

ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

REGULAR MEETING

Albany Community Center

1249 Marin Avenue
Albany, CA 94706

WEDNESDAY

June 3, 2009

A G E N D A

****Special Reception Honoring Employee Years of Service, Retirees and City Employees who Contribute to School Safety.** 5:45 pm.

I. OPENING BUSINESS 6:30 p.m.

- A) Call to Order
- B) Roll Call
- C) Identify Closed Session Topics for Discussion Pursuant to Agenda Section III below.

II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS
General public comment on any Closed Session item will be heard. The Board may limit comments to no more than three (3) minutes.

III. CLOSED SESSION 6:35 p.m.

- A) With respect to every item of business to be discussed in Closed Session Pursuant to: Government Code Section 54957: Personnel Assignment Order and Consent Calendar.

Certificated

- 1. Speech and Language Teacher
- 2. Extended School Year Teacher
- 3. Teacher
- 4. Substitute Teacher
- 5. Summer School Principal
- 6. Athletic Director

Classified

- 1. Extended School Year Special Education Para
- 2. Accompanist

Computer Assisted Real Time Captionist

Interpreter for the Deaf

- B) With respect to every item of business to be discussed in Closed Session Pursuant to Education Code Section 35146, Student Personnel Matters,
- C) With respect to every item of business to be discussed in Closed Session Pursuant to Government Code Section 54956.9: Anticipated Litigation, one case.
- D) With respect to every item of business to be discussed in Closed Session Pursuant to Government Code Section 54956.9: Employee Discipline, Employee #2914.
- E) With respect to every item of business to be discussed in Closed Session Pursuant to Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR (Superintendent Marla Stephenson, District Representative), Regarding Negotiations as pertains to:
 - 1. California School Employees Association (CSEA)
 - 2. Albany Teachers Association (ATA)
 - 3. SEIU Local 1021

IV. OPEN SESSION

7:30 p.m.

Depending upon completion of Closed Session items, the Board of Education intends to convene to Open Session At 7:30 pm to conduct the remainder of its meeting, reserving the right to return to Closed Session at any time.

- A) Reconvene to Open Session
- B) Roll Call
- C) Pledge of Allegiance
- D) Report of Action Taken in Closed Session
- E) Approval of Agenda
 Moved: _____ Seconded: _____ Vote: _____
- F) Approval of Consent Calendar
 Moved: _____ Seconded: _____ Vote: _____

(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. **Personnel Assignment Order**
 - a) **Certificated Personnel – Public Employee Assignment, Employment, Appointment, Evaluation, Leave Requests:**
 - i. Speech/Language Teacher
 - ii. Extended School Year Teacher
 - iii. Teacher
 - iv. Substitute Teacher
 - v. Summer School Principal
 - vi. Athletic Director

- b) **Classified Personnel – Public Employee Assignment, Appointment Employment, Leave Requests:**
 - i. Extended School Year Special Education Para
 - ii. Accompanist

- c) **Approve New Position and Salary Schedule Computer Assisted Real Time Captionist** Pg. 5

- d) **Approve New Position and Salary Schedule Interpreter for the Deaf** Pg. 6

- 2. **Curriculum and Instruction**
 - a) Approve Agreement Between CA State University East Bay and Albany Unified School District for Placement of Student Teachers Pg. 7

- 3. **Business and Operations**
 - a) Award of Abatement and Demolition Contract for the Albany High School Pool, Lunch Portable and Shade Structure. Pg. 12
 - b) Accept Donation of Milk from Trader Joe’s, \$503.20. Pg. 13
 - c) Approve Inspection Services Proposal for Marin and Cornell, Portable Classrooms, Randy Green, Inspector Pg. 14
 - d) Application for 2009 Equipment Assistance Grant Pg. 16

- 4. **Student Services**
 - a) Approve one (1) Independent Contractor Agreement between Albany Unified School District and Greg Paoli at a cost of \$55.00/hour to provide Speech and Language Therapy from June 19-June 30, 2009 for the Extended School Year program at a cost not to exceed \$1,760.00. Pg. 36
 - b) Approve one (1) Independent Contractor Agreement between Albany Unified School District and Greg Paoli at a cost of \$55.00/hour to provide Speech and Language Therapy from July 1-August 30, 2009 for the Extended School Year program at a cost not to exceed \$2,860.00 Pg. 39

V. STUDENT BOARD MEMBER REPORTS

VI. STAFF REPORTS

- A) Energy Audit/Green Schools Advisory Committee, Wendy Holmes Oral Report
- B) Enrichment Task Force Update, Lynda Hornada Oral Report
- C) Report on Base Academic Performance Index (API), Lynda Hornada Pg. 42

VII. PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA

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.

VIII. REVIEW AND ACTION ITEMS

(Members of the public will have the opportunity to speak on all issues.)

- A) Approve 2009-10 Single School Plans: Cornell, Marin, OceanView, Albany Middle School, Albany High School, MacGregor High School, Under separate cover
 Moved: _____ Seconded: _____ Vote: _____ Pg. 44
- B) Approve 1987 Parcel Tax Rate Increase for 2009-10
 Moved: _____ Seconded: _____ Vote: _____ Pg. 46
- C) Approve 1999 Parcel Tax Rate Increase for 2009-10
 Moved: _____ Seconded: _____ Vote: _____ Pg. 48
- D) Approve 2005 Parcel Tax Rate Increase for 2009-10
 Moved: _____ Seconded: _____ Vote: _____ Pg. 50
- E) Waive First Reading and Approve Board Policies 1000 and 4000, Under separate cover.
 Moved: _____ Seconded: _____ Vote: _____ Pg. 52
- F) Approve 2009-10 Safe School Plans: Cornell, Marin, OceanView, Albany Middle School, Albany High School, MacGregor High School, Under separate cover
 Moved: _____ Seconded: _____ Vote: _____ Pg. 53

IX. REVIEW AND DISCUSSION ITEMS

- A) Review updated Board Policies 9000, under separate cover Pg. 54

X. BOARD AND SUPERINTENDENT COMMENTS

- A) Board Members
- B) Superintendent

XI. FUTURE AGENDA ITEMS

- A) Consolidated Application Part I for Funding Categorical Programs June 30
- B) 2009-2010 Budget June 30

XII. FUTURE BOARD MEETINGS

- A) Tuesday, June 30, 2009, 7:30 p.m. Regular Meeting, Albany Community Center, 1249 Marin Avenue, Albany
- B) **PLEASE NOTE: There will not be a meeting in July.**

XIII. ADJOURNMENT

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board Meetings shall be adjourned at 10:00 p.m. unless extended to a specific time determined by a majority of the Board.

The Board of Education meeting packet is available for public inspection at the Albany Public Library, 1247 Marin Avenue, all school sites, and the lobby of the Albany Unified School District office, 904 Talbot Avenue, Albany. The agenda is available on the Albany Unified School District web site: www.albany.k12.ca.us

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 Disability 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 give 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

OFFICE OF HUMAN RESOURCES

904 Talbot Avenue

Albany, CA 94706

PHONE: (510) 558-3757/ FAX: (510) 559-6560

P5

COMPUTER ASSISTED REAL TIME CAPTIONIST

DEFINITION: Under supervision of the special education Program Specialist and the Special Education Case Manager and relevant general education teachers provide closed captioning to individuals or small groups of hearing impaired students.

ESSENTIAL JOB DUTIES: The following tasks are essential for this position. Incumbents in this position may not perform all of these tasks, or may perform similar related tasks not listed here. Provide communication access for students and others during classes and meetings; listen to what is said by teachers and students, and type a meaning-for-meaning transcript of what is heard; may edit the file and distribute notes of the day's class/meeting; operate computer and other specialized or instructional equipment and devices; attend meetings and participate in in-service training as assigned; assist; perform related duties as assigned.

KNOWLEDGE OF: English usage, vocabulary, grammar and spelling; student guidance principles and practices; basic subjects taught in District schools; effective interpersonal and oral and written communication skills; record-keeping techniques.

ABILITY TO: Type at least 55 wpm without errors, have excellent listening skills, have excellent English writing skills, enjoy working in school settings, and have some knowledge of computers and word processing.

TRAINING AND EXPERIENCE: Any combination equivalent to training and experience that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: graduation from high school and completion of transcription program and two years successful experience in a similar position and six months experience working with hearing impaired persons or possession, or any equivalent combination of education and experience.

LICENSES and other CERTIFICATION: Possession of valid California driver's license. Successful completion of transcriber training course.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS: Require vision (which may be corrected) to read small print; require the mobility to stand, stoop, reach and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects; Perform lifting, pushing and/or pulling which does not exceed 50 pounds and is an infrequent aspect of the job; Is subject to inside and outside environmental conditions, multiple or single classroom environment.

Salary Range: \$14.80-\$19.40/hour

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P 6

INTERPRETER FOR THE DEAF

DEFINITION: Under supervision of the special education Program Specialist and the Special Education Case Manager and relevant general education teachers provide and/or reinforce instruction to individuals or small groups of hearing impaired students, facilitate communication between teacher and student, serve as interpreter, prepare or adapt instructional materials and perform a variety of clerical duties.

ESSENTIAL JOB DUTIES: The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here. Provide instruction or assist in the instruction of deaf or hearing impaired students reinforcing instruction as directed by the teacher; monitor student activities such as drill, practice and research after lessons and instructions have been given by the teacher; perform interpreting services individually or in a group setting; assist students in meeting instructional demands and classroom instruction; provide translation between spoken and manual (sign language communication); translate spoken material into sign language for understanding of deaf students; interpret sign language of deaf into oral or written language for hearing individuals or others not conversant in sign language; administer student tests; maintain order in the absence of the teacher; score objective tests and student work; accompany and monitor students on field trips and other classes when main streamed; operate computers, audio-visual and other specialized or instructional equipment and devices; attend meetings and participate in in-service training as assigned; assist students by providing proper examples, emotional support and general guidance; provide instruction and assistance in social and self-help areas; prepare or adapt instructional materials to successfully perform each of the duties listed above; perform related duties as assigned.

KNOWLEDGE OF: English usage, vocabulary, grammar and spelling; language of signs and finger spelling receptively and expressively; student guidance principles and practices; basic subjects taught in District schools; effective interpersonal and oral and written communication skills; record-keeping techniques; disabilities, special needs, problems and requirements of deaf children in the school environment.

ABILITY TO: Translate spoken English into an acceptable form of signed English/ASL; translate sign language into spoken English; tutor and reinforce instruction for assigned student(s); establish and maintain cooperative and effective working relationships with students, parents, teachers and administrators.

TRAINING AND EXPERIENCE: Any combination equivalent to training and experience that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: graduation from high school and two years community college or training in child development interpreter or special education and two years successful experience in a similar position and six months experience providing interpreting service to hearing impaired persons or possession of at least one certificate issued by the Registry of Interpreters for the Deaf, or any equivalent combination of education and experience.

LICENSES and other CERTIFICATION: Possession of valid California driver's license. RID certification preferred.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS: Require vision (which may be corrected) to read small print; require the mobility to stand, stoop, reach and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects; Perform lifting, pushing and/or pulling which does not exceed 50 pounds and is an infrequent aspect of the job; Is subject to inside and outside environmental conditions, multiple or single classroom environment.

Salary Range: \$38,382.40-\$56,929.60

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

**ITEM: AGREEMENT BETWEEN CA STATE UNIVERSITY EAST BAY AND
ALBANY UNIFIED SCHOOL DISTRICT FOR PLACEMENT OF
STUDENT TEACHERS**

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: ***APPROVE THE AGREEMENT BETWEEN CA STATE
UNIVERSITY EAST BAY AND ALBANY UNIFIED SCHOOL
DISTRICT FOR PLACEMENT OF STUDENT TEACHERS***

BACKGROUND INFORMATION:

This agreement with CA State University East Bay will allow Student Teachers the opportunity to gain classroom teaching experience within our schools. The agreement is attached.

FINANCIAL INFORMATION: No Fiscal Impact

RECOMMENDATION:

Approve the agreement between CA State University East Bay and Albany Unified School District for placement of student teachers to gain classroom teaching experience.



**CALIFORNIA STATE UNIVERSITY, EAST BAY
STUDENT TEACHING EXPERIENCE AGREEMENT**

THIS AGREEMENT entered into by and between the State of California through the Trustees of The California State University on behalf of California State University, East Bay, hereinafter called University, and Albany Unified School District, noted below, hereinafter called the District.

WITNESSETH

WHEREAS, the District is authorized to enter into agreements with the University, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University; and

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:

SPECIAL PROVISIONS

The **TERM** of the Agreement is for a period of three (3) fiscal years: July 1, 2009 through June 30, 2012.

GENERAL TERMS

The District shall provide to University students teaching experience through practice teaching in schools and classes of the District not to exceed the units of practice teaching set forth in the Special Provisions, Such practice teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

It is understood and agreed by the parties that all students shall be considered learners and are not covered by Workers Compensation of either party. They shall not replace District staff except as may be necessary as a part of their educational training and subject to any and all applicable laws.

The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provision credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately 20 minutes of practice teaching daily three (3) days a week for eighteen (18) weeks during regular session.

University students assigned to practice teaching in schools or classes of the District shall be, at the discretion of the University, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may be given more than one assignment by the University to practice teaching in such schools or classes.

University students assigned to practice teaching in the District shall be effective for this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.


UNIVERSITY shall be responsible for damages caused by the negligence of its officers, employees and agents. FACILITY shall be responsible for damages caused by the negligence of its officers, employees and agents. P9

Execution of this contract is hereby requested.

CALIFORNIA STATE UNIVERSITY, EAST BAY

By Deborah A Haynes, Buyer II
Procurement & Support Services

Albany Unified School District

By 
Lynda Hornada Director of
Superintendent/Designee - Printed Name / Title

*Curriculum
Instructor*

CALIFORNIA STATE UNIVERSITY, EAST BAY

By Laura Learned, Interim Procurement Manager
Procurement and Support Services

===== CERTIFICATION =====

I, the duly appointed and acting clerk or Secretary of the Governing board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on: _____, 20____.

Month/Day

"It was moved, seconded and carried that the attached contract with the Trustees of The California State University, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the _____ is hereby authorized to execute the same."

Albany Unified
School District

County

By _____
Clerk, Secretary (strike one) of the Governing Board of the School District



**CALIFORNIA STATE UNIVERSITY, EAST BAY
STUDENT TEACHING EXPERIENCE AGREEMENT**

THIS AGREEMENT entered into by and between the State of California through the Trustees of The California State University on behalf of California State University, East Bay, hereinafter called University, and Albany Unified School District, noted below, hereinafter called the District.

WITNESSETH

WHEREAS, the District is authorized to enter into agreements with the University, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University; and

NOW, THEREFORE, it is mutually agreed between the University and the District as follows:

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It is understood and agreed by the parties that all students shall be considered learners and are not covered by Workers Compensation of either party. They shall not replace District staff except as may be necessary as a part of their educational training and subject to any and all applicable laws.

The District may, for good cause, refuse to accept for practice teaching any student of the University assigned to practice teaching in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any student of the University to practice teaching in the District.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provision credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

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University students assigned to practice teaching in the District shall be effective for this agreement as of the date the student presents to the proper authorities of the District the assignment card or other document given the student by the University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester

units of practice teaching provided the student by the District.

UNIVERSITY shall be responsible for damages caused by the negligence of its officers, employees and agents. FACILITY shall be responsible for damages caused by the negligence of its officers, employees and agents.

Execution of this contract is hereby requested.

CALIFORNIA STATE UNIVERSITY, EAST BAY

Deborah A Haynes, Buyer II

By _____

Procurement & Support Services

CALIFORNIA STATE UNIVERSITY, EAST BAY

Laura Learned, Interim Procurement Manager

By _____

Procurement and Support Services

Albany Unified School District

By _____

Lynda Hornada Director of Curriculum
Superintendent/Designee - Printed Name / Title

Instructor

=====
CERTIFICATION

I, the duly appointed and acting clerk or Secretary of the Governing board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on:

_____, 20____.

Month/Day

"It was moved, seconded and carried that the attached contract with the Trustees of The California State University, whereby the University may assign students to the schools in the School District for practice teaching, be approved; and the _____ is hereby authorized to execute the same."

Albany Unified _____
School District

_____ County

By _____
Clerk, Secretary (strike one) of the Governing Board of the School District

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: AWARD OF ABATEMENT AND DEMOLITION CONTRACT FOR THE ALBANY HIGH SCHOOL POOL, LUNCH PORTABLE AND SHADE STRUCTURE

PREPARED BY: MARLA STEPHENSON, SUPERINTENDENT

TYPE OF ITEM: ACTION

BACKGROUND INFORMATION:

The District is scheduled to begin the abatement of hazardous materials (asbestos and lead paint) and demolition of the existing Albany High School Pool, lunch portable, and shade structure after the conclusion of the 2008-2009 school year. The demolition project will be complete by August 14, 2009.

The District advertised the call for bids per the requirements of the Public Contract Code and a total of four (4) contractors submitted bids. The sealed bids for the project were opened at the District Office on Wednesday, May 27, 2009 with the bid results as follows:

Bidder	Bid Amount
RC Knapp, Inc.	\$266,153
PARC Services, Inc.	\$285,650
Silverado Contractors	\$310,700
Asbestos Management Group, Inc	\$322,647

Review of the submitted bids showed all four contractors had responsive bids and the apparent low bidder was RC Knapp, Inc. of El Sobrante.

The apparent low bid amount of \$266,153.00 is approximately \$34,000 below the demolition budget of \$300,000.

FINANCIAL INFORMATION:

Fiscal impact of \$266,153. The building fund will be used to initiate the contract. Measure E General Obligation Bonds revenues will reimburse the building fund once the bond funds are received by the District (est. Fall 2009).

RECOMMENDATION: APPROVE AWARD OF ALBANY HIGH SCHOOL POOL ABATEMENT AND DEMOLITION PROJECT TO RC KNAPP, INC. IN THE AMOUNT OF \$266,153.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: **Trader Joes Milk Donation**
PREPARED BY: Clell Hoffman, Executive Chef
TYPE OF ITEM: *Donation Acknowledgement*

BACKGROUND INFORMATION:

Trader Joes El Cerrito, donated 80 gallons of organic lowfat milk to Albany Unified School District, due to excessive stock. The Captain (manager) of Trader Joes El Cerrito is James Gibbs.

FINANCIAL INFORMATION: \$503.20 Retail Value

RECOMMENDATION:

Acknowledge Trader Joes for the milk donation.

Randy Green

(916) 686-4648

May 26, 2009
Job # PO9-001

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

Attn: Marla Stephenson, Superintendent

**Subject: INSPECTION SERVICES
MARIN ELEMENTARY
CORNELL ELEMENTARY
ALBANY UNIFIED SCHOOL DISTRICT**

Dear Ms. Stephenson:

Thank you for the opportunity to provide this proposal. Following are the rates for this project. If you find the terms agreeable, please sign and return.

1. Field inspection to provide Division of State Architect required close out for two new portable classrooms at Cornell Elementary and one new portable classroom at Marin Elementary.

Fee for services will be \$8400. Fee includes wages, mileage, per diem, cellular telephone, and secretarial support for the inspector.

SERVICES TO BE PROVIDED

Field inspection to be performed in accordance with the California Code of Regulations by a division of the State Architect-approved inspector.

May 26, 2009
Job #PO9-001
Page 2 of 2

AUTHORIZATION

In the event that I am verbally authorized to start prior to my receipt of this signed agreement or purchase order, all terms and conditions indicated in this proposal will be considered by both parties to be in effect from the date of the verbal authorization to the completion of this project.

I appreciate the opportunity to be of service to you. If you have any questions, please do not hesitate to contact me.

Respectfully submitted,


Randy Green
Inspector

CLIENT

Date

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: 2009 Equipment Assistance Grant

PREPARED BY: Clell Hoffman, Executive Chef

TYPE OF ITEM: *Review and Discussion*

BACKGROUND INFORMATION:

Albany Unified School District is seeking Board of Education approval for the 2009 Equipment Assistance Grant

The grant money will allow food services to purchase equipment to ensure safe and proper holding temperatures for food items while maintaining the highest quality possible. The grant money will also allow food services to purchase equipment for the central kitchen to ensure adequate means to prepare foods for the new high school cafeteria.

A summary of the grant and the grant application is attached.

FINANCIAL INFORMATION: \$37,081.39 in grant money

RECOMMENDATION:

Review the 2009 Equipment Assistance Grant Application and Summary

2009 Equipment Assistance Grants for School Food Authorities (SFA)

Public Law 111-5, the American Recovery and Reinvestment Act of 2009 (ARRA), was signed into law by President Obama on February 17, 2009. The ARRA provides a onetime appropriation of \$100,000,000 for equipment assistance to school food authorities (SFAs) participating in the National School Lunch Program (NSLP).

Equipment Definition:

Equipment requests may include new equipment, renovation of equipment, or replacement of equipment. USDA regulations and Office of Management and Budget Circular define equipment for the purpose of NSLP equipment assistance grants as articles of nonexpendable, tangible personal property with a useful life of more than one year and a per unit acquisition cost of \$5,000 (or such lesser amount as the SFA uses when reporting equipment as assets in its financial statements). Grants may not be used for construction.

Focus of SFA Grants:

In keeping with the dual goals of improving Program infrastructure and providing an economic stimulus, we encourage the prompt purchase of equipment, as opposed to equipment purchases that may take many months or years to become effective. In order to make the most effective use of the NSLP equipment assistance grant funds, when developing the application process, State agencies should incorporate one or more of the following four focus areas:

- Equipment that lends itself to improving the quality of school foodservice meals that meet the dietary guidelines. (e.g., purchasing an equipment alternative to a deep fryer).
- Equipment that improves the safety of food served in the school meal programs. (e.g., cold/hot holding equipment, dish washing equipment, refrigeration, milk coolers, freezers).
- Equipment that improves the overall energy efficiency of the school foodservice operations (e.g. purchase of an energy-efficient walk in freezer replacing an outdated, energy-demanding freezer).
- Equipment that allows SFAs to support expanded participation in a school meal program. (e.g., equipment for serving meals in a non-traditional setting or to better utilize cafeteria space)

Criteria for Award of NSLP Equipment Assistance Grants to SFAs:

State agencies will be responsible for creating the specific criteria used in their competitive NSLP equipment assistance grant process that best represent the needs in their State. State agencies must comply with the statutory requirement that grants are to be based on the need of equipment assistance in participating schools with priority (or more weight) given to schools in which not less than 50 percent of the students are eligible for free or reduced price meals. The state of California will designate 30% of the grant money to schools which fall into the aforementioned category. In addition, as noted above, we recommend that State agencies consider the ability of applicant SFAs to fully expend grant funds within three (3) months of the award. When developing the NSLP equipment assistance grant criteria, State agencies may consider the SFA's ability to justify their degree of need for the equipment based on a number of factors, including but not limited to: number of students who would benefit; contribution to the enhancement of the quality of meal service; the availability of existing State and local funding for equipment purchases; expected increase in participation or number of sites in which school meals are served; the SFA's current budget and operating balance; and/or geographic location as it relates to frequency of food deliveries.

2009 EQUIPMENT ASSISTANCE GRANT APPLICATION

SCHOOL FOOD AUTHORITY INFORMATION			
SUBMIT ONE ORIGINAL COPY. FOR QUESTIONS REGARDING THIS GRANT, CONTACT <u>EQUIPMENTGRANT@CDE.CA.GOV</u> OR RAE VANT AT 916-445-6775 APPLICATION DUE DATE: WEDNESDAY, MAY 27, 2009, 5:00 P.M.			
MAIL TO: CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION 1430 N STREET, SUITE 1500 SACRAMENTO, CA 95814		FEDEX OR UPS TO: CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION 560 J STREET, SUITE 270 SACRAMENTO, CA 95814	
NAME OF SCHOOL FOOD AUTHORITY (SFA) Albany Unified School District	VENDOR NUMBER 611200	COUNTY ALAMEDA	CNIPS ID NUMBER 01033-SN-01-PSD
ADDRESS 904 TALBOT AVE		CITY ALBANY	ZIP CODE + 4 94706-2020
NAME OF FOOD SERVICE DIRECTOR (FSD) CLELL HOFFMAN		TELEPHONE NUMBER OF FSD 510-558-2608	
CONTACT NAME (IF DIFFERENT FROM FSD) CLELL HOFFMAN		CONTACT TITLE FSD	E-MAIL ADDRESS Clell.hoffman@albany.k12.ca.us
CONTACT TELEPHONE NUMBER 510-558-2608		FAX NUMBER 510-528-6433	NAME OF SUPERINTENDENT/DIRECTOR Marla Stephenson
TOTAL NUMBER OF SITES PARTICIPATING UNDER NSLP AGREEMENT 5	TOTAL AMOUNT OF GRANT FUNDING REQUESTED:		\$
TOTAL NUMBER OF SITES APPLYING FOR A GRANT 6 SITES	CONGRESSIONAL DISTRICT (NUMBER) 10		
DOES YOUR DISTRICT OR AGENCY HAVE A "CAPITALIZATION THRESHOLD" FOR EQUIPMENT? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES IF, YES, WHAT IS THE THRESHOLD?			CAPITALIZATION THRESHOLD \$5000.00
OUR FOOD SERVICE (CAFETERIA FUND) OPERATING BALANCE AS OF _____ IS		\$	
OUR ONE MONTH FOOD SERVICE OPERATING EXPENSE IS	\$78,528	x 3 =	\$235,584
WHAT AMOUNT FROM ANY OF THE FOLLOWING FUNDING SOURCES IS AVAILABLE TO PURCHASE FOOD SERVICE EQUIPMENT? CHECK THE APPROPRIATE BOX AND ENTER THE AMOUNT OF FUNDING BELOW. WRITE "NONE" IF NO FUNDS ARE AVAILABLE.			
/	FUNDING SOURCE	AMOUNT	
	GENERAL FUND	\$ none	
	BREAKFAST/SUMMER FOOD GRANT	\$ none	
	DONATIONS	\$ none	
	MEALS FOR NEEDY PUPIL REVENUE	\$ none	
	EXCESS CAFETERIA FUND	\$ none	
	OTHER (DESCRIBE)	\$ none	
SFA NOTES:			

SCHOOL FOOD AUTHORITY INFORMATION
(continued)

THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) REQUIRES STATES TO REPORT CERTAIN INFORMATION REGARDING THE USE OF ARRA FUNDS. IN ORDER FOR CALIFORNIA TO MEET THIS REQUIREMENT, SFA'S MUST COMPLETE THE FOLLOWING ITEMS:

THE EQUIPMENT REQUESTED IS NECESSARY IN ORDER TO:

- SERVE MEALS AT SCHOOLS THAT DO NOT OFFER (CHECK ALL THAT APPLY):

<input type="checkbox"/>	LUNCH	NUMBER OF SCHOOLS _____
<input type="checkbox"/>	BREAKFAST	NUMBER OF SCHOOLS _____
<input type="checkbox"/>	BOTH	NUMBER OF SCHOOLS _____
<input checked="" type="checkbox"/>	NONE OF THE ABOVE	

- INCREASE PARTICIPATION IN THE:

SCHOOL LUNCH PROGRAM	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
SCHOOL BREAKFAST PROGRAM	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

WILL THIS EQUIPMENT ENABLE THE SCHOOL TO INCREASE PARTICIPATION AND REVENUES RESULTING IN THE DISTRICT FOREGOING PLANNED STAFF LAYOFFS?

NO YES IF YES, HOW MANY STAFF WOULD HAVE BEEN AFFECTED? _____

HOW SOON WAS THE LAYOFF PLANNED? 0 TO 3 MONTHS 4 TO 6 MONTHS 9 TO 12 MONTHS

IF THE EQUIPMENT WILL ENABLE THE DISTRICT TO START NEW MEAL PROGRAMS AND/OR INCREASE PARTICIPATION, WILL ADDITIONAL STAFF BE HIRED?

NO YES IF YES, HOW MANY ADDITIONAL STAFF DOES THE DISTRICT ANTICIPATE HIRING?

FULL-TIME _____ PERMANENT LIMITED TERM

PART-TIME 3 PERMANENT LIMITED TERM

HOW LONG DOES THE DISTRICT ANTICIPATE THE NEED FOR ADDITIONAL STAFF? INDEFINATELY

CERTIFICATION: I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT AND COMPLETE; AND THAT THE ENCLOSED DOCUMENTS ARE ACCEPTED AS THE BASIC CONDITIONS IN THE OPERATION OF THE 2009 EQUIPMENT ASSISTANCE GRANT. I FURTHER CERTIFY THAT WE WILL NOT COMMINGLE THE ARRA FUNDS WITH OTHER PROGRAM FUNDS, WILL SEPARATELY TRACK AND REPORT ALL INCOME AND EXPENDITURES, WILL OBSERVE ALL APPLICABLE STATE AND FEDERAL PROCUREMENT LAWS AND REGULATIONS, AND WILL SUBMIT ALL REQUIRED REPORTS BY THE SPECIFIED DUE DATES.

SIGNATURE OF DISTRICT/AGENCY OFFICIAL	DATE
PRINTED NAME	TITLE
TELEPHONE NUMBER	E-MAIL ADDRESS

2009 EQUIPMENT ASSISTANCE GRANT APPLICATION

SITE INFORMATION			
COMPLETE THIS FORM FOR EACH SITE REQUESTING EQUIPMENT. IF THE SITE IS THE CENTRAL KITCHEN OR A SITE THAT PREPARES MEALS FOR ONE OR MORE SFA SITES, DO NOT COMPLETE THIS PAGE. COMPLETE THE "CENTRAL KITCHEN SITE LIST" ON PAGE 5 OF THIS APPLICATION.			
NAME OF SCHOOL FOOD AUTHORITY (SFA) ALBANY UNIFIED SCHOOL DISTRICT		CNIPS SITE NUMBER 4330	
NAME OF SITE ALBANY HIGH SCHOOL	TOTAL FUNDS REQUESTED FOR THIS SITE:		\$
ADDRESS 603 KEY ROUTE	CITY ALBANY	ZIP CODE + 4 94706-2020	
CHECK BELOW TO INDICATE HOW YOUR DISTRICT OR AGENCY WILL USE THE FUNDS AT THIS SITE.			
<input type="checkbox"/> START A NEW MEAL PROGRAM <input checked="" type="checkbox"/> INCREASE PARTICIPATION IN AN EXISTING MEAL PROGRAM			
THIS SITE PARTICIPATES IN: <input checked="" type="checkbox"/> NATIONAL SCHOOL LUNCH PROGRAM <input checked="" type="checkbox"/> SCHOOL BREAKFAST PROGRAM			
A. TOTAL NUMBER OF CHILDREN ENROLLED AT THIS SITE ON OCTOBER 31, 2008:		A1: 1269	
B. TOTAL NUMBER OF CHILDREN AT THIS SITE APPROVED FOR FREE AND REDUCED-PRICE MEALS AS OF OCTOBER 1, 2008:		B1: 209	
C. DIVIDE B1 BY A1 TO GET THE PERCENT OF FREE AND REDUCED-PRICE ELIGIBLE STUDENTS		C1: 16.5%	
D. ENTER THE TOTAL NUMBER OF LUNCHESES SERVED AT THIS SITE DURING OCTOBER 2008 TO CHILDREN IN THE FOLLOWING CATEGORIES (DO NOT PROVIDE PERCENTAGES, AND DO NOT COMPLETE IF YOUR SCHOOL DID NOT PARTICIPATE IN THE NSLP DURING OCTOBER 2008 SCHOOL YEAR.)		ENTER THE TOTAL OF D1 + D2 + D3	
D1: FREE 1342	D2: REDUCED-PRICE 570	D3: PAID 2685	D4: 4597
			D5: 41.5 %
E. ENTER THE NUMBER OF OPERATING DAYS IN OCTOBER 2008:		E1: 23	
F. ENTER TOTAL OF A1 MULTIPLIED BY E1 (REPRESENTS TOTAL POSSIBLE MEALS)		F1: 29187	
G. SUBTRACT D4 FROM F1 (REPRESENTS EXPANSION POTENTIAL FOR MEALS SERVED)		G1: 24590	
AS A RESULT OF PURCHASING THE REQUESTED EQUIPMENT, THE SFA ANTICIPATES THAT PARTICIPATION IN THE NATIONAL SCHOOL LUNCH PROGRAM WILL INCREASE BY			20%
AS A RESULT OF PURCHASING THE REQUESTED EQUIPMENT, THE SFA ANTICIPATES THAT PARTICIPATION IN THE SCHOOL BREAKFAST PROGRAM WILL INCREASE BY			10%
WHAT IS THE STATE SALES TAX RATE AT THIS SITE?			9.75 %
USE THIS SPACE TO PROVIDE ADDITIONAL INFORMATION THAT YOU WOULD LIKE THE CDE TO KNOW ABOUT THIS SITE. ATTACH ADDITIONAL PAGES AS NEEDED:			

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS CORNELL ELEMENTARY 920 TALBOT AVE ALBANY, CA 94706			CNIPS ID NUMBER 4332		
EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	CDE USE ONLY
Holding/Proofing Box	1	\$2435.90	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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APPROVED BY: _____				DATE: _____	Total Approved \$
CDE SCHOOL NUTRITION PROGRAMS SPECIALIST					

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS OCEAN VIEW ELEMENTARY 1000 JACKSON ST. ALBANY, CA 94706			CNIPS ID NUMBER 4333		
EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	CDE USE ONLY
Holding/Proofing Cabinet	1	\$2435.90	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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APPROVED BY: _____				DATE: _____	Total Approved \$
CDE SCHOOL NUTRITION PROGRAMS SPECIALIST					

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPEMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS ALBANY MIDDLE SCHOOL 1259 BRIGHTON AVE. ALBANY, CA 94706			CNIPS ID NUMBER 4331		
EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	CDE USE ONLY
Holding/Proofing box	1	\$2435.90	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input checked="" type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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APPROVED BY: _____				DATE: _____	Total Approved \$
CDE SCHOOL NUTRITION PROGRAMS SPECIALIST					

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS CENTRAL KITCHEN 603 KEY ROUTE ALBANY, CA 94706				CNIPS ID NUMBER 12439	
EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	CDE USE ONLY
Convection Oven Double Deck	1	\$6191.95	X NEW X REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Holding Proofing Box	1	\$2435.90	X NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Convection Steamer	1	\$13,838.14	X NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
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APPROVED BY: _____				DATE: _____	Total Approved \$ _____
CDE SCHOOL NUTRITION PROGRAMS SPECIALIST					

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS MARIN ELEMENTARY SCHOOL 1001 SANTA FE AVE ALBANY, CA 94706				CNIPS ID NUMBER 4334	
EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	GDE USE ONLY
Holding/Proofing Cabinet	1	\$2435.90	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
APPROVED BY: _____				DATE: _____	Total Approved \$ _____
GDE SCHOOL NUTRITION PROGRAMS SPECIALIST					

SITE LEVEL EQUIPMENT REQUEST LIST

COMPLETE FOR EACH SITE. FROM THE EQUIPMENT BUDGET BEGINNING ON PAGE 6, IDENTIFY WHICH PIECES WILL BE PLACED IN THIS SCHOOL, INDICATE IF THE EQUIPMENT IS NEW TO THE SCHOOL, REPLACES AN EXISTING PIECE OF EQUIPMENT, OR IS NEEDED TO RENOVATE AN EXISTING PIECE OF EQUIPMENT. IF REPLACING AN EXISTING PIECE OF EQUIPMENT, INDICATE IF THE CURRENT EQUIPMENT IS UNREPAIRABLE AND/OR LIMITS PARTICIPATION.

SITE NAME AND ADDRESS ALBANY HIGH SCHOOL 603 KEY ROUTE	CNIPS ID NUMBER 4330
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EQUIPMENT BEING PURCHASED OR REPAIRED	REQUESTED NUMBER OF UNITS	TOTAL REQUESTED COST	THIS EQUIPMENT IS	CURRENT EQUIPMENT	CDE USE ONLY
Holding/Proofing Box	2	\$4439.00	<input checked="" type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
			<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
		\$	<input type="checkbox"/> NEW <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> RENOVATION	<input type="checkbox"/> UNREPAIRABLE <input type="checkbox"/> LIMITS PARTICIPATION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED

APPROVED BY: _____ CDE SCHOOL NUTRITION PROGRAMS SPECIALIST	DATE: _____	Total Approved \$ _____
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CENTRAL KITCHEN SITE LIST

USE THIS FORM TO LIST THE SITES THAT WILL BENEFIT FROM EQUIPMENT PLACED IN EITHER A CENTRAL KITCHEN OR A SITE THAT PREPARES MEALS FOR TWO OR MORE SFA SITES. USE THE "SITE EQUIPMENT LIST" ON PAGE 5 TO DESIGNATE THE EQUIPMENT THAT WILL BE PLACED IN THIS SITE FOR THE BENEFIT OF THE BELOW LISTED SCHOOLS.

CENTRAL KITCHEN NAME AND ADDRESS – ENTER ONLY IF CENTRAL KITCHEN IS ALSO A SITE AT WHICH STUDENTS ARE ENROLLED. ALBANY HIGH SCHOOL 603 KEY ROUTE ALBANY CA, 94706	CNIPS SITE NUMBER 12439
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SCHOOLS SERVED BY THE CENTRAL KITCHEN

CNIPS SITE NUMBER SCHOOL NAME ADDRESS	TOTAL ENROLLMENT OPERATING DAYS IN OCTOBER 2008	TOTAL # STUDENTS APPROVED FOR FREE AND REDUCED ON OCTOBER 31, 2008	STUDENT PARTICIPATION IN LUNCH & BREAKFAST FOR THE MONTH OF OCTOBER 2008	PROJECTED % INCREASE IN LUNCH & BREAKFAST PARTICIPATION FROM THE EQUIPMENT
CNIPS SITE NUMBER 4332	ENROLLMENT	FREE 41	LUNCH 3990	LUNCH 20%
SITE NAME & ADDRESS CORNELL ELEMENTARY 920 TALBOT AVE ALBANY CA, 94706	OPERATING DAYS 23	REDUCED 28	BREAKFAST N/A	BREAKFAST N/A
CNIPS SITE NUMBER 4334	ENROLLMENT	FREE 22	LUNCH 4055	LUNCH 20%
SITE NAME & ADDRESS MARIN ELEMENTARY 1001 SANTA FE AVE ALBANY CA 94706	OPERATING DAYS 23	REDUCED 15	BREAKFAST N/A	BREAKFAST N/A
CNIPS SITE NUMBER 4333	ENROLLMENT	FREE 101	LUNCH 5819	LUNCH 20%
SITE NAME & ADDRESS OCEAN VIEW ELEMENTARY 1000 JACKSON ST ALBANY, CA 94706	OPERATING DAYS 23	REDUCED 65	BREAKFAST N/A	BREAKFAST N/A
CNIPS SITE NUMBER 4331	ENROLLMENT	FREE 114	LUNCH 6967	LUNCH 20%
SITE NAME & ADDRESS ALBANY MIDDLE SCHOOL 1259 BRIGHTON AVE ALBANY, CA 94706	OPERATING DAYS 23	REDUCED 61	BREAKFAST 1376	BREAKFAST 10%
CNIPS SITE NUMBER ALBANY HIGH SCHOOL 603 KEY ROUTE ALBANY, CA 94706	ENROLLMENT	FREE 110	LUNCH 4597	LUNCH 20%
SITE NAME & ADDRESS	OPERATING DAYS 23	REDUCED 48	BREAKFAST 2847	BREAKFAST 10%

EQUIPMENT BUDGET
COMPLETE THIS FORM FOR EACH ITEM OF EQUIPMENT

NAME OF SCHOOL FOOD AUTHORITY (SFA) ALBANY UNIFIED SCHOOL DISTRICT			CNIPS ID NUMBER 01033-SN-01-PSD	
EQUIPMENT: HOLDING/PROOFING BOX		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES		<input checked="" type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$2219.50	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY 7	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$15536.50
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT	5	THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input checked="" type="checkbox"/> THREE PRICE QUOTES

THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):

INCREASE IN PARTICIPATION BY

- INCREASING/MAINTAINING THE VARIETY OF ENTRÉE CHOICES
- INCREASING STORAGE AND DECREASING FREQUENCY OF DELIVERIES
- ENABLING PREPARATION AND SERVICE OF MORE MEALS
- ADDING ADDITIONAL POINTS OF SERVICE PROVIDING MEALS TO MORE SITES
- IF THIS EQUIPMENT IS A VENDING MACHINE, CHECK HERE TO ACKNOWLEDGE THAT GRANT FUNDS MAY BE USED TO PURCHASE A VENDING MACHINE ONLY IF IT DISTRIBUTES REIMBURSABLE MEALS.

CONTRIBUTE TO NUTRITIONAL QUALITY BY

- PROVIDING FRESH FRUIT AND/OR VEGETABLES AT LUNCH BREAKFAST
- COOKING FROM SCRATCH MOVING AWAY FROM RECEIVING VENDED MEALS
- REPLACING FRIED WITH STEAMED/BAKED FOODS

IMPROVE FOOD SAFETY BY

- MAINTAINING PROPER TEMPERATURE
- DECREASING RISK OF CROSS CONTAMINATION
- IMPROVING SANITATION

IMPROVE ENERGY EFFICIENCY

CDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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EQUIPMENT: DOUBLE DECK COVECTION OVEN		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES		<input checked="" type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$6191.95	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY 1	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$ 6191.95
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND.		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT	5	THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input checked="" type="checkbox"/> THREE PRICE QUOTES

THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):

INCREASE IN PARTICIPATION BY

- INCREASING/MAINTAINING THE VARIETY OF ENTRÉE CHOICES
- INCREASING STORAGE AND DECREASING FREQUENCY OF DELIVERIES
- ENABLING PREPARATION AND SERVICE OF MORE MEALS
- ADDING ADDITIONAL POINTS OF SERVICE PROVIDING MEALS TO MORE SITES
- IF THIS EQUIPMENT IS A VENDING MACHINE, CHECK HERE TO ACKNOWLEDGE THAT GRANT FUNDS MAY BE USED TO PURCHASE A VENDING MACHINE ONLY IF IT DISTRIBUTES REIMBURSABLE MEALS.

CONTRIBUTE TO NUTRITIONAL QUALITY BY

- PROVIDING FRESH FRUIT AND/OR VEGETABLES AT LUNCH BREAKFAST
- COOKING FROM SCRATCH MOVING AWAY FROM RECEIVING VENDED MEALS
- REPLACING FRIED WITH STEAMED/BAKED FOODS

IMPROVE FOOD SAFETY BY

- MAINTAINING PROPER TEMPERATURE
- DECREASING RISK OF CROSS CONTAMINATION
- IMPROVING SANITATION

IMPROVE ENERGY EFFICIENCY

CDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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EQUIPMENT BUDGET
COMPLETE THIS FORM FOR EACH ITEM OF EQUIPMENT

NAME OF SCHOOL FOOD AUTHORITY (SFA) ALBANY UNIFIED SCHOOL DISTRICT			CNIPS ID NUMBER 01033-SN-01-PSD	
EQUIPMENT: CONVECTION STEAMER		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES		<input checked="" type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$13,838.55	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY 1	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$13,838.55
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT	5	THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input checked="" type="checkbox"/> THREE PRICE QUOTES

- THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):
- INCREASE IN PARTICIPATION BY
 - INCREASING/MAINTAINING THE VARIETY OF ENTRÉE CHOICES
 - INCREASING STORAGE AND DECREASING FREQUENCY OF DELIVERIES
 - ENABLING PREPARATION AND SERVICE OF MORE MEALS
 - ADDING ADDITIONAL POINTS OF SERVICE PROVIDING MEALS TO MORE SITES
 - IF THIS EQUIPMENT IS A VENDING MACHINE, CHECK HERE TO ACKNOWLEDGE THAT GRANT FUNDS MAY BE USED TO PURCHASE A VENDING MACHINE ONLY IF IT DISTRIBUTES REIMBURSABLE MEALS.
 - CONTRIBUTE TO NUTRITIONAL QUALITY BY
 - PROVIDING FRESH FRUIT AND/OR VEGETABLES AT LUNCH BREAKFAST
 - COOKING FROM SCRATCH MOVING AWAY FROM RECEIVING VENDED MEALS
 - REPLACING FRIED WITH STEAMED/BAKED FOODS
 - IMPROVE FOOD SAFETY BY
 - MAINTAINING PROPER TEMPERATURE
 - DECREASING RISK OF CROSS CONTAMINATION
 - IMPROVING SANITATION
 - IMPROVE ENERGY EFFICIENCY

GDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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EQUIPMENT:		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input type="checkbox"/> YES		<input type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND.		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT		THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input type="checkbox"/> THREE PRICE QUOTES

- THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):
- INCREASE IN PARTICIPATION BY
 - INCREASING/MAINTAINING THE VARIETY OF ENTRÉE CHOICES
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 - PROVIDING FRESH FRUIT AND/OR VEGETABLES AT LUNCH BREAKFAST
 - COOKING FROM SCRATCH MOVING AWAY FROM RECEIVING VENDED MEALS
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 - IMPROVING SANITATION
 - IMPROVE ENERGY EFFICIENCY

GDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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EQUIPMENT BUDGET
COMPLETE THIS FORM FOR EACH ITEM OF EQUIPMENT

NAME OF NAME OF SCHOOL FOOD AUTHORITY (SFA)			CNIPS ID NUMBER	
EQUIPMENT:		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input type="checkbox"/> YES		<input type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT	THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input type="checkbox"/> THREE PRICE QUOTES	

THIS EQUIPMENT SUPPORTS EFFORTS TO (CHECK ALL THAT APPLY):

INCREASE IN PARTICIPATION BY

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- COOKING FROM SCRATCH MOVING AWAY FROM RECEIVING VENDED MEALS
- REPLACING FRIED WITH STEAMED/BAKED FOODS

IMPROVE FOOD SAFETY BY

- MAINTAINING PROPER TEMPERATURE DECREASING RISK OF CROSS CONTAMINATION IMPROVING SANITATION

IMPROVE ENERGY EFFICIENCY

CDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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EQUIPMENT:		THIS EQUIPMENT WILL BE HOUSED AT THE CENTRAL KITCHEN OR AT A SITE THAT PREPS FOR MULTIPLE SITES <input type="checkbox"/> NO <input type="checkbox"/> YES		<input type="checkbox"/> EQUIPMENT IS NEW <input type="checkbox"/> EQUIPMENT IS USED
WHAT IS THE UNIT COST OF THIS EQUIPMENT? (ENTER AS WHOLE DOLLARS, INCLUDE INSTALLATION, TAX, AND SHIPPING)	UNIT COST \$	TOTAL NUMBER OF UNITS PURCHASING	QUANTITY	EQUIPMENT TOTAL (UNIT COST X QUANTITY) \$
WE WILL BE ABLE TO EXPEND GRANT FUNDS FOR THIS EQUIPMENT WITHIN THREE MONTHS OF AWARD. <input type="checkbox"/> YES <input type="checkbox"/> NO, IT WILL TAKE _____ MONTHS TO EXPEND.		NUMBER OF SCHOOLS THAT WILL RECEIVE /BENEFIT FROM THIS EQUIPMENT	THIS COST IS BASED ON: <input type="checkbox"/> ESTIMATE <input type="checkbox"/> THREE PRICE QUOTES	

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INCREASE IN PARTICIPATION BY

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- PROVIDING FRESH FRUIT AND/OR VEGETABLES AT LUNCH BREAKFAST
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- MAINTAINING PROPER TEMPERATURE DECREASING RISK OF CROSS CONTAMINATION IMPROVING SANITATION

IMPROVE ENERGY EFFICIENCY

CDE USE ONLY	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	APPROVED BY	DATE
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DRUG-FREE WORKPLACE

COMPLETE, SIGN, AND RETURN THIS CERTIFICATION WITH THE GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF EDUCATION.

Grantees Other Than Individuals

As required by Section 8355 of the *California Government Code* and the Drug-Free Workplace Act of 1988, and implemented at 34 *Code of Federal Regulations (CFR)* Part 84, Subpart F, for grantees, as defined at 34 *CFR* Part 84, Sections 84.105 and 84.110

- A. The applicant certifies that it will or will continue to provide a drug-free workplace by:
- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition
 - b. Establishing an on-going drug-free awareness program to inform employees about:
 - 1. The dangers of drug abuse in the workplace
 - 2. The grantee's policy of maintaining a drug-free workplace
 - 3. Any available drug counseling, rehabilitation, and employee assistance programs
 - 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace
 - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a)
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - 1. Abide by the terms of the statement
 - 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction
 - e. Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee. Notice shall include the identification number(s) of each affected grant.
 - f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 - 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (street address, city, county, state, zip code)

Albany High School 603 Key Route Albany, CA 94706

Ocean View Elementary 1000 Jackson St Albany, CA 94706

Cornell Elementary 920 Talbot Ave Albany, CA 94706

Marin Elementary 1001 Santa Fe Ave Albany, CA 94706

Albany Middle School 1259 Brighton Ave Albany, CA 94706

Check if there are workplaces on file that are not identified here.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Name of Applicant: Albany Unified School District

Name of Program: Child Nutrition Services

Printed Name and Title of Authorized Representative: Laurie Harden, Assistant Superintendent, Business Services

Signature: _____ Date: _____

LOBBYING 2009 NATIONAL SCHOOL LUNCH PROGRAM EQUIPMENT ASSISTANCE GRANT

Certification regarding lobbying for federal grants in excess of \$25,000

Complete, sign, and return this certification with the grant application to the California Department of Education.

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 *Code of Federal Regulations (CFR)* Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the *U.S. Code*, and implemented at 34 *CFR* Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 *CFR* Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," (revised Jul-1997) in accordance with its instructions;
- c. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub recipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Name of Applicant: Albany Unified School District

Name of Program: Child Nutrition Services

Printed Name and Title of Authorized Representative: Laurie Harden, Assistant Superintendent, Business Services

Signature: _____ Date: _____
ED 80-0013 (Revised Jun-2004) - U. S. Department of Education

DEBARMENT AND SUSPENSION - 2009 NATIONAL SCHOOL LUNCH PROGRAM EQUIPMENT ASSISTANCE GRANT
Certification regarding debarment, suspension, ineligibility and voluntary exclusion--lower tier covered transactions.
Complete, sign, and return this certification with the grant application to the California Department of Education.

This certification is required by the U. S. Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 *Code of Federal Regulations* Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled A Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Applicant: Albany Unified School District _____

Printed Name and Title of Authorized Representative: Laurie Harden, Assistant Superintendent, Business Services

Signature: _____ Date: _____

General Assurances

Do not return these general assurances with your application.

1. Programs and services are and will be in compliance with Title VI and Title VII of the Civil Rights Act of 1964; the California Fair Employment Practices Act, Government Code §11135; and Chapter 4 (commencing with §30) of Division I of Title 5, California Code of Regulations (CCR).
2. Programs and services are and will be in compliance with Title IX (nondiscrimination on the basis of sex) of the Education Amendments of 1972. Each program or activity conducted by the LEA will be conducted in compliance with the provisions of Chapter 2, (commencing with §200), Prohibition of Discrimination on the Basis of Sex, of Part 1 of Division 1 of Title I of the *Education Code*, as well as all other applicable provisions of state law prohibiting discrimination on the basis of sex.
3. Programs and services are and will be in compliance with the affirmative action provisions of the Education Amendments of 1972.
4. Programs and services are and will be in compliance with the Age Discrimination Act of 1975.
5. Programs and services for individuals with disabilities are in compliance with the disability laws. (PL 105-17; 34 CFR 300, 303; and Section 504 of the Rehabilitation Act of 1973)
6. When federal funds are made available, they will be used to supplement the amount of state and local funds that would, in the absence of such federal funds, be made available for the uses specified in the state plan, and in no case supplant such state or local funds. (20 USC §6321(b)(1); PL 107-110 §1120A(b)(1))
7. All state and federal statutes, regulations, program plans, and applications appropriate to each program under which federal or state funds are made available through this application will be met by the applicant agency in its administration of each program.
8. Schoolsite councils have developed and approved a Single Plan for Student Achievement for schools participating in programs funded through the consolidated application process, and any other school program they choose to include, and that school plans were developed with the review, certification, and advice of any applicable school advisory committees. (*EC* §64001)
9. The local educational agency (LEA) will use fiscal control and fund accounting procedures that will ensure proper disbursement for state and federal funds paid to that agency under each program. (CCR T5, §4202)
10. The LEA will make reports to the state agency or board and to the Secretary of Education as may reasonably be necessary to enable the state agency or board and the Secretary to perform their duties and will maintain such records and provide access to those records as the state agency or board or the Secretary deems necessary. Such records will include, but will not be limited to, records which fully disclose the amount and disposition by the recipient of those funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for three years after the completion of the activities for which the funds are used. (34 CFR 76.722, 76.730, 76.731, 76.734, 76.760; 34 CFR 80.42)
11. The local governing board has adopted written procedures to ensure prompt response to complaints within 60 days, and has disseminated these procedures to students, employees, parents or guardians, district/school advisory committees, and interested parties. (CCR T5, §4600 et seq.)
12. The LEA declares that it neither uses nor will use federal funds for lobbying activities and hereby complies with the certification requirements of 34 CFR Part 82. (34 CFR Part 82)
13. The LEA has complied with the certification requirements under 34 CFR Part 85 regarding debarment, suspension and other requirements for a drug-free workplace. (34 CFR Part 85)
14. The LEA provides reasonable opportunity for public comment on the application and considers such comment. (20 USC §7846(a)(7); 20 USC, §1118(b)(4); PL 107-110, §1118(b)(4)).
15. The LEA will provide the certification on constitutionally protected prayer that is required by PL 107-110, §9524 and 20 USC §7904.
16. The LEA administers all funds and property related to programs funded through the Consolidated Application. (20 USC §6320(d)(1); PL 107-110, §1120(d)(1))
17. The LEA will adopt and use proper methods of administering each program including enforcement of any obligations imposed by law on agencies responsible for carrying out programs and correction of deficiencies in program operations identified through audits, monitoring or evaluation. (20 USC §7846 (a)(3)(B))
18. The LEA will participate in the Standardized Testing and Reporting program. (20 USC §6316(a)(1)(A-D); PL 107-110, §1116(a)(1)(A-D); *EC* §60640, et seq.)
19. The LEA assures that classroom teachers who are being assisted by instructional assistants retain their responsibility for the instruction and supervision of the students in their charge. (*EC* §45344(a))

20. The LEA governing board has adopted a policy on parent involvement that is consistent with the purposes and goals of *Education Code* Section 11502. These include all of the following: (a) to engage parents positively in their children's education by helping parents to develop skills to use at home that support their children's academic efforts at school and their children's development as responsible future members of our society; (b) to inform parents that they can directly affect the success of their children's learning, by providing parents with techniques and strategies that they may utilize to improve their children's academic success and to assist their children in learning at home; (c) to build consistent and effective communication between the home and the school so that parents may know when and how to assist their children in support of classroom learning activities; (d) to train teachers and administrators to communicate effectively with parents; and (e) to integrate parent involvement programs, including compliance with this chapter, into the school's master plan for academic accountability. (*EC* §§11502, 11504)
21. Results of an annual evaluation demonstrate that the LEA and each participating school are implementing Consolidated Programs that are not of low effectiveness, under criteria established by the local governing board. (*CCR* T5, §3942)
22. The program using consolidated programs funds does not isolate or segregate students on the basis of race, ethnicity, religion, sex, sexual orientation or socioeconomic status. (*USC*, Fourteenth Amendment; *Calif. Constitution*, art. 1, §7; *Gov.C* §§11135-11138; 42 *USC* §2000d; *CCR* T5, §3934)
23. Personnel, contracts, materials, supplies, and equipment purchased with Consolidated Program funds supplement the basic education program. (*EC* §§62002, 52034(l), 52035(e)(l), 54101; *CCR* T5, §§3944, 3946)
24. At least 85 percent of the funds for School Improvement Programs, Title I, Title VI and Economic Impact Aid (State Compensatory Education and programs for English learners) are spent for direct services to students. One hundred percent of Miller-Unruh apportionments are spent for the salary of specialist reading teachers. (*EC* §63001; *CCR* T5, §3944(a)(b))
25. State and federal categorical funds will be allocated to continuation schools in the same manner as to comprehensive schools, to the maximum extent permitted by state and federal laws and regulations. (*EC* §48438)
26. Programs and services are and will be in compliance with Section 8355 of the California Government Code and the Drug-Free Workplace Act of 1988, and implemented at 34 Code of Federal Regulations (CFR) Part 84, Subpart F, for grantees, as defined at 34 CFR Part 84, Sections 84.105 and 84.110.

Albany Unified School District Independent Contractor Agreement

THIS AGREEMENT, made this 28th day/date of May, 2009, between Greg Paoli,
an independent contractor ("Contractor") having a principal
place of business at El Cerrito, and the Albany Unified School District
("District"), mutually agree as follows:

I. TERMS OF THE CONTRACT

- A. This Agreement will become effective as of the date above and will continue in effect through June 30, 2009, unless sooner terminated.

II. SCOPE OF WORK TO BE PERFORMED BY CONTRACTOR

- A. Contractor agrees to perform the services specified in the "Description of Services" attached to this Agreement and incorporated by reference herein as Exhibit "A".
- B. Contractor shall perform within the time set forth in Exhibit "A": everything required to be performed.

III. COMPENSATION

- A. In consideration for the services and/or materials referenced in Article II, scope of work by contract, District agrees to pay \$ \$55.00 per hour. Unless otherwise provided for in Article II, payment of expenses shall be made within sixty (60) days upon completion/delivery of goods and accompanied by invoices and appropriate supporting documentation. Invoices shall be submitted to the attention of the Albany Unified School District, Attention: Accounts Payable, along with completed W-9 Form (copy attached).
- B. The District reserves the right to withhold payment until order is completed and/or accepted by the District.

IV. OBLIGATION OF CONTRACTOR

- A. While performing services hereunder, Contractor is an independent contractor and not an officer, agent or employee of the District.
- B. The Contractor shall provide and furnish all necessary tools, labor, materials, equipment and all transportation services as described and required to perform the services under this Agreement. The Contractor shall assume all other expenses incurred in connection with the performance of this contract and the District shall not be responsible for payment of any other expenses. The Contractor is personally liable for among other things, taxes, personal health and car insurance. Workers' Compensation for his/her own employees and business expenses for maintaining his/her office.

District and contains all the covenants and agreements between the parties. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed and dated by both the Contractor and the District.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

VIII. ATTORNEY FEES


If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorney fees, which may be set by the court in the same action or in a separate action brought for the purpose, in addition to any other relief to which the party may be entitled.

This Agreement will be governed by and construed in accordance with the laws of the State of California.

EXECUTED AT Albany, California, on the date first written above.

ALBANY UNIFIED SCHOOL DISTRICT

By: _____
District Superintendent



Independent Contractor

5/29/09
Date | Social Security or Federal I.D. #

Exhibit "A"

Description of Services

Description of Services

Provide speech and language therapy to students outside the regular school year.

Date(s) of Services to be performed:

June 22, 2009 – June 30, 2009

Albany Unified School District Independent Contractor Agreement

THIS AGREEMENT, made this 28th day/date of May, 2009, between Greg Paoli,
an independent contractor ("Contractor") having a principal
place of business at El Cerrito, and the Albany Unified School District
("District"), mutually agree as follows:

I. TERMS OF THE CONTRACT

- A. This Agreement will become effective as of the date above and will continue in effect through August 30, 2009, unless sooner terminated.

II. SCOPE OF WORK TO BE PERFORMED BY CONTRACTOR

- A. Contractor agrees to perform the services specified in the "Description of Services" attached to this Agreement and incorporated by reference herein as Exhibit "A".
- B. Contractor shall perform within the time set forth in Exhibit "A": everything required to be performed.

III. COMPENSATION

- A. In consideration for the services and/or materials referenced in Article II, scope of work by contract, District agrees to pay \$ \$55.00 per hour. Unless otherwise provided for in Article II, payment of expenses shall be made within sixty (60) days upon completion/delivery of goods and accompanied by invoices and appropriate supporting documentation. Invoices shall be submitted to the attention of the Albany Unified School District, Attention: Accounts Payable, along with completed W-9 Form (copy attached).
- B. The District reserves the right to withhold payment until order is completed and/or accepted by the District.

IV. OBLIGATION OF CONTRACTOR

- A. While performing services hereunder, Contractor is an independent contractor and not an officer, agent or employee of the District.
- B. The Contractor shall provide and furnish all necessary tools, labor, materials, equipment and all transportation services as described and required to perform the services under this Agreement. The Contractor shall assume all other expenses incurred in connection with the performance of this contract and the District shall not be responsible for payment of any other expenses. The Contractor is personally liable for among other things, taxes, personal health and car insurance. Workers' Compensation for his/her own employees and business expenses for maintaining his/her office.

District and contains all the covenants and agreements between the parties. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed and dated by both the Contractor and the District.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

VIII. ATTORNEY FEES

If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorney fees, which may be set by the court in the same action or in a separate action brought for the purpose, in addition to any other relief to which the party may be entitled.

This Agreement will be governed by and construed in accordance with the laws of the State of California.

EXECUTED AT Albany, California, on the date first written above.

ALBANY UNIFIED SCHOOL DISTRICT

By: _____
District Superintendent

Independent Contractor

5/29/09
Date / Social Security or Federal I.D. #

Exhibit "A"

Description of Services

Description of Services

Provide speech and language therapy to students outside the regular school year.

Date(s) of Services to be performed:

July 1, 2009 – August 30, 2009

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: REPORT ON BASE ACADEMIC PERFORMANCE INDEX (API)

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: *Staff Report*

BACKGROUND INFORMATION:

The Academic Performance Index (API) is a single number ranging from a low of 200 to a high of 1000 that reflects a school's, an LEA's, or a subgroup's performance level, based on the results of statewide testing. Its purpose is to measure the academic performance and growth of schools. The API was established in 1999, which represented a new academic accountability system for K-12 public education and the Alternative Schools Accountability Model (ASAM) in California. The API is calculated by converting a student's performance on statewide assessments across multiple content areas into points on the API scale. These points are then averaged across all students and all tests. The result is the API. An API is calculated for schools, LEA's, and for each numerically significant subgroup of students at a school or an LEA.

The API is based on an improvement model. It is used to measure the academic growth of a school. The API from one year is compared to the API from the prior year to measure improvement. Each school has an annual target, and all numerically significant subgroups at a school also have targets. The API requires subgroup accountability to address the achievement gaps that exist between traditionally higher- and lower-scoring student subgroups.

The API is a cross-sectional look at student achievement. It does not track individual student progress across years but rather compares snapshots of school or LEA level achievement results from one year to the next.

The API is used to rank schools. A school is compared to other schools statewide and to 100 other schools that have similar demographic characteristics. The API is currently a school-based requirement only under state law. However, API reports are provided for LEAs in order to meet federal requirements under NCLB.

The 2008 Base API Reports, released in May 2009, and the 2009 Growth API Reports, scheduled for release in August 2009, comprise the 2008-09 API reporting cycle.

The 2008 Base API Reports for Albany Unified School District are as follows:

School	2008 Base API	2008 State Rank	2008 Similar Schools Rank	2008-2009 Growth Target	2009 API Target
Cornell	858	9	2	Met Target	Met Target
Marin	880	9	2	Met Target	Met Target
Ocean View	877	9	5	Met Target	Met Target
Albany MS	875	10	8	Met Target	Met Target
Albany HS	820	9	5	Met Target	Met Target
MacGregor	615	NOT INCLUDED IN ASAM API CALCULATIONS			

All AUSD schools met their significant subgroups targets except for the Hispanic/Latino students at AMS and AHS. Hispanic/Latino students at AMS had a Base API of 773. The growth target set by the State for AMS is 778. Hispanic/Latino students at AHS had a Base API of 692. The growth target set by the State for AHS is 697. For both AMS and AHS, the 2009 significant subgroup targets represent a 5-point gain.

The 2009 API Growth reports will be released in August. A complete API reporting cycle – 2008 Base to 2009 Growth Report will be presented to the Board in September 2009.

The 2007 Base API reports for AUSD schools are included in this report as a point of information only. Please note that the 2007 and 2008 Base API reports cannot be compared directly for accurate growth information.

The 2007 Base API Reports for Albany Unified School District are as follows:

School	2007 Base API	2007 State Rank	2007 Similar Schools Rank	2007-2008 Growth Target	2008 API Target
Cornell	887	9	5	Met Target	Met Target
Marin	872	9	2	Met Target	Met Target
Ocean View	891	10	8	Met Target	Met Target
Albany MS	878	10	8	Met Target	Met Target
Albany HS	832	10	7	Met Target	Met Target
MacGregor	602	NOT INCLUDED IN ASAM API CALCULATIONS			

While all AUSD schools are considered high achieving (above 800 API), there has been a decline in our state and similar schools rank from 2007 to 2008. One possible hypothesis for the decline in Albany’s rankings may be attributed to the increase in standardized tests scores of our similar schools. Many of the schools that Albany is compared with have made significant changes in curriculum, assessment, and intervention in order to increase overall student achievement. As a result, our similar school’s API scores have increased while Albany’s have remained in a similar range or decreased. This, in turn, may have moved Albany’s position on the state and similar schools rankings lists down rather than up. This is an issue that must be addressed district-wide through ongoing student progress monitoring, curriculum analysis, and intervention.

FINANCIAL INFORMATION: No Fiscal Impact

RECOMMENDATION:

Staff Report only

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

**ITEM: APPROVE THE SINGLE SCHOOL PLANS FOR STUDENT
ACHIEVEMENT FOR 2009-2010***

*The Plans are separate from the BOE agenda packet and will be available for public viewing at the June 3 meeting and on the District website.

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: *REVIEW AND ACTION*

BACKGROUND INFORMATION:

In 2001, the California legislature amended the planning requirements for schools that participate in state and federal categorical programs funded through the Consolidated Application process, creating the *Single Plan for Student Achievement* (SPSA). Its stated purpose is to "improve the academic performance of all students to the level of the performance goals, as established by the Academic Performance Index." The Academic Performance Index (API) is a rating of schools based on their performance on state academic assessments.

This legislation established the following eight requirements for school plans and may be subject to change based on the new categorical programs flexibility criteria:

1. School districts must assure "that school site councils have developed and approved a plan, to be known as the *Single Plan for Student Achievement* for schools participating in programs funded through the consolidated application process, and any other school program they choose to include in it.
2. School plans must be developed "with the review, certification, and advice of any applicable school advisory committees.
3. Any plans required by programs funded through the Consolidated Application, the School and Library Improvement Block Grant, the Pupil Retention Block Grant, and NCLB Program Improvement must be consolidated into a single plan.
4. The content of the plan must be aligned with school goals for improving student achievement.
5. School goals must be based upon "an analysis of verifiable state data, including the Academic Performance Index and the English Language Development test and may include any data voluntarily developed by districts to measure student achievement.

6. The plan must address how Consolidated Application funds will be used to "improve the academic performance of all students to the level of the performance goals, as established by the Academic Performance Index.
 7. The plan must be "reviewed annually and updated, including proposed expenditures of funds allocated to the school through the Consolidated Application, by the school site council.
 8. Plans must be reviewed and approved by the governing board of the local educational agency "whenever there are material changes that affect the academic programs for students covered by programs" funded through the Consolidated Application.
-

FINANCIAL INFORMATION: The amounts will vary by school site and are listed in the tentative budget pages.

RECOMMENDATION:

Approve the Single School Plans for Student Achievement for 2009-2010

<p align="center">ALBANY UNIFIED SCHOOL DISTRICT BOARD AGENDA BACKUP</p> <p align="center">Regular Meeting of June 3, 2009</p>
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ITEM: 1987 Parcel Tax Rate Increase for 2009-10

PREPARED BY: Laurie Harden, Assistant Superintendent, Business Services



TYPE OF ITEM: Action

BACKGROUND INFORMATION:

The ballot language for the 1987 Parcel Tax, passed in April 1987, stipulated that levied rates “shall be increased annually to reflect the inflationary rate not to exceed two percent for any given year or reduction as shown in the consumer price index or comparable data for the area under taxing jurisdiction, as established by the Alameda County Assessor pursuant to Article XIII A of the California Constitution”. The Alameda County Assessor uses the statewide Consumer Price Index. The annual adjustment can not exceed the CPI or 2%, whichever is lower. The statewide Consumer Price Index annual increase for 2008 was 3.4% (attached).

FINANCIAL INFORMATION:

The current rate of \$129.18 per residential parcel will increase to \$131.76, and the current rate of \$.0259 per square foot of non-residential parcel will increase to \$.0264. The rate increase would generate approximately \$21,200 in on-going revenue.


<p>RECOMMENDATION: It is recommended that the Board Approve the 2.0% increase in the 1987 Parcel Tax rate, effective July 1, 2009, per Measure A ballot language.</p>
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CONSUMER PRICE INDICES, UNITED STATES AND CALIFORNIA
CALENDAR YEAR AVERAGES, (1982-84=100)

	<u>United States</u>		<u>California</u>	
	<u>Index</u>	<u>% change</u>	<u>Index</u>	<u>% change</u>
<u>All Urban Consumers</u>				
1970	38.8	--	37.9	--
1971	40.5	4.4	39.3	3.7
1972	41.8	3.2	40.6	3.3
1973	44.4	6.2	43.0	5.9
1974	49.3	11.0	47.4	10.2
1975	53.8	9.1	52.3	10.3
1976	56.9	5.8	55.6	6.3
1977	60.6	6.5	59.5	7.0
1978	65.2	7.6	64.4	8.2
1979	72.6	11.3	71.3	10.7
1980	82.4	13.5	82.4	15.6
1981	90.9	10.3	91.4	10.9
1982	96.5	6.2	97.3	6.5
1983	99.6	3.2	98.9	1.6
1984	103.9	4.3	103.8	5.0
1985	107.6	3.6	108.6	4.6
1986	109.6	1.9	112.0	3.1
1987	113.6	3.6	116.5	4.0
1988	118.3	4.1	121.9	4.6
1989	124.0	4.8	128.0	5.0
1990	130.7	5.4	135.0	5.5
1991	136.2	4.2	140.6	4.1
1992	140.3	3.0	145.6	3.6
1993	144.5	3.0	149.4	2.6
1994	148.2	2.6	151.5	1.4
1995	152.4	2.8	154.0	1.7
1996	156.9	3.0	157.1	2.0
1997	160.5	2.3	160.5	2.2
1998	163.0	1.6	163.7 r/	2.0
1999	166.6	2.2	168.5	2.9
2000	172.2	3.4	174.8	3.7
2001	177.1	2.8	181.7	3.9
2002	179.9	1.6	186.1	2.4
2003	184.0	2.3	190.4	2.3
2004	188.9	2.7	195.4	2.6
2005	195.3	3.4	202.6	3.7
2006	201.6	3.2	210.5	3.9
2007	207.342	2.8	217.424	3.3
2008	215.303	3.8	224.807	3.4
2009 f/	213.7	-0.7	223.8	-0.4
2010 f/	217.9	2.0	229.3	2.4
2011 f/	222.8	2.2	235.6	2.8
2012 f/	228.5	2.5	243.1	3.2

ALBANY UNIFIED SCHOOL DISTRICT BOARD AGENDA BACKUP Regular Meeting of June 3, 2009

ITEM: 1999 Parcel Tax Rate Increase for 2009-10

PREPARED BY: Laurie Harden, Assistant Superintendent, Business Services 

TYPE OF ITEM: Action

BACKGROUND INFORMATION:

The ballot language for the 1999 Parcel Tax, passed in June 1999, indicated levied rates “shall be increased annually by an amount not to exceed the inflation rate as indicated by the Consumer Price Index for all urban consumers for the San Francisco-Oakland-San Jose area for April of each year, as published by the bureau of Labor Statistics”. Attached is information from the Bureau of Labor Statistics that reflects the index increase of 0.8% for April 2009 (attached).

FINANCIAL INFORMATION:

The current rate of \$154.64 per residential parcel will increase to \$155.88, and the current rate of \$.0312 per square foot of non-residential parcel will increase to \$.0314. The rate increase would generate approximately \$9,500 in on-going revenue.

<p>RECOMMENDATION: It is recommended that the Board approve a 0.8% increase in the 1999 Parcel Tax rate effective July 1, 2009, based on the Consumer Price Index for San Francisco-Oakland-San Jose area, as published in the Bureau of Labor Statistics.</p>



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From: 1999 To: 2009

Include graphs **NEW!**

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Data extracted on: May 28, 2009 (1:13:50 PM)

Consumer Price Index - All Urban Consumers


12 Months Percent Change															
Series Id:		CUURA422SA0													
Not Seasonally Adjusted															
Area:		San Francisco-Oakland-San Jose, CA													
Item:		All items													
Base Period:		1982-84=100													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
1999		3.8		4.6		3.8		4.1		4.8		4.2	4.2	4.0	4.4
2000		4.2		3.8		4.2		4.7		4.7		5.5	4.5	4.0	4.8
2001		6.5		5.8		6.6		5.1		4.5		3.5	5.4	6.2	4.7
2002		1.8		2.1		1.2		1.3		1.4		1.4	1.6	1.9	1.4
2003		3.3		2.2		1.6		1.4		1.0		1.1	1.8	2.3	1.2
2004		0.2		0.5		1.4		1.2		2.0		2.2	1.2	0.7	1.7
2005		1.6		2.1		1.1		2.2		2.8		2.0	2.0	1.7	2.2
2006		2.9		3.2		3.9		3.8		2.5		3.4	3.2	3.2	3.3
2007		3.2		3.3		3.4		2.6		3.3		3.8	3.3	3.3	3.2
2008		2.8		2.9		4.2		4.2		3.6		0.0	3.1	3.3	3.0
2009		1.2		0.8											

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**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: 2005 Parcel Tax Rate Increase for 2009-10

PREPARED BY: Laurie Harden, Assistant Superintendent, Business Services 

TYPE OF ITEM: Action

BACKGROUND INFORMATION:

The ballot language for the 2005 Parcel Tax, passed in November 2005, indicated levied rates "shall be increased annually by an amount not to exceed the inflation rate as indicated by the Consumer Price Index for all urban consumers for the San Francisco-Oakland-San Jose area for April of each year, as published by the bureau of Labor Statistics". Attached is information from the Bureau of Labor Statistics that reflects the index increase of 0.8% for April 2009 (attached).

FINANCIAL INFORMATION:

The current rate of \$265.77 per residential parcel will increase to \$267.90, and the current rate of \$.0532 per square foot of non-residential parcel will increase to \$.0536. The rate increase would generate approximately \$16,400 in on-going revenue.

RECOMMENDATION: It is recommended that the Board approve a 0.8% increase in the 2005 Parcel Tax rate effective July 1, 2009, based on the Consumer Price Index for San Francisco-Oakland-San Jose area, as published in the Bureau of Labor Statistics.



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From: 1999 To: 2009

include graphs **NEW!**

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Data extracted on: May 28, 2009 (1:15:19 PM)

Consumer Price Index - All Urban Consumers

12 Months Percent Change															
Series Id: CUURA422SA0															
Not Seasonally Adjusted															
Area: San Francisco-Oakland-San Jose, CA															
Item: All items															
Base Period: 1982-84=100															
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
1999		3.8		4.6		3.8		4.1		4.8		4.2	4.2	4.0	4.4
2000		4.2		3.8		4.2		4.7		4.7		5.5	4.5	4.0	4.8
2001		6.5		5.8		6.6		5.1		4.5		3.5	5.4	6.2	4.7
2002		1.8		2.1		1.2		1.3		1.4		1.4	1.6	1.9	1.4
2003		3.3		2.2		1.6		1.4		1.0		1.1	1.8	2.3	1.2
2004		0.2		0.5		1.4		1.2		2.0		2.2	1.2	0.7	1.7
2005		1.6		2.1		1.1		2.2		2.8		2.0	2.0	1.7	2.2
2006		2.9		3.2		3.9		3.8		2.5		3.4	3.2	3.2	3.3
2007		3.2		3.3		3.4		2.6		3.3		3.8	3.3	3.3	3.2
2008		2.8		2.9		4.2		4.2		3.6		0.0	3.1	3.3	3.0
2009		1.2		0.8											

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**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: Waive First Reading and Adopt Board Policy Update/Revision
Section 1000 Community Relations and Section 4000 - Personnel

PREPARED BY: Marla Stephenson, Superintendent

TYPE OF ITEM: Approve

BACKGROUND INFORMATION:

Per Education Code the Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

Pursuant to Governing Board Bylaws, staff members shall regularly review Governing Board policies, administrative regulations, and exhibits to compare them against the latest sample materials from California School Boards Association (CSBA). After comparison, appropriate updates and revisions are presented for Governing Board consideration for appropriate action as recommended by staff.

RECOMMENDATION:
It is recommended that the Governing Board:
(1) Waive the first reading and adopt the following board policies, administrative regulations and/or exhibits proposed for revision or deletion in response to recommendations by the California School Boards Association. (CSBA)

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: APPROVE THE SAFE SCHOOL PLANS FOR 2009-2010*

*The Plans are separate from the BOE agenda packet and will be available for public viewing at the June 3 meeting and on the District website.

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: *Review and Action*

BACKGROUND INFORMATION:

Each school shall adopt a comprehensive school safety plan by and shall review and update its plan every year. The plans are a component of the School Accountability Report Card (SARC).

FINANCIAL INFORMATION: No Fiscal Impact

RECOMMENDATION:

Approve the Safe School Plans for 2009-2010

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of June 3, 2009

ITEM: Board Policy Update/Revision
Section 9000 – Bylaws of the Board

PREPARED BY: Marla Stephenson, Superintendent

TYPE OF ITEM: 1ST Reading – Board Policies

BACKGROUND INFORMATION:

Per Education Code the Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

Pursuant to Governing Board Bylaws, staff members shall regularly review Governing Board policies, administrative regulations, and exhibits to compare them against the latest sample materials from California School Boards Association (CSBA). After comparison, appropriate updates and revisions are presented for Governing Board consideration for appropriate action as recommended by staff.

Proposed updates and/or revisions are presented for a first and second reading prior to adoption. Board-requested changes or revisions will be made prior to the second reading at the next-scheduled regular board meeting policies will be presented for 2nd reading and adoption.

RECOMMENDATION:

It is recommended that the Governing Board:

- (1) Accept for a first reading the following board policies, administrative regulations and/or exhibits proposed for revision or deletion in response to recommendations by the California School Boards Association (CSBA); and
- (2) Direct the Superintendent or his designee to further refine the documents as necessary and return them for a second reading, at which time the Governing Board will vote to adopt, approve or delete them as recommended.