBURSEMENT FOR SELPA EXPENSES          |                 | 45.94        |
| 51092878     | 07/18/2018 | CDW GOVERNMENT INC                            | 010-5830    | ADOBE CREATIVE CLOUD - ROP SOFTWARE       |                 | 3,120.00     |
| 51092879     | 07/18/2018 | CHALK SCHOOLS                                 | 010-5830    | CHALK SCHOOLS QUARTERLY FEE               |                 | 4,750.00     |
| 51092880     | 07/18/2018 | COMCAST                                       | 010-5930    | 06/18 SERVICE                             |                 | 3,864.51     |
| 51092881     | 07/18/2018 | DEPARTMENT OF JUSTICE                         | 010-5838    | 06/18 LIVE SCAN FEES                      |                 | 1,164.00     |
| 51092882     | 07/18/2018 | HEATHER DUNCAN C/O CORNELL                    | 010-4300    | DONATION - REIMB FOR SUPPLIES             |                 | 322.09       |
| 51092883     | 07/18/2018 | EBMUD   | 010-5555    | 04/27-06/26 SERVICE                       | 529.12          |              |
|              |            |   |             | 05/22-06/20 SERVICE                       | 2,225.48        | 2,754.60     |
| 51092884     | 07/18/2018 | EDUCATIONAL TESTING SERVICE                   | 010-4300    | ELPAC PRE-ID LABELS                       |                 | 208.24       |
| 51092885     | 07/18/2018 | Employment Development Dept                   | 010-9535    | 2018 2nd QTR SUI                          |                 | 4,173.74     |
| 51092886     | 07/18/2018 | ROSARIN PING FAHN                             | 010-5825    | AUSD NEWSLETTER, LOGO COPY, SOCIAL POSTER |                 | 600.00       |
| 51092887     | 07/18/2018 | JANET FOHNER C/O DISTRICT OFFICE              | 010-4300    | REIMBURSEMENT FOR SUPPLIES                | 41.49           |              |
|              |            |   | 010-4315    | MILEAGE REIMBURSEMENT                     | 31.07           | 72.56        |

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| 51092888     | 07/18/2018 | FOLLETT SCHOOL SOLUTIONS                  | 010-4100    | CORNELL HMH MATH EXPRESSIONS             |                 | 12,529.91    |
| 51092889     | 07/18/2018 | GRANICUS, INC.                            | 010-5825    | MINUTES MAKER                            |                 | 560.00       |
| 51092890     | 07/18/2018 | KONICA MINOLTA BUSINESS SOLUTIONS INC.    | 010-5610    | DISTRICT OFFICE COPIER USAGE             | 127.67          |              |
|              |            |   | 120-5610    | ACC COPIER USAGE                         | 105.64          | 233.31       |
| 51092891     | 07/18/2018 | LINCOLN AQUATICS                          | 010-4300    | AAC SUPPLIES                             |                 | 1,039.07     |
| 51092892     | 07/18/2018 | MINUTEMAN PRESS                           | 010-4300    | AUSD NEWSLETTER                          |                 | 1,191.31     |
| 51092893     | 07/18/2018 | NEXTEL COMMUNICATIONS                     | 010-5930    | DISTRICT CELL PHONE SERVICE              | 1,907.20        |              |
|              |            |   | 120-5930    | DISTRICT CELL PHONE SERVICE              | 140.36          | 2,047.56     |
| 51092894     | 07/18/2018 | NORTHSTAR AV                              | 010-4300    | AHS PROJECTOR BULBS                      |                 | 283.80       |
| 51092895     | 07/18/2018 | OFFICE DEPOT                              | 010-4300    | D.O. SUPPLIES                            |                 | 155.88       |
| 51092896     | 07/18/2018 | PARAMOUNT ELEVATOR CORPORATION            | 010-5670    | CORNELL ELEVATOR SERVICE                 |                 | 330.00       |
| 51092897     | 07/18/2018 | PASTIME ACE HARDWARE                      | 010-4300    | AMS SCIENCE SUPPLIES                     | 439.76          |              |
|              |            |   |             | DISTRICT MAINTENANCE SUPPLIES            | 2,408.54        | 2,848.30     |
| 51092898     | 07/18/2018 | ERIC PAULOVICH D/O DISTRICT OFFICE        | 010-4315    | 01/18-06/18 MILEAGE REIMB                |                 | 244.16       |
| 51092899     | 07/18/2018 | PG&E                                      | 010-5520    | 05/22-06/20 SERVICE                      | 16,501.24       |              |
|              |            |   |             | 05/30-06/27 SERVICE                      | 10,143.35       |              |
|              |            |   | 120-5520    | 05/30-06/27 SERVICE                      | 829.15          | 27,473.74    |
| 51092900     | 07/18/2018 | VAN AHN PHAM C/O TECHNOLOGY               | 010-4315    | 06/18 MILEAGE REIMB                      |                 | 19.05        |
| 51092901     | 07/18/2018 | ELIZABETH REIMULLER C/O MARIN SCHOOL      | 010-4300    | REIMB FOR AHS SUPPLIES                   |                 | 67.31        |
| 51092902     | 07/18/2018 | SMART & FINAL                             | 010-4300    | AMS SCIENCE SUPPLIES                     |                 | 408.03       |
| 51092903     | 07/18/2018 | SOUND & SIGNAL                            | 010-5670    | CORNELL INTERCOM REPAIRS                 |                 | 405.00       |
| 51092904     | 07/18/2018 | SOUTHEASTERN HEATING AND AIR CONDITIONING | 210-6500    | AAC REPAIRS                              |                 | 24,118.00    |
| 51092905     | 07/18/2018 | TANGIBLE PLAY INC.                        | 010-4300    | DONATION - OCEAN VIEW OSMO CLASSROOM KIT |                 | 437.90       |
| 51092906     | 07/18/2018 | DAVID TRACY C/O TECHNOLOGY                | 010-4315    | 06/18 MILEAGE REIMB                      |                 | 25.60        |
| 51092907     | 07/18/2018 | URBAN FARMER STORE                        | 010-4300    | MAINT SUPPLIES                           |                 | 243.85       |
| 51092908     | 07/18/2018 | Verizon Wireless                          | 010-5930    | SELPA CELL PHONE SERVICE                 |                 | 113.10       |
| 51092909     | 07/18/2018 | WILCO SUPPLY                              | 010-4300    | DISTRICT LOCKSMITH SUPPLIES              |                 | 553.54       |
| 51093793     | 07/20/2018 | 4Imprint, Inc.                            | 120-4300    | ACC SUPPLIES - QRIS                      |                 | 1,632.95     |
| 51093794     | 07/20/2018 | ACCUTRAIN DEVELOPMENTAL RESOURCES         | 010-5200    | 2018 INNOVATIVE SCHOOLS SUMMIT - HUDSON  |                 | 450.00       |
| 51093795     | 07/20/2018 | BANCROFT CENTER INC.                      | 010-5621    | DISTRICT LEASE                           |                 | 8,148.60     |
| 51093796     | 07/20/2018 | BAY AREA NEWS GROUP                       | 010-5812    | 06/18 ADVERTISING                        |                 | 73.80        |
| 51093797     | 07/20/2018 | BEACON CONSULTING GROUP                   | 010-5800    | PROP 39 CONSULTING SERVICES              |                 | 2,850.00     |
| 51093798     | 07/20/2018 | BERKELEY SIGNS                            | 211-6289    | SIGN                                     |                 | 1,493.88     |
| 51093799     | 07/20/2018 | COPY EXPRESS                              | 010-4300    | COPIES                                   |                 | 492.23       |
| 51093800     | 07/20/2018 | BANKCARD CENTER                           | 010-4300    | AAC CREDIT CARD EXPENSES                 | 535.53          |              |
|              |            |   |             | CORNELL CREDIT CARD EXPENSES             | 476.34          |              |

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| 51093800     | 07/20/2018 | BANKCARD CENTER                      | 010-4305    | HR CREDIT CARD EXPENSES                           | 81.97           |              |
|              |            |                                      | 010-5830    | 18/19 ZENDESK HELPDESK SAAS - 1 YR                | 1,728.00        |              |
|              |            |                                      | 120-5800    | ACC CREDIT CARD EXPENSES                          | 183.08          | 3,004.92     |
| 51093801     | 07/20/2018 | GOLD STAR FOODS                      | 130-4700    | FOOD  |                 | 404.80       |
| 51093802     | 07/20/2018 | GOULD EVANS, INC.                    | 211-6201    | BRIDGING ARCHITECT SERVICES FOR AHS ADDITION PROJ |                 | 1,665.00     |
| 51093803     | 07/20/2018 | WELLS FARGO EQUIPMENT FINANCE        | 010-6400    | EQUIPMENT RENTAL                                  |                 | 886.48       |
| 51093804     | 07/20/2018 | CLELL HOFFMAN C/O CENTRAL KITCHEN    | 130-4315    | 01/18-06/18 MILEAGE REIMB                         |                 | 614.60       |
| 51093805     | 07/20/2018 | IXL LEARNING                         | 010-4300    | OV CLASS SUBSCRIPTION                             |                 | 249.00       |
| 51093806     | 07/20/2018 | LRP PUBLICATIONS                     | 010-4300    | 504 COMPLIANCE ADVISOR RENEWAL - CORNELL          |                 | 279.50       |
| 51093807     | 07/20/2018 | MOBILE MODULAR MGMT. CORP.           | 140-5621    | AHS CONTAINER RENTALS                             |                 | 87.80        |
| 51093808     | 07/20/2018 | ROSEMARY NEILAN                      | 130-8634    | REFUND LUNCH MONEY                                |                 | 101.00       |
| 51093809     | 07/20/2018 | North Region SELPA c/o AUSD          | 010-5200    | PSW PILOT   |                 | 252.89       |
| 51093810     | 07/20/2018 | OTIS ELEVATOR COMPANY                | 010-5610    | AMS ELEVATOR SERVICE                              |                 | 156.28       |
| 51093811     | 07/20/2018 | Pearson Education Inc.               | 010-4100    | MARIN MATH MATERIALS                              |                 | 20,212.48    |
| 51093812     | 07/20/2018 | PRUDENTIAL OVERALL SUPPLY            | 010-5800    | DISTRICT UNIFORM SERVICE                          |                 | 2,275.04     |
| 51093813     | 07/20/2018 | REALLY GOOD STUFF                    | 010-4300    | DONATION - CORNELL CLASSROOM SUPPLIES             | 44.04           |              |
|              |            |                                      |             | Unpaid Sales Tax                                  | 3.12-           | 40.92        |
| 51093814     | 07/20/2018 | School Facility Consultants          | 010-5800    | 04/18 CONSULTING SERVICES                         | 90.00           |              |
|              |            |                                      |             | 05/18 CONSULTING SERVICES                         | 777.50          | 867.50       |
| 51093815     | 07/20/2018 | STAR ELEVATOR INC                    | 010-5610    | AHS ELEVATOR SERVICE                              |                 | 397.43       |
| 51093816     | 07/20/2018 | SUNESYS, LLC                         | 010-5825    | 01/18 ESCALATION FEE                              | 114.55          |              |
|              |            |                                      |             | 02/18 ESCALATION FEE                              | 114.55          |              |
|              |            |                                      |             | 12/17 ESCALATION FEE                              | 114.55          | 343.65       |
| 51093817     | 07/20/2018 | SyTECH SOLUTIONS                     | 010-5800    | D.O. / SPED SCANNING SERVICES                     |                 | 11,344.00    |
| 51093818     | 07/20/2018 | UC REGENTS UC OFFICE OF PRESIDENT    | 010-5200    | COUNSLER CONFERENCE - DURELL                      |                 | 95.00        |
| 51093819     | 07/20/2018 | ANGELITA VARELA                      | 130-8634    | REFUND LUNCH MONEY                                |                 | 37.50        |
| 51093820     | 07/20/2018 | WESTERN TELEPHONE AND ALARM          | 010-5800    | MONITORING SERVICES                               |                 | 285.00       |
| 51093821     | 07/20/2018 | WILLIAMS SCOTSMAN, INC.              | 250-5621    | DISTRICT WIDE PORTABLE RENT                       |                 | 842.00       |
| 51093822     | 07/20/2018 | MARIE WILLIAMS C/O DISTRICT OFFICE   | 010-4315    | 01/18-06/29 MILEAGE REIMB                         |                 | 474.91       |
| 51093823     | 07/20/2018 | VALERIE WILLIAMS C/O DISTRICT OFFICE | 010-4315    | 01/18-06/18 MILEAGE REIMB                         |                 | 649.75       |
| 51094692     | 07/25/2018 | ALHAMBRA                             | 010-4300    | DISTRICT OFFICE WATER DELIVERY                    |                 | 174.91       |
| 51094693     | 07/25/2018 | RETIREE                              | 010-3751    | RETIREE REIMBURSEMENT                             |                 | 646.86       |
| 51094694     | 07/25/2018 | ARROW GLASS COMPANY                  | 010-5670    | DISTRICT WIDE WINDOW REPLACEMENTS / REPAIRS       |                 | 571.49       |
| 51094695     | 07/25/2018 | RETIREE                              | 010-3751    | RETIREE REIMBURSEMENT                             |                 | 1,426.72     |

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| 51094696     | 07/25/2018 | RETIREE   | 010-3751    | RETIREE REIMBURSEMENT                 |                 | 1,426.72     |
| 51094697     | 07/25/2018 | RETIREE   | 010-3751    | RETIREE REIMBURSEMENT                 |                 | 1,645.04     |
| 51094698     | 07/25/2018 | RETIREE   | 010-3751    | RETIREE REIMBURSEMENT                 |                 | 1,035.39     |
| 51094699     | 07/25/2018 | RETIREE   | 010-3751    | RETIREE REIMBURSEMENT                 |                 | 646.86       |
| 51094700     | 07/25/2018 | CALIFORNIA SCHOOL BOARDS ASSN                         | 010-5300    | 18/19 CSBA & ELA MEMBERSHIPS          |                 | 10,777.00    |
| 51094701     | 07/25/2018 | CALPERS   | Cancelled   | 08/18 BOE CALPERS                     | 11,414.41       | *            |
|              |            |   |             | 08/18 CALPERS                         | 555,168.63      | 566,583.04 * |
|              |            | Cancelled on 07/26/2018, Cancel Register # AP07312018 |             |                                       |                 |              |
| 51094702     | 07/25/2018 | RETIREE   | 010-3751    | RETIREE REIMBURSEMENT                 |                 | 1,426.72     |
| 51094703     | 07/25/2018 | DELTA DENTAL CLIENT SERVICES                          | 010-9534    | 07/18 DELTA DENTAL                    | 8,334.31        |              |
|              |            |   |             | 08/18 DELTA DENTAL                    | 7,544.39        | 15,878.70    |
| 51094704     | 07/25/2018 | BANKCARD CENTER                                       | 010-4100    | Rime Magic Phonics Powered Prevention | 241.89          |              |
|              |            |   |             | CIA CREDIT CARD EXPENSES              | 292.09          |              |
|              |            |   |             | Rime Magic Phonics Powered Prevention | 112.70          |              |
|              |            |   | 010-4300    | AAC SOFA SET FOR STAFF LOUNGE         | 679.98          |              |
|              |            |   |             | AMS LOVESEAT COVER & ZORO TOOLS       | 660.35          |              |
|              |            |   |             | CRT & THE BRAIN REG - PREHN           | 600.00          |              |
|              |            |   |             | MARIN CREDIT CARD EXPENSES            | 23.01           |              |
|              |            |   |             | MARIN SUPPLIES                        | 749.65          |              |
|              |            |   |             | OCEAN VIEW CREDIT CARD EXPENSES       | 65.53           |              |
|              |            |   |             | WATER DELIVERY - AMS PORTABLES        | 215.52          |              |
|              |            |   | 010-4305    | CIA CREDIT CARD EXPENSES              | 106.66          |              |
|              |            |   |             | SUPT. CREDIT CARD EXPENSES            | 153.03          |              |
|              |            |   | 010-4400    | AMS WATER HEATER                      | 609.65          |              |
|              |            |   | 010-5200    | CIA CREDIT CARD EXPENSES              | 7,200.00        |              |
|              |            |   |             | HUDSON HOTEL STAY - INNOVATION        | 615.65          |              |
|              |            |   |             | SCHOOLS SUMMIT                        |                 |              |
|              |            |   | 010-5800    | AMS CREDIT CARD EXPENSES              | 12.79           |              |
|              |            |   |             | MAC HIGH CREDIT CARD EXPENSES         | 10.00           |              |
|              |            |   |             | SELPA CREDIT CARD EXPENSES            | 36.98           |              |
|              |            |   |             | SPED CREDIT CARD EXPENSES             | 23.74           |              |
|              |            |   |             | STORAGE FEE                           | 123.12          |              |
|              |            |   | 010-5930    | SELPA CREDIT CARD EXPENSES            | 179.59          |              |
|              |            |   | 120-4300    | ACC TARPS - QRIS                      | 97.78           |              |

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| 51094704     | 07/25/2018 | BANKCARD CENTER                | 130-4700    | FOOD SERVICE CREDIT CARD EXPENSES | 345.10          |              |
|              |            |                                | 130-4710    | FOOD SERVICE CREDIT CARD EXPENSES | 41.80           | 13,196.61    |
| 51094705     | 07/25/2018 | EAST BAY PAINT & DECORATOR CTR | 010-4300    | DISTRICT PAINT SUPPLIES           | 135.48          |              |
|              |            |                                | 010-4400    | MAINT EQUIPMENT                   | 1,920.63        | 2,056.11     |
| 51094706     | 07/25/2018 | EBMUD                          | 010-5555    | 05/04-07/03 SERVICE               |                 | 1,254.26     |
| 51094707     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,426.72     |
| 51094708     | 07/25/2018 | EXAMWORKS                      | 010-5800    | FITNESS FOR DUTY EXAMS            |                 | 2,900.00     |
| 51094709     | 07/25/2018 | FAGEN FRIEDMAN & FULFROST, LLP | 010-5826    | 06/18 LEGAL SERVICES              |                 | 17,333.43    |
| 51094710     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,645.04     |
| 51094711     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,147.19     |
| 51094712     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 197.76       |
| 51094713     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 895.24       |
| 51094714     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 756.02       |
| 51094715     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 1,189.90     |
| 51094716     | 07/25/2018 | HOME DEPOT INC.                | 010-4300    | DISTRICT MAINTENANCE SUPPLIES     |                 | 2,621.85     |
| 51094717     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 490.89       |
| 51094718     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,569.60     |
| 51094719     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 1,645.04     |
| 51094720     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 1,426.72     |
| 51094721     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,645.04     |
| 51094722     | 07/25/2018 | MARINA MECHANICAL              | 010-5670    | DISTRICT HVAC REPAIRS             |                 | 1,057.00     |
| 51094723     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 733.93       |
| 51094724     | 07/25/2018 | MICHAEL'S TRANSPORTATION SRV   | 010-5810    | TRANSPORTATION FOR AHS ATHLETICS  |                 | 699.00       |
| 51094725     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,645.04     |
| 51094726     | 07/25/2018 | PG&E                           | 010-5520    | 06/01-07/01 SERVICE               | 580.79          |              |
|              |            |                                |             | 06/06-07/05 SERVICE               | 54.76           | 635.55       |
| 51094727     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 1,467.54     |
| 51094728     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 963.20       |
| 51094729     | 07/25/2018 | RETIREE                        | 010-3752    | RETIREE REIMBURSEMENT             |                 | 1,426.72     |
| 51094730     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 2,178.45     |
| 51094731     | 07/25/2018 | SCIENCE TAKE-OUT               | 010-4300    | AHS SCIENCE SUPPLIES              | 357.71          |              |
|              |            |                                |             | Unpaid Sales Tax                  | 30.71-          | 327.00       |
| 51094732     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 756.02       |
| 51094733     | 07/25/2018 | SPURR                          | 010-5520    | 06/18 CHARGES                     | 10,599.29       |              |
|              |            |                                | 120-5520    | 06/18 CHARGES                     | 22.62           | 10,621.91    |
| 51094734     | 07/25/2018 | RETIREE                        | 010-3751    | RETIREE REIMBURSEMENT             |                 | 249.30       |

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| 51094735               | 07/25/2018 | RETIREE                          | 010-3751    | RETIREE REIMBURSEMENT        |                 | 1,570.22     |
| 51094736               | 07/25/2018 | WESSNE'S JANITORIAL SERVICE      | 010-5800    | 06/18 JANITORIAL SERVICE     | 687.50          |              |
|                        |            |                                  |             | D.O. CLEANING SERVICE        | 1,375.00        | 2,062.50     |
| 51094737               | 07/25/2018 | WILCO SUPPLY                     | 010-4300    | DISTRICT LOCKSMITH SUPPLIES  |                 | 1,797.61     |
| 51095314               | 07/26/2018 | AQUA SOURCE                      | 010-5670    | AAC MONTHLY MAINT            | 1,163.00        |              |
|                        |            |                                  |             | AAC SERVICE & REPAIRS        | 435.30          |              |
|                        |            |                                  |             | AAC SERVICE & REPAIRS        | 3,099.94        | 4,698.24     |
| 51095315               | 07/26/2018 | TRUDY CHIANG C/O DISTRICT OFFICE | 010-4315    | 07/20 MILEAGE REIMB          |                 | 23.76        |
| 51095316               | 07/26/2018 | CIWA                             | 010-5800    | SENSOR TRACKING FOR DISTRICT |                 | 1,000.00     |
|                        |            |                                  |             | GARBAGE BINS                 |                 |              |
| 51095317               | 07/26/2018 | DERIVI CASTELLANOS ARCHITECTS    | 211-6265    | PROGRAM MGMT SERVS FOR AHS   | 4,314.00        |              |
|                        |            |                                  |             | ADDITION                     |                 |              |
|                        |            |                                  | 212-6265    | ARCHITECTURAL SERVICES - AMS | 16,837.60       | 21,151.60    |
| 51095318               | 07/26/2018 | LINCOLN AQUATICS                 | 010-4300    | AAC SUPPLIES                 |                 | 3,599.98     |
| 51095319               | 07/26/2018 | WASTE MANAGEMENT OF ALAMEDA      | 010-5515    | 06/18 SERVICE                | 6,018.12        |              |
|                        |            |                                  |             | 07/18 SERVICE                | 502.71          |              |
|                        |            |                                  | 120-5515    | 06/18 SERVICE                | 288.06          | 6,808.89     |
| 51095320               | 07/26/2018 | PARENT                           | 010-5827    | * ACADEMIC SERVICES          |                 | 10,750.00    |
| Total Number of Checks |            |                                  |             |                              | 245             | 2,091,492.77 |

|           | Count | Amount       |
|-----------|-------|--------------|
| Cancel    | 2     | 1,133,205.56 |
| Net Issue |       | 958,287.21   |

## Fund Summary

| Fund | Description               | Check Count | Expensed Amount |
|------|---------------------------|-------------|-----------------|
| 010  | General Fund              | 216         | 631,190.19      |
| 120  | Child Development Fund    | 15          | 6,773.67        |
| 130  | Cafeteria Fund            | 11          | 10,777.79       |
| 140  | Deferred Maintenance Fund | 3           | 439.00          |
| 210  | Building Fund Primary     | 2           | 62,635.98       |
| 211  | Measure B 2016A           | 8           | 756,295.70      |
| 212  | Measure E 2016A           | 2           | 33,675.20       |
| 250  | Capital Facilities Fund   | 4           | 23,144.14       |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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## July 2018 Warrant Listing

| Check Number | Check Date | Pay to the Order of | Fund-Object                     | Comment | Expensed Amount     | Check Amount |
|--------------|------------|---------------------|---------------------------------|---------|---------------------|--------------|
|              |            |                     | Total Number of Checks          | 243     | 1,524,931.67        |              |
|              |            |                     | Less Unpaid Sales Tax Liability |         | 61.42               |              |
|              |            |                     | <b>Net (Check Amount)</b>       |         | <b>1,524,870.25</b> |              |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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**ALBANY UNIFIED SCHOOL DISTRICT**  
**Donations ♦ July 1 – July 31, 2018**

| <b>OCEAN VIEW ELEMENTARY</b> |                      |
|------------------------------|----------------------|
| \$ 16.00                     | Donation - Georgeson |
| \$ 17.00                     | Donation - Sprenger  |
| \$ 17.00                     | Donation - Sprenger  |
| \$ 17.00                     | Donation - Sprenger  |
| \$ 17.00                     | Donation - Sprenger  |
| \$ 20.00                     | Donation - Sprenger  |
| \$ 20.00                     | Donation - Sprenger  |
| \$ 20.00                     | Donation - Sprenger  |
| \$ 20.00                     | Donation - Sprenger  |
| \$ 20.00                     | Donation - Sprenger  |
| \$ 37.00                     | Donation - Sprenger  |
| \$ 37.00                     | Donation - Sprenger  |
| \$ 134.00                    | Donation - Sprenger  |
| <b>\$ 392.00</b>             | <b>Current</b>       |
| <b>\$ 392.00</b>             | <b>Total YTD</b>     |

| <b>CORNELL ELEMENTARY</b> |                  |
|---------------------------|------------------|
| \$ 2,110.66               | Cornell PTA      |
| <b>\$ 2,110.66</b>        | <b>Current</b>   |
| <b>\$ 2,110.66</b>        | <b>Total YTD</b> |

| <b>MULTI-SITE DONATION</b> |                                    |
|----------------------------|------------------------------------|
| \$ 12,847.31               | Albany Athletics Boosters, 2017-18 |
| \$ 2,105.97                | Albany Music Fund, 2017-18         |
| \$ 500.00                  | YourCause - Chevron                |
| <b>\$ 15,453.28</b>        | <b>Current</b>                     |
| <b>\$ 15,453.28</b>        | <b>Total YTD</b>                   |

| <b>TOTAL</b>        |                  |
|---------------------|------------------|
| <b>\$ 17,955.94</b> | <b>Current</b>   |
| <b>\$ 17,955.94</b> | <b>Total YTD</b> |



**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: INDEPENDENT CONTRACTOR AGREEMENT WITH  
SASHA KIRKMAN, ASK EDUCATION CONSULTING**

**PREPARED BY: MARIE WILLIAMS-DIRECTOR III  
CURRICULUM, INSTRUCTION, AND ASSESSMENT**

**TYPE OF ITEM: CONSENT**

**PURPOSE:**

This is a renewal of a previously approved contract between Albany Unified School District and Sasha Kirkman, ASK Education Consulting.

**BACKGROUND INFORMATION:**

Albany Unified School District Elementary Principals and TK-5 Teachers on Special Assignment began working with Sasha Kirkman, ASK Education Consulting, in 2016-2017. ASK Education Consulting provides consulting and professional development services with the goal of building leadership capacity, and supporting schools and districts to facilitate their ongoing learning independently.

**DETAILS:**

ASK Education Consulting will facilitate professional development and coaching sessions with Elementary Teachers on Special Assignment and/or Elementary Principals. The goal of these sessions is to deepen content expertise and strengthen the district's systems thinking and strategic planning practices:

A. Two days of professional development on the following topics:

- Goal setting, action planning & monitoring
- Systems for sustainable implementation
- Best practices for collaboration
- Literacy Coaching in the context of Units of Study/Workshop Model
- Modeling, observing and collaboratively exploring data
- Dates: Fall 2018 and Spring 2019

B. Three days hours of follow up coaching and consulting providing the following services:

- Literacy Coaching support
- Goal & action plan monitoring
- Ongoing support for Units of Study/Workshop implementation
- Additional topics to be determined by Coaches and/or Administration
- Dates: TBD (one per trimester)

**Dates of Service: August 29, 2018 - May 30, 2019.**

**FINANCIAL INFORMATION:** Five (5) Professional Development Days will cost \$7,500 (\$1,500 each day) and will be paid for using Title II funds (allocated specifically for professional development) that were not expended during the 2017-2018 year.

This contract aligns with LCAP Goal 1-Action 1.1.3: We will support the newly adopted materials for reading and language arts in grades TK-5.

### **STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

|  |
|--|
| <p><b>RECOMMENDATION:</b> Approve the Independent Contractor Agreement with Sasha Kirkman, ASK Education Consulting.</p> |
|--|

**ALBANY UNIFIED SCHOOL DISTRICT  
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This agreement is hereby entered into this **28<sup>th</sup> day of August, 2018** in the County of Alameda, State of California, by and between the Albany Unified School District, hereinafter referred to as "DISTRICT," and **Sasha Kirkman, ASK Education Consulting**

CONTRACTOR

1525 Arlington Blvd.

MAILING ADDRESS

El Cerrito

CA 94530

CITY

STATE

ZIP

hereinafter referred to as 'CONTRACTOR.' DISTRICT and CONTRACTOR shall be collectively referred to as the Parties.

1. Contractor Services. Contractor agrees to provide the following services to District (collectively, the "Services"):

**A. Two days of professional development on the following topics:**

- Goal setting, action planning & monitoring
- Systems for sustainable implementation
- Best practices for collaboration
- Literacy Coaching in the context of Units of Study/Workshop Model
- Modeling, observing and collaboratively exploring data
- Dates: Fall 2018 and Spring 2019

**B. Three days hours of follow up coaching and consulting providing the following services:**

- Literacy Coaching support
- Goal & action plan monitoring
- Ongoing support for Units of Study/Workshop implementation
- Additional topics to be determined by Coaches and/or Administration
- Dates: TBD (one per trimester)

2. Contractor Qualifications. Contractor represents and warrants to District that Contractor and all of Contractor's employees, agents or volunteers (the "Contracted Parties") have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement. If any of the Services are performed by any of Contractor's Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor.

3. Term. CONTRACTOR shall:

☐ Provide services under this AGREEMENT on the following specific dates:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and

complete performance no later than \_\_\_\_\_;

OR

☒ Commence providing services under this AGREEMENT on **August 29, 2018** and complete performance no later than **May 30, 2019**.

There shall be no extension of the Term of this Agreement without the express written consent from all parties. Written notice by the District Superintendent or designee shall be sufficient to stop further performance of the Services by Contractor or the Contracted Parties. In the event of early termination, Contractor shall be paid for satisfactory work performed to the date of termination. Upon payment by District, District shall be under no further obligation to Contractor, monetarily or otherwise, and District may proceed with the work in any manner District deems proper.

4. Termination. Either party may terminate this Agreement at any time by giving thirty (30) days advance written notice to the other party; however the parties may agree in writing to a shorter time period for the effectiveness of such termination. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if Contractor materially violates any of the terms of this Agreement, any act or omission by Contractor or the Contracted Parties exposes District to potential liability or may cause an increase in District's insurance premiums, Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency. Such termination shall be effective immediately upon Contractor's receipt of said notice.

5. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee not to exceed **Seven Thousand Five Hundred Dollars (\$7,500)**. DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

a. Such compensation shall be based on:

☐ An hourly rate of \_\_\_\_\_ for a total amount of \_\_\_\_\_ hours.

☐ A daily rate of \$\_\_\_\_\_ for a total amount of \_\_\_\_\_ days.

☒ **OTHER: 2 Days of Professional Development: \$3,000 (\$1,500/day);  
3 Days of Coaching/Consulting: \$4,500 (\$1,500/day)  
Total Contract not to Exceed \$7,500**

b. Payment method shall be:

☐ Upon Completion.

☐ Date of Service.

**X      Other (Specify): Invoices will be submitted monthly.**

Any work performed by Contractor in excess of said amount shall not be compensated.

Payment shall be made upon approval of DISTRICT and receipt of an invoice from CONTRACTOR one copy clearly marked original. CONTRACTOR's invoice shall be sent to: Albany Unified School District, Attention: Accounts Payable, 1051 Monroe Street, Albany, CA, 94706.

6.      Equipment and Materials. Contractor at its sole cost and expense shall provide and furnish all tools, labor, materials, equipment, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contracted Parties, even if such Equipment is furnished, rented or loaned to Contractor or the Contracted Parties by District. Furthermore, any Equipment or workmanship that does not conform to the regulations of this Agreement may be rejected by District and in such case must be promptly remedied or replaced by Contractor at no additional cost to District and subject to District's reasonable satisfaction.
  
7.      California Residency. Contractor and the Contracted Parties shall be residents of the State of California.
  
8.      Indemnity. Contractor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Education, members of the Board of Education (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement, including but not limited to Contractor's or the Contracted Parties' use of the site; Contractor's or the Contracted Parties' performance of the Services; Contractor's or the Contracted Parties' breach of any of the representations or warranties contained in this Agreement; injury to or death of persons or damage to property or delay or damage to District or the District Parties; or for any act, error, omission, negligence, or willful misconduct of Contractor, the Contracted Parties or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.
  
9.      Insurance. Without in any way limiting Contractor's liability or indemnification obligations set forth in Paragraph 8 above, District reserves the right to require contractor to procure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits not less than \$1,000,000.00 each occurrence and \$1,000,000.00 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$100,000.00 each

occurrence and \$100,000.00 in the aggregate; if applicable; and neither Contractor nor any of the Contracted Parties shall commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insured. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If any of the required insurance is not reinstated, District may, at its sole option, terminate this Agreement. All of the policies shall also include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive all rights of subrogation against District and/or the District Parties.

10. Independent Contractor Status. Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that s/he and the Contracted Parties shall not be considered officers, employees, agents, partners, or joint ventures of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.
11. Taxes. All payments made by District to Contractor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from compensation payable to Contractor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor and the Contracted Parties and otherwise in connection with this Agreement.
12. Fingerprinting/Criminal Background Investigation Certification. Contractor and the Contracted Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

**X** Contractor and the Contracted Parties shall only have limited or no contact (as determined by District) with District students at all times during the Term of this Agreement.

The following Contracted Parties have more than limited contact (as determined by District) with District students during the Term of this Agreement:  
[Attach and sign additional pages, as needed.]

All of the Contracted Parties noted above, at no cost to District, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints reveal that none of these Contracted Parties

have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including additional personnel, which differs in any way from the representations set forth above, Contractor shall immediately notify District and prohibit any new personnel from having any contact with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any such contact is permissible.

13. Tuberculosis Certification. Contractor and the Contracted Parties shall at all times comply with the tuberculosis ("TB") certification requirements of Education Code section 49406. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

X            Contracted Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

The following Contracted Parties shall have **more than limited contact** (as determined by District) with District students during the Term of this Agreement and, at no cost to District, have received a TB test in full compliance with the requirements of Education Code section 49406:

Contractor shall maintain on file the certificates showing that the Contracted Parties were examined and found free from active TB. These forms shall be regularly maintained and updated by Contractor and shall be available to District upon request or audit.

Contractor further agrees and acknowledges that all new personnel hired after the Effective Date of this Agreement are subject to the TB certification requirements and shall be prohibited from having any contact with District students until the TB certification requirements have been satisfied and District determines whether any such contact is permissible.

14. Confidential Information. Contractor shall maintain the confidentiality of and protect from unauthorized disclosure any and all individual student information received from the District, including but not limited to student names and other identifying information. Contractor shall not use such student information for any purpose other than carrying out the obligations under this agreement. Upon termination of this Agreement, Contractor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.
15. Assignment. Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District.

16. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon Contractor and District and their respective successors and assigns.
17. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
18. Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
19. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate court in Alameda County, California.
20. Non-Discrimination. PROVIDER shall not discriminate on the basis of a person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation in employment or operation of its programs.
21. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to Contractor at the address located next to the party signatures below, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.
22. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
23. Attorney Fees. If any legal action is taken to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.
24. Liability of District. Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incident damages, including but not limited to lost profits in connection with this Agreement.
25. Entire Agreement. This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or



supplemented by evidence of consistent additional terms.

26. Subject To Approval of Board. This Agreement confers no legal or equitable rights until it is approved by the District Board of Education at a lawfully conducted public meeting.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**DISTRICT:**

**ALBANY UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
 Name: Marie Williams  
 Title: Director of Curriculum, Instruction and  
 Assessment

**CONTRACTOR:**

**ASK Education Consulting**

Tax Identification Number:  
 (confidential)

By: \_\_\_\_\_  
 Name: Sasha Kirkman  
 Title: Expert Literacy Consultant

Address for District Notices:

Albany Unified School District  
 904 Talbot, Ave  
 Albany, CA 94706

Address for Contractor Notices:

**ASK Education Consulting**  
 1525 Arlington Blvd.  
 El Cerrito, CA 94530

Date of Board Approval: \_\_\_\_\_

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM:                    ENGLISH LEARNER PROGRAM UPDATE**

**PREPARED BY:        MARIE WILLIAMS, DIRECTOR III--  
CURRICULUM, INSTRUCTION AND ASSESSMENT**

**TYPE OF ITEM:       STAFF REPORT**

**PURPOSE:**

In accordance with AUSD Board Policy 6174 (Instruction), the purpose of this item is to provide a report on the progress of the District's English learners. This report includes information regarding the academic achievement of English learners, English learners' progress toward proficiency in English, the progress of students who have been redesignated as fluent English proficient, and the number and percentage of English learners who are, or are at risk, of being classified as long-term English learners.

**BACKGROUND:**

The Local Control Funding Formula allocates funding for all students and additional funding to provide targeted services for English learners. Several annual measurable objectives in the District's Local Control and Accountability Plan pertain to English learners, and English learner progress is measured on the California School Dashboard using the following formula:

- Students who increased at least one level from the prior year on the annual English learner test.
- Students who maintained their status of Early Advanced or Advanced on the annual English learner test from the prior year.
- English learners who were reclassified in the prior year.
- Long term English learners who advanced at least one level on the annual English learner test from the prior year.
- The total number of students in the categories above divided by the number of annual English learner test takers in the current year plus the total number English learners reclassified in the prior year.

**DETAILS:**

English learners in Albany Unified School District continue to show academic progress as measured by Smarter Balanced Summative Assessment data, English learner test results, and reclassification rates.

- Smarter Balanced Summative Assessment results in English language arts show three years of growth totaling a 20 percentage point increase in the percentage of English learners meeting and exceeding standards from 2015-2017.

- Smarter Balanced Summative Assessment results in mathematics also show three years of growth totaling a 15 percentage point increase in the percentage of English learners meeting and exceeding standards from 2015-2017.
- Smarter Balanced Summative Assessment results in English language arts shows three years of modest growth totaling a two percentage point increase in the percentage of redesignated English learners meeting and exceeding standards from 2015-2017.
- Smarter Balanced Assessment results in mathematics have shown no net increase in the percentage of redesignated English learners meeting and exceeding standards over a three year period from 2015 to 2017. However, the percentage of redesignated English learners meeting and exceeding standards in mathematics on the Smarter Balanced Summative Assessment in 2017 was fourteen percentage points higher than AUSD students and twenty-two percentage points higher than English learners.
- The percentage of English learners advancing at least one performance level, or maintaining performance at the Early Advanced or Advanced level on the English learner test increased from 80% in 2016 to 85% in 2017.
- The number of English learners reclassified as fluent English proficient declined slightly from 88 students in 2016 to 82 students in 2017. The total population of English learners also declined from 674 in 2016 to 607 in 2017.
- Based on the California School Dashboard, the overall percentage of English learners making progress learning English increased from 84.2% to 89.3% from 2016 to 2017.
- The percentage of English learners at risk of becoming long term English learners increased from 2016 to 2017; however, the percentage of students identified as long term English learners decreased from 2016 to 2017.

The assessment of English learners has undergone significant changes with the implementation of English Learner Proficiency Assessments for California. As a result, the English Learner Progress Indicator will reflect “status only” on the California School Dashboard in March 2019 and will not provide a performance level (“status” and “change”) until Fall 2019.

## STRATEGIC OBJECTIVES ADDRESSED:



**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

|   |
|---|
| <b>RECOMMENDATION: RECEIVE THE ENGLISH LEARNER PROGRAM UPDATE</b> |
|---|



Albany Unified School District

# English Learner Program Update

August 28, 2018

# AUSD Board Policy 6174-Education for English Learners<sup>61</sup>

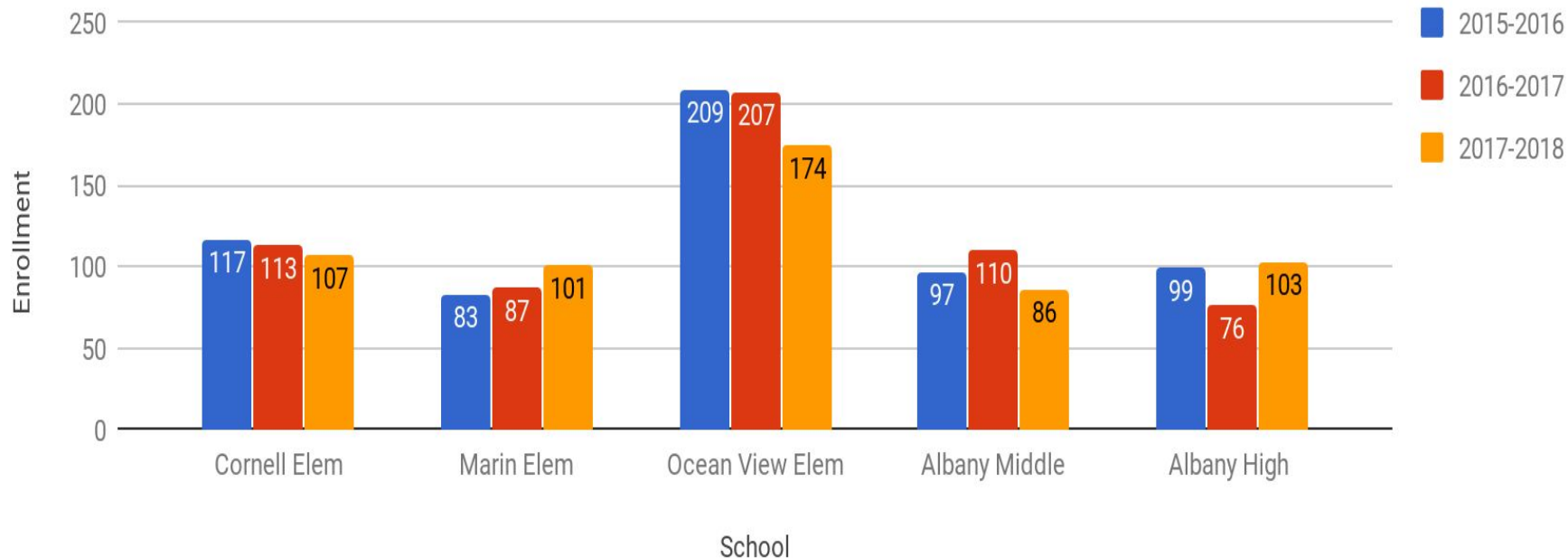
To evaluate program effectiveness, the Superintendent or designee shall regularly examine program results, including:

- Reports of the English learners' academic achievement
- Progress towards proficiency in English
- Progress of students who have been redesignated as fluent English proficient
- Number and percentage of English learners who are or are not at risk of being classified as long-term English learners

# Albany Unified School District (AUSD) English Learner Demographics

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**AUSD English Learner Enrollment**



# 2017-2018 English Learner Program Staffing<sup>63</sup>

## English Language Development (ELD) Specialists

### Allocated Staffing:

- Cornell - 1.2 FTE
- Marin - 1.0 FTE
- Ocean View - 2.2 FTE
- Albany Middle School - 1.2 FTE
- Albany High School - 1.4 FTE

### Roles and Responsibilities:

- Classroom Instruction
- Initial and Summative English Learner Assessment Administration
- Summative Assessment Administration
  - Proctoring/Test Administration
  - Assigning Designated Supports
- ELAC/DELAC Coordination and Meeting Facilitation
- English Learner Program Monitoring
- Teacher Consultation
- Professional Development
- Coordination with Summer School Principal to Implement Summer Bridge

# Smarter Balanced Assessment Results

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## Students Met/Exceeded Standards

### English language arts/literacy

|   | <b>2014-2015</b> | <b>2015-2016</b> | <b>2016-2017</b> |
|---|------------------|------------------|------------------|
| <b>English Learners</b>                       | 43%              | 56%              | 63%              |
| <b>Redesignated Fluent English Proficient</b> | 89%              | 90%              | 91%              |
| <b>AUSD</b>                                   | 72%              | 77%              | 79%              |
| <b>Statewide</b>                              | 44%              | 49%              | 49%              |

### Mathematics

|   | <b>2014-2015</b> | <b>2015-2016</b> | <b>2016-2017</b> |
|---|------------------|------------------|------------------|
| <b>English Learners</b>                       | 49%              | 58%              | 64%              |
| <b>Redesignated Fluent English Proficient</b> | 87%              | 90%              | 87%              |
| <b>AUSD</b>                                   | 69%              | 73%              | 73%              |
| <b>Statewide</b>                              | 33%              | 37%              | 36%              |



# California School Dashboard-

## English Learner Progress Indicator

|  | 2015-2016      | 2016-2017      |
|--|----------------|----------------|
| English Learners Tested (with prior year CELDT scores)                                     | 444            | 414            |
| English Learners Advancing at Least one Performance Level on CELDT                         | 154            | 160            |
| English Learners Maintaining Early Advanced/Advanced/Proficient Performance Level on CELDT | 201            | 194            |
| Students Redesignated Fluent English Proficient <i>(in the prior school year)</i>          | 88             | 82             |
| Long Term English Learners Advancing at Least one Performance Level on CELDT               | 5              | 7              |
| Students Making Progress Learning English on ELPI  | 448<br>(84.2%) | 443<br>(89.3%) |

## English Learners at risk of becoming long-term English learners

- Enrolled on Census Day (the first Wednesday in October) in grades 3 to 12.
- Enrolled in a U.S. school for four or five years.
- Scored at the intermediate level or below on the prior year administration of the CELDT.
- Scored in the fourth or fifth year at the “Standard Not Met” level on the prior year administration of the CAASPP-ELA (grades 4-9).

| Grade Level<br>(2016-2017) | AUSD English<br>Learners | English<br>Learner (EL)<br>students for<br>4-5 years | “At Risk” EL<br>Students | “At Risk” ELs<br>as a % of ELs<br>for 4-5 years |
|----------------------------|--------------------------|--|--------------------------|---|
| 3                          | 85                       | 37   | 10                       | 27%   |
| 4                          | 67                       | 51   | 19                       | 37%   |
| 5                          | 81                       | 28   | 13                       | 46%   |
| 6                          | 83                       | 1  | 0                        | 0   |
| 7                          | 42                       | 1  | 1                        | 100%  |
| 8                          | 40                       | 1  | 0                        | 0   |
| 9                          | 32                       | 5  | 4                        | 80%   |
| 10                         | 31                       | 5  | 2                        | 40%   |
| 11                         | 30                       | 2  | 1                        | 50%   |
| 12                         | 19                       | 3  | 1                        | 30%   |
| AUSD                       | 510                      | 134  | 51                       | 38%   |

## Long-term English learners

- Enrolled on Census Day (the first Wednesday in October) in grades 6 to 12.
- Enrolled in a U.S. school for six or more years.
- Remained at the same English language proficiency level for two or more consecutive prior years, or regressed to a lower English language proficiency level on CELDT.
- Scored at the “Standard Not Met” level on the prior year administration of the CAASPP-ELA (grades 6-8 and 11).

| Grade Level<br>(2016-2017) | AUSD<br>English<br>Learners | ELs for 6+<br>years | Long Term<br>English<br>Learner<br>(LTEL)<br>Students | LTEL as a<br>% of ELs<br>for 6+ years |
|----------------------------|-----------------------------|---------------------|---|---------------------------------------|
| 6                          | 83                          | 70                  | 34  | 49%                                   |
| 7                          | 42                          | 33                  | 20  | 60%                                   |
| 8                          | 40                          | 24                  | 14  | 58%                                   |
| 9                          | 32                          | 17                  | 10  | 59%                                   |
| 10                         | 31                          | 17                  | 15  | 88%                                   |
| 11                         | 30                          | 21                  | 17  | 80%                                   |
| 12                         | 19                          | 11                  | 9   | 81%                                   |
| AUSD                       | 277                         | 193                 | 101   | 52%                                   |

# English Language Proficiency Assessments for California (ELPAC)

| CELDT  | ELPAC  |
|--|--|
| Aligned with the 1999 California English Language Development (ELD) Standards with five proficiency levels | Must be aligned with the 2012 California ELD Standards, which have three proficiency levels (Emerging, Expanding, and Bridging)                                    |
| One test used for two purposes: initial assessment and annual assessment                                   | Two separate tests for two purposes: (1) initial identification; and (2) annual summative assessment. The initial identification will be brief and locally scored. |
| Paper-pencil tests   | Paper-pencil tests with a potential to transition to computer-based tests  |
| July 1–October 31 Annual Assessment window   | Annual Summative Assessment window to be a four month period after January 1 (proposed February 1–May 31), allowing for more pre-test instructional time           |
| Five grades/grade spans:<br>K–1, 2, 3–5, 6–8, and 9–12   | Seven grades/grade spans:<br>K, 1, 2, 3–5, 6–8, 9–10, and 11–12  |
| Five performance levels  | Four performance levels  |
| Reporting domains: Listening, Speaking, Reading, and Writing   | Reporting domains: Listening, Speaking, Reading, and Writing   |

# Transition to English Language Proficiency Assessments for California (ELPAC) <sup>69</sup>

## **ELPAC Implementation Timeline:**

- 2017–18: CELDT administered for the purpose of initial identification (July 1, 2017 to June 30, 2018).
- 2017–18: CELDT administered for the purpose of placement and monitoring current English Learners (July-October 2017).
- **Spring 2018: ELPAC Summative Assessment operational.**
  - **Assessment window Feb 1-May 31**
  - **Students assessed in small groups and individually**
  - **Listening portion administered through TOMS**
- **July 1, 2018: ELPAC Initial Assessment operational.**



Albany Unified School District

# English Learner Program Update

August 28, 2018

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM:** APPOINT NORTH REGION SELPA COMMUNITY ADVISORY COMMITTEE REPRESENTATIVE FOR ALBANY UNIFIED SCHOOL DISTRICT

**PREPARED BY:** DIANE MARIE, DIRECTOR, SPECIAL EDUCATION

**TYPE OF ITEM:** REVIEW AND ACTION

**PURPOSE:** Appointment of Kathleen Marte as a North Region SELPA Community Advisory Committee Member Representing the Albany Unified School District

**BACKGROUND INFORMATION:** All school districts and County Offices of Education in California join together in geographical regions in order to develop a regional special education service delivery system. A region might be a group of small districts or a large single district, but each region must be of sufficient size and scope to provide the full continuum of special education services for children residing within the region boundaries. The regions are called Special Education Local Plan Areas (SELPA). Each SELPA has a Local Plan, based on Federal and California law and regulations, which describes how special education services are provided in the SELPA. The North Region SELPA includes Alameda, Albany, Berkeley, Emery and Piedmont Unified School Districts.

**DETAILS:** Each SELPA is required to have a Community Advisory Committee (CAC), which serves only in an advisory capacity to the SELPA regarding the Local Plan. CAC members are appointed by, and responsible to, the governing board of each district participating in the Local Plan. Terms of appointment are for at least two years and are annually staggered to ensure that no more than one half of the membership serves the first year of the term in any one year.

The CAC shall be composed of parents of individuals with exceptional needs enrolled in public or private schools, parents of other pupils enrolled in school, pupils and adults with disabilities, general education teachers, special education teachers and other school personnel, representatives of other public and private agencies, and persons concerned with the needs of individuals with exceptional needs.

**STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual*

*socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*

**RECOMMENDATION:** Appoint Kathleen Marte as a North Region SELPA Community Advisory Committee Member representing the Albany Unified School District



**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: INDEPENDENT CONTRACTOR SERVICES AGREEMENT  
BETWEEN ALBANY UNIFIED SCHOOL DISTRICT AND SONJA BIGGS  
EDUCATIONAL SERVICES, INC.**

**PREPARED BY: DIANE MARIE, DIRECTOR OF SPECIAL EDUCATION**

**TYPE OF ITEM: REVIEW AND ACTION**

**PURPOSE:**

Board of Trustees to review and approve the Independent Contractor Services Agreement with Sonja Biggs Educational Services, Inc.

**BACKGROUND INFORMATION:**

Sonja Biggs Educational Services, Inc. will provide services to District students who have vision impairment. The District contracts with an outside provider for these specialized services.

**DETAILS:**

Services to be provided are specialized academic instruction, consultation and assessments.

☒ Standard Contract  
☐ Contract deviates from Standard Contract

☒ New Contract  
☐ Renew Contract

**KEY QUESTIONS AND ANSWERS:**

Q. Why contract for services instead of hiring District staff?

A. Need for this service is very limited and does not warrant or justify hiring District staff.

**FINANCIAL INFORMATION:**

Not to exceed \$6,825.00

**STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*

**RECOMMENDATION: Review and Approve Independent Contractor Services Agreement between Albany Unified School District and Sonja Biggs Educational Services, Inc.**

**ALBANY UNIFIED SCHOOL DISTRICT  
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This agreement is hereby entered into this 20th day of August 2018 in the County of Alameda, State of California, by and between the Albany Unified School District, hereinafter referred to as "DISTRICT," and Sonja Biggs Educational Services, Inc.

CONTRACTOR

7483 Dornoch Court

MAILING ADDRESS

Gilroy, CA 95020

CITY

STATE

ZIP

hereinafter referred to as 'CONTRACTOR.' DISTRICT and CONTRACTOR shall be collectively referred to as the Parties.

1. Contractor Services. Contractor agrees to provide the following services to District (collectively, the "Services"): Services for visually impaired students.
2. Contractor Qualifications. Contractor represents and warrants to District that Contractor and all of Contractor's employees, agents or volunteers (the "Contracted Parties") have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement. If any of the Services are performed by any of Contractor's Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor.
3. Term. CONTRACTOR shall:
 

☐ Provide services under this AGREEMENT on the following specific date's \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, and complete performance no later than \_\_\_\_\_;

OR

☒ Commence providing services under this AGREEMENT on August 29, 2018 and complete performance no later than June 30, 2019.

There shall be no extension of the Term of this Agreement without the express written consent from all parties. Written notice by the District Superintendent or designee shall be sufficient to stop further performance of the Services by Contractor or the Contracted Parties. In the event of early termination, Contractor shall be paid for satisfactory work performed to the date of termination. Upon payment by District, District shall be under no further obligation to Contractor, monetarily or otherwise, and District may proceed with the work in any manner District deems proper.

4. Termination. Either party may terminate this Agreement at any time by giving thirty (30) days advance written notice to the other party; however the parties may agree in writing to a shorter time period for the effectiveness of such termination. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if Contractor materially violates any of the terms of this Agreement, any act or omission by Contractor or the Contracted Parties exposes District to potential liability or may cause an increase in District's insurance premiums, Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency. Such termination shall be effective immediately upon Contractor's receipt of said notice.
5. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee not to exceed six thousand eight hundred twenty five (\$6,825.00). DISTRICT shall pay CONTRACTOR according to the following terms and conditions:
- a. Such compensation shall be based on:
    - ☒ An hourly rate of \$150.00.
    - ☐ A daily rate of \$ \_\_\_\_\_ for a total amount of \_\_\_\_\_ days.
    - ☐ A flat fee
  - b. Payment method shall be:
    - ☐ Upon Completion.
    - ☐ Date of Service.
    - ☒ Other (Specify): Monthly

Any work performed by Contractor in excess of said amount shall not be compensated.

Payment shall be made upon approval of DISTRICT and receipt of an invoice from CONTRACTOR one copy clearly marked original. CONTRACTOR's invoice shall be sent to: Albany Unified School District, Attention: Special Education, 904 Talbot Avenue, Albany, CA, 94706.

6. Equipment and Materials. Contractor at its sole cost and expense shall provide and furnish all tools, labor, materials, equipment, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor or the Contracted Parties, even if such Equipment is furnished, rented or loaned to Contractor or the Contracted Parties by District. Furthermore, any Equipment or workmanship that does not conform to the regulations of this Agreement may be rejected by District and in such case must be promptly remedied or replaced by Contractor at no additional cost to District and subject to District's reasonable satisfaction.

7. California Residency. Contractor and the Contracted Parties shall be residents of the State of California.
  
8. Indemnity. Contractor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Education, members of the Board of Education (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement, including but not limited to Contractor's or the Contracted Parties' use of the site; Contractor's or the Contracted Parties' performance of the Services; Contractor's or the Contracted Parties' breach of any of the representations or warranties contained in this Agreement; injury to or death of persons or damage to property or delay or damage to District or the District Parties; or for any act, error, omission, negligence, or willful misconduct of Contractor, the Contracted Parties or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.
  
9. Insurance. Without in any way limiting Contractor's liability or indemnification obligations set forth in Paragraph 8 above, District reserves the right to require contractor to procure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits not less than \$1,000,000.00 each occurrence and \$1,000,000.00 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$100,000.00 each occurrence and \$100,000.00 in the aggregate; if applicable; and neither Contractor nor any of the Contracted Parties shall commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insured. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If any of the required insurance is not reinstated, District may, at its sole option, terminate this Agreement. All of the policies shall also include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive all rights of subrogation against District and/or the District Parties.
  
10. Independent Contractor Status. Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that s/he and the Contracted Parties shall not be considered officers, employees, agents, partners, or joint ventures of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.

11. Taxes. All payments made by District to Contractor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from compensation payable to Contractor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor and the Contracted Parties and otherwise in connection with this Agreement.

12. Fingerprinting/Criminal Background Investigation Certification. Contractor and the Contracted Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☐ Contractor and the Contracted Parties shall only have limited or no contact (as determined by District) with District students at all times during the Term of this Agreement.

☒ The following Contracted Parties have more than limited contact (as determined by District) with District students during the Term of this Agreement:

Educational Services, Inc.

☒ All of the Contracted Parties noted above, at no cost to District, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints reveal that none of these Contracted Parties have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including additional personnel, which differs in any way from the representations set forth above, Contractor shall immediately notify District and prohibit any new personnel from having any contact with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any such contact is permissible.

13. Tuberculosis Certification. Contractor and the Contracted Parties shall at all times comply with the tuberculosis ("TB") certification requirements of Education Code section 49406. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☐ Contracted Parties shall only have limited or no contact (as determined by

District) with District students at all times during the Term of this Agreement.

**X** The following Contracted Parties shall have more than limited contact (as determined by District) with District students during the Term of this Agreement and, at no cost to District, have received a TB test in full compliance with the requirements of Education Code section 49406:

Educational Services, Inc.

Contractor shall maintain on file the certificates showing that the Contracted Parties were examined and found free from active TB. These forms shall be regularly maintained and updated by Contractor and shall be available to District upon request or audit.

Contractor further agrees and acknowledges that all new personnel hired after the Effective Date of this Agreement are subject to the TB certification requirements and shall be prohibited from having any contact with District students until the TB certification requirements have been satisfied and District determines whether any such contact is permissible.

14. Confidential Information. Contractor shall maintain the confidentiality of and protect from unauthorized disclosure any and all individual student information received from the District, including but not limited to student names and other identifying information. Contractor shall not use such student information for any purpose other than carrying out the obligations under this agreement. Upon termination of this Agreement, Contractor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.
15. Assignment. Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District.
16. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon Contractor and District and their respective successors and assigns.
17. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
18. Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
19. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate court in Alameda County, California.

20. Non-Discrimination. PROVIDER shall not discriminate on the basis of a person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation in employment or operation of its programs.
21. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to Contractor at the address located next to the party signatures below, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.
22. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
23. Attorney Fees. If any legal action is taken to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.
24. Liability of District. Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incident damages, including but not limited to lost profits in connection with this Agreement.
25. Entire Agreement. This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.
26. Subject To Approval of Board. This Agreement confers no legal or equitable rights until it is approved by the District Board of Education at a lawfully conducted public meeting.



IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**DISTRICT:**

**ALBANY UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_

Name: Jackie Kim

Title: Chief Business Official

Address for District Notices:

Albany Unified School District  
904 Talbot Avenue  
Albany, CA 94706

Board Approved \_\_\_\_\_

**CONTRACTOR:**

Tax Identification Number:

By: Dr. Sonja Biggs

Name: Dr. Sonja Biggs

Title: CEO, TVI, O&M

Address for Contractor Notices:

Sonja Biggs Educational Services, Inc.  
7483 Dornoch Ct.  
Gilroy, CA 95020

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: ALBANY HIGH SCHOOL BEHAVIOR MATRIX**

**PREPARED BY: CARRIE NERHEIM, DIRECTOR, STUDENT SERVICES**

**TYPE OF ITEM: REVIEW AND ACTION**

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**PURPOSE:**

The purpose of this is to approve the Albany High School behavior matrix.

**BACKGROUND INFORMATION:**

Albany Unified School District Administrative Regulation 5144 outlines a process for the development of site-level disciplinary rules. In developing the guidelines, the school must solicit the participation, views and advice of a representative group composed of parents/guardians, teachers, site administration, school security personnel and students.

Once developed, the final version of the rules “shall be adopted by a panel comprised of the principal or designee and a representative selected by classroom teachers employed at the school.”

The Governing Board may review, at an open meeting, the approved school discipline rules for consistency with Board policy and state law.

**DETAILS:**

Albany High School site administration had begun the process of revising the school behavior matrix in the fall 2017. The following activities have taken place to date:

*Summer 2017*

- Removed previous discipline grid from handbook distributed to students pending revisions.
  - Update: Completed
- Previous discipline grid in effect for 2017-18 pending revisions.
  - Update: Currently being used by all administrators at AHS along with the new behavior matrix draft

*Fall 2017*

- Collaborated with AMS and elementary administrators to begin adapting and aligning revised behavior matrix for high school students based on AMS document.
  - Update: Collaboration has occurred and is ongoing.
- New matrix moves from an emphasis on consequences to increased supports for accountability, ownership, social emotional and Social Justice competencies.

- Update: The new matrix includes these points.

### *Spring-Summer 2018*

- Stakeholder input, education and accountability phase
  - Staff:
    - Update: All staff has reviewed the new matrix and has had a chance to offer suggestions and ask questions.
  - Intervention team:
    - Update: Reviewed
  - Students:
    - Update: Reviewed at stakeholder meetings (PTSA and School Site Council).
    - Update: The new matrix will be included in student handbook for 2018-2019
  - Community:
    - Update: Reviewed at stakeholder meetings (PTSA and School Site Council)
  - AMS/Elementary/ACC:
    - Update: Collaboration has occurred and is ongoing
  - BOE review
    - Update: AHS presented new matrix in its draft form to the BOE in the fall 2017

Once the Board approves, the following will take place:

- Communicate to parents and students for full implementation 2018-2019
- Collect and correlate reflection/research links to social emotional competencies
- Reinstate behavior matrix in to the student handbook, all website resources and on bulletin boards on campus including offices and classrooms
- Education campaign for all stakeholders beginning with staff professional development, freshman orientation, advisory and during on-going interactions with students and staff when called upon to intervene with conflict resolution
- Begin collecting data on effectiveness and student outcomes

### **STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

**RECOMMENDATION:** Review and Approve the Albany High School Behavior Matrix

## Albany High School Behavior Matrix-DRAFT

*The following guidelines are provided to be used as options and at the staff's discretion depending on the infraction.*

| Level 1  | Level 2  | Level 3                                     |
|--|--|---|
| - Minor behavioral OR first reported incident. | - Moderate behavioral OR second reported incident. | - Severe behavioral OR continued incidents. |

All actions within a box may be used for each student action unless the student is unwilling to engage in the restorative actions. If a student is unwilling to engage in restorative practices, potentially more severe consequences may be issued.

When specified, teachers will be notified first via e-mail and then in person to provide further details.

For each 2 days of suspension, a student can replace 1 day with 5 hours of community service. The community service hours must be approved by administration and be completed within 3 weeks of the incident.

If a student is suspended, there will be a pre-suspension conference and a reintegration conference that will include guardian, student, an administrator and where appropriate, any additional staff members. When a student is suspended, teachers are automatically notified of the incident and suspension.

**Conflict resolution** – A meeting between 2-3 individuals that is mediated by an administrator, counselor or teacher using restorative questions and “I messages.” Resolutions will only be conducted when both parties agree.

**Counseling referral** – A referral to one of the school counselors will be made and counselor will determine length/duration of follow-up visits or interventions. Referrals to the mental health program may be made through the counselors.

**Defiance** – Minor occurrences of defiance should be handled in the classroom using the existing classroom management system. Requests for restorative conferences can be made without completing a behavior referral.

**Restorative circle** – A practice of restorative justice in which those impacted by an action come together using a formal circle process to address the harm done and explore ways to move forward. Circles will only be conducted when both parties agree.

**Restorative conference** -- A practice of restorative justice in which those impacted by an action come together in a conference setting to address the harm done and explore ways to move forward.

| Behavior        | 1st Incident/Level  | 2nd Incident/Level  | 3rd Incident/Level   |
|-----------------|---|---|--|
| <b>Absences</b> | <ul style="list-style-type: none"> <li>1<sup>st</sup> truancy letter at 3 unexcused absences</li> </ul>   | <ul style="list-style-type: none"> <li>2<sup>nd</sup> truancy letter at 5 unexcused absences</li> <li>SART meeting (Truancy Mediation) with family, teacher and counselor if necessary</li> <li>Teacher notification of process</li> </ul>                                      | <ul style="list-style-type: none"> <li>3<sup>rd</sup> truancy letter at 7 unexcused absences</li> <li>SARB (Truancy Mediation) meeting at 9 unexcused absences</li> <li>Teacher notification of results</li> </ul> |
| <b>Arson</b>    | <ul style="list-style-type: none"> <li>5 day suspension</li> <li>Guardian + student conference</li> <li>Restorative circles*</li> <li>Counselor referral</li> <li>5 hrs. community service</li> <li>Police report</li> <li>Possibility of expulsion recom.</li> </ul> | <ul style="list-style-type: none"> <li>Suspension pending expulsion process (<b>Ed. Code required</b>)</li> <li>Expulsion recommended</li> <li>Guardian + student conference</li> <li>Restorative circles*</li> <li>10 hrs. community service</li> <li>Police report</li> </ul> |  |

|  |  |   |  |
|--|--|---|--|
| Assault/Battery/Fighting   |  |   |  |
| - Self-defense   | <ul style="list-style-type: none"><li>Guardian contact</li><li>Conflict resolution or circle*</li><li>Counselor referral</li></ul>   | <ul style="list-style-type: none"><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor referral</li></ul>   | <ul style="list-style-type: none"><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor follow-up</li></ul>   |
| - Caused minor injury  | <ul style="list-style-type: none"><li>After-school detention</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Research/reflection</li></ul>  | <ul style="list-style-type: none"><li>1-2 day in-school suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor referral</li></ul>  | <ul style="list-style-type: none"><li>1-5 day suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor follow-up</li></ul>  |
| - Caused serious injury<br>(not mutual combat)   | <ul style="list-style-type: none"><li>1-2 days in-school suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor referral</li><li>Research/reflection</li></ul>  | <ul style="list-style-type: none"><li>1-2 day suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor follow-up</li></ul>   | <ul style="list-style-type: none"><li>1-5 day suspension</li><li>Possibility of expulsion recommendation</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor follow-up</li></ul>  |
| - Mutual combat/fighting   | <ul style="list-style-type: none"><li>1-3 day suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Research/reflection</li></ul>  | <ul style="list-style-type: none"><li>2-4 day suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor referral</li></ul>  | <ul style="list-style-type: none"><li>3-5 day suspension</li><li>Guardian + student conference</li><li>Conflict resolution or circle*</li><li>Counselor follow-up</li></ul>  |
| - Willfully caused serious injury, except in self-defense  | <ul style="list-style-type: none"><li>Suspension pending expulsion process</li><li>Expulsion recommended</li><li>Police report</li><li>Guardian, student, counselor and admin conference</li><li>Research/reflection</li></ul>   |   |  |
| - Physical assault/battery   |  |   |  |
| - Sexual assault – aggressive and unwanted sexual/intimate contact<br>(Ed. Code required)  |  |   |  |
| Cutting Class<br>(15 min + of class)   |  |   |  |
| - On Campus without permission   | <ul style="list-style-type: none"><li>Guardian + teacher notified</li></ul>  | <ul style="list-style-type: none"><li>After-school detention of double the time cut with a cap of 2 detentions</li><li>Guardian + student conference</li><li>Counselor referral</li><li>Teacher notified</li></ul>  | <ul style="list-style-type: none"><li>1 day in-school suspension</li><li>Guardian, student, teacher and counselor conference</li><li>Counselor follow-up</li><li>Possible referral to SART/SARB</li><li>Teacher notified</li></ul>   |
| - Off campus/leaving without permission  | <ul style="list-style-type: none"><li>Student's safety is ensured by calling parent, contacts, and if that fails, the police</li><li>After-school detention of double the time cut with a cap of 2</li><li>Guardian + student conference</li><li>Guardian + teacher notified</li></ul> | <ul style="list-style-type: none"><li>Student's safety is ensured by calling parent, contacts, and if that fails, the police</li><li>1 day in-school suspension</li><li>Guardian + student conference</li><li>Counselor referral</li><li>Teacher notified</li></ul> | <ul style="list-style-type: none"><li>Student's safety is ensured by calling parent, contacts, and if that fails, the police</li><li>2 day in-school suspension</li><li>Guardian, student, teacher, and counselor conference</li><li>Counselor follow-up</li><li>Possible referral to SART/SARB</li><li>Teacher notified</li></ul> |
| Defiance or Disruption of the Educational Process  |  |   |  |
| - Minor: Student does not follow repeated directions or requests from staff; action momentarily interrupts instruction, event or program | <ul style="list-style-type: none"><li>Restorative action</li><li>Guardian contact</li></ul>  | <ul style="list-style-type: none"><li>Restorative action</li><li>1 day class suspension possible</li><li>Restorative conference with student, teacher, and admin</li><li>Guardian contact</li></ul>   | <ul style="list-style-type: none"><li>1-2 day In-school suspension</li><li>Restorative action</li><li>Restorative conference with student, guardian, teacher, and admin</li><li>Counselor referral</li></ul>   |

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| - Major or repetitive: Student does not follow repeated directions or requests from staff; action interrupts or stops instruction, event or program; administrator or supervisor support required | <ul style="list-style-type: none"> <li>• After-school detention</li> <li>• 1 day class suspension</li> <li>• Restorative circle*</li> <li>• Guardian + student conference</li> </ul>  | <ul style="list-style-type: none"> <li>• 1 day in-school suspension</li> <li>• Restorative circle*</li> <li>• Guardian + student reintegration conference</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• Possible 1-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Conflict circle*</li> <li>• Counselor follow-up</li> </ul>  |
| <b>Drugs, and Controlled Substances</b>   |   |   |  |
| - Selling, buying, distributing   | <ul style="list-style-type: none"> <li>• Suspension pending expulsion process (<b>Ed. Code required</b>)</li> <li>• Expulsion recommended</li> <li>• Police report</li> <li>• Guardian, student, counselor and admin conference</li> <li>• Restorative research/reflection</li> </ul> |   |  |
| - Possession  | <ul style="list-style-type: none"> <li>• 1 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> </ul>                                       | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Possible expulsion recommendation</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> </ul> |
| - Under the influence   | <ul style="list-style-type: none"> <li>• 1-3 day in-school suspension</li> <li>• Guardian + student conference</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• 3-5 day in or out of school suspension</li> <li>• Guardian + student conference</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> <li>• Random bag checks possible</li> </ul>                   | <ul style="list-style-type: none"> <li>• 5 day suspension</li> <li>• Possible expulsion recommended</li> <li>• Counselor follow-up</li> <li>• Random bag checks possible</li> </ul>  |
| <b>Drug Paraphernalia</b>   |   |   |  |
| - Possession  | <ul style="list-style-type: none"> <li>• 1 day in-school suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> <li>• Random bag checks possible</li> </ul> | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Random bag checks possible</li> </ul>  |
| - Sale  | <ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Guardian + student conference</li> <li>• Item turned over to police</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> </ul>                                       | <ul style="list-style-type: none"> <li>• Suspension pending expulsion process (<b>Ed. Code required</b>)</li> <li>• Expulsion recommended</li> <li>• Guardian, student + counselor conference</li> <li>• Item turned over to police</li> </ul>                   |
| <b>Electronics</b>  |   |   |  |
| -Possession or use without permission and teacher deems the device to be a distraction: Phones, Bluetooth speakers, etc.  | <ul style="list-style-type: none"> <li>• Device taken and logged in the office. Returned to student at the end of the day.</li> </ul>   | <ul style="list-style-type: none"> <li>• Device taken and logged in the office, guardian phone call or conference to release</li> </ul>   | <ul style="list-style-type: none"> <li>• Device taken and logged in the office one week, guardian pick up</li> </ul>   |
| -Recording a fight to post on social media.   | <ul style="list-style-type: none"> <li>• 3 hours of community service</li> <li>• Reflection assignment</li> <li>• Guardian contact</li> </ul>   | <ul style="list-style-type: none"> <li>• 6 hours of community service</li> <li>• Reflection assignment</li> <li>• Guardian contact</li> </ul>   | <ul style="list-style-type: none"> <li>• 9 hours of community service</li> <li>• Reflection assignment</li> <li>• Guardian contact</li> </ul>  |
| <b>Falsifying Records Plagiarism/Cheating</b>   | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> <li>• Reflective assignment</li> <li>• Warning of or loss of privilege related to falsification/plagiarism including grades.</li> </ul>   | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> <li>• Reflective assignment</li> <li>• Loss of privilege related to falsification/plagiarism including grades.</li> </ul>   | <ul style="list-style-type: none"> <li>• 1 day in-school suspension</li> <li>• Guardian + student conference</li> <li>• Reflective assignment</li> <li>• Loss of privilege related to falsification/plagiarism including grades.</li> </ul>                      |
| - Falsely representing yourself, other people or facts on school documents which includes all   |   |   |  |

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| academic assignments and exams.   |   |  |   |
| <b>Fire Alarms</b>  | <ul style="list-style-type: none"> <li>1-2 day in-school suspension</li> <li>Community service</li> <li>Reflective assignment</li> <li>Restorative circle</li> </ul>  | <ul style="list-style-type: none"> <li>2 day suspension</li> <li>Community service</li> <li>Reflective assignment</li> <li>Restorative circle</li> </ul>   | <ul style="list-style-type: none"> <li>3-5 day suspension</li> <li>Community service</li> <li>Reflective assignment</li> <li>Restorative circle</li> </ul>  |
| - Pulling   |   |  |   |
| <b>Gambling</b>   | <ul style="list-style-type: none"> <li>3 days community service</li> <li>Confiscation of equipment for guardian pick-up</li> <li>Restorative circle</li> </ul>  | <ul style="list-style-type: none"> <li>After-school detention</li> <li>Confiscation of equipment</li> <li>Guardian + student conference</li> <li>Restorative circle</li> <li>Counselor referral</li> <li>Community service</li> </ul>  | <ul style="list-style-type: none"> <li>1+ day in-school suspension</li> <li>Confiscation of equipment</li> <li>Guardian + student conference</li> <li>Restorative circle</li> <li>Counselor referral</li> <li>Community service</li> </ul>                                      |
| <b>Harassment &amp; Bullying</b>  | <ul style="list-style-type: none"> <li>After-school detention</li> <li>Guardian + student conference</li> <li>Conflict resolution or restorative circle*</li> <li>Educational/reflective assignment</li> </ul>                                | <ul style="list-style-type: none"> <li>1 day in-school suspension</li> <li>Guardian + student conference</li> <li>Conflict resolution or restorative circle*</li> <li>Educational/reflective assignment</li> <li>Harassment contract</li> <li>Counselor referral</li> </ul>            | <ul style="list-style-type: none"> <li>1-5 day suspension</li> <li>Guardian + student conference</li> <li>Conflict resolution or restorative circle*</li> <li>Educational/reflective assignment</li> <li>Counselor follow-up</li> <li>Possible schedule change</li> </ul>       |
| - Unwelcome comments [spoken, written, electronic] or acts, which are ongoing, one-sided and make the recipient feel powerless and/or creates a hostile environment           |   |  |   |
| <b>Hate Acts</b>  | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the consequences for hate speech</li> </ul>  | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the consequences for hate speech</li> </ul>   | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the consequences for hate speech</li> </ul>  |
| - Harmful action against someone for their real or perceived identity.  |   |  |   |
| <b>Hate Speech/Messaging</b>  | <ul style="list-style-type: none"> <li>Guardian contact</li> <li>Research and written reflection about the specific area of hate</li> <li>Restorative circle*</li> <li>Make amends with group impacted</li> <li>Counselor referral</li> </ul> | <ul style="list-style-type: none"> <li>1 day in-school suspension</li> <li>Guardian + student conference</li> <li>Research and written reflection</li> <li>Restorative circle*</li> <li>Make amends with group impacted</li> <li>Counselor referral</li> </ul>                         | <ul style="list-style-type: none"> <li>1-5 day suspension</li> <li>Guardian + student conference</li> <li>Research and written reflection</li> <li>Restorative circle*</li> <li>Make amends with group impacted</li> <li>Counselor follow-up</li> </ul>                         |
| - Slur or derogatory comment/message about one's real or perceived identity. This includes body size, disability, gender, nationality, race, religion, or sexual orientation. |   |  |   |
| <b>Incendiary Devices</b><br>(matches, lighters, etc.)  |   |  |   |
| -Possession   | <ul style="list-style-type: none"> <li>Community service</li> <li>Guardian contact</li> <li>Confiscation of Item</li> <li>Restorative circle</li> </ul>   | <ul style="list-style-type: none"> <li>Community service</li> <li>Guardian contact</li> <li>Confiscation of Item</li> <li>Restorative circle</li> </ul>  | <ul style="list-style-type: none"> <li>1 day in-school suspension</li> <li>Guardian + student conference</li> <li>Confiscation of Item</li> <li>Restorative circle</li> <li>Random bag checks in morning</li> </ul>   |
| -Use<br>(lighting something on fire)  | <ul style="list-style-type: none"> <li>1 day suspension</li> <li>Guardian contact</li> <li>Confiscation of Item</li> <li>Restorative circle</li> </ul>  | <ul style="list-style-type: none"> <li>2 day suspension</li> <li>Guardian contact</li> <li>Confiscation of Item</li> <li>Restorative circle</li> </ul>   | <ul style="list-style-type: none"> <li>3 day suspension</li> <li>Guardian + student conference</li> <li>Confiscation of Item</li> <li>Restorative circle</li> <li>Random bag checks in morning</li> </ul>   |
| <b>Offensive Comment</b>  | <ul style="list-style-type: none"> <li>Behavior reflection form</li> <li>Conflict resolution</li> <li>Guardian contact</li> </ul>   | <ul style="list-style-type: none"> <li>Community service</li> <li>Behavior reflection form</li> <li>Conflict resolution</li> <li>Guardian contact</li> </ul>   | <ul style="list-style-type: none"> <li>Community service</li> <li>Behavior reflection form</li> <li>Conflict resolution</li> <li>Guardian contact</li> <li>Counselor referral</li> </ul>  |
| - Harmful or offensive comment that is not about a person's identity.   |   |  |   |
| <b>Retaliation</b>  | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the following:</li> <li>Guardian contact</li> <li>Restorative circle*</li> <li>Counselor referral</li> </ul>                                       | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the following:</li> <li>1 day in-school suspension</li> <li>Guardian + student conference</li> <li>Restorative circle*</li> <li>Counselor referral</li> <li>Retaliation contract</li> </ul> | <ul style="list-style-type: none"> <li>See the consequence for each act plus any or all of the following:</li> <li>1-5 day suspension</li> <li>Guardian + student conference</li> <li>Restorative circle*</li> <li>Counselor follow-up</li> <li>Retaliation contract</li> </ul> |
| - Harming someone because they have caused or reported harm   |   |  |   |

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| <b>Roughhousing</b><br>(not fighting)   | <ul style="list-style-type: none"> <li>• Verbal warning</li> <li>• Teacher notifies asst. principal</li> </ul>  | <ul style="list-style-type: none"> <li>• After-school detention</li> <li>• Guardian contact</li> <li>• Conflict resolution</li> <li>• Counselor referral</li> </ul>   | <ul style="list-style-type: none"> <li>• 1 + day in or out-of-school suspension</li> <li>• Guardian + student conference</li> <li>• Conflict resolution</li> <li>• Counselor follow-up</li> </ul>   |
|   |   |   |   |
| <b>Selling, Buying, or Trading Items with the intent of intimidation or bullying.</b> | <ul style="list-style-type: none"> <li>• 2 days community service</li> <li>• Items, or \$ earned, are returned to original owner</li> </ul>   | <ul style="list-style-type: none"> <li>• After-school detention</li> <li>• Items, or \$ earned, are returned to original owner</li> </ul>   | <ul style="list-style-type: none"> <li>• 1 day in-school suspension</li> <li>• Items, or \$ earned, are returned to original owner and guardian to pick up</li> </ul>   |
|   | <ul style="list-style-type: none"> <li>• Guardian contact</li> </ul>  | <ul style="list-style-type: none"> <li>• Guardian contact</li> </ul>  | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> </ul>   |
| <b>Sexual Harassment</b>  | <ul style="list-style-type: none"> <li>• 1 day in-school suspension</li> <li>• Guardian + student conference</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• 1-3 day suspension</li> <li>• Conference with student, guardian, and counselor</li> <li>• Restorative circle*</li> <li>• Restorative project or training</li> <li>• Counselor referral</li> <li>• Harassment contract</li> </ul> | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Conference with student, guardian, and counselor</li> <li>• Restorative circle*</li> <li>• Restorative project or training</li> <li>• Possible schedule change</li> <li>• Counselor follow-up</li> </ul>                             |
|   | <p>- Verbal/visual (creating or displaying pictures, signs, gestures, inappropriate material or verbal statement)</p> <p>- Physical contact (of another in the act of harassment), includes pantsing</p> <p>- Continual verbal, visual, or physical sexual harassment</p> |   |   |
| <b>Tardy</b>  | <ul style="list-style-type: none"> <li>• 1<sup>st</sup> - 3<sup>rd</sup> warning via auto-dialer</li> </ul>   | <ul style="list-style-type: none"> <li>• 6<sup>th</sup> after-school detention</li> <li>• 7<sup>th</sup> warning via auto-dialer</li> </ul>   | <ul style="list-style-type: none"> <li>• 10+ after-school detention</li> </ul>  |
|   |   |   |   |
| <b>Theft/Possession of Stolen Property</b>  | <ul style="list-style-type: none"> <li>• After school detention</li> <li>• Restitution to individual(s) and community</li> </ul>  | <ul style="list-style-type: none"> <li>• 1-2 day in-school suspension</li> <li>• Restitution to individual(s) and community</li> </ul>  | <ul style="list-style-type: none"> <li>• 3+ day in-school suspension</li> <li>• Restitution to individual(s) and community</li> </ul>   |
|   | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> <li>• Restorative circle*</li> <li>• Counselor referral</li> </ul>  | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> <li>• Police contacted if necessary</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> </ul>  | <ul style="list-style-type: none"> <li>• Guardian + student conference</li> <li>• Police contacted if necessary</li> <li>• Restorative circle*</li> <li>• Counselor follow-up</li> </ul>  |
| <b>Threats (student)</b>  | <ul style="list-style-type: none"> <li>• 1-2 day suspension in or out-of-school</li> <li>• Guardian + student conference</li> <li>• Conflict resolution or restorative circle*</li> <li>• Counselor referral</li> <li>• Police report possible</li> </ul>                 | <ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Conflict resolution or restorative circle*</li> <li>• Counselor follow-up</li> <li>• Police report possible</li> <li>• Consider class change</li> </ul>   | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Expulsion recommendation possible</li> <li>• Guardian + student conference</li> <li>• Conflict resolution or restorative circle*</li> <li>• Counselor follow-up</li> <li>• Police report</li> <li>• Consider class change</li> </ul> |
|   | <p>- Witness intimidation using harassment and/or threat</p> <p>- Threat of death or grave bodily injury</p>  |   |   |
| <b>Threats (staff)</b>  | <ul style="list-style-type: none"> <li>• 1-2 day suspension in or out of school</li> <li>• Guardian + student conference</li> <li>• Police report possible</li> <li>• Restorative conference*</li> <li>• Counselor referral</li> </ul>                                    | <ul style="list-style-type: none"> <li>• 2-3 day suspension</li> <li>• Guardian + student conference</li> <li>• Police report possible</li> <li>• Restorative conference*</li> <li>• Counselor follow-up</li> <li>• Consider class change</li> </ul>                      | <ul style="list-style-type: none"> <li>• 3-5 day suspension</li> <li>• Expulsion recommendation possible</li> <li>• Guardian + student conference</li> <li>• Police report</li> <li>• Restorative conference*</li> <li>• Counselor follow-up</li> <li>• Consider class change</li> </ul>                    |
|   | <p>- Threat of death or grave bodily injury against school official, or against school property</p>   |   |   |
| <b>Vandalism, Graffiti, Destruction of Property</b>                                   | <ul style="list-style-type: none"> <li>• 1-2 day in-school suspension</li> <li>• Restitution, clean up</li> <li>• Guardian + student conference</li> <li>• Research/reflection</li> <li>• Police report possible</li> </ul>   | <ul style="list-style-type: none"> <li>• 2 day in-school suspension</li> <li>• Restitution, clean up</li> <li>• Guardian + student conference</li> <li>• Police report</li> </ul>   | <ul style="list-style-type: none"> <li>• 3 day in-school suspension</li> <li>• Restitution, clean up</li> <li>• Guardian + student conference</li> <li>• Police report</li> </ul>   |
|   | <p>- Destruction or harm to school or personal property requiring clean up or resulting in financial loss</p>   |   |   |



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| <b>Verbal Abuse of a Staff Member</b>  | <ul style="list-style-type: none"> <li>Possible 1 day class suspension</li> <li>Restorative conference including guardian</li> </ul>     | <ul style="list-style-type: none"> <li>Possible 2-3 day class or in-school suspension</li> <li>Restorative conference including guardian</li> <li>Counselor referral</li> </ul>         | <ul style="list-style-type: none"> <li>Possible 3-5 day class or out of school suspension</li> <li>Restorative conference including guardian</li> <li>Counselor follow-up</li> </ul>                     |
| <b>Weapons, Explosives, Dangerous Objects, Imitation Firearms</b>  |  |   |  |
| - Possession of a knife or blade, real or imitation  | <ul style="list-style-type: none"> <li>1-2 day suspension</li> <li>Guardian + student conference</li> <li>Counseling referral</li> </ul> | <ul style="list-style-type: none"> <li>3-5 day suspension</li> <li>Guardian + student conference</li> <li>Counseling follow-up</li> <li>Possibility of expulsion recommended</li> </ul> | <ul style="list-style-type: none"> <li>Suspension pending expulsion</li> <li>Expulsion recommended</li> <li>Guardian + student conference</li> <li>Counseling follow-up</li> </ul>                       |
| - Possession or use of weapons, explosives, dangerous objects or imitation firearms<br><br>- Brandishing a knife |  |   | <ul style="list-style-type: none"> <li>Suspension pending expulsion <b>(Ed. Code required)</b></li> <li>Expulsion recommended</li> <li>Police called</li> <li>Guardian and student conference</li> </ul> |

\*Note that school staff reserve the right to shift the nature of suspensions from in-school to out of school and vice versa when appropriate or necessary.

#### Resources:

[Fix School Discipline Tool Kit](#)

[Mindfulness for Students](#)

[Psychology Today- Understanding Myths about Mistakes](#)

[Mind Tools- How Good is Your Decision Making?](#)

[Ted Talk- Why I keep speaking when people mock my accent.](#)

[You Tube: Alcohol's Effect on the Teenage Brain](#)

Possible headers “Ourselves, others, environment”

Use “I and we” language”

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: INDEPENDENT CONTRACTOR AGREEMENT WITH MILLENNIUM CONSULTING ASSOCIATES FOR HAZARDOUS MATERIALS CONSULTING SERVICES FOR THE OCEAN VIEW SCHOOL CONSTRUCTION PROJECT**

**PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL**

**TYPE OF ITEM: REVIEW AND ACTION**

**PURPOSE:**

To review and approve the Independent Contractor Agreement with Millennium Consulting Associates for Hazardous Materials Consulting Services for the Ocean View School Construction Project as these services are required to comply with EPA, Cal EPA and California Code of Regulations Title 22.

**BACKGROUND INFORMATION/DETAILS:**

Review and testing of potentially hazardous materials existing on the Ocean View Elementary School site is required by California Title 22. The results from this review and testing will establish potential mitigations related to hazardous materials that may be present in the soil and/or in the existing construction. The scope of work to mitigate and/or abate hazardous materials that may be discovered will be included in a future contract to be performed by a properly-licensed hazardous abatement contractor.

**DETAILS:**

Hazardous Materials Consulting Services for the Ocean View School Construction project. Expected Timeframe: August 2018 to June 2020

Services will be provided on a Time-and-Materials, Not-to-Exceed basis and shall include:

- Hazmat Survey & Report
- Abatement Plans & Specs
- Environmental Site Assessment (“Phase 1”)
- Soil Characterization & Report
- Allowance for Additional Soils Testing if Required for Off-haul

**FINANCIAL INFORMATION:** Total Agreement: \$26,363.50 from Measure B Fund.

**STRATEGIC OBJECTIVES ADDRESSED:**

**Objective #3:** *Communicate and Lead Together.* **Goal:** *All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

**RECOMMENDATION:** Approve Independent Contractor Agreement with Millennium Consulting Associates for Hazardous Materials Consulting Services for the Ocean View School Construction Project

**ALBANY UNIFIED SCHOOL DISTRICT  
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This agreement is hereby entered into this 29<sup>th</sup> day of August, 2018 in the County of Alameda, State of California, by and between the Albany Unified School District, hereinafter referred to as "DISTRICT," and Millennium Consulting Associates (a MECA Consulting Inc company)

CONTRACTOR

401 Roland Way, Suite 250

MAILING ADDRESS

|         |       |       |
|---------|-------|-------|
| Oakland | CA    | 94621 |
| CITY    | STATE | ZIP   |

hereinafter referred to as 'CONTRACTOR.' DISTRICT and CONTRACTOR shall be collectively referred to as the Parties.

1. Contractor Services. Contractor agrees to provide the following services to District (collectively, the "Services"):

Provide Hazardous Materials Consulting Services for the Ocean View Elementary School project located at 1000 Jackson Street, Albany CA.

The scope shall include 1) Hazardous Building Material Survey (HMBS) of exist<sup>ing</sup> buildings, 2) Develop Abatement Plan and Specifications suitable for bidding, 3) Environmental Site Assessment, and 4) Soil Characterization based on 15 soil samples to enable development of demolition and waste hauling requirements. The agreement will also include an allowance of \$7,500 to cover additional soil testing that would be used when the project goes to construction to meet disposal requirements at landfills in California. Coordinate with the District Representative on all services. Scope item 3 above is optional, if authorized by District, valued at \$2,500. See attached proposal dated 8/09/18.

2. Contractor Qualifications. Contractor represents and warrants to District that Contractor and all of Contractor's employees, agents or volunteers (the "Contracted Parties") have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement. If any of the Services are performed by any of Contractor's Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor.

3. Term. CONTRACTOR shall:

☐

Provide services under this AGREEMENT on the following specific date's

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and

complete performance no later than \_\_\_\_\_;

OR

☒

Commence providing services under this AGREEMENT on August 29, 2018 and

complete performance no later than June 30, 2020.

There shall be no extension of the Term of this Agreement without the express written consent from all parties. Written notice by the District Superintendent or designee shall be sufficient to stop further performance of the Services by Contractor or the Contracted Parties. In the event of early termination, Contractor shall be paid for satisfactory work performed to the date of termination. Upon payment by District, District shall be under no further obligation to Contractor, monetarily or otherwise, and District may proceed with the work in any manner District deems proper.

4. Termination. Either party may terminate this Agreement at any time by giving thirty (30) days advance written notice to the other party; however the parties may agree in writing to a shorter time period for the effectiveness of such termination. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if Contractor materially violates any of the terms of this Agreement, any act or omission by Contractor or the Contracted Parties exposes District to potential liability or may cause an increase in District's insurance premiums, Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency. Such termination shall be effective immediately upon Contractor's receipt of said notice.
5. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT. DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

- a. Such compensation shall be based on:
- ☐ An hourly rate of \$ \_\_\_\_\_ for a total amount of \_\_\_\_\_ hours.
- ☐ A daily rate of \$ \_\_\_\_\_ for a total amount of \_\_\_\_\_ days.
- ☒ \$ time-and-materials, not-to-exceed \$26,363.50\*
- b. Payment method shall be:
- ☐ Upon Completion.
- ☐ Date of Service
- ☒ **Other (Specify):** invoice monthly
- \*This total includes \$2,500 for Environmental Site Assessment, which is optional, at request of the District. If not requested, this amount will be deducted from the compensation.

Any work performed by Contractor in excess of said amount shall not be compensated.

Payment shall be made upon approval of DISTRICT and receipt of an invoice from CONTRACTOR one copy clearly marked original. CONTRACTOR's invoice shall be sent to: Albany Unified School District, Attention: Accounts Payable, 1051 Monroe Street, Albany, CA, 94706.

6. Equipment and Materials. Contractor at its sole cost and expense shall provide and furnish all tools, labor, materials, equipment, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contracted Parties, even if such Equipment is furnished, rented or loaned to Contractor or the Contracted Parties by District. Furthermore, any Equipment or workmanship that does not conform to the regulations of this Agreement may be rejected by District and in such case must be promptly remedied or replaced by Contractor at no additional cost to District and subject to District's reasonable satisfaction.
7. California Residency. Contractor and the Contracted Parties shall be residents of the State of California.
8. Indemnity. Contractor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Education, members of the Board of Education (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement, including but not limited to Contractor's or the Contracted Parties' use of the site; Contractor's or the Contracted Parties' performance of the Services; Contractor's or the Contracted Parties' breach of any of the representations or warranties contained in this Agreement; injury to or death of persons or damage to property or delay or damage to District or the District Parties; or for any act, error, omission, negligence, or willful misconduct of Contractor, the Contracted Parties or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity,

which would otherwise exist as to a party, person, or entity described in this paragraph.

9. Insurance. Without in any way limiting Contractor's liability or indemnification obligations set forth in Paragraph 8 above, District reserves the right to require contractor to procure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits not less than \$1,000,000.00 each occurrence and \$1,000,000.00 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$100,000.00 each occurrence and \$100,000.00 in the aggregate; if applicable; and neither Contractor nor any of the Contracted Parties shall commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insured. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If any of the required insurance is not reinstated, District may, at its sole option, terminate this Agreement. All of the policies shall also include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive all rights of subrogation against District and/or the District Parties.
10. Independent Contractor Status. Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that s/he and the Contracted Parties shall not be considered officers, employees, agents, partners, or joint ventures of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.
11. Taxes. All payments made by District to Contractor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from compensation payable to Contractor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor and the Contracted Parties and otherwise in connection with this Agreement.
12. Fingerprinting/Criminal Background Investigation Certification. Contractor and the Contracted Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☒ Contractor and the Contracted Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

☐ The following Contracted Parties have **more than limited contact** (as

determined by District) with District students during the Term of this Agreement:

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[Attach and sign additional pages, as needed.]

☐ All of the Contracted Parties noted above, at no cost to District, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints reveal that none of these Contracted Parties have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including additional personnel, which differs in any way from the representations set forth above, Contractor shall immediately notify District and prohibit any new personnel from having any contact with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any such contact is permissible.

13. Tuberculosis Certification. Contractor and the Contracted Parties shall at all times comply with the tuberculosis ("TB") certification requirements of Education Code section 49406. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☒ Contracted Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

☐ The following Contracted Parties shall have **more than limited contact** (as determined by District) with District students during the Term of this Agreement and, at no cost to District, have received a TB test in full compliance with the requirements of Education Code section 49406:

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Contractor shall maintain on file the certificates showing that the Contracted Parties were examined and found free from active TB. These forms shall be regularly maintained and updated by Contractor and shall be available to District upon request or audit.

Contractor further agrees and acknowledges that all new personnel hired after the Effective Date of this Agreement are subject to the TB certification requirements and shall be prohibited from having any contact with District students until the TB certification requirements have been satisfied and District determines whether any such contact is permissible.

14. Confidential Information. Contractor shall maintain the confidentiality of and protect from unauthorized disclosure any and all individual student information received from the District, including but not limited to student names and other identifying



information. Contractor shall not use such student information for any purpose other than carrying out the obligations under this agreement. Upon termination of this Agreement, Contractor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.

15. Assignment. Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District.
16. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon Contractor and District and their respective successors and assigns.
17. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
18. Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
19. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate court in Alameda County, California.
20. Non-Discrimination. Contractor shall not discriminate on the basis of a person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation in employment or operation of its programs.
21. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to Contractor at the address located next to the party signatures below, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.
22. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
23. Attorney Fees. If any legal action is taken to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.

24. Liability of District. Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incident damages, including but not limited to lost profits in connection with this Agreement.
25. Entire Agreement. This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.
26. Subject To Approval of Board. This Agreement confers no legal or equitable rights until it is approved by the District Board of Education at a lawfully conducted public meeting.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**DISTRICT:**

**ALBANY UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
 Name: Valerie Williams  
 Title: Superintendent

Address for District Notices:

Albany Unified School District  
 1051 Monroe Street  
 Albany, CA 94706

Date of Board Approval: August 28, 2018

**CONTRACTOR:** Millennium Consulting Associates  
(a MECA Consulting Inc company)

Tax Identification Number: \_\_\_\_\_

By \_\_\_\_\_  
 Name: Jack McCubbin  
 Title: Managing Principal

Address for Contractor Notices:

401 Roland Way, Suite 250  
Oakland, CA 94621  
 \_\_\_\_\_  
 \_\_\_\_\_

Corporate Office:  
 401 Roland Way, Suite 250  
 Oakland, CA 94621  
 925.808.6700 – Office 925.808.6708 - Fax  
[www.mecaenviro.com](http://www.mecaenviro.com)

August 9, 2018

P18-2229(r1)

Adam Bayer P.E.  
 Director of Engineering and Senior Project Manager  
 DERIVI CASTELLANOS ARCHITECTS  
 95 S. Market  
 San Jose, CA 95113

**Re: Revised Fee Proposal for Industrial Hygiene & Environmental Consulting Services  
 Ocean View Elementary School Modernization**

Mr. Bayer –

As requested, we have prepared a detailed, task-by-task presentation of fees for those tasks as requested. The proposed fees – along with a summary description of tasks are included below. Budget details for all proposed labor and related services, are included in the attached Fee Schedule.

| <b>Task/Scope Item</b>   | <b>Budgeted Expense</b> |
|--|-------------------------|
| Scope Item 1: Haz Mat Survey & Report                          | \$4,540, T&M            |
| Scope Item 1: Task 2: Abatement Plans & Specs                  | \$4,803.50, T&M         |
| Scope Item 1: Task 3a: abatement Monitoring (Renovation) Phase | NIC*                    |
| Scope Item 1: Task 3b: Abatement Monitoring (Demolition) Phase | NIC*                    |
| Scope Item 2: Environmental Site Assessment                    | \$2,500, Fixed Fee      |
| Scope Item 3: Soil Characterization & Report                   | \$7,020, T&M            |
| Scope Item 4: Consolidated Project Closeout Report             | NIC*                    |
| Allowance: Additional Soil Testing (As-Needed/Requested)       | \$7,500                 |
| <b>Total Estimate Budget</b>                                   | <b>\$26,363.50</b>      |

\*NIC: Not In Contract at this phase.

Sincerely,  
**Millennium Consulting Associates**  
 (A MECA Consulting, Inc. company)



Jack McCubbin, CAC  
 Managing Principal

Att: Fee Detail

## Environmental/IH Consulting Services

**Project:** Ocean View ES - Albany USD  
**Firm:** MILLENNIUM CONSULTING ASSOCIATES  
**Contact:** Jack McCubbin  
**Email Address:** [jmccubbin@mecaenviro.com](mailto:jmccubbin@mecaenviro.com)

**Scope of Work:** Environmental Consulting Services: Scope Item 1 : Hazmat Survey & Report + (subtasks 2: Abatement Plans/Specs, 3-Bid Walk Support & Monitoring); Scope Item 2: Environmental Site Assessment; Scope Item 3: Soil Sampling (TPH/BtXE [EPA 8015B, and EPA 8021B], CA Title 22 [CAM 17] Metals and Scope Item 4: Close Out Report + As-Needed Allowance for additional soil characterization/analysis

|                          |   |   |                        |                            |                   |
|--------------------------|---|---|------------------------|----------------------------|-------------------|
| Scope Item 1             | <b>Pre-Renovation Hazardous Materials Assessment (Site Inspection, File Review, Data Gap Sampling &amp; Report)</b> |   |                        |                            |                   |
|                          | <b>Labor</b>  |   |                        |                            |                   |
|                          | <b>Labor Category</b>   | <b>Description of Work</b>                                | <b>No. of Hours</b>    | <b>Hourly Rate per SOQ</b> | <b>Total</b>      |
|                          | Principal In Charge   | Program Management  | 0.5                    | \$195.00                   | \$97.50           |
|                          | Senior Project Manager  | Project Mgmt, Site Coordination                           | 2.5                    | \$145.00                   | \$362.50          |
|                          | Senior Staff Scientist  | Site Inspection, Sample Collection, Processing, Reporting | 16                     | \$105.00                   | \$1,680.00        |
|                          | Senior Field Technician   | Site Inspection, Sample Collection, Processing, Reporting | 14                     | \$75.00                    | \$1,050.00        |
|                          | Administrative Support  | Clerical, Data Entry, etc.                                | 1                      | \$55.00                    | \$55.00           |
|                          | <b>Total Labor Costs</b>  |   |                        |                            | <b>\$3,245.00</b> |
|                          | <b>Other Costs (Lab, Field Equipment, Field Supplies)</b>   |   |                        |                            |                   |
|                          | <b>Item</b>   | <b>No. of Item</b>  | <b>Fixed Unit Rate</b> | <b>Total</b>               |                   |
|                          | PLM - TAT 3 to 5 days   | 30  | \$15.00                | \$450.00                   |                   |
|                          | Point Count (1000) - TAT 4 days   |   | \$65.00                | \$0.00                     |                   |
|                          | PLM, 1000 point count with Gravimetric Reduction 0.1% (24-48 hrs)   |   | \$97.00                | \$0.00                     |                   |
|                          | Lead (AA) - TAT 3 to 5 days   |   | \$25.00                | \$0.00                     |                   |
|                          | XRF (day rate)  | 1   | \$150.00               | \$150.00                   |                   |
|                          | PCBs (aroclor only - method 8082)- TAT 5 days   | 10  | \$67.00                | \$670.00                   |                   |
|                          | Shipping  | 1   | \$25.00                | \$25.00                    |                   |
|                          | Office Consumables/Reproduction   |   | \$25.00                | \$0.00                     |                   |
|                          | <b>Total Other Costs</b>  |   |                        |                            | <b>\$1,295.00</b> |
|                          | <b>TOTAL Scope Item 1: Pre-Renovation Hazardous Materials Assessment</b>  |   |                        |                            | <b>\$4,540.00</b> |
| Scope Item 1, sub-Task 2 | <b>Scope Item 1, sub-Task 2: Abatement Plan &amp; Contract Bid Documents</b>  |   |                        |                            |                   |
|                          | <b>Labor</b>  |   |                        |                            |                   |
|                          | <b>Labor Category</b>   | <b>Description of Work</b>                                | <b>No. of Hours</b>    | <b>Hourly Rate per SOQ</b> | <b>Total</b>      |
|                          | Principal In Charge   | Program management  | 0.5                    | \$195.00                   | \$97.50           |
|                          | Senior Project Manager  | QA/QC - Data Assessment                                   | 2                      | \$145.00                   | \$290.00          |
|                          | Senior Staff Scientist  | Spec prep, coordination, review, site/design meetings     | 24                     | \$105.00                   | \$2,520.00        |
|                          | CAD Technician  | Graphics/Hazmat Schedule Support                          | 16                     | \$65.00                    | \$1,040.00        |
|                          | Administrative Support  | Clerical, Data Entry, etc.                                | 1                      | \$55.00                    | \$55.00           |
|                          | <b>Total Labor Costs</b>  |   |                        |                            | <b>\$4,002.50</b> |
|                          | <b>Other Costs (copying, binding, shipping, supplies)</b>   |   |                        |                            |                   |
|                          | <b>Item</b>   | <b>No. of Item</b>  | <b>Fixed Unit Rate</b> | <b>Total</b>               |                   |
|                          | PLM, 1000 point count with Gravimetric Reduction 0.1% (24-48 hrs)   | 8   | \$97.00                | \$776.00                   |                   |
|                          | Shipping  |   | \$25.00                | \$0.00                     |                   |
|                          | Office Consumables/Reproduction   | 1   | \$25.00                | \$25.00                    |                   |
|                          | <b>Total Other Costs</b>  |   |                        |                            | <b>\$801.00</b>   |
|                          | <b>TOTAL Scope Item 1, sub-Task 2: Abatement Plan &amp; Contract Bid Documents</b>                                  |   |                        |                            | <b>\$4,803.50</b> |

## Environmental/IH Consulting Services

**Project:** Ocean View ES - Albany USD  
**Firm:** MILLENNIUM CONSULTING ASSOCIATES  
**Contact:** Jack McCubbin  
**Email Address:** [jmccubbin@mecaenviro.com](mailto:jmccubbin@mecaenviro.com)

**Scope of Work:** Environmental Consulting Services: Scope Item 1 : Hazmat Survey & Report + (subtasks 2: Abatement Plans/Specs, 3: Bid Walk Support & Monitoring); Scope Item 2: Environmental Site Assessment; Scope Item 3: Soil Sampling (TPH/BTEX [EPA 8015B, and EPA 8021B], CA Title 22 [CAM 17] Metals and Scope Item 4: Close Out Report + As-Needed Allowance for additional soil characterization/analysis

|                           |   |  |              |                     |            |
|---------------------------|---|--|--------------|---------------------|------------|
| Scope Item 1, sub-Task 3a | Scope Item 1, sub-Task 3a - Abatement Monitoring (Renovation* Phase) & Clearance Testing  |  |              |                     |            |
|                           | Labor   |  |              |                     |            |
|                           | Labor Category  | Description of Work                                    | No. of Hours | Hourly Rate per SOQ | Total      |
|                           | Principal In Charge   | Program management                                     |              | \$195.00            | \$0.00     |
|                           | Senior Project Manager  | Bid support, Meetings, Submittal Review & Project Mgmt |              | \$145.00            | \$0.00     |
|                           | Staff Scientist/IH  | On-Site Monitoring & Testing (9 hrs/dy x 20 days)      |              | \$95.00             | \$0.00     |
|                           | *denotes WORK at structures scheduled for renovation                                      |  |              |                     |            |
|                           | Total Labor Costs   |  |              |                     | \$0.00     |
|                           | Other Costs   |  |              |                     |            |
|                           | Item  |  | No. of Item  | Fixed Unit Rate     | Total      |
|                           | PCM - TAT 24 hrs  | (4/day x 20 days)                                      |              | \$10.00             | \$0.00     |
|                           | Point Count (1000) - TAT 4 days   |  |              | \$65.00             | \$0.00     |
|                           | PLM, 1000 point count with Gravimetric Reduction 0.1% (24 hr)                             |  |              | \$97.00             | \$0.00     |
|                           | Lead Wipe (AA) - 24 hrs   | If required: 3 samples/area x 5 events                 |              | \$15.00             | \$0.00     |
|                           | PCBs (aroclor only)- TAT 5 days   |  |              | \$67.00             | \$0.00     |
|                           | XRF (day rate)  |  |              | \$200.00            | \$0.00     |
|                           | TEM (AHERA) - 24 hr TAT   | If required: 5 samples/event x 3 events                |              | \$70.00             | \$0.00     |
|                           | Shipping  | Budgeted value for multiple sample deliveries          |              | \$350.00            | \$0.00     |
|                           | Office Consumables/Reproduction   |  |              | \$25.00             | \$0.00     |
|                           | Total Other Costs   |  |              |                     | \$0.00     |
|                           | TOTAL Scope Item 1, sub-Task 3a: Abatement Monitoring (Renovation* Phase)                 |  |              |                     |            |
| Scope Item 1, sub-Task 3b | Scope Item 1, sub-Task 3b - Abatement Monitoring (Demolition** Phase) & Clearance Testing |  |              |                     |            |
|                           | Labor   |  |              |                     |            |
|                           | Labor Category  | Description of Work                                    | No. of Hours | Hourly Rate per SOQ | Total      |
|                           | Principal In Charge   | Program management                                     |              | \$195.00            | \$0.00     |
|                           | Senior Project Manager  | Bid support, Meetings, Submittal Review & Project Mgmt |              | \$145.00            | \$0.00     |
|                           | Staff Scientist/IH  | On-Site Monitoring & Testing (9 hrs/dy x 40 days)      |              | \$95.00             | \$0.00     |
|                           | **denotes WORK at structures shceduled for demolition                                     |  |              |                     |            |
|                           | Total Labor Costs   |  |              |                     | \$0.00     |
|                           | Other Costs   |  |              |                     |            |
|                           | Item  |  | No. of Item  | Fixed Unit Rate     | Total      |
|                           | PCM - TAT 24 hrs  | (4/day x 40 days)                                      |              | \$10.00             | \$0.00     |
|                           | PLM, 1000 point count with Gravimetric Reduction 0.1% (24 hr)                             |  |              | \$97.00             | \$0.00     |
|                           | Lead Wipe (AA) - 24 hrs   | If required: 3 samples/area x 5 events                 |              | \$15.00             | \$0.00     |
|                           | TEM (AHERA) - 24 hr TAT   | If required: 5 samples/event x 3 events                |              | \$70.00             | \$0.00     |
|                           | Shipping  | Budgeted value for multiple sample deliveries          |              | \$350.00            | \$0.00     |
|                           | Office Consumables/Reproduction   |  |              | \$25.00             | \$0.00     |
|                           | Total Other Costs   |  |              |                     | \$0.00     |
|                           | TOTAL Scope Item 1, sub-Task 3b: Abatement Monitoring Demolition Phase                    |  |              |                     |            |
| Scope Item 2              | Scope Item 2 - Environmental Site Assessment  |  |              |                     |            |
|                           | Item  |  | Item         | Rate                | Total      |
|                           | Phase One ESA   |  | 1            | \$2,500.00          | \$2,500.00 |
|                           | Office Consumables  |  |              | \$25.00             | \$0.00     |
|                           | Total Other Costs   |  |              |                     | \$2,500.00 |
|                           | TOTAL Scope Item 2  |  |              |                     | \$2,500.00 |

## Environmental/IH Consulting Services

**Project:** Ocean View ES - Albany USD  
**Firm:** MILLENNIUM CONSULTING ASSOCIATES  
**Contact:** Jack McCubbin  
**Email Address:** [jmccubbin@mecaenviro.com](mailto:jmccubbin@mecaenviro.com)

**Scope of Work:** Environmental Consulting Services: Scope Item 1 : Hazmat Survey & Report + (subtasks 2: Abatement Plans/Specs, 3: Bid Walk Support & Monitoring); Scope Item 2: Environmental Site Assessment; Scope Item 3: Soil Sampling (TPH/BTEX [EPA 8015B, and EPA 8021B], CA Title 22 [CAM 17] Metals and Scope Item 4: Close Out Report + As-Needed Allowance for additional soil characterization/analysis

|   |  |  |              |                     |             |
|---|--|--|--------------|---------------------|-------------|
| Scope Item 3  | Scope Item 3 - Soil Off-Haul Sampling, Characterization & Report       |  |              |                     |             |
|   | Labor  |  |              |                     |             |
|   | Labor Category   | Description of Work                      | No. of Hours | Hourly Rate per SOQ | Total       |
|   | Principal In Charge  | Program management                       | 1            | \$195.00            | \$195.00    |
|   | Registered Professional (CIH/PE)                                       | Project management, review, support      | 6            | \$175.00            | \$1,050.00  |
|   | Staff Scientist /Geologist   | Site evaluation, sampling, data analysis | 16           | \$105.00            | \$1,680.00  |
|   | Administrative Support   |  | 2            | \$55.00             | \$110.00    |
|   | Total Reporting Costs  |  |              |                     | \$3,035.00  |
|   | Other Costs  |  |              |                     |             |
|   | Item   |  | Item         | Rate                | Total       |
|   | Site Soil Characterization Testing and Collection (standard TAT)       |  |              |                     |             |
|   | Private Boring Clearance (if necessary)                                |  |              | \$800.00            | \$0.00      |
|   | Coring rig, generator, equipment (for subsurface drilling)             |  |              | 1                   | \$300.00    |
|   | CAM 17 Metals (EPA Methods 6020/7471)                                  |  |              | 15                  | \$156.00    |
|   | TPH as Gasoline, Diesel, and Motor Oil + BTEX (EPA Method 8015/8021)   |  |              | 15                  | \$80.00     |
|   |  |  |              |                     |             |
|   | Shipping   |  |              | 1                   | \$25.00     |
| Field Consumables   |  |  | 1            | \$120.00            |             |
| Total Other/Labor Costs   |  |  |              | \$3,985.00          |             |
| TOTAL Scope Item 3: Soil Off-Haul Sampling, Characterization & Report |  |  |              | \$7,020.00          |             |
| Scope Item 4  | Scope Item 4 - Consolidated Project Closeout Report (All Tasks/Phases) |  |              |                     |             |
|   | Labor  |  |              |                     |             |
|   | Labor Category   | Description of Work                      | No. of Hours | Hourly Rate per SOQ | Total       |
|   | Principal In Charge  | Program Management                       |              | \$195.00            | \$0.00      |
|   | Senior Project Manager   | Project Management-closeout reporting    |              | \$145.00            | \$0.00      |
|   | Staff Scientist/IH   | Report Development                       |              | \$95.00             | \$0.00      |
|   | Administrative Support   |  |              | \$55.00             | \$0.00      |
|   | Total Labor Costs  |  |              |                     | \$0.00      |
|   | Other Costs  |  |              |                     |             |
|   | Item   |  | Item         | Rate                | Total       |
|   | Shipping   |  |              | \$25.00             | \$0.00      |
|   | Office Consumables   |  |              | \$25.00             | \$0.00      |
|   | Total Other Costs  |  |              |                     | \$0.00      |
|   | TOTAL Task 4: Consolidated Project Closeout Report (All Tasks/Phases)  |  |              |                     |             |
|   |  |  |              |                     |             |
| Allowance: Additional Soil Testing & Analytical Services (As-Needed)  |  |  | 1            | \$7,500             | \$7,500.00  |
| TOTAL: Scope Items 1, 2, 3 & Allowance, no Sub-Tasks                  |  |  |              |                     | \$26,363.50 |

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: INDEPENDENT CONTRACTOR AGREEMENT WITH RINCON CONSULTANTS, INC. FOR ENVIRONMENTAL REVIEW FOR THE OCEAN VIEW SCHOOL CONSTRUCTION PROJECT**

**PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL**

**TYPE OF ITEM: REVIEW AND ACTION**

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**PURPOSE:** To review and approve the Independent Contractor Agreement with Rincon Consultants, Inc. for Environmental Review services for the Ocean View School Construction Project as these services are required to comply with California Department of Education requirements.c

**BACKGROUND INFORMATION:** An Environmental Review of the proposed Ocean View Construction Project is required to comply with California Department of Education requirements. It is expected the project will qualify for a Categorical Exemption under the California Environmental Quality Act (CEQA) as follows:

15302. REPLACEMENT OR RECONSTRUCTION - Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to: a) replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structure which do not increase capacity more than 50 percent.

**DETAILS:** Environmental Review Services for the Ocean View School Construction project.  
Expected Timeframe: August 2018 to August 2019

Services will be provided on a Time-and-Materials, Not-to-Exceed basis and shall include:

- Technical Studies
- Draft Categorical Exemption Documentation
- Final Categorical Exemption Documentation and Filing

**KEY QUESTIONS/ANSWERS:**

**Q:** What is a Geotechnical Engineer and Special Inspector?

A: Public schools are a function of the State of California. The State of California has a division called the Division of the State Architect (DSA) that provides rules and regulations specific to Structural, Safety, and Accessibility for public buildings, including schools and hospitals. The State of California issues licenses to Geotechnical Engineers and Special Inspectors to help ensure construction of buildings meet all the code requirements set by the State.

**FINANCIAL INFORMATION:** Total Agreement: \$14,888.00 from Measure B Fund.

**STRATEGIC OBJECTIVES ADDRESSED:**



***Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.***

|   |
|---|
| <p><b>RECOMMENDATION:</b> Approve Independent Contractor Agreement with Rincon Consultants, Inc. for Environmental Review services for the Ocean View School Construction Project</p> |
|---|



**ALBANY UNIFIED SCHOOL DISTRICT  
INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

This agreement is hereby entered into this 29<sup>th</sup> day of August, 2018 in the County of Alameda, State of California, by and between the Albany Unified School District, hereinafter referred to as "DISTRICT," and Rincon Consultants, Inc.

CONTRACTOR

449 15th Street, Suite 303

MAILING ADDRESS

|         |       |       |
|---------|-------|-------|
| Oakland | CA    | 94612 |
| CITY    | STATE | ZIP   |

hereinafter referred to as 'CONTRACTOR.' DISTRICT and CONTRACTOR shall be collectively referred to as the Parties.

1. Contractor Services. Contractor agrees to provide the following services to District (collectively, the "Services"):

Prepare Technical Studies and Draft Categorical Exemption Documentation for the Ocean View Elementary School Construction Project. The proposed scope of work is further described in Rincon's proposal dated 8/13/18, which is attached for reference.

2. Contractor Qualifications. Contractor represents and warrants to District that Contractor and all of Contractor's employees, agents or volunteers (the "Contracted Parties") have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement. If any of the Services are performed by any of Contractor's Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor.

3. Term. CONTRACTOR shall:

☐

Provide services under this AGREEMENT on the following specific date's

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and

complete performance no later than \_\_\_\_\_;

OR

☒

Commence providing services under this AGREEMENT on August 29, 2018 and

complete performance no later than August 29, 2019.

There shall be no extension of the Term of this Agreement without the express written consent from all parties. Written notice by the District Superintendent or designee shall be sufficient to stop further performance of the Services by Contractor or the Contracted Parties. In the event of early termination, Contractor shall be paid for satisfactory work performed to the date of termination. Upon payment by District, District shall be under no further obligation to Contractor, monetarily or otherwise, and District may proceed with the work in any manner District deems proper.

4. Termination. Either party may terminate this Agreement at any time by giving thirty (30) days advance written notice to the other party; however the parties may agree in writing to a shorter time period for the effectiveness of such termination. Notwithstanding the foregoing, District may terminate this Agreement at any time by giving written notice to Contractor if Contractor materially violates any of the terms of this Agreement, any act or omission by Contractor or the Contracted Parties exposes District to potential liability or may cause an increase in District's insurance premiums, Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency. Such termination shall be effective immediately upon Contractor's receipt of said notice.
5. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT. DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

- a. Such compensation shall be based on:
- ☐ An hourly rate of \$ \_\_\_\_\_ for a total amount of \_\_\_\_\_ hours.
- ☐ A daily rate of \$ \_\_\_\_\_ for a total amount of \_\_\_\_\_ days.
- ☒ \$ time-and-materials, not-to-exceed \$14,888
- b. Payment method shall be:
- ☐ Upon Completion.
- ☐ Date of Service
- ☒ **Other (Specify):** Monthly

Any work performed by Contractor in excess of said amount shall not be compensated.

Payment shall be made upon approval of DISTRICT and receipt of an invoice from CONTRACTOR one copy clearly marked original. CONTRACTOR's invoice shall be sent to: Albany Unified School District, Attention: Accounts Payable, 1051 Monroe Street, Albany, CA, 94706.

6. Equipment and Materials. Contractor at its sole cost and expense shall provide and furnish all tools, labor, materials, equipment, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contracted Parties, even if such Equipment is furnished, rented or loaned to Contractor or the Contracted Parties by District. Furthermore, any Equipment or workmanship that does not conform to the regulations of this Agreement may be rejected by District and in such case must be promptly remedied or replaced by Contractor at no additional cost to District and subject to District's reasonable satisfaction.
7. California Residency. Contractor and the Contracted Parties shall be residents of the State of California.
8. Indemnity. Contractor shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, Board of Education, members of the Board of Education (collectively, the "District Parties"), from and against any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including, but not limited to attorney fees and costs including fees of consultants) of any kind, nature and description (collectively, the "Claims") directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement, including but not limited to Contractor's or the Contracted Parties' use of the site; Contractor's or the Contracted Parties' performance of the Services; Contractor's or the Contracted Parties' breach of any of the representations or warranties contained in this Agreement; injury to or death of persons or damage to property or delay or damage to District or the District Parties; or for any act, error, omission, negligence, or willful misconduct of Contractor, the Contracted Parties or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity,

which would otherwise exist as to a party, person, or entity described in this paragraph.

9. Insurance. Without in any way limiting Contractor's liability or indemnification obligations set forth in Paragraph 8 above, District reserves the right to require contractor to procure and maintain throughout the Term of this Agreement the following insurance: (i) comprehensive general liability insurance with limits not less than \$1,000,000.00 each occurrence and \$1,000,000.00 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$100,000.00 each occurrence and \$100,000.00 in the aggregate; if applicable; and neither Contractor nor any of the Contracted Parties shall commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered to and approved by District. All insurance policies shall include an endorsement stating that District and District Parties are named additional insured. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to District. If any of the required insurance is not reinstated, District may, at its sole option, terminate this Agreement. All of the policies shall also include an endorsement stating that it is primary to any insurance or self-insurance maintained by District and shall waive all rights of subrogation against District and/or the District Parties.
10. Independent Contractor Status. Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that s/he and the Contracted Parties shall not be considered officers, employees, agents, partners, or joint ventures of District, and are not entitled to benefits of any kind or nature normally provided to employees of District and/or to which District's employees are normally entitled.
11. Taxes. All payments made by District to Contractor pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from compensation payable to Contractor, including FICA (social security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor and the Contracted Parties and otherwise in connection with this Agreement.
12. Fingerprinting/Criminal Background Investigation Certification. Contractor and the Contracted Parties shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☒ Contractor and the Contracted Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

☐ The following Contracted Parties have **more than limited contact** (as

determined by District) with District students during the Term of this Agreement:

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[Attach and sign additional pages, as needed.]

☐ All of the Contracted Parties noted above, at no cost to District, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints reveal that none of these Contracted Parties have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including additional personnel, which differs in any way from the representations set forth above, Contractor shall immediately notify District and prohibit any new personnel from having any contact with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any such contact is permissible.

13. Tuberculosis Certification. Contractor and the Contracted Parties shall at all times comply with the tuberculosis ("TB") certification requirements of Education Code section 49406. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

☒ Contracted Parties shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

☐ The following Contracted Parties shall have **more than limited contact** (as determined by District) with District students during the Term of this Agreement and, at no cost to District, have received a TB test in full compliance with the requirements of Education Code section 49406:

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Contractor shall maintain on file the certificates showing that the Contracted Parties were examined and found free from active TB. These forms shall be regularly maintained and updated by Contractor and shall be available to District upon request or audit.

Contractor further agrees and acknowledges that all new personnel hired after the Effective Date of this Agreement are subject to the TB certification requirements and shall be prohibited from having any contact with District students until the TB certification requirements have been satisfied and District determines whether any such contact is permissible.

14. Confidential Information. Contractor shall maintain the confidentiality of and protect from unauthorized disclosure any and all individual student information received from the District, including but not limited to student names and other identifying

information. Contractor shall not use such student information for any purpose other than carrying out the obligations under this agreement. Upon termination of this Agreement, Contractor shall turn over to District all educational records related to the services provided to any District student pursuant to this Agreement.

15. Assignment. Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of District.
16. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon Contractor and District and their respective successors and assigns.
17. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
18. Amendments. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
19. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate court in Alameda County, California.
20. Non-Discrimination. Contractor shall not discriminate on the basis of a person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation in employment or operation of its programs.
21. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to Contractor at the address located next to the party signatures below, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.
22. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including but not limited to fingerprinting under Education Code section 45125.1, confidentiality of records, Education Code section 49406 and others. Contractor agrees that it shall comply with all legal requirements for the performance of duties under this agreement and that failure to do so shall constitute material breach.
23. Attorney Fees. If any legal action is taken to enforce the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other reasonable costs and expenses incurred in connection with that legal action.

24. Liability of District. Notwithstanding anything stated herein to the contrary, District shall not be liable for any special, consequential, indirect or incident damages, including but not limited to lost profits in connection with this Agreement.
25. Entire Agreement. This Agreement is intended by the parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms.
26. Subject To Approval of Board. This Agreement confers no legal or equitable rights until it is approved by the District Board of Education at a lawfully conducted public meeting.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**DISTRICT:**

**ALBANY UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
 Name: Valerie Williams  
 Title: Superintendent

Address for District Notices:

Albany Unified School District  
 904 Talbot Avenue  
 Albany, CA 94706

Date of Board Approval: August 28, 2018

**CONTRACTOR:** Rincon Consultants, Inc.

Tax Identification Number: \_\_\_\_\_

By \_\_\_\_\_  
 Name: Abe Leider  
 Title: Principal

Address for Contractor Notices:

Rincon Consultants, Inc.  
 449 15th Street, Suite 303  
 Oakland, CA 94612



## Rincon Consultants, Inc.

449 15th Street, Suite 303  
Oakland, California 94612

510 834 4455 OFFICE AND FAX

info@rinconconsultants.com  
www.rinconconsultants.com

August 13, 2018  
Project Number 18-06208

Valerie Williams, Superintendent  
Albany Unified School District  
1051 Monroe Street  
Albany, California 94706  
*Via email:* superintendent@ausdk12.org; jbarroso@dcaia.com

**Subject:** Revised Proposal to Prepare CEQA Documentation for the Ocean View Elementary School Rehabilitation Project

Dear Ms. Williams:

Rincon Consultants, Inc. is pleased to submit this revised proposal to prepare California Environmental Quality Act (CEQA) documentation for Ocean View Elementary school rehabilitation project for the Albany Unified School District (District). Our team has a proven track record on school improvement projects throughout the greater Bay Area and the state. Currently, Rincon provides CEQA compliance services for the Livermore Valley Joint Unified School District Measure J Bond Program and for the Santa Clara Unified School District. We prepared three Categorical Exemption (CE) reports for new construction and modernization projects at three campuses in the Chico Unified School District and a CE report for new classroom construction at Central Valley High School in the Ceres Unified School District, among other K-12 projects statewide.

We pride ourselves on our ability to work effectively with District staff, decision-makers, and the community to prepare clear and thorough environmental documents. We are expert at developing and implementing innovative approaches and solutions to planning and environmental issues. We have the technical capabilities and professional staff to complete all of the analysis in-house for these assignments; therefore, no subconsultants have been identified in this proposal, making this proposal an efficient and cost-effective approach to the CEQA process.

This proposal includes (1) our project understanding, (2) our proposed work scope, (3) a schedule for completion of the work program, (4) our cost estimate to complete the proposed work program, and (5) brief company qualifications.

## Project Understanding

The District plans to completely or partially demolish Ocean View Elementary (depending on funding), a facility that was built in the 1970s, and to construct a replacement elementary school with 34 classrooms on the same site. The reconstructed school would not increase capacity more than 20 percent, but the classroom sizes would increase to meet current standards, and the overall building footprint would expand. The project includes improvements on Jackson Street to alleviate student drop-off and pick-up issues.

Based on our project understanding, the appropriate CEQA documentation is anticipated to be a Class 2 CE. The following section of the CEQA *Guidelines* is expected to be applicable:





15302. REPLACEMENT OR RECONSTRUCTION - Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to:

- a) replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structure which do not increase capacity more than 50 percent

## Scope of Work

The following scope of work details the tasks required for preparation of the CE.

### Task 1 – Technical Studies

Rincon's project manager will compile relevant project information, including site plan and project description, and review readily available environmental data regarding the project sites from state databases, the City's General Plan, and other sources. Rincon environmental planning staff will then visit the project site to confirm existing conditions. We anticipate that we will conduct the site visit when school is not in session, ideally on a staff development day such as October 13 or after school hours. We will supplement the site visits with review of aerial mapping and imagery. The purpose of the site visit and review of aerial imagery is collect photographs and document unusual circumstances that may cause significant impacts and that would otherwise exclude applicability of an exemption. Rincon will prepare the following technical studies for the project:

#### *Air Quality/Greenhouse Gas Emissions/Energy*

Rincon will estimate temporary construction criteria air pollutant emissions from the project using the most recent version of the California Emissions Estimator Model. Rincon will also estimate increased criteria air pollutant emissions from the increased enrollment. In addition, we will estimate the project's greenhouse gas emissions and compare them to the City's Climate Action Plan, as a show of good-faith even though the District is not required to comply with the City's plan. We will estimate the project's energy consumption based on Title 24 and CalGreen requirements to demonstrate that the project would not waste energy resources. Rincon will provide a brief summary of the methodology and results, with the modeling data included an appendix.

#### *Biological Resources*

Rincon will conduct a reconnaissance-level survey of the site to search for special status species. We will query of the California Natural Diversity Database and U.S. Fish and Wildlife Service Information for Planning and Consultation. Biological impacts associated with the project will be assessed and disclosed.

#### *Cultural Resources*

Rincon will conduct a California Historical Resources Information System records search of the project site and a 0.5-mile radius at the Northwest Information Center at Sonoma State University. The records search will reveal the nature and extent of any cultural resources work previously conducted in the study area. Rincon will also contact the California Native American Heritage Commission (NAHC) for a review of their Sacred Lands File (SLF). The NAHC will determine if any NAHC-listed Native American sacred lands are located in or adjacent to the study area. Upon completion of the records search, Rincon will conduct a cultural resources survey of the site. No archaeological testing or excavation will be conducted as part of the survey, nor will any artifacts, samples, or specimens be collected. The survey will be completed in one day by one cultural resources specialist. Should any additional resources be identified during the survey, Rincon will



prepare a separate cost and scope to address those needs (e.g., site recording, site evaluation). Any resources identified during the survey will require evaluation prior to preparation of the environmental document.

Rincon will prepare a draft cultural resources study that describes the methodologies used and summarizes the results of the records search, SLF findings, field survey, and resource evaluations.

Based on the age of the school, we have not proposed a historic resources evaluation to determine if the structures would be eligible for the National Register of Historic Places or the California Register of Historical Resources. Our proposed scope does not include a traffic impact or traffic safety assessment or a Phase I Environmental Site Assessment. If available, the results can be included in the CEQA documentation.

## Task 2 - Draft Categorical Exemption Documentation

Rincon will prepare a draft CE for the project. The CE documentation will consist of a completed Notice of Exemption form based on CEQA Guidelines Appendix E, and the technical studies (Task 1) as appendices. The form will include a project description, a discussion supporting the applicability of the Class 2 exemption, and a discussion demonstrating that none of the following exceptions to an exemption as defined in CEQA Guidelines Section 15300.2 would occur:

- a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. This exception does not apply to the project.
- b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.
- c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.
- d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This exception does not apply to the project.
- e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.
- f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

## Task 3 - Final Categorical Exemption Documentation and Filing

Rincon will revise the CE documentation after receipt of District comments to create a final document suitable for filing with the County Clerk and, if necessary, the State Clearinghouse. This scope assumes minimal comments and only 6 hours of staff time will be required. Rincon will file the Notice of Exemption with the Alameda County Clerk, including the required cover forms and \$50 filing fee. No hardcopies of the documents will be provided under this fee.



### Optional Task 4 – District School Board Hearings or Meetings

Rincon senior staff can attend District School Board meetings or public hearings on the project to answer Board member or public questions on the environmental analysis and conclusions and/or to make a presentation on the CEQA analysis or process, if desired. The cost for meeting or hearing attendance, including preparation is typically approximately \$1,000 per meeting or hearing.

### Schedule of Deliverables

Rincon Consultants has an excellent reputation for adhering to schedules and meeting milestones. Based on our understanding of the project and the required CEQA analysis, Rincon proposes a schedule that allows for completion of the CE for filing within three weeks of receipt of complete and stable project descriptions and plans. This schedule assumes that District review of the draft document will take one week or less.

- **Technical Studies.** One electronic copy in Microsoft Word will be provided within three weeks of the notice to proceed and receipt of all relevant and necessary project information.
- **Draft CE Documentation.** One electronic copy in Microsoft Word and PDF formats will be provided within one week of receipt of District comments on the draft technical studies.
- **Final CE Documentation and Filing.** A digital copy of the document will be provided to the District for its files and Rincon will file the Notice of Exemption with the Alameda County Clerk within one week of receipt of District comments on the draft.

Meetings and optional public hearings will be scheduled as needed during the process.

### Cost

Our proposed cost for this work program is **\$14,888**. The following shows a breakdown of costs by task, including a more detailed breakdown by technical study.



## Albany Unified School District

### CEQA for Ocean View Elementary

#### Cost Estimate

| Tasks                                    | Team Totals |       |             |                   |                  |                 |       |                  |             |
|--|-------------|-------|-------------|-------------------|------------------|-----------------|-------|------------------|-------------|
|  | Cost        | Hours | Principal I | Sr. Supervisor II | Professional III | Professional II | GIS I | Technical Editor | Clerical II |
|  |             |       | \$215       | \$200             | \$125            | \$112           | \$108 | \$110            | \$80        |
| 1. Technical Studies                     |             |       |             |                   |                  |                 |       |                  |             |
| Air Quality/Greenhouse Gas               | \$2,275     | 19    | 1           | 1                 |                  | 12              | 2     | 2                | 1           |
| Biological Resources                     | \$2,051     | 17    | 1           | 1                 |                  | 10              | 2     | 2                | 1           |
| Cultural Resources                       | \$4,347     | 34    | 1           | 2                 | 24               |                 | 4     | 2                | 1           |
| 2. Administrative Draft CE Documentation | \$2,791     | 21    | 1           | 4                 | 4                | 8               |       | 2                | 2           |
| 3. Final CE Documentation                | \$1,004     | 8     |             | 2                 |                  | 2               |       | 2                | 2           |
| Project Management                       | \$1,120     | 8     |             | 4                 |                  |                 |       |                  | 4           |
| Subtotal Labor:                          | \$13,588    | 107   | 4           | 14                | 28               | 32              | 8     | 10               | 11          |

#### Additional Costs

|  |                 |
|--|-----------------|
| Cultural Records Search                      | \$1,000         |
| Miscellaneous Expenses and County filing fee | \$300           |
| <b>Total Additional Costs</b>                | <b>\$1,300</b>  |
| <b>TOTAL LABOR + ADDITIONAL COSTS</b>        | <b>\$14,888</b> |

## Company Qualifications

Rincon is a multi-disciplinary environmental sciences, planning, and engineering consulting firm that provides quality professional services to government and industry. Founded in 1994, Rincon has grown to a firm of over 230 professionals in 11 California offices (Oakland, Sacramento, Monterey, Santa Cruz, Fresno, San Luis Obispo, Santa Barbara, Ventura, Los Angeles, Redlands, and Carlsbad). Our professionals are experienced in urban, land use, and environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; cultural resources evaluation and planning; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management. Our approach focuses on well-designed solutions that respond to our clients' specific needs in a cost-effective manner.

Rincon has been preparing CEQA-required documentation for clients since 1994, including for numerous school districts throughout California. Educational facilities form a core business area for Rincon, and our firm has provided environmental consulting services for projects like the one proposed here for more than 23 years. During this time, we have developed a reputation for successfully completing the environmental analysis and permitting processes for a number of master plans, campus enhancement, land acquisition, and expansion projects throughout California. In addition to our K-12 experience, we have experience preparing CEQA, the California Department of Toxic Substances Control, and the California Department of Education documentation for K-8 school districts, private institutions, and colleges and universities. This experience provides us with a unique perspective on the CEQA process and we are able to apply that knowledge and



experience to every project we undertake. We are capable of meeting all of the District's needs for this project and will be able to offer these services on-budget and within specified time frames.

With extensive school district experience, including CEQA review of new construction and improvements to existing facilities, Rincon can provide a high-quality work product and responsive service. Rincon maintains the highest commitment to client satisfaction and understands that good communication is the keystone to a successful client partnership and ultimately providing excellent service. Please visit our website at [www.rinconconsultants.com](http://www.rinconconsultants.com) for a detailed description of our experience and capabilities.

### Lead and Support Personnel

Our team of highly qualified professionals includes a talented management team with extensive experience managing and preparing environmental documentation as well as key technical experts with a high level of experience managing and executing projects within the greater Bay Area and throughout California.

**Abe Leider, AICP CEP**, will serve as Principal in Charge. Abe is a Principal in Rincon's Environmental Sciences and Planning group and is responsible for management and preparation of planning and environmental documents and specialized technical studies. He has over 19 years of experience in the planning field and has managed or primarily authored successful planning and environmental documents on subjects ranging from regional resource management and land use regulation to complex public and private development projects.

**Darcy Kremin, AICP**, will be Project Manager under this contract and the main project contact. She is a senior environmental planner with 20 years of planning and CEQA and NEPA experience for numerous environmental documents. She has managed large projects for public utilities, including water and energy transmission, and dozens of development projects for cities and counties. She also has experience with various public and charter school projects. She is well-known for managing budgets on-time and within budget. Her recent project experience includes the Albany Middle School annex project.

This proposal is valid for a period of 30 days and is fully negotiable to meet the District's needs. We can proceed with our proposed work program upon receipt of written authorization.

We appreciate the opportunity to assist with this project. Please let us know if you have any questions about this proposal or need additional information.

Sincerely,

RINCON CONSULTANTS, INC.

Darcy Kremin, AICP  
Project Manager

Abe Leider, AICP CEP  
Principal

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: BOARD OF EDUCATION MEMBERS' ANNUAL SCHOOL ASSIGNMENTS FOR 2018-2019**

**PREPARED BY: VALERIE WILLIAMS, SUPERINTENDENT**

**TYPE OF ITEM: REVIEW AND ACTION**

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**PURPOSE:** The Board of Trustees to determine and approve their Annual School Assignments for 2018-2019

**BACKGROUND INFORMATION:** AUSD Board of Education members are committed to providing quality leadership for the district and commit to active participation in district committees.

**DETAILS:** The Superintendent requests that the Board determine and approve Board of Education Members' Annual School Assignments for 2018-19. The list for 2017-2018 school year is below:

| <b>School</b>                | <b>Board Member</b> |
|------------------------------|---------------------|
| Marin Elementary School      | Paul Black          |
| Albany High School           | Ross Stapleton-Gray |
| MacGregor High School        | Ross Stapleton-Gray |
| Albany Children's Center     | Charlie Blanchard   |
| Cornell Elementary School    | Charlie Blanchard   |
| Ocean View Elementary School | Jacob Clark         |
| Albany Middle School         | Kim Trutane         |

**STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #1:** Assess and Increase Academic Success. **Goal:** We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth

*so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

**RECOMMENDATION:** The Board of Trustees to determine and approve the Board of Education Members' Annual School Assignments for 2018-2019

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of August 28, 2018**

**ITEM: BOARD OF EDUCATION MEMBERS' ANNUAL COMMITTEE  
ASSIGNMENTS FOR 2018-2019**

**PREPARED BY: VALERIE WILLIAMS, SUPERINTENDENT**

**TYPE OF ITEM: REVIEW AND ACTION**

---

**PURPOSE:** The Board of Trustees to determine and approve the Board of Education Members' Annual Committee Assignments for 2018-2019

**BACKGROUND INFORMATION:** AUSD Board of Education members are committed to providing quality leadership for the district and commit to active participation in district committees.

**DETAILS:** The Superintendent requests that the Board determine and approve the Board of Education Members' Annual Committee Assignments for 2018-2019. The list for 2017-2018 school year is below:

| <b>Committee Name</b>                       | <b>Board Members</b>                   |
|---|--|
| 2X2X2 Meeting                               | Paul Black, Ross Stapleton-Gray        |
| Board Policy Committee                      | Paul Black, Charlie Blanchard          |
| Career/Technical Education Committee        | Paul Black, Ross Stapleton-Gray        |
| Fundraising Advisory Committee              | Ross Stapleton-Gray, Charlie Blanchard |
| Local Control Accountability Plan Committee | Paul Black, Charlie Blanchard          |
| Ocean View Elementary School Design Team    | Charlie Blanchard, Kim Trutane         |
| Sustainability/Integrated Design Committee  | Charlie Blanchard, Kim Trutane         |
| Technology Advisory Committee               | Ross Stapleton-Gray, Jacob Clark       |
| Wellness Advisory Committee                 | Jacob Clark, Kim Trutane               |

**STRATEGIC OBJECTIVES ADDRESSED:**





**Objective #1:** *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

**RECOMMENDATION:** The Board of Trustees to determine and approve the Board of Education Members' Annual Committee Assignments for 2018-2019