



Magnolia Public Schools

Regular Board Meeting

Date and Time

Thursday September 13, 2018 at 6:00 PM PDT

Location

MSA- Santa Ana: 2840 W. 1st St., Santa Ana, CA 92703

Access to the Board Meeting: Any interested parties or community members from remote locations may attend the meeting at the following school sites or the addresses where the Board members are joining the meeting from:

By dialing into; 1.844.572.5683 Code: 1948435

- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 940 Steward Dr. Sunnyvale, CA 94085 (Dr. Umit Yapanel)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- MSA-1 18238 Sherman Way, Reseda, CA 91335
- MSA-3 1254 E. Helmick St., Carson CA 90746
- MSA-4 11330 W. Graham Pl., Los Angeles, CA 90064

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Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 250 East 1st Street Ste 1500 Los Angeles, CA 90012.

Board Members:

Dr. Saken Sherkhanov, Chair
Mr. Haim Beliak, Vice-Chair
Dr. Umit Yapanel
Mr. Serdar Orazov
Dr. Salih Dikbas
Ms. Diane Gonzalez
Ms. Charlotte Brimmer
Ms. Sandra Covarrubias
Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Call the Meeting to Order			1 m
B. Record Attendance and Guests			1 m
C. Pledge of Allegiance			1 m
D. Public Comments			5 m
E. Approval of Agenda	Vote		1 m
F. Approval of Minutes of Regular Board Meeting from August 9th, 2018	Approve Minutes		1 m
Approve minutes for Regular Board Meeting on August 9, 2018			
II. Consent Items			6:10 PM
A. Approval of proposed changes to the MPS Student/Parent Handbook and policies to comply with AB 699	Vote	Alfredo Rubalcava	2 m
B. LA Arts Commission Advancement Grant Matching Grant - Acceptance and Match Allocations	Vote	I. Soto & E. Acar	2 m
C. Approval of Scoot Education Substitute Company as an Approved Vendor	Vote	Suat Acar	2 m
D. MERF Formal Record of Action Resolution to Appoint the New CEO as Trustee of MPS 401k Plan	Vote	Nanie Montijo	1 m
E. MSA-Santa Ana Dual Enrollment Partnership MOU with Santa Ana College	Vote	Erdinc Acar	2 m
F. Replace Former CEO As Officer of Various Entities and to Appoint Other Officers or Agents as Needed	Vote	Patrick Ontiveros	2 m
G. Approval of Project Change Order Requests for MSA – Santa Ana (Gymnasium Project)	Vote	Patrick Ontiveros	5 m
H. Approval of Change Order for the Magnolia Science Academy-1 Project	Vote	Patrick Ontiveros	5 m
I. Approval for Additional Positions Due to Increased Enrollment at MSA-3	Vote	Shandrea Daniel	5 m
J. Approval of 2017-18 Unaudited Actuals and Review of July '18 Financials	Vote	Nanie Montijo	3 m
III. Action Items			6:39 PM
A. Adoption of MSA-2 Classroom Surveillance Camera Policy	Vote	Steven Kesintuk	5 m
B. Technology Back Up Services (School Server & Workstations) for MSA 4,5,6,7,8, and San Diego	Vote	Rasul Monoshev	5 m
C. MPS Chromebooks RFP award for 2018-19 Fiscal Year	Vote	Rasul Monoshev	5 m
D. Reorganization of MPS Board Committees	Vote	Saken Sherkhanov	5 m

IV. Discussion Items**6:59 PM**

A. Academic Updates on Board Requested Follow-Ups	Discuss	E. Acar & B. Lopez	30 m
B. Enrollment Update and Strategies for 2018-19	Discuss	E. Acar & I. Soto	10 m
C. Finance Updates Regarding Board Requests	Discuss	Nanie Montijo	15 m
D. Facility Updates	Discuss	Patrick Ontiveros	10 m
E. Update on Legal Vendors and Procedures	Discuss	Patrick Ontiveros	10 m
F. Brown Act Training	FYI	Musick Peeler	60 m

V. Closed Session**9:14 PM**

A. Public Announcement of Closed Session	FYI	Saken Sherkhanov	1 m
B. Conference with Legal Counsel - Anticipated Litigation - Two Matters	Discuss	Patrick Ontiveros	15 m
C. Public Performance Evaluation: Chief Executive Officer and Superintendent	Discuss	Saken Sherkhanov	10 m
D. Report Out From Closed Session	FYI	Saken Sherkhanov	1 m

VI. Closing Items**9:41 PM**

A. Adjourn Meeting	Vote		
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Cover Sheet

Approval of Minutes of Regular Board Meeting from August 9th, 2018

Section: I. Opening Items
Item: F. Approval of Minutes of Regular Board Meeting from August 9th, 2018
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on August 9, 2018



Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time

Thursday August 9, 2018 at 6:00 PM

Location

MPS Home Office 250 E. 1st St. Suite 1500 Los Angeles, CA 90012

Board Members who participated remotely joined from the following locations and school sites that remained open during the meeting:

- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 940 Steward Dr. Sunnyvale, CA 94085 (Dr. Umit Yapanel)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)
- 5113 Babette Ave Los Angeles, CA 900(Ms. Diane Gonzalez)
- 3850 Paradise Rd. Las Vegas, Nevada 89169 (Mr. Shohrat Geldiyev)

Board Members:

Dr. Saken Sherkhanov, Chair

Mr. Haim Beliak, Vice-Chair

Dr. Umit Yapanel

Mr. Serdar Orazov

Dr. Salih Dikbas

Ms. Diane Gonzalez

Ms. Charlotte Brimmer

Ms. Sandra Covarrubias

Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

Directors Present

C. Brimmer, D. Gonzalez, H. Beliak, S. Covarrubias, S. Dikbas (remote), S. Geldiyev, S. Orazov, U. Yapanel

Directors Absent

S. Sherkhanov

I. Opening Items

A. Call the Meeting to Order

H. Beliak called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Aug 9, 2018 @ 7:20 PM at MPS Home Office 250 E. 1st St. Suite 1500 Los Angeles, CA 90012.

B. Record Attendance and Guests

Attendance details are stated above.

C. Public Comments

C. Brimmer, MPS Board Member, commented on a few items she would like the staff to provide. The requests included a list of the law firms that MPS contracts with, a list of vendors that MPS works with, details on bidding requirements and RFP processes. H. Beliak, MPS Board Member, commented that in addition to the items mentioned by C. Brimmer, he would like to know the lease costs of the home office. No other comments were made.

D. Approval of Agenda

H. Beliak made a motion to approve the agenda with the removal of item II. F Approval of Two Change Orders for the MSA-1 Project and item II. G Approval of Project Change Order Requests for MSA-SA (Gymnasium Project). Approval of these items was delegated to the MPS Facilities Committee which will meet the following Monday. Item II E was moved from consent agenda to action item for further discussion. Item III. C Approval of AALRR Expenditure of \$25,000 was removed from the agenda.

S. Covarrubias seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

C. Brimmer	Abstain
S. Geldiyev	Aye
S. Orazov	Aye
D. Gonzalez	Aye
S. Sherkhanov	Absent
H. Beliak	Aye
U. Yapanel	Aye
S. Dikbas	Aye
S. Covarrubias	Aye

E. Approval of Minutes of Regular Board Meeting from July 12, 2018

S. Orazov made a motion to approve minutes from the Regular MPS Board Meeting on 07-12-18 with the change in the unanimously wording for votes that we not unanimous.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

U. Yapanel	Aye
C. Brimmer	Aye
S. Dikbas	Aye
S. Orazov	Aye

- D. Gonzalez Aye
- S. Sherkhanov Absent
- S. Geldiyev Aye
- H. Beliak Aye
- S. Covarrubias Aye

F. Approval of Minutes of Special Board Meeting from July 17, 2018

S. Orazov made a motion to approve minutes from the Special Board Meeting on 07-17-18.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

- U. Yapanel Aye
- S. Sherkhanov Absent
- S. Geldiyev Aye
- D. Gonzalez Aye
- S. Covarrubias Aye
- S. Dikbas Aye
- H. Beliak Aye
- C. Brimmer Aye
- S. Orazov Aye

II. Consent Items

A. Approval of Student Teaching MOU and Agreement between Magnolia Science Academy- 8 and CSUDH

H. Beliak made a motion to approve consent items II A-D as presented.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

- U. Yapanel Aye
- C. Brimmer Aye
- S. Geldiyev Aye
- S. Orazov Aye
- S. Dikbas Aye
- S. Sherkhanov Absent
- D. Gonzalez Aye
- H. Beliak Aye
- S. Covarrubias Aye

B. Approval of Student Teaching Agreement between Magnolia Science Academy- SD and SDSU

H. Beliak made a motion to approve consent items II A-D as presented.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

- D. Gonzalez Aye
- S. Geldiyev Aye
- S. Orazov Aye
- C. Brimmer Aye
- H. Beliak Aye
- S. Sherkhanov Absent
- S. Dikbas Aye
- U. Yapanel Aye
- S. Covarrubias Aye

C. Approval of Master Agreement with Specialized Therapy Services for SPED Services for MSA- San Diego

G. Serce, MSA-San Diego Principal, gave a brief background on this item and explained what was discussed at the Academic Committee meeting where this item was discussed thoroughly. S. Covarrubias, MPS Board Member and Academic Committee member, mentioned that legal reviewed all the contracts that went to the Academic Committee meeting.

H. Beliak made a motion to approve consent items II A-D as presented.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

U. Yapanel Aye
S. Covarrubias Aye
S. Orazov Aye
S. Sherkhanov Absent
S. Geldiyev Aye
H. Beliak Aye
C. Brimmer Aye
D. Gonzalez Aye
S. Dikbas Aye

D. Approval of Online Curriculum and eLearning Programs RFP

H. Beliak made a motion to approve consent items II A-D as presented.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Orazov Aye
H. Beliak Aye
D. Gonzalez Aye
U. Yapanel Aye
S. Dikbas Aye
S. Covarrubias Aye
S. Geldiyev Aye
C. Brimmer Aye
S. Sherkhanov Absent

E. Reserve Money for Synthetic Turf and to Purchase Temp. Shade Structures for Lunch Area for MSA- SD

This item was moved from Consent to Action Items for further discussion. G. Serce, MSA-San Diego Principal, explained the purpose of the requested synthetic turf and shade structures. He explained that the shade structure will allow students to have a place where to eat comfortably during various weather conditions. G. Serce also stated that the shade structure was not part of the initial project of the new facility and payment for this structure will come from the MSA-San Diego reserve money. All questions were addressed.

S. Orazov made a motion to approve the use of reserves.

S. Dikbas seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Sherkhanov Absent
S. Covarrubias Aye
U. Yapanel Aye
S. Geldiyev Aye
C. Brimmer Abstain

D. Gonzalez Aye
S. Orazov Aye
S. Dikbas Aye
H. Beliak Aye

F. Approval of Two (2) Change Orders for the Magnolia Science Academy-1 Project

This item was removed from the agenda and will be discussed by the Finance Committee who was designated to make a final decision on behalf of the full Board.

G. Approval of Project Change Order Requests for MSA - Santa Ana (Gymnasium Project)

This item was removed from the agenda, the Finance Committee was delegated authority to discuss and approve this item at a future meeting.

III. Action Items

A. Approval of 2018-19 Employee Handbook

A. Rubalcava, CEO & Superintendent, explained that the approval of the employee handbook was being presented to the board once again after it had been postponed for further review and additional requests. He went over the proposed changes and mentioned that it had been reviewed by legal, the MPS Human Resource department and MPS General Counsel. The main change discussed was the language surrounding the process of paying out sick days. P. Ontiveros, MPS General Counsel & Director of Facilities, explained the issues with the current sick days language and explained possible problems that could result from keeping the current language, he gave the new proposed language. An additional change in the handbook is the amount paid out for unused personal time off, employees will now be receiving \$150 per unused day, upward from \$125 which was given during FY 2017-18. Other questions were asked by the Board and addressed by staff.

C. Brimmer made a motion to approve the 2018-19 Employee Handbook with the recommended changes from legal.

S. Covarrubias seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Sherkhanov Absent
U. Yapanel Aye
S. Covarrubias Aye
C. Brimmer Aye
H. Beliak Aye
S. Dikbas Aye
D. Gonzalez Aye
S. Orazov Aye
S. Geldiyev Aye

B. Appointment of MPS Corporate Officers i.e. Treasurer and Secretary

A. Rubalcava, MPS CEO & Superintendent, explained that this item was being brought back to the board after it had been postponed for further review. At the last meeting where it had been presented, B. Holman from Musick, Peeler, and Garrett LLP made a presentation on the bylaws and corporate officers. According to our bylaws, the Chief Financial Officer (CFO) normally serves as the treasurer and the Secretary role is normally filled by the person who schedules the meetings and keeps board minutes. P. Ontiveros, MPS General Counsel and Director of Facilities, stated that the treasurer under our bylaws is our CFO as she

performs all the functions of both roles. The secretary duties is all that B. Torres, MPS Executive Assistant, performs. All questions were addressed.

C. Brimmer made a motion to appoint N. Montijo as the Treasurer and B. Torres as the Secretary for Magnolia Public Schools.

H. Beliak seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas Aye
S. Sherkhanov Absent
S. Orazov Aye
U. Yapanel Aye
D. Gonzalez Aye
H. Beliak Aye
C. Brimmer Aye
S. Geldiyev Aye
S. Covarrubias Aye

C. Approval of AALRR Expenditure of \$25,000 or More

This item was removed from the agenda as no action was needed.

IV. Discussion Items

A. Presentation and Discussion of Magnolia Public Schools LACOE 2017-18 Oversight Reports (MSA 1-3)

A. Rubalcava, CEO & Superintendent, explained that discussion of the oversight reports are requested by the school authorizers and that is why it was brought to the board. Each principal gave details on their own oversight report. S. Daniel, MSA-3 Principal, gave a description of what actions are being taken at the school site to ensure all student demographics succeed in the classroom. She stated that school administration helps the teachers through professional development and the Title I operations coordinator will help through his focus on ensuring that the community partnerships are strengthened. S. Keskinurk, MSA-2 Principal, went over the site visit, he stated that LACOE observed the classrooms and went over different files. He also mentioned that LACOE would like to see an increase in electives related to STEAM, which MSA- 2 is incorporating this new school year. M. Sahin, MSA-1 Principal, shared the oversight visit report, LACOE gave four recommendations for improvement 1- implement STEAM related pathways for students to see their careers in STEAM, 2- increasing partnerships with local universities and companies, 3- focusing on improving the instructional program for SPED students and EL, 4- begin to plan for charter renewal that includes ongoing analysis of academic progress. B. Torres, Executive Assistant, explained what recommendations were made for the MPS board by LACOE. This being a discussion item no actions were taken.

B. Facility Updates

P. Ontiveros, General Counsel and Director of Facilities, gave an update for all schools regarding facilities. His detailed report outlines the ongoing projects and needs per site. He addressed all board member questions.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:39 PM.

Respectfully Submitted,
H. Beliak

Cover Sheet

Approval of proposed changes to the MPS Student/Parent Handbook and policies to comply with AB 699

Section: II. Consent Items
Item: A. Approval of proposed changes to the MPS Student/Parent Handbook and policies to comply with AB 699
Purpose: Vote
Submitted by:
Related Material: II A AB 699.pdf



Board Agenda Item #	Agenda # II A- Consent Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	David Yilmaz, Chief Accountability Officer
RE:	Approval of proposed changes to the MPS Student/Parent Handbook and its policies to comply with AB 699

Proposed Board Recommendation

I move that the board approve the proposed changes to the MPS Student/Parent Handbook and its policies to comply with AB 699.

Background

- AB 699 is a new bill on education equity around immigration and citizenship status. AB 699 requires that all local educational agencies in California implement additional protections to ensure that all students, regardless of immigration status or country of birth, have the opportunity to pursue their education without undue fear or risk.
- On June 21, 2018 LAUSD asked all charter schools to provide evidence of board adopted policies in accordance with AB 699:

Dear Charter School Leaders and Governing Board Chairpersons:

As part of oversight in the 2018-2019 school year, each charter school will be asked to provide evidence of their school’s board-adopted policy, in accordance with AB 699. We are asking charter schools to email their policy, with a copy of the board agenda and minutes in which the board reviewed and approved the policy, to charterschools@lausd.net no later than October 5, 2018. The subject on the e-mail must identify the name of the school and AB 699 Policy i.e. Our future – AB 699 Policy.

(LAUSD notice is attached.)

- On March 9, 2017 MPS Board of Directors adopted “MPS Safe Zones Resolution” for the safety of our students and families. The background of the resolution, as included on the cover page of the agenda, stated:

“With the current immigration climate, we want to ensure that our families and students feel safe at all of our MPS campuses by becoming a safe school. This resolution will allow for us, as an organization, to protect student records in the event that the U.S.

Immigration and Customs Enforcement (ICE) requests access to such records.

It is important that we continue to provide a high-quality educational program in a safe environment where everyone is welcome no matter their immigration status, ethnicity, race, religion, gender, sexual orientation, socio-economic status, disability, or beliefs.”

And the said Resolution resolved that, “That the Magnolia Public Schools Board of Directors directs the Chief Executive Officer to designate all MPS campuses as safe zones. This designation shall mean that:

- MPS campuses will offer counseling and referrals to agencies that offer assistance on immigration matters to all student and their families who need support and resources;
- All if any, ICE requests of student records or access to any MPS campus must be submitted in writing to the MPS CEO and/or designee for review and response in consultation with legal counsel.”

(MPS Resolution is attached.)

- Besides having a “Safe Zones Resolution” MPS has worked with our legal counsel, YMC, to review our Student/Parent Handbook to ensure compliance with AB 699. The following yellow highlights are the proposed additions to the handbook and its policies.

Pg. 6 under FERPA	Note that MPS will not release information to third parties for immigration-enforcement purposes, except as required by law or court order.
Pg. 47 under Visitation Guidelines	All visitors shall register in the main office immediately upon entering any school building or grounds when during regular school hours, including immigration enforcement officers. When registering, the visitor is required to provide his/her name, address, age (if under 21), his/her purpose for entering school grounds, and proof of identity. If the visitor is a government officer/official (including but not limited to local law enforcement officers, immigration enforcement officers, social workers, district attorneys, or U.S. attorneys), the officer will also be asked to produce any documentation that authorizes school access. MPS shall make reasonable efforts to notify parents or guardians prior to permitting a student to be interviewed or searched, consistent with the law and/or any court order, warrant or instructions from the officer/official. A copy of the documentation provided by the officer and notes from the encounter may be maintained by MPS. The MPS Governing Board and Bureau of Children’s Justice in the California Department of Justice, at BCJ@doj.ca.gov, will be timely informed regarding any attempt by a law-enforcement officer to access a school site or a student for immigration-enforcement purposes, as recommended by the Attorney General.
Pg. 66 under Title IX	As used in this policy, discrimination, sexual harassment, harassment, intimidation, and bullying are described as the intentional conduct, including verbal, physical, written communication or cyber-bullying, including cyber sexual bullying, based on the actual or perceived characteristics of disability, pregnancy, gender, gender identity, gender expression, nationality, ancestry, race or ethnicity, immigration status, religion, religious affiliation, sexual orientation, childbirth or related medical conditions, marital status, age, or association with a person or group with one or more of these actual

	or perceived characteristics or any other basis protected by federal, state, local law, ordinance or regulation. In addition, bullying encompasses any conduct described in the definitions set forth in this Policy. Hereafter, such actions are referred to as “misconduct prohibited by this Policy.”
Pg. 71 under UCP	a. MPS shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedure (“UCP”) adopted by our local board. Unlawful discrimination harassment, intimidation, or bullying complaints may be based on actual or perceived characteristics of age, ancestry, color, disability, ethnic group identification, gender expression, gender identity, gender, genetic information, nationality, national origin, immigration status, race or ethnicity, religion, sex, or sexual orientation, or on the basis of a person’s association with a person or group with one or more of these actual or perceived characteristics, in any MPS program or activity.
Pg. 73 under UCP	For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check the basis of the unlawful discrimination, harassment, intimidation or bullying described in your complaint, if applicable: Immigration Status (is added to the categories)

(Revised Student/Parent Handbook is attached.)

- Please find attached the cover letter to LAUSD outlining the policy updates we made for compliance with AB 699.
- Also attached is the Attorney General’s “Know Your Rights” information handout. In accordance with Education Code Section 234.7 and consistent with the cover letter to the District, the “Know Your Rights” handout will be provided to parents/guardians upon enrollment to the School.

Budget Implications

N/A

How Does This Action Relate/Affect/Benefit All MSAs?

This action ensures policy compliance with AB 699.

Name of Staff Originator:

David Yilmaz, Chief Accountability Officer

Attachments

- 1. LAUSD AB 699 notice to schools
- 2. MPS Safe Zones Resolution
- 3. Draft Letter to LAUSD
- 4. “Know Your Rights” handout
- 5. Revised MPS Student-Parent Handbook_2018-19



LOS ANGELES UNIFIED SCHOOL DISTRICT CHARTER SCHOOLS DIVISION

333 South Beaudry Avenue, 20th Floor, Los Angeles, CA 90017
Office: (213) 241-0399 ♦ Prop. 39: (213) 241-5130 ♦ Fax: (213) 241-2054

AUSTIN BEUTNER
Superintendent of Schools

FRANCES GIPSON, Ph.D.
Chief Academic Officer
Division of Instruction

JOSÉ COLE-GUTIÉRREZ
Director, Charter Schools Division

June 18, 2018

SUBJECT: EDUCATIONAL EQUITY: IMMIGRATION AND CITIZENSHIP STATUS BILL (AB 699)

Dear Charter School Leaders and Governing Board Chairpersons:

As you may be aware, on October 5, 2017, the California Legislature passed Assembly Bill 699 titled the *Educational Equity: Immigration and Citizenship Status* bill (AB 699). AB 699 amended Sections 200, 220 and 234.7 of the Education Code to help California's public K-12 schools and other local educational agencies protect the rights of undocumented students and their families. California laws not only empower schools to provide all students equal access to a public education, but also provide equal educational rights to immigrant students in safe and welcoming school environments.

As part of AB 699, Attorney General Xavier Becerra published, "*Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigrant Issues*," found here: <https://oag.ca.gov/sites/all/files/agweb/pdfs/bcj/school-guidance-model-k12.pdf>. This guide equips California's public schools with information and resources to safeguard the rights and privacy of students and their families in the event of immigration enforcement at public schools. The guide offers governing law and model policies for handling and responding to the following circumstances:

1. Gathering and Handling Student and Family Information.
2. Sharing Student and Family Information.
3. Responding to Requests for Access to School Grounds for Immigration-Enforcement Purposes.
4. Responding to Detention or Deportation of a Student's Family Member.
5. Responding to Hate Crimes and Bullying Related to National Origin or Ethnicity.

AB 699 encompasses the following requirements for Local Educational Agencies, (LEA), including charter schools:

- a) Requires all LEAs to adopt the Attorney General's model policies, or equivalent policies, by July 1, 2018.
- b) Requires the superintendent of a school district, "and the principal of a charter school, as applicable" to report to the governing board in a timely manner any requests for information or access to a school site by a law enforcement agency for the purpose of enforcing immigration law.

- c) Requires the governing board or body of an LEA to provide information to parents/guardians regarding their children's right to a free public education, regardless of immigration status or religious beliefs.
- d) Requires the governing board or body of an LEA to educate pupils about the negative impact of bullying based on actual or perceived immigration status or religious beliefs.

As part of oversight in the 2018-2019 school year, each charter school will be asked to provide evidence of their school's board-adopted policy, in accordance with AB 699. ***We are asking charter schools to email their policy, with a copy of the board agenda and minutes in which the board reviewed and approved the policy, to charterschools@lausd.net no later than October 5, 2018. The subject on the e-mail must identify the name of the school and AB 699 Policy.***

Please note that in addition to the Attorney General's guide, additional publications are available at the [Bureau of Children's Justice's website](#), such as a [Quick Reference for School Officials](#) and a [Student and Family Checklist](#), which is provided in English, Spanish, Traditional Chinese, Vietnamese, Korean, Tagalog and Arabic.

Sincerely,



José Cole-Gutiérrez, Director
Charter Schools Division



Board Agenda Item #	Item II B
Date:	March 9, 2017
To:	Magnolia Board of Directors
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, Chief External Officer
RE:	MPS Safe Zones Resolution

Proposed Board Recommendation

I move that the board approve the Safe Zones Resolution for the safety of our students and families.

Background

With the current immigration climate, we want to ensure that our families and students feel safe at all of our MPS campuses by becoming a safe school. This resolution will allow for us, as an organization, to protect student records in the event that the U.S. Immigration and Customs Enforcement (ICE) requests access to such records.

It is important that we continue to provide a high-quality educational program in a safe environment where everyone is welcome no matter their immigration status, ethnicity, race, religion, gender, sexual orientation, socio-economic status, disability, or beliefs.

Budget Implications

No budget implications at this time.

CFO Approval

No approval needed at this time.

How Does This Action Relate/Affect/Benefit All MSAs?

This resolution and action that follow will benefit all students, parents, and staff at MPS by offering services as needed.

Name of Staff Originator:

Alfredo Rubalcava, Chief External Officer

Attachments

MPS Safe Schools Board Resolution

Magnolia Public Schools
Board of Directors

Resolution: 20170309-1

MPS CAMPUSES ARE SAFE ZONES FOR IMMIGRANT STUDENTS AND FAMILIES

Whereas, Magnolia Public Schools (MPS) provides a college preparatory educational program emphasizing Science, Technology, Engineering, Arts, and Mathematics (STEAM) in a safe environment that cultivates respect for self and others regardless of, but not limited to, their immigration status, ethnicity, race, religion, gender, sexual orientation, socio-economic status, disability, or beliefs;

Whereas, MPS students reside in some of the most underserved area of Los Angeles, Orange County and San Diego including the communities of Reseda, Van Nuys, Carson, Northridge, Bell, Palms, Venice, and Santa Ana – a region that is home to a large immigrant population;

Whereas, U.S. Immigration and Customs Enforcement (ICE) certifies to not conduct immigration enforcement activity at any sensitive location including schools. Such conduct would require prior approval by specific federal law enforcement officials unless exigent circumstances exist. State and federal laws prohibit educational agencies from disclosing personally identifiable student information to law enforcement, without the consent of a parent or a guardian, a court order or lawful subpoena, or in the case of a health emergency;

Now, therefore, be it resolved, That the Magnolia Public Schools Board of Directors directs the Chief Executive Officer to designate all MPS campuses as safe zones. This designation shall mean that:

- MPS campuses will offer counseling and referrals to agencies that offer assistance on immigration matters to all student and their families who need support and resources;
- All if any, ICE requests of student records or access to any MPS campus must be submitted in writing to the MPS CEO and/or designee for review and response in consultation with legal counsel.

Passed and adopted by the Board of Directors at a meeting held on March 9, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Umit Yapanel, Secretary
MPS Board of Directors

Date



September 14, 2018

Via U.S. Mail and Email to:
charterschools@lausd.net

José Cole-Gutiérrez, Director
Los Angeles Unified School District
Charter Schools Division
333 South Beaudry Avenue, 20th Floor
Los Angeles, CA 90017

Re: Educational Equity: Immigration and Citizenship Status (AB 699)

Dear Mr. Cole-Gutiérrez:

On behalf of Magnolia Public Schools (“MPS” or “Charter School”), this letter responds to your June 18, 2018 letter regarding the Educational Equity: Immigration and Citizenship Status Bill (AB 699). AB 699 protects the rights of undocumented students to equal access to a public education. As set forth in detail below, MPS has revised or adopted a number of policies to comply with AB 699.

On March 9, 2017, Charter School adopted Resolution No. 20170309-1, which recognized Charter School as a Safe Haven School and declared the Charter School Board of Directors’ commitment to the success of all students, irrespective of their immigration status, ethnicity, race, religion, sexual orientation, ability, sex and gender identity, socio-economic status or beliefs.

MPS has updated its Student/Parent Handbook and revised and adopted specific Board Policies equivalent to the Attorney General’s Model Policy to implement AB 699, as follows:

- Student Educational Records and Student Information Policy and FERPA Annual Notice
- Classroom and School Volunteer, Visitation, and Removal Policy
- Uniform Complaint Procedures and Annual Notice
- Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy and Annual Notice
- Non-Discrimination Statement

Consistent with your June 18, 2018 letter, the Resolution, Board policies and Student/Parent Handbook address the following topics covered by AB 699:

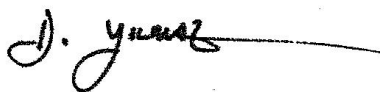
- Gathering and Maintaining Student and Family Information.
- Releasing/Sharing Student and Family Information.
- Responding to Requests for Access to School Grounds for Immigration-Enforcement Purposes.
- Responding to Detention or Deportation of a Student's Family Member.
- Addressing Hate Crimes and Bullying Related to National Origin or Ethnicity.

As required by AB 699 and the Los Angeles Unified School District, the Charter School's Board of Directors adopted these updates to its policies for distribution to MPS families at the start of the 2018-2019 school year. The updated policies require the Charter School Principal to timely report to the Charter School's Board of Directors any requests for information or access to the school site by a law enforcement agency for the purpose of enforcing immigration law.

Information about children's rights to a free education regardless of immigration status or religious beliefs and the Attorney General's *Know Your Rights* handout will be provided to students upon enrollment to Charter School. This handout further includes information and rights regarding detention or deportation of a student's family member. Students will also receive education regarding the negative impact of bullying based on actual or perceived immigration status or religious beliefs.

This letter is intended to provide evidence of Charter School's compliance with AB 699 as also required by the District. If you have any questions or need additional information, please do not hesitate to contact me at your convenience.

Sincerely,



David E. Yilmaz
Chief Accountability Officer
Magnolia Public Schools
dyilmaz@magnoliapublicschools.org
(213) 628-3634 x115

Appendix G

Know Your Educational Rights

Your Child has the Right to a Free Public Education

- All children in the United States have a Constitutional right to equal access to free public education, regardless of immigration status and regardless of the immigration status of the students' parents or guardians.
- In California:
 - All children have the right to a free public education.
 - All children ages 6 to 18 years must be enrolled in school.
 - All students and staff have the right to attend safe, secure, and peaceful schools.
 - All students have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
 - All students have equal opportunity to participate in any program or activity offered by the school, and cannot be discriminated against based on their race, nationality, gender, religion, or immigration status, among other characteristics.

Information Required for School Enrollment

- When enrolling a child, schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency.
- You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

Confidentiality of Personal Information

- Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- Some schools collect and provide publicly basic student "directory information." If they do, then each year, your child's school district must provide parents/guardians with written notice of the school's directory information policy, and let you know of your option to refuse release of your child's information in the directory.

Family Safety Plans if You Are Detained or Deported

- You have the option to provide your child's school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported.
- You have the option to complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

Magnolia Public Schools

Student/Parent Handbook 2018-19

Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
Tel: (213) 628-3634
Fax: (714) 362-9588

www.magnoliapublicschools.org

Dear Parents and Students,

Magnolia Public Schools (MPS) staff believes that education is a shared responsibility between parents, teachers and students. The successful operation of this school depends on the cooperation of everyone concerned. Each group is responsible for doing its part to make school a place where we can learn and play together in harmony. Everyone has the right to feel safe, secure, and accepted regardless of color, race, gender, popularity, ability, religion or nationality. This handbook allows us to share our vision with the students and parents of our team.

MPS is a reflection of all of us. All of our policies are intended to provide a safe and orderly environment that will be conducive to learning. Our faculty and staff look forward to sharing their expertise in academics, special programs, and extracurricular activities. We encourage you to get to know the school, its programs, activities, and schedule. Become an active participant in your education. Get involved through classes, clubs, and activities.

MPS is aware of the fact that a school environment is viable only with clearly defined and implemented rules. MPS compiled this student-parent handbook (pending board approval), which addresses the school's regulations and policies to set a standard for our students. It is an essential reference book describing what we expect and how we do things. Read it carefully, discuss it with your parent/guardian, and let it act as a guide for your effective involvement in all aspects of school. Keep this handbook so you can refer to it throughout the school year.

Sincerely,

MPS Administration

Magnolia Public Schools

The Vision

Graduates of Magnolia Public Schools are scientific thinkers who contribute to the global community as socially responsible and educated members of society.

The Mission

Magnolia Public Schools provides a college preparatory educational program emphasizing science, technology, engineering, arts, and math (STEAM) in a safe environment that cultivates respect for self and others.

Core Values

Magnolia Public Schools has identified the following core values which are reinforced through its Life Skills curriculum, student learning outcomes (SLOs), and all school activities:

- *Excellence*
- *Innovation*
- *Connection*

Locations

<i>Magnolia Science Academy-1</i>	<i>18238 Sherman Way, Reseda, CA 91335</i>	<i>(818) 609-0507</i>
<i>Magnolia Science Academy-2</i>	<i>17125 Victory Blvd., Van Nuys, CA 91406</i>	<i>(818) 758-0300</i>
<i>Magnolia Science Academy-3</i>	<i>1254 East Helmick St., Carson, CA 90746</i>	<i>(310) 637-3806</i>
<i>Magnolia Science Academy-4</i>	<i>11330 W Graham Place, Los Angeles, CA 90064</i>	<i>(310) 473-2464</i>
<i>Magnolia Science Academy-5</i>	<i>18230 Kittridge St., Reseda, CA 91335</i>	<i>(818) 705-5676</i>
<i>Magnolia Science Academy-6</i>	<i>3754 Dunn Dr., Los Angeles, CA 90034</i>	<i>(310) 842-8555</i>
<i>Magnolia Science Academy-7</i>	<i>18355 Roscoe Blvd., Northridge, CA 91325</i>	<i>(818) 221-5328</i>
<i>Magnolia Science Academy-8 (Bell)</i>	<i>6411 Orchard Ave, Bell, CA 90201</i>	<i>(323) 826-3925</i>
<i>Magnolia Science Academy-San Diego</i>	<i>6525 Estrella Ave., San Diego, CA 92120</i>	<i>(619) 644-1300</i>
<i>Magnolia Science Academy-Santa Ana</i>	<i>2840 W 1st St., Santa Ana, CA 92703</i>	<i>(714) 479-0115</i>

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EQUAL OPPORTUNITY & NON- DISCRIMINATION STATEMENT

In compliance with federal and state equal opportunity laws, equal opportunity will be afforded to all applicants and students regardless of race, color, sex, age, religious creed, disability, national origin, ancestry, immigration status or citizenship, or sexual orientation in every aspect of the school community. MPS adheres to all provisions of federal law related to students with disabilities, including but not limited to, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 ("ADA"), and the Individuals with Disabilities Education Improvement Act of 2004.

MPS is committed to providing a working and learning environment that is free from unlawful discrimination and harassment. MPS prohibits discrimination and harassment based on an individual's actual or perceived sex, sexual orientation, gender, gender identity, gender expression, marital status, pregnancy, childbirth or related medical condition, ethnic group identification, race, ancestry, national origin, immigration status or citizenship, religion, religious affiliation, color, creed, mental or physical disability, age, and any other basis protected by federal, state, and/or local law, ordinance, or regulation, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. Harassment based on any of the above-protected categories is a form of unlawful discrimination and will not be tolerated by MPS.

Harassment is intimidation or abusive behavior toward a student or employee that creates a hostile environment and can result in disciplinary action against the offending student or employee. Harassing conduct may take many forms, including but not limited to, verbal remarks and name-calling, graphic and written statements, or conduct that is threatening or humiliating. This nondiscrimination policy covers admission or access to treatment or employment in all MPS programs and activities, including vocational education. The lack of English language skills will not be a barrier to admission to or participation in MPS programs or activities.

MPS does not condone or tolerate harassment of any type, including bullying, discrimination, or intimidation, by any employee, independent contractor or other person with which MPS does business, or any other individual, student, or volunteer. This applies to all employees, students, or volunteers and relationships, regardless of position or gender. MPS will promptly and thoroughly investigate any complaint of harassment and take appropriate corrective action, if warranted.

Based on Federal law, Title IX, State law and MPS policy, no student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of actual or perceived sex, sexual orientation, and gender (including gender

identity, gender expression, marital status, parenting, pregnancy, childbirth, false pregnancy, termination of pregnancy or related medical condition). Male and female students have the right to equal learning opportunities in their schools and must be treated the same in all MPS educational activities and programs, including:

- Athletics
- Physical education
- The classes they can take
- The way they are treated in the in educational programs and activities
- The kind of counseling they are given
- The extracurricular activities, programs and clubs in which they can participate
- The honors, special awards, scholarships and graduation activities in which they can participate.

Students who feel that their rights are being violated have the right to take action and should not be afraid of trying to correct a situation by speaking to a school administrator, Title IX Coordinator, psychologist, counselor, or trusted adult at school, or filing a complaint (see Uniform Complaint Procedures). Students are encouraged whenever possible to try to resolve their complaints directly at the school site. Any student who believes he or she is being discriminated against in violation of Title IX has the right to file a complaint. For further information or assistance, including the Title IX Coordinator contact information, see the TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING POLICY in this Handbook.

Additional information prohibiting other forms of unlawful discrimination or harassment, inappropriate behavior, and/or hate-motivated incidents/crimes may be found in MPS policies. It is the intent of MPS that all such policies be reviewed consistently to provide the highest level of protection from unlawful discrimination in the provision of educational services and opportunities.

MPS prohibits retaliation against anyone who files a complaint or who participates in a complaint investigation. For inquiries or complaints related to discrimination or harassment based on student's sex (Title IX); sexual orientation or gender identity (Title 5, CCR, §4910); race, color, or national origin (Title VI); or mental or physical disability (Section 504), contact MPS.

PUPIL RECORDS, INCLUDING CHALLENGES AND DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. These rights are:

1. The right to inspect and review the student's education records within 5 days after the day MPS receives a request for access. Parents or eligible students should submit to the MPS

principal or designee a written request that identifies the records they wish to inspect. The MPS official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA

Parents or eligible students who wish to ask MPS to amend a record should write the MPS principal or designee, clearly identify the part of the record they want changed, and specify why it should be changed. If MPS decides not to amend the record as requested by the parent or eligible student, MPS will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. See 'Pupil Records Challenges' section, below, for MPS' policy and procedures regarding this hearing.

3. The right to provide written consent before MPS discloses personally identifiable information ("PII") from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to MPS officials with legitimate educational interests. An MPS official is a person employed by MPS as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the MPS board. An MPS official also may include a volunteer or contractor outside of MPS who performs an institutional service of function for which MPS would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting MPS School official in performing his or her tasks. An MPS official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, MPS discloses education records without consent to officials of another school district in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

Note that MPS will not release information to third parties for immigration-enforcement purposes, except as required by law or court order.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by MPS to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from student's education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to MPS officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires MPS to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. MPS may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student —

1. School employees who have a legitimate educational interest as defined by 34 C.F.R. Part 99;
2. Other schools to which a student seeks or intends to enroll so long as the disclosure is for purposes related to the student's enrollment or transfer. MPS will make a reasonable attempt to notify the parent or eligible student of the request for records at his/her last known address, unless the disclosure is initiated by the parent or eligible student. Additionally, MPS will give the parent or eligible student, upon request, a copy of the record that was disclosed and give the parent or eligible student, upon request, an opportunity for hearing pursuant to the procedures outlined here and more completely in the full policy;
3. Certain government officials listed in 20 U.S.C. § 1232g(b)(1) in order to carry out lawful functions;
4. Appropriate parties in connection with a student's application for, or receipt of, financial aid if it is necessary to determine eligibility, amount of aid, conditions for aid or enforcing the terms and conditions of the aid;
5. Organizations conducting certain studies for the MPS in accordance with 20 U.S.C. § 1232g(b)(1)(F);
6. Accrediting organizations in order to carry out their accrediting functions;
7. Parents of a dependent student as defined in section 152 of the Internal Revenue Code of 1986;
8. Individuals or entities, in compliance with a judicial order or lawfully issued subpoena. Subject to the exceptions found in 34 C.F.R. 99.31(a)(9)(i), reasonable effort must be made to

notify the parent or eligible student of the order or subpoena in advance of compliance, so that the parent or eligible student may seek a protective order;

9. Persons who need to know in cases of health and safety emergencies;
10. State and local authorities, within a juvenile justice system, pursuant to specific State law;
11. A foster family agency with jurisdiction over a currently enrolled or former student, a short-term residential treatment program staff responsible for the education or case management of a student, and a caregiver (regardless of whether the caregiver has been appointed as the pupil's educational rights holder) who has direct responsibility for the care of the student, including a certified or licensed foster parent, an approved relative or nonrelated extended family member, or a resource family, may access the current or most recent records of grades, transcripts, attendance, discipline, and online communication on platforms established by MPS for student and parents, and any individualized education program ("IEP") or Section 504 plan that may have been developed or maintained by MPS; and/or
12. A victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense. The disclosure may only include final results of the disciplinary proceedings conducted by MPS with respect to that alleged crime or offense. MPS may disclose the final results of the disciplinary proceeding, regardless of whether MPS concluded a violation was committed.

Directory Information

"Directory Information" is information that is generally not considered harmful or an invasion of privacy if released. Directory information can be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish year books. MPS has designated the following information as directory information:

1. Student's name
2. Student's address
3. Parent's/guardian's address
4. Telephone listing
5. Student's electronic mail address
6. Parent's/guardian's electronic mail address
7. Photograph
8. Date and place of birth
9. Dates of attendance
10. Grade level

11. Weight and height of members of athletic teams
12. Degrees, honors, and awards received
13. The most recent educational agency or institution attended
14. Student ID number, user ID, or other unique personal identified used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's social security number, in whole or in part, cannot be used for this purpose.)

If you do not want MPS to disclose directory information from your child's education records without your prior written consent, you must notify MPS in writing at the time of enrollment or re-enrollment. Please notify the MPS Principal of your child's school at the contact number on Page 3.

A complete copy of the MPS policy is available upon request in each MPS school's main office.

RIGHTS AND RESPONSIBILITIES

Effective Communication:

When issues or concerns arise with a teacher, staff member or administrator, students and parents are encouraged to address the situation with the person involved first.

If students express that they are having a problem at school, it is important for parents to understand the best way to address these problems. If the problem involves a classroom situation or a situation with a teacher, the following remedies are recommended:

1st: Parents should encourage their child to talk with the teacher.

2nd: Parents can encourage their child to talk with an administrator.

3rd: If the child is reluctant to talk with a teacher or administrator, a parent may offer to accompany their child and talk with the teacher.

It is very important to demonstrate to children how to actively and constructively solve a problem. If the problem is important enough for the child to talk about, it is important for the child to learn how to be a part of the solution.

If parent feels there is a concern they should:

1st: Talk with the teacher. Teachers can explain classroom situations from an adult perspective and from a professional perspective, and usually that will resolve misunderstandings.

2nd: If the problem persists after a reasonable time, talk with the teacher again.

3rd: If the problem is still not resolved, make an appointment with the related administrator.

For example, if you are unsure of a decision made in the classroom about a consequence given for a behavior, you should discuss the situation with the teacher first. If after this discussion, you feel the situation is unresolved, it should be brought to the attention of the Dean of Students. If it is still not handled to your satisfaction, the Principal should be notified.

If after meeting with the Principal, you still have concerns, please refer to the Complaint policies contained in this Handbook and available in the MPS office.

Teachers, staff, and administration are available through email, phones, in person and by appointment. Due to the busy schedules of the teachers and administration, parents are asked to not "drop in" for appointments, but to set up a meeting in advance. Parents should not talk to teachers, other parents, students, or administrators in a disrespectful or threatening manner. Please see the "Conditions for Classroom and School Visitation, Shadowing, and Removal Policy" under the section titled "Visitors" in this Handbook.

Students' Rights and Responsibilities:

- To be informed of all school rules and regulations.
- To have access to your student account in SIS.
- To have a safe and educational environment.
- To attend class regularly and on time.
- To obey school rules and regulations.
- To respect your rights and the rights of your peers.
- To be familiar with school policies, rules and regulations.
- To be prepared for class with appropriate materials and ready to work.
- To respect all school personnel and their authority (administrators, teachers, office personnel, janitorial staff, security guards, etc.).

Parents' Rights and Responsibilities:

- To be informed of the school's rules and regulations.
- To be informed of all school actions related to their child.
- To have access to your personal parent accounts in SIS.
- To contact school to participate in conferences pertaining to academic and behavioral status of their child.
- To provide a supportive environment at home making sure their child gets enough sleep and adequate nutrition before coming to school.
- To be familiar with school policies, rules and regulations.
- To contact teachers directly via phone or email to schedule a conference.
- To be familiar with the handbook signed at the beginning of the school year.
- To monitor your child's academic progress and behavior records on a weekly basis.

- To ensure that your child does his/her homework on a daily basis and to facilitate a home environment conducive to home study.

Teachers' Rights and Responsibilities:

- To expect students to behave in a positive manner that will not interfere with other students' learning.
- To expect parental support related to academic and social progress.
- To expect all students to participate and put forth effort in order to expand their education and earn a passing grade.
- To be familiar with school policies, rules and regulations.
- To inform parents through progress reports, report cards, and conferences about the academic progress and behavior of their child.
- To conduct a well-planned and effective classroom program.
- To initiate and enforce a set of classroom rules, consistent with the school's discipline policies.
- To keep assignments, grading, and attendance current in SIS.
- To have administrative support for discipline in and outside the classroom.
- To explain the Student Code of Conduct and Bullying Policy to their students.
- To enforce the Student Code of Conduct and Bullying Policy in a consistent manner.
- To function as a positive role model for their students.
- To contact parents as deemed necessary to enforce the Student Code of Conduct and to maintain parent/guardian involvement.

Administrators' Rights and Responsibilities:

- The right to address the Board of Trustees on any issue.
- To hold students to strict accountability for any disorderly conduct in school or around school.
- To take appropriate action in dealing with students who choose not to follow the rules.
- To recommend in-school suspension, suspension, or expulsion as the situation demands.
- To provide rich leadership that will establish, encourage and promote effective teaching and learning.
- To be familiar with school policies, rules and regulations.
- To establish, promote, and enforce school rules that facilitate effective learning and positive habits and attitudes of excellent citizenship among students.

POLICIES AND PROCEDURES

As a student at MPS, you are required to abide by and respect all rules and regulations in the handbook, both on and off campus. The handbook was established to maintain a safe and healthy school environment conducive to learning.

I. ACADEMIC POLICIES

A. GENERAL GUIDELINES**CAASPP Opt Out:**

MPS shall annually administer required state testing to the applicable grades (e.g., the California Assessment of Student Performance and Progress.) Notwithstanding any other provision of law, a parent's or guardian's written request to School officials to excuse his or her child from any or all parts of the state assessments shall be granted.

Child Find and Section 504:

MPS is dedicated to the belief that all students can learn and must be guaranteed equal opportunity to become contributing members of the academic environment and society. MPS provides special education and instruction and related services in accordance with the Individuals with Disabilities Education Improvement Act ("IDEIA"), Education Code requirements, and applicable policies and procedures of the charter authorizer. These services are available for special education students enrolled in MPS. We offer high quality educational programs and services for all our students in accordance with the assessed needs of each student. MPS collaborates with parents, the student, teachers, and other agencies, as may be indicated, in order to appropriately serve the educational needs of each student.

MPS also recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise subjected to discrimination under any program of MPS. Any student who has an objectively identified disability which substantially limits a major life activity, including but not limited to learning, is eligible for accommodations by MPS. The parent of any student suspected of needing or qualifying for accommodations under Section 504 may make a referral for an evaluation to the Principal. A copy of MPS' Section 504 Policies and Procedures is available upon request in each MPS school's main office.

Math Placement:

MPS has adopted a math placement policy to establish a fair, objective, and transparent protocol for

placement in mathematics courses in order to ensure the success of every student. Please see the main office of your MPS school for the math placement policy.

Grading:

The primary purpose for grading is to provide feedback to students and parents on the achievement of learning goals. At MPS course report card grades are to be represented in letter-grade equivalent to the percentage earned in each course. Course report card grades are based on performance and practice assessments, as can be seen in the following table.

Aligned with the grading guidelines, each department will work with the Department Chair and the Dean of Academics to develop specific and consistent weights for each grading subcategory, to be shared with parents and students.

Teachers will create reasonable number of assignments for each subcategory in their grading system. Teachers will provide students with access to course material, homework assignments, projects, and students' grades through the school information system, and update SIS records daily/weekly.

Category	Subcategories
Performance Assessments <i>(Summative)</i> 70%	<ul style="list-style-type: none"> ▪ Unit assessments <i>(no more than 50%)</i> ▪ Benchmark assessments <i>(no more than 30%)</i> ▪ Final assessment <i>(no more than 30%)</i> ▪ Performance tasks (Projects, portfolios, essays, artwork, models, visual representations, multimedia, oral presentations, live or recorded performances, labs, etc.)
Practice Assessments <i>(Formative)</i> 30%	<ul style="list-style-type: none"> ▪ Independent practices ▪ Daily assignments ▪ Classwork ▪ Homework <i>(no more than 15%)</i> ▪ Warm-ups ▪ Reviews ▪ Quizzes

Extra Credit:

With prior approval from the Dean of Academics, teachers may offer extra credit. A maximum of five (5) extra credit points (out of 100-point numerical grade) may be applied to a student's grade in each of their classes. Additionally, for both English and Math classes, a student may earn up to five (5) extra credit

points by demonstrating growth in their overall MAP RIT scores, increasing the maximum allowable extra credit points to ten (10). Points may be earned in the testing cycle from Fall to Spring and would be applied to the student's second semester English/Math grades. If Winter MAP test is offered during the first semester, students may also earn points towards their first semester grades. For each point increase in their overall RIT score, students will earn one (1) point of extra credit towards their applicable grade, up to five (5) credit points maximum for each subject area. Regardless of their growth score, students will earn extra five (5) credit points if they meet or exceed the following "Standard Met" cut scores on their Fall or Winter MAP test in the first semester or Spring MAP test in the second semester:

Grade	MAP RIT ELA* F-W-S	MAP RIT Math* F-W-S
3	192-199-202	191-199-204
4	202-207-209	206-212-217
5	208-212-214	219-225-229
6	214-217-218	222-227-230
7	219-221-222	229-233-235
8	223-224-225	238-240-242
* Source: Linking Data Table: Smarter Balanced & MAP		
9	226-227-228	243-244-245
10	229-230-231	246-247-248
11	232-233-234	249-250-251

Homework:

Homework is essential to success at MPS. Doing homework will help students develop many valuable skills such as good study habits, time management, responsibility, and perseverance. Teachers will assign homework that will foster individual learning and growth that is appropriate for the subject area. Homework is part of all student evaluations. It is the student's responsibility to complete and turn in homework on time. If the student or parent has questions about homework, s/he should immediately contact the teacher who assigned it.

Generally, all homework assignments will be posted online, either on teacher/class web pages or on the school information system, which will be accessible to the parents/guardians by using an authenticated password. The password will protect confidentiality and allow parents/guardians to access their children's academic records. SIS is not intended to replace contacting parents for regular conferences to discuss student progress.

Final Assessments/Exams:

All academic classes will have cumulative final assessments/exams at the end of each semester. These final assessments may be in different forms such as test, essay, project, book report, etc. depending on individual teachers' discretion upon approval by the MPS administration. All students are required to take these final assessments. Cumulative assessments are part of the college preparatory culture; these assessments will help students learn how to study more effectively, as well as improve their retention of the subject content.

Make-up Procedures - Incomplete Grades:

Every effort should be made for a student to make-up work as soon as possible when returning to school from an absence or series of absences. If a student fails to complete a significant number of performance and/or homework tasks due to absence or other extraordinary circumstances, a grade of Incomplete (I) may be assigned with administrative approval. If the necessary performance and/or homework tasks are not complete by the end of the following marking period, the report card grade will revert to the earned numeric grade. In the final marking period, an Incomplete (I) will revert to the earned numeric grade if not complete by a date agreed upon by the teacher and administrator.

Course Withdrawals:

Students may withdraw from a course without penalty of an F grade within 15 school days from the beginning of the course. After 15 school days, students must remain in the course until its conclusion. Proof of extenuating circumstances must be provided for any late requests to be considered.

Class Change:

During the first 5 school days from the beginning of the course, students will attend the classes they are assigned and/or they signed up for; no changes will be allowed unless there is a scheduling error on the student's schedule. After the first 5 school days, if necessary academic changes arise, students will have 10 school days to complete changes. After 15 school days, students must remain in the course until its conclusion. Proof of extenuating circumstances must be provided for any late requests to be considered.

Scheduling errors will receive immediate attention by the Dean of Academics. The following are considered scheduling errors: missing a class period, double up of courses in the same period, missing a course needed for graduation, student has not met the prerequisite for a course, etc.

The School will not consider schedule changes for the following reasons: to be with friends, to change teachers, athletics, early/late arrival adjustments (unless required by state or federal law), etc. Class change is at the discretion of the school administration.

B. ELEMENTARY SCHOOL GRADING SYSTEM

MPS will follow the standard scale below to assign percentages/proficiency level for semester work. Individual teachers will establish grading policies and procedures for their classes, and their grades will correspond with this scale. Each teacher will give written policies to students the first week of school.

Percentage	Achievement Level
90% - 100%	Level 4: Standard Exceeded
80% - 89%	Level 3: Standard Met
70% - 79%	Level 2: Standard Nearly Met
Below 70%	Level 1: Standard Not Met

Elementary School Grade Retention/Promotion:

The following is MPS' policy regarding the retention of pupils in grades K-5:

- Grades K-2: Any student who is not at benchmark based on reading benchmark assessments, math benchmark assessments or report card grades will be identified for retention. Retention will only occur if the teacher and parent are in agreement that retention is the best intervention to ensure student success.
- Grades 3-5: Any student who does not meet the achievement standards and needs substantial improvement to demonstrate the knowledge and skills in ELA/Literacy or math needed or likely success in future coursework based on Smarter Balanced assessments (Level 1 on Smarter Balanced assessments) or any student who is more than one year behind grade level in mathematics or ELA/Literacy as determined by the MAP tests will be identified for retention.

An identified student who is performing below the minimum standard for promotion shall be recommended by the student's teacher for retention in the current grade unless the student's teacher determines in writing that retention is not the appropriate intervention for the student's academic deficiencies. The teacher's recommendation to promote is contingent upon a detailed plan to correct deficiencies. At MPS, the following steps will be taken prior to a student's being retained:

- A letter shall be sent to the student's parent(s) or guardian(s) informing them that their child is at risk of retention.
- The teacher's evaluation shall be provided to and discussed with the student's parent(s) or guardian(s) and the principal before any final determination of pupil retention. The parent(s)/guardian(s) are informed at that meeting that their child is recommended for retention. This meeting is documented with an

academic support plan signed by both the teacher and parent/guardian.

- The principal shall make a decision regarding the recommended retention. Upon the acceptance or rejection of the above stated plan by the principal, a letter shall be sent within five (5) school days to formally inform the student's parent(s) or guardian(s) of the principal's decision regarding the retention.
- The parent(s) or guardian(s) shall have the right to appeal the decision to the Chief Academic Officer (CAO) of Magnolia Public Schools (MPS). If the decision of the CAO is not in agreement with the parent(s)/ guardian(s), the latter have the right to appeal directly to the MPS Board of Directors. This meeting will take place at the next regularly scheduled board meeting or by direction of the board president. Or the Board may form a committee to review the appeal and make a recommendation to the Board for approval at the next regularly scheduled meeting.

The program design of MPS is to ensure that all children succeed. Students who are in jeopardy of retention are individually counseled and given extra help in their specific areas of concern, both in class and through intervention offerings.

Report Cards:

Student report cards create a succinct written record of student performance by compiling data from multiple assessments both formal and informal. Report cards are one of several ways to keep parents informed about student performance and to ensure that data collection is regular and consistent. Report cards reflect student achievement toward state standards, and summarize narratives, anecdotal records, attendance data, and information about student participation in class and school life. Results of standardized tests are mailed separately as well as included in the student grade report with explanations designed to help students and parents interpret their relationship to other assessments.

Students will receive a progress report mid-semester and a final report card at the end of each semester. Teachers will arrange a conference to discuss student progress with at least one parent/guardian each semester. End-of-the-year conferences are prioritized for parents/guardians of students not making progress, low-achieving students, and those identified for retention. Other parents/guardians are encouraged to attend teacher conferences at the end of the year as well.

Ongoing communication between teachers, parents, and students is an essential component of MPS. MPS' school information system provides a very effective online communication tool for teachers, students and parents for course material, homework assignments, projects, course grade statistics and records of student grades. In addition to progress reports, report cards, and assessment reports, newsletters are distributed monthly. Parents can

conference with teachers on an informal basis as needed, and on a formal basis at least twice (2) a year, to discuss students' progress reports and proficiency levels. Back to School Nights and Open Houses also take place each year to provide parents with information about the Charter School's programs.

C. MIDDLE & HIGH SCHOOL GRADING SYSTEMS

Grading Scale:

MPS will follow the standard scale below to assign letter grades for semester work. Grading is based on a 4.0 (unweighted) scale for regular courses and a 5.0 (weighted) scale for Honors, AP, and approved college courses.

Individual teachers will establish grading policies and procedures for their classes, and their grades will correspond with this scale. Each teacher will give written policies to students the first week of school.

Courses at MPS have passing grades that are outlined in the below grading scale, with a minimum passing score of 70%.

Numerical Grade	Letter Grade Equivalent	Grade-Point Eqv.	Grade-Point Eqv.
		Unweighted	Weighted
98 – 100	A+	4.0	5.0
93 – 97	A	4.0	5.0
90 – 92	A-	3.7	4.7
87 – 89	B+	3.3	4.3
83 – 86	B	3.0	4.0
80 – 82	B-	2.7	3.7
75 – 79	C+	2.3	3.3
70 – 74	C	2.0	3.0
Below 70	F	0.0	0.0

Assignment Grades:

Teachers will create reasonable number of assignments for each subcategory in their grading system and assign a weight to each assignment. The weight of an assignment depends on its importance relative to the other assignments in the same subcategory. Students will receive numerical grades for each graded assignment and the student's final semester grade will be a weighted average of the assignment grades, scaled to a maximum of 100 points. SIS will automatically convert student's final numerical grade to a final letter grade according to the scale in the above table.

MPS promotes use of numerical grades for grading accuracy and our teachers typically use numerical grades when grading student assignments. In the case that a letter grade or a check grade system is used for an individual assignment, SIS will convert those grades to numerical grades according to the following conversion table.

Letter Grade	→ Converted to Numerical Grade	Special Grades	→ Converted to Numerical Grade
A+	100	Check Plus ("+")	100
A	97		
A-	92	Check ("=")	85
B+	89		
B	86	Check Minus ("-")	70
B-	82		
C+	79	Unsatisfactory ("I")	50
C	74		
F	50	Missing ("M")	0
		Excused ("X")	N/A
		Not Assessed ("NA")	N/A

Standards-Based Grading (SBG):

Standards-based grading (SBG) measures student's mastery of the essential standards for a class, or how well the student understands the material in class. MPS would like to report grades that are accurate, consistent, meaningful, and supportive of learning. While most MPS teachers currently implement points-based grading and reporting, MPS encourages teachers to explore and implement standards-based grading and reporting. We will keep you updated of our progress.

No "D" Policy:

There will not be a "D" grade option in the grading scale. The primary concern of MPS is the educational success of our students. This policy will allow for MPS to maintain a high standard throughout its program and ensure that MPS students remain competitive, especially in the area of college and scholarship applications.

[For High School Only] The "No D Policy" applies to all students in grades 9-12 effective of 2012-13 school year. Students who have earned credits at MPS with a "D" grade prior to 2012-13 school year will keep their credits and do not have to make up credits for

any previously passed course at MPS. Also courses transferred from another accredited school will appear on student's transcript as they are and "D" will be accepted as a passing grade for all transferred courses. Therefore, the "No D Policy" does not negatively impact graduation.

Determining Final Grades:

In middle and high school, course grades are semester-based and credit is granted at the end of each semester. Students need to have an end-of-the-semester final grade of at least a "C" (=2.0) to earn credit for the course. MPS grade promotion policy is based on each semester grade and not on yearly average of two semester grades.

Grading for Transfer Students Entering Mid-Semester to MPS from Another School:

When a transfer student enters mid-semester to MPS, the transfer grade from the previous school for the same class, if available, will be given the following weights to determine the final semester grade:

Week of the semester student enrolled in MPS	Credit
1-6	Full credit enrollment
7-9	Student may or may not be enrolled in new class. If enrolled, it may be either for full credit or for no-credit observation only. Decision will be made on a case by case basis. If a decision is made for full credit enrollment, the student is expected to commit to intense intervention which may include attending after-school tutoring and receiving out-of-school support.
10+	Student may or may not be enrolled in new class. If enrolled, it is for no-credit observation only. The decision will be based on the best interest of the student.

The teacher may assign make-up work to determine the grade if no transfer grade is available. Make-up work must be assigned within a reasonable time frame that allows the student to complete the work for credit.

The following guidelines apply when a transfer student wants or needs to enroll in a class that s/he was not taking at her/his previous school. The decision will be made on a case by case basis.

Week of the semester student enrolled in MPS	Weight of transfer grade	Weight of grade at MPS
1-6	0	1
7-9	1/3	2/3
10-12	1/2	1/2
13+	2/3	1/3

Honor Roll/High Honor Roll:

At the end of each semester MPS publishes the honor rolls for students.

Honors and High Honors are awarded to all students with a semester GPA of 3.00-3.49 (Honors) and 3.50+ (High Honors). Students must pass all classes to make the semester honor rolls.

Grade requirement for school team participation:

All students are required to maintain a "C" or better in all classes to play/participate on a school team.

Middle School Grade Promotion:

Core Courses: Core courses are Math, Science, English Language Arts, and History/Social Science.

Criteria: To be promoted to the next grade, a middle school student must have a 2.0 grade point average (GPA) and passing grades in all core courses by the end of the school year or by the end of the summer before the start of the next school year.

Summer School: Students who fail any core courses should attend summer school at MPS, if available, or at a public school to make up failed course courses during summer. Students who perform successfully at summer school will receive a passing grade as their final grade on their transcript for that course. Student transcripts will be updated to include summer grades and GPA will be recalculated. If a student earns passing grades during the summer for all the failed core courses and have a recalculated GPA of at least a 2.0, he or she may be promoted to the next grade.

Retention: If the student has a failed core course or has a recalculated GPA less than 2.0 after the summer before the start of the next school year, student will be recommended for retention in the current grade unless the school administration determines that retention is not the appropriate intervention for the student's academic deficiencies. In that case, promotion is contingent upon a detailed plan to correct deficiencies. At MPS, the following steps will be taken prior to a student's being retained:

- A letter shall be sent to the student's parent(s)/guardian(s) before the end of the school year informing them that their child is at risk of retention.

- A meeting will be set up with the parent(s)/guardian(s). The student's grade reports shall be provided to and intervention options, including summer school, will be discussed with the student's parent(s)/guardian(s). The parent(s)/guardian(s) may be informed at that meeting that their child is recommended for retention. This meeting will be documented with an academic support plan signed by the school administration and the parent(s)/guardian(s).
- By the end of the summer before the start of the next school year, the school administration will make their final decision based on student's performance in summer school and readiness for next grade. A letter shall be sent to formally inform the student's parent(s)/ guardian(s) of the school administration's decision regarding the retention.
- The parent(s)/guardian(s) shall have the right to appeal the decision to the Chief Academic Officer (CAO) of Magnolia Public Schools (MPS). If the decision of the CAO is not in agreement with the parent(s)/ guardian(s), the latter have the right to appeal directly to the MPS Board of Directors. This meeting will take place at the next regularly scheduled board meeting or by direction of the board president. Or the Board may form a committee to review the appeal and make a recommendation to the Board for approval at the next regularly scheduled meeting.

The program design of MPS is to ensure that all children succeed. Students who are in jeopardy of retention are individually counseled and given extra support in their specific areas of concern, both in class and through intervention offerings.

Participation in Promotion Activities/ Ceremony: In order for students to participate in any promotion activities they must fulfill all the promotion requirements and not be on suspension or recommended for expulsion at the time of the Promotion Ceremony.

Tardies/Absences: After 20 tardies or unexcused absences students will not be allowed to walk on stage for promotion. This is a privilege.

High School Credit Earned in Middle School: Students who take high school courses in middle school have the option to have these courses counted toward graduation. These courses must have the same expectations, curriculum and final exams as the equivalent courses taught in high school. Students who choose to have their middle school courses counted toward graduation need to consult with the school administration since these courses need to be reflected on the student's high school transcript. Grades from such courses will not be included in high school cumulative GPA calculations.

The following middle school courses have been identified for high school credit: Mathematics (Algebra 1, Geometry, Integrated Mathematics I, and other

high school level mathematics courses), Computers & Technology (approved high-school level courses), and Language Other Than English (LOTE). For middle school LOTE course(s), one year of high school credit will be given for each different language if students demonstrate proficiency by passing those courses or a LOTE proficiency test provided by the School. Again, middle school courses must be comparable in content to courses offered at the high school level. Magnolia Public Schools Home Office ("Home Office") has the final authority to decide which middle school courses will be counted toward graduation.

D. HIGH SCHOOL GRADUATION REQUIREMENTS

High School Grade Promotion:

Criteria: To be promoted to the next grade, a high school student must have a 2.0 grade point average (GPA) and the minimum required credits described below by the end of the school year or by the end of the summer before the start of the next school year.

Student transcripts will be updated to include summer grades and GPA will be recalculated. If students have the minimum required credits and at least a 2.0 recalculated GPA, they will be promoted to the next grade.

Core Courses: Core courses are Math, Science, English, and History/Social Science.

Minimum required credits:

To be enrolled in grade 10, a student must have a minimum of 50 credits, including at least 20 credits in core courses.

To be enrolled in grade 11, a student must have a minimum of 100 credits, including at least 50 credits in core courses.

To be enrolled in grade 12, a student must have a minimum of 150 credits, including at least 90 credits in core courses.

A student's grade level placement remains the same for an entire school year.

Participation in Senior Activities/ Graduation Ceremony: In order for students to participate in any senior activities they must have a total of 150 credits at the beginning of the first semester and/or 180 credits at the beginning of the second semester of their senior year. In addition, students have to fulfill all the graduation requirements, described herein, and not be on suspension, or recommended for expulsion at the time of the Graduation Ceremony.

Tardies/Absences: After 20 tardies or unexcused absences students will not be allowed to walk on stage for graduation. This is a privilege.

Graduation: MPS believes that students need to have physical and mental experience in high school, which includes academic, life skills, and applied experiences. MPS meets and exceeds the admission requirements of all four-year universities including University of California ("UC").

Students must meet the following requirements to graduate from MPS:

Credit Requirement: Currently, every student must earn a total of 210 semester credits in grades 9 through 12 in order to receive a high school diploma. (See section "High School Credit Earned in Middle School" for middle school courses identified for high school credit.) Each high school course at MPS is semester based and worth 5 credits, with an exception of courses such as Sustained Silent Reading (SSR) or Advisory which last one-half of a typical class period or less and are worth 2.5 credits. Students need to have an end-of-the-semester final grade of at least a "C" (=2.0) to earn credit for the course. Credit is awarded on the basis of student participation, mastery of subject matter, and/or attainment of skills.

Specific Course Requirements: The following table lists courses required in order to graduate from MPS.

Diploma Types: MPS offers three different high school diploma types: **Standard (S)**, **Advanced (A)**, and **Honors (H)**. Each diploma has minimum requirements that meet and exceed the state graduation requirements and the "a-g" subject requirements of California's four-year public universities. Students are always welcome, and often encouraged, to exceed these minimum requirements.

Math Requirement: MPS math requirements are threefold:

1) Credit requirements: MPS requires at least 30 semester credits of math for a standard diploma and 40 semester credits of math for an advanced or honors diploma. Some of these credits can be earned in middle school.

2) Year requirements: MPS requires students to be enrolled in a math course for at least two years in grades nine through twelve for a standard diploma (*state requirement*) and at least three years in grades nine through twelve for an advanced or honors diploma. For example; a student may take Mathematics-I or Algebra I in seventh grade, Mathematics II or Geometry in eighth grade, and Mathematics III or Algebra II in ninth grade. The student still needs to take one more year of math for a standard diploma and two more years of math for an advanced or honors diploma.

3) Course requirements: Students need to complete three years of math courses that include the topics covered in elementary and advanced algebra and two-and-three dimensional geometry before graduation. Integrated math courses fulfill this requirement.

Service Learning: Completing 40 hours of

MPS Graduation Requirements				
Subject Area	Requirements	Diploma Type		
		S	A	H
(a) History / Social Science	Three years of history/social studies, including one year of U.S. history and geography; one year of world history, culture, and geography; one semester of American government and civics, and one semester of economics.	30	30	30
(b) English	Four years of approved courses	40	40	40
(c) Mathematics	Three years of college-preparatory math, including or integrating the topics covered in elementary and advanced algebra and two- and three-dimensional geometry. <i>(Four years recommended)</i>	30	40	40
(d) Science	Two years of laboratory science providing fundamental knowledge in at least two of the three disciplines of biology, chemistry and physics. <i>(Three years recommended)</i>	20	30	40
(e) Language Other Than English	Two years of the same language other than English or equivalent to the second level of high school instruction. <i>(Three years recommended)</i>	20	20	30
(f) Visual & Performing Arts	One year chosen from dance, music, theater or the visual arts.	10	10	10
(g) Electives*	Additional courses in Social Science, English, Mathematics, Science, Language Other Than English, Visual & Performing Arts, Computers & Technology <i>(20-30 credits of electives required depending on diploma type)</i>	30	30	20
Physical Education	Two years	20	20	20
Computers & Technology	One year	10	10	10
Total Required Credits:		210	230	240
AP* Course /College Credit Requirements	AP or college courses can be taken to meet minimum course requirements or as elective. <i>(Not required for a standard diploma.)</i>	N/A	20	30
Other Requirements	Minimum Cumulative GPA	2.00	3.25	3.50
	Req. Service Learning Hrs.	N/A	40	40
MPS encourages students to participate in Congressional Award programs and engage in more than 40 hours of community service to develop and demonstrate crucial life skills.				

community service before graduation is no longer a high school requirement for a standard diploma beginning with the class of 2013. However, MPS encourages students to engage in community service to develop and demonstrate crucial life skills. This will help students gain "real life" experience and develop responsibility, caring and respect for the community. Therefore, students will be required to earn 40 hours of community service before graduation for an advanced or honors diploma. Students may begin to earn these hours once they complete their 8th grade year.

[For High School Only] Cumulative GPA:

A cumulative GPA is calculated for all high school level courses based on the number of credits received and their weighted grade point equivalencies. Cumulative GPAs are used to determine class rank and graduation honors, eligibility for National Honor Society, by colleges as part of the admission criteria, by many scholarship and grant providers, and occasionally, by employers. This information is reported to parents on the student's high school transcript. The high school transcript is a record of all final course grades received for high school courses.

MPS requires a minimum of 2.00 cumulative GPA for graduation, 3.25 for an advanced diploma, and 3.50 for an honors diploma.

All graduating students who are eligible to receive an Honors diploma with a cumulative GPA of 4.0 or above shall be designated as the Valedictorian. Cumulative GPA computation for Valedictorian shall be based upon student's projected grades as of the first of June prior to the date of graduation.

Note: UC/CSU systems do their own GPA calculations for a-g courses taken between the summer following 9th grade through the summer following 11th grade in calculating a student's GPA. Please see your high school college advisor for further details.

Language other than English (LOTE) Courses: MPS will allow other options to satisfy the "e"-LOTE requirement for graduation. Completion of higher-level LOTE coursework with a grade of C or higher may validate D or F grades earned in lower-level courses or when a lower-level course is skipped. Please check UC Admissions website for details of course validation. UC-transferable college courses or satisfactory scores on SAT Subject, AP or IB exams can also be used to fulfill the LOTE subject requirement.

Generally, bilingual students are considered to have met the "e" subject requirement and may choose not to enroll in LOTE courses. Students who elect not to take courses in a LOTE may satisfy the "e" requirement (*for all diploma types*) by one of the following methods:

- Formal schooling in a language other than English – Students who have completed two years of formal schooling at the sixth-grade level

or higher in a school where a LOTE was used as the medium of instruction have met the LOTE requirement. A school transcript or other official document is required.

- Assessment by a recognized test or University – Earning a satisfactory score on a SAT Subject, AP or IB exam, or a proficiency test administered by a UC campus or other university can demonstrate a student's proficiency in a LOTE. Most language departments at universities will conduct an assessment and issue a statement of competency on official letterhead serving as certification.
- Certification by high school principal – In cases where the options above are not available, certification by the high school principal is acceptable. Principals should develop and maintain clear standards for providing this certification. Certification should be based on the judgment of language teachers, advice of professional or cultural organizations with an interest in maintaining language proficiency, or other appropriate sources of expertise. The principal notes the certification of competency on the student's transcript with the language and level of proficiency.

Credit Acceptance: Students transferring to MPS from another accredited school, private or public, a home school, or an alternative school, will receive credit toward graduation for courses successfully completed in the sending school.

These courses will appear on student's transcript as they are transferred and will be included in cumulative GPA calculations. Upon review and approval by the school administration, students transferring to MPS from a non-accredited school may receive credit toward graduation within the following guidelines:

Documentation must be provided to MPS by the sending school as to the course of study the student followed, materials used, course description, total number of contact hours per course, grading criteria, teacher name and qualifications, student work or projects, and scores of any standardized tests the student has taken. Grades from such courses will not be included in cumulative GPA calculations.

Normally, students may not retake courses that they have already passed and for which they have earned credit. Credit is not awarded for classes repeated to raise a grade unless the grade previously earned was a Fail (F) or Incomplete (I). However, the school administration reserves the right to final decision in case of any extenuating circumstances. Extenuating circumstances may include foreign transcripts, transcripts from non-accredited schools, college courses, ESL/ELD courses, and other approved courses on a case-by-case basis. Please consult with the school administration. If the school administration allows repeat of a course for extenuating circumstances, MPS will use the new grade when calculating the student's GPA. However, the repeated grade will not be used in calculating the "a-g" GPA for

UCs if a student repeats a course used to satisfy the "a-g" requirement in which the student originally earned a grade of C or higher.

Credit Recovery: A high school student who fails a course at MPS is expected to take full responsibility for their personal credit recovery process. Following are some recovery options:

Summer School: Students can take a summer school course at any public school to recover missing credits. MPS may offer summer school depending on student needs and availability of teachers and resources.

Online Courses: Students who are credit deficient may enroll in accredited online courses to recover missing credits. Some examples to accredited online course providers are: APEX Learning, FuelEd, BYU, etc. College advisor's approval is necessary in order for the grade of an online course to be included in cumulative GPA calculations.

College Dual Enrollment: Students may enroll in a post-secondary course creditable toward high school completion. College advisor's approval is necessary in order for the grade of a college course to be included in cumulative GPA calculations.

WASC Accreditation & Transferability of Courses:

All MPS schools are WASC-accredited and all A-G courses of MPS are transferable to other public schools and meet the rigorous requirements for admission to both the UC and state university systems. Every transfer student will participate in an intake meeting which includes a review of his/her transcript and tracking towards graduation. Every exiting student will also receive a transcript to provide him/her with an official record of courses completed and credits earned. In addition, the school's master schedule will be informed by student needs to ensure sufficient intervention opportunities are available for the student population. Please contact your MPS school's Dean of Academics & College Advisor for further information.

Advanced Placement (AP) Courses: MPS will offer Advanced Placement (AP) classes depending on student needs/demands and availability of teachers and resources. AP courses are college-level courses, taught with college textbooks and exams that can give students college credit in the form of advanced standing when they enter their freshman year. Students have to pass the corresponding AP test in order to get college credit.

Dual Enrollment: Dual enrollment is a program that allows eligible high school students to enroll in a college course. Dual enrollment eliminates duplication of coursework between high school and college and allows students to earn their college degree in less time, save money, and experience the college environment. Junior and senior high school students who have demonstrated academic, personal and social maturity are welcome to apply. Students should visit their high school college advisor prior to the beginning of the semester to seek permission for

enrolling and complete a dual enrollment registration / parent consent form.

If a student wishes to receive high school credit for a college class, a 3.0 unit or more one-semester college class will earn two semesters worth of high school credit (10.0 credits). The following table will be used for conversion of college units to high-school credits:

College units	High school credits
1 semester college unit or 1-2 quarter college units	2.5 high school credits
2 semester college units or 3 or more quarter college units	5.0 high school credits
3 or more semester college units	10.0 high school credits

To determine how a college course fulfills a high school requirement see your high school college advisor. College advisor's approval is necessary in order for the grade of a college course to be included in cumulative GPA calculations. *Academic college courses that meet the University of California "a-g" requirements will be given a weighted grade point on the high school transcript and included in cumulative GPA calculations.*

All students in grades 11 and 12 are required to be enrolled in at least five courses each semester. These courses can be classroom-based courses taken at MPS, online courses provided by MPS or approved online course-providers, CSU, UC or community college courses, and other courses and activities for which academic credit will be provided upon satisfactory completion. MPS requires that the average number of minutes of attendance in any two consecutive schooldays is no less than 240 and minutes of attendance in any one school day is no less than 180.

Counseling programs:

MPS offers a comprehensive counseling and guidance program addressing personal/social, career, and academic needs for all grades. Students may sign up to see the counselor at any time to discuss personal or academic concerns. Social skills, career, and college planning lessons will be provided by the counselor at various times throughout the school year depending on grade level, need etc. The counseling office provides the following resources:

- Academic advising
- College planning resources
- Scholarship information
- SAT/ACT test dates and materials
- Career planning resources
- Conflict resolution
- Family resources
- Counseling resources

Students who wish to see the counselor can make an appointment. Parents are always welcome to make an appointment to see the counselor. All information discussed is confidential except when it involves your safety or the safety of someone else.

MPS adheres to the National Counseling Standards. The standards are as follows:

Academic Development

Standard A: Students will acquire the attitudes, knowledge, and skills that contribute to effective learning in school and across the life span.

Standard B: Students will complete school with the academic preparation essential to choose from a wide range of substantial post-secondary options, including college.

Standard C: Students will understand the relationship of academics to the world of work and home and community life.

Career Development

Standard A: Students will acquire the skills to investigate the world of work in relation to knowledge of self and to make informed career decisions.

Standard B: Students will employ strategies to achieve future career success and satisfaction.

Standard C: Students will understand the relationship between personal qualities, education and training, and the world of work.

Personal/Social Development

Standard A: Students will acquire the attitudes, knowledge, and interpersonal skills to help them understand and respect self and others.

Standard B: Students will make decisions, set goals, and take necessary action to achieve goals.

Standard C: Students will understand safety and survival skills.

PSAT/NMSQT Tests & Applications:

MPS is dedicated to providing a comprehensive college preparatory program that facilitates students' ambitions to pursue higher education at the nation's top universities and colleges. As part of this process, grades 9 through 11 are required to take the PSAT/NMSQT test in Fall.

PSAT/NMSQT stands for Preliminary SAT/National Merit Scholarship Qualifying Test. It is a standardized test that provides firsthand practice for the SAT Reasoning Test.™ It also gives the students a chance to enter National Merit Scholarship Corporation (NMSC) scholarship programs.

The PSAT/NMSQT measures:

- critical reading skills;
- math problem-solving skills; and
- writing skills.

The most common reason for taking the PSAT/NMSQT is for the students to receive feedback on their strengths and weaknesses on skills necessary for college study. Students can then focus their preparation on those areas that could most benefit from additional study or practice.

Cal Grant program for College

A Cal Grant is money for college that does not have to be paid back. To qualify, a student must meet the eligibility and financial requirements as well as any minimum grade point average (GPA) requirements. Cal Grants can be used at any University of California, California State University or California Community College. Some independent and career colleges or technical schools in California also take Cal Grants.

In order to assist students to apply for financial aid, all grade 12 students are automatically considered a Cal Grant applicant and each grade 12 student's GPA will be submitted to the California Student Aid Commission ("CASC") electronically by a school or Home Office official. A student, or the parent/guardian of a student under 18 years of age, may complete a form to indicate that he/she does not wish for the school to electronically send CASC the student's GPA. Until a student turns 18 years of age, only the parent/guardian may opt out the student. Once a student turns 18 years of age, only the student may opt himself/herself out, and can opt in if the parent/guardian had previously decided to opt out the student. All grade 12 students' GPA will be sent to CASC by October 1. The Cal Grant application submission deadline is October 1 of the grade 12 year.

E. ATTENDANCE

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law or Board policy.

A student's absence shall be excused for the following reasons:

1. Personal illness;
2. Quarantine under the direction of a county or city health officer;
3. Professional appointments such as medical, dental, optometric, or chiropractic appointments:
 - a. Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during non-school hours.
4. Attendance at funeral services for a member of the immediate family:
 - a. Excused absence in this instance shall be limited to one (1) day if the service is conducted in California or three (3) days if the service is conducted out of state.

- b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any relative living in the student's immediate household.
5. Participation in religious instruction or exercises in accordance with MPS policy:
- a. The student shall be excused for this purpose on no more than four school days per month.

In addition, a student's absence shall be excused for justifiable personal reasons such as:

1. Appearance in court;
2. Attendance at a funeral;
3. Observation of a holiday or ceremony of his/her religion;
4. Attendance at religious retreats for no more than four hours during a semester;
5. Attendance at the pupil's naturalization ceremony to become a United States citizen;
6. Attendance at an employment conference;
7. Take Our Daughters and Sons to Work Day.

Other reasons will be considered that are requested in writing and approved by MPS. If the excuse is not one of the valid excuses listed above, the MPS administrators are authorized to excuse school absences due to the pupil's circumstances on a case-by-case basis.

Unexcused Absences/Tardies for Classroom Based Attendance

Students will be marked unexcused if they:

1. Do not bring a written note within two (2) school days following an absence;
2. Leave school without signing out at the school office;
3. Are absent from class without teacher permission, including walking out of class;
4. Are absent from class without parent permission, (except students who are being excused to receive confidential medical services without parental permission);
5. Get a pass to go to a certain place but do not report there; and/or
6. Are absent/tardy for reasons **not acceptable** to the administration including but not limited to:
 - Not waking up on time
 - Transportation problems (missing the bus, traffic, car trouble, etc.)
 - Inclement weather
 - Running errands for family
 - Work
 - Babysitting
 - Hair appointment
 - Needed at home
 - Vacations or trips
 - Athletic workout

- Socializing/Lingering in the hallway

Method of Verification

A parent/guardian must inform the MPS main office via phone of their child's absence/tardy the morning of the absence/tardy. When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence/tardy within two (2) school days of the excused absence and/or upon the student's return. If a satisfactory explanation is not provided within two (2) school days of the absence/return, the absence will be marked as "unexcused." The following methods may be used to verify student absences/tardies:

1. Signed, written note from parent/guardian, parent representative;
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student;
 - b. Name of parent/guardian or parent representative;
 - c. Name of verifying employee;
 - d. Date or dates of absence; and
 - e. Reason for absence.
3. Visit to the student's home by the verifying employee, or any other reasonable method, which establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
4. Healthcare provider verification
 - a. When excusing students for confidential medical services or verifying such appointments, MPS staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
 - b. A healthcare provider's note of illness will be accepted for any reported absence. When a student has had twenty (20) absences in the school year verified by methods listed in #1-#3 above without a healthcare provider's note, any further absences for illness must be verified by a healthcare provider.

Students should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency. Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to administrative regulations and law.

Students the arrive to school late must report to the main office when he or she arrives. If the student fails to do this, he or she will receive an unexcused tardy. If the student fails to present a satisfactory explanation verifying the reason for the tardy, he or she will receive an unexcused tardy. The student will be given a "late slip" from office staff to be admitted to class.

Extracurricular Activities

When a student misses ten (10) full unexcused days in a semester, he or she may not be allowed to participate in any extracurricular activities in that semester. Special circumstances with documented explanations should be reviewed with the administration. After twenty (20) unexcused absences/tardies, the student will not be allowed to walk on stage for promotion/graduation.

Make up Work for Excused Absences

An absence from school, even for several days, does not excuse students from responsibilities in the classroom. On the day of return, it is the students' responsibility to find out what work is required and when the work needs to be completed. Students will be given the same number of days they were absent to make up missed work. For students with excused absences, make-up tests will be scheduled at a time designated by the teacher or as outlined in the teacher's syllabus. It is the students' responsibility to take the test at that time. If the student fails to do this, the teacher is not obligated to set another time for make-up. Please check teacher's syllabus and make sure for their individual policy.

Independent Study Policy

Students with a legitimate need for an extended absence can enroll in independent study. Please see the main office of your MPS school for the independent study policy.

Unexcused Absences/Truancy for Classroom Based Attendance

Each person between the ages of 6 and 18 years old is subject to compulsory full-time education. (Education Code sections 48200 and 48410). Students shall be classified as "truant" if the student is absent from school without a valid excuse three (3) full days in one school year, or if the student is tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code section 48260). Such students shall be reported to the MPS Principal or designee.

In addition, students shall be classified as a "chronic truant" if the student is absent from school without a valid excuse for 10 percent or more of the school

days in one school, from the date of enrollment to the current date. (Education Code section 48263.6).

The MPS Principal or designee, shall implement positive steps to reduce truancy, including working with the family in an attempt to resolve the attendance problem. A student's progress and learning may be affected by excessive unexcused absences. In addition, MPS is fiscally dependent on student attendance and is negatively impacted by excessive unexcused absences. If all attempts to resolve the student's attendance problem are unsuccessful, MPS will implement the processes described below.

PROCESS FOR UPHOLDING THE ATTENDANCE POLICY

First Day of School Process:

When students are not in attendance on the first five (5) consecutive days of school, MPS will attempt to reach the parent/guardian on a daily basis for each of the first five days to determine whether the student has an excused absence, consistent with the process outlined in this policy. If the student has a basis for an excused absence, parents must notify MPS of the absence and provide documentation consistent with this policy. However, consistent with process below, students who are not in attendance due to an unexcused absence by the fifth day of school will be voluntarily disenrolled from the MPS roster, as it will be assumed that the student has voluntarily chosen another school option.

1. Students who are not in attendance on the first day of school will be contacted by phone to ensure their intent to enroll.
2. Students who have indicated their intent to enroll, but have not attended by the third day will receive a letter indicating the student will be disenrolled after the fifth day of school if the student has not attended school without valid excuse.
3. Students who have indicated their intent to enroll, but have not attended by the fifth day will receive a phone call reiterating the content of the letter.
4. Students who have not attended by the sixth day, and do not have an excused absence as defined above for not being in attendance will be disenrolled from the roster.
5. MPS will use the contact information provided by the parent/guardian in the registration packet.
6. The District of Residence will be notified of the student's failure to attend MPS and the voluntary disenrollment.

Truancy Process:

1. Each of the first two (2) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian

- by the MPS Principal or designee. The student's classroom teacher may also call home.
2. Each of the third (3rd) and fourth (4th) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian by the MPS Principal or designee. In addition, the student's classroom teacher may also call home and/or MPS may send the parent an e-mail notification. In addition, upon reaching three (3) unexcused absences or unexcused tardies over 30 minutes in a school year, the parent/guardian will receive "Truancy Letter #1" from MPS. This letter must be signed by the parent/guardian and returned to MPS. This letter shall also be accompanied by a copy of this Attendance Policy. This letter, and all subsequent letter(s) sent home, shall be sent by Certified Mail, return receipt requested, or some other form of mail that can be tracked.
 3. Upon reaching seven (7) unexcused absences or unexcused tardies over 30 minutes, the parent/guardian will receive "Truancy Letter #2 – Conference Request," and a parent/guardian conference will be scheduled to review the student's records and develop an intervention plan/contract. In addition, MPS will consult with a school counselor regarding the appropriateness of a home visitation and/or case management.
 4. Upon reaching ten (10) unexcused absences or unexcused tardies over 30 minutes, the student will be referred to a Student Support and Progress Team (SSPT) and the MPS Attendance Review Team (SART). In addition, the parent/guardian will receive a "Habitual Truancy Re-classification Letter #3," and will be asked/invited to attend an evening assembly for parents/guardians of chronically absent students.
 5. The SART panel can include, but is not limited to, the following school members: School Administrators, School Psychologist, Counselor, Nurse, Psychiatric Social Worker, Attendance Clerk, Intervention Teacher(s), MPS Director of Student Services or designee, PSAC or designee. The panel may be composed of any individual who is working with the family and has a viable interest in the student's school attendance. The SART panel will discuss the absence problem with the Parent/Guardian to work on solutions, develop strategies, discuss appropriate support services for the student and his/her family, and establish a plan to resolve the attendance issue.
 - a. The SART panel shall direct the parent/guardian that no further unexcused absences or tardies can be tolerated.
 - b. The parent shall be required to sign a contract formalizing the agreement by the parents to improve the child's attendance or face additional administrative action. The contract will identify the corrective actions required in the future, and indicate that the SART panel shall have the authority to order one or more of the following consequences for non-compliance with the terms of the contract:
 - i. Parent/guardian to attend school with the child for one (1) day
 - ii. Student retention
 - iii. After school detention program
 - iv. Required school counseling
 - v. Loss of field trip privileges
 - vi. Loss of school store privileges
 - vii. Loss of school event privileges
 - viii. Required remediation plan as set by the SART
 - ix. Notification to the District Attorney
 - c. The SART panel may discuss other school placement options.
 - d. Notice of action recommended by the SART will be provided in writing to the parent/guardian.
6. If the conditions of the SART contract are not met, the student may incur additional administrative action up to and including disenrollment from MPS and notification of the disenrollment sent to the student's district of residence.
 7. For all communications set forth in this process, MPS will use the contact information provided by the parent/guardian in the registration packet. It is the parent's or guardian's responsibility to update MPS with any new contact information.
 8. If student is absent ten (10) or more consecutive school days without valid excuse and parent/guardian cannot be reached at the number or address provided in the registration packet and does not otherwise respond to MPS' communication attempts, as set forth above, the student will be in violation of the SART contract, and the SART panel will recommend that the student be deemed to have voluntarily disenrolled and notification of the disenrollment be sent to the student's district of residence.

Removal from Charter School

If, after the above procedures have been followed, the student continues to have unexcused absences or

tardies, the parent/guardian may receive notice that the student is in violation of the SART contract. The student will then be required to appear before the SART panel again to discuss the unexcused absences or tardies. After such meeting, or after reasonable attempts by the SART panel to schedule the meeting if the parent/guardian is nonresponsive, the SART panel may recommend that the student be deemed to have voluntarily disenrolled from MPS. The parent will receive written notice of the SART panel's recommendation.

The SART panel shall then forward its recommendation to the MPS CEO or designee for review of the matter and final decision. If the MPS CEO or designee makes the decision to disenroll, notice will be sent to the student's district of residence within thirty (30) days. The MPS CEO or designee decision not to disenroll the student does not prevent the SART panel from making a similar recommendation in the future.

Referral to Appropriate Agencies or County District Attorney:

It is MPS' intent to identify and remove all barriers to the student's success, and MPS will explore every possible option to address student attendance issues with the family. For any unexcused absence, MPS may refer the family to appropriate school-based and/or social service agencies.

If a child's attendance does not improve after a SART contract has been developed according to the procedures above, or if the parents fail to attend a required SART meeting, MPS shall notify the District's Attorney's office, which then may refer the matter for prosecution through the court system. Students 12 years of age and older may be referred to the juvenile court for adjudication.

These policies will be enforced fairly, uniformly, and consistently without regard to the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics).

Reports

The MPS Principal, or designee, shall gather and report to the Board the number of absences both excused and unexcused as well as students who are truant, and the steps taken to remedy the problem.

II. DISCIPLINE POLICIES

Magnolia Public Schools Student Code of Conduct:

MPS is committed to excellence in academic instruction and in cooperating with parents/guardians to teach students the behaviors and skills that support social successes throughout life. To accomplish this goal, MPS is taking a proactive approach to teaching social skills as a significant component of the educational program. The curriculum includes teaching of the behaviors necessary for effective and satisfying social interaction in school, on field trips, in the community, and at home.

Uniform and Personal Appearance:

The uniform policy at MPS helps create a safe and orderly environment, instill discipline, and eliminate the competition and distractions caused by varied dress styles. Students are required to arrive in uniform every day except for "free dress days". Students will not be allowed to enter the school if they are not wearing the proper uniform.

All MPS students are required to wear the school uniform at all times including during the afterschool tutoring/activities. Refer to Student Uniform Policy on later pages.

A. EXPECTED STUDENT BEHAVIOR

Students should always remember that their behavior and actions at school and at school-sponsored activities are a reflection not only of themselves, but also of the school. The following is a guideline of what expected from an MPS student:

Breakfast/Lunch Time:

Students must:

- Proceed to the eating area as instructed by MPS staff.
- Eat and finish their breakfast/lunch in the assigned area. No food should be eaten outside the designated areas.
- Wait patiently for their food and follow the direction of the adults on duty.
- Clean up after themselves and dispose of their trash in the appropriate area.
- Remember that they are not allowed in the school building without a pass.
- Students must carry a pass that is given to them by security guard/supervisor staff.

On Campus:

Students must:

- Stay in designated areas on-campus.
- Be courteous and respectful at all times to everyone.
- Not use profanity, lie, fight, gamble, possess inappropriate literature or material, or be involved in the abuse/harassment of others.

- Not use or have cellular phones turned on during school hours; students are allowed to use cellular phones **only** in the designated area after school. Phones should not be used during after school programs, such as tutoring.
- Remember that any electronic devices seen during class time will be confiscated and returned to the student's parents/guardians at the discretion of administration.
- Remember that gum chewing is not allowed anywhere on campus.
- Never ride bicycles, use roller blades or skateboards on campus nor bring them to class.
- Not leave campus without permission during school hours (except students in 7-12 grade who are being excused to receive confidential medical services without parental permission).
- Not use matches, lighters, or any type of explosive incendiary device on campus.
- Remember that **no electronic devices** such as CD/MP3/IPOD players may be visible or used on the campus grounds.
- Students are not allowed to loiter in the hallways.

Assemblies:

Students must:

- Be courteous and quiet during the entire assembly.
- Be respectful to the presenter/speaker.
- Follow all teacher/staff directions.

Field Trips:

Students must:

- Be on their best behavior.
Pay attention to the directives given by the moderator and trip leader.
- Follow all school rules pertaining to behavior.
- Wear MPS uniform unless authorized by administration.

Public areas: Hallways, Lunchroom & Restrooms:

Hallways, Lunchroom and Restrooms are areas used by all members of School. Students must:

- Use the halls, lunchroom, or restrooms only as needed and then move on to class.
- Eat only in the cafeteria or other designated area.
- Leave gum at home; chewing gum is strictly prohibited anywhere on campus.
- Maintain orderly conduct always; walk in the halls, lunchroom, or restrooms.
- Keep in mind that profanity and vulgar language at any level is unacceptable and is strictly prohibited in all areas and at school functions at all times.
- Limit excessive noise such as yelling, screaming or banging lockers while in these areas.
- Help keep the school clean by picking up after yourself and putting your belongings in their proper place.
- Respect others personal space and keep your hands to yourself even in play.

- Have a pass to be in the above areas during class time.
- Keep in mind that vandalism, littering, or graffiti in the school is prohibited and should be reported as this reflects poorly on everyone.
- Public displays of affection are prohibited.
- Bring only plastic and paper containers to school; all glass containers are prohibited on campus and will be confiscated.
- Be responsible and report any leaks, spills, or other problems in the bathroom to a teacher or the office.
- Be responsible for cleaning up after yourself, including the disposing of or the recycling of garbage.
- Have a hall pass if you are outside of the classroom during class time.
- Not visit with friends or interrupt another classroom.
- Not misuse the hall pass as it will result in loss of the hall pass privilege.
- Get a referral from your teacher before you go to the office. Do not use the hall pass.

Emergency Drills:

Fire drills, lockdowns, and evacuation drills are conducted periodically for everyone's protection and are required by law. During these drills it is imperative that students remain silent, follow instructions given by the staff, and carry out all directions in an orderly fashion.

Classroom:

Students must:

- Be seated and ready to begin their assignment when the bell rings.
- Be courteous to all teachers and students.
- Follow all school and classroom rules.
- Bring all necessary materials/supplies ready to work daily.

Classroom Procedures and Consequences:

Please check the teacher's syllabus for specific consequences which may include:

1. In Class Warning
2. Student-Teacher Conference
3. Reflection / Parental Notification
4. Parent Conference
5. Office Referral & Administrative Disciplinary Procedures

B. SIS BEHAVIOR POINTS

[For Middle & High School Only] Student behavior will be recorded on SIS and students will receive the following rewards or consequences based on their behavior points.

Note: The following tables are for sample purposes only. Each individual MPS school may

include amendments into the SIS behavior points, rewards, and consequences addressing local needs.

Positive Rewards:	
+5	Contact parent/guardian
+10	Lunch speed pass
+15	Treat
+20	One day free dress (pass will be given)
+25	Extended lunch period
+30	Two-day free dress (pass will be given)
+35	VIP breakfast
+40	Entered in a raffle
+45	Free dress – every Friday for one month (pass will be given)
+50	VIP lunch and “Race to the Top”
Negative Consequences:	
5 entries	Contact parent/guardian
10 entries	Loss of privileges
15 entries	Parent/guardian conference / Red slip*
20 entries	Behavior plan and lunch reflection
25 entries	Shadowed by parent/guardian for a day and one hour after school reflection
30 entries	Student improvement team
35-49 entries	Pending Reflection Committee outcome
50 entries	Reflective hearing with Reflection Committee, parent/guardian and student

**Students may earn a positive SIS point for receiving all acceptable marks and a signature on their red slip.*

When a student receives negative twenty or more SIS entries, the MPS administration will arrange a meeting with that student and the parent to develop a behavioral plan. If the student fails to abide by the discipline tracker rules or an agreement between the administration, parents, and student, cannot be reached, the student will be referred to the School Reflection Committee.

C. UNACCEPTABLE TYPES OF BEHAVIOR AND CONSEQUENCES

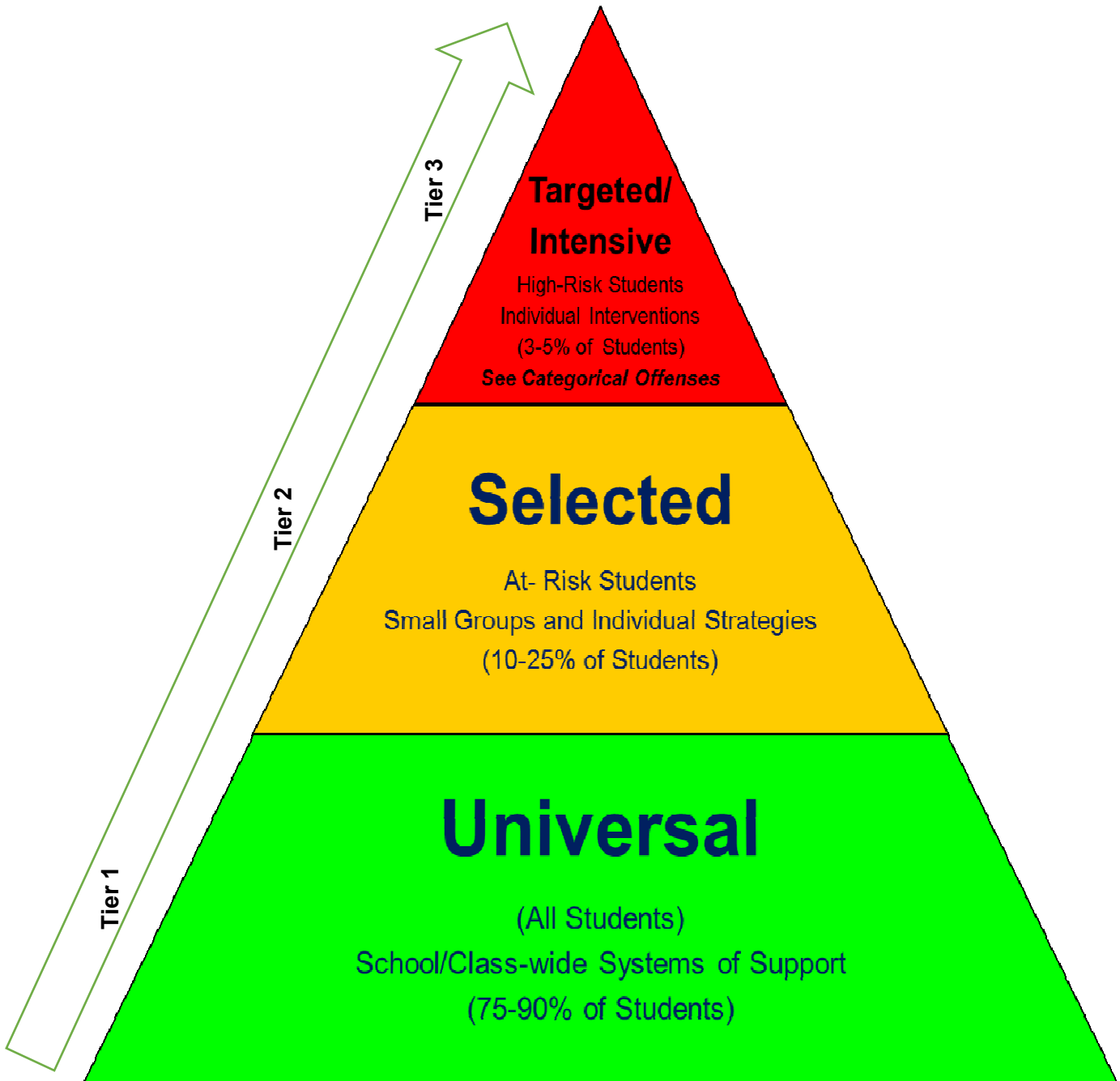
All students at MPS are entitled to the rights guaranteed by the United States Constitution, Bill of Rights, and applicable case law, and their rights will not be knowingly denied by the required code of conduct or by any disciplinary actions taken by the school. Accordingly, after an analysis of each case, any student who exhibits any of the unacceptable student behaviors listed in this handbook may incur consequences. These consequences range from notification of parents, reflection, to emergency removal from a school activity, suspension, expulsion, and referral to appropriate law enforcement agencies.

MPS reserves the right to notify the authorities and the Department of Education as required by law relating to disciplinary actions taken. It is to be noted

that MPS reserves the right to discipline any act that has a nexus with MPS or the school community and causes a substantial disruption to the normal operation of the School. In other words, MPS may discipline behavior at school or at a school-related or school-sponsored function or any activity or any act that causes a substantial disruption on the school environment or that is performed with/on/by/via school equipment or school property. MPS respects and observes the rights of student to lawful student expression, as outlined in the MPS Student Expression Policy available in the office of each MPS school.

The following tables delineate unacceptable types of behavior and possible consequences.

Multi-Tiered System of Response to Behavior



Universal

Examples of Classroom, Support and Teacher-Led Responses

These interventions are designed to teach appropriate behavior so that students may contribute to the learning community within the classroom environment. Teachers are encouraged to try a variety of instructional and classroom management strategies to support all learners.

Level 1 Infractions	Interventions
<ul style="list-style-type: none"> ▪ Invading personal space ▪ Antagonizing others ▪ Violation of school/class rules ▪ Horseplaying ▪ Violating off-limits/restricted area ▪ Habitually tardy and/or not being in assigned location ▪ Disrupting the learning environment/Off task ▪ Littering ▪ Not having proper materials, supplies, and/or equipment for class participation ▪ Inappropriate use of electronic devices ▪ Dress code violation ▪ Inappropriate language/actions (hurtful, vulgar, gossip, etc.) ▪ Passive participation in hurtful acts/words against others ▪ Public display of affection (holding hands, kissing, hugging, etc.) ▪ Refusing to cooperate and comply with school rules/personnel 	<ul style="list-style-type: none"> ✓ School-wide PBIS ✓ Social-emotional learning program ✓ Proactive classroom management ✓ Regular, preemptive communication with families ✓ Classroom incentives ✓ Seating, assignment, behavioral accommodations ✓ Conferencing with student(s) and parents ✓ Verbal correction and redirection ✓ Reminders, role-play, daily progress sheet ✓ Loss of classroom privileges ✓ Written and/or verbal reflection

Selected

Examples of Support, Removal and Administrative Responses

These responses engage the students's support system to ensure successful learning and to alter conditions that are inappropriate or disruptive.

Level 2 Infractions	Interventions
<ul style="list-style-type: none"> ▪ Using/possessing tobacco and/or lighter ▪ Violating traffic or safety regulations ▪ Encouraging other students to violate school rules ▪ Leaving school and/or school bus without permission ▪ Fighting and/or arranging altercations ▪ Using objects inappropriately (i.e., the use of an object to harm others or damage property) ▪ Physical assault without serious bodily injury (i.e., pushing with intent, kicking, hitting, pinching, spitting) ▪ Defacing and/or vandalism of school property ▪ Plagiarism/academic dishonesty ▪ Leaving school or classroom without permission (truancy) ▪ Improper use of computer (e.g., viewing unauthorized websites, cheating, overriding district filter, etc.) ▪ Stealing and/or possessing stolen property ▪ Failure to attend to/complete assigned restorative action ▪ Gambling or Extortion ▪ Habitual violations of school/class rules ▪ Forgery of signatures ▪ Sexually explicit behavior ▪ Planning and/or arranging actions with malicious intent ▪ Writing or drawing obscene /profane language/pictures ▪ Harassment (i.e., physical, verbal, and sexual) ▪ Bullying/cyberbullying ▪ Violation of personal boundaries ▪ Refusing to cooperate and comply with school rules/personnel 	<ul style="list-style-type: none"> ✓ Behavioral contract ✓ Self-monitoring ✓ School-home communication ✓ Adult or peer mentorship ✓ Utilize check-in and check-out system ✓ Intensive academic and/or social support ✓ Reflection (lunch, after school, Saturday, etc.) ✓ Refer student to SSPT ✓ Loss of privileges ✓ Counseling ✓ Temporary removal from class ✓ Extended school day

Targeted/Intensive

Examples of support, removal and School Site Administrators and Home Office Responses.

These responses address serious behavior and potential implications for future harm. They promote safety of the school community and should be used in a progressive fashion.

*See **Categorical Offenses***

Level 3 Infractions	Interventions
<ul style="list-style-type: none"> ▪ Physically assaulting with serious bodily injury ▪ Conduct or habits injurious to others (peers/authority) ▪ Using/possessing controlled and/or dangerous substances and/or paraphernalia ▪ Bullying (harassing, intimidating, cyberbullying) ▪ Fighting and/or arranging altercations ▪ Using/possessing weapons and/or weapon paraphernalia including but not limited to those prohibited under federal law ▪ Harassment (i.e., physical, verbal, and sexual) ▪ Arson, attempting to commit arson and/or possession of explosives/fireworks (i.e., smoke bombs, sink bombs, etc.) ▪ Causing a false fire alarm ▪ Making a bomb/explosive threat ▪ Encouraging other students to violate school rules ▪ Student hazing ▪ Using gang and/or secret society symbols/acts ▪ Inappropriate use of electronic devices ▪ Public displays of sexually explicit behavior ▪ Defacing and/or vandalism of school property ▪ Gambling ▪ Habitual violations of school/class rules ▪ Forgery of signatures ▪ Stealing and/or possessing stolen property ▪ Improper use of computer (e.g., viewing unauthorized websites, cheating, overriding school filter, etc.) ▪ Sexual explicit behavior, Lewd Conduct, Writing or drawing obscene /profane language/pictures 	<ul style="list-style-type: none"> ✓ All Tier 1 and Tier 2 interventions ✓ FBA-based behavior intervention plans ✓ Teaching replacement behavior ✓ Home and community supports ✓ Self-management program ✓ Restricted access ✓ In-school reflection and/or suspension ✓ Short-term out-of-school suspension ✓ Extended out-of-school suspension ✓ Request for alternate educational setting ✓ Recommendation for expulsion

Infractions Explained:

(See also the Enumerated Offenses and applicable procedures listed in Section D: Suspension and Expulsion Procedures, below)

Assaulting, Fighting and/or Arranging Fights
School is not a place to arrange fights, whether those fights take place on or off school grounds. Any fight and/or attempting to fight will involve disciplining all students involved.
Bringing / Using Electronic Devices
CD players, IPOD, MP3 players, phones, PDA, PSP, laptops, smart watches, electronic games, and/or similar devices are not allowed to be used at school. They disrupt classes and distract others from learning. If you choose to bring them for use outside of school, it is at your own discretion. MPS assumes no liability for any damaged, destroyed, lost, stolen, misplaced or otherwise compromised electronic device brought onto MPS property.
Scholastic Dishonesty
Scholastic dishonesty includes (but is not limited to) plagiarism, cheating on tests, and/or any other types of deception to obtain credit without effort. Scholastic dishonesty is unacceptable conduct. As a consequence, student will receive a failing grade on the assignment/test, and all other possible corrective strategies listed under the RTI table above will apply as well.
Texting/Sexting
Sexting can be defined as the act of sending sexually explicit messages or photographs electronically, primarily between mobile phones and/or any other communication devices.
Disrupting Learning
Disrupting learning includes any behavior that prevents other students from learning. It may include but is not limited to inappropriate language, eating or drinking during class against teachers' classroom rules, chewing gum, insubordination and/or selling or trading personal possessions to other students.
Horseplay
Rough or boisterous play including but not limited to shoving, play fighting, kicking, name calling, teasing, pushing/pulling on a student and shoulder bumps.

Violating Uniform Policy
A student's dress and appearance shall conform to the specific uniform and appearance limitations described in this handbook.
Possession or Use of Drugs and/or Alcohol and the Sale or Intention to Sell Drugs and/or Alcohol
Use of drugs or alcohol means a student knowingly possesses, consumes, uses, handles, gives, stores, conceals, offers to sell, sells, transmits, acquires, buys, represents, makes, applies, or is under the influence of any narcotic drug, hallucinogen, amphetamine, barbiturate, marijuana, tranquilizer, non-prescription or prescription drug (except when under the direction of a physician/parent and within school procedure), alcohol, intoxicant, solvent, gas, or any mood-altering chemical, drug of abuse or any counterfeit-controlled substance of any kind including butane lighters.
The sale, distribution, possession, or use of drugs, alcohol, fake drugs, steroids, inhalants, and look-alike drugs is prohibited everywhere on school grounds, at all school activities, and on all school transportation (drug free zone 1000 feet radius). Backpacks, gym bags, coats, and/or any other containers might be searched by Administration and/or Law Enforcement if they suspect the presence of such items.
False Fire Alarms
Issuing a false fire alarm is a violation of State law. Making false 911 calls is also violation of the State Law.
Forgery of Signatures
Any attempt by a student to sign a teacher's, administrator's, parent/guardian's, and/or another student's name to any school document will be considered forgery.
Vulgarity, Profanity and Obscenity
Any gesture or material of this nature is not permitted at school or school functions.
Bullying & Cyber Bullying
Bullying is not permitted at MPS. In addition, MPS will not tolerate unlawful intimidation and bullying due to actual or perceived characteristics such as age, ancestry, color, ethnic group identification, gender expression, gender identity, gender, disability, nationalist, race or ethnicity, religion, sex, sexual orientation, or a person's association with a person, or

group, with or more of these actual or perceived characteristics. Each student deserves an equal opportunity to obtain an education without dealing with the negative pressures of peers. Bullying consists of any of the following: pushing, shoving, hitting, and spitting, name calling, picking on, making fun of, laughing at, and excluding someone physically or via social media or electronic communications.

Bullying causes pain and stress to those who are victims and is never justified or excusable as “kids being kids”, “just teasing”, “joking”, “playing around” or any other rationalization. This includes the use of social media for wrongful purposes.

Each MPS student agrees to:

- Value student differences and treat others with respect.
- Not become involved in bullying incidents or be a bully.

Harassment of Students, Teachers, Administrators, or Staff

Harassment means making unwelcome advances or any form of improper physical contact or sexual remark and any speech or action that creates a hostile, intimidating or offensive learning environment. See also the MPS Policy Against Unlawful Harassment.

Harassment can be verbal, physical and visual. (Education Code, § 212.5)

Harassment is a violation of Federal Law and is contrary to the School Board’s commitment to provide a physically and psychologically safe environment in which to learn.

Behaving Disrespectfully towards Teachers or Staff

Disrespect (i.e. arguing, talking back, etc.) and insubordination (failure to comply with directives) toward any member of the faculty or staff will not be tolerated. Profanity, either spoken or written is considered a form of disrespect.

Student Hazing

Hazing is defined as doing any act or coercing another person for initiation into any organization that causes or creates a substantial risk or causes mental or physical harm. Permission, consent or assumption of the risk by an individual subjected to hazing does not lessen the prohibition contained in this policy. Hazing may carry heavy legal consequences.

Smoking or Use of Other Tobacco Products

Possession of tobacco products in any part of the school (drug free zone 1000 feet radius) or on the student is prohibited under this policy. This includes cigarettes, e-cigarettes, vaporizers, cigars, herbs, and smokeless tobacco. Backpacks, gym bags, coats, and/or any other containers might be searched if the presence of such items is suspected.

Stealing and/or Vandalizing School/Private Property & Graffiti

This means to cause or attempt to cause damage to private property, stealing or attempting to steal private property either on school grounds or during school activities, functions or events. Students and their parents or guardians will be held responsible for any theft/vandalism/graffiti (including graffiti tools such as permanent markers) that the student commits. Theft or vandalism of school property carries heavy legal penalties.

No Permanent markers or aerosol cans are allowed at school.

Displaying Threatening Behavior

Threatening behavior includes: verbal threats, both face to face and over electronic media (phone and/or computers), non-verbal threats (“hard” stares, gestures), willfully causing or attempting to cause physical injury to another person, causing or attempt to cause any student, teacher, administrator, or staff member to feel frightened or intimidated.

Bringing Weapon in School

A weapon includes, but is not limited to, conventional objects like guns, pellet guns, knives, smoke bombs, fireworks, club of any type, mace, tear gas, or other chemicals. This may also include any toy that is presented as a real weapon. It also includes objects converted from their original use to threaten or injure another. The Administration reserves the right to all final decisions regarding the definition of a weapon. Backpacks, gym bags, coats, and/or any other containers might be searched by administration or law enforcement if they suspect the presence of such items.

If you are aware of a weapon /drugs/alcohol on campus and do not inform school staff, you will be subject to disciplinary actions and serve consequences.

Possession or Use of Fireworks

Using or possessing any amusement device, smoke bomb, stink bomb, etc.

Gang and Secret Society Symbols

Disruption and/or intimidation caused by the wearing of any type of clothing, accessories, hair style, or by writing of any signs identified as or associated with gangs. No gang activity or gang association will be permitted at school or school sponsored activities. Gang symbols on notebooks, lockers, book bags, etc. are not permitted and will be documented. Students may not promise to become or be members of a gang, secret society, illegal club, sorority or fraternity.

Arson

Intentionally starting any fire or combustion on school property

Public Display of Affection

Public displays of affection are not allowed.

Provoking/Intimidating Behavior Encouraging or Urging Other Students to Violate School Rules

Any student who, by means of provocation, intimidation, encouragement, request, or other means of promotion, induces or attempts to induce another student to violate a MPS school rule shall be subject to discipline.

offenses and procedures to establish its list of offenses and procedures for suspensions and expulsions. The language that follows closely mirrors the language of Education Code Section 48900 et seq. The Charter School is committed to annual review of policies and procedures surrounding suspensions and expulsions and, as necessary, modification of the lists of offenses for which students are subject to suspension or expulsion.

When the policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction. This policy shall serve as MPS' policy and procedures for student suspension and expulsion. Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

This Policy and its Procedures will clearly describe discipline expectations, and it will be printed and distributed as part of the Student Handbook which is sent to each student at the beginning of the school year. The MPS administration shall ensure that students and their parents/guardians are notified in writing upon enrollment of all discipline policies and procedures.

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of the Policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property.

Discipline includes but is not limited to advising and counseling students, conferring with parents/guardians, reflection during and after school hours, use of alternative educational environments, suspension and expulsion.

PROGRESSIVE POSITIVE DISCIPLINE

Positive Consequences

MPS school staff has committed itself to encouraging and supporting the attainment of academic skills as well as social skills, such as listening, friendship-making, problem solving, and alternatives to aggression. To inspire and encourage students to develop their potential in all of these areas, the following reinforcements will be used for positive behavior:

- Individual awards/recognition
- Classroom awards/recognition
- Certificates
- Displays
- Positive contact with parent/guardian
- Special activities (field trips, movie nights, picnics, etc.)
- Publications
- Assemblies
- Positive SIS points

Students with an IEP:

If a student has an IEP, that IEP and any applicable behavior plan shall be followed, accordingly to state and federal law. If the behavior(s) worsens or the frequency increases, the student's IEP team may meet to review the plan and its implementation, and modify it, as necessary, to address the behavior(s). Special Education staff, general education staff, parents, and related service providers specified in the IEP must be informed and involved.

MPS follows state and federal laws regarding discipline, including suspension and expulsion, of students with disabilities. See also Section D: Suspension and Expulsion Procedures, below, for more information.

D. SUSPENSION AND EXPULSION PROCEDURES

The following Student Suspension and Expulsion Policy has been established in order to promote learning and protect the safety and well-being of all students at MPS. Staff shall enforce disciplinary rules and procedures fairly and consistently among all students. In creating this policy, the Charter School has reviewed Education Code Section 48900 et seq. which describes the non-charter schools' list of

Positive student behavior and improvements will be acknowledged and encouraged by the MPS staff. Teachers will not only report discipline issues on the school information system, but also positive behaviors and accomplishments. Parents will also be informed of positive behavior and improvements via phone, email, and home visits. Students will receive certificates and/or rewards for outstanding performance and behaviors.

Alternatives to Suspension

To intervene in student behavior, MPS has a progressive discipline plan in place at each of its schools. This plan is published at the beginning of each school year in the Parent/Student handbook. The handbook also includes a school-parent-student compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will develop a partnership to help children achieve high academic and behavior standards. The discipline plan includes information about student expectations and progression of disciplinary procedures from day-to-day discipline to suspension and expulsion.

MPS believes that alternatives to suspension align with our schoolwide positive behavior support plan. Following are list of alternatives to be considered before suspending a student: warning, phone call home, parent conference, teacher/administrative reflection, written assignment/research/presentation, loss of privileges, behavior contract, parent shadowing, mentorship (peer/teacher), referral (counseling, SSPT, Dean of Students/Principal), assigning volunteer work/community service, Saturday school, and in-school suspension.

Reflection:

Reflection will be held on assigned day either during the lunch period or after school for up to 60 minutes. Students will have at least one (1) day notice that they must serve a reflection that is longer than twenty (20) minutes in order to make arrangements to be picked up from school. Parents may request in person a delay of the reflection; no phone calls or notes will be accepted for this request.

In School Suspension (ISS):

Notice of In School Suspension (ISS) and the reasons for the ISS will be given to the student and the parent in writing. The student will remain on campus during school hours in a designated area not in their regular class setting. The student will have no or limited contact with students and teachers while serving an ISS. Student is expected to complete their classroom assignments and school community service during ISS.

GROUNDS FOR SUSPENSION

Jurisdiction

A student may be suspended for prohibited misconduct if the act is (1) related to school activity; (2) school attendance occurring at MPS or at any other school; or (3) a MPS sponsored event. A student may be suspended for acts that are enumerated below and related to school activity or attendance that occur at any time, including, but not limited to, and of the following:

- a) while on school grounds;
- b) while going to or coming from school;
- c) during the lunch period, whether on or off the school campus; or
- d) during, going to, or coming from a school-sponsored activity.

Enumerated Offenses

Discretionary Suspension Offenses

Students may be suspended for any of the following acts when it is determined the student:

1. Caused, attempted to cause, or threatened to cause physical injury to another person resulting in minor harm.
2. Willfully used force of violence upon the person of another, except self-defense resulting in minor injury.
3. Unlawfully possessed, used, sold or otherwise furnished nominal amounts of any controlled substance, alcoholic beverage, or intoxicant of any kind as defined in Health and Safety Code Sections 11053-11058.
4. Unlawfully under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind as defined in Health and Safety Code Sections 11053-11058.
5. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property resulting in negligible loss.
8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature

- cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
 11. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
 12. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
 13. Knowingly received stolen school property or private property.
 14. Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
 15. Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
 16. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
 17. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
 18. Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. For purposes of this section, "hazing" does not include athletic events or school-sanctioned events.
 19. Made terrorist threats against school officials and/or school property. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
 20. Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
 21. Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to students in any of grades 4 to 12, inclusive.
 22. Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to students in any of grades 4 to 12 inclusive.
 23. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
 - 1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 - i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.

- ii. Causing a reasonable student to experience a detrimental effect on his or her physical or mental health.
 - iii. Causing a reasonable student to experience interference with his or her academic performance.
 - iv. Causing a reasonable student to experience interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
- 2) "Electronic Act" means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
- i. A message, text, sound, video, or image.
 - ii. A post on a social network Internet Web site including, but not limited to:
 - (a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - (b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - iii. An act of cyber sexual bullying.
 - (a) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (i) to (iv), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - (b) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
- 3) Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
24. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1)(a)-(b).
25. Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.

Mandatory Suspension Offenses

Students shall be suspended when the following occur on school campus or at a school activity off campus, for any of the following reasons:

- 1. Possessing, selling, or furnishing a firearm, as defined below. E.C. 48915(c)(1)

2. Brandishing a knife at another person. E.C. 48915(c)(2)
3. Unlawfully selling a controlled substance. E.C. 48915(c)(3)
4. Committing or attempting to commit a sexual assault or committing a sexual battery, as defined in the enumerated offenses, above. E.C. 48915(c)(4)
5. Possession of an explosive, as defined below. E.C. 48915(c)(5)

SUSPENSION PROCEDURES

Suspensions shall be initiated according to the following procedures:

Conference

Suspension shall be preceded, if possible, by a conference conducted by the Principal or the Principal's designee with the student and his or her parent and, whenever practical, the teacher, supervisor or school employee who referred the student to the Principal. The conference may be omitted if the Principal or designee determines that an emergency situation exists. An "emergency situation" involves a clear and present danger to the lives, safety or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of a conference.

At the conference, the student shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense.

This conference shall be held within two school days, unless the student waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization.

No penalties may be imposed on a student for failure of the student's parent or guardian to attend a conference with school officials. Reinstatement of the suspended student shall not be contingent upon attendance by the student's parent or guardian at the conference.

Notice to Parents/Guardians

At the time of suspension, the Principal or designee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense committed by the student. In addition, the notice will also state the date and time when the student may return to school. If school officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice will request

that the parent/guardian respond to such requests without delay.

Suspension Time Limits

Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. A student may be suspended from school for not more than 20 school days in any school year unless, for purposes of adjustment, the student enrolls in or is transferred another regular school, an opportunity school, or continuation school or class, in which case suspension shall not exceed 30 days in any school year. However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion. (Education Code 48903, 48911, 48912)

Suspension Appeals

Students and parent/guardian may appeal a suspension within five (5) school days of the suspension. This appeal will be made to the Principal and heard by a Reflection Committee. The Reflection Committee is an advisory committee to the Principal, trained quarterly in restorative practices and PBIS, and will be comprised of at least one school administrator, and at least two teachers, and may also include a non-certificated employee. All Reflection Committee hearings on suspensions will be held within two (2) school days of the appeal being made. The decision of the Reflection Committee is final. Based on the information submitted or requested, the Reflection Committee may make one of the following decisions regarding the suspension:

- Uphold the suspension
- Determine that the suspension was not within school guidelines, overturn the suspension, and order that all records and documents regarding the disciplinary proceeding be destroyed. No information regarding the suspension will be placed in the student's permanent record or shared with anyone not directly involved in the proceedings. Charter School shall make arrangements to provide the student with classroom materials and assignments for the duration of student's absence. Student will be provided the opportunity to make academic progress, make up assignments, and earn credit missed.

Notwithstanding the foregoing, the Charter School will maintain student records in accordance with Education Code Section 49602 and 5 CCR 16024.

Recommendation for Placement/Expulsion

Upon a recommendation of Placement/ Expulsion by the Principal, the student and the student's parent/guardian or representative will be invited to a conference to determine if the suspension for the student should be extended pending an expulsion hearing. This determination will be made by the

Principal upon either of the following determinations: (1) the student's presence will be disruptive to the education process; or (2) the student poses a threat or danger to others. Upon either determination, the student's suspension will be extended pending the results of an expulsion hearing.

Access to Education

For suspensions that are not pending an expulsion hearing, Charter School shall make arrangements to provide the student with classroom material and current assignments to be completed at home during the length of the suspension. For suspensions pending an expulsion hearing, Charter School shall be responsible for the appropriate interim placement of students. Please see "Interim Placement" below for details.

GROUNDINGS FOR EXPULSION

Jurisdiction

A student may be expelled for prohibited misconduct if the offense is (1) related to school activity; (2) school attendance occurring at MPS or at any other school; or (3) a MPS sponsored event. A student may be expelled for offenses that are described below and related to school activity or attendance that occur at any time, including, but not limited to, and of the following:

- a) while on school grounds;
- b) while going to or coming from school;
- c) during the lunch period, whether on or off the school campus; or
- d) during, going to, or coming from a school-sponsored activity.

The length of an expulsion is addressed above, under "Rehabilitation Plans."

Expulsion (Discretionary Offenses)

1. Caused, attempted to cause, or threatened to cause physical injury to another person resulting in serious bodily harm.
2. Willfully used force of violence upon the person of another, except self-defense resulting in serious bodily injury.
3. Unlawfully possessed, used, sold or otherwise furnished significant amounts of any controlled substance, alcoholic beverage, or intoxicant of any kind as defined in Health and Safety Code Sections 11053-11058.
4. Unlawfully under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.

5. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
6. Committed or attempted to commit robbery or extortion in excess of \$1,000.
7. Caused or attempted to cause damage to school property or private property in excess of \$1,000.
8. Stole or attempted to steal school property or private property in excess of \$1,000.
9. Habitually disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
10. Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
11. Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
12. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
13. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
14. Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. For purposes of this section, "hazing" does not include athletic events or school-sanctioned events.
15. Made terrorist threats against school officials and/or school property. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even

- if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
16. Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
 17. Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to students in any of grades 4 to 12, inclusive.
 18. Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to students in any of grades 4 to 12 inclusive.
 19. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
 - 1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 - i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
 - ii. Causing a reasonable student to experience a detrimental effect on his or her physical or mental health.
 - iii. Causing a reasonable student to experience interference with his or her academic performance.
 - iv. Causing a reasonable student to experience interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
 - 2) "Electronic Act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - i. A message, text, sound, video, or image.
 - ii. A post on a social network Internet Web site including, but not limited to:
 - (a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - (b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - iii. An act of cyber sexual bullying.
 - (a) For purposes of this clause, "cyber sexual bullying" means

the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (i) to (iv), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(b) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

- 3) Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
 20. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (3)(a)-(b).
 21. Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
3. Unlawfully selling a controlled substance. E.C. 48915(c)(3)
 4. Committing or attempting to commit a sexual assault or committing a sexual battery, as defined in the enumerated offenses, above. E.C. 48915(c)(4)
 5. Possession of an explosive, as defined below. E.C. 48915(c)(5)

Expulsion (Mandatory Offenses)

1. Possessing, selling, or furnishing a firearm, as defined below. E.C. 48915(c)(1)
2. Brandishing a knife at another person. E.C. 48915(c)(2)

EXPULSION PROCEDURES

Authority to Expel

A student may be expelled by an Administrative Panel following a hearing before it. The Administrative Panel will include three or more certificated persons, none of whom have been members of the Board or on the staff of the school in which the student is enrolled. It is important for the Administrative Panel members to have experience in education law and student discipline. Typical Administrative Panel members include teachers, school administrators and Home Office Chiefs/Directors. The Home Office will coordinate all administrators and teachers who serve on the Reflection Committee at their school sites to be "on call" for a particular month should their presence be needed at an Administrative Panel hearing. The Administrative Panel may expel any student found to have committed an expellable offense.

Expulsion Hearing

Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within thirty (30) school days after the Principal determines that the Student has committed an expellable offense.

After an Administrative Panel hears the case, it will make a determination whether to expel.

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the student. The notice shall include:

1. The date and place of the expulsion hearing;
2. A statement of specific facts, charges and offenses upon which the proposed expulsion is based;
3. A copy of MPS' disciplinary rules which relate to the alleged violation;
4. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the school to any other school district or school to which the student seeks enrollment;
5. The opportunity for the student or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor;
6. The right to inspect and obtain copies of all documents to be used at the hearing;
7. The opportunity to confront and question all witnesses who testify at the hearing;
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.

Special procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses

MPS may, upon finding a good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations which shall be examined only by the Board, administrative panel, or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the student.

1. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of his/her right to (a) receive five days notice of his/her scheduled testimony, (b) have up to two (2) adult support persons of his/her choosing present in the hearing at the time he/she testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
2. MPS must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
3. At the discretion of the person or panel conducting the hearing, the complaining witness shall be allowed periods of relief from examination and cross-examination during which he or she may leave the hearing room.
4. The person conducting the expulsion hearing may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
5. The person conducting the expulsion hearing may also limit time for taking the testimony of the complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours.
6. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the person presiding over the hearing from removing a support person whom the presiding person finds is disrupting the hearing. The person conducting the hearing may permit any one of the support persons for the complaining witness to accompany him or her to the witness stand.
7. If one or both of the support persons is also a witness, MPS must present evidence that the witness' presence is both desired by the witness and will be helpful to MPS. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial

risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising his or her discretion to remove a person from the hearing whom he or she believes is prompting, swaying, or influencing the witness.

8. The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.
9. Especially for charges involving sexual assault or battery, if the hearing is to be conducted in the public at the request of the student being expelled, the complaining witness shall have the right to have his/her testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are not alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing by means of closed-circuit television.
10. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the person conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstances can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.

Record of Expulsion Hearing

A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.

Presentation of Evidence

While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense.

Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay and sworn declarations may be admitted as testimony from witnesses of whom the Board, Panel or designee determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

If, due to a written request by the accused student, the hearing is held at a public meeting, and the charge is committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900, a complaining witness shall have the right to have his or her testimony heard in a session closed to the public.

The decision of the Administrative Panel shall be in the form of written findings of fact.

If the Administrative Panel decides not to recommend expulsion, the student shall immediately be returned to his/her educational program.

Written Notice to Expel

The Principal or designee following a decision of the Administrative Panel to expel shall send written notice of the decision to expel, including the Administrative Panel's adopted findings of fact, to the student or parent/guardian. This notice shall also include the following:

1. Notice of the specific offense committed by the student
2. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with MPS
3. The reinstatement eligibility review date; a copy of the rehabilitation plan; the type of educational placement during the period of expulsion, and notice of appeal rights/procedures

The Principal or designee shall send a copy of the written notice of the decision to expel to the student's district of residence. This notice shall include the following:

1. The student's name
2. The specific expellable offense committed by the student

Disciplinary Records

MPS shall maintain records of all student suspensions and expulsions at MPS. Such records shall be made available to the District upon request.

Expulsion Appeals

In order to appeal an expulsion, the student/parent/guardian must submit a written appeal to the CEO of MPS outlining the reason for the

appeal, attaching any supporting documentation, within ten (10) calendar days of being informed of the expulsion.

In response to the written request for an appeal, the CEO of MPS shall call a meeting of the Board of Directors. The Board shall convene a hearing on the appeal within ten (10) calendar days of receipt of a timely written request for an appeal.

At the hearing on the appeal, the student shall have the right to present evidence. The Board will consider evidence and/or testimony as appropriate and will render a written decision that shall be in the best interest of the student and the Charter School. That decision shall be final.

Interim Placement

Charter School shall be responsible for the appropriate interim placement of students during and pending the completion of the Charter School's student expulsion process and shall facilitate the post-expulsion placement of expelled students.

Charter School shall work with the District for an interim placement or other alternative program. Should Charter School determine after the referral that the student will remain at the charter school pending the expulsion hearing based on the best interest of the student, or if Charter School secures another alternative interim placement at another charter school or school within its CMO, if appropriate and aligned with applicable charter petitions, Charter School will notify the District of such determination.

ADDITIONAL PROVISIONS

Bullying

The Charter School shall comply with all applicable requirements of the Safe Place to Learn Act, Education Code section 234 *et seq.* MPS' policy on bullying prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics, as specified in the definition of hate crimes. MPS' process for receiving and investigating complaints includes complaints of discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics, as specified, and a requirement that Charter School personnel who witness such acts take immediate steps to intervene when safe to do so, a timeline to investigate and resolve complaints, and an appeal process.

Special Procedures for the Consideration of Suspension and Expulsion of Students with Disabilities

1. Notification of SELPA

The Charter School shall immediately notify the SELPA and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student who the Charter School or SELPA would be deemed to have knowledge that the student had a disability.

2. Services During Suspension

Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be provided in an interim alternative educational setting.

3. Procedural Safeguards/ Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the Charter School, the parent, and relevant members of the IEP/504 Team shall review all relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parents to determine:

- a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- b. If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.

If the Charter School, the parent, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:

- a. Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the Charter School had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement;
- b. If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and
- c. Return the child to the placement from which the child was removed, unless the parent and the Charter School agree to a change of

placement as part of the modification of the behavioral intervention plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a result of the failure to implement the IEP/504 Plan, then the Charter School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.

4. Due Process Appeals

The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent or the Charter School, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, whichever occurs first, unless the parent and the Charter School agree otherwise.

5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

The Principal or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:

- a. Carries or possesses a weapon, as defined in 18 USC 930, to or at school, on school premises, or to or at a school function;
- b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or
- c. Has inflicted serious bodily injury, as defined by 20 USC 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.

6. Interim Alternative Educational Setting

The student's interim alternative educational setting shall be determined by the student's IEP/504 Team.

7. Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEIA and who has violated the Charter School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was disabled before the behavior occurred.

The Charter School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:

- a. The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to Charter School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.
- b. The parent has requested an evaluation of the child.
- c. The child's teacher, or other Charter School personnel, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to the director of special education or to other Charter School supervisory personnel.

If the Charter School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEIA-eligible children with disabilities, including the right to stay-put.

If the Charter School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The Charter School shall conduct an expedited evaluation if requested by the parents; however the student shall remain in the education placement determined by the Charter School pending the results of the evaluation.

The Charter School shall not be deemed to have knowledge that the student had a disability if the parent has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

Required Notification

If a pupil is expelled or leaves the Charter School without graduating or completing the school year for any reason, the Charter School shall notify the superintendent of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including a transcript of grades or report card and health information.

GENERAL POLICIES

A. SCHOOL ACTIVITIES

MPS will offer a range of activities that will enrich student development during and after school. Because the safety of students is very important to us, specific rules will apply to these activities.

Athletic Activities:

The Charter School complies with Education Code Section 49475 regarding student athletes who sustain concussions. A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications, including prolonged brain damage and death if not recognized and managed properly. MPS offers an athletic program, and so we must immediately remove from the school-sponsored athletic activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider.

Additionally, on a yearly basis, MPS must provide a concussion and head injury information sheet to athletes, which must be signed and returned by the athlete and the athlete's parent/guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course. MPS shall distribute this information sheet to athletes prior to the start of the athletic season. Copies are also available in the main office of each MPS school.

Additionally, those wishing to participate in athletics at MPS, must review the information sheet on sudden cardiac arrest and return the signed information sheet to the main office of each MPS school. The information sheet is located at: <https://www.cde.ca.gov/pd/ca/pe/documents/pescaform.pdf>.

Field Trips:

Field Trips offer exciting ways to learn. MPS students may have the opportunity to go on field trips at various times throughout the school year.

MPS plans many field trips, weekend getaways, summer camp, and the Europe Trip during spring break.

Students must bring to school a Field Trip Permission Slip signed by a parent or guardian by the specified date. Phone calls will not be accepted as permission for students to attend.

Academic Tutoring Program:

- Tutoring will be available as part of the MPS after-school program.
- Students can receive tutoring from faculty and volunteers from local universities.
- The program will benefit all students.
- The sessions will generally occur after school; some may be scheduled on the weekends.
- Upon availability, Saturday tutoring is available to all students who wish to improve their academic skills. We offer math and SAT/ACT prep. All students are welcome to join at specified times.

After School Activities:

MPS offers a variety of after school tutoring, clubs, sports, and activities for all students free of charge. There is no better way for students to enrich their education than by taking part in clubs, after-school activities or working with a teacher (Tutoring). These opportunities allow students to explore more deeply things they already enjoy and to try other areas that sound interesting. Students who stay for an after-school activity must follow these rules:

- Be with a teacher or other staff member at all times.
- Arrange to have their transportation pick them up at the end of the activity.
- Abide by the MPS code of student conduct and all school rules and policies as outlined in the handbook while participating in the activity.

Students who are disruptive, disrespectful, or who do not follow the rules will be prohibited from participating in the after-school program.

Students not participating in after school activities may not stay after school to wait for another student.

A full list and description of after school clubs and activities will be posted after school starts. We strongly encourage our students to explore and take advantage of these after school opportunities.

MPS is not responsible for students on campus who are not participating in after school activities or who remain on campus after the completion of the after-school activity. Those students must leave the campus within ten minutes of school or after dismissal time. Following is the MPS policy regarding students left on campus after school hours. Contact the office of each MPS school for more information.

POLICY REGARDING STUDENTS LEFT ON CAMPUS AFTER SCHOOL HOURS

MPS is committed to providing a safe campus for all students. When students are left on school property

after the close of business hours, MPS will follow certain steps to ensure students are safe until their parents/guardians come to pick them up. In the event students are left on campus after school hours, MPS staff will:

1. Notify the principal or designee immediately.
2. Attempt to reach parents/guardians through the phone number provided to the School by parents/guardians at the beginning of the year. This may include contacting any emergency contact(s) listed for the student.
3. If a staff person becomes aware a child is on campus more than ten minutes after dismissal of the regular school day or after school activity, the staff person or another employee will remain on site until an adult, including but not limited to an emergency contact, police officer, or social worker, retrieves the student.
4. Notify the principal or designee after the ten (10) minutes after dismissal has passed if there is a possibility that law enforcement may be called to assist the student.
5. As a last resort, contact law enforcement and/or child welfare services who may remove the student and may assume responsibility for the student until the parent/guardian retrieves the student.
6. In cases of repeated incidents where parents/guardians have been late in picking up their child, notify the parents/guardians in writing of parental responsibilities and consequences for their child. A consequence may include: refusal to allow the student to attend after school programs if the parent is repeatedly late in retrieving the child.

Students should not be dropped off more than thirty (30) minutes early for School. The School will open its doors at 7:30 a.m. and at this time students will be supervised by School staff. All students that arrive before 7:30 a.m. will be unsupervised and the School will not be responsible for the safety and well-being of these students. (Each individual MPS school may include site-specific amendments into the drop-off, pick-up, and supervision times addressing local issues.)

B. ILLNESS, INJURY, AND MEDICATION POLICIES

MPS does not have a nurse on staff. Consistent with doctor's orders, properly trained office staff can assist students with basic first aid treatment; however, office staff is not registered nurse. Students sent to the office or visiting the office claiming that they are ill will be quickly evaluated by the office staff. If a student needs treatment beyond basic first aid, Parent/Guardian will be contacted to pick him/her up.

Illness or Injury during the school day:

If a student becomes ill or injured during the school day, s/he must report to the Main Office. Do not leave the building without permission. Any absence or departure from class that is not first cleared through the office will be considered unexcused.

Illness at Home:

If a student is not physically well prior to the beginning of the school day, the office should be informed and the student should be kept at home.

Medications:

- Medication shall be administered during school hours only if determined by a physician to be necessary and with parental permission.
- All medications must be in the original container.
- The container must be clearly marked with the student's first and last name.
- A "Request for Medication to be Taken During School Hours" must accompany all medication, containing instructions for administration, including exact times and dosages. The "Request for Medication to be Taken During School Hours" will be filed in the student's folder. This form can be obtained from the Main Office. This form shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for the administration changes.
- All medications are to be delivered to the Main Office in their original containers, with the name of the student, medication, dosage, and frequency of administration clearly marked. Extra medication should be picked up by the parent/guardian at the completion of the medication regimen or end of the school year, whichever is earlier. The school is not liable for any medication not picked up after the end of the school year.
- MPS staff shall keep records of medication administered at MPS.
- Medication will be kept in a secure and appropriate storage location at each MPS school and administered per physician's instructions by appropriately designated staff.
- Administration will consult with the parent/guardian and student's medical professionals to establish a written plan for Students with chronic health issues or conditions that require specific medication regimens or health plans, such as diabetes, asthma, etc.
- Any pupil requiring insulin shots must establish a plan for administration of insulin shots with the Principal in consultation with the parent or guardian and the pupil's medical professional.

Epinephrine Auto-Injectors:

Trained MPS personnel who have volunteered may use epinephrine auto-injectors to provide emergency medical aid to persons suffering, or reasonably believed to be suffering from, an anaphylactic reaction. MPS will ensure it has the appropriate type of epinephrine auto-injector on site (i.e., regular or

junior) to meet the needs of its pupils. MPS will ensure staff properly store, maintain, and restock the epinephrine auto-injectors as needed.

MPS will ensure any school personnel who volunteer are appropriately trained regarding the storage and emergency use of epinephrine auto-injectors based on the standards developed by the Superintendent of Public Instruction. MPS will distribute an annual notice to all staff describing the request for volunteers who will be trained to administer an epinephrine auto-injector to a person if that person is suffering, or reasonably believed to be suffering from, anaphylaxis. The annual notice shall also describe the training the volunteer will receive.

Contagious Diseases:

If, during the course of the year, a child develops any contagious disease or condition, please notify the school immediately so that precautions can be taken and appropriate notifications sent home.

The School reserves the right to notify the municipal bodies and Department of Health if necessary under federal and state laws.

Diabetes Information Sheet:

MPS will provide an information sheet regarding Type 2 Diabetes to the parent or guardian of incoming 7th grade students, pursuant to Education Code Section 49452.7. The information sheet shall include, but shall not be limited to, all of the following:

1. A description of Type 2 Diabetes.
2. A description of the risk factors and warning signs associated with Type 2 Diabetes.
3. A recommendation that students displaying or possibly suffering from risk factors or warning signs associated with Type 2 Diabetes should be screened for Type 2 Diabetes.
4. A description of treatments and prevention of methods of Type 2 Diabetes.
5. A description of the different types of diabetes screening tests available.

Oral Health Assessment:

Students enrolled in kindergarten in a public school or while enrolled in first grade if the pupil was not previously enrolled in kindergarten in a public school are required to have an oral health assessment completed by a dental professional. Please contact the office if you have questions about this requirement. MPS provides the appropriate forms to incoming students to be completed by the oral health professional to satisfy this requirement. Please see the main office at your MPS school if you need another copy of this form.

Suicide Prevention:

MPS is committed to the safety and wellbeing of all students. Please see a copy of the MPS suicide prevention policy on the MPS website. It is also available at the Main Office.

C. PARENTAL INVOLVEMENT AND SUPPORT

Since your child's education is a continuing process, parent cooperation, support, and assistance are needed if we are to be successful. Together, we can make a positive difference in your children's lives. The following are ways that we can work to fulfill our common goals:

Parents/Guardians are asked to:

- Be a good listener to both your child and the school staff when conflicts arise.
- Be a positive role model for your child.
- Contact the school as necessary.
- Participate as fully as possible in volunteer opportunities, student presentations, parenting programs, special projects, and assembly events.
- Be familiar with MPS student handbook and explain it as necessary.

D. PARENT/TEACHER COMMUNICATION

- Parents are encouraged and are always welcomed to discuss the progress or problems of their children with the school faculty when an appointment is made prior.
- Parents may not disturb a teacher during school hours.
- An appointment is required for all conferences.
- To make an appointment with a teacher, call the main office or email them directly.
- Please do not attempt to have an impromptu conference with a teacher on campus as appointments are mandatory.
- If your question relates to the classroom, please ask the appropriate teacher.
- Any question involving a student's work or behavior must be discussed with the teacher before it is discussed with the administration.
- Parents are expected to make every reasonable effort to cooperate with the teachers and school staff to help their child have a successful educational experience.
- Parents who wish to observe their child's classes need to make arrangements with the teacher whom they like to visit and get approval from administration at least a day prior to their visit.
- Parent/teacher/student conferences are strongly encouraged when an appointment is made prior.

E. HOME VISITS

- Research has shown that one of the keys to successful teaching and schooling is creating personal connections with students. MPS teachers visit students at their homes to enhance student learning and involvement. Family visits offer invaluable insights about students. They can provide new understanding about students' learning styles. Visits might also reveal the emotional and social needs and behaviors of students. It is helpful to know if they react to problems with tears, anger, or withdrawal, and how they socialize with peers. Through family

visits, teachers can identify students' latest interests or concerns, such as a new hobby, an upcoming trip, or a change in the family.

- For most students home and school are two different domains. Especially for minority students even the people, languages, foods, rules, duties, and concerns are different in these two worlds. They do not intersect considerably. Parents and the teachers are critical partners in educating the "whole child." However, parent conferences and other school-hosted meetings do not provide sufficient means for the parties to communicate enough and effectively and to show the student that they are on the same team. Home visits are the teachers' attempt to break the virtual border between the partners, which is most of the time successful.

F. CONTACTING YOUR CHILD DURING SCHOOL HOURS

- Parents/Guardians should only contact the main office if they must leave a message for their child in case of an emergency. Students will not be disrupted during school hours for non-emergency reasons. In case of an emergency, the message will be given to the student by office personnel.
- Parents/Guardians should not contact their child's cellular phone during school hours; students are required to turn off all electronic devices, including cellular phones, and put them away and out of sight.

G. VOLUNTEER, VISITATION, SHADOWING, AND REMOVAL POLICY

MPS encourages parents/guardians and interested members of the community to visit MPS and view the educational program, MPS also endeavors to create a safe environment for students and staff. Additionally, parents volunteering in the classroom can be extremely helpful to our teachers and valuable to our students. We thank all parents for their willingness to volunteer in this manner.

To ensure the safety of students and staff as well as to minimize interruption of the instructional program, MPS has established the following procedures to facilitate volunteering and visitations during regular school days:

Volunteering Categories and Application Process

A. Certified Volunteers ("C-Volunteers")

- a. Who are C-Volunteers: These are volunteers that would like to volunteer with MPS on an ongoing basis and may have unsupervised exposure or contact with students. Examples may include but are not limited to: classroom volunteers, tutors, field-trip volunteers, etc.

- b. Application Process: C-Volunteers must provide MPS with the following documents:

- Volunteer Application Form (signed)
- Volunteer Commitment Form (signed)
- Fingerprinting and Background Clearance (if volunteering outside of the direct supervision of a credentialed employee)
- Tuberculosis risk assessment or examination
- Valid photo I.D. (driver's license, passport, military ID, US or other government identification)

B. Single Event Volunteers ("SE-Volunteers")

- a. Who are SE-Volunteers: These are volunteers that would like to volunteer at MPS for a one (1) days special event or activity and have no unsupervised exposure or contact with students. Examples may include but are not limited to: guest story reader, guest speaker, senior exhibition panel member, etc.
- b. Application Process: SE-Volunteers are not required to submit a volunteer application but must comply with the Volunteering Guidelines below and provide MPS with a valid photo I.D.

Volunteering Guidelines

Parents or guardians who are interested in volunteering must adhere to the following guidelines:

1. Volunteers must arrange volunteering schedule with the classroom teacher and/or MPS Principal or designee, at least forty-eight (48) hours in advance. Volunteering in class may be limited to certain hours or specific assignments as determined by the classroom teacher(s) or MPS administration.
2. For all prospective volunteers (both C-Volunteers and SE-Volunteers), the MPS Principal or designee will review California Megan's Law online database at <http://www.meganslaw.ca.gov> to ensure that prospective volunteers are not registered sex offenders.

3. Prior to volunteering in the classroom or on campus, the volunteer should communicate with the teacher and/or MPS staff to discuss the expectations for volunteering needs. Classroom volunteers are there to benefit the entire class and are not in class solely for the benefit of their own child. Classroom volunteers must follow the instructions provided by the classroom teacher or aide. Classroom rules also apply to volunteers to ensure minimal distraction to the teacher. If a volunteer is uncomfortable following the direction of the teacher or aid the volunteer may leave their volunteer position for that day.
 4. Information gained, overheard, or inadvertently acquired by volunteers regarding students (e.g. academic performance or behavior) is to be maintained in strict confidentiality and may not be shared with any individual except with the MPS Principal.
 5. Volunteers shall follow and be governed by all other guidelines indicated elsewhere in this Policy. This includes, but is not limited to, the process of registering and signing out of the campus at the main office as indicated below.
 6. Volunteer hours are applied to the non-mandatory 10 hours of volunteering requested pursuant to the Charter Petition/Student-Parent Handbook. All parents are encouraged – but not required – to contribute a minimum of 10 hours per year to the school. No child will be excluded from the Charter School or school activities due to the failure of his or her parent or legal guardian to fulfill the encouraged volunteer hours.
 7. This Policy does not authorize MPS to permit a parent/guardian to volunteer or visit the campus if doing so conflicts with a valid restraining order, protective order, or order for custody or visitation issued by a court of competent jurisdiction.
- advance. If a conference is desired, an appointment should be set with the teacher during non-instructional time, at least three (3) school days in advance. Parents seeking to visit a classroom during school hours must first obtain the written approval of the classroom teacher and the MPS Principal or designee.
2. All visitors shall register in the main office immediately upon entering any school building or grounds when during regular school hours, including immigration enforcement officers. When registering, the visitor is required to provide his/her name, address, age (if under 21), his/her purpose for entering school grounds, and proof of identity. If the visitor is a government officer/official (including but not limited to local law enforcement officers, immigration enforcement officers, social workers, district attorneys, or U.S. attorneys), the officer will also be asked to produce any documentation that authorizes school access. MPS shall make reasonable efforts to notify parents or guardians prior to permitting a student to be interviewed or searched, consistent with the law and/or any court order, warrant or instructions from the officer/official. A copy of the documentation provided by the officer and notes from the encounter may be maintained by MPS. The MPS Governing Board and Bureau of Children's Justice in the California Department of Justice, at BCJ@doj.ca.gov, will be timely informed regarding any attempt by a law-enforcement officer to access a school site or a student for immigration-enforcement purposes, as recommended by the Attorney General.
- For purposes of school safety and security, the MPS Principal or designee have designated that each visitor wear a visitor's pass/sticker as a visible means of identification for visitors while on school premises.
3. Except for unusual circumstances, approved in advance by the MPS Principal, MPS visits should not exceed approximately sixty (60) minutes in length and may not occur more than twice per semester.
 4. While on campus, visitors are to enter and leave classrooms as quietly as possible, not converse with any student, teacher, or other instructional assistant unless

Visitation Guidelines

1. Visits during school hours should first be arranged with the teacher and MPS Principal or designee, at least three (3) school days in

- permitted, and not interfere with any school activity. No electronic listening or recording device may be used in a classroom without the teacher's and MPS Principal's advance written permission.
5. Before leaving campus, the visitor shall sign out of the Visitors Log Book in the main office.
 6. The MPS Principal, or designee, may refuse to register a visitor or volunteer if it is believed that the presence of the visitor or volunteer would cause a threat of disruption or physical injury to teachers, other employees, or students.
 7. The MPS Principal or designee may withdraw consent to be on campus even if the visitor has a right to be on campus whenever there is reason to believe that the person has willfully disrupted or is likely to disrupt MPS' orderly operation. If consent is withdrawn by someone other than the MPS Principal, the MPS Principal may reinstate consent for the visitor if the MPS Principal believes that the person's presence will not constitute a disruption or substantial and material threat to MPS' orderly operation. Consent can be withdrawn for up to fourteen (14) days.
 8. The MPS Principal or designee may request that a visitor who has failed to register, or whose registration privileges have been denied or withdrawn, promptly leave school grounds. When a visitor is directed to leave, the MPS Principal or designee shall inform the visitor that if he/she reenters the school without following the posted requirements he/she will be guilty of a misdemeanor.
 9. Any visitor who is denied registration or has his/her registration revoked may request a conference with the MPS Principal. The request shall be in writing, shall state why the denial or revocation was improper, shall give the address to which notice of conference is to be sent, and shall be delivered to the MPS Principal with fourteen (14) days of the denial or revocation of consent. The MPS Principal shall promptly mail a written notice of the date, time, and place of the conference to the person who requested the conference. A conference with the MPS Principal shall be held within seven (7) days after the MPS Principal receives the request. If no resolution can be agreed upon, the MPS Principal shall forward notice of the complaint to the MPS Board of Directors. The MPS Board of Directors shall address the Complaint at the next regular board meeting and make a final determination.
 10. At each entrance to the campus, signs shall be posted specifying the hours during which registration is required, stating where the office of the MPS Principal or designee is located, and what route to take to that office, and setting forth the penalties for violation of this policy.
 11. The MPS Principal or designee shall seek the assistance of the police in managing with or reporting any visitor in violation of this Policy.

Shadowing Guidelines

Shadowing gives parents and students an opportunity to observe instruction during an ordinary school day and can help open dialog between parents and students about school. Parents are welcome to shadow their children, that is, to follow them through their school day. In order to maximize the benefits of shadowing, we request that parents adhere to the following guidelines:

- Follow the above procedure for providing three (3) school days advance notice of your visit, signing in at the main office when arriving at MPS, and obtaining a visitor's pass/sticker. Notice of your visit and intent to shadow should be provided by completing the Shadow Request Form, below, and submitting it to MPS at least three (3) school days in advance of your visit.
- Shadowing is not a time for parent/teacher conferences. If you desire a conference, please make prior arrangements with your child's teachers.
- To preserve the academic environment, please do not take part in the lesson unless invited to do so by the teacher. Do not visit with your child or other students during class time. At no time may visiting parents address other students directly. Visitors are not allowed to record audio or video, or take photos. Should you have any concerns, report them to the MPS administrators.
- Meet with MPS administration to debrief your visit.

MPS administration has the right to withdraw consent for a visitor to be on campus, as described above. All persons making the visit shall be deemed to have waived claims against the school for injury, accident, illness, or death occurring during or by reason of visit.

Penalties

1. Pursuant to the California Penal Code, if a visitor does not leave after being asked or if the visitor returns without following the posted requirements after being directed to leave, he/she will be guilty of a crime as specified which is punishable by a fine of up to \$500.00 (five hundred dollars) or imprisonment in the County jail for a period of up to six (6) months or both.
2. Under California Education Code section 44811, disruption by a parent, guardian or other person at a school or school sponsored activity is punishable, upon the first conviction by a fine or no less than \$500.00 (five hundred dollars) and no more than \$1,000.00 (one thousand dollars) or by imprisonment in a County jail for no more than one (1) year, or both the fine and imprisonment.
3. Disruptive conduct may lead to MPS' pursuit of a restraining order against a visitor, which would prohibit him/her from coming onto school grounds or attending school activities for any purpose for a period of up to three (3) years.

H. SCHOOL INFORMATION SYSTEM

Parents, as well as students, will have access to their child's grades in each class, missing/incomplete/upcoming assignments, upcoming tests/projects, discipline, communication log, and teacher contact information. Each parent will be provided with a username and password to have access throughout the school year, 24 hours a day.

All discipline entries will remain on SIS for the entire year.

I. PHONE USE

In case of emergency, students may go to the office with a hall pass from a teacher.
Please note: The office phone is for emergency calls only.

J. NEWSLETTER

- Communications regarding school activities from faculty to parents/guardians and students will be sent home periodically.
- Copies of the newsletter are available at the school office.

K. ELECTRONIC DEVICES

MPS policy regarding possession of cellular phones, any personal electronic devices, iPods, MP3 players, cameras, video cameras, laptops, and recording devices is as follows:

- From the moment a student arrives on campus to the time that the student leaves the campus, the power of the electronic device must be turned off and all devices are to be out of sight, secure with the student's belongings in a backpack or purse. The duration of the non-permitted use includes before school on school grounds, instructional time, passing periods, lunch time, and tutoring. At no time, shall the educational program or school activity be interrupted.
- The school is not liable if such devices are damaged, lost or stolen. The use of these devices or their ringing/vibrating during school time will be considered a disruption of school activities and subject to disciplinary action which will include confiscation and discipline entry.
- All confiscated devices will be returned to the parent/guardian accompanied by the student at the end of the school day.

L. LOST AND FOUND

There will be a lost and found box in the school. If you find books, clothing, or personal items on school grounds, please bring the items to the main office. Items not picked up will be donated monthly.

M. PE LOCKERS

- When available, lockers are provided for physical education class during that period only.
- Lockers are not assigned to students.
- The lockers are school property; anything placed in them or brought to campus is subject to inspection at the discretion of the administration.
- Students are responsible for all items in their locker.
- Students may be provided with a lock or allowed to bring a lock for their gym lockers and use it for the period with the condition of removing them daily. Please check with the school administration for specifics.

MPS does not accept any responsibility for stolen or lost money, clothing, valuables or other articles.

N. TEXTBOOKS

Textbooks and work books are issued at teacher's discretion. Students may be assigned a set of textbooks in addition to a classroom set. Students are responsible for the care of all textbooks and work books. Books are to be returned to the school in good

condition at the end of the school year or at the time a student transfers out to another school.

Students will be required to report any damages to the textbooks to their classroom teachers. Parents/Guardians will be held responsible for the loss or willful cutting, defacing, or otherwise damaging of MPS textbooks, up to an amount not to exceed \$10,000 (ten thousand dollars), adjusted annually for inflation.

O. MEAL PROGRAM

- MPS participates in the National School Lunch Program. Applications for free or reduced price meals are included in the enrollment packets to all families and can also be obtained on the MPS website and in the main office of each MPS school. All families are encouraged to complete the application form in order to include as many eligible students as possible.
- Students are responsible for adding funds to their meal account if they pay reduced or full price.

P. EARTHQUAKE AND MAJOR DISASTER PROCEDURES

- Parents may contribute to supply ten dollars (\$10) to cover the cost of a survival kit to be kept at school and used in case of emergency.
- In the event of a fire, major earthquake or major disaster, students are to be evacuated to the assigned area by MPS.
- If the local public schools announce that the students will be dismissed, MPS will do the same.
- Parents are to remain in assigned area and sign out their child with the appropriate staff member because MPS has to account for all students.
- MPS Emergency Dismissal/Evacuation Card information must be updated with any change in information by parents/guardians as soon as it occurs.

Q. STUDENT TRANSFER

- Any student transferring out of Magnolia Public Schools must complete the "Student Transfer Form" which can be obtained from the main office. The form must be completed prior to a student transferring. It is the parent/guardian's responsibility to complete the form. The school is not responsible for having it completed.
- It is the student's parent(s)/guardian(s) responsibility to contact the school that student will be transferring to. It is the parent's responsibility to make all necessary arrangements for a successful transfer.
- If a student will be transferring to another school for the following school year, the parent is still responsible to inform the main office before the last day of school, or last day of attendance.

- All textbooks must be turned in before the last day of attendance in order to complete a successful transfer. Parents/Guardians are responsible to pay for the loss, or willful cutting, defacing, or otherwise damaging of MPS textbooks, up to an amount not to exceed \$10,000 (ten thousand dollars), adjusted annually for inflation.
- The application of these obligations are enforced notwithstanding any contrary provisions of law applicable to homeless students or foster youth,

R. HOMELESS STUDENTS

It is the policy of MPS that homeless students are provided with a full and equal opportunity to succeed and receive an education. "The term "homeless children and youth" means individuals who lack a fixed, regular and adequate nighttime residence due to economic hardship. It includes children and youths who (42 USC 11434(a)):

1. Are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals;
2. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings;
3. Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
4. Migratory children and unaccompanied youth (youth not in the physical custody of a parent or guardian) may be considered homeless if they meet the above definition of "homeless."

Homeless status is determined in cooperation with the parent or guardian. In the case of unaccompanied youth, status is determined by the Homeless Liaison.

School Liaison: The Principal of each MPS school site shall serve as the Homeless Liaison for homeless students ((42 USC 11432(g)(1)(J) & (e)(3)(C).):

Principal
Contact address and phone number of your
MPS school on Page 3

The Homeless Liaison shall ensure that (42 U.S.C. 11432(g)):

1. Homeless students are identified by school personnel and through coordination activities with other entities and agencies.
2. Homeless students enroll in, and have a full and equal opportunity to succeed at MPS.
3. Homeless students and families receive educational services for which they are eligible, including services through Head Start programs

(including Early Head Start programs) under the Head Start Act, early intervention services under part C of the Individuals with Disabilities Education Act, any other preschool programs administered by MPS, if any, and referrals to health care services, dental services, mental health services and substance abuse services, housing services, and other appropriate services.

4. Parents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.
5. Public notice of the educational rights of homeless children is disseminated at places frequented by parents or guardians of such youths, and unaccompanied youths, including schools, shelters, public libraries, and soup kitchens, and in a manner and form understandable to the parents and guardians of homeless youth and unaccompanied youth.
6. Enrollment/admissions disputes are mediated in accordance with law, the MPS charter, and Board policy.
7. Parents/guardians are fully informed of all transportation services, as applicable.
8. School personnel providing services receive professional development and other support;
9. The School Homeless Liaison collaborates with State coordinators and community and school personnel responsible for the provision of education and related services to homeless children and youths.
10. Unaccompanied youth are enrolled in school; have opportunities to meet the same challenging State academic standards as the State establishes for other children and youth; and are informed of their status as independent students under section 480 of the Higher Education Act of 1965 and that the youths may obtain assistance from the School Liaison to receive verification of such status for the purposes of the Free Application for Federal Student Aid described in section 483 of the Act.

The complete copy of the MPS policy is available at the main office.

S. DRESS CODE

MPS has a uniform policy to help create a safe, orderly environment, instill discipline, and eliminate the competition and distractions caused by varied dress styles. Students are expected to arrive in a clean and neat uniform every day. Students will not be allowed to enter the campus if they are not in proper uniform. This uniform policy will be enforced, without exception, from the very first day of school. Please cooperate, display modesty and neatness, and take pride in the MPS uniform. We rely on your understanding and your parents' and/or guardians' support in helping to maintain this uniform policy and follow it daily.

In addition to wearing the school uniform, MPS requires that you follow these additional guidelines in terms of uniform appearance and personal appearance. If you are still unsure about how you should look, or how the uniform should fit, check with administration. Religious head coverings shall be permitted. **If any aspect of the uniform, including clothes, shoes, jewelry, cosmetics, or any type of body adornment, is not explicitly listed as acceptable in this handbook, then that item is not permitted to be worn when the student is at school or representing the school.**

If a student is unable to wear the school uniform to school due to extenuating circumstances, you need to obtain written permission from the school's administration.

Free Dress & Theme Dress Days Code:

Free Dress days are earned at the discretion of the administration. These days are granted at different times of the year for positive behavior and special occasions. Violation of this policy may result in loss of free dress privileges for the remainder of the school year.

- On free dress days, clothing must be in good taste and appropriate for school. Clothing should not be form fitting, revealing, or transparent.
- The school's dress code is strictly enforced during free dress days as well. All students must follow the same guidelines with the exception of not wearing their uniform.
- T-shirts are acceptable; however printing on clothing must be suitable for school, no inappropriate image(s) or language may be displayed. The administration has discretion in determining appropriateness of images or language on clothing.
- Mini-skirts, skirts, and short shorts are not allowed. Jeans may be worn during free dress days but cannot be tight fitting or baggy.
- Midriffs, backless or side less shirts or dresses, halter tops, or tank tops with less than a 1 inch strap are NOT allowed.
- Hats, gloves, bandanas, or sunglasses are not permitted to be worn in school, except for religious head coverings.
- Neatness and good grooming is required.
- Hairstyles must follow the schools dress code policy.

MPS STUDENT UNIFORM POLICY

BOTTOM	Pants, shorts, skirts, skorts, or capris are acceptable.	<p>Pants/Skirts/Skorts/Shorts:</p> <ul style="list-style-type: none"> • May not be baggy or tight fitting. May not be rolled at waist. Waist size must be same as student's waist size. Top of garment must be at or above hip bone. • Skorts/shorts should be no shorter than your longest finger when standing with your hands by your sides. • Skirts that are above the top of the kneecap should be worn with leggings/tights, and must be no shorter than the longest fingertip. • Pants may not be made from legging or jegging material. • Pants must touch the top of the shoes when the student is standing, but not be long enough to bunch up around the ankle. • The bottom of the skirt, skort, and/or shorts must be no higher than 1 inch above the middle of the kneecap when the student is standing. • Socks may not be worn over pants. • Rubber bands are not allowed on the bottom of pants or ankles. • No jean/denim style pants. • No Cargo pants/shorts. • Must have a built in pocket not a sewn on pocket. <p>Undergarments:</p> <ul style="list-style-type: none"> • Should not be noticeable through or outside of clothing, tops and bottoms. <p>Uniform:</p> <ul style="list-style-type: none"> • Woven Shirt or Polo Shirt must be tucked in neatly at the waist at all times on campus, inside and outside. These shirts may not fit tightly or be baggy. • Undershirts must be short-sleeved if worn. • The student may choose to button, or not button, the top button of the woven shirt. All other buttons of the woven shirt must be buttoned. • Under shirt may not hang out of sleeves. <p>Shoes:</p> <ul style="list-style-type: none"> • Acceptable athletic shoes must be low-profile with minimal design. They must be modest and not attract attention. Shoe laces must match shoes and be in solid color.
	<p>Skirts, pants, shorts, skorts, or capris must be either khaki color, black or navy blue.</p> <p>Belts (required for all variations of dress uniform):</p> <ul style="list-style-type: none"> • Smooth, straight edge, all black, all blue or all brown belts no wider than 1½ inches with a plain, unadorned buckle (no mesh, rope, or all metal). • The buckle may only have one catch. • Belt must be of correct waist size, so that there is minimal excess length (less than five inches). • Any excess length of belt must be tucked through a belt loop and may not hang down. 	
TOP	<p>White, gray, black or navy blue polo shirts must have the school logo. They may be either short or long sleeved.</p> <p>Hoods may not be worn at school.</p> <p>Top of garment must be no lower than the level of the navel when student is standing. Top of garment must be at or above hipbone when student is standing up.</p>	
FOOTWEAR	<ul style="list-style-type: none"> • The majority of the shoe must be black, brown, white or gray. Small logos are acceptable. (Shoes must be closed toe.) • "Athletic" shoes for the dress code must be completely black, white or brown. • Plain, unadorned socks or tights (for girls) must always be worn. Color of socks or tights: Black, dark brown, navy blue, or white <p>No sandals, boots, clogs, mules, slippers, flip flops, high heels, platform shoes or shoes with wheels.</p>	
PE UNIFORM	<p>TOP: Students will wear a solid gray t-shirt, preferably with the MPS logo. MPS sweatpants and MPS sweatshirts may also be worn during PE.</p>	
	<p>BOTTOM: Properly fitting navy shorts of comfortable length for active participation. Waist size of shorts must be appropriate to student's waist size. The same rules which apply to the level at which the tops of the dress pants are worn, also apply to PE shorts.</p> <p>FOOTWEAR: Any athletic shoes suitable for basketball, tennis, and field sports. PE shoes may be the same black athletic shoes discussed in the dress uniform section.</p>	

OUTERWEAR	<p>Hats, hoods, caps, and other headgear may not be worn in school buildings, except for religious head coverings. No gloves or finger lacing of any sort are allowed.</p> <p>For colder weather:</p> <ul style="list-style-type: none"> • MPS Navy Crew-Neck and zip V-Neck Sweatshirt, and Jackets are recommended and preferred to be worn on campus, inside and outside. • Sweatshirts and jackets must be solid navy blue or gray. <p style="text-align: center;">* * *</p> <p style="text-align: center;">If a student is unable to wear the school uniform to school due to extenuating circumstances, you need to check with your school's administration.</p> <p style="text-align: center;">* * *</p> <p style="text-align: center;">Each individual MPS school may include site-specific amendments into the uniform policy addressing local issues.</p>	<p>Jewelry and Accessories/Cosmetics:</p> <ul style="list-style-type: none"> • Should be modest, appropriate for school, and not attract undue attention. • Necklaces: If worn must be underneath uniform. If visible through an open collar, it must be tasteful and formal (no leather or string). Pendants must not be large or attract attention. Must be tucked in collar of shirt. • No "glitter", decorations, or drawing of any kind should be visible on the skin, hair, body, or uniform. • Facial, tongue, and body piercing are not allowed. • Bracelets: Must be tasteful and not attract undue attention. • Visible tattoos are not acceptable. Permanent visible tattoos must be covered by a flesh-tone bandage while at school or representing the school. • Cosmetics must be appropriate for school and not attract undue attention. <ul style="list-style-type: none"> • No brightly colored or glitter eye shadow, or blush. • Mascara and eyeliner should be minimal. • Lipstick should be a natural color. • Earrings must be studs or one (1) inch hoops and worn on earlobe.
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STUDENT TECHNOLOGY USE POLICY AND AGREEMENT

New technologies are modifying the way in which information may be accessed, communicated and transferred. Those changes also alter instruction and student learning. Magnolia Public Schools ("Charter School") offers students access to technologies that may include Internet access, electronic mail, and equipment, such as computers, tablets, or other multimedia hardware. The Charter School Governing Board intends that technological resources provided by the school be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning.

Educational Purpose

Use of Charter School equipment and access to the Internet via Charter School equipment and resource networks is intended to serve and pursue educational goals and purposes. Student use of the Internet is therefore limited to only those activities that further or enhance the delivery of education. Students and staff have a duty to use Charter School resources only in a manner specified in the Policy.

"Educational purpose" means classroom activities, research in academic subjects, career or professional development activities, Charter School approved personal research activities, or other purposes as defined by the Charter School from time to time.

"Inappropriate use" means a use that is inconsistent with an educational purpose or that is in clear violation of this policy and the Acceptable Use Agreement.

Notice and Use

The Charter School shall notify students and parents/guardians about authorized uses of school computers, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities.

Before a student is authorized to use the Charter School's technological resources, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement specifying user obligations and responsibilities. In that agreement, the student and his/her parent/guardian shall agree not to hold the Charter School or any Charter School staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. They shall also agree to indemnify and hold harmless the Charter School and Charter School personnel for any damages or costs incurred.

Safety

The Charter School shall ensure that all Charter School computers with Internet access have a technology protection measure that blocks or filters Internet access to websites that have no educational purpose and/or contain visual depictions that are obscene, constitute child pornography, or that are

harmful to minors. While the Charter School is able to exercise reasonable control over content created and purchased by the Charter School, it has limited control over content accessed via the internet and no filtering system is 100% effective. Neither the Charter School nor its staff shall be responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence.

To reinforce these measures, the Principal or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. Staff shall supervise students while they are using online services on campus and may have teacher aides, student aides, and volunteers assist in this supervision.

The Principal or designee also shall establish regulations to address the safety and security of students and student information when using email, chat rooms, and other forms of direct electronic communication.

The Principal or designees shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, maintaining the student's online reputation and ensuring their personal safety by keeping their personal information private, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying. Students are expected to follow safe practices when using Charter School technology.

Students shall not use the Internet to perform any illegal act or to help others perform illegal acts. Illegal acts include, but are not limited to, any activities in violation of local, state, and federal law and/or accessing information designed to further criminal or dangerous activities. Such information includes, but is not limited to, information that if acted upon could cause damage, present a danger, or cause disruption to the Charter School, other students, or the community. Damaging, debilitating or disabling computers, computer networks or systems through the intentional or overuse of electronic distribution or the spreading of computer viruses or other harmful programs shall be prohibited. Any unauthorized online access to other computers by means of hacking into other computers, downloading hacker tools such as port scanners and password crackers designed to evade restrictions shall also be strictly prohibited.

Student use of Charter School computers to access social networking sites is not prohibited, but access is limited to educational purposes only. To the extent possible, the Principal or designee shall block access to such sites on Charter School computers with Internet access. The Principal or designee shall

oversee the maintenance of the Charter School's technological resources and may establish guidelines and limits on their use.

All employees shall receive a copy of this policy and the accompanying Acceptable Use Agreement describing expectations for appropriate use of the system and shall also be provided with information about the role of staff in supervising student use of technological resources. All employees shall comply with this policy and the Acceptable Use Agreement, in addition to any separate policies governing employee use of technology.

Student use of school computers, networks, and Internet services is a privilege, not a right. Compliance with the Charter School's policies and rules concerning computer use is mandatory. Students who violate these policies and rules may have their computer privileges limited and may be subject to discipline, including but not limited to suspension or expulsion per school policy.

ACCEPTABLE USE AGREEMENT

The Charter School believes that providing access to technology enhances the educational experience for students. However, student use of school computers, networks, and Internet services is a privilege, not a right. To make that experience successful for everyone, students must abide by the following terms and conditions:

1. **Security.** Students shall not impair the security of Charter School technology resources. Students are expected to:
 - a. Safeguard all personal passwords. Students should not share passwords with others and should change passwords frequently. Students are expected to notify an administrator immediately if they believe their student account has been compromised.
 - b. Access technology only with their account or with a shared account as directed by their teacher and not to allow others to use their account or to use the accounts of others, with or without the account owner's authorization.
2. **Authorized Use.** Students may use Charter School technology resources when directed by a teacher, when technology has been designated for open student use (e.g., computers in the library), and for other educational purposes.
3. **Protection Measures.** While the Charter School is able exercise reasonable control over content created and purchased by the Charter School, it has limited control over content accessed via the internet and no filtering system is 100% effective. Neither the Charter School nor its staff shall be responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. The student and parent agree not to hold the Charter School or any Charter School staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. They also agree to indemnify and hold harmless the Charter School and Charter School personnel for any damages or costs incurred.
4. **Inappropriate Use.** Charter School technology, hardware, software and bandwidth are shared and limited resources and all users have an obligation to use those resources responsibly. Students are provided access to the Charter School technology primarily for educational purposes. Students shall not use Charter School technology or equipment for personal activities or for activities that violate school policy or local law. These include but are not limited to:
 - a. Playing games or online gaming.
 - b. Downloading software, music, movies or other content in violation of licensing requirements, copyright or other intellectual property rights.
 - c. Installing software on Charter School equipment without the permission of a teacher or other authorized Charter School staff person.
 - d. Downloading, viewing or sharing inappropriate content, including pornographic, defamatory or otherwise offensive material.
 - e. Conducting any activity that is in violation of school policy, the student code of conduct or local, state or federal law.
 - f. Engaging in any activity that is harmful to other student(s), including the use of technology to harass, intimidate, bully or otherwise disrupt the educational process.
 - g. Participating in political activities.
 - h. Conducting for-profit business.
 - i. Using hacking tools on the network or intentionally introducing malicious code or viruses into the Charter School's network.
 - j. Using any software or proxy service to obscure either the student's IP address or the sites that the student visits.
 - k. Disabling, bypassing, or attempting to disable or bypass any system monitoring, filtering or other security measures.
 - l. Accessing or attempting to access material or systems on the network that the student is not authorized to access.
5. **No Expectation of Privacy.** Student acknowledges that computer equipment, Internet access networks, email accounts, and any other technology resources are owned by Charter School and provided to students for educational purposes. The Charter School may require staff

to monitor and supervise all access to computer equipment, Internet access networks, and email accounts. To facilitate monitoring of activities, computer screens may be positioned so that they are visible to the staff member supervising the students. The Charter School reserves the right to access stored computer records and communications, files, and other data stored on Charter School equipment or sent over Charter School networks. Such communications, files, and data are not private and may be accessed during routine system maintenance; during inspection of Charter School equipment at the end of the school year/term or agree to use period; and review of individual files or monitoring of individual activity when there is a reasonable suspicion that the student is engaging in an inappropriate use.

6. **Disruptive Activity.** Students should not intentionally interfere with the performance of the Charter School's network or intentionally damage any Charter School technology resources.
7. **Unauthorized Networks.** Students may not create unauthorized wireless networks to access the Charter School's network. This includes establishing wireless access points, wireless routers and open networks on personal devices.
8. **Consequences of Inappropriate Use.** Students who violate this Agreement will be subject to discipline which may include loss of access to Charter School technology resources and/or other appropriate disciplinary or legal action in accordance with the MPS student discipline policy and applicable laws.
9. **Technology Systems/Equipment Care.** Students are not permitted to have food or drink near computers/other technology and must keep equipment and assigned areas free of vandalism.

MPS promotes the use of networked computer technology in its instructional program in order to facilitate learning and teaching. Towards this end, students may be provided with a "device" (computer, laptop / iPad / Chromebook, etc.) for educational activities at school and home. MPS will make every effort to ensure that the MPS technology services are used responsibly by students. Students are expected to act in a responsible, ethical and legal manner in accordance with this Agreement, accepted rules of network etiquette, and Federal and State law. Following are some safekeeping instructions for MPS-provided devices. As applicable, students shall:

- Bring their MPS device to school every day, fully charged;
- Never leave the MPS device unattended;
- Never loan the MPS device to other individuals;
- Know where the MPS device is at all times;

- Store the MPS device in the bag/case if provided by MPS; otherwise students are encouraged to purchase protective covers/cases for their devices;
- Store and use the device in a safe location and environment to avoid loss or damage to the device;
- Not remove the Asset Tag or other school property identifiers;
- Charge the MPS device's battery daily;
- Keep food and beverages away from the MPS device;
- Only use a soft cloth or approved screen cleaning solution to clean the screen of the device;
- Not disassemble any part of the MPS device or attempt any repairs;
- Not place decorations (such as stickers, markers, etc.) on the MPS device;
- Understand that the MPS device is subject to inspection at any time without notice and remains the property of MPS;
- Notify MPS by the next school day in the event of loss or damage to the device;
- File a police report in case of theft, vandalism, and other acts covered by MPS' insurance;
- Return the device to MPS when requested by the Technology Department for maintenance and upgrades;
- Return the MPS device and accessories upon demand, upon termination of enrollment and/or at the expiration of the school year in good working condition;
- Be aware that they may be held accountable for damage to a laptop resulting from "user abuse." Examples of "user abuse" include, but are not limited to, the following: leaving cables plugged in when storing the device in the carrying case which can cause broken connectors or ports; using the carrying case/sleeve for carrying textbooks, etc.; eating or drinking while using the device, resulting in damage to the device; storing the device for prolonged periods while in "stand by" or "sleep" mode (overheating can occur).

WAIVER OF PRIVACY RIGHTS

Users of the MPS technology services expressly waive any right of privacy in anything they create, store, send, or receive on the MPS device or through the Internet or any other computer network. Users consent to allowing MPS to access and review all materials users create, store, send, or receive on the device or through the Internet or any other computer network. Users understand that MPS monitors the use of its computer resources.

DISCLAIMER

Electronic information available to students does not imply endorsement of the content by MPS, nor can

MPS guarantee the accuracy of information obtained on the Internet.

MPS makes no warranties of any kind, whether expressed or implied, with respect to the information technology services it provides. MPS will not be responsible for damages resulting from the use of MPS device and MPS information technology services, including, but not limited to, loss of data resulting from delays, non-deliveries, missed deliveries, service interruptions.

MPS shall not be responsible for any charges or fees resulting from access to the internet or internet resources which are not authorized in writing by MPS.

SIGNATURES

After reading the Student Technology Use Policy and this Acceptable Use Agreement, please note that your signature on the MPS Acknowledgement of Student Handbook page at the end of this Handbook indicates that you agree to the terms and conditions provided here. Please note, the signature of both the parent/guardian and student are mandatory before access may be granted to the technologies available at MPS. This document, which incorporates the Use Policy and procedure, reflects the entire agreement and understanding of all parties.

TITLE I INFORMATION:

MPS receives Title I funding and is therefore required to provide certain information to parents as well as develop, with parental input, a Parent Involvement Policy. Please see below for these required notices and Policy.

Teacher Qualifications

Parents may request information regarding the professional qualifications of classroom teachers and/or paraprofessionals to parents upon request.

PARENT INVOLVEMENT POLICY

I. Introduction

Research has shown that the attitudes, behavior and achievement of children are enhanced when parents or other caregivers are involved in their children's education. To that end, the **Magnolia Public Schools (MPS)** (the "LEA") has adopted this parent involvement policy in order to promote learning and provide a more positive learning experience for the students of its schools.¹ This policy has also been

¹ Within this policy, the word "parent" is employed. This word is intended to reach any caregiver of students enrolled in the LEA's school, including but not limited to, parents, guardians, grandparents, aunts, uncles, foster parents, stepparents, etc.

submitted to the California Department of Education with the LEA's Consolidated Application.

II. Involvement in Drafting the LEA Plan

Parents will be involved in the development of the LEA/SSD plan, Single Plan for Student Achievement (SPSA), and the LEA's Local Control and Accountability Plan (LCAP). On an annual basis, the LEA will submit California Department of Education ("CDE") –required plans to the Parent Council for review and suggested changes before appropriate plans are submitted to the authorizers and the CDE with the Consolidated Application. In addition, all parents of participating children will annually be invited to review the LEA plan and submit comments.

If the LEA/SSD plan is not satisfactory to the parents of participating children, the LEA will submit any comments from parents of participating children with the LEA/SSD plan when it is submitted to the CDE.

III. Involvement in School Review and Improvement

All parents will be involved, to the extent applicable, in the process of school review and improvement. This includes disseminating the results of the local annual review of each school served under Title I, Part A to parents.

In addition, the parents of participating children will be invited to annually review the effectiveness of the parental involvement policy and other Title I, Part A activities and provide comments to the LEA.

Identification of a school for improvement: Before the LEA identifies its school for improvement, for corrective action, or for restructuring, it shall provide the parents of all children enrolled in the school with notice of an opportunity to review the school-level data, including academic assessment data, on which the proposed identification is based. If the **Principal** of the school believes, or a majority of the parents of the students enrolled in such school believe, that the proposed identification is in error for statistical or other substantive reasons, the **Principal** may provide supporting evidence to the LEA, which shall consider that evidence before making a determination.

School plan: Parents of participating children will be involved in the development and/or revision of a school plan required of the school identified for improvement, corrective action or restructuring, which plan shall be approved by the LEA in accordance with the Every Student Succeeds Act (ESSA).

Notice required after school identification: If the LEA's school is identified for improvement, corrective action or restructuring, the LEA will promptly provide to all parents of children enrolled in the school (in an understandable and uniform format, and to the extent practicable, in a language the parents can understand), a notice containing the following:

- An explanation of what the identification means, and how the school compares in terms of academic achievement to other

elementary or secondary schools served by the LEA and the CDE;

- The reasons for the identification;
- An explanation of what the LEA or the CDE is doing to address the problem of low achievement;
- An explanation of how the parents can become involved in addressing the academic issues that caused the school to be identified for school improvement; and
- As applicable, an explanation of the parents' option to transfer their child to another public school under the control of the LEA, return to their district of residence or to obtain supplemental educational services for the child.

Information regarding corrective action taken:

The LEA shall publish and disseminate information regarding any corrective action taken at a school to parents of each student enrolled in the school in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

Restructuring: Whenever a school fails to make adequate yearly progress after 1 full school year of corrective action or when the LEA is required to implement alternative governance, the LEA shall provide prompt notice to parents and provide parents with an adequate opportunity to comment before taking any action and to participate in developing any plan required by ESSA.

IV. Coordination, Technical Assistance, and Other Support

The LEA will provide the coordination, technical assistance and other support necessary to assist its participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance in the following ways:

- The LEA will reserve funds to the school for parent involvement activities as required by law;
- The LEA (board and school leaders) will collaborate to devise a timeline for parental involvement activities throughout the school year and create a follow up tool to ensure that the activities occur.
- The LEA will develop the necessary technical assistance for planning and implementing effective parent involvement activities to improve student academic achievement and school performance.

V. Annual Meeting

Within 60 days of the first day of school, the School shall convene an annual meeting to which all parents of children participating in Title I, Part A programs are

invited and encouraged to attend. The School will hold additional meetings to ensure the maximum parental participation, providing the same information, to be offered at flexible times, such as in the morning or evening.

The information provided at the meetings will inform parents of the School's receipt of Title I, Part A funds and the specific requirements of Title I, Part A. Additionally, parents shall be informed of their rights to be involved in Title I, Part A programs.

VI. Notice

Within **60** days of the beginning of school, the School will send [e.g., via mail, sent home with students, and/or placed in orientation packets and/or registration packets] a notice to [if in a targeted assistance school] [parents of participating children] [or if in a school with a school wide program] [all parents] containing, but not limited to, the following information:

- Information about Title I, Part A programs;
- An explanation of the requirements of Title I, Part A programs;
- A description of the rights parents have for participation in Title I, Part A programs;
- A description (including timing of meetings, location, etc.) of how parents can participate in the planning, review and/or improvement of the parent involvement policy, and if applicable, the schoolwide program.
- A description and explanation of the curriculum in use at the School, the forms of academic assessment used to measure student progress and the proficiency levels students are expected to meet;
- An invitation to attend the annual meeting and additional meetings, providing information about the purpose of the meetings and the dates and times.
- A copy of the most current Parent Involvement Policy and a feedback form for parents to comment on its content.

With this notice, the School will include a survey for parents to complete identifying whether they will require transportation, child care or home visits in order to participate in the parental involvement program of the School. If there is sufficient need for transportation or child care at any of the parental involvement activities identified in this policy, the School may provide such services and notify the parents of such provided services.

In addition to mailing this notice to parents of participating children, the School will post the information on its website.

VII. Title I, Part A Program Involvement

In order to involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I, Part A programs, the parent involvement policy, and if applicable, the schoolwide program plan, the School will involve parents of participating students as follows:

- The School will conduct at least one Family Learning Night each year where all parents of participating children will be invited to the School to learn about the different Title I, Part A programs, details of this policy, and if applicable, the schoolwide program plan. These meetings will be held at flexible times. Additionally, some may be located at community libraries or at parent volunteer homes for those who live far from the School.
- Parents not attending the Family Learning Nights will be contacted by a volunteer by telephone to encourage participation and inform them of future Family Learning Nights.
- The School will publish a regular Newsletter with notification of upcoming participation opportunities.
- The School will create a School Site Council (SSC) where it will plan, review and improve Title I, Part A programs, the parent involvement policy, and if applicable, the schoolwide program plan. The SSC will meet at the School and will consist of:

Category (a):

- The principal
- 4 teacher representatives selected by teachers at the school
- 1 other school personnel selected by peers at the school

Category (b):

- 3 parents of students attending the school selected by such parents
- 3 students selected by students attending the school

The SSC shall be constituted to ensure parity between the principal, classroom teachers and other school personnel; (b) equal numbers of parents or other community members selected by parents, and pupils. Classroom teachers shall comprise the majority of persons represented under category (a). (Education Code Section 52852)

Furthermore, Education Code Section 52852 states that parents or community members on the SSC may not be employed by the school district.

Additionally, the SSC will be involved in decisions regarding how funds reserved for parent involvement activities are allotted for those activities.

- Each year, the School will hold an End of School Night, at which parents of participating children will be invited to review Title I, Part A programs, the parent involvement policy, and if applicable, the schoolwide program plan and recommend any changes.
- **At least one** of parents of participating children will be invited to accompany School staff on retreats to participate in discussions and sessions dealing with Title I, Part A programs.
- If requested by parents of participating children, the School will schedule regular meetings where parents are able to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children. The School will respond to such suggestions within **48 hours**.
- If the schoolwide program plan is not satisfactory to parents of participating children, the School will submit any parent comments on the plan when it submits the plan to the LEA.

VIII. Building Capacity for Involvement

A. Standards, Assessments, Title I Requirements, Monitoring Progress and Improving Student Achievement

In order to ensure effective parental involvement and support a partnership among the LEA, parents and the community to improve student academic achievement, the LEA will provide the following programs to assist parents in understanding State academic content standards and State student academic achievement standards, State and local academic assessments, Title I requirements, and how to monitor their child's progress and work with educators to improve the academic achievement of their children (collectively referred to "Standards and Requirements"):

- The LEA will encourage parents to serve on its board of directors;
- The LEA will seek input from the Parent/Guardian Club and the SSC on ways to assist parents to understand the Standards and Requirements.
- The LEA will encourage parents to serve on its board committees.
- The LEA will regularly publish in its Newsletter, and/or on its website, descriptions and explanations of State academic content standards and State

student academic achievement standards, State and local academic assessments, Title I requirements, and how to monitor their child's progress and work with educators to improve the academic achievement of their children.

- Regular meetings will be held by the LEA at each school, at community libraries and/or parent volunteer homes to discuss how parents can work with educators to improve their child's academic achievement.
- The LEA will hold Back to School nights to introduce parents to the School's curriculum and its correlation to the State's academic content standards and academic achievement standards.
- Parents will be invited to attend regular classes to learn about State and local academic assessments and to take sample tests.

B. Helping Parents to Work with their Children

In an effort to foster parental involvement, the LEA will provide materials and training to help parents to work with their children to improve their children's achievement through the following programs:

- **Student-Teacher Status Portal:** MPS uses an online web portal to enable parents, students, and teachers to communicate more efficiently. Teachers have a webpage for every class in which they post course material, homework assignments, projects, course grade statistics and records of students' grades on quizzes, tests, class participation and homework assignments. Students and parents use confidential passwords to log on.
Families without home computers will be encouraged to come to the school and use one of the available computer stations. Classes are held at the school on how to use the portal as well as how to access it via free Internet access at public libraries if that is more convenient than coming to the school.
- The LEA will provide parents with access to literacy programs that bond families around reading and using the public library.
- The LEA will provide annual seminars on parenting skills and parent-child communication.
- The school's psychologist will work with parents to better understand their children and the issues facing them.
- The LEA will train parents how to tutor their children in the school.

- Individualized student and parent advisory sessions: Each of LEA teachers and mentors will be assigned to a small group of students. They will arrange two to four meetings at school during the school year to discuss their students' academic achievements.
- One-on-one meetings with the parents of academically low-achieving students to support the parent in providing the student the study environment he/she needs.

C. Education on Parent Involvement

The LEA will annually educate teachers, pupil services personnel, principals and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the School. The training shall take place each year in staff orientations, annual staff development materials and other in-service trainings held throughout the school year.

In order to better understand what works best for the current parents of participating children attending the LEA's schools, the education will take place after the following research is done (which shall be accomplished within the first 90 days of the commencement of the School year):

- **Home Visits:** Research has shown that one of the keys to successful teaching and schooling is creating personal connections with students inside and outside of school.² Knowing the students' outside interests, families, and home routines, and then using this information to connect in meaningful, individualized ways can have huge rewards in helping to create happier, healthier, and smarter kids. Recognizing these facts, the LEA will use home visits as one of the important features of its education program to not only improve student and school performance, but also to identify and intervene early with low-achieving students.

The LEA teachers will visit students at their homes to enhance student learning and involvement. Family visits offer invaluable insights about students. They can provide new understanding about students' learning styles. Visits might also reveal the emotional and social needs and behaviors of students. It is helpful to know if they react to problems with tears, anger, or withdrawal, and how they socialize with peers. Through family visits, teachers can identify students' latest interests or concerns, such as a new hobby, an upcoming trip, or a change in the family.

² Source:
http://crede.berkeley.edu/products/print/pract_briefs/pb1.shtml

- A phone tree will be established where volunteers call all parents of participating students to solicit feedback and ideas for building ties between parents and the LEA, how to best communicate with parents and how to work with parents as equal partners.
- A survey will be sent home to parents of participating students that solicits information on what skills each parent has to offer the LEA and what types of parental involvement programs in which parents would most likely participate.

D. Other Optional Parent Participation

The LEA will involve parents in the development of the training regarding the importance of parent involvement for teachers, principals and other educators to improve the effectiveness of such training.

In order to maximize parental involvement and participation, the LEA will arrange school meetings at various times or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at the LEA.

The LEA will adopt and implement model approaches to improving parental involvement.

The LEA will develop appropriate roles for community-based organizations and businesses in parent involvement activities, such as sponsoring events, providing volunteers for school activities, and creating internships for students.

IX. Coordination with Other Programs

If applicable, the LEA shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with programs such as Head Start, Early Reading First, and public preschool and other programs and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

The LEA will coordinate and integrate parent involvement programs and activities with these programs as follows: 1) requiring that the school conduct meetings involving parents, kindergarten or elementary school teachers, and Head Start teachers or, if appropriate, teachers from other early childhood development programs such as the Early Reading First program, to discuss the developmental and other needs of individual children; 2) developing and implementing a systematic procedure for receiving records regarding such children, transferred with parental consent from a Head Start program or, where applicable, another early childhood development program such as the Early Reading First program.

X. Annual Evaluation

The LEA, with the involvement of parents, shall conduct an annual evaluation of the content and effectiveness of this family involvement policy in improving the academic quality of the schools served under Title I, Part A, including identifying barriers to greater participation by parents in activities under ESSA. The LEA will pay particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. The LEA will use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, this family involvement policy.

XI. School-Parent Compact

At the beginning of each school year, the School will enter in to School-Parent Compacts with parents of participating children. The School-Parent Compact will outline how parents, the entire school staff and students will share the responsibility for improved student academic achievement and the means by which the School and parents will build and develop a partnership to help children achieve the State's high standards.

The Parent Council will annually evaluate the effectiveness of the School-Parent Compact and provide feedback and suggestions for revision.

XII. Involvement of Parents of Limited English Proficient Students, Disabled Parents and Parents of Migratory Children

The LEA shall implement an effective means of outreach to parents of limited English proficient students to inform them regarding how they can be involved in the education of their children and be active participants in assisting their children to attain English proficiency, achieve at high levels in core academic subjects and meet challenging State academic achievement standards and State academic content standards expected of all student. To accomplish this goal, the LEA will do the following:

- The LEA will hold regular meetings, and send notice of these meetings, for the purpose of formulating and responding to recommendations from parents of participating children.
- The LEA will provide language translators at parent meetings to the extent practicable.
- The LEA will schedule meetings to enable families to share information about culture, background, children's talents and particular needs for the schools.
- The LEA will provide parents of limited English proficiency with access to English as a Second Language (ESL) classes to increase their English language proficiency to assist their children with homework. The school's principal will visit the classes to interact with the parents.

- **English Learner Advisory Committee:** The English Learner Advisory Committee (ELAC) is mainly a committee of parents or other community members who want to advocate for English Learners. The committee provides parents of English Learners opportunities to learn more about the programs offered to their students and advises the principal and the School Site Council (SSC) on programs and services for English Learners.

State law mandates each school site with 21 or more students of Limited English Proficiency (LEP) in attendance, regardless of language, to form a functioning English Learner Advisory Committee (ELAC). The ELAC will be formed at the LEA when the School has 21 or more students of LEP.

The LEA will provide full opportunities for participation of parents with disabilities and parents of migratory children. To accomplish this goal, the LEA will do the following:

- The LEA will schedule meetings to enable families to share information about culture, background, children's talents and particular needs for the schools.
- Teachers will be encouraged to make home visits to discuss student progress with the parents. Parents, students, and teachers meet throughout the year to monitor students' progress.
- Teachers will meet one-on-one with parents of such students on an as needed basis to ensure the proper supports are in place for the student.

XIII. Notices

In accordance with law, the LEA will provide the following notices to parents of children attending Title I, Part A schools:

- Annual report card;
- A notice regarding the professional qualifications of the student's classroom teachers;
- The notice regarding language instruction programs;
- Any other notices required by law.

XIV. Miscellaneous

The LEA shall ensure that all information related to LEA and parent programs, meetings and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

The LEA will provide other reasonable support for parental involvement activities as requested by parents.

SCHOOL-PARENT-STUDENT COMPACT

This School-Parent³-Student Compact is adopted by the Magnolia Public Schools (MPS) (hereinafter "School") and is intended to outline how parents, the entire School staff and students will share the responsibility for improved student academic achievement and the means by which the School and parents will build and develop a partnership to help children achieve the State's high standards. To this end, the School, the Parent, and the Student roles are outlined as follows:

I. School Responsibilities

- The School will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables all students to meet the State Core Curriculum Content Standards in all content areas through aligned curriculum and rigorous assessment.
- The School will provide a variety of support programs to enhance instruction at all grade levels.
- The School will send frequent reports to parents on their child's progress.
- The School will hold parent-teacher conferences during which this Compact will be discussed as it relates to the individual student's achievement. Conference dates will be listed on the school calendar and additional dates will be sent through notification by the School.
- The School will grant parents reasonable access to staff by appointment through the office.
- The School will provide parents with the ability to observe classroom activities by appointment through the office.

II. Parent Responsibilities

I understand that my child's studies are very important and my participation in activities at MPS is a critical component of my child's educational success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- I will take a positive and active role in supporting my student's education.
- I will make certain my student attends school regularly and on time.
- I will notify school when child is absent and provide appropriate documentation.
- I will ensure that my student follows the school attendance policy and dress codes.

³ Within this policy, the word "parent" is employed. This word is intended to reach any caregiver of students enrolled in the School, including but not limited to, parents, guardians, grandparents, aunts, uncles, foster parents, stepparents, etc.

- I will ensure that my child come to school rested, clean, well-fed, and appropriately dressed (in student uniform).
- I will notify office immediately if there is a change of home address or phone number.
- I will set aside a specific time and place for my student to do homework.
- I will support my student in completing homework, including, if necessary, limiting time watching television, computer gaming, and recreational internet use.
- I will allow my student to attend remedial and other programs offered if requested by the school as is needed for individual improvement.
- I will set up a college bound environment at home and support my student through the college admission and scholarship finding process.
- I will emphasize my child adhere to the MPS Discipline Code at all times.
- I will enforce the School Code of Conduct with my child, including ensuring my child is wearing the uniform and promoting respect for teachers and all adults and students.
- I will follow through with any problem behaviors noted by the School.
- I will attend orientation meetings prior to the start of School.
- I will communicate regularly with my student's teachers to ensure his/her academic success (includes attending at least two conferences in a school year).
- I will review information and work sent home and/or posted on-line for parents and students via the school website and the online Student Information System and respond as necessary (computer access is available for parents at School if needed).
- I will review progress reports that are sent by the School and respond as necessary.
- I will encourage positive attitudes toward school.
- I will talk with my student about what he/she is learning.
- I will expect and encourage my student to be focused on learning.
- I will expect and support my student to strive consistently to give his/her best, and to make his/her best academic progress.
- I will assure that my child do not destroy materials (textbooks, equipment, etc.) and/or MPS property.
- I will pay for any damages to materials and/or property incurred by student.
- I will assure that students do not bring destructive materials to school (markers, paint, etc.)

- I will assure that all school materials loaned to students will be returned in the condition issued (textbooks, library books, etc.) I will pay for any lost or damaged books in CASH only.
- I understand that a student's bringing or possession of any weapon is grounds for expulsion from the Charter School.
- I will complete and return all necessary school forms and documents on time as requested by school officials.
- I will try to volunteer at School when requested.

III. Student Responsibilities

I am aware of my responsibilities and will do my best to satisfy my parents'/teachers' expectations at MPS because this will help me do better in the future. I agree to really try and do the following:

- I will come to school dressed in uniform every day and on time.
- I will be prepared for all my classes with all required materials.
- I will complete class work and homework on time.
- I will do all the homework assigned to me the best way I can and ask for help when needed.
- I will strive consistently to give my best, and to make my best academic progress.
- I will act responsibly and respectfully at all times and towards all members of the school community.
- I will follow all school rules.
- I will obey the School's Code of Conduct.
- I will respect my property, that of others, and that of the School.
- I will take good care of my books, and other materials the School allows me to use.
- I will serve my community.

INTERNAL COMPLAINT PROCEDURES

The purpose of the "Internal Complaint Review Policy" is to afford all employees of the School the opportunity to seek internal resolution of their work-related concerns. All employees have free access to the CEO or Board of Directors to express their work-related concerns. Please use the Internal Complaints Policy Form following this Policy to file complaints. A copy of this Policy and Complaint Form are also available in the main office of each MPS school.

Specific complaints of unlawful harassment are addressed under the School's "TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING POLICY."

a) Internal Complaints:

(Complaints by Employees Against Employees)

This section of the policy is for use when an MPS employee raises a complaint or concern about a co-worker.

If reasonably possible, internal complaints should be resolved at the lowest possible level, including attempts to discuss/resolve concerns with your immediate supervisor. However, in the event an informal resolution may not be achieved or is not appropriate, the following steps will be followed by the Principal (or the CEO (or designee) for MPSCO employees):

- The complainant will bring the matter to the attention of the Principal (or the CEO (or designee) for MPSCO employees) as soon as possible after attempts to resolve the complaint with the immediate supervisor have failed or if not appropriate; and
- The complainant will reduce his or her complaint to writing, indicating all known and relevant facts. The Principal (or the CEO for MPSCO employees) (or designee) will then investigate the facts and provide a solution or explanation;
- If the complaint is about the Principal, the complainant may file his or her complaint in a signed writing to the CEO (or designee.) The CEO (or designee) will then investigate the facts and provide a solution or explanation;
- If the complaint is about the CEO, the complainant may file his or her complaint in a signed writing to the President of the Board of Directors of the School, who will then confer with the Board and may conduct a fact-finding or authorize a third party investigator on behalf of the Board. The Board President or investigator will report his or her findings to the Board for review and action, if necessary.

This policy cannot guarantee that every problem will be resolved to the employee's satisfaction. However, the School values each employee's ability to express concerns and the need for resolution without fear of adverse consequence to employment.

b) Policy for Complaints Against Employees:

(Complaints by Third Parties Against Employees)

This section of the policy is for use when a non-employee raises a complaint or concern about a School employee.

If complaints cannot be resolved informally, complainants may file a written complaint with the office of the Principal or the CEO (if the complaint concerns the Principal) or the Board President (if the complaint concerns the CEO) as soon as possible after the events that give rise to the complainant's concerns. The written complaint should set forth in detail the factual basis for the complaint.

In processing the complaint, the Principal (or the CEO (or the Board President)) (or designee) shall abide by the following process:

- The Principal (or the CEO) (or designee) shall use his or her best efforts to ascertain the facts relating to the complaint. Where applicable, the Principal (or the CEO) (or designee) shall talk with the parties identified in the complaint or persons with knowledge of the particulars of the complaint to ascertain the facts relating to the complaint.
- In the event that the Principal (or the CEO) (or designee) finds that a complaint against an employee is valid, the Principal (or the CEO) (or designee) may take appropriate disciplinary action against the employee. As appropriate, the Principal (or the CEO) (or designee) may also simply counsel/reprimand employees as to their conduct without initiating formal disciplinary measures.
- The Principal's (or the CEO's) (or designee's) decision relating to the complaint shall be final unless it is appealed to the Board of Directors of the School. The decision of the Board of Directors shall be final.

General Requirements:

- Confidentiality: All complainants will be notified that information obtained from the complainants and thereafter gathered will be maintained in a manner as confidential as possible, but in some circumstances absolute confidentiality cannot be assured.
- Non-Retaliation: All complainants will be advised that they will be protected against retaliation as a result of the filing of any complaints or participation in any complaint process. Resolution: The Board (if a complaint is about the CEO) or the CEO (if a complaint is about the Principal or MPSCO employees) or the Principal or designee will investigate complaints appropriately under the circumstances and pursuant to the applicable procedures, and if necessary, take appropriate remedial measures to ensure effective resolution of any complaint.

INTERNAL COMPLAINT PROCEDURES FORM

Your Name: _____ Date: _____

Date of Alleged Incident(s): _____

Name of Person(s) you have a complaint against: _____

List any witnesses that were present: _____

Where did the incident(s) occur?

Please describe the circumstances, events, or conduct that are the basis of your complaint by providing as much factual detail as possible (i.e. specific statements; what, if any, physical contact was involved; any verbal statements; what did you do to avoid the situation, etc.) (Attach additional pages, if needed):

I hereby authorize MPS to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand providing false information in this regard could result in disciplinary action up to and including termination.

_____ Date: _____

Signature of Complainant

Print Name

To be completed by MPS:

Received by: _____ Date: _____

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING POLICY

MPS believes all students have the right to a safe and civil learning environment. Discrimination, sexual harassment, harassment, intimidation, and bullying are all disruptive behaviors which interfere with students' ability to learn, and negatively affect student engagement, diminish school safety, and contribute to a hostile school environment. As such, MPS prohibits any acts of discrimination, sexual harassment, harassment, intimidation, and bullying altogether. This policy is inclusive of instances that occur on any area of the school campus, at school-sponsored events and activities, regardless of location, through school-owned technology, and through other electronic means.

As used in this policy, discrimination, sexual harassment, harassment, intimidation, and bullying are described as the intentional conduct, including verbal, physical, written communication or cyber-bullying, including cyber sexual bullying, based on the actual or perceived characteristics of disability, pregnancy, gender, gender identity, gender expression, nationality, ancestry, race or ethnicity, immigration status, religion, religious affiliation, sexual orientation, childbirth or related medical conditions, marital status, age, or association with a person or group with one or more of these actual or perceived characteristics or any other basis protected by federal, state, local law, ordinance or regulation. In addition, bullying encompasses any conduct described in the definitions set forth in this Policy. Hereafter, such actions are referred to as "misconduct prohibited by this Policy."

To the extent possible, MPS will make reasonable efforts to prevent students from being discriminated against, harassed, intimidated, and/or bullied, and will take action to investigate, respond, address and report on such behaviors in a timely manner. MPS school staff that witness acts of misconduct prohibited by this Policy will take immediate steps to intervene when safe to do so.

Moreover, MPS will not condone or tolerate misconduct prohibited by this Policy by any employee, independent contractor or other person with which MPS does business, or any other individual, student, or volunteer. This policy applies to all employee, student, or volunteer actions and relationships, regardless of position or gender. MPS will promptly and thoroughly investigate any complaint of such misconduct prohibited by this Policy and take appropriate corrective action, if warranted.

Title IX, Harassment, Intimidation, Discrimination and Bullying Coordinator ("Coordinator"):

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
Phone: (213) 628-3634

Definitions

Prohibited Unlawful Harassment

- Verbal conduct such as epithets, derogatory jokes or comments or slurs
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work or school because of sex, race or any other protected basis
- Retaliation for reporting or threatening to report harassment
- Deferential or preferential treatment based on any of the protected classes above

Prohibited Unlawful Harassment under Title IX

Title IX (20 U.S.C. § 1681 *et. seq*; 34 C.F.R. § 106.1 *et. seq*) and California state law prohibit harassment on the basis of sex. In accordance with these existing laws, discrimination on the basis of sex in education institutions is prohibited. All persons, regardless of sex, are afforded equal rights and opportunities and freedom from unlawful discrimination in education programs or activities conducted by MPS.

MPS is committed to provide a workplace and educational environment free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action.

Sexual harassment consists of sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature when: (a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress; (b) submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual; (c) the conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment; and/or (d) submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

It is also unlawful to retaliate in any way against an individual who has articulated a good faith concern about sexual harassment against him/her or against another individual.

Sexual harassment may include, but is not limited to:

- Physical assaults of a sexual nature, such as:
 - Rape, sexual battery, molestation or attempts to commit these assaults and

- Intentional physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body
- Unwanted sexual advances, propositions or other sexual comments, such as:
 - Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience
 - Preferential treatment or promises of preferential treatment to an individual for submitting to sexual conduct, including soliciting or attempting to solicit any individual to engage in sexual activity for compensation or reward or deferential treatment for rejecting sexual conduct
 - Subjecting or threats of subjecting an employee or student to unwelcome sexual attention or conduct or intentionally making the student's or employee's performance more difficult because of the employee's or the student's sex
- Sexual or discriminatory displays or publications anywhere in the workplace or educational environment, such as:
 - Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing or possessing any such material to read, display or view at work or the educational environment
 - Reading publicly or otherwise publicizing in the work or educational environment materials that are in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic, and
 - Displaying signs or other materials purporting to segregate an individual by sex in an area of the workplace or educational environment (other

than restrooms or similar rooms)

The illustrations of harassment and sexual harassment above are not to be construed as an all-inclusive list of prohibited acts under this Policy.

Prohibited Bullying

Bullying is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. Bullying includes one or more acts committed by a student group or group of students that may constitute as sexual harassment, hate violence, or creates an intimidating and/or hostile educational environment, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing a reasonable pupil* or pupils in fear of harm to that pupil's or those pupils' person or property.
2. Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
3. Causing a reasonable pupil to experience a substantial interference with his or her academic performance.
4. Causing a reasonable pupil to experience a substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by MPS.

* "Reasonable pupil" is defined as a pupil, including, but not limited to, an exceptional needs pupil, who exercises care, skill and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Cyberbullying is an electronic act that includes the transmission of harassing communication, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Electronic act means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

1. A message, text, sound, video, or image.
2. A post on a social network Internet Web site including, but not limited to:
 - a. Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or

more of the effects as listed in the definition of "bullying," above.

- b. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in the definition of "bullying," above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - c. Creating a false profile for the purpose of having one or more of the effects listed in the definition of "bullying," above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
3. An act of "Cyber sexual bullying" including, but not limited to:
- a. The dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in definition of "bullying," above. A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - b. "Cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
4. Notwithstanding the definitions of "bullying" and "electronic act" above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

Reporting

All staff are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of misconduct prohibited by this Policy, to intervene as soon as it is

safe to do so, call for assistance, and report such incidents. The Board requires staff to follow the procedures in this policy for reporting alleged acts of misconduct prohibited by this Policy.

Any employee or student who believes they have been subject to misconduct prohibited by this Policy or has witnessed such prohibited misconduct is encouraged to immediately report such misconduct to the Coordinator:

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
Phone: (213) 628-3634

Complaints regarding such misconduct may also be made to the U.S. Department of Education, Office for Civil Rights.

While submission of a written report is not required, the reporting party is encouraged to submit a written report to the Coordinator. Oral reports shall also be considered official reports. Reports may be made anonymously, but formal disciplinary action cannot be based solely on an anonymous report.

Students are expected to report all incidents of misconduct prohibited by this Policy or other verbal, or physical abuses. Any student who feels she/he is a target of such behavior should immediately contact a teacher, counselor, the Principal, Coordinator, a staff person or a family member so that she/he can get assistance in resolving the issue in a manner that is consistent with this Policy.

MPS acknowledges and respects every individual's right to privacy. All reports shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This includes keeping the identity of the reporter confidential, as appropriate, except to the extent necessary to carry out the investigation and/or to resolve the issue, as determined by the Coordinator or administrative designee on a case-by-case basis.

MPS prohibits any form of retaliation against any reporter in the reporting process, including but not limited to a reporter's filing of a complaint or the reporting of instances of misconduct prohibited by this Policy. Such participation shall not in any way affect the status, grades, or work assignments of the reporter.

All supervisors of staff will receive sexual harassment training within six (6) months of their assumption of a supervisory position and will receive further training once every two (2) years thereafter. All staff will receive sexual harassment training and/or instruction concerning sexual harassment as required by law.

Investigation

Upon receipt of a report of misconduct prohibited by this Policy from a student, staff member, parent, volunteer, visitor or affiliate of MPS, the Coordinator or administrative designee will promptly initiate an

investigation. In most cases, a thorough investigation will take no more than seven (7) school days. If the Coordinator, or administrative designee determines that an investigation will take longer than seven (7) school days, he or she will inform the complainant and any other relevant parties and provide an approximate date when the investigation will be complete.

At the conclusion of the investigation, the Coordinator or administrative designee will meet with the complainant and, to the extent possible with respect to confidentiality laws, provide the complainant with information about the investigation, including any actions necessary to resolve the incident/situation. However, in no case may the Coordinator or administrative designee reveal confidential information related to other students or employees, including the type and extent of discipline issued against such students or employees.

All records related to any investigation of complaints under this Policy are maintained in a secure location.

Consequences

Students or employees who engage in misconduct prohibited by this Policy will be subject to disciplinary action.

Uniform Complaint Procedures

When harassment or bullying is based upon one of the protected characteristics set forth in this Policy, a complainant may also fill out a Uniform Complaint Procedures (“UCP”) complaint form at any time during the process, consistent with the procedures laid out in this Handbook.

Right of Appeal

Should the reporting individual find the Coordinator’s resolution unsatisfactory, he/she may follow the Dispute Resolution Process found in this Student/Family Handbook.

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING COMPLAINT FORM

Your Name: _____ Date: _____

Date of Alleged Incident(s): _____

Name of Person(s) you have a complaint against: _____

List any witnesses that were present: _____

Where did the incident(s) occur? _____

Please describe the events or conduct that are the basis of your complaint by providing as much factual detail as possible (i.e. specific statements; what, if any, physical contact was involved; any verbal statements; what did you do to avoid the situation, etc.) (Attach additional pages, if needed):

I hereby authorize MPS to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand providing false information in this regard could result in disciplinary action up to and including termination.

Date: _____

Signature of Complainant

Print Name

To be completed by MPS:

Received by: _____ Date: _____

Follow up Meeting with Complainant held on: _____

UNIFORM COMPLAINT PROCEDURES

- a. MPS has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violations of state or federal laws governing educational programs, the charging of unlawful pupil fees, non-compliance with the Local Control Funding Formula, and non-compliance with reasonable accommodations for lactating pupils.
- b. MPS shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedure ("UCP") adopted by our local board. Unlawful discrimination harassment, intimidation, or bullying complaints may be based on actual or perceived characteristics of age, ancestry, color, disability, ethnic group identification, gender expression, gender identity, gender, genetic information, nationality, national origin, immigration status, race or ethnicity, religion, sex, or sexual orientation, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any MPS program or activity.
- c. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:
- Adult Education Programs; After School Education and Safety Programs; Agricultural Vocational Educational Programs; American Indian Education Centers and Early Child Education Program Assessments; Consolidated Categorical Aid Programs; Migrant Education; Career Technical and Technical Education and Training Programs; Child Care and Developmental Programs; Child Nutrition Programs; Foster and Homeless Youth Services; No Child Left Behind Act (2001) Programs (Titles I-VII), including improving academic achievement, compensatory education, limited English proficiency, and migrant education; Regional Occupational Centers and Programs; Special Education Programs; State Preschool; Tobacco-Use Prevention Education; Requirements governing the Local Control Funding Formula or Sections 47606.5 and 47607.3 of the Education Code, as applicable; and Reasonable Accommodations to a Lactating Pupil.
- d. A complaint of noncompliance with laws relating to pupil fees may be filed pursuant to the local UCP. A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity. A pupil fee includes, but is not limited to, all of the following:
1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
 2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
 3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.
 4. A pupil fee complaint shall not be filed later than one year from the date the alleged violation occurred.
- e. Complaints of noncompliance with the requirements governing the Local Control and Accountability Plan, Local Control Funding Formula or Sections 47606.5 and 47607.3 of the Education Code, as applicable, may also be filed under the local UCP.
- f. Complaints of noncompliance with the requirements of Education Code Section 222 regarding the rights of lactating pupils on a school campus may also be filed under the local UCP.
- g. Complaints of noncompliance with the requirements of Education Code Section 48645.7 regarding the rights of juvenile court school pupils when they become entitled to a diploma. If the Charter School finds merit in a complaint, or if the Superintendent finds merit in an appeal, the Charter School shall provide a remedy to the affected pupil.
- h. All complaints that fall within the UCP, including complaint of noncompliance with laws relating to pupil fees, must be filed in writing with the complaint officer listed below. A complaint regarding pupil fees may be filed anonymously if the complaint provides evidence or information to support an allegation of noncompliance with laws relating to pupil fees. The compliance officer is:
- Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012

Phone: (213) 628-3634

- i. Complaints alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged unlawful discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged unlawful discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the Compliance Officer or his or her designee.
- j. Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The School person responsible for investigating the complaint shall conduct and complete the investigation in accordance with California regulations and in accordance with the School's procedures.
- k. The complainant has a right to appeal the School's Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the Decision. The appeal must include a copy of the complaint filed with the School and a copy of the School's Decision. The appeal should be sent to:
- California Department of Education
1430 N Street
Sacramento, CA 95814
- l. Civil law remedies may be available under state or federal discrimination, harassment, intimidation, or bullying laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of MPS' complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.
- m. A complete copy of the UCP policy and complaint procedures is posted in every classroom and shall be available free of charge in the main office of each MPS school and MPS website. A copy of the UCP complaint form is contained in this Handbook.

Magnolia Science Academy-1, 2, 3, and 5 are authorized by the Los Angeles County Board of Education.

Los Angeles County Office of Education (LACOE)
Charter School Office (CSO) Contact:

- Los Angeles County Office of Education
Charter School Office
9300 Imperial Highway
Downey, CA 90242
Office Phone Line: (562) 922-8806
Comments & Concerns Line: (562) 922-8807
Office Fax: (562) 922-8805
Website: www.lacoe.edu

Magnolia Science Academy-4, 6, 7, and Bell are authorized by the Los Angeles Unified School District (LAUSD) Board of Education.

LAUSD Charter Schools Division (CSD) Contact:

- Los Angeles Unified School District
Charter Schools Division
333 S. Beaudry Ave. 20th Floor
Los Angeles, CA 90017
Main Office: (213) 241-0399
Fax: (213) 241-2054
Website: www.lausd.net

Magnolia Science Academy-San Diego is authorized by the San Diego Unified School District (SDUSD) Board of Education.

SDUSD Office of Charter Schools (OCS) Contact:

- San Diego Unified School District
Office of Charter Schools
4100 Normal Street, Annex 15
San Diego, CA 92103
Main Office: (619) 725-7107
Website: www.sandiegounified.org

Magnolia Science Academy-Santa Ana is authorized by the State Board of Education (SBE).

California Department of Education (CDE) Charter Schools Division (CSD) Contact:

- California Department of Education
Charter Schools Division
1430 N Street, Suite 5401
Sacramento, CA 95814-5901
Phone: (916) 322-6029
Fax: (916) 322-1465
Email: charters@cde.ca.gov
Website: www.cde.ca.gov

UNIFORM COMPLAINT PROCEDURES FORM

Last Name: _____ First Name/MI: _____

Student Name (if applicable): _____ Grade: _____ Date of Birth: _____

Street Address/Apt. #: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

School/Office of Alleged Violation: _____

For allegation(s) of noncompliance, please check the program or activity referred to in your complaint, if applicable:

- | | | |
|---|--|--|
| <input type="checkbox"/> Adult Education | <input type="checkbox"/> After School Education and Safety | <input type="checkbox"/> Agricultural Vocational Education |
| <input type="checkbox"/> American Indian Education | <input type="checkbox"/> Consolidated Categorical Aid | <input type="checkbox"/> Career/Technical Education |
| <input type="checkbox"/> Child Development Programs | <input type="checkbox"/> Child Nutrition | <input type="checkbox"/> Foster/Homeless Youth |
| <input type="checkbox"/> Migrant Education | <input type="checkbox"/> No Child Left Behind Programs | <input type="checkbox"/> Regional Occupational Programs |
| <input type="checkbox"/> Special Education | <input type="checkbox"/> State Preschool | <input type="checkbox"/> Tobacco-Use Prevention Education |
| <input type="checkbox"/> Pupil Fees | <input type="checkbox"/> Local Control Funding Formula / Local Control and Accountability Plan | <input type="checkbox"/> Lactating Pupils |
| <input type="checkbox"/> Bilingual Education | <input type="checkbox"/> School Safety Plans | <input type="checkbox"/> Economic Impact Aid |
| <input type="checkbox"/> Every Student Succeeds Act | | <input type="checkbox"/> Juvenile Court School Pupils |

For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check the basis of the unlawful discrimination, harassment, intimidation or bullying described in your complaint, if applicable:

- | | | |
|--|---|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Gender / Gender Expression / Gender Identity | <input type="checkbox"/> Sex (Actual or Perceived) |
| <input type="checkbox"/> Ancestry | <input type="checkbox"/> Genetic Information | <input type="checkbox"/> Sexual Orientation (Actual or Perceived) |
| <input type="checkbox"/> Color | <input type="checkbox"/> National Origin | <input type="checkbox"/> Based on association with a person or group with one or more of these actual or perceived characteristics |
| <input type="checkbox"/> Disability (Mental or Physical) | <input type="checkbox"/> Race or Ethnicity | <input type="checkbox"/> Marital Status |
| <input type="checkbox"/> Ethnic Group Identification | <input type="checkbox"/> Religion | |
| <input type="checkbox"/> Medical Condition | | |
| <input type="checkbox"/> Immigration Status | | |

1. Please give facts about the complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.

2. Have you discussed your complaint or brought your complaint to any MPS personnel? If you have, to whom did you take the complaint, and what was the result?

3. Please provide copies of any written documents that may be relevant or supportive of your complaint.

I have attached supporting documents. Yes No

Signature: _____ Date: _____

Mail complaint and any relevant documents to:

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
(213) 628-3634

INFORMAL COMPLAINT PROCEDURES

The ultimate purpose of this informal complaint procedure is to encourage the growth and development of MPS as a healthy community. Conflict is often a part of any development or growth process and may arise in any community. An effective process for resolving conflict is therefore both consistent with the vision and mission of MPS, and an essential component of the communication model that our School has adopted.

MPS recognizes that effective communication is paramount in effective conflict resolution and therefore strongly encourages communication strategies that include: Taking personal responsibility for one's own feelings and needs; communication that mutually acknowledges the needs and concerns of one another; and demonstrating honesty and integrity in every interaction.

LEVEL 1: Direct Resolution

If reasonably possible, informal complaints should be resolved at the lowest possible level, including attempts to discuss/resolve concerns with the person directly using conflict resolution skills without the intervention of a supervisor or other School administrator. It is the hope of MPS that most disputes can be resolved informally by direct and healthy communication between individuals. Such attempts at informal resolution should be documented in writing to assist the Principal (or CEO) and/or Board of Directors to participate effectively in the conflict's resolution.

Examples:

- Pedagogical issues pertaining to anything that occurs in the classroom, i.e., teaching, curriculum, classroom management, or teacher-student relationships, should be addressed directly with the class teacher. Teachers can be contacted by email, written note or via appointment.
- Complaints/concerns about employees or supervisors that do not involve complaints of discrimination or harassment or violations of law should be first addressed with the employee or supervisor directly.

If the person(s) involved are unable to resolve the conflict or complaint, the complainant should contact the immediate/appropriate supervisor in an effort to resolve the issue.

LEVEL 2: School Level Resolution

- At this step, the complainant should be prepared to give details about the complaint and steps taken to resolve it. The immediate/appropriate supervisor will acknowledge receipt of the complaint in three (3) working days, investigate the complaint, a process which normally involves a discussion with the complainant, gathering of

relevant facts and evidence, and respond to the complainant within ten (10) working days.

Examples:

- Pedagogical, academic or teacher related issues should be addressed with the Dean of Academics/Assistant Principal.
- Student behavior and discipline issues should be addressed with the Dean of Students/Assistant Principal.
- All other issues should be addressed with the Principal.

If the complainant is not satisfied with the response from the immediate/appropriate supervisor, e.g., Dean of Academics/Students or Assistant Principal or the complaint should be directly addressed with the Principal, the complainant should contact the Principal, who will respond within the same timeline. If the complainant is still dissatisfied, and wishes to take it further, the complainant, in writing, should bring the matter to the attention of the Chief Executive Officer (CEO) of MPS in an effort to resolve the issue.

LEVEL 3: MPS Home Office ("Home Office") Level Resolution

At this step, the complainant should fill out the attached "Informal Complaint Procedures Form" giving details about the complaint and steps taken to resolve it, and contact the CEO of MPS at:

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
(213) 628-3634

The CEO (designee) will acknowledge receipt of the written complaint in five (5) working days, attempt to identify a resolution that is acceptable to both parties, within fifteen (15) working days of the receipt of the written complaint.

If the complainant is not satisfied with the response from the CEO (designee), and wishes to take it further, the complainant, in writing, should bring the matter to the attention of the MPS Board of Directors ("the Board.")

LEVEL 4: Board Level Resolution *

At this step, the complainant can file a written complaint with the Board through the Administrative Assistant at the MPS Home Office. (Same contact information as in Level 3) The complainant should update the Internal Complaint Procedures Form that was used in Level 3. The Administrative Assistant will acknowledge receipt of the written complaint in five (5) working days. The Board may consider the matter at its next regular Board meeting or at a special board meeting convened in order to meet the internal 60 day target within which MPS strives to answer the complaint. The Board may decide not to hear the

complaint, in which case the CEO's decision will be final. If the Board hears the complaint, the Administrative Assistant will send the Board's decision to the complainant within 60 days of the School's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. The decision of the Board shall be final.

* For MSA-San Diego, MSA-San Diego Governance Committee will work with the Principal and the Home Office in following the Informal Complaint Procedures to resolve internal complaints and conflicts before they escalate to the MPS Board level.

The complainant has a right to appeal the Board's Decision to the California Department of Education (CDE). In that case, the complainant needs to fill out a "Uniform Complaint Procedure Form" - provided in this handbook – and file it within 15 days of receiving the Decision. The appeal must include a copy of the complaint filed with the School and a copy of the Board's Decision. The appeal should be sent to:

California Department of Education
1430 N Street
Sacramento, CA 95814

INFORMAL COMPLAINT PROCEDURES FORM

Last Name: _____ First Name/MI: _____

Student Name (if applicable): _____ Grade: _____ Date of Birth: _____

Street Address/Apt. #: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Please give facts about the complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.

Have you discussed your complaint or brought your complaint to any MPS personnel? If you have, to whom did you take the complaint, and what was the result?

Please provide copies of any written documents that may be relevant or supportive of your complaint.

I have attached supporting documents. Yes No

Signature: _____ Date: _____

Mail complaint and any relevant documents to:

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
(213) 628-3634

The following is information regarding your rights and responsibilities regarding filing a Title IX Complaint.

Title IX Coordinator Contact Information

All complaints should be sent to our Title IX Coordinator, who can be reached at:

Chief Executive Officer
Magnolia Public Schools
250 E. 1st St., Ste. 1500
Los Angeles, CA 90012
Phone: (213) 628-3634

Your Rights and Responsibilities Under Title IX

(a) You have the right to fair and equitable treatment and you shall not be discriminated against based on your sex.

(b) You have the right to be provided with an equitable opportunity to participate in all academic extracurricular activities and athletics offered by the MPS.

(c) You have the right to apply for athletic scholarships.

(d) You have the right to receive equitable treatment and benefits in the provision of all of the following:

- Equipment and supplies.
- Scheduling of games and practices.
- Transportation and daily allowances.
- Access to tutoring.
- Coaching.
- Locker rooms.
- Practice and competitive facilities.
- Medical and training facilities and services.
- Publicity.

(e) You have the right to have access to our Title IX Coordinator regarding gender equity laws. Please see above for this Coordinator's contact information.

(f) You have the right to file a confidential discrimination complaint with the United States Office for Civil Rights or California Department of Education if you believe you have been discriminated against or if you believe you have received unequal treatment on the basis of your sex. See below for more information regarding how to file a complaint.

(g) You have the right to pursue civil remedies if you have been discriminated against.

(h) You have the right to be protected against retaliation if you file a discrimination complaint.

(i) You can find out more information regarding your rights, MPS' responsibilities, and access information on gender equity laws from the following resources:

- California Interscholastic Federation:
<http://www.cifstate.org/governance/equity/indx>
- California Department of Education, Office for Equal Opportunity:

<http://www.cde.ca.gov/re/di/eo/dutytoprotect.asp>

- United States Department of Education, Office for Civil Rights:
<https://www2.ed.gov/about/offices/list/ocr/frontpape/pro-students/sex-pr.html>

How to File a Complaint Under Title IX

(a) You can find more information regarding how to file a complaint as follows:

- The United States Office for Civil Rights website:
<https://www2.ed.gov/about/offices/list/ocr/docs/howto.html?src=rt>.
- California Department of Education website:
<http://www.cde.ca.gov/re/di/eo/complaint.asp>
- MPS Uniform Complaint Procedures ("UCP") or Harassment, Intimidation, Discrimination, Bullying Policy. Please check your School's website or main office for a complete copy of these policies.

(b) A complaint regarding discrimination or harassment based on sex must ordinarily be filed with the U.S. Office for Civil Rights within 180 days of the last act of discrimination. If your complaint involves matters that occurred longer than this and you are requesting a waiver, you will be asked to show good cause why you did not file your complaint within the 180-day period. If you have questions about your situation, you can contact the California branch of the Office for Civil Rights at the address listed below. A complaint filed with MPS under our UCP alleging unlawful discrimination, harassment, intimidation or bullying must be initiated no later than six (6) months from the date when the alleged unlawful discrimination, harassment, intimidation or bullying occurred, or six (6) months from the date when the complainant first obtained knowledge of the facts of the alleged unlawful discrimination, harassment, intimidation or bullying.

(c) The U.S. Office for Civil Rights has its own policies and procedures for investigating complaints. Please review the above link for more information about this process. A complaint filed with MPS under our UCP or Harassment/ Intimidation/ Discrimination/ Bullying policy will be investigated in compliance with those policies.

(d) There are a variety of ways to file your complaint. You can use the U.S. Office for Civil Rights electronic complaint form filed directly through their website; or mail, email, or send by facsimile your own letter or a completed copy of the Office for Civil Rights Discrimination Complaint Form.

- The electronic complaint form is available at <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

- You can send a completed version of this form or your own letter via email, facsimile, or regular mail to the following addresses:

**San Francisco Office
Office for Civil Rights
U.S. Department of Education
50 United Nations Plaza
Mail Box 1200, Room 1545
San Francisco, CA 94102**

**Telephone: 415-486-5555
FAX: 415-486-5570; TDD: 800-877-8339
Email: ocr.sanfrancisco@ed.gov or
ocr@ed.gov**

To file a UCP or complaint under our Title IX/
Harassment/ Intimidation/ Discrimination/ Bullying
complaint directly with MPS, please follow procedures
set forth in those policies.

MAGNOLIA PUBLIC SCHOOLS

Receipt of and Agreement to the MPS Handbook, Student Technology Use Policy-Acceptable Use Agreement, and School-Parent-Student Compact

I have received a copy of the Magnolia Public Schools Student/Parent Handbook including the Student Technology Use Policy-Acceptable Use Agreement, and School-Parent-Student Compact, or I can access it at the school website. I understand that it is a source of information and a set of guidelines for implementation of school policies and procedures. I have read, understood, and agreed to the Student/Parent Handbook including the Student Technology Use Policy-Acceptable Use Agreement and School-Parent-Student Compact. I, as a Magnolia Public School student, understand and agree that use of Magnolia Public Schools computer and technology is a privilege and not a right. I understand that if I violate the Student Technology Use Policy-Acceptable Use Agreement in any way, I will be subject to referral and possible suspension. I, as a Magnolia Public School parent or guardian, understand that I may be liable for the replacement cost for property Magnolia Public School loaned to my student that my student fails to return or that is willfully cut, defaced, or otherwise damaged, up to an amount not to exceed \$10,000 (ten thousand dollars), adjusted annually for inflation. When I am unable to pay for the damages, Magnolia Public School will provide a program of voluntary work for my student in lieu of the payment of monetary damages. If my child is over the age of majority, he/she shall be liable for the same. I understand that Magnolia Public Schools can unilaterally rescind, modify, or make exceptions to any of these policies, or adopt new policies, at any time. I also understand that the provisions of the Handbook will control over any contrary statements, representations or assurances made by any supervisory personnel except those made in writing by the Chief Executive Officer or his or her designee.

IMPORTANT NOTICE

Dear Parents/Guardians,

- *Please read and discuss the policies, procedures, and expectations with your child/children before signing and returning the receipt on this page.*
- *Each individual MPS school may include amendments into this handbook addressing local issues.*
- *Any changes or additions to this handbook will be given to the students and parents/guardians in writing.*

Student's Name: _____ **Student's Signature:** _____

Parent/Guardian's Name: _____ **P/G's Signature:** _____

(If known, circle grade and group.) **Date:** _____

Grade:

TK	K	1	2	3	4	5	6	7	8	9	10	11	12
----	---	---	---	---	---	---	---	---	---	---	----	----	----

Group:

A	B	C	D	E	F	G	Other:
---	---	---	---	---	---	---	--------

Copy for Student File



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 13, 2018

RE: Approval of changes to the MPS student/parent handbook and its policies to comply with AB699

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the proposed changes pertaining to the above matter.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date in blue ink that reads "09/07/2018".

Date

A handwritten signature in black ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date in black ink that reads "09/07/2018".

Date

Cover Sheet

LA Arts Commission Advancement Grant Matching Grant - Acceptance and Match Allocations

Section: II. Consent Items
Item: B. LA Arts Commission Advancement Grant Matching Grant -
Acceptance and Match Allocations
Purpose: Vote
Submitted by:
Related Material: II B Advancement Grant.pdf



Board Agenda Item #	II B- Consent Item
Date:	September 13, 2018
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Ismael Soto, Director of Partnerships
RE:	Acceptance of the LA County Arts Commission matching grant through the Advancement Grant Program

PROPOSED BOARD MOTION

I move that the board accept the LA County Arts Commission matching grant of \$16,400 through the Advancement Grant Program.

BACKGROUND

For the first 15 years, Magnolia Public Schools (MPS) has had a clear STEM focus. In 2015, MPS Leadership and its Board of Directors committed *to expanding on this success and made the shift towards a strong STEAM-focused organization*. As the arts are more widely embraced, we believe that authentic connections and through lines between multiple disciplines will be made visible, and strategies will emerge to support integration. There are three pillars that undergird the work of MPS: *Innovation, Connection, Excellence. These all apply directly to our efforts with the arts.*

Throughout the 2016-2017 academic school year, a total of four Community Arts Team (CAT) meetings were held in October and December of 2016 and in January and March of 2017. In addition, strategic design and special follow-up meetings were held with the Arts Ed Collective coach, Peggy Burt and MPS team co-chairs.

At the beginning of the Arts Ed Collective planning process, the key priority was to create a cohesive vision for how the arts can support all students in MPS. In addition, the plan

needed to identify ways to fully support teachers through high-quality professional development in arts and arts integration. Through the process, an additional priority emerged: the concept of Arts Leads at each school site, developing a shared leadership team needed to understand and purposefully engage with the strategic arts planning process to sustain the plan that would be adopted and supported. For 2018-2019, we will focus on four Arts Leads: 1 for Elementary, 1 for Secondary, 1 for Visual Arts and 1 for Music.

Important Shift in Arts Education During 2017-2018

During the 2016-2017 academic year, Magnolia Public Schools (MPS) worked closely with Peggy Burt, Arts Ed Collective coach, and the CAT to create a Strategic Arts plan.

During the 2017-2018 academic year, MPS was granted second year implementation support with Peggy Burt. Also, during this year, the Strategic Arts plan was brought to a wider audience at MPS where initial steps were successfully implemented. However, MPS did not have the adequate resources to equally service all ten Magnolia schools.

As a direct result of the Strategic Plan and MPS involvement with the Arts Ed Collective, MPS gained the attention of The Music Center Education Division. As a result of conversations with Keith Wyffels, Associate Vice President of The Music Center Education Division, Magnolia Science Academy-7 (MSA-7) was awarded a \$103,650 Annenberg grant. Through this partnership, The Music Center is providing arts integration and professional development services to one of our TK-5 elementary schools in Van Nuys, MSA-7, for three consecutive years; 2017-18, 2018-19, and 2019-20. The three-year program is intended to allow teachers to gradually gain arts integration skills and strategies that they will utilize within core content areas for the benefit of their students. *This is a pilot project that will serve as a model for the organization.*

Long Term vision for Arts Education at Magnolia Public Schools

Magnolia Public Schools' goal is to improve pedagogy, student assessment and professional development in the arts. We will do this by providing an expanded toolkit of instructional

best practices, developing an understanding of how to apply techniques in the classroom, and creating arts integrated curriculum models. As we build out arts integration skills and strategies, arts teachers and school site-based arts leads will share these practices with other classroom teachers.

New Strategy: Visual and Performing Arts (VAPA) Coordinators appointed to lead systemic arts integration efforts.

Four Arts Leads (VAPA Coordinators) have been named for Magnolia Public Schools. Jennifer Rivera (MSA-7) has been appointed as Elementary Arts Lead. Jennifer has extensive experience developing programs at the elementary level and is the chief liaison to The Music Center project. Sunny Jung (MSA-SA), who is a Visual Arts teacher and is experienced in TK-12 visual art teaching, has been appointed Secondary Arts Lead. Roy Thomas (MSA-3) has been appointed as Music Lead. He serves as the band director and digital arts teacher. Lastly, Meiling Seward (MSA-1), a 10-year veteran art teacher has been appointed as Visual Arts Lead.

All four Arts Leads will continue to expand their understanding through Arts Ed Collective convenings, LACOE Professional Development, and specific professional development presented by The Music Center.

In addition, MPS has organized a cohort of 10 arts teachers, one from each Magnolia Science Academy to serve as the ongoing CAT team. This cohort will meet on a regular basis for professional development and sharing of best practices. The four key Arts Leads will not only serve as the leads for their respective schools but will also serve as coaches.

The Advancement Grant funding will allow us to expand on the opportunity provided by The Music Center for two MPS school sites, MSA-1 and MSA-3 to build a coherent strategy that will allow arts integration strategies to be brought to ALL Magnolia school sites, providing access and equity for all students. This will allow us to begin to see the promise

of a fully integrated STEAM approach for all of our students. We look forward to sharing lessons learned with the greater LA County community.

We believe that the strategy of building our capacity through a long-term professional development lens, will ensure that Magnolia moves from STEM to STEAM and can be a model for other organizations and districts.

ANALYSIS (IF APPLICABLE)

As a team, we explored a baseline of understanding around arts education, arts integration (Kennedy Center model), the Arts Ed Collective planning process and the elements of a comprehensive arts education plan. We developed a practical vision, identified strengths and challenges and created strategic directions. Finally, we reviewed the Arts Ed Collective data profile for Magnolia Public Schools prepared by Harder + Co. The team incorporated these findings into our plan and created strategic actions in the key areas of **Content, Infrastructure and Sustainability.**

Budget Implications

Complete budget table expenses and expense details:

- \$16,280 LA County Arts Commission grant
- \$16,389 match from Magnolia Public Schools
 - MSA-1 = \$3,000
 - MSA-3 = \$3,000
 - MSA-7 = \$3,000
 - MSA-Santa Ana = \$3,000
 - Magnolia Public Schools – Home Office = \$4,389

Service	MPS	LA County	Total
District Services for Students	\$0	\$0	\$0
Professional Development	\$0	\$16,280	\$16,720
Curriculum Development	\$2,200	\$0	\$2,200
District Arts Coordination (*Art	\$8,000*	\$0	\$8,000

<i>Lead Stipends)</i>			
Instruments, Equipment, Instructions Materials	\$1,800	\$0	\$1,800
Other: Administrative Planning & Planning	\$4,389	\$0	\$4,389
	\$16,389	\$16,280	\$32,669

1. District Services for Students: \$0
2. Professional Development: \$16,280
 - a. Expense Details:
 - i. Ten 4-hour Professional Development Workshops billed at \$330/hour to accommodate all planning = (LA County \$13,200).
 - ii. Seven 1-hour Classroom Workshops, for 4 classrooms at \$110/hr = (LA County \$3,080)
3. Curriculum Development: \$1,980
 - a. Expense Details: 20 hours Curriculum Development (at \$110/hr) = (MPS \$2,200)
4. District Arts Coordination: \$8,000
 - a. Expense Details: 4 Arts Leads at \$2,000 each = (MPS \$8,000)
 - i. MSA-1: \$2,000 stipend for Meiling Seward, Visual Arts Lead
 - ii. MSA-3: \$2,000 stipend for Roy Thomas, Music Lead
 - iii. MSA-7: \$2,000 stipend for Jennifer Rivera, Elementary Arts Lead
 - iv. MSA-SA: \$2,000 stipend for Sunny Jung, Secondary Arts Lead
5. Instruments, Equipment, Instructions Materials: \$1,800
 - a. Expense Details: PD Materials (10 PDs at \$100 each= \$1000) and Materials (4 classrooms x \$200= \$800) = (MPS \$1,800)
6. Other: \$4,389
 - a. Expense Details: Administrative Planning (at 5% of total minus materials) and planning (at \$110/hr) = \$1,089 Administrative Planning and Planning = \$3,300 (MPS \$4,389)

Exhibits (attachments):

Attachments:

1. Magnolia Public Schools 18-19 Announcement.pdf
2. AG_Agreement_MPS.pdf



LEADERSHIP COUNCIL

- Glenna Avila
CalArts Community Arts Partnership
- Wendy Chang
Dwight Stuart Youth Fund
- Yvonne Contreras
LA County Office of Education
- Armalyne De La O
LA Basin California Arts Project
- Genethia Hudley Hayes
Office of LA County
Supervisor Sheila Kuehl
- Alex M. Johnson
LA County Board of Education
- Sofia Klatzker
Arts for LA
- Janice Pober
Sony Pictures Entertainment
- Norma Provencio Pichardo
LA County Arts Commission
- Angel Roberson
Angell Foundation
- Mark Slavkin
Wallis Annenberg Center
for the Performing Arts
- Shannon Wilkins
LA County Office of Education
- Dotti Ysais
LA County Office of Education
- Kristin Sakoda
LA County Arts Commission

FUNDERS COUNCIL

- The Herb Alpert Foundation
- The Angell Foundation
- The Annenberg Foundation
- The Philip & Muriel Berman Foundation
- The Sheri & Les Biller Family Foundation
- The Boeing Company
- Louis L. Borick Foundation
- Vladimir & Araxia Buckhantz Foundation
- John N. Calley Foundation
- California Community Foundation
- Colburn Foundation
- The Carol and James Collins Foundation
- The Carl & Roberta Deutsch Foundation
- The Walt Disney Company
- The Rosalinde & Arthur Gilbert Foundation
- The Green Foundation
- Clarence E. Heller Charitable Foundation
- The William & Flora Hewlett Foundation
- Los Angeles County Arts Commission
- Moss Foundation
- The Music Man Foundation
- Ovation TV
- Ralph M. Parsons Foundation
- Rosenthal Family Foundation (CA)
- The Rosenthal Family Foundation (CT)
- Sony Pictures Entertainment
- Stuart Foundation
- The Dwight Stuart Youth Fund
- Flora L. Thornton Foundation
- Warner Bros.

Dr. Caprice Young
Chief Executive Officer & Superintendent
Magnolia Public Schools
250 E. 1st Street, Suite 1500
Los Angeles, CA 90012

July 26, 2018

Dear Dr. Young:

In recognition of your district's commitment to student learning in the arts, the LA County Arts Commission is pleased to award Magnolia Public Schools a matching grant of \$16,400 through the Advancement Grant program. This grant offers financial support to help school districts advance the quality, quantity and equitable distribution of arts instruction in schools.

Knowledgeable representatives of the arts education community assessed 42 applications as part of the panel process, scoring each district's project with a maximum of 100 points. Your district received a score of 82.

The Los Angeles County Arts Education Collective, established by the Los Angeles County Board of Supervisor, is dedicated to make the arts core in public education. Arts Commission staff coordinates the regional effort, and the Los Angeles County Office of Education provides curriculum and instructional services for educators.

Arts Commission staff will work closely with your district's project lead, Ismael Soto, to contract and support implementation of the proposed work. To schedule a time to discuss panel feedback, contact Keelia Postlethwaite, Program Manager, at artsedcollective@arts.lacounty.gov or 213-202-5858.

Very best regards,

Debra Duardo, MSW, Ed.D.
Superintendent
Los Angeles County Office of Education

Kristin Sakoda
Executive Director
LA County Arts Commission



1055 Wilshire Blvd. Suite 800
Los Angeles, CA 90017
(213) 202-5858
lacountyartsedcollective.org

cc: Ismael Soto

Enriching Lives



**CONTRACT #: AG-19-3339
Advancement Grant Program Agreement**



This Agreement made this _____ day of _____ 2018, by and between the County of Los Angeles ("County"), a body corporate and politic and a political subdivision of the State of California, and:

Organization ("Grantee"): **Magnolia Public Schools**
Address: **250 E. 1st Street, Suite 1500**
City, State, Zip: **Los Angeles, CA 90012**
Primary Contact: **Ismael Soto**
Email Address: **isoto@magnoliapublicschools.org**

LOS ANGELES COUNTY ARTS EDUCATION COLLECTIVE ADVANCEMENT GRANT

The County, through the Los Angeles County Arts Commission ("Arts Commission"), provides grants to Los Angeles County School Districts to support quality arts education programming for public school students.

Grantee is a Los Angeles County School District that is part of the Arts Ed Collective network and is currently implementing a board approved strategic plan for arts education.

Section 1. AGREEMENT DOCUMENTS. This Agreement is comprised of this three page document, the Standard Terms and Conditions attached hereto as Exhibit A, and the General Terms and Instructions attached hereto as Exhibit B. Grantee affirms it has reviewed the entire Agreement, including the attached exhibits, and understands and will comply with the terms and conditions contained therein.

Section 2. PURPOSE AND SCOPE OF GRANT. The County desires to provide a grant to support Grantee in addressing and achieving key action items that move them toward their long term vision for arts education within their school district, as described in the application materials submitted to the County in connection with this grant. Specifically, this grant award will be used for the following purposes only ("Project"): ***to support the expansion of teacher professional development by the Music Center.***

Section 3. AGREEMENT TERM. The term of this Agreement will commence on the date this Agreement is executed by all parties hereto and will expire on: **June 30, 2019.**

Section 4. MAXIMUM GRANT AMOUNT. The maximum grant amount payable by the County to the Grantee under this Agreement may not exceed: **\$16,400.**

Section 5. ADDITIONAL TERMS AND CONDITIONS.

A. **Matching Funds.** As a condition of this grant award, Grantee must provide, at a minimum, matching funds equal to or exceeding the amount set forth in Section 4, above, for the purposes of funding the Project. If for any reason Grantee fails to contribute any or all of the required matching funds, the grant award will be reduced in an amount equal to the amount of matching funds Grantee fails to contribute. Grantee must reimburse the County any grant amount forfeited pursuant to this paragraph within 10 business days of a demand by the County for reimbursement, or within 30 days of expiration of the term of this Agreement, whichever is earlier. Grantee will follow those procedures and requirements established in the General Terms and Instructions (Exhibit B) for the acquisition and reporting of matching funds.

B. The County will pay the grant allocations set forth in Section 4, above, to Grantee in up to three installments. The County will not pay any interest or other charges on any grant allocation. Grantee must submit invoices as follows:

CONTRACT #: AG-19-3339
Advancement Grant Program Agreement

- (i) Grantee may submit one (1) invoice for a maximum of 25% of the grant award following successful completion of all project planning and attendance at a County-scheduled grantee convening or a countywide network event. This invoice is optional.
- (ii) Grantee may submit one (1) invoice for a maximum of 50% of the grant award following successful completion of a mid-project check-in and site visit with County staff. This invoice is optional.
- (iii) Grantee must submit one (1) invoice for all unpaid grant funds on or before May 15, 2019. This invoice is mandatory and must be accompanied by a completed Final Report, as described in the General Terms and Instructions (Exhibit B). Payment pursuant to this invoice is contingent upon submission of the Final Report.

Grantee's failure or election not to submit an optional invoice pursuant to (i) or (ii), above, will not limit, reduce, or otherwise affect the Grantee's obligations under this Agreement.

C. Any funds allocated by the County to Grantee pursuant to this Agreement which are not used by Grantee in support of the Project must be returned to the County within 30 days of the expiration of the term of this Agreement. Grantee will forfeit any grant funds which remain unused after the May 15 invoicing deadlines.

D. Grantee agrees to comply with the terms of this Agreement, including the terms set forth in the attached Exhibits A and B, all applicable local, state and federal laws, and all applicable current and future guidelines issued by the Arts Commission.

E. Signatures. Grantee represents and warrants that the person or persons executing this Agreement for Grantee is/are authorized agents who have actual authority to bind Grantee to each and every provision of this Agreement, and that all requirements of Grantee have been fulfilled to provide such actual authority.

F. Counterparts. This Agreement may be executed in any number of counterparts, each of which so executed will be deemed to be an original and will together constitute one and the same Agreement. Manual signatures may be provided by facsimile, or digitally scanned and provided by electronic mail. Grantee will maintain on file and, upon the County's request, agrees to provide the County with an original of a signature provided by facsimile or electronic mail. Alternatively, grantee may provide electronic signatures of authorized signors via Adobe Sign.

**CONTRACT #: AG-19-3339
Advancement Grant Program Agreement**

IN WITNESS WHEREOF, the County has executed these presents by causing them to be subscribed by the Executive Director of its Arts Commission, and Grantee has caused these presents to be executed by its duly authorized representatives, the date first above written.

COUNTY OF LOS ANGELES

By: _____
Kristin Sakoda, Executive Director
Los Angeles County Arts Commission

Date: _____

GRANTEE

By: _____
BOARD PRESIDENT/OFFICER
Name:

Date: _____

By: _____
SUPERINTENDENT
Name:

Date: _____

APPROVED AS TO FORM:

**MARY C. WICKHAM
County Counsel**

By: _____
Deputy



School District Advancement Grant

General Terms and Instructions

Exhibit B

Congratulations on your Advancement Grant award! This General Terms and Instructions document contains all of the information you will need to manage your grant, meet grantee requirements and receive payments.

Please read this entire document thoroughly and visit our website at lacountyartsedcollective.org/initiatives/school-district-support/manage-your-grant to access up-to-date resources and information about managing your grant award.

CONTRACT OVERVIEW

Grant Period

The period of the grant is from the date of contract execution through June 30, 2019. *Please note that the invoicing and reporting deadline is May 15, 2019. All funds must be expended prior to the May 15 deadline.*

Contract Project Budget and Target Participation

Advancement Grant awards are less than the original grant request. As a result, please revise the project budget accordingly in the Adjusted Grant Budget and Participation form via our online grant management system. More details about this requirement can be found in the *Requirements for Contracting* section of this document.

Matching Funds

Grantees must demonstrate and report matching funds that ensure Los Angeles County funds do not exceed fifty percent (50%) of the total cost of the project. Please note that the contract provides that you may forfeit some or your entire grant award if you do not comply with this requirement.

Credit/Recognition

Grantees are asked to recognize support from Los Angeles County by placing the Los Angeles County Arts Ed Collective logo on materials created and disseminated as part of the project funded by the Advancement Grant. The Arts Ed Collective Logo can be downloaded at lacountyartsedcollective.org/initiatives/school-district-support/manage-your-grant. More details about this requirement can be found in the *Credit and Acknowledgement* section of this document. Contact us at artsedcollective@arts.lacounty.gov for assistance with acknowledging Los Angeles County support.

It is your responsibility as a grantee to meet all award requirements. If you fail to comply with requirements, your contract may be suspended or terminated, and you may forfeit some or your entire grant award.

PANEL COMMENTS

Knowledgeable members of the arts education community assessed your funding request as part of the review process. To schedule a time to discuss panel feedback with staff, contact Keelia Postlethwaite, Program Manager, at artsedcollective@arts.lacounty.gov or 213-202-5858.

REQUIREMENTS FOR CONTRACTING

The following requirements must be met by your school district prior to the signing of your contract:

Adjusted Grant Budget and Target Participation

Grantees must provide the Arts Commission with an updated target participation and grant budget, including all expenses and matching funds related to the scope of your project and reflective of your final award amount. To complete and submit the form, visit the grant management system: www.lacountyarts.org/apply.

Forms must be completed accurately and in full:

- Grant budget table tabulates correctly and includes sufficient matching funds
- Adjusted scope of activities within the form align with the project as stated in Section 2 of the Program Agreement
- All questions are completed

The Arts Commission must confirm acceptable completion of the form prior to final execution of the contract; any delays in submission of a complete and accurate form may delay final execution of the grant contract and consequently the distribution of the grant award.

Los Angeles County Vendor Number

Grantees must have a current vendor number registered with Los Angeles County. To obtain a vendor ID visit camisvr.co.la.ca.us/webven/. If you have questions relating to your vendor number, please contact vendor relations at (323) 267-2725.

Optional:

Once a vendor number has been created grantees are encouraged to register for Vendor Self-Service (VSS) to support and ease account management. Upon registration in VSS, grantees have the option of enrolling in Direct Deposit. If interested, please follow the instructions listed online at directdeposit.lacounty.gov/.

Assignment of a Project Lead

A district must assign a project lead who will manage the coordination, implementation and assessment of the project and all elements of the contract between the district and the County. If the project lead listed in the contract changes, the district must notify the Arts Commission and identify the name and contact information of the new project lead. Notification should occur before the existing project lead's responsibilities change so that a transition meeting can be scheduled between the former and future district project lead and the Arts Commission.

ROLES AND RESPONSIBILITIES DURING IMPLEMENTATION

The following requirements must be met by your school district during implementation of the Project:

- Project lead attends the County scheduled grantee convening or a countywide network event on a date to be announced.
- Project lead participates in a mid-project check in and site visit with County staff.
- Project lead completes a Final Report that includes a brief narrative on project outcomes, participation data, a final budget and at least one work sample.

CREDIT AND ACKNOWLEDGEMENT

Grantee will acknowledge the (“Project”) as stated below in all digital and print communications, promotional, press and product materials:

[PROJECT] is supported by the LA County Arts Ed Collective, the initiative dedicated to making the arts core in K-12 public education.

In addition,

- Grantee will include the above acknowledgement and the Arts Ed Collective logo on all Project digital and print communications, promotional and product materials. The Arts Ed Collective logo must be no smaller than half an inch in height, no smaller than the Consultant logo, and be placed as a standalone. Grantee will submit all digital and print materials featuring the Arts Ed Collective logo to the LACAC’s Director of Communications for review and approval before finalizing, printing or distributing.
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- Grantee will include the above acknowledgement and the Arts Ed Collective logo on all Project email blasts.
- Grantee will verbally share the above acknowledgement in all events and presentations of the Project.
- Grantee will include the above acknowledgement in all press materials and releases. Grantee will submit draft press releases announcing the Project to the LACAC’s Director of Communications for review and approval before finalizing or distributing the release.
- Grantee will provide a minimum of 48 hours’ notice for review and approval of credit and acknowledgment in all digital and print communications, promotional, press and product materials.
- This provision shall survive termination or expiration of this Agreement.

INVOICING AND REPORTING

Advancement Grant awards shall be paid in three installments.

Final payment requests and required reporting documentation are due by May 15, 2019.

- You may submit one (1) invoice for a maximum of 25% of the grant award following successful completion of all project planning and attendance at a County-scheduled grantee convening or a countywide network event. This invoice is optional.
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1. Contact the Arts Commission's Arts Education staff and set up a project amendment phone appointment;
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3. In the Project Amendment form provide the following information at a minimum:
 - a. Advancement Grant contract number,
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 - c. Justification for each requested change(s),
 - d. Revised project budget, if applicable, or else a statement that, "No revised project budget has been included in this amendment,"
 - e. Contact information, including a phone number, fax number and e-mail address.

No project amendment is effective unless and until grantee receives approval from the Arts Commission in the form of a signed project amendment form. Until such time as grantee receives such written approval, grantee shall only incur costs and shall only carry out its project in a manner consistent with the terms and conditions of the original contract.

CONTACT ARTS ED COLLECTIVE STAFF

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Los Angeles County Arts Commission
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(213) 202-5858
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www.LACountyArts.org



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www.LACountyArtsEdCollective.org
www.LACountyArts.org



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 10, 2018

RE: LA Arts Commission Advancement Matching Grant

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the contract/memorandum pertaining to the above matter.

A handwritten signature in black ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date "9/10/18" written in black ink over a horizontal line.

Date

A handwritten signature in black ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date "9/10/18" written in black ink over a horizontal line.

Date

Cover Sheet

Approval of Scoot Education Substitute Company as an Approved Vendor

Section: II. Consent Items
Item: C. Approval of Scoot Education Substitute Company as an
Approved Vendor
Purpose: Vote
Submitted by:
Related Material: II C Scoot Substitute Company.pdf



Board Agenda Item #	Agenda # II C- Consent Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO and Superintendent
Staff Lead:	Suat Acar, Chief Operations Officer
RE:	Approving Scoot Education as an Approved Vendor

Proposed Board Motion

I move that the board Scoot Education Substitute Services Company be added to the approved vendor list of MERF.

Introduction

- What services are being provided? Why is this contract/service needed?

The company provides substitute teachers services. MERF is trying to increase the number of substitute teacher companies in order to be ready for flu season when increased number of teachers use their sick days.

- Is this a school or organization wide implementation?

All of the Magnolia schools will be able to call for the company's services in case they need and they want to call the substitute teachers of this company along with the previously approved companies' substitute teachers.

Background

- What contracts with the vendor are already in place?

Currently there is no existing contract with this company.

- History of the project (if applicable)

N/A

Analysis (If applicable)

- Were RFPs done?

MERF is trying to increase the number of substitute companies. Services are on demand and no RFP is processed.

- What negotiations were made?

None. The company has a chart of fees for each service they are providing.

- What is the research/comparison data?

Below is the comparison chart for comparable services of existing approved vendors versus Scoot as of August 2018. Lowest prices highlighted with yellow and second lowest highlighted blue per each category.

	Scoot	21 st Century	Teachers on Reserve	Educational Team	Direct Ed	Subready
Full Day Pay (> 4 Hours)	\$255.50	\$229.00	\$276.64	\$239.60	\$218.00	\$215.00
Half Day Pay (< 4 Hours)	\$127.75	\$170.00	\$138.32	\$119.80	\$158.00	\$150.00
Overtime (8+ Hours)	\$48 per hour	N/A	N/A	\$44.92/hour	\$47/hour	\$35.00/hour
Long-Term Pay Rate (15 days +)	\$250.50	\$249.00	\$291.64 (10+ days)	\$239.60	\$218.00	\$245.00
Cancellation Fees and Policies	\$127.75	\$170.00	\$0.00 (A day before)/ \$276.64 (Same Day)	\$119.80	\$130.00	\$107.50
Instructional Aides or Teacher Aides (Full Day/Half Day/Long Term)	\$228.50/ \$114.25/ (N/A)	\$195.00/ (N/A)/ \$210.00	\$276.64	\$239.60	\$252.00	N/A
Hiring Fees in case MERF hires Company's Employee	N/A	\$2.500	14% of teacher's annual salary	\$2,500	Assigned 90(-) day \$3,500/ 90(+) \$1,500	Within the first 130 days \$4,500/ within the last 50 days \$3500
Office Worker	N/A	\$22/hour	N/A	N/A	\$31.50/hour	N/A
Ground Supervisor	N/A	\$185.00	N/A	N/A	N/A	N/A

Budget Implications

Each school budgeted for substitute teacher services in FY 2018-19.

Exhibits (attachments):

- Old (original) contract(s): N/A
- Appendix items: N/A

MPS COMMENTS 9-6-2018



AGREEMENT FOR STAFFING SERVICES

THIS AGREEMENT, dated February 14, 2018 is between Scoot Education, Inc., 5792 W. Jefferson Blvd., Los Angeles, CA 90016 ("Scoot" "Us" "We"), and, Magnolia Educational & Research Foundation, 250 East 1st Street, Suite 1500, Los Angeles CA, 90012 ("Customer" "You" "Yourself").

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PART A - COMMON CLAUSES

The following clauses are common to both the provision of substitute teachers and placement services.

1. DEFINITIONS

Annualized Gross Salary (AGS)	Means the annualized sum of all remuneration payable to a candidate placed (or sought for placement) in accordance with these terms (and if part time, calculated on a pro-rata basis).
Assignment	Means the hire or acceptance, in accordance with parts B and C of this agreement, of one or more of our employees to perform work at your premises or anywhere else specified by you and approved by us.
Candidate	Means anyone: <ul style="list-style-type: none"> (a) who is seeking a permanent placement position through us; or (b) whom we have identified as a person: <ul style="list-style-type: none"> (i) who might consider seeking a permanent placement position through us; and (ii) about whom we are able to provide relevant information regarding that person's suitability for a permanent placement position.
Confidential Information	Means any information which you access or which is communicated to you in the course of our engagement by you and which is identified as confidential; or which you should reasonably expect to be confidential. It includes, but is not limited to: any trade secrets or information relating to our customers, or clients; customer requirements; employees and officers, employees of clients or customers; suppliers; workers; terms of trade; pricing lists or pricing structures; marketing information and plans; intellectual property; inventions; business plans or dealings; technical data; financial information and plans; designs; product lines; research activities; software and the source code of any such software, of ours. It does not include information that is generally available in the public domain unless by unauthorized use or disclosure or which you are required to disclose by law.
Substitute Teacher	Means one of Scoot's employees or independent contractors (including where the context requires their employee's agents and sub-contractors) assigned to work for Customer in accordance with Part B of this agreement.

[MPS COMMENTS 9-6-2018](#)

Placement	Means the Placement of Scoot's Candidate with Customer. Unless otherwise agreed in writing, the Placement Date will be the date that a Candidate accepts any offer of employment with, or engagement to provide services to, Customer.
------------------	--

2. ACCEPTANCE

You will be regarded as having entered in to this Agreement when any of the following occur:

- (a) by signing and returning a copy of this Agreement;
- (b) by confirming acceptance of this Agreement in writing;
- (c) by requesting us to supply substitute teachers after receiving this document;
- (d) by requesting us to supply candidates for potential placement after receiving this document;
- (e) by authorizing a time sheet for one or more of our substitutes; or
- (f) by paying one of our invoices for the provision of substitute or placement services.

3. CONFIDENTIALITY

The pricing in Exhibit A is confidential between Scoot and Customer. Customer will be permitted to use the Exhibit in connection with its business operations, responses to Freedom of Information Act requests, and other uses as required by law.

Scoot will provide to the Customer within the time requirements required by law, any public records subject to a properly framed public records request.

3. NOTIFICATION OF CLAIMS

- (a) Customer and Scoot agree (i) to immediately notify each other in writing of any asserted claim but in no event later than five (5) days of either discovery of the occurrence upon which the claim may be based or learning of the claim, whichever occurs first, and (ii) to permit Scoot or Customer, as the case may be, to defend the claim at the option of the party against whom the claim is asserted, with counsel acceptable to such party, which consent will not be unreasonably refused.
- (b) Neither party will pay or agree to pay any asserted claim under this Agreement without prior written approval from the party against whom the claim is asserted, which approval will not be unreasonably withheld.

4. TERM; TERMINATION

The term of this Agreement begins as of the date hereof and will continue in effect until canceled by either party upon not less than thirty (30) days prior written notice to the other. Scoot reserves the right to terminate this Agreement immediately in the event of delinquent payments. In the event of termination, this Agreement will continue to govern the parties' rights and obligations with respect to services performed prior to termination. Scoot reserves the right to issue an amended fee schedule (Exhibit A) at the commencement of each academic term.

MPS COMMENTS 9-6-2018

5. NON-SOLICITATION

Unless otherwise agreed to in writing, neither party shall hire or solicit the employment of the other party's regular, full-time employees during the term of this Agreement and for a period of twelve (12) months thereafter.

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6. MISCELLANEOUS

6.1 Notices

- i) Any notices or other communications under this Agreement must be in writing or sent by e-mail with a request for confirmation and must be clearly marked as a communication related to the terms of this Agreement. Addresses shall be:

For Customer: 250 East 1st Street, Suite 1500, Los Angeles CA, 90012

For Scoot: 5792 W Jefferson Blvd, C/O Scoot Education, Los Angeles CA 90016

- ii) Unless otherwise stated in this Agreement, notices, consents or other communications will be deemed received (a) on the date delivered, if delivered personally or by e-mail; (b) on the next business day after mailing or deposit with an overnight air courier; or (c) three business days after being sent, if sent by registered or certified mail.

6.2 Severability; Waiver

The unenforceability of any part of this Agreement shall not render the remainder unenforceable. Any delay or waiver by a party to declare a breach or seek any remedy available to it under this Agreement or by law will not constitute a waiver as to any future breaches or remedies.

6.3 Assignment

This Agreement may not be assigned without the prior written consent of the other party which consent may be withheld in its absolute and sole discretion. This Agreement will be binding upon the parties hereto, and their successors, heirs and assigns.

6.4 Amendments

Deleted:

This Agreement may not be amended or supplemented in any way except in writing, dated and signed by authorized representatives of both parties except that special addenda for purposes of specific assignments may be adopted, as to that assignment, through the exchange of e-mails containing the agreed upon terms and a return e-mail clearly accepting such terms.

6.5 Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

MPS COMMENTS 9-6-2018

6.6 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California without giving effect to any choice or conflict of law provision or rule. The exclusive venue for all dispute resolution arising from or relating to this Agreement shall be in Los Angeles County, California.

6.7 Entire Agreement

This Agreement, its Exhibits (and any job descriptions signed by the Customer) are the entire understanding and agreement between the parties with respect to the subject matter covered, and all prior agreements, understandings, covenants, promises, warranties and representations, oral or written, express or implied, not incorporated in this Agreement are superseded.

PART B - SUBSTITUTE TEACHER SERVICES

The provisions within this Part apply to the provision of temporary substitute teachers and should be read in conjunction with the relevant provisions of Part A.

1. SERVICES

Scot will assign to Customer temporary employees to perform the services set forth in the accompanying proposal attached hereto, typically as short or long-term substitute teachers (hereafter generally referred to as "Substitutes".) The Substitutes shall report to the sites requested by Customer and shall be under Customer's supervision while assigned. Any additional assignments to a Substitute must be agreed to between Scot and Customer in a written addendum to this agreement.

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2. PAYMENT FOR SERVICES

Scot shall invoice Customer on a weekly basis which invoice is to be paid within seven (7) days of receipt. The rate of pay is set forth in Exhibit A. If you have any issue with an invoice, you agree to raise it specifically before the due date and to timely pay that portion of the invoice which is not questioned. Late charges will be imposed on any unpaid fees at the rate of eight (8%) per annum or the highest rate allowed by law, whichever is less.

Commented [A1]: IS THIS TIME FRAME ACCEPTABLE?

3. SCOOT'S COMMITMENTS

- 3.1. Scot will use its best efforts to recruit, employ and assign qualified Substitutes for assignments as requested by Customer.
- 3.2. Scot will screen Substitutes before employing them to verify that they have appropriate credentials and that nothing in their background, as reported to Scot by the candidate and as verified by an appropriate criminal background check performed by a third party engaged by Scot disqualifies the candidate for any assignment requested by Customer.
- 3.3. Scot will verify that all Substitutes are eligible to work in the United States.
- 3.4. Scot will provide all Substitutes with a means to report their working time and shall pay all Substitutes their wages and provide them all benefits for which they are eligible as Scot employees.

MPS COMMENTS 9-6-2018

- 3.5. Scoot shall handle all payroll-related tax and other withholding, as appropriate and shall provide Workers' Compensation insurance for all Substitutes.
- 3.6. Scoot shall protect Customer's confidential information and the confidential information of Customer's pupils including by requiring all Substitutes to execute a Confidentiality Agreement. At Customer's request, Scoot will provide Customer with a copy of its Confidentiality Agreement for Customer to determine if it is acceptable to Customer.
- 3.7. Scoot shall require all Substitutes to comply with Customer's policies and procedures when the Substitute is on assignment to the Customer and shall further comply with any reasonable requests by Customer for Substitutes to execute other documents such as documents Customer may require regarding any Intellectual Property a Substitute may develop while assigned to Customer.
- 3.8. Scoot shall comply with all applicable laws, regulations and ordinances applicable to it as a temporary staffing agency and as the employer of the Substitutes.

4. CUSTOMER COMMITMENTS

- 4.1. Customer shall provide Substitutes with a safe and suitable workplace including appropriate training regarding any special hazards, evacuation procedures, etc.
- 4.2. Customer shall provide Substitutes with an orientation regarding all other applicable workplace expectations including school rules, student discipline, grading and homework policies, etc.
- 4.3. Customer shall supply Substitute with appropriate lesson plans and educational materials and will provide usual and customary supervision of Substitute while Substitute is on assignment to Customer.
- 4.4. Customer shall provide Scoot with a prompt notice of any injury or altercation involving a Substitute as well as any performance issue or complaint. Customer will permit Scoot to participate in any investigation should it so desire: provided however, any such participation shall not override any Customer policies or procedures regarding such investigations, including access to confidential information,
- 4.5. Customer shall be specifically responsible for instructing Substitute regarding acceptable conduct with respect to any keys, cash, and confidential information and records of students and the Customer's regular employees to which Substitute has access during the assignment: provided however, any confidential information disclosed to or uncovered by Substitute in the course of his or her duties shall be governed by the Confidentiality Agreement between Substitute and Scoot. Customer also assumes responsibility (except to the extent covered by Workers' Compensation) in connection with any use of Customer vehicles or equipment in connection with the assignment.
- 4.6. Customer agrees that unless separately set forth in an addendum to this Agreement, Customer shall not assign a Substitute sole custody of a single student, sole responsibility for supervising more than one classroom of students at a time, or administering or maintaining custody of any student medications.
- 4.7. Customer shall comply with all applicable laws, regulations and ordinances. No actions undertaken by Customer under this Agreement violate the terms of any other contract including any collective bargaining agreement.

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MPS COMMENTS 9-6-2018

4.8. Any qualifications or characteristics Customer requests for any assignment are based on essential bona fide occupational qualifications the determination of which is Customer's sole responsibility. Scoot is not responsible for screening Substitutes based on any qualifications or criteria which are not specifically disclosed by Customer.

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4.9. Customer will inform Scoot if Customer's school(s) currently subscribes to CalSTRS or becomes a member of CalSTRS

5. BILLING & PAYMENT TERMS

5.1. Invoices

Scoot will invoice Customer each Friday for the services of the Substitutes at the rates set forth in Exhibit A or such other rates as the parties may agree upon at the time of assignment. Any modification to the rates set forth in Exhibit A must be set forth in writing and accepted by both parties. Scoot will notify Customer at least thirty (30) days in advance of any modification and any such modification shall not take effect until after such thirty (30) day period. An e-mail exchange agreeing to a rate change will be deemed sufficient evidence of such an agreement but it will only apply to the specific position under assignment.

5.2. Taxes

Any sales or use taxes that apply to sales to Customer will be added to Customer's invoices as a separate item.

5.3. Expenses

Expenses incurred by Substitutes within the scope of their assignment (for example, mileage to attend meetings) will be charged to the Customer, passed through without mark up.

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6. WORKERS' COMPENSATION AND LIABILITY INSURANCE

Scoot will, at its own expense, provide and keep in full force and effect during the term of this Agreement the following kinds and minimum amounts of insurance:

Commented [A2]: Are substitutes covered under our own policies for molestation, etc.? If not, then Scoot should have such insurance.

6.1 Workers' Compensation

Workers' compensation statutory coverage as required by the laws of the jurisdiction in which the services are performed and includes alternate employer endorsement;

6.2 Commercial General Liability

Commercial general liability insurance with a \$1,000,000 combined single limit per occurrence and includes contractual liability and personal injury coverage;

Scoot will provide Customer with a certificate of this insurance coverage upon request.

7. INDEMNIFICATION BY SCOOT

MPS COMMENTS 9-6-2018

7.1. Scoot will indemnify, defend and hold harmless Customer and its directors, officers, employees and agents, from and against all demands, claims, actions, losses, judgments, costs and expenses ~~(including, without limitation, court costs, attorneys' fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation), damage, injury, expense and liability of every kind, nature and description~~ (collectively "Damages") imposed upon or incurred by Customer to the extent arising out of any of the following:

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i) Scoot's failure to comply with its obligations under applicable employment-related laws, regulations or orders in Scoot's capacity as the general employer of the Assigned Employees;

Deleted: and

~~ii) Any negligent act or omission or willful misconduct of Scoot or its Assigned Employees, anyone directly or indirectly employed by them, or anyone that they control; or~~

ii) Breach of any obligation of Scoot ~~or its Assigned Employees~~ contained in this Agreement.

8.2 Scoot's obligation to indemnify, defend and hold harmless will not apply to: (i) indirect, special or consequential Damages, (ii) the proportional extent that Damages are due to Customer's failure to fulfill its duties, (iii) the proportional extent that any Damages are the result of any negligent act or omission or intentional misconduct of Customer, its officers, employees or agents, or (iv) the extent that Customer is required to indemnify Scoot against such Damages under Section 9.

9. INDEMNIFICATION BY CUSTOMER

9.1 To the extent permitted by law, Customer will indemnify, defend and hold harmless Scoot and its directors, officers, employees and agents from and against all Damages imposed upon or incurred by Scoot other than for job-related bodily injury or death of a Substitute covered by Workers' Compensation, arising out of any of the following:

i) Customer's failure to comply with its obligations under applicable laws, regulations, ordinances or other contracts;

~~ii) Any negligent act or omission or willful misconduct of Customer or anyone directly or indirectly employed by them, or anyone that they control; or~~

Deleted: ny claims asserted against Scoot or its Substitute by students, their parents or representatives, Customer personnel or business invitees, or other third parties arising from conduct of the Substitute while on assignment with Customer (except to the extent that such claim is determined to have been caused by the negligence of Scoot or the failure of Scoot full time staff personnel to reasonably fulfill their obligations regarding the recruitment, screening, and hiring of the Substitute); or

ii) Breach of any obligation of Customer contained in this Agreement;

9.2 Customer's obligation to indemnify, defend and hold harmless will not apply ~~to the extent any Damages are caused by any negligent act or omission or intentional misconduct of Scoot, its officers, employees or agents.~~

Deleted: (i) to indirect, special or consequential Damages or (ii)

10. SUBSTITUTE NON-SOLICITATION

Customer is prohibited from hiring Substitutes to serve as substitutes directly employed by Customer during the term of this Agreement and for twelve (12) months hereafter unless engaging in Scoot's temp-to-perm program as outlined in Exhibit A.

MPS COMMENTS 9-6-2018

11. INDEPENDENT CONTRACTOR.

11.1 Status. Scoot is an independent contractor of Customer and shall not perform the Services under this Agreement as an employee of Customer. Customer shall have no right to control or direct the method, details or means by which Scoot performs the Services required under this Agreement. Scoot shall have no authority to enter into any contract or incur any liability or obligation on behalf of Customer without the prior written approval of Customer.

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11.2 Compliance. Scoot assumes full responsibility for the payment of all taxes pertaining to services rendered and compensation paid under this Agreement. Service Provider further assumes full responsibility for compliance with any and all applicable worker's compensation insurance or similar laws pertaining to services rendered and compensation paid under this Agreement.

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PART C - PLACEMENT SERVICES

The provisions within this Part apply to the provision of permanent and leave placement services and should be read in conjunction with the relevant provisions of Part A.

1. PRESENTATION OF OUR CANDIDATES

- 1.1 The presentation of one of our Candidates commences when we first forward to you any information about the Candidate whether on an identified, anonymous, or pseudonymous basis.
- 1.2 You may engage Scoot to supply Candidates on a non-exclusive basis or you may engage Scoot on an exclusive basis. You must inform us in writing at the outset of our engagement on what basis you are engaging us.

2. NON-EXCLUSIVE ENGAGEMENT

- 2.1 If you engage Scoot on a **non-exclusive basis** you must:
 - (a) provide us with full and accurate information about the position to be filled and Candidate required; and
 - (b) not communicate directly with our Candidates other than as permitted under this Agreement.
- 2.2 If we present a Candidate on a **non-exclusive basis**:
 - (a) we will take reasonable steps to ensure that we have the Candidate's permission to present that Candidate to you;
 - (b) we make no representation or warranty that:
 - (i) the Candidate will be suitable for any position with Customer;
 - (ii) we have any exclusive entitlement to present the Candidate; or
 - (iii) the Candidate has not already been presented to you by other means.
- 2.3 If after we have presented a Candidate on a non-exclusive basis you ask us (and we agree) to take steps to assess the Candidate's suitability with a view to our short-listing Candidates for your consideration, or to conduct pre-placement investigations or evaluation:
 - (a) we will take reasonable steps to present only Candidates who, in our opinion, are potentially suitable for placement with a view to short-listing or assessing them for your consideration;
 - (b) we will:

Deleted: <#>the Candidate's details and information as shown in the Candidate's resume or other background are accurate, relevant, complete, or up to date;¶ <#>the Candidate's nominated referees have given positive references;¶

MPS COMMENTS 9-6-2018

- (i) when short listing or evaluating our Candidates take reasonable steps to validate relevant information which we collect from our Candidates however, we make no warranties in relation to the validity of a Candidate's credential(s) and/or qualifications if they were obtained outside the United States;
- (ii) ensure so far as practicable that the information we provide when short-listing our Candidates is substantially accurate, relevant, complete and up to date;
- (iii) alert you to those relevant aspects of our short-listed Candidate's information that we have not been able to satisfy ourselves are substantially accurate, complete or up to date;
- (iv) arrange interviews with selected Candidates, involving our staff, and you if necessary;
- (v) make our short listing or evaluation observations to you; and
- (vi) subject to negotiating fees and charges, such further tasks as are specifically agreed in writing.

3. EXCLUSIVE ENGAGEMENT

3.1 You agree:

- (a) that if we are engaged on an **exclusive basis** with respect to any position which you require to have filled:
 - (i) you will expressly state the period of our exclusive appointment and confirm it to us in writing;
 - (ii) for the period of our exclusive appointment you will:
 - A. not brief any other employment service provider or agency with respect to the position;
 - B. direct any other employment service provider or agency who makes inquiry of you with respect to the position to make inquiry through us;
 - C. direct any applicant or Candidate for the position, whom we have not already presented to you in respect of that position, (including any Candidate who applies internally or directly to you or who is referred by any third party) to apply for the placement through us;
 - (iii) will use your best endeavors to assist us, in good faith, to fill the position within the period of our exclusive appointment;
 - (iv) following the expiration of the period of our exclusive appointment, unless you have extended this agreement, ~~the exclusive appointment shall be terminated unless extended in writing by both parties;~~

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Deleted: or no longer require the position to be filled

Deleted: you will continue to engage and authorize us to recruit for the position

4. YOUR RESPONSIBILITIES

When engaged on a **non-exclusive or exclusive basis**, you agree:

- (a) to notify us immediately of:
 - (i) the outcome of any interview between you and our Candidate;
 - (ii) any employment offer (or acceptance of any offer) in relation to the placement of our Candidate with you, or a person on whose behalf or for whose benefit you may be acting, or to whom you have communicated any personal information about our Candidate. Your notification must include details of the remuneration or benefits offered;
 - (iii) your employment or engagement of our Candidate;
- (b) to provide us with a copy of the contract or an accurate summary of its contents within seven days of its being agreed by both you and the Candidate;

[MPS COMMENTS 9-6-2018](#)

- (c) to include the following information in the contract or summary:
 - (i) the name of the Candidate;
 - (ii) the name of the person or entity engaging the Candidate;
 - (iii) status of the placement - whether fixed term/task, casual or non-casual and whether as an employment or in some other capacity;
 - (iv) the location of the job;
 - (v) the start date for the placement;
 - (vi) the hours the Candidate is to work per week;
 - (vii) a job description describing the work that the Candidate will be expected to perform;
 - (viii) the experience, training and qualifications required of the Candidate;
 - (ix) details of any authorization required by law or any other professional body in order for the Candidate to undertake the placement (including but not limited to professional credential(s) or validation); and
 - (x) the Candidate's remuneration;
 - (d) to pay us our fee for the placement if you breach any contract for the employment or engagement of our Candidate before the placement is complete and the contract terminates for that reason;
 - (e) that you are responsible for satisfying yourself:
 - (i) that our Candidate has the qualifications, training, and experience necessary to undertake the placement; and
 - (ii) that our Candidate meets any suitability, security, trade, professional, or occupational health and safety requirements imposed by law in order to work in the placement;
 - (iii) that our Candidate meets any other inherent requirements of the placement;
 - (f) that you are responsible for obtaining work permits or the appropriate authorization for the Candidate to work, including the provision of any required documentation about the placement that our Candidate requires in order to apply for any necessary work permit, work authorization, visa or entry clearance including certification of suitability to work with any special population;
 - (g) that unless specifically provided for within this Agreement we are not obliged to disclose to you the results of the pre-placement investigation or evaluation of our Candidates;
 - (h) that you will not seek or receive any unlawful premium in respect of the engagement of our Candidates regardless of whether it is to be paid by the Candidate or by any other person. For the purpose of this provision "premium" includes a consideration, gift, allowance or forbearance for the engagement of our Candidate.
- 4.2 If you fail to comply with clauses 3.1(a) or 4 you will pay to us, as liquidated damages, an amount equal to the placement fee we would have charged if you had complied and we had placed a Candidate with you or presented a Candidate in respect of whose placement we would have been entitled to a placement fee.
- 4.3 You will allow us to advertise and source Candidates using any lawful medium available to us, unless agreed otherwise in writing with you.

[MPS COMMENTS 9-6-2018](#)

5. OUR FEES AND CHARGES

- 5.1 When engaged on a **non-exclusive or exclusive basis**, we will charge you the fee set out in Exhibit A if, within twelve (12) months of our last presentation of our Candidate to you, that Candidate accepts a position with:
- (a) you, or
 - (b) any of your Related Entities;
 - (c) any of your other divisions;
 - (d) another person
 - (i) on whose behalf or for whose benefit you may be acting, or
 - (ii) to whom, without our consent, you have disclosed personal information about that Candidate that we have provided to you.
- 5.2 If any component of our fee is calculated in whole (or in part) as a percentage of AGS and AGS has not been agreed with the successful Candidate at the time when we may invoice you for payment, AGS will be calculated on the basis of the highest AGS advised to us by you at any time up to invoicing.
- 5.3 If we present one of our Candidates for a placement that attracts commission or earned bonuses as part of the remuneration AND our fee is calculated in whole or in part as a percentage of AGS:
- (a) We will provide to you our estimate of the AGS inclusive of the commission and earned bonus and attempt to agree it with you;
 - (b) AGS for the purpose of calculating our fees:
 - (i) will be calculated having regard to the estimated commission/bonus earnings indicated by any position description, authorized job advertisement, or key performance indicators that may be available;
 - (ii) if our estimate is disputed in writing within one business day of its being provided to you, a mutually agreeable, qualified third-party referee shall act as an expert and not as an arbitrator;
 - (iii) if not disputed in the manner set out at sub paragraph (ii) above, will be deemed to be the amount provided in our estimate.
- 5.4 We may vary our fees and charges by giving written notice to you. The variations will take effect from the earlier of 14 days after our notice to you or the date:
- (a) you tell us you accept them;
 - (b) you request our services, or request us to continue providing services to you after we have provided you with notification of variation of our fees;
 - (c) you accept an interview with, make an offer to, employ or engage a Candidate we have presented to you; or disclose information that we have provided to you about our Candidates to a third person without our consent.
- 5.5 You must pay our fees and charges, within seven (7) days. If you have any issue with an invoice, you agree to raise it specifically before the due date and to timely pay that portion of the invoice which is not questioned. Late charges will be imposed on any unpaid fees at [the lowest of \(i\) the rate of eight percent \(8%\) per annum or the \(ii\) the highest rate allowed by law.](#)

[MPS COMMENTS 9-6-2018](#)

- 5.6 No claim or dispute raised with respect to our charges entitles you to set off against, or withhold payment of, the unpaid sum of our invoices.
- 5.7 We will provide a receipt to you when we receive the full payment of the placement fee.
- 5.8 You indemnify us for any costs (including legal costs on a solicitor and client basis) that we incur in taking any lawful steps to obtain overdue payment. You agree that we may recover the amount of those costs from you as a debt upon production of an invoice, which shall be sufficient proof of their amount.

6. INDEMNITY

- 6.1 Because you are ultimately responsible for your decision to employ or engage our Placement Candidates and because once they are employed or engaged they work under your control, supervision and direction:
 - (a) (NO REPRESENTATIONS)
We make no representation or guarantee that they will achieve a certain level of performance, achieve a certain outcome, solve a particular problem, or attain a specific goal, or is not subject to any restraints or restrictions to or by any third parties;
 - (b) (NO LIABILITY)
 - (i) We not be liable to you for, and you will hold us harmless against any Claims or other liability for, damage, loss or injury of whatsoever nature or kind, however caused whether directly or indirectly by or from one or more of our Candidates (including their servants or agents) once they are employed or engaged by you, including as a result of the Candidate's negligence
 - (c) (IMPLIED TERMS)
Our liability for any breach of a term implied in this agreement will be limited, at our option, to providing, or paying the costs of providing, the services again.
- 6.2 We are not responsible for any loss, damage, costs or compensation (whether direct or indirect) which may be suffered by you or for which you may become liable, arising out of the introduction of Candidates.
- 6.3 We are not responsible for errors, omissions or incorrect conclusions in the details provided concerning Candidates or contractors. You are responsible for the final recruitment decision and must satisfy yourself as to the suitability of the Candidate for the position or assignment.
- 6.4 The provisions of this clause 6 continue to bind the parties after this [Agreement](#) ends.

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7. TERMINATION PRIOR TO PLACEMENT

- 7.1 If you terminate this Agreement after we have commenced sourcing Candidates but prior to the date of placement, you agree that you will indemnify us for any Claims made against us by a Candidate or that we may incur as a result of, arising from, or in any way related to your termination of this Agreement.

[MPS COMMENTS 9-6-2018](#)

SIGNATORIES

Signed: *James Sanders*

Name: James Sanders

Title: CEO

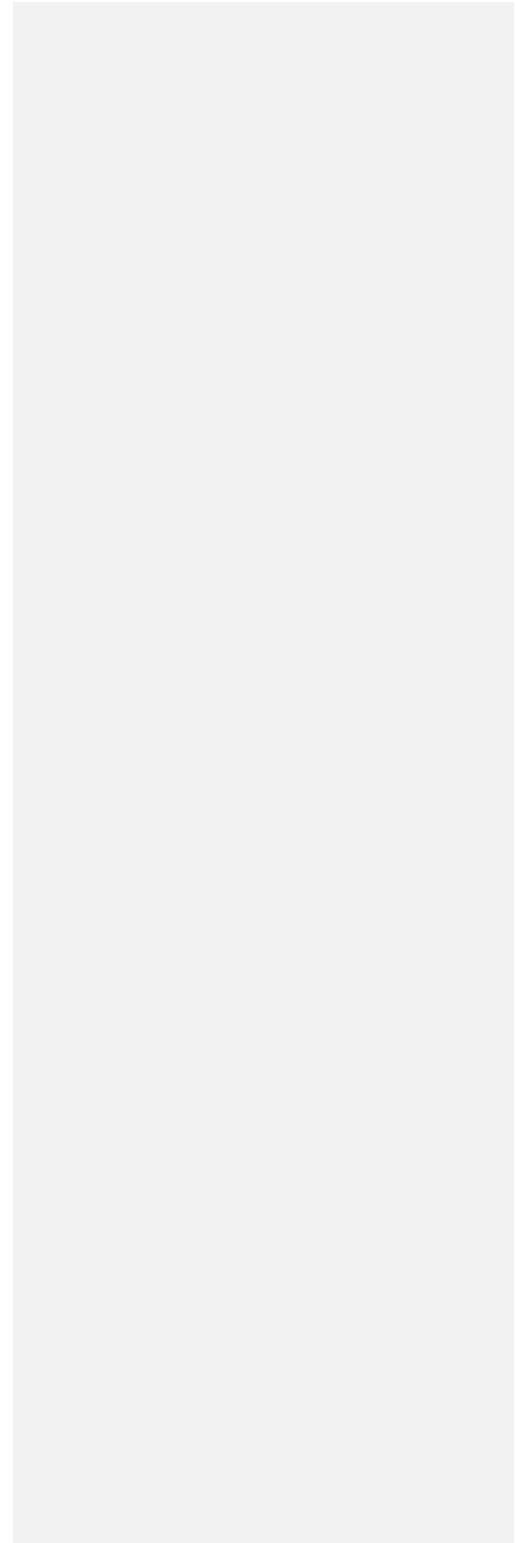
Date: September 4, 2018

Signed: _____

Name: _____

Title: _____

Date: _____



[MPS COMMENTS 9-6-2018](#)

EXHIBIT A

FEEES FOR SUBSTITUTES

This Exhibit A is incorporated and made part of the Agreement between Scoot and Customer. The pricing in Exhibit A is confidential and proprietary. Customer agrees not to disclose the contents of Exhibit A to persons or entities not party to this [Agreement](#) without Scoot's written permission.

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Substitutes will be assigned to the following positions and at the following rates:

School bill rate*	Half-day rate (4 hours or less)	Short-term day rate	Long-term day rate#
Teaching assistant (non-credentialed)	\$114.25	\$228.50	\$222.50
30 Day Permit and CA Teaching Credential	\$127.75	\$255.50	\$250.50

* Because Scoot Substitutes are non-exempt hourly employees, additional charges over and above the standard Daily Bill Rate will apply in the event that the Substitute is called upon to work overtime meaning working more than eight (8) hours in a work day or more than 40 hours in a work week for the same Customer. Overtime is paid at 1.5x the Substitute's hourly pay rate and will be marked up 41% like the standard daily pay. Substitutes are instructed by Scoot that they should seek the approval of a duly designated supervisor at the Customer site before incurring overtime but, of course, the need to insure proper supervision of pupils may necessitate a Substitute staying over even if the designated supervisor is not immediately available. Consistent with professional best practices, Scoot Substitutes are directed to maintain supervision over assigned students until they are relieved by appropriate school personnel.

A substitute teacher will enter long-term status after the same substitute has been placed at a Customer school for more than 20 consecutive days (half-days and full-days are counted the same) in the same academic year.

Also note that Scoot assumes that Customer is not set up to assure Substitutes receive timely, duty-free meal periods and rest periods because those are not normally required for regular exempt professional staff. Accordingly, Scoot's Standard Daily Pay assumes payment of associated penalties.

[MPS COMMENTS 9-6-2018](#)**FEES FOR TEMP-TO-PERM**

Scout pricing for temp-to-perm placements is based upon the number of days the Scout employee has worked at the hiring school. If Customer chooses to hire a Scout employee prior to the employee meeting the required 90 days, the following fee table will be used to calculate a placement fee:

Days worked	Fee
1 - 45 days worked	10% of AGS
45 - 90 days worked	5% of AGS
90+ days worked	No fee

Fee is based upon the total, annualized gross salary (AGS), including any additional allowances or benefits that can be monetized listed on contract between Customer and Scout employee.

FEES FOR LEAVE, PERMANENT AND LEAVE-TO-PERM

Pricing is based upon a percentage of the proposed annualized gross salary (AGS) as outlined in the employee agreement. Leave placements are prorated based on the assignment length (e.g., a three-month assignment will be prorated at 25% of AGS).

Leave-to-perm placements are discounted by any leave placements fees already paid to Scout for the specific candidate.

If a candidate is employed on a fixed or short-term contract and the length of employment is extended, the initial fee paid will be deducted from the revised calculated fee.

As outlined in Part C, you may engage Scout to supply Candidates on a non-exclusive basis or you may engage Scout on an exclusive basis. Fees will differ depending on the chosen basis.

	Non-Exclusive Basis Fee	Exclusive Basis Fee
Leave placements	13% of AGS prorated by assignment length	11% of AGS prorated by assignment length
Permanent placements	13% of AGS	11% of AGS
Leave-to-perm placements	13% of prorated AGS less any relevant fees already paid to Scout	11% of prorated AGS less any relevant fees already paid to Scout
Senior executive placements	13% of AGS	11% of AGS

Fee is based upon the total, annualized gross salary (AGS), including any additional allowances or benefits that can be monetized listed on contract between Customer and Scout employee. See Part A for a full definition of AGS.

[MPS COMMENTS 9-6-2018](#)

EXHIBIT B

SUBSTITUTE CANCELLATION POLICY

Customer must cancel a substitute assignment no later than midnight before the assignment. If a cancellation is made before this time, no fee will be charged to the school. Cancellations made on the same day of the shift will result in a half-day charge according to the pricing in Exhibit A.

SCOOT GUARENTEE

Scot stands behind the quality and appropriateness of any candidate we recommend or assign to a Customer school. However, Scot understands that at times unforeseen circumstances can deliver undesirable results.

SUBSTITUTE TEACHERS

Should a Scot substitute not satisfy requirements of the assigned position within the first 90 minutes of a half-day shift or the first four hours of a full-day shift, there will be no fee charged to Scot or Scot will diligently work to replace the Substitute as quickly as possible by another suitably skilled and qualified substitute teacher.

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To avoid a charge, Customer must:

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- (a) Inform Scot of the termination of the shift before the substitute leaves the school grounds
- (b) Allow Scot a reasonable opportunity to resolve matters directly with the substitute teacher
- (c) The school must provide feedback on the reason(s) for the termination/cancellation

REPLACEMENT PERIOD - LEAVE PLACEMENTS

If the employment of a leave candidate introduced to you by Scot is terminated within the first 33% of the planned assignment length (e.g., during the first month of a three-month assignment), Scot's Replacement Policy will take effect.

REPLACEMENT PERIOD - PERMANENT PLACEMENTS

If the employment of a full-time candidate introduced to you by Scot is terminated within 3 months from the commencement of that person's employment, Scot's Replacement Policy will take effect.

SCOOT REPLACEMENT POLICY

1. If within the replacement period, one of our short-listed Candidates whom we have placed with you:
 - (a) performs unsatisfactorily in the placement for which he or she was presented and the placement is terminated for that reason; or
 - (b) terminates the contract then, subject to clause 1.1 and 1.2, we will use our best endeavors to present a replacement Candidate at no extra fee.

1.1 Our obligations under clause 1 arise if and only if:

- (c) you pay or have paid our invoice by its due date;
- (d) you notify us in writing immediately of becoming aware of any circumstance that may result in our being required to perform our obligations under this clause 1;

Deleted: <#>the Candidate was not already a replacement Candidate presented under clause 1;

[MPS COMMENTS 9-6-2018](#)

- (e) you have provided accurate information on a regular basis during the replacement period so that we can conduct confidential and timely performance checks (and [counseling](#)) with you and with the Candidate for our own benefit and at our discretion. We are not under any obligation to pass on to you any information we collect from the Candidate under this clause;
- (f) you notify us in writing of the termination of the employment, engagement or contract with or of the Candidate immediately, stating the effective date or, and reason(s) for, the termination;
- (g) you have made a reasonable attempt to induct and orient the Candidate into the workplace;
- (h) you have fulfilled all your other obligations arising under this [Agreement](#) in respect of the placement;
- (i) the termination of the Candidate's placement is not due to:
 - (i) any false or misleading representation made to the successful Candidate in connection with the placement;
 - (ii) redundancy, retrenchment, or your operational requirements;
 - (iii) any action on your part which might make the termination of the successful Candidate's employment or engagement unlawful, harsh, unjust or unreasonable; or
 - (iv) any breach by you of the terms of the contract with the successful Candidate; and
- (j) you agree to pay any advertising or additional charges which you authorize us to incur in locating another suitable Candidate.

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- 1.2 All of the terms of this Agreement which apply to the presentation of Candidates generally continue to apply to the presentation of a replacement Candidate.
- 1.3 If a replacement Candidate is placed under this clause 1 at a higher AGS than the original Candidate AND our fee was calculated in whole or in part as a percentage of AGS, we may [not](#) claim an additional fee referable to the increased AGS. However, no refund or credit will be paid by reason only that the AGS referable to the replacement Candidate is lower than that of the original Candidate. If no replacement candidate is placed, a credit will be applied for use at a later date.



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 13, 2018

RE: Approval to add Scoot Education Services Company as an approved vendor for all Magnolia Science Academies

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the contract/memorandum pertaining to the above matter.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date in blue ink: "9/10/2018".

Date

A handwritten signature in blue ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date in blue ink: "9/10/2018".

Date

Cover Sheet

MERF Formal Record of Action Resolution to Appoint the New CEO as Trustee of MPS 401k Plan

Section: II. Consent Items
Item: D. MERF Formal Record of Action Resolution to Appoint the New
CEO as Trustee of MPS 401k Plan
Purpose: Vote
Submitted by:
Related Material: II D 401K Officer Changes.pdf



Board Agenda Item #	Agenda # II D- Consent Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Nanie Montijo – Chief Financial Officer
RE:	Appointment of New CEO as Trustee of MPS 401k Plan

Proposed Board Recommendation

Staff recommends that the Board approves the removal of Caprice Young as Trustee of the Magnolia Public Schools 401 (k) Plan and appoint Alfredo Rubalcava as the Trustee upon approval of the attached resolution.

Background

MPS' 401k plan is managed by John Hancock Retirement Plan Services. The Trustee can designate the individual who is responsible for administering the plan's contract. In addition, the plan's trustee is:

- Authorized to approve any type of financial transaction allowed under the contract
- Authorized to provide direction on any administrative matter
- Able to view and download plan, employee and participant information
- Allowed to manage the profiles of all contact roles
- Able to set up website permissions

Budget Implications

n/a

How Does This Action Relate/Affect/Benefit All MSAs?

n/a

Name of Staff Originator:

Nanie Montijo, CFO

Exhibits (attachments):

Board Resolution

**MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION
FORMAL RECORD OF ACTION**

The following is a formal record of action taken by the governing body of Magnolia Educational & Research Foundation (the "Company").

With respect to the amendment of the Magnolia Public Schools 401(k) Plan (the "Plan"), the following resolutions are hereby adopted:

RESOLVED: That the Plan be amended in the form attached hereto, which amendment is hereby adopted and approved;

RESOLVED FURTHER: That Caprice Young be removed as a Trustee effective as of the date this resolution is executed;

RESOLVED FURTHER: That Alfredo Rubalcava be appointed as a Trustee effective as of the date this resolution is executed;

RESOLVED FURTHER: That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute said amendment on behalf of the Company;

RESOLVED FURTHER: That the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

Dated this 30th day of June, 2018

MAGNOLIA PUBLIC SCHOOLS 401(K) PLAN

AMENDMENT

WHEREAS, Magnolia Educational & Research Foundation (the "Company") maintains the Magnolia Public Schools 401(k) Plan (the "Plan") for the benefit of certain of its employees; and

WHEREAS, Pursuant to Section 13.01 of the Plan, the Company desires to amend the Plan;

NOW, THEREFORE, Section H, Item 5(b) of the Adoption Agreement to the Plan is hereby amended as follows, effective as of the date that the Amendment is signed:

5. Trust

b. Trustee Type

- ii. Individual. Trustee name(s): Alfredo Rubalcava

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed this 30th day of June, 2018.

MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION:

Alfredo Rubalcava, CEO

TRUSTEE:

Alfredo Rubalcava

**MAGNOLIA PUBLIC SCHOOLS 401(K) PLAN
NOTICE OF REMOVAL OF TRUSTEE
FOR
CAPRICE YOUNG**

In accordance with the power granted in Section 10.08 of the Magnolia Public Schools 401(k) Plan (“Plan”), Caprice Young is hereby removed as Trustee of the Plan effective June 30, 2018.

MAGNOLIA PUBLIC SCHOOLS 401(K) PLAN SUMMARY OF MATERIAL MODIFICATIONS

The purpose of this Summary of Material Modifications is to inform you of a change that has been made to the Magnolia Public Schools 401(k) Plan effective June 30, 2018. This change has affected the information previously provided to you in the Plan's Summary Plan Description ("SPD"). The revised portion of the SPD is described below.

ADMINISTRATIVE INFORMATION

4. The Plan's assets are held in a trust created under the terms of the Plan. The Trustee is Alfredo Rubalcava. The principal place of business is the address listed in item 1 of the SPD.



Instructions for completing Client Contact and Website Access Request

Use this form to:

Use this form to:

- Add or remove someone from your plan's list of approved contacts.
- Change someone's existing contact information, role, privileges, designations within your plan.
- Activate website access for an existing contact.

Use a separate form for each contact.

Important Information about this Form

- By providing John Hancock Retirement Plan Services with the information requested in this form, you can designate the individual who is responsible for administering your plan's contract. Depending on their role, the contact you designate on the form will have access to contract level and participant account level information, including information on:
 - Contract details
 - Investment options and allocation
 - Employee census
 - Account balance
 - Information on financial transactions
 - Contact information
 - Daily unit value and interest rate
 - Account administration
 - Access to Notice Manger except as noted
- Brokers and Registered Investment Advisors (RIAs) have access to your plan and participant's information through the Financial Representative website. To add these contacts to the Plan Sponsor website, please contact your Client Account Representative.

John Hancock Retirement Plan Services will process the requested changes as soon as administratively practicable following receipt of the complete form, provided that it is in good order.

General Terms and Conditions

1. The same individual cannot occupy more than one of the following client contact roles at the same time - Trustee, Authorized Signer, Administrative Contact, Payroll Administrator, and Intermediary Contact. Refer to Client Contact Designations section for additional designations that may be assigned to these contact roles.
2. There must always be a designated Trustee and/or Responsible Plan Fiduciary on record. If your requested changes result in the removal of all individuals in this role, we will be unable to complete your request.
3. All the client contact roles, except Payroll Administrator, have the ability to receive and download information from the website that includes a full display of Plan Participants' Social Security Number (SSN). The Payroll Administrator has access to the electronic submission page on the website including a full display of the Plan Participant's name and SSN. It is your responsibility to require the designated Client Contact to safe-guard and protect all the information made available in accordance with the standards required by law. John Hancock Retirement Plan Services is not responsible for any breach of such responsibilities by the Client Contact designated by you.
4. If we have the email address and SSN of the individual designated on the form, they will receive an email containing a unique temporary registration Personal Identification Number (PIN) and instructions on how to register on the Plan Sponsor website. Once registered, the individual is required to maintain his/her own userid and the password used for accessing the Plan Sponsor website in his or her own safekeeping.
5. The use of the userid and password by the individual or any other users, whether authorized or unauthorized, will be sufficient authorization for John Hancock Retirement Plan Services to act on information and instructions provided by him/her or to process transactions requested by him/her.
6. The website user will have the ability to update his/her email preferences, email address and/or name on the Plan Sponsor website.
7. An email address and SSN are required for website access to be enabled. If not provided, the contact will be added to the contract but will not have website access privileges.
8. The website user will have the ability to submit John Hancock Retirement Plan Services' forms and other documents electronically on the Plan Sponsor website.

Client Contact Roles and Privileges

Trustee

- Must be assigned to the Plan's Trustee(s) and/or Responsible Plan Fiduciary(ies).
- Authorized to approve any type of financial transaction allowed under the contract.
- Authorized to provide direction on any administrative matter.
- Authorized to provide direction with respect to the ACH bank account(s) provided to John Hancock Retirement Plan Services.
- Has access to view and download plan, employee, and participant information on the Plan Sponsor website that includes a full display of SSN.
- Can manage the profiles of all client contact roles.
- Can set website permissions for the plan's TPA firm.

Authorized Signer

- Authorized to approve participant level financial transactions allowed under the contract (such as loan requests, if applicable, withdrawals or investment changes).
- Authorized to provide administrative directions and update employees' census information.
- Has access to view and download plan, employee, and participant information on the Plan Sponsor website that includes a full display of SSN.
- Can manage the profiles of all Administrative Contacts and Payroll Administrators.
- Can set website permissions for the plan's TPA firm.

Important information if one of the plan's Trustee or Authorized Signer contacts is affiliated with a Third Party Firm ("Institutional Trustee"):

- The representative(s) designated to act on behalf of the Institutional Trustee will be assigned to either a Trustee Role or Authorized Signer Role, as specified.
- The authority of the Institutional Trustee is derived from its agreement with the Plan Trustee/Responsible Plan Fiduciary. It is the responsibility of the parties to the agreement, and not John Hancock, to monitor and ensure that each representative of the Institutional Trustee acts within the authority granted by such agreement.
- Institutional Trustee representative(s) assigned to the Trustee role will be set up with the authority and privileges associated with that role.
- Institutional Trustee representative(s) assigned to the role of Authorized Signer will be set up with the authority and privileges associated with that role.

Responsible Plan Fiduciary

- Plans with a Non-Discretionary (Passive or Directed) Trustee only must also designate a person to serve as the Plan's Responsible Plan Fiduciary.
- A Responsible Plan Fiduciary will be set up with the authority and privileges associated with the Trustee Role.

Administrative Contact

- Authorized to provide administrative directions and update employees' census information.
- Cannot authorize participant level financial transactions (such as loan requests (if applicable), withdrawals or investment changes).
- Has access to view and download plan, employee, and participant information on the Plan Sponsor website that includes a full display of SSN.
- Can manage the profiles of all Administrative Contacts and Payroll Administrators.

Payroll Administrator

- Authorized to ONLY submit contributions and employees' census information.
- Has access to our Plan Sponsor website that is limited to the electronic submission pages, including name and Social Security Number of all participants on the website.
- Has access to the contract's cash account to fund contribution submissions.
- Does not have access to Notice Manager and SEND Service.

Intermediary Contact - Auditor

- Auditors can be granted the Intermediary Contact role, with the following privileges:
 - Access to view and/or download information from the website, submit and update contributions and employees' census information, and view salary information that includes a partial display of SSN (last four digits of SSN). If permission is granted, then the individual may have access to a full display of SSN.
 - Cannot authorize participant level financial transactions (such as loan requests (if applicable), withdrawals or investment changes).
 - Cannot authorize administrative directions.
 - May be provided with access to Notice Manager and SEND Service (if selected).

Client Contact Designations

1. The following designations must be assigned to an individual(s) within your plan.
2. The same individual may be assigned to multiple designations.
3. Any change to each of the client contact designations will replace the existing one on our records.
4. If you are requesting the removal of a client contact with one of these designations, or one of these designations cannot be assigned to the client contact role selected, the client designation will automatically default to the first Trustee of record listed on the Plan Sponsor website.
5. If one of these designations cannot be assigned to the client contact role selected, the client designation will remain with the current recipient client contact on the Plan Sponsor website.

Trustee Mail Recipient

- Recipient for all correspondence mailed to the Trustee mailing address.
- Must be a Trustee Contact as described.
- Must be assigned to only one Trustee Contact.

Client Mail Recipient

- Recipient for all Plan Sponsor correspondence sent to you by John Hancock Retirement Plan Services.
- Must be assigned to only one of the following client contact roles - Trustee, Authorized Signer or Administrative Contact.

Primary Contact

- The primary client contact for all administrative matters.
- Depending on the contact preferences of the contract, John Hancock Retirement Plan Services will either work directly with your Primary Contact or your preferred intermediary contact.
- Must be assigned to only one of the following client contact roles - Trustee, Authorized Signer or Administrative Contact.

Investment Comparative Chart (ICC) Designate

- The contact for employee enquiries in the ERISA 404a-5 support materials available from us for your use.
- Must be assigned to only one of the following client contact roles - Trustee, Authorized Signer or Administrative Contact.

Participant Statement Consultant (Optional)

- Individual designated to have name and telephone number referenced on Participant Statements and Plan Highlights.
- Can be assigned to only one of the following client contact roles - Trustee, Authorized Signer, Administrative Contact or Payroll Administrator.

SEND Service Notice Contact

- If SEND Service is selected, the individual designated to have their name and email referenced on the notices generated by SEND Service (e.g., Safe Harbor).
- Can be assigned to only one of the following client contact roles - Trustee, Authorized Signer or Administrative Contact.


[Reset](#)

Client Contact and Website Access Request

Use this form to:

- Add or remove someone from your plan's list of approved contacts.
- Change someone's existing contact information, role, privileges, designations within your plan.
- Activate website access for an existing contact.

Use a separate form for each contact.

Important Information

- Prior to completing this form, review Instructions for Completing this form for role definitions, privileges and designations.
- All pages of this form must be submitted together.
- All changes must be initialed in pen (including numbers crossed out or changed using correction fluid).
- The form must be submitted within 3 months of being signed.

Fax the completed form to our toll-free number 1-866-377-9577

1. General Information

The Trustee of Magnolia Public Schools 401(k) Plan

Contractholder Name

Plan ("the Plan")

120460

Contract Number

2. What would you like to do?

Add a new contact (Complete Section 3)

If this individual has access to our Plan Sponsor website through another contract, please provide the contract number to enable us to add access to your contract through their existing profile.

Contract Number

Change an existing contact (select all that apply)

Caprice Young

Existing Contact's Name (first, last)

- Change of Name or Contact Details (Complete 3A)
- Contact's Role (Complete 3B)
- Signature Specimen (Complete 3C)
- Client Designations (Complete 3D)
- Direct Debit Permission (Complete 3E)

Delete a contact

We will remove the names you provide below from John Hancock Retirement Plan Services record keeping system.

Note: Your contract must always have a Trustee contact on our recordkeeping system. If the plan uses an Institutional Trustee to provide non-discretionary trustee services, the plan must also have a Responsible Plan Fiduciary on record. Each plan must also have at least one designee for each of the Client Designations in Section 3D. When removing contacts, ensure that a suitable replacement, if required, is provided in Section 3.

Caprice Young

Contact Name

Contact Name

3. Add/Change Contact

An email address and SSN are required for website access to be enabled. If not provided, the contact will be added to the contract but will not have website access privileges. However, we reserve the right to request this information to comply with the Customer Identification requirements under the U.S.A. Patriot Act.

For Authorized Signers and Trustee roles, all information is required including the contact's email address.

A – Contact Details

Alfredo Rubalcava

Name (First Name, Last Name)

Social Security Number

Institutional Trustee (Firm Name) *Mandatory if the Contact is not an employee of the Plan Sponsor*

(For plans with a non-discretionary (passive or directed) trustees, a Responsible Plan Fiduciary must also be designated. To add a Responsible Plan Fiduciary, complete a separate Client Contact and Website Access Request Form.)

(714) 892-5066

Telephone Number

Extension

Fax Number

arubalcava@magnoliapublicschools.org

Contact's Business Email Address - Must be a company's email address, unique to the individual.

B – Contact's Role

If multiple roles are selected, the client contact role with greater authority/access will be granted, where applicable.

(Select ONE only)

- Trustee
- Responsible Plan Fiduciary – Required for Non-Discretionary (Passive or Directed) Trustee Plans only
(A Responsible Plan Fiduciary will be assigned to the Trustee role on our recordkeeping system, and will have the same authority and privileges as a contact in the Trustee role).
- Authorized Signer
- Administrative Contact
- Payroll Administrator
- Intermediary Contact - Auditor

C – Signature Specimen

Required for Trustee, Responsible Plan Fiduciary, and Authorized Signer only

The specimen signature provided will be used to validate your authorization of any forms provided to John Hancock Retirement Plan Services in the future. Please provide your signature as you would typically sign such forms to avoid delays in processing.



D – Contact's Designations

- Primary Contact
- Client Mail Recipient
- Trustee Mail Recipient
- Investment Comparative Chart (ICC) Designate
- Participant Statement Consultant (Telephone number must be provided above)
- SEND Service Notice Contact

E – Direct Debit Permission

Indicate bank names and account numbers already on record with John Hancock Retirement Plan Services to which this contact should have authorization to direct Automated Clearing House (ACH) transactions. Alternately, you may remove their authority to direct ACH transactions from specified bank accounts or all accounts. This direction does not override/change any existing authorization already on record other than the changes specified. If you wish to add additional bank account(s), complete the Banking Authorization for Automated Clearing House (ACH) Transactions form.

1. Bank Name	Bank Account Number	Add <input type="checkbox"/>	Remove <input type="checkbox"/>
2. Bank Name	Bank Account Number	<input type="checkbox"/>	<input type="checkbox"/>

If you require additional space to list additional ACH accounts or you would prefer to send a paper listing containing the ACH account information, please check the applicable box below. You must ensure a Trustee/Responsible Plan Fiduciary has signed your attached listing. The attached listing must include the Bank Name, Bank Account Number, ADD or REMOVE.

See attached paper listing - must also be signed by a Trustee/Responsible Plan Fiduciary

Or to delete access privileges to all existing ACH accounts, check the following box.

4. Authorization

I authorize John Hancock Retirement Plan Services to grant access to the Plan Sponsor website to the Contact that I designate above and with respect to whom I have provided to John Hancock Retirement Plan Services their email address and Social Security Number. I acknowledge that if my contract has been set up with Automated Clearing House (ACH) payment feature, the Contact listed with respect to whom Access to ACH Bank Account has been granted will be authorized to use this feature. I have reviewed the instruction page of this form and agree to the privileges associated with each role and granted to the Contact that I designate above.

I, for myself and on behalf of each Contact designated above, agree to maintain our userid and password used for accessing the Plan Sponsor website in our own safekeeping, and further agree that the use of such userid and password by the designated Contact or any other users, whether authorized or unauthorized, will be sufficient authorization for John Hancock Retirement Plan Services to act on information and instructions provided by them or to process transactions requested by them. John Hancock Retirement Plan Services is not responsible for any loss or damages to the Plan, the Trustees(s), the Plan Sponsor, participants or beneficiaries for relying and acting on such information, instructions or requests.

On behalf of the Plan Sponsor and the Trustee of the Plan, I hereby agree and acknowledge that:

- (a) John Hancock Retirement Plan Services will not be responsible or liable for following the instructions on this Form;
- (b) John Hancock Retirement Plan Services shall not be responsible for any action or omission of the Contact with respect to this authorization, including any unauthorized access to, or use, of Plan or participant information by each designated Contact; and
- (c) It is my responsibility to require each Contact designated above to safeguard and protect the information made available to it pursuant to this authorization in accordance with the standards required by law.

On behalf of the Plan Sponsor and Trustee, I further agree to indemnify and hold John Hancock Retirement Plan Services, its affiliates, and each of its employees, officers, directors, and agents, harmless from and against, any and all claims, suits, losses, damages, costs, charges, counsel fees, payments, expenses, and liability arising out of, or attributable to, the authorization granted herein or for any breach of responsibilities by a designated Contact described in clause (c) above.

John Hancock Retirement Plan Services will not be responsible to the Plan, the Trustee(s), the Plan Sponsor, participants or beneficiaries for any expense or investment loss resulting from the use of the website access by any such Contacts or users, whether authorized or unauthorized, or from incorrect or erroneous information transmitted by them. I understand that I may change or terminate the appointment or assigned role of a Contact at any time by giving prior written notice and other required information to John Hancock Retirement Plan Services.

Existing Trustees, Authorized Signers and Administrative Contacts can manage the specific profiles designated above in accordance with the privileges assigned to the individual's role described on the instruction page of this form.

An existing Trustee/Responsible Plan Fiduciary must sign this form if additions, changes or deletions to the role of a contact are for a Trustee, Authorized Signer, or Intermediary Contact and/or if the designated Contact is to be provided with authorization to provide instructions with respect to the ACH Bank Account(s) listed on this form (and, if applicable, the attachment) or a Participant Statement Consultant designation.

Signature of Trustee/Responsible Plan Fiduciary/ Authorized Signer	Name - please print	Date
	Caprice Young	6/30/2018

Cover Sheet

MSA-Santa Ana Dual Enrollment Partnership MOU with Santa Ana College

Section: II. Consent Items
Item: E. MSA-Santa Ana Dual Enrollment Partnership MOU with Santa Ana College
Purpose: Vote
Submitted by:
Related Material: II E Dual Enrollment Agreement with MSA SA.pdf



Board Agenda Item #	Agenda II E
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Erdinc Acar, Chief Academic Officer
RE:	MSA-Santa Ana MOU Dual Enrollment Partnership with Santa Ana College

* This item was/will be presented to the Academic Committee September 12, 2018.

Proposed Board Motion

I move that the board authorizes MPS CEO and Superintendent to execute the dual enrollment agreement between Santa Ana College and Magnolia Science Academy- Santa Ana.

Introduction

California Education Code (EC) Section 48800 provides that the governing board of a school district may determine which students may benefit from advanced scholastic or vocational work. The governing board may authorize those students, upon recommendation from their principal and with parental consent, to attend a community college as a special part-time student and to enroll in one or more courses offered at the community college level. The purpose of the code is to provide educational enrichment for a limited number of eligible pupils. The educational enrichment opportunity will typically result in a request for concurrent enrollment in courses not currently offered by the approving school.

Research increasingly bears out the benefits of participating in dual enrollment. Compared with their peers with similar high school academic performance and demographics, students who have participated in dual enrollment coursework share the following characteristics:

- More likely to meet college readiness benchmarks.
- More likely to enter college, and enter shortly after high school graduation.
- Less likely to place into remedial English or math.
- Higher first-year GPA.
- Higher second-year retention rates.
- Higher four- and six-year college completion rates.
- Shorter average time to bachelor's degree completion for those completing in six years or less.

Education Commission of the States, 2015

Background and Analysis

MSA-SA and SAC have established a successful history of collaboration and mutual support to provide students and local communities with exceptional educational programs and activities. MSA-SA continues to find ways to broaden advanced educational opportunities for students including college preparatory and college credit courses and MSA-SA desires to offer students the opportunity for dual enrollment. As a result of the partnership SAC will offer college courses on the MSA-SA campus, which will benefit MSA-SA students by providing a convenient location and schedule. This partnership will enable MSA-SA students the opportunity to enroll in dual enrollment courses in order to expand access to affordable higher education, provide challenging academic and career preparatory experiences to qualified high school students, and enable students to earn simultaneous college credit and meet high school graduation requirements.

Budget Implications

MSA-SA will not lose ADA as a result of this partnership. The school will assume insignificant amount of expenses related to facility and technology maintenance. Please check MOU item 3-F for financial commitments.

Exhibits (attachments):

- Dual enrollment agreement between Santa Ana College and Magnolia Science Academy- Santa Ana

**DUAL ENROLLMENT AGREEMENT
BETWEEN
SANTA ANA COLLEGE
AND
MAGNOLIA SCIENCE ACADEMY- SANTA ANA**

This agreement (hereinafter “Agreement”) is entered into on the 13th day of July 2018, by and between Magnolia Science Academy- Santa Ana (hereinafter “MSA-SA”) and the Rancho Santiago Community College District (hereinafter “RSCCD”), on behalf of Santa Ana College (hereinafter “SAC”) for the establishment of a dual enrollment program and use of MSA-SA facilities.

RECITALS

WHEREAS, MSA-SA and SAC have established a successful history of collaboration and mutual support to provide students and local communities with exceptional educational programs and activities; and

WHEREAS, MSA-SA continues to find ways to broaden advanced educational opportunities for students including college preparatory and college credit courses; and

WHEREAS, MSA-SA desires to offer students the opportunity for dual enrollment; and

WHEREAS, SAC is willing to offer college courses on the MSA-SA campus, which will benefit MSA-SA students by providing a convenient location and schedule; and

WHEREAS, all of the terms between the parties shall be set forth in this Agreement;

NOW, THEREFORE be it resolved that SAC and MSA-SA agree to work together to afford current MSA-SA students the opportunity to enroll in dual enrollment courses in order to expand access to affordable higher education, provide challenging academic and career preparatory experiences to qualified high school students, and enable students to earn simultaneous college credit and meet high school graduation requirements:

1. Use of Facilities. SAC shall have use of appropriate classroom facilities located on the MSA-SA campus beginning on August 15, 2018, to be used for the purpose of offering dual enrollment credit courses through concurrent enrollment in credit SAC courses.
2. Scheduling. No later than March 31st of each year, the SAC President and the MSA-SA Head of School shall each designate a representative to review the availability of facilities for the following academic year and potential course offerings.
3. Financial Commitments.
 - a. Instructional Staff. SAC will be the employer of record for the purposes of instructor compensation, assignment monitoring, and reporting to the Orange County Department of Education and other responsibilities pursuant to state and federal law, including but not limited to, provision of worker’s compensation coverage, payroll taxes, and employer retirement contributions.
 - b. Equipment and supplies. MSA-SA will be responsible for books and other supplies (whiteboard, markers, copying, etc.) and equipment (laptop, overhead projector, etc.) associated with the SAC classes.

- c. Technology. MSA-SA will be responsible for any technology services costs associated with Sections 4 and 5.
 - d. Use of Facility. MSA-SA agrees to allow SAC access to classroom space for the express purpose of offering dual enrollment courses at MSA-SA and to waive any applicable use of facilities fees.
 - e. Damage to Facilities. MSA-SA will bear the costs of any repair or damages to the MSA-SA facilities as a result of the performance of this contract.
 - f. Safety/Security. MSA-SA will be responsible for the direct costs of safety, security, and supervision of the MSA-SA campus during the hours of SAC class operation.
 - g. Should courses be taught by SAC faculty, either before or after school at MSA-SA facilities, then the course will be open to MSA-SA students and the public at large. Classes under this agreement will be reported by SAC for state apportionment.
4. Technology Services. The parties will cooperate to provide students and staff appropriate levels of Internet, network access, and other software resources.
5. Program Management. SAC and MSA-SA will cooperate with respect to elements of program management.
- a. Dual enrollment courses are governed by the policies and regulations of RSCCD/SAC. These policies, regulations and standards apply to students, faculty, staff, instructional procedures, academic standards, course offerings, course outlines of record, whether courses are offered at the college campus, at off-campus sites, including distance learning and internet, or at secondary schools.
 - b. SAC and MSA-SA will jointly select dual enrollment courses for transfer, career and technical education, and high school achievement.
 - c. SAC designated coordinator will work with the appropriate SAC academic division to secure the correct SAC faculty for the courses to be offered on the MSA-SA campus.
 - d. SAC designated coordinator will work with MSA-SA lead staff to facilitate enrollment of students and will work with SAC Admissions & Records office to ensure correct student records are maintained.
 - e. SAC faculty will adhere to course requirement, standards, learning materials, and all other SAC standards, policies, expectations, and systems.
 - f. SAC courses offered at the MSA-SA campus will adhere to SAC scheduling practices and the annual academic calendar. Exceptions may be made with the approval of the SAC Vice President of Academic Affairs.
 - g. Matters of student discipline will be handled cooperatively between the appropriate RSCCD/SAC and MSA-SA administrators.
 - h. Student withdrawal dates/policies will be consistent with existing SAC adopted policies and calendars.

- i. Academic advising of MSA-SA students enrolled in SAC courses will be the joint responsibility of SAC and MSA-SA.
 - j. Dual enrollment courses completed by MSA-SA students will be identified on both the college and high school transcripts in the standard format and will not be identified as dual enrollment.
6. Admissions, Tuition, Textbooks, and Fees
 - a. All MSA-SA students enrolled in SAC coursework under this agreement will have their enrollment fees waived under SAC concurrent enrollment policies provided they are California residents.
 - b. In order to earn college credit, MSA-SA students will still be responsible for paying a Health Fee of \$19 and a \$2 student representation fee per term. It is the student's responsibility to pay before the end of the semester or else a hold will appear on the student's record.
 - c. SAC and MSA-SA will be jointly responsible for providing matriculation services for students enrolling in the dual enrollment program classes on the MSA-SA campus.
 - d. MSA-SA will provide the books and materials for the SAC dual enrollment courses.
 - e. Completed CAPP forms will be collected from each high school student participating in the dual enrollment program and submitted as a group packet by the designated coordinator at MSA-SA.
 - f. Dual enrollment students will have access to RSCCD/SAC services such as the library, tutoring, student I.D. cards etc.
 - g. The maximum number of students who will be allowed to enroll in a dual enrollment course will be limited to the course capacities established by RSCCD/SAC.
 - h. Recruitment into the dual enrollment program will be the responsibility of both MSA-SA and RSCCD/SAC.
7. Parking. Parking spaces will be provided to SAC staff at the MSA-SA campus as needed for site visits or teaching as necessary.
8. Permits, Rules, and Regulations. SAC shall not be required to acquire any permit or facility use approvals at MSA-SA.
9. Indemnification. MSA-SA agrees to defend all claims of loss and to indemnify and hold harmless RSCCD and its officers, agents, employees and volunteers from any and all liability for personal injury, damages, wrongful death, or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of MSA-SA or its officers, employees, volunteers or agents in the performance of this agreement.

RSCCD agrees to defend all claims of loss and to indemnify and hold harmless the MSA-SA, and the officers, employees and agents of each of them from any and all liability for personal injury, damages, wrongful death, or other losses and costs, including but not limited to reasonable

attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of RSCCD or its officers, employees, or agents in the performance of this Agreement.

10. Insurance. MSA-SA and RSCCD shall secure, provide documentation to the other upon request, and maintain at all times during the Term of the Agreement, each at their respective sole expense, the following insurance coverage forms covering both themselves and their respective employees:
 - a. Professional General Liability Insurance. Such coverage maintained by MSA-SA and RSCCD may each be afforded via commercial insurance (with AM Best rating of A, VII or higher), self-insurance, a captive, or some combination thereof, at the minimum limits indicated herein. Such coverage shall be primary and non-contributory.
 - b. Comprehensive or Commercial Form General Liability Insurance (contractual liability included) with limits as follows: Each Occurrence \$1,000,000, General Aggregate c. \$3,000,000
 - d. Business Automobile Liability Insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit of no less than one million dollars (\$1,000,000) per occurrence.
 - e. Workers' Compensation and Employers' Liability Insurance. Such coverage provided by MSA-SA and RSCCD each may be afforded via commercial insurance or self-insurance.
 - f. Should any of the above-described policies be cancelled before the expiration thereof, 30-days written notice shall be delivered to the other party.
11. No Personal Liability. It is expressly understood and agreed that no personal liability whatsoever attaches to any members of the Board of MSA-SA or of RSCCD, nor any of the officers or employees thereof by virtue of this Agreement.
12. Assignment. This Agreement shall inure to the benefit of and shall be binding upon the assigns or successors in interest of each of the parties hereto; neither party shall assign nor transfer any of its rights, duties, or obligations under this Agreement without prior written consent of other party.
13. Notices. required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below:
 - a. MSA-SA Lead Operational Administrator: Varol Gurler, High School Principal, MSA-SA, 2840 W 1st St, Santa Ana, CA 92703 or designee will complete this section.
 - b. RSCCD/SAC Lead Operational Administrator: Alicia Kruiuzenga, Dean of Student Affairs, Santa Ana College, 1530 W 17th St, Santa Ana, CA 92706 or designee will complete this section.
14. Term. This Agreement shall be in effect upon signature by both parties and shall remain in effect through June 30, 2022.
15. Termination. Either party may terminate this agreement upon ninety (90) days' written notice to the other party or upon completion of the current semester, whichever is greater.
16. Entire Agreement. This Agreement contains the entire agreement of the parties hereto and supersedes any prior written or oral agreements between them concerning the subject matter

contained herein.

- 17. Independent Status. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- 18. Equal Employment Opportunity. Each party to this Agreement for itself, its subcontractors, assignees and successors in interest, agree not to unlawfully discriminate because of race, color, national origin, religion, sex, sexual orientation, handicap, age, veteran status, medical condition (cancer-related) as defined in California Government Code § 12926, ancestry, marital status, or citizenship.
- 19. Disqualified Employees. Each party to this agreement shall ensure that persons who perform services on College or MSA-SA property have not been convicted of any felony, any controlled substance offense, or any or any sex offense, as those terms are defined by Education Code §§ 87008-87010.

IN WITNESS WHEREOF, the parties hereto have executed this dual enrollment Agreement as of the day and year first above written.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

MANGNOLIA SCIENCE ACADEMY- SANTA ANA

RSCCD Board of Trustees Approval Date:

MSA-SA Board of Trustees Approval Date:

 Signature of Officer:
 Peter J. Hardash, Vice Chancellor
 Business Operations/Fiscal Services

 Signature of Officer:

 Date of Signature:

Date of Signature:



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 13, 2018

RE: Approval of Memorandum of Understanding between Magnolia Science Academy-
Santa Ana and Santa Ana College for Dual Enrollment Partnership

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed
the contract/memorandum pertaining to the above matter.

A handwritten signature in cursive script that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

9/6/2018

Date

A handwritten signature in cursive script that reads "Alfredo Kubalcava".

Alfredo Kubalcava
MPS CEO & Superintendent

9/6/2018

Date

Cover Sheet

Replace Former CEO As Officer of Various Entities and to Appoint Other Officers or Agents as Needed

Section: II. Consent Items
Item: F. Replace Former CEO As Officer of Various Entities and to
Appoint Other Officers or Agents as Needed
Purpose: Vote
Submitted by:
Related Material: II F Corporate Officer Change for MPM.pdf



Board Agenda Item #:	II F- Consent Item
Date:	September 13, 2018
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“ MERF ”) Board of Directors (“ Board ”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Officer Amendments to Corporate Structure of Magnolia Properties Management, Inc.

I. Proposed Recommendation(s)

Staff recommends and moves that the Board approve

- (1) the removal of Caprice Young as CEO of Magnolia Properties Management, Inc. (“**MPM Inc.**”) and elect Alfredo Rubalcava as its new CEO,
- (2) the removal of Alfredo Rubalcava as Secretary of MPM Inc. and elect Patrick Ontiveros as its new Secretary,
- (3) the removal of Caprice Young as Agent for Service of Process for MPM Inc. and elect Patrick Ontiveros as its new Agent for Service of Process, and
- (4) the removal of Caprice Young as Agent for Service of Process for MPM Sherman Way LLC, MPM Santa Ana LLC, and MPM San Diego LLC, each a wholly owned subsidiary of MPM, Inc., and elect Patrick Ontiveros as each entity’s new Agent for Service of Process.

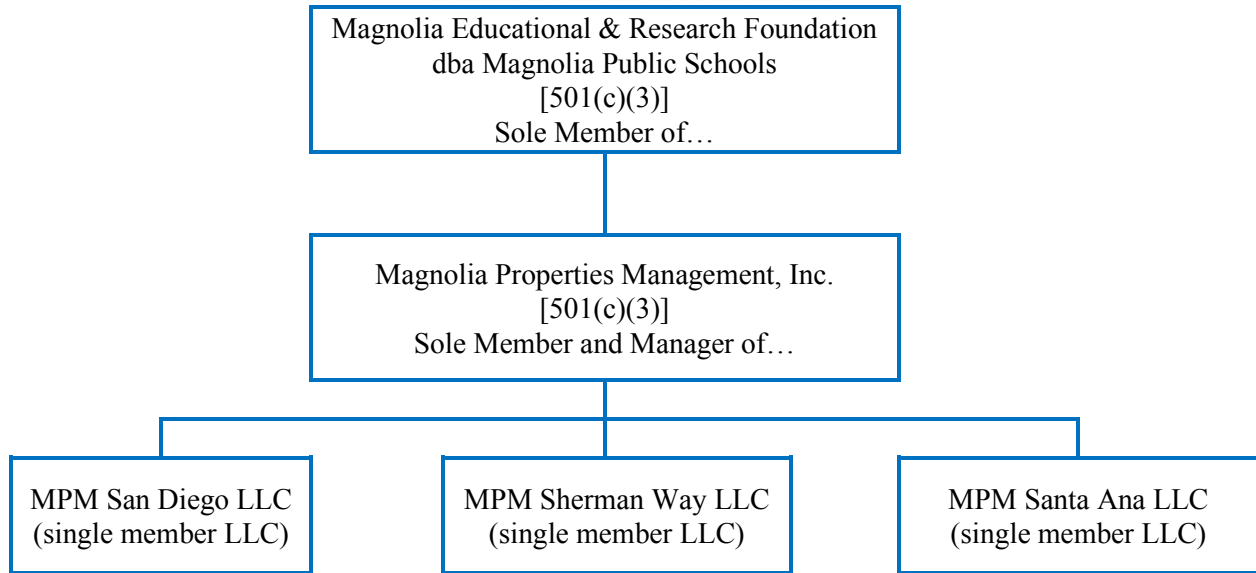
II. Background

MPM Inc. is an affiliated entity of MERF. MPM Inc. is an organization exempt from federal income tax under Internal Revenue Code § 501(c)(3) and from state corporate tax under California Revenue and Taxation Code § 23701d. MPM Sherman Way LLC, MPM Santa Ana LLC and MPM San Diego LLC are each real estate holding companies and wholly owned subsidiaries of MPM, Inc.

The organizational structure is as follows:



MAGNOLIA PUBLIC SCHOOLS



III. Budget Impacts

There are no budget impacts

Cover Sheet

Approval of Project Change Order Requests for MSA – Santa Ana (Gymnasium Project)

Section: II. Consent Items
Item: G. Approval of Project Change Order Requests for MSA – Santa Ana (Gymnasium Project)
Purpose: Vote
Submitted by:
Related Material: II G MSA-Santa Ana GC Change Order Requests for.pdf



Board Agenda Item #	II G- Consent Item
Date:	September 13, 2018
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“ MPS ”) Board of Directors (“ MPS Board ”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Project Change Order Requests for MSA – Santa Ana Gymnasium Project (the “ Project ”)

I. Proposed Board Recommendation(s)

Staff recommends and moves that the MPS Board approve the change order requests (each, a “**COR**” and together, the “**CORs**”) described below in the aggregate amount of **\$87,964.07** for the Project.

Gafcon Inc.’s report on these CORs is attached as an exhibit.

II. Background

A. GENERAL

Board policy requires that all project change orders be brought to the Board for review and approval. General contractor “RC Construction Services, Inc.” has submitted CORs 12 through 26 for approval.

B. MSA-SANTA ANA CORs

All Project CORs are paid from the **\$114,107.92** contingency carried by the general contractor. The total amount of all previously MPS Board approved CORs 1 to 11 yielded a credit of **\$1,551.23**. With the cost of the current CORs presented for approval totaling **\$87,964.07**, there will be a positive net savings of **\$27,695.08** (that is, **\$114,107.92 plus \$1,551.23 minus \$87,964.07**) which per contract is to be split 50/50 with the contractor.

Each COR and its cost is summarized below. The “Agreed Amount” reflected in the table is the amount negotiated by Gafcon and RC Construction. In several cases the negotiated amount was less than amount originally requested by RC Construction.



COR	Description	Agreed Amount	Reason for COR*
12	Changes to the servery required by the Orange County Health Department (“OCHD”)	\$16,503.96	Plan check comments received from the OCHD necessitated changes to the plans, which made the servery more like a full-kitchen. Note that this change order included approximately \$9,500 in changes for other parts of the gym—for example, installing hot water to bathrooms. In other words, it was not all servery related changes.
13	Weld continuous plate at metal decking	\$0.00	Rejected due to subcontractor error
14	Intrusion Hardware – Main Entry to Gym	\$10,647.00	Design omission
15	Skirting of HVAC equipment on roof	\$2,304.00	Required to obtain roofing warranty; design omission
16	Fire Sprinkler Riser	\$4,167.34	Design omission
17	Premium Polyester 4000 UV Stable Binder	\$2,961.00	Owner requested to extend longevity of play surface. The change will increase the useful life of the playground surface and ultimately save more money
18	Upgrade to 8 mm Rubberized Flooring	\$2,747.00	Upgrade required in order to have project completed on time because previously selected 6mm product would be delayed in delivery
19	Additional Landscape	\$0.00	Owner requested; withdrawn/removed
20	Additional Clean Up Behind Gym	\$1,007.66	Performed on a T&M basis; Owner requested
21	Control Panel Enclosure	\$442.35	Owner requested



COR	Description	Agreed Amount	Reason for COR*
22	Power to Hand Dryers	\$2,149.95	Design omission
23	Add Catch Basins at Fire Lane	\$33,325.01	The elevations in the field were not as set forth in the drawings. To provide for adequate drainage additional work was required.
24	Add Fire Alarm (Heat Detectors at Drop Ceiling)	\$1,208.80	Design omission
25	Add concrete @ east side of gym	\$8,500.00	Landscaping was removed and without concrete add it will remain plain dirt; owner requested
26	Paint Exterior Doors and Frames at North Side of Gym	\$2,000.00	Design omission
Total CORs 12 to 26		\$87,964.07	
Total of Previously Approved CORs 1 to 11		(\$1,551.23)	
Total All CORs (1 to 26)		\$86,412.84	
Total Contingency		\$114,107.42	
Remaining Balance [Savings/(Deficit)] [Contingency minus Total of All CORs]		\$27,695.08	
50% of Savings to Owner		\$13,847.54	

The architect disputes that all the CORs described above as being caused by design error. They accept that there were some omissions. They also note, correctly, that the costs due to “Design Omission” would have borne by the Project anyway. Design errors would have resulted in cost increases. Architect has agreed to discount its fee by \$7,500.

III. Budget Impacts

The Board previously approved the revised project budget for MSA-Santa Ana (\$4,671,177) which included an inter-company/school loan to cover overages above the previously approved project budget (\$3,859,380). The current budget is as follows:



USES			
	BUDGET ⁽¹⁾	TO DATE EXPENSES	LEFT TO PAY
SOFT COSTS			
Construction Management	\$191,349.00	\$148,787.78	\$42,561.22
Architect	\$209,027.00	\$138,801.83	\$70,225.17
Inspections	\$150,000.00	\$91,228.75	\$58,771.25
Legal	\$30,134.90	\$30,134.90	\$0.00
Agency Fees ⁽²⁾	\$56,616.69	\$56,616.69	\$0.00
Subtotal	\$637,127.59	\$465,569.95	\$171,557.64
HARD COSTS			
Construction ⁽³⁾	\$3,864,000.00	\$1,328,629.91	\$2,535,370.09
TOTAL COSTS	\$4,501,127.59	\$2,259,769.81	\$2,706,927.73

SOURCES	
Bond Funds Available	\$3,859,380.00
Expected Savings ⁽⁴⁾	\$29,347.54
TOTAL SOURCES	\$3,888,727.54

Deficit (to be paid with 0% interest inter-school loan)	\$612,400.05
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Notes:

- (1) Current budget including change orders, both approved and in process;
(2) Agency Fees include Division of State Architect Fees, certain environmental work, surveying, advertising of bid in paper of general circulation, and a portion of MERF employee Erdinc Acar's time spent on the project.
(3) All Change Orders are paid from GC carried contingency of \$114,107.42
(4) Inclusive of \$7,500 credit/discount from architect plus unused reimbursables of about \$8,000

The total Project cost may go down if the budgeted inspection fees are lower than expected.

IV. Exhibit (attachments):

Gafcon change orders and draw down report



Exhibit

Change Order Request

24

CHANGE ORDER REQUEST # 24



Furnish & Install Fire Alarm (Heat Detector) at Drop Ceiling - RFI #146

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 19, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 1,102.00	\$ 1,102.00	\$ 1,102.00
2. Materials and Consumables	\$ -	\$ -	
3. Equipment / Rentals Fees	\$ -	\$ -	
4. Sales Tax Materials	\$ -	\$ -	\$ -
5. Subcontractor Overhead & Profit (15%)	\$ -	\$ -	
Total Direct Cost	\$ 1,102.00	\$ 1,102.00	\$ 1,102.00
	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 77.14	\$ 77.14	\$ 77.14
Contractor's Insurance @ (1.5%)	\$ 17.69	\$ 17.69	\$ 17.69
Contractor's Bond @ (1%)	\$ 11.97	\$ 11.97	\$ 11.97
Totals	\$ 1,208.80	\$ 1,208.80	\$ 1,208.80

Recommended: 
Contractor Representative Name/Title/Signature/Date

Date: 7-31-18

Recommended: 
Gafcon Representative Name/Title/Signature/Date

Date: July 30, 2018

CHANGE ORDER REQUEST # 23**Provide and Install 2 Catch Basins & Drain Lines at Fire Lane - RFI #140**

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 10,799.80	\$ 10,799.80	\$ 10,799.80
2. RCC Equipment	\$ 3,936.00	\$ 3,963.00	\$ 3,963.00
3. RCC Equipment Operator	\$ 2,752.00	\$ 2,752.00	\$ 2,752.00
4. RCC Truck w/Tools	\$ 1,000.00	\$ 408.00	\$ 408.00
5. Materials and Consumables	\$ 2,485.00	\$ 2,485.00	\$ 2,485.00
6. Equipment / Rentals Fees United	\$ 4,517.00	\$ 3,661.00	\$ 3,661.00
7. PG Cutting	\$ 680.00	\$ 680.00	\$ 680.00
8. Pro-Craft	\$ 8,386.26	\$ 8,386.26	\$ 8,386.26
Total Direct Cost	\$ 34,556.06	\$ 33,135.06	\$ 33,135.06
Contractor's Fee @ (7%)	\$ 2,419.90	\$ 2,319.45	\$ 137.20
Contractor's Insurance @ (1.5%)	\$ 554.68	\$ 497.03	\$ 31.46
Contractor's Bond @ (1%)	\$ 375.31	\$ 331.35	\$ 21.29
Totals	\$ 37,905.95	\$ 36,282.89	\$ 33,325.01

Recommended: _____
Contractor Representative Name/Title/Signature/Date

Date: _____

Recommended: Michael Lengyel
Gafcon Representative Name/Title/Signature/Date

Date: August 3, 2018

CHANGE ORDER REQUEST # 22



Provide and Install Power for Hand Dryers In Restrooms - RFI #111

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 1,960.00	\$ 1,960.00	\$ 1,960.00
2. Materials and Consumables	\$ -	\$ -	\$ -
3. Equipment / Rentals Fees	\$ -	\$ -	\$ -
4. Sales Tax Materials	\$ -	\$ -	\$ -
5. Subcontractor Overhead & Profit (15%)	\$ -	\$ -	\$ -
Total Direct Cost	\$ 1,960.00	\$ 1,960.00	\$ 1,960.00
	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 137.20	\$ 137.20	\$ 137.20
Contractor's Insurance @ (1.5%)	\$ 31.46	\$ 31.46	\$ 31.46
Contractor's Bond @ (1%)	\$ 21.29	\$ 21.29	\$ 21.29
Totals	\$ 2,149.95	\$ 2,149.95	\$ 2,149.95

Recommended: 
Contractor Representative Name/Title/Signature/Date

Date: 7-31-18

Recommended: 
Gafcon Representative Name/Title/Signature/Date

Date: July 30, 2018

CHANGE ORDER REQUEST # 21



Install Control Panel Enclosure In I.T. Room - RFI #138

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 406.00	\$ 406.00	\$ 406.00
2. Materials and Consumables	\$ -	\$ -	
3. Equipment / Rentals Fees	\$ -	\$ -	
4. Sales Tax Materials	\$ -	\$ -	\$ -
5. Subcontractor Overhead & Profit (15%)	\$ -	\$ -	
Total Direct Cost	\$ 406.00	\$ 406.00	\$ 406.00
	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 28.42	\$ 28.42	\$ 26.42
Contractor's Insurance @ (1.5%)	\$ 6.52	\$ 6.52	\$ 5.52
Contractor's Bond @ (1%)	\$ 4.41	\$ 4.41	\$ 4.41
Totals	\$ 445.35	\$ 445.35	\$ 442.35

Recommended: 
Contractor Representative Name/Title/Signature/Date

Date: 7-31-18

Recommended: 
Gafcon Representative Name/Title/Signature/Date

Date: July 30, 2018

CHANGE ORDER REQUEST # 20



Clean-Up Behind South Side of Gym Building

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 868.08	\$ 644.76	\$ 756.08
2. Materials and Consumables	\$ 40.00	\$ 40.00	\$ 40.00
3. Equipment / Rentals Fees	\$ -	\$ -	
4. Sales Tax Materials	\$ -	\$ -	\$ -
5. Subcontractor Overhead & Profit (15%)	\$ 159.92	\$ 102.72	119.41
Total Direct Cost	\$ 1,068.00	\$ 787.48	\$ 915.49
	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 74.76	\$ 55.12	\$ 64.08
Contractor's Insurance @ (1.5%)	\$ 17.14	\$ 12.64	\$ 16.75
Contractor's Bond @ (1%)	\$ 11.60	\$ 8.55	\$ 11.34
Totals	\$ 1,171.50	\$ 863.79	\$ 1,007.66

Recommended: _____
Contractor Representative Name/Title/Signature/Date

Date: _____

Recommended:  _____
Gafcon Representative Name/Title/Signature/Date

Date: **August 1, 2018**



Magnolia Public Schools

Magnolia Science Academy, Gymnasium Project - Santa Ana, CA

RECORD OF NEGOTIATION SUMMARY

Change Order Request Number and Title: COR #18 - Due to the long lead time for the 6mm rubberized gym flooring it was agreed, as noted in meeting minutes #24, under new issues item 10.1, to modify the flooring to 8mm. See attached meeting minutes #24 w/approval from Owner.


General Contractor Representatives (Name Jon Wollam, Project Manager)

Magnolia Public School Representative (Name Mike Lengyel, Sr. Construction Manager)

GC Submitted Cost:	\$2,747.00	Representatives Proposed Cost:	\$2,747.00
Final Price Agreed to:	\$2,747.00	Date Negotiations Concluded:	July 10, 2018

NEGOTIATION SUMMARY: (Note: Explain differences in CM estimate, proposal and final negotiated value)

1. It was agreed that the cost for the additional 2mm of rubberized flooring is fair and reasonable for the scope of work.
2. Subcontractor Overhead and Profit Fee of 15.0% is not included in the proposal.
3. It was agreed that RC Construction Contractor's Fee of 7.0% is acceptable.
4. It was agreed that RC Construction Contractor's Insurance Fee of 1.5% is acceptable.
5. It was agreed that RC Construction Contractor's Bond of 1.0% is acceptable.
6. It was agreed by RC Construction and Gafcon that the final proposed cost for COR #18 is \$2,747.00
7. Gafcon recommends that the MPS Board accept this COR in the amount of \$2,747.00

<p>Agreed to _____ <i>General Contractors Representative signature</i></p>	<p style="text-align: center;">Jon Wollman Name (Print)</p>	<p>_____ Date</p>
<p>Prepare  (CM signature)</p>	<p style="text-align: center;">Michael C. Lengyel Name (Print)</p>	<p>July 11, 2018 Date</p>
<p>Approved _____ Director of Facilities & General Counsel signa</p>	<p style="text-align: center;">Patrick Anton C. Ontiveros, Esq. Name (Print)</p>	<p>_____ Date</p>



Magnolia Public Schools

Magnolia Science Academy, Gymnasium Project - Santa Ana, CA

RECORD OF NEGOTIATION SUMMARY

Change Order Request Number and Title: **COR #17 - Furnish and install premium polyester 4000 clear UV stable binder to prevent rubber play surface from color fading. See attached emails w/approval from Owner on June 18, 2018.**


General Contractor Representatives (Name Jon Wollam, Project Manager)

Magnolia Public School Representative (Name Mike Lengyel, Sr. Construction Manager)

GC Submitted Cost:	\$2,961.00	Representatives Proposed Cost:	\$2,961.00
Final Price Agreed to:	\$2,961.00	Date Negotiations Concluded:	July 10, 2018

NEGOTIATION SUMMARY: (Note: Explain differences in CM estimate, proposal and final negotiated value)

1. It was agreed that the cost for the materials and consumables is fair and reasonable for the scope of work.
2. Subcontractor Overhead and Profit Fee of 15.0% is not included.
3. It was agreed that RC Construction Contractor's Fee of 7.0% is acceptable.
4. It was agreed that RC Construction Contractor's Insurance Fee of 1.5% is acceptable.
5. It was agreed that RC Construction Contractor's Bond of 1.0% is acceptable.
6. It was agreed by RC Construction and Gafcon that the final proposed cost for COR #17 is \$2,961.00
7. Gafcon recommends that the MPS Board accept this COR in the amount of \$2,961.00

Agreed to	<u>Jon Wollman</u>	
<i>General Contractors Representative signature,</i>	<i>Name (Print)</i>	<i>Date</i>
Prepare	<u>Michael C. Lengyel</u>	<u>July 11, 2018</u>
 <i>(CM signature)</i>	<i>Name (Print)</i>	<i>Date</i>
Approve	<u>Patrick Anton C. Ontiveros, Esq.</u>	
<i>Director of Facilities & General Counsel signa</i>	<i>Name (Print)</i>	<i>Date</i>

CHANGE ORDER REQUEST # 16



Changes Made to Fire Sprinkler in Submittals and RFI #131

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
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Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 2,800.00	\$ 2,400.00	\$ 2,400.00
2. Materials and Consumables	\$ 851.00	\$ 793.00	\$ 851.00
3. Equipment / Rentals Fees	\$ -		
4. Sales Tax Materials	\$ -	\$ -	\$ -
5. Subcontractor Overhead & Profit (15%)	547.3	478.95	554.81
Total Direct Cost	\$ 4,198.30	\$ 3,671.95	\$ 3,805.81
Subcontractor Overhead & Profit (15%)	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 294.00	\$ 197.47	\$ 266.39
Contractor's Insurance @ (1.5%)	\$ 67.00	\$ 45.00	\$ 57.08
Contractor's Bond @ (1%)	\$ 46.00	\$ 31.00	\$ 38.06
Totals	\$ 4,605.30	\$ 3,945.42	\$ 4,167.34

Recommended: _____
Contractor Representative Name/Title/Signature/Date

Date: _____

Recommended: 
Gafcon Representative Name/Title/Signature/Date

Date: 08/01/18



Magnolia Public Schools

Magnolia Science Academy, Gymnasium Project - Santa Ana, CA

RECORD OF NEGOTIATION SUMMARY

Change Order Request Number and Title: COR #15 - Furnish and install skirting around the HVAC units per response to RFI #102. Skirting is required for roofing to receive warranty. Included in the scope of work is all labor and material.

General Contractor Representatives (Name & Title): Jon Wollam, Project Manager

Magnolia Public School Representative (Name & Title): Mike Lengyel, Sr. Construction Manager

GC Submitted Cost:	<u>\$2,304.00</u>	Representatives Proposed Cost:	<u>\$2,304.00</u>
Final Price Agreed to:	<u>\$2,304.00</u>	Date Negotiations Concluded:	<u>July 03,2018</u>

NEGOTIATION SUMMARY: (Note: Explain differences in CM estimate, proposal and final negotiated value)

1. It was agreed that the cost for labor hours, materials and consumables is fair and reasonable for the scope of work.
2. Subcontractor Overhead and Profit Fee of 15.0% is acceptable.
3. It was agreed that RC Construction Contractor's Fee of 7.0% is acceptable.
4. It was agreed that RC Construction Contractor's Insurance Fee of 1.5% is acceptable.
5. It was agreed that RC Construction Contractor's Bond of 1.0% is acceptable.
6. It was agreed by RC Construction and Gafcon that the final proposed cost for COR #15 is \$2,304.00
7. Gafcon recommends that the MPS Board accept this COR in the amount of \$2,304.00

Agreed to: _____ Jon Wollman _____
 (General Contractors Representative signature) Name (Print) Date

Prepared by:  _____
 (CM signature) Michael C. Lengyel July 03,2018
 Name (Print) Date

Approved: _____ Patrick Anton C. Ontiveros, Esq. _____
 (MSP Director of Facilities & General Counsel signature) Name (Print) Date



Magnolia Public Schools

Magnolia Science Academy, Gymnasium Project - Santa Ana, CA

RECORD OF NEGOTIATION SUMMARY

Change Order Request Number and Title: COR #14 - Furnish and install power to electronic lock and door #1.1per response to RFI #116. Included in the scope of work is all labor and material.

General Contractor Representatives (Name & Title): Jon Wollam, Project Manager

Magnolia Public School Representative (Name & Title): Mike Lengyel, Sr. Construction Manager

GC Submitted Cost:	<u>\$10,647.00</u>	Representatives Proposed Cost:	<u>\$10,647.00</u>
Final Price Agreed to:	<u>\$10,647.00</u>	Date Negotiations Concluded:	<u>July 03,2018</u>

NEGOTIATION SUMMARY: (Note: Explain differences in CM estimate, proposal and final negotiated value)

1. It was agreed that the electrical contractors labor hours, materials and consumables is fair and reasonable for the scope of work. Although the labor hour seem slightly on the high the side they are not excessive.
2. It was agreed that RC Construction Contractor's Fee of 7.0% is acceptable.
3. It was agreed that RC Construction Contractor's Insurance Fee of 1.5% is acceptable.
4. It was agreed that RC Construction Contractor's Bond of 1.0% is acceptable.
5. It was agreed by RC Construction and Gafcon that the final prposed cost for COR #14 is \$10,647.00
6. Gafcon recommends that the MPS Board accept this COR in the amount of \$10,647.00

Agreed to:	<u>Jon Wollman</u>	<u></u>
(General Contractors Representative signature)	Name (Print)	Date

Prepared by:	<u>Michael C. Lengyel</u>	<u>July 03,2018</u>
(CM signature)	Name (Print)	Date

Approved:	<u>Patrick Anton C. Ontiveros, Esq.</u>	<u></u>
(MSP Director of Facilities & General Counsel signature)	Name (Print)	Date

CHANGE ORDER REQUEST # 12**Orange County Health Dept. Changes to Kitchen Servery**

Project; Magnolia Santa Ana, New Gymnasium Santa Ana, California	Contractor; R.C. Construction Services Inc. 223 N. Locust Ave. Rialto, CA 92377	Change Order Date; July 18, 2018 Gafcon Review Date; July 30, 2018
--	---	---

Change Order Cost Summary

Description	Contractors Total	Gafcon Total	Agreed Total
1. Direct Labor	\$ 10,617.01	\$ 10,617.01	\$ 10,617.01
2. Materials and Consumables	\$ 3,956.87	\$ 3,956.87	\$ 3,956.87
3. Equipment / Rentals Fees	\$ 608.40	\$ 608.40	\$ 608.40
4. Sales Tax Materials	\$ 29.08	\$ 29.08	\$ 29.08
5. Credits	\$ (1,500.00)	\$ (2,757.00)	\$ (2,128.00)
6. Sub-Contractors Overhead & Profit (15%)	\$ 2,255.51	\$ 1,868.15	\$ 1,962.50
Total Direct Cost	\$ 15,966.87	\$ 14,322.51	\$ 15,045.86
	\$ -	\$ -	\$ -
Contractor's Fee @ (7%)	\$ 1,120.00	\$ 1,002.58	\$ 1,053.21
Contractor's Insurance @ (1.5%)	\$ 257.00	\$ 229.88	\$ 241.49
Contractor's Bond @ (1%)	\$ 174.00	\$ 155.54	\$ 163.40
Totals	\$ 17,517.87	\$ 15,710.51	\$ 16,503.96

Recommended: _____

Date: _____

Contractor Representative Name/Title/Signature/Date

Recommended: _____

Date: **August 1, 2018**

Gafcon Representative Name/Title/Signature/Date



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: August 8, 2018

RE: Project Change Order Requests for Magnolia Science Academy- Santa Ana in the amount of \$87,964

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the contract/memorandum pertaining to the above matter.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date in blue ink that reads "8/08/2018".

Date

A handwritten signature in blue ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date in blue ink that reads "8/8/2018".

Date

Cover Sheet

Approval of Change Order for the Magnolia Science Academy-1 Project

Section: II. Consent Items
Item: H. Approval of Change Order for the Magnolia Science Academy-1 Project
Purpose: Vote
Submitted by:
Related Material: II H MSA 1 Change Order copy.pdf



Board Agenda Item #	II H- Consent Item
Date:	September 13, 2018
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “MPS Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Project Change Order Requests for MSA 1 New Construction (the “Project”)

I. Proposed Board Recommendation(s)

Staff recommends and moves that the MPS Board approve owner change order number 1 (“OCO 1”) for the MSA 1’s new construction project for **\$124,557.00**. Primesource Project Management (MSA 1’s construction manager) board report is attached as an exhibit.

II. Background

A. General

Board policy requires that all project change orders be brought to the Board for review and approval. Potential change orders, or in this case Potential change items, are submitted to the Owner’s representative. Some PCIs will result in cost increases, others may not. See Primesource Project Report for more explanation.

MSA 1 is constructing the “Project” at 18220 Sherman Way immediately adjacent to its existing building at 18238 Sherman Way – a new school building that will house MSA 1’s high school students when complete. Oltmans Construction Company (“Oltmans”) was previously approved by the MPS Board, at the request of Staff, as the general contractor for the Project.

B. Description of Owner Change Order

OCO 1 consists of four (4) “Potential Change Items” or “PCIs”. The PCIs are as follows:

PCI #	Amount	Description
1	\$57,118.00	The lender/bond holder requires payment and performance bonds to cover the entire project cost. The cost of the payment and performance bonds (the “P&P Bonds”) was not included in the RFP soliciting bids for the Project because of the possibility that lender/bond holder would not ultimately require the P&P Bonds. This pricing which is less than 1% of the contract value is very competitive in the current environment. Even financially strong contractors are paying up to 2% of contract value for P&P Bonds.



PCI #	Amount	Description
2	\$1,820.00	Additional potholing was necessary to confirm the depth of footings on the existing building, depth of fill and other factors prior to mass excavation of the site. This exploration allowed the project design and construction sequence to be refined. Cost includes material and equipment to excavate potholes for further soils study related to overex requirements and contact layer verification.
3	\$9,552.00	Because a portion of the roof will be a play space, the team determined that it was in the best interest of the Project to make sure that the roof as designed would be weatherproof. While the original design may have been adequate for the short-term, it may not have had the duration that the redesigned roof is now expected to have. For a relatively low cost we have bought assurances that we have a solid weatherproof design for the roof and rooftop play area.
5	\$2,660.00	During mass excavation one large concrete footing and an underground cistern were uncovered and needed to be removed.
8	\$57,312.00	As is standard practice, the general contractor obtains the permits and seeks reimbursement from the owner.
10	\$40,959.00	In order to meet schedule, the Project was bid out before all plan check comments were provided by the City and incorporated by the architect. In addition, the architect drawings omitted the connection between the building fire sprinkler system and the fire main in the street. Bulletins 1 and 2 capture all of these changes required by the City as well as the fire sprinkler connection (approximately \$30,000 of the cost).
14	\$1,640.00	In order to deal with inappropriate after-hours activity (for example, illegal dumping and loitering on the site), MPS directed Oltmans to install and activate flood lights on DWP poles. This has significantly reduced inappropriate after-hours activity on and around the campus.
TOTAL	\$171,061.00	

III. Budget Impacts

There is no impact on the budget previously presented to and approved by the Board at the May 14, 2018 meeting. The previously approved budget and the amounts spent to date and amounts left to pay are as follows:

Budget Summary	Original Budget Amount	Current Budget Amount	Paid to Date	Left to Pay
----------------	------------------------	-----------------------	--------------	-------------



Acquisition Cost	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$0.00
Hard Costs	\$8,478,979.00	\$8,356,097.00	\$747,116.00	\$7,608,981.00
Soft Costs	\$975,078.00	\$975,078.00	\$555,985.00	\$419,093.00
Financing Costs	\$55,000.00	\$55,000.00	\$15,000.00	\$40,000.00
Management Costs	\$250,000.00	\$250,000.00	\$243,012.00	\$6,988.00
Subtotal Project Costs	\$10,759,057.00	\$10,636,175.00	\$2,561,113.00	\$8,197,944.00
<i>Budget Contingencies</i>	<i>\$633,528.00</i>	<i>\$719,823.00</i>	<i>\$0.00</i>	<i>\$719,823.00</i>
Total Project Budget	\$11,355,998.00	\$11,355,998.00	\$2,561,113.00	\$8,794,884.00

Note that Paid to Date does not include OCO #1. PCI 001 and 008 are specific line items in the Hard Costs portion of the Project budget. PCI 001 returned \$122,882 to Hard Cost Contingency. After all change order costs are factored in the balance remaining in the contingency will be \$699,779.00.

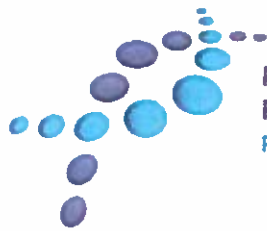
IV. Exhibits (Attachments)

Primesource Board Report, including Change Order Request #1 (PCI 001, 002, 003, 005, 008, 010 and 014)



Exhibit

Primesource Project Management Report Incorporating Oltmans Change Order Request #1



**PRIMESOURCE
PROJECT MANAGEMENT**
Project Leadership | Project Success

**Board Action:
MSA-1 New Classroom Building
Oltmans Construction Co.
Change Order #1**

Date: August 30, 2018

Action Requested: Staff requests approval to issue Change Order #1 to Oltmans Construction Company, Inc. in the amount of \$175,007.00 to incorporate Preliminary Change Items (PCI) number 1, 2, 3, 4, 5, 8, 10, and 14. There is no time extension or change to the schedule completion date associated with this change order.

Background – Change Order Process - Because this is the first change order for the MSA-1 New High School construction contract to be submitted to the Board, a description of the process is warranted. Potential Change Items are identified and numbered as soon as they emerge, and their cost tracked. Not all PCIs result in change orders: some anticipated changes will not be implemented, some changes can be resolved without a change in scope or cost, and some PCIs will be determined to be part of the existing scope of work and not entitled to additional compensation. All emerging items are immediately tracked so that their impact can be mitigated and so that change orders are never overlooked. We want to avoid surprises later in the project.

The MSA-1 project contract has incurred relatively few changes. To date. Only 15 PCIs have been issued: 2 were voided, 1 will be assigned to another contract; 4 are in progress and not ready to be finalized, and the remaining 8 are in this change order #1.

Resolution of any PCI requires the following process:

- Determine whether the change is within the current contract scope or subcontractor scope and entitled to additional compensation
- Clearly identify the physical items and quantities changed
- Clearly identify any changes to the work sequence or efficiency
- Estimate the cost of the change done by the subcontractor or supplier using standard breakdown and details

PRIME SOURCE PROJECT
MANAGEMENT

- For Time & Material items, assemble daily work tickets that track labor and material used for the change and then price according to guidelines in the contract
- Review the submitted pricing to ensure that it is accurate, complete, and fairly priced (costs comparable to bid level pricing)
- Assess schedule impacts, work around to minimize delay, determine net delay to the project or portion of the project – offset by time savings created by the Owner
- Negotiate to reduce cost or schedule impacts

Formal PCI pricing packages are then prepared by Oltmans and submitted to PrimeSource for review and negotiation. Attached to this report are the summary sheets for the PCIs in this change order. (The full package for these PCIs including backup contains +150 pages of detailed information and is not included.) All PCIs in this change order have gone through this process.

Explanation of Change Order Scope - The following explanations apply to the PCIs in Change Order #1:

PCI#1 – Contract Bond – As explained to the Board at the time of award, the contract was awarded to Oltmans without requiring a 100% payment and performance bond. Staff used alternate methods of reducing and controlling risk that avoided this expense. Subsequently, the bond agent rejected staff's arguments and required a 100% payment and performance bond. The cost is established by Oltman's bonding company – there is no opportunity to negotiate or to use another bonding company. \$57,118.00

PCI#2 – Potholing Observations – We directed Oltmans to conduct "potholing" of the site to confirm the depth of footings on the existing building, depth of fill and other factors prior to the mass excavation for the site. This allowed us to fine tune the design and construction sequence, improve the excavation permit and get inspectors more comfortable with the project. \$1,820.00

PCI#3 – Roofing consultant – The building has a complicated roofing/waterproofing design due to the rooftop play area. Water leaks are the leading cause of building problems post-construction, especially in this situation. We directed Oltmans to retain a specialty consultant to review the design of the roof and exterior walls specifically to improve constructability and to reduce the risk of future leaks. \$9,552.00



PRIMESOURCE PROJECT
MANAGEMENT

~~PCI#4- Masonry infill at MS Building - When we demolished the gymnasium building, we found old improperly abandoned doorways and mechanical openings in the exterior wall of the MS Building. We directed Oltmans to properly fill these openings to restore the structural integrity and fire rating of the MS Building Wall before these openings were covered by the new HS building exterior wall. \$3,946.00~~

PCI#5 - Unforseen underground obstructions - We found and were required to remove one large concrete footing and an underground concrete cistern during mass excavation. \$2,660.00

PCI#8 - Permits - The cost of permits was specifically excluded from the Oltmans base contract. This is the cost of securing the initial building permits for the excavation, structure, mechanical, electrical and fire systems. \$57,312.00

PCI#10 - Bulletins No. 1 and 2 - The Oltmans contract was negotiated prior to completion of drawing revisions required as part of the City of Los Angeles plan check process. The Franco drawings also did not include the connection between the building fire sprinkler system and the fire main in the street. These bulletins included all changes required by the Building department and to complete the fire sprinkler connection (which is more than \$30,000 of the total cost). \$40,959.00

PCI#14 - Flood Lights - Post-bid we discovered a large volume of inappropriate activity after hours in the alley and around the MSA-1 campus. This is the cost to install and activate flood lights on the DWP poles at the alley to light the entire area after hours. It has significantly reduced the after-hours traffic and issues. \$1,640.00

Total Change Order#1 - ~~\$175,007.00~~ \$171,061.00

Impact on Contingency - The funding for this change order will come from the project construction contingency established at the time the project was approved by the Board in May, 2018. The approved project budget included a project construction contingency budget of \$643,854. There have been no other draws on this fund, and it remains at the balance initially approved by the Board.

Contingency fund - ~~\$643,854.00~~
CO#1 - ~~\$175,997.00~~
Contingency balance - ~~\$467,857.00~~

Total Hard Cost Contingency ("HCC") =	\$633,528.00
Adjustment Due to Lower Than Budgeted P&P	
Bond Costs (Add to HCC) and Budgeted Permit=	plus \$122,882.00
Subtotal HCC =	\$756,410.00
Net Effect of Change Order #1 on HCC=	minus \$56,631.00
Total Balance Remaining HCC =	\$699,779.00



Oltmans
CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

OWNER CHANGE ORDER
NO.: 001

TITLE: PCI No.'s 1, 2, 3, 4, 5, 8, 10, and 14
PROJECT: Magnolia Science Academy
TO: Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

DATE: 08/08/2018
PROJECT NO.: 18049
CONTRACT: 18049

We are requesting approval of Owner Change Order #001 which incorporates the following PCIs:

PCI #	Description	Days Impact	Amount
PCI001	Contract Bond		\$ 57,118.00
PCI002	Potholing Observations for Contact Layer Verification		\$ 1,820.00
PCI003	Roofing Consultant		\$ 9,552.00
PCI004	Masonry Infill at (E) Building		\$ 3,946.00
PCI005	Unforeseen Underground Site Conditions		\$ 2,660.00
PCI008	Permits		\$ 57,312.00
PCI010	Bulletin No.'s 1 & 2		\$ 40,959.00
PCI014	Flood Lights		\$ 1,640.00
Total:			\$ 175,067.00 171,061.00

The Original Contract Sum was _____ \$ 7,392,479.00
 Net Change by Previously Authorized Requests and Changes _____ \$ 0.00
 The Contract Sum Prior to This Change Order was _____ \$ 7,392,479.00
 The Contract Sum will be Increased _____ ~~\$ 175,067.00~~ 171,061
 The New Contract Sum including This Change Order _____ ~~\$ 7,567,486.00~~
 The Contract Time Will Not Be Changed \$7,563,540.00
 The Date of Substantial Completion as of This Change Order therefore is 04/10/2019

ACCEPTED:

Oltmans Construction Co.

Magnolia Educational and Research Foundation

By: 
 Devin Ulibarri, Project Manager

By: _____

Date: 8-28-18

Date: _____



CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

POTENTIAL CHANGE ITEM

PC1001

TITLE: Contract Bond **DATE:** 06/11/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with the performance and payment bonds.

Vendor	Description	Amount
	Contract Bonds	52,812.00
	GL	513.00
	Bond	432.00
	SDI	661.00
	Fee	2,700.00
SUBTOTAL:		57,118.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		57,118.00

APPROVAL:
 Oltmans Construction Co.

BY: Devin Ulibarri

DATE:

APPROVAL:
 Magnolia Educational and Research

BY:

DATE:



CONSTRUCTION CO.

10005 Mission Mill Road
Whittier, CA 90601
Phone: (562) 948-4242 Fax: (562) 695-9267

POTENTIAL CHANGE ITEM

PCI002

TITLE: Potholing Observations for Contact Layer Verification **DATE:** 06/11/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with excavation of five (5) potholes to identify native soils and depths of existing fill, per OAC meeting on 5/21/2018 and attached soils field observation report.

Vendor	Description	Amount
Garrett J. Gentry General Engineering	Material and equipment to excavate potholes for further soils study related to overex requirements and contact layer verification. (GJG #20180267)	1,681.00
	SUBTOTAL:	1,681.00
	GL	17.00
	SDI	22.00
	Bond	14.00
	Fee	86.00
	SUBTOTAL:	139.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		1,820.00

APPROVAL:
Oltmans Construction Co.

BY: Devin Ulibarri

DATE:

APPROVAL:
Magnolia Educational and Research

BY:

DATE:



CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

POTENTIAL CHANGE ITEM

PCI003

TITLE: Roofing Consultant **DATE:** 06/11/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with roofing consultant's review of rooftop assembly.

Vendor	Description	Amount
Architectural Testing, Inc.	Review current roof design and provide waterproofing recommendations and/or design assist options. (Intertek Quote No. 202724R0)	7,680.00
Architectural Testing, Inc.	Allowance for additional site visit from roofing consultant.	1,150.00
	SUBTOTAL:	8,830.00
	GL	86.00
	SDI	111.00
	Bond	73.00
	Fee	452.00
	SUBTOTAL:	722.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		9,552.00

APPROVAL:
 Oltmans Construction Co.

BY: Devin Ulibarri
DATE:

APPROVAL:
 Magnolia Educational and Research

BY:
DATE:



CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

**POTENTIAL CHANGE ITEM
 PCI004**

TITLE: Masonry Infill at (E) Building **DATE:** 06/18/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with infill at existing building.

Vendor	Description	Amount
Majestic Masonry	Masonry Infill at Existing Building	3,107.00
	SUBTOTAL:	3,107.00
	(OCCO JWO #001)	540.00
	GL	36.00
	SDI	46.00
	Bond	30.00
	Fee	187.00
	SUBTOTAL:	839.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		3,946.00

APPROVAL:
 Oltmans Construction Co.

BY: Devin Ulibarri
DATE:

APPROVAL:
 Magnolia Educational and Research

BY:
DATE:



Oltmans
CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

POTENTIAL CHANGE ITEM
PCI005

TITLE: Unforeseen Underground Site Conditions **DATE:** 06/18/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with the following unforeseen underground site conditions:

- 1) Break and haul-off two (2) septic tanks recently discovered during slot cut excavation. This required several hours to dig with backhoe, loader to transport to bin, additional soils for fill, and dump fees. Refer to attached Soils Observation Report and photos.
- 2) Break and haul-off existing 8'x8'x14" pad footing discovered during over-ex and compaction. This required a chipping hammer to break down, loader to transport to bin, and dump fees. Refer to attached photo.

Vendor	Description	Amount
Garrett J. Gentry General Engineering	Break and haul-off two (2) septic tanks	1,466.00
	SUBTOTAL:	1,466.00
	Break and haul-off existing 8'x8'x14" pad footing (OCCO JWO #2)	992.00
	GL	24.00
	SDI	31.00
	Bond	21.00
	Fee	126.00
	SUBTOTAL:	1,194.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		2,660.00

APPROVAL:
 Oltmans Construction Co.

BY: Devin Ulibarri
DATE:

APPROVAL:
 Magnolia Educational and Research

BY:
DATE:



CONSTRUCTION CO.

10005 Mission Mill Road
Whittier, CA 90601

Phone: (562) 948-4242 Fax: (562) 695-9267

**POTENTIAL CHANGE ITEM
PCI008**

TITLE: Permits **DATE:** 06/18/2018

PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049

TO: Tim Buresch
Magnolia Educational and Research Foundation
250 E. 1st St., 1500
Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with project permit fees.

Vendor	Description	Amount
	Building Permit Fees	41,816.00
	Review of Interim Compaction Report	351.00
Christian Bros Mechanical Services	Mechanical Permit Fees	3,595.00
P.V. & C. PLUMBING	Plumbing Permit Fees	2,169.00
SAFEWAY ELECTRIC	Electrical Permit Fees	5,060.00
	SUBTOTAL:	52,991.00
	Bond	434.00
	Fee	2,709.00
	GL	515.00
	SDI	663.00
	TOTAL COST FOR THIS CHANGE ORDER REQUEST:	57,312.00

APPROVAL:

Oltmans Construction Co.

BY: Devin Ulibarri**DATE:****APPROVAL:**

Magnolia Educational and Research

BY: Tim Buresch**DATE:**



CONSTRUCTION CO.

10005 Mission Mill Road
Whittier, CA 90601
Phone: (562) 948-4242 Fax: (562) 695-9267

**POTENTIAL CHANGE ITEM
PCI010**

TITLE: Bulletin No.'s 1 & 2 **DATE:** 06/19/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
Magnolia Educational and Research Foundation
250 E. 1st St., 1500
Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with Bulletin No.'s 1 & 2.

These proposals are valid for thirty (30) days.

Excludes:

-Sheet metal, roofing, floor and wall finishes, casework, site concrete, structural concrete, site assemblies and any subcontractor/trade not currently under contract.

Vendor	Description	Amount
A & D Fire Sprinklers, Inc.	Underground Fire Service (A&D July 16, 2018)	30,940.00
KDR Steel Co.	Structural Steel Stair #2 Changes (KDR CO 1R)	2,616.00
OCCO SUBCONTRACTS CONCRETE	Concrete - added pad footing, curb at roof, and column pad (OCCO Concrete 07/05/2018)	7,010.00
Oltmans Drywall/Door	Added Louver Opening (OCCO Wall 4/19/2018)	1,812.00
P.V. & C. PLUMBING	Plumbing (PV&C Proposal Dated August 20, 2018)	8,480.00
SAFEWAY ELECTRIC	Electrical (Safeway RFC No 2)	4,273.00
	SUBTOTAL:	55,131.00
	Reprographics	203.00
	Pervious concrete (Beeson 7/9/18)	11,271.00
	Credit for permeable pavers	-6,977.00
	Lath and Plaster (Perlite Proposal #1)	6,189.00
	Allowance for underground fire service.	-30,940.00
	We have a \$45,000 allowance. We will be using \$30,940 for this scope of work (per sheet U-1), and we'll have a remaining balance of \$14,060.	
	GL	724.00
	SDI	933.00
	Bond	611.00
	Fee	3,814.00
	SUBTOTAL:	-14,172.00
	TOTAL COST FOR THIS CHANGE ORDER REQUEST:	40,959.00

APPROVAL:

Oltmans Construction Co.

BY: Devin Ulibarri

DATE:

APPROVAL:

Magnolia Educational and Research

BY:

DATE:



CONSTRUCTION CO.
 10005 Mission Mill Road
 Whittier, CA 90601
 Phone: (562) 948-4242 Fax: (562) 695-9267

**POTENTIAL CHANGE ITEM
 PCI014**

TITLE: Flood Lights **DATE:** 07/24/2018
PROJECT: Magnolia Science Academy **PROJECT NO.:** 18049
TO:
 Magnolia Educational and Research Foundation
 250 E. 1st St., 1500
 Los Angeles, CA

We respectfully request your approval of the following change to the original scope of work:

DESCRIPTION:

This Change Order Request includes costs associated with installation of LED flood lights on building and repairing photo cells on (e) DWP lights.

Vendor	Description	Amount
SAFEWAY ELECTRIC	Electrical (Safeway RFC 4)	1,515.00
	SUBTOTAL:	1,515.00
	GL	15.00
	Bond	13.00
	SDI	19.00
	Fee	78.00
	SUBTOTAL:	125.00
TOTAL COST FOR THIS CHANGE ORDER REQUEST:		1,640.00

APPROVAL:
 Oltmans Construction Co.

BY: Devin Ulibarri

DATE:

APPROVAL:
 Magnolia Educational and Research

BY:

DATE:

Cover Sheet

Approval for Additional Positions Due to Increased Enrollment at MSA-3

Section: II. Consent Items
Item: I. Approval for Additional Positions Due to Increased Enrollment at MSA-3
Purpose: Vote
Submitted by:
Related Material: II I MSA 3 Request for Addtional Staff.pdf



Board Agenda Item #	Agenda # II I- Consent Item
Date:	09/13/18
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Shandrea Daniel, Principal of MSA 3
RE:	Approval of Additional Costs for Staffing for MSA 3

Proposed Board Motion

I move that the board approve increase in staffing as follows:

- Approval of one (1) part-time special education teacher aide into full time position
- Approval of one (1) additional full time special education teacher position
- Approval of Behavior Intervention Implementation Specialist Services
- Additional Stipends for (4) full time teachers
- Approval of one (1) new part-time general education teacher
- Additional hours for administrative assistant

Background

- The proper ratio to provide adequate support to our special education students is 1 teacher to every 28 students; MSA 3 currently has a 1:31 ratio with 62 special education students. MSA 3 currently has two full-time aides and one part-time aide but an increase to a full-time aide is beneficial to support our push in model and an additional full-time special education teacher is needed to help ensure IEP's and 504's are being properly implemented. Based on the service requirements of the new students, our need for case managers and service providers also increased. Our plan has been reviewed by the MPS Director of Student Services and recommended to proceed.
- MSA 3 only budgeted enough teachers for 485 students; however the current enrollment is between 508-510. The extra 25 students is impacting the class sizes and puts the ratio of 1:35 for those classes when it should be a 1:25 ratio per our charter. Hiring a part-time teacher will help decrease the large class sizes, assist with math and english intervention and continue providing a 1:25 ratio.
 - **Special Education Request**-Increase one position from part-time to full-time in order to meet the recommended student to teacher ratio, along with fulfilling current students individualized education plan (IEP) and accommodations for our SELPA (Special Education) program:
 - Increase a part time position of a special education aide to a full-time position.
 - Add one full-time Special Education Teacher with benefits.
 - Add Behavior Intervention Implementation Specialist (BII) services

for a student with special needs.

- **General Education (1 position and increase in duties for current teachers):**
 - Hire a part-time multiple subject teacher to assist with the larger 7th and 8th grade groups.
 - There are four current teachers who will also be taking on the extra teaching courses to offer electives and additional intervention support for the students.
- **Main Office Support (Increase in duties):** MSA 3 has excessive responsibilities in the main office; the meal program, money deposits and supply ordering is being overseen by the Principal. Asking for monetary funds to pay main office administrative assistants to take on those duties.

As of 8.20.18, MSA 3 expected enrollment is 505 (45 of which were designated as needing special education services. Currently as of 09/07/18, MSA 3's enrollment is 509 students (62 with special education services). MSA 3 proposes to use \$240,959.88 of the \$272,226 estimated fiscal impact to support the special education and student population increase.

Budget Implications

- revenues are estimates
- salaries will be noted and should not be exceeded

Estimated Additional Revenue

Increase in enrollment as of August 20, 2018 count is shown below, expecting to generate an estimated revenue of \$272k:

As of 08.20.2018		MSA 3					
Grade Level	Enrollment Count		Incr/Decr	ADA %	Estimated Change in ADA	Revised	
	Budget	Actual				Average Revenue per ADA	Estimated Fiscal Impact
K-3			0		0		\$0
4-6	100	77	-23	95.0%	-21.9	\$11,769	-\$257,153
7-8	200	213	13	95.0%	12.4	\$12,046	\$148,768
9-12	185	215	30	93.5%	28.1	\$13,569	\$380,610
Total	485	505	20	94.4%	18.6		\$272,226

Estimated Cost of Additional Staff

Title of Position	Description	Proposed Amount
Special Education Aide	Increase Special Education position from part-time to full-time.	\$18,000.00
Special Education Pers	Pers (32%) for Special Education Aide. Does not need benefits	\$12,480.00
Special Education Teacher	FT-New Position to have sped ratio 1:20 ratio instead of 1:31	\$65,000.00
Special Education Teacher Benefits & Strs	Benefits (\$14,000), STRS (32%), etc	\$34,000.00
Behavior Implementation Specialist Services	Contract through edlogical or another agency. 28 weeks, 40 hours per week, \$32 per hour	\$35,840.00
Teacher Stipends-Hybrid 7th/8th Honors	Stipend: Thomas, Cortinas, Mendez, Waterford	\$6,000.00
Teacher Part-time	Power Classes/Math Intervention Teacher-part time 32 hours	\$41,984.00
Teacher Part-time benefits & Strs	Benefits (\$14,000), strs (32%), etc	\$24,434.88
Administrative Assistant Increased Duties	Extra Duties: Meal Program, money deposits, supply ordering	\$3,221.00
Estimated Total		\$240,959.88

Cover Sheet

Approval of 2017-18 Unaudited Actuals and Review of July '18 Financials

Section: II. Consent Items
Item: J. Approval of 2017-18 Unaudited Actuals and Review of July '18 Financials
Purpose: Vote
Submitted by:
Related Material: II J Unaudited Actuals 2017-18.pdf



Board Agenda Item #	Agenda # II J- Consent Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Nanie Montijo, Chief Financial Officer
RE:	Approval of Unaudited Actuals Report for Fiscal Year Ended June 30, 2018

Proposed Board Recommendation

I move that the board approve the Unaudited Actuals Report for Fiscal Year Ended June 30, 2018.

Background

In compliance with Education Code (EC) Section 42100, the Los Angeles County Office of Education (LACOE) requests that districts file their board-approved 2017-18 Unaudited Actuals Financial Report by September 15, 2018.

Per LACOE's bulletin #4846 dated July 18, 2018,

- the report is required in the SACS software format
- charter school's unaudited actual reports must be submitted for each charter school authorized by the district; reports can be submitted via SACS or the Alternative Form
- one hard copy of the Board-certified report with original signature must be submitted.

The County office will verify, approve, certify, and transmit each report to CDE by the due date. The submission of unaudited actuals financial reports from all districts are required in order for the State to compile and report statewide financial data for 2017-18. Under EC Section 42129, the State Superintendent of Public Instruction may impose certain sanctions if a report is not submitted by the due date. The sanctions may include the withholding of all stipends, salaries, and expenses from the superintendent and governing board of any district that fails to file the report in a timely manner.

Authorizing districts are required by EC Section 47604.32 to ensure that each charter school under their authority complies with all reports required of charter schools by law and to monitor the fiscal solvency of each charter school.

Budget Implications

- none

How Does This Action Relate/Affect/Benefit All MSAs?

All Charter schools must submit their 2017-18 year-end financial data to the County Office through their authorizing district by September 15, 2018, either in the SACS format or in the Alternative Form.

Exhibits (Attachments):

Unaudited Actuals Report/Presentation For Fiscal Year Ended June 30, 2018.



Business and Development Specialists
for Charter Schools

MEMORANDUM

TO: Alfredo Rubalcava, CEO, Magnolia Public Schools
FROM: EdTec
SUBJECT: Unaudited Actuals 2018 Financial Presentation
DATE: 09/1/18

SUMMARY OF RESULTS – UNAUDITED ACTUALS

	MERF	MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	Total
SUMMARY												
Revenue												
LCFF Entitlement	-	5,502,695	4,472,148	4,459,164	1,713,551	1,927,351	1,449,785	2,565,977	4,538,699	6,682,934	2,947,210	36,259,514
Federal Revenue	51,600	1,035,665	521,866	449,533	249,327	234,012	167,651	261,610	342,604	678,693	127,665	4,120,228
Other State Revenues	-	1,370,330	679,407	784,672	381,311	425,667	325,170	877,179	851,386	726,805	686,139	7,108,067
Local Revenues	6,644,427	57,230	40,368	51,156	28,835	107,881	9,910	55,539	51,358	58,161	46,952	7,151,817
Fundraising and Grants	107,243	58,850	29,586	26,429	9,352	1,599	16,991	18,666	23,598	54,661	42,344	389,320
Total Revenue	6,803,270	8,024,771	5,743,375	5,770,955	2,382,377	2,696,510	1,969,508	3,778,971	5,807,645	8,201,254	3,850,311	55,028,946
Expenses												
Compensation and Benefits	2,972,148	3,520,801	3,017,121	2,915,194	1,057,458	1,351,319	1,044,615	1,622,366	2,608,479	4,789,691	2,223,864	27,123,055
Books and Supplies	24,834	373,591	399,290	312,395	119,132	185,218	85,824	190,976	304,440	608,163	101,248	2,705,113
Services and Other Operating Expenditures	2,244,617	2,698,450	1,920,481	2,080,950	726,839	588,779	465,363	1,461,248	2,119,837	2,203,318	1,578,005	18,087,886
Depreciation	933	6,361	48,000	22,407	15,656	11,392	28,726	18,515	57,572	527,830	30,567	767,960
Other Outflows	-	-	-	-	-	-	-	-	-	446,968	-	446,968
Total Expenses	5,242,532	6,599,203	5,384,892	5,330,946	1,919,085	2,136,707	1,624,527	3,293,106	5,090,327	8,575,970	3,933,685	49,130,982
Operating Income	1,560,738	1,425,567	358,482	440,009	463,291	559,803	344,980	485,865	717,318	(374,716)	(83,374)	5,897,964
Fund Balance												
Beginning Balance (Unaudited)	258,542	3,592,121	986,884	659,803	917,537	1,212,490	1,119,974	901,012	3,045,002	7,875,025	1,189,492	21,757,882
Audit Adjustment	(1,025,320)	(205,846)	(89,798)	(27,842)	112,622	163,067	138,947	111,318	321,397	1,987	59,194	(440,274)
Beginning Balance (Audited)	(766,778)	3,386,275	897,086	631,961	1,030,159	1,375,557	1,258,921	1,012,330	3,366,399	7,877,012	1,248,686	21,317,608
Operating Income	1,560,738	1,425,567	358,482	440,009	463,291	559,803	344,980	485,865	717,318	(374,716)	(83,374)	5,897,964
Ending Fund Balance	793,959	4,811,843	1,255,568	1,071,970	1,493,450	1,935,360	1,603,901	1,498,195	4,083,717	7,502,296	1,165,312	27,215,572
Restricted Net Position	-	365,716	282,852	274,967	265,107	251,130	112,184	254,562	272,911	110,306	349,323	2,539,060
Unrestricted Net Position	793,959	4,446,127	972,716	797,003	1,228,343	1,684,229	1,491,717	1,243,633	3,810,806	7,391,990	815,989	24,676,513

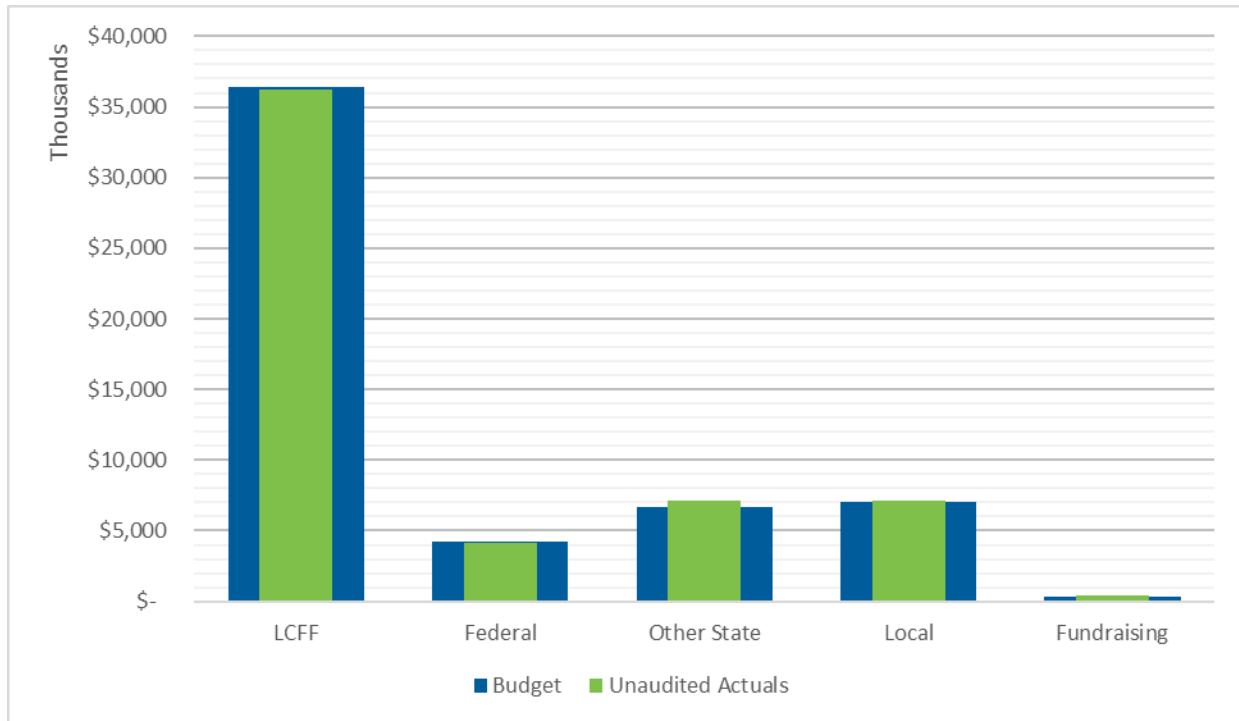
SUMMARY OF RESULTS – UNAUDITED ACTUALS VS. 2ND INTERIM BOARD APPROVED BUDGET

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	38,117,866	36,450,839	36,259,514	(191,325)
Federal Revenue	4,008,196	4,259,324	4,120,228	(139,096)
Other State Revenues	4,320,287	6,699,536	7,108,067	408,532
Local Revenues	6,843,121	7,019,546	7,151,817	132,271
Fundraising and Grants	218,766	370,083	389,320	19,236
Total Revenue	53,508,235	54,799,329	55,028,946	229,617
Expenses				
Compensation and Benefits	27,669,640	27,446,330	27,123,055	323,274
Books and Supplies	3,378,007	5,211,532	2,705,113	2,506,419
Services and Other Operating Expenditures	19,443,993	19,393,627	18,084,697	1,308,930
Depreciation	957,438	964,695	767,960	196,735
Other Outflows	173,107	173,107	450,157	(277,049)
Total Expenses	51,622,185	53,189,291	49,130,982	4,058,310
Operating Income	1,886,051	1,610,038	5,897,964	4,287,927
Fund Balance				
Beginning Balance (Unaudited)	21,757,882	21,757,882	21,757,882	
Audit Adjustment	-	(440,274)	(440,274)	
Operating Income	1,886,051	1,610,038	5,897,964	
Ending Fund Balance	23,643,933	22,927,646	27,215,572	

Consolidated unaudited net income was \$5,897,964. This is an increase of \$4.28 million from the 2nd Interim board approved budget. MSA-Santa Ana & MSA-San Diego ended the year with an operating loss, but all other sites ended the year with a positive operating income. Main reasons for the budget variance were:

- Prop 39 Clean Energy spending to occur after 6/30/18 (+\$1.8M)
- SB740 & Lottery final funding higher than budget (+210k)
- Mental Health (El Dorado) revenue not budgeted (+\$180k)
- Overall compensation and benefits came in under budget, largely due to unencumbered retirement contribution match in MERF & medical insurance under budget (+\$323k)
- Expenses came in under budget in Travel & Professional Development (+\$870k), Legal (+142k), Technology services (+\$321k), depreciation (+\$424k), and various other (+18k)

BUDGET VS. ACTUALS - REVENUES



Overall Revenue was \$229k higher than 2nd interim Board Approved Budget

LCFF: Revenue was \$191K lower than the approved budget as P-2 ADA was less than budgeted.

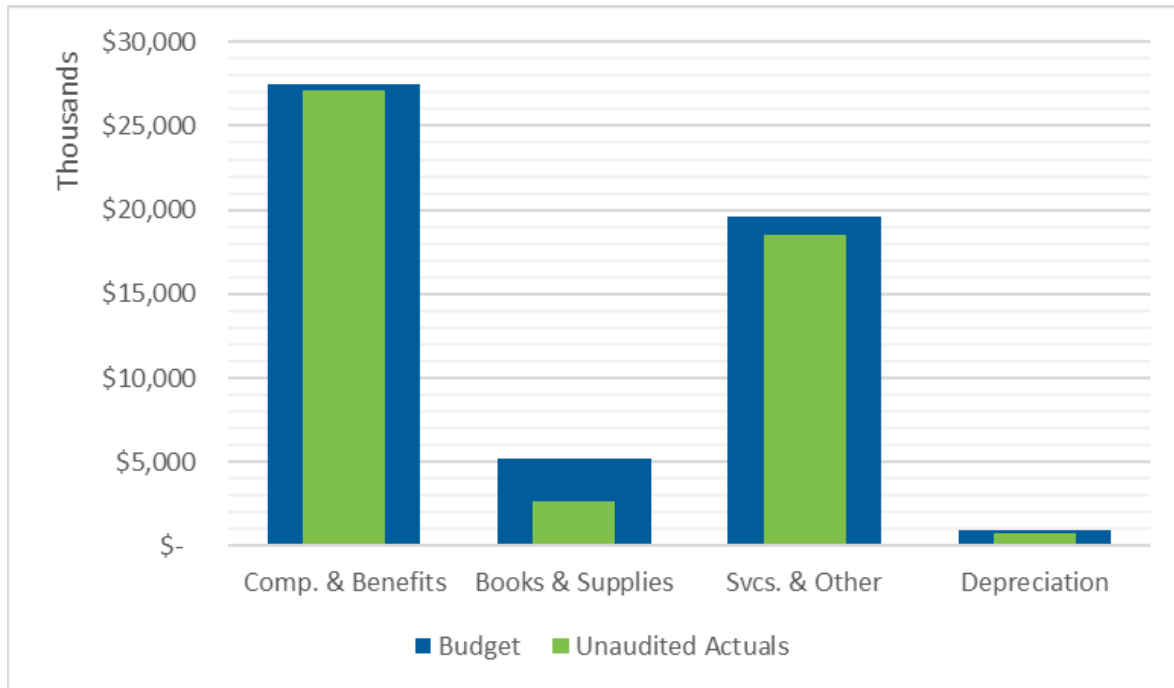
Federal: Revenue was \$139K lower than the approved budget primarily because MSA-1 CSFIG reimbursable expenses were less than anticipated.

Other State: Revenue was \$408K higher than the approved budget. Mental Health state reimbursement for El Dorado SELPA sites brought in additional \$180K, SB740 came in higher at \$158K, and State lottery revenue was an additional \$52K.

Other Local Revenue: School sites received \$132K more local revenue than budgeted for Option 3 Grants and field trip revenue.

Fundraising and Grants: Brought in an additional \$19K in revenue.

BUDGET VS. ACTUALS – EXPENSES



Overall Expenses were \$4.2 million lower than 2nd interim Board Approved Budget

Compensation & Benefits: Expense was \$323k less than budget, with the main difference being in health insurance expense and MERF retirement contribution match not occurring.

Books & Supplies: Many line items came in under budget, including instructional materials and noncapital equipment, but largest variance was due to not spending Prop 39 Clean Energy funds this year – overall savings \$2.5M.

Services & Other Operating: Many line items came in under budget, with main savings occurring in Travel & PD, Consultants, Legal, Technology – total savings \$1M

Depreciation: \$196K lower than the budget as it was based on estimates of capital expenditures and dates placed in service, and MSA-1 had building depreciation budgeted but the building was transferred to Magnolia Property Management during the year.

CASH FLOW SUMMARY



The ending cash balance at 06/30/18 was \$13,516,042, with \$2.5M being restricted cash.

RESTRICTED CASH BALANCES

Program	FY Received	Resource	MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	Total
Prop 39 Clean Energy Grant	2013-14	6230-0	265,704	244,814	253,340	245,886	251,130	110,297	254,562	272,911	-	242,716	2,141,361
College Readiness	2016-17	7338-0	54,444	38,038	15,560	16,326	-	-	-	-	14,716	-	139,085
NSLP	2016-17	5310-0	45,568	-	6,067	2,895	-	1,887	-	-	-	0	56,417
Prop 1D	2015-16	9101-0	-	-	-	-	-	-	-	-	95,590	106,607	202,197
Total Restricted Funds			365,716	282,852	274,967	265,107	251,130	112,184	254,562	272,911	110,306	349,323	2,539,060

Prop 39 Clean Energy: Originally budgeted to be expended in FY17-18, but did not occur. Updated plans are to expend these funds in FY19 and FY20.

College Readiness: FY18-19 is the final year to spend these funds. Any remaining grant money at the end of the year will need to be returned.

National School Lunch Program: Can only carry over up to three months of expenses.

Prop 1D: MSA-SA and MSA-SD facility funds.

MAGNOLIA SCIENCE ACADEMY – 1

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	5,459,002	5,505,533	5,502,695	(2,838)
Federal Revenue	1,088,351	1,166,901	1,035,665	(131,235)
Other State Revenues	890,794	1,299,057	1,370,330	71,274
Local Revenues	69,650	76,325	57,230	(19,095)
Fundraising and Grants	65,000	58,185	58,850	665
Total Revenue	7,572,797	8,106,001	8,024,771	(81,230)
Expenses				
Compensation and Benefits	3,515,834	3,551,674	3,520,801	30,873
Books and Supplies	514,102	763,511	373,591	389,919
Services and Other Operating Expenditures	3,276,235	2,924,353	2,698,300	226,053
Depreciation	153,345	153,345	6,361	146,984
Other Outflows	-	-	150	(150)
Total Expenses	7,459,516	7,392,883	6,599,203	793,679
Operating Income	113,281	713,118	1,425,567	712,449
Fund Balance				
Beginning Balance (Unaudited)	3,592,121	3,592,121	3,592,121	
Audit Adjustment	-	(205,846)	(205,846)	
Operating Income	113,281	713,118	1,425,567	
Ending Fund Balance	3,705,403	4,099,394	4,811,843	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$1,425,567**, a \$712k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
Federal Revenue (-\$131k)

Charter School Facility Incentive Grant (CSFIG) revenue under budget, which was a function of spending and the school did not spend the full amount. Expense and revenue were reduced accordingly..

Other State Revenues (+\$71k)

SB740 and Lottery final revenue rates came in higher than budget.

Local Revenues (-\$19k)

Food service and other local revenues came in under budget.

Fundraising and Grants (+\$665)

Fundraising and donations slightly exceeded budget.

Compensation and Benefits (+\$31k)

Overall salaries came in under budget.

Books and Supplies (+\$390k)

The main categories for budget savings were Student Food Services, \$64K, Instructional Materials and Supplies, \$28K, Non-classroom related furniture, \$14K, and Computers \$10K. Largest variance was noncapital equipment with \$248k savings due to shifting Prop 39 expenditures to next year.

Service and Other Operating Expenditures (+\$226k)

The largest contribution to this savings is a correction of prior year accumulated depreciation on transferred property of \$161K. Utilities, Repairs, Accounting Fees, Professional Services, Legal Fees, Payroll Fees, Professional Development, Special Ed Contractors, and Technology Services were the largest savings areas for another combined savings of \$171K. These were offset by Rent being overbudget by \$88K and CMO Fees by \$18K.

Depreciation (+\$147k)

Removed property transferred to MPM.

MAGNOLIA SCIENCE ACADEMY - 2

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,724,787	4,540,508	4,472,148	(68,360)
Federal Revenue	454,654	523,143	521,866	(1,277)
Other State Revenues	359,588	646,947	679,407	32,460
Local Revenues	58,680	38,679	40,368	1,689
Fundraising and Grants	20,550	23,464	29,586	6,122
Total Revenue	5,618,259	5,772,741	5,743,375	(29,366)
Expenses				
Compensation and Benefits	3,110,910	3,179,649	3,017,121	162,528
Books and Supplies	400,942	620,818	399,290	221,528
Services and Other Operating Expenditures	1,923,796	1,827,005	1,920,278	(93,273)
Depreciation	51,413	51,413	48,000	3,413
Other Outflows	-	-	204	(204)
Total Expenses	5,487,060	5,678,885	5,384,892	293,992
Operating Income	131,198	93,856	358,482	264,626
Fund Balance				
Beginning Balance (Unaudited)	986,884	986,884	986,884	
Audit Adjustment	-	(89,798)	(89,798)	
Operating Income	131,198	93,856	358,482	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$358,482**, a \$265j increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS

LCFF Entitlement (-\$68k)

Reduced LCFF due to P2 ADA coming in -6 below budget.

Federal Revenue (-\$1.2k)

National School Lunch Program revenues came in -\$14k under budget, with offsets in Title I and other Federal revenues.

Other State Revenues (+\$32k)

Received Mental Health funding from El Dorado SELPA, not originally budgeted.

Local Revenues (\$1.6k)

Food service sales came slightly higher.

Fundraising and Grants (+\$6.1k)

Actual donations exceeded budget.

Compensation and Benefits (+\$162k)

Actual salaries ended the year \$53k ahead of budget, while largest savings was in Health & Welfare expense with actuals coming in \$87k ahead of budget.

Books and Supplies (+\$221k)

Main savings due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year.

Services and Other Operating Expenditures (-\$93k)

Prior Year expenses, and substitutes were the two main categories over budget, total impact of \$196K. These expenses were offset by CMO fees, Legal fees, Technology services, Professional Development and Special Education Contractors which were all under budget.

Depreciation (+\$3.4k)

Small variance in depreciation actuals came in lower based on actual capital expenses and date placed in service.

MAGNOLIA SCIENCE ACADEMY – 3

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,463,366	4,404,123	4,459,164	55,041
Federal Revenue	485,007	516,116	449,533	(66,583)
Other State Revenues	447,300	749,119	784,672	35,553
Local Revenues	40,578	45,366	51,156	5,790
Fundraising and Grants	19,617	14,735	26,429	11,694
Total Revenue	5,455,868	5,729,459	5,770,955	41,496
Expenses				
Compensation and Benefits	2,824,322	2,884,881	2,915,194	(30,314)
Books and Supplies	434,314	629,654	312,395	317,259
Services and Other Operating Expenditures	2,058,008	2,099,505	2,080,950	18,555
Depreciation	19,096	19,096	22,407	(3,311)
Other Outflows	-	-	-	-
Total Expenses	5,335,741	5,633,136	5,330,946	302,190
Operating Income	120,127	96,323	440,009	343,686
Fund Balance				
Beginning Balance (Unaudited)	659,803	659,803	659,803	
Audit Adjustment	-	(27,842)	(27,842)	
Operating Income	120,127	96,323	440,009	
Ending Fund Balance	779,930	728,284	1,071,970	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$440,009**, a \$344k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF (+\$55k)

Total revenue ahead of budget due to P2 ADA being +6.5 higher than budget.

Federal Revenue (-\$66k)

Main change was decrease in National School Lunch Program revenues with offsetting reduction in books & supplies (food supplies).

Other State Revenue (+\$35k)

Received Mental Health funding from El Dorado SELPA, not originally budgeted.

Local Revenues (+\$5.7k)

Field trip revenues came in higher than budget, with offsetting expenses in Operating Expenses.

Donations/Fundraising (+\$11k)

Actual fundraising came in higher than budget.

Compensation and Benefits (-\$30k)

Overall salaries came in -\$10k over budget, with Health & Welfare expenses being -\$20k over budget.

Books and Supplies (+\$317k)

Student food expenses were under budget by \$63K. Other main savings due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year.

Services and Other Operating Expenditures (+\$18k)

Substitutes, Special Education Contract Instructors, CMO Fees, After School Programs, and other miscellaneous categories were all over budget with a total impact of \$125K. These expenses were offset by Prior Year expenses, Prop 39 rents and other professional services for coming in under budget.

Depreciation (-\$3.3k)

Variance in depreciation actuals came in lower based on actual capital expenses and date placed in service.

MAGNOLIA SCIENCE ACADEMY - 4

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,875,756	1,697,825	1,713,551	15,726
Federal Revenue	259,640	240,169	249,327	9,158
Other State Revenues	150,859	374,018	381,311	7,293
Local Revenues	22,035	26,946	28,835	1,890
Fundraising and Grants	3,000	5,517	9,352	3,835
Total Revenue	2,311,290	2,344,475	2,382,377	37,901
Expenses				
Compensation and Benefits	1,337,560	1,085,264	1,057,458	27,806
Books and Supplies	113,174	380,027	119,132	260,895
Services and Other Operating Expenditures	789,378	835,279	725,873	109,406
Depreciation	15,656	15,656	15,656	(0)
Other Outflows	-	-	966	(966)
Total Expenses	2,255,768	2,316,226	1,919,085	397,141
Operating Income	55,522	28,249	463,291	435,042
Fund Balance				
Beginning Balance (Unaudited)	917,537	917,537	917,537	
Audit Adjustment	-	112,622	112,622	
Operating Income	55,522	28,249	463,291	
Ending Fund Balance	973,059	1,058,408	1,493,450	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$463,291**, a \$435k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS

LCFF Entitlement (+\$15.7k)

P2 ADA came in +.7 ahead of budget.

Federal Revenue (+\$9.1k)

National School Lunch program revenues came in ahead of budget.

Other State Revenues (+\$7.2k)

Child Nutrition revenue and Lottery came in ahead of budget.

Local Revenues (+\$1.9k)

Option 3 Grant revenue was slightly higher than projected.

Fundraising and Grants (+\$3.8k)

Actual donations came in higher than budget.

Compensation and Benefits (+\$27.8k)

Overall salaries were slightly over budget, with offsetting savings in Health & Welfare costs.

Books and Supplies (+\$261k)

Savings of +\$207k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year. Instructional materials and furniture costs were also under budget.

Services and Other Operating Expenditures (+\$109k)

Special Education Contract Instructors was under budget by \$25K with Technology Services also under budget by \$26K. Other categories under budget and creating savings included Accounting Fees, Other Professional Services, Legal Fees, Professional Development, and Professional Development-Tuition.

MAGNOLIA SCIENCE ACADEMY - 5

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,939,936	1,958,592	1,927,351	(31,241)
Federal Revenue	226,461	246,483	234,012	(12,471)
Other State Revenues	180,136	423,857	425,667	1,810
Local Revenues	28,536	148,604	107,881	(40,724)
Fundraising and Grants	1,000	2,017	1,599	(418)
Total Revenue	2,376,069	2,779,553	2,696,510	(83,043)
Expenses				
Compensation and Benefits	1,399,666	1,460,085	1,351,319	108,766
Books and Supplies	225,109	484,210	185,218	298,993
Services and Other Operating Expenditures	675,372	709,346	588,908	120,438
Depreciation	11,400	18,908	11,392	7,516
Other Outflows	-	-	(129)	129
Total Expenses	2,311,546	2,672,550	2,136,707	535,843
Operating Income	64,523	107,003	559,803	452,800
Fund Balance				
Beginning Balance (Unaudited)	1,212,490	1,212,490	1,212,490	
Audit Adjustment	-	163,067	163,067	
Operating Income	64,523	107,003	559,803	
Ending Fund Balance	1,277,013	1,482,560	1,935,360	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$559,803**, a \$453k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS

LCFF (-\$31k)

Funding reduced due to P2 ADA coming in -2.7 under budget.

Federal Revenue (-\$12.4k)

Charter School Facility Incentive Grant (CSFIG) had a decrease of revenue of \$13K.

Other State Revenue (+\$1.8k)

Lottery rate slightly higher than budget.

Local Revenues (-\$40k)

SpEd Revenue Option 3 – BEST Grant revenue was less than expected.

Fundraising and Grants (-\$418)

Fundraising and donations were budgeted based on FY16-17, however, the actuals FY17-18 were lower.

Compensation and Benefits (+\$108.7k)

Teachers were slightly over budget by \$3K, while Classified Other Salaries were over budget by \$15K. Certificated Admin Salaries were under budget by \$13K, while Classified Clerical Salaries were under budget by \$37K. The largest categorical change was Health and Wellness Benefits being under budget by \$53K.

Books and Supplies (+\$299k)

Savings of +\$199k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year. Instructional materials realized savings of \$56k and food service expenses were \$29k less than budget.

Services and Other Operating Expenditures (+\$120k)

Technology Services were under budget by \$39K with Consultants under budget by \$20K. Other categories that were under budget were Conference Fees, Equipment Leases, Accounting Fees, Other Professional Services, Legal Fees, and Professional Development. The one overbudget category was Substitutes by \$27K.

Depreciation (+\$7.5k)

Variance in depreciation actuals came in lower than budgeted based on actual capital expenses and date placed in service.

MAGNOLIA SCIENCE ACADEMY - 6

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,574,417	1,490,511	1,449,785	(40,726)
Federal Revenue	170,405	175,551	167,651	(7,900)
Other State Revenues	220,619	288,267	325,170	36,903
Local Revenues	-	8,630	9,910	1,280
Fundraising and Grants	15,000	14,749	16,991	2,242
Total Revenue	1,980,442	1,977,707	1,969,508	(8,200)
Expenses				
Compensation and Benefits	1,173,022	1,182,176	1,044,615	137,562
Books and Supplies	127,250	196,445	85,824	110,621
Services and Other Operating Expenditures	509,765	514,556	463,542	51,014
Depreciation	28,726	28,726	28,726	(0)
Other Outflows	-	-	1,821	(1,821)
Total Expenses	1,838,764	1,921,903	1,624,527	297,376
Operating Income	141,678	55,804	344,980	289,176
Fund Balance				
Beginning Balance (Unaudited)	1,119,974	1,119,974	1,119,974	
Audit Adjustment	-	138,947	138,947	
Operating Income	141,678	55,804	344,980	
Ending Fund Balance	1,261,652	1,314,725	1,603,901	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$344,980**, a \$289k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF (-\$40.7k)

Reduced revenue per P2 ADA coming in -4.3 below budget

Federal Revenue (-\$7.9k)

There was a decrease in National School Lunch Program (NSLP) revenue of \$11K, which is offset by lower expenses.

Other State Revenue (+\$36.9)

Increase in revenue due to additional SB740 with submission of additional invoices beyond rent.

Local Revenues (+\$1.2k)

Option 3 grants slightly higher than budget.

Fundraising and Grants (+\$2.2k)

Donations came in higher than budget.

Compensation and Benefits (+\$137.5k)

Overall salaries came in \$74k under budget, with additional savings in related benefits (+\$23k) and unspent Health & Welfare costs totaling \$40k.

Books and Supplies (+\$110k)

Student Food Services came in under budget by \$22K. Approved Textbooks were also under budget by \$21k. Savings of +\$61k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year.

Services and Other Operating Expenditures (+\$51k)

Professional Development was the single largest category that came in under budget by \$23K. Other categories under budget include Accounting Fees, Field Trip expenses, Legal Fees, and Technology Services for a total savings of \$28K.

MAGNOLIA SCIENCE ACADEMY - 7

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	2,658,045	2,574,310	2,565,977	(8,333)
Federal Revenue	235,853	251,998	261,610	9,612
Other State Revenues	564,241	802,711	877,179	74,469
Local Revenues	53,168	53,111	55,539	2,428
Fundraising and Grants	11,000	12,898	18,666	5,769
Total Revenue	3,522,307	3,695,027	3,778,971	83,944
Expenses				
Compensation and Benefits	1,682,985	1,672,036	1,622,366	49,670
Books and Supplies	188,317	419,268	190,976	228,291
Services and Other Operating Expenditures	1,551,087	1,469,252	1,461,951	7,301
Depreciation	45,159	44,909	18,515	26,394
Other Outflows	-	-	(703)	703
Total Expenses	3,467,548	3,605,465	3,293,106	312,359
Operating Income	54,759	89,561	485,865	396,304
Fund Balance				
Beginning Balance (Unaudited)	901,012	901,012	901,012	
Audit Adjustment	-	111,318	111,318	
Operating Income	54,759	89,561	485,865	
Ending Fund Balance	955,771	1,101,891	1,498,195	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$485,865**, a \$312k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF (-\$8.3k)

Decreased revenue due to -.7 ADA reduction from budget.

Federal Revenue (+\$9.6k)

Other Federal Revenues (e-rate) came in ahead of budget.

Other State Revenues (+\$74k)

Increase in revenue due to additional SB740 with submission of additional invoices beyond rent.

Local Revenues (+\$2.4k)

Additional Option 3 revenue not budgeted.

Fundraising and Grants (+\$5.7k)

Actual fundraising came in higher than budget.

Compensation and Benefits (+\$49.6)

Teacher salaries came in under budget by \$21K, with additional savings in related benefits (+\$10k) and unspent Health & Welfare costs totaling \$15k.

Books and Supplies (+\$228k)

Student Food Services came in under budget by \$17K. Savings of +\$212k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year.

Service and Other Operating Expenditures (+\$7.3k)

Dues & Memberships, Utilities, Accounting Fees, Banking Fees, Field Trip expenses, Marketing Services, Communications and Technology Services came in under budget, while contracted substitutes, CMO fees and building repairs were largest line items that exceeded budget. Overall savings of +\$7k.

Depreciation (+\$26k)

Variance in depreciation actuals came in lower than budgeted based on actual capital expenses and date placed in service.

MAGNOLIA SCIENCE ACADEMY - 8

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,656,757	4,525,841	4,538,699	12,858
Federal Revenue	304,497	336,842	342,604	5,762
Other State Revenues	528,197	840,876	851,386	10,511
Local Revenues	34,273	42,972	51,358	8,386
Fundraising and Grants	20,000	22,236	23,598	1,362
Total Revenue	5,543,724	5,768,767	5,807,645	38,878
Expenses				
Compensation and Benefits	2,782,961	2,754,796	2,608,479	146,318
Books and Supplies	426,715	643,235	304,440	338,795
Services and Other Operating Expenditures	2,090,297	2,206,121	2,120,328	85,793
Depreciation	96,064	96,064	57,572	38,492
Other Outflows	-	-	(492)	492
Total Expenses	5,396,037	5,700,216	5,090,327	609,889
Operating Income	147,687	68,551	717,318	648,767
Fund Balance				
Beginning Balance (Unaudited)	3,045,002	3,045,002	3,045,002	
Audit Adjustment	-	321,397	321,397	
Operating Income	147,687	68,551	717,318	
Ending Fund Balance	3,192,689	3,434,950	4,083,717	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating income of **\$717,318**, a \$649k increase from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF (+12.8k)

Actual ADA came in 1.3 ahead of budget.

Federal Revenue (+\$5.7k)

There was a slight increase of Title I funding over budgeted amounts.

Other State Revenues (+\$10.5k)

Final Lottery rates were higher than budget, and SpEd came in slightly ahead of budget.

Local Revenues (+\$8.3k)

Option 3 grant revenue came in higher than budgeted.

Fundraising and Grants (+\$1.3k)

Actual fundraising came in higher than budget.

Compensation and Benefits (+\$146k)

Teacher & admin salaries came in under budget by \$165K due to not hiring open positions. Classified salaries went over budget by -\$41k. Due to overall the lower salaries, payroll taxes & benefits were under budget by \$22K.

Books and Supplies (+\$339k)

Savings of +\$237k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year. The other large categorical savings were from Student Food Services being under budget by \$63K. Approved textbooks were also underbudget by \$23K. Other areas of savings include Instructional Materials, PE Supplies, Teacher Supplies.

Services and Other Operating Expenditures (+\$86k)

Largest savings were due to Technology Services coming in under budget by \$81K, and Travel and PD under budget by \$56k. This was offset by CMO fees, contracted substitutes and Prop 39 rent costs being over budget.

Depreciation (+\$38k)

Variance in depreciation actuals came in lower than budgeted based on actual capital expenses and date placed in service.

MAGNOLIA SCIENCE ACADEMY – SANTA ANA

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	7,467,687	6,793,513	6,682,934	(110,579)
Federal Revenue	658,206	662,529	678,693	16,164
Other State Revenues	585,070	638,830	726,805	87,975
Local Revenues	64,612	56,723	58,161	1,438
Fundraising and Grants	32,446	48,358	54,661	6,303
Total Revenue	8,808,020	8,199,952	8,201,254	1,302
Expenses				
Compensation and Benefits	4,576,489	4,493,395	4,789,691	(296,296)
Books and Supplies	733,114	677,539	608,163	69,376
Services and Other Operating Expenditures	2,490,994	2,324,944	2,201,948	122,995
Depreciation	505,350	505,350	527,830	(22,480)
Other Outflows	173,107	173,107	448,337	(275,229)
Total Expenses	8,479,055	8,174,335	8,575,970	(401,634)
Operating Income	328,966	25,617	(374,716)	(400,332)
Fund Balance				
Beginning Balance (Unaudited)	7,875,025	7,875,025	7,875,025	
Audit Adjustment	-	1,987	1,987	
Operating Income	328,966	25,617	(374,716)	
Ending Fund Balance	8,203,991	7,902,629	7,502,296	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating loss of **(-\$374,716)**, a \$400k decrease from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF (-\$110.5k)

Reduction due to P2 ADA coming in -11.7 below budget.

Federal Revenue (+\$16k)

National School Lunch Program (NSLP) revenue actuals were \$10K more than the budget. Title funding also came in slightly higher than budget.

Other State Revenue (+\$88k)

Received Mental Health funding from El Dorado SELPA, not originally budgeted, and PY State and Lottery adjustments not budgeted.

Local Revenues (+\$1.4k)

Food sales came in higher than budget.

Fundraising and Grants (+\$6.3k)

Fundraising came in higher than budget.

Compensation and Benefits (-\$-296k)

Teachers and Certificated Salaries were overbudget by \$99K. Large surge in Classified support staff toward the end of the year resulted in \$179k over budget in this category. Related benefits were also over budget by \$18k.

Books and Supplies (+\$69k)

Savings resulted from Classroom Furniture under budget by \$26K. Additional categories that were under budget included Books, Custodial Supplies, Educational Software, and Student Foods services.

Services and Other Operating Expenditures (+\$123k)

Legal Fees & contracted substitutes were the largest categories over budget with a variance of \$160k. Special Ed Contractors, Licenses and Fees and CMO fees were also over budget. This was offset by savings from shift of rent to loan interest for proper reporting (included in Other Outflows – see below).

Depreciation (-\$22k)

Variance in depreciation actuals came in higher than budgeted based on actual capital expenses and date placed in service.

Other Outflows (-\$275k)

Intercept payments were moved from rent expense to long-term interest per loan agreement.

MAGNOLIA SCIENCE ACADEMY – SAN DIEGO

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	3,298,113	2,960,085	2,947,210	(12,874)
Federal Revenue	125,122	131,511	127,665	(3,846)
Other State Revenues	393,481	635,855	686,139	50,284
Local Revenues	78,739	75,435	46,952	(28,482)
Fundraising and Grants	31,153	33,051	42,344	9,294
Total Revenue	3,926,609	3,835,935	3,850,311	14,376
Expenses				
Compensation and Benefits	2,210,402	2,199,260	2,223,864	(24,605)
Books and Supplies	144,548	330,564	101,248	229,316
Services and Other Operating Expenditures	1,352,286	1,437,066	1,578,002	(140,936)
Depreciation	30,295	30,295	30,567	(272)
Other Outflows	-	-	4	(4)
Total Expenses	3,737,532	3,997,185	3,933,685	63,500
Operating Income	189,077	(161,249)	(83,374)	77,876
Fund Balance				
Beginning Balance (Unaudited)	1,189,492	1,189,492	1,189,492	
Audit Adjustment	-	59,194	59,194	
Operating Income	189,077	(161,249)	(83,374)	
Ending Fund Balance	1,378,569	1,087,437	1,165,312	

SUMMARY OF RESULTS

FY17-18 unaudited actuals ended with an operating net loss of **(\$83,374)**, a \$78k decrease from the 2nd Interim board approved budget.

VARIANCE ANALYSIS
LCFF Entitlement (-\$12.8k)

Revenue decreased due to P2 ADA coming in -1.3 below budget.

Federal Revenue (-\$3.8k)

National School Lunch Program (NSLP) revenue actuals were \$6K less than the budget, which offsets with some lower expenses. Federal SpEd revenue slightly higher than budget.

Other State Revenue (+\$50k)

Received Mental Health funding from El Dorado SELPA, not originally budgeted, and slight increase in ASES grant funding, offset by matching expense.

Local Revenues (-\$28k)

Field trip revenue came in \$22K less than budgeted. Leases and Rentals revenue was also not realized as budgeted in the amount of \$7K.

Fundraising & Grants (+\$9.3k)

Fundraising and donations came in higher than budget.

Compensation and Benefits (-\$24.6k)

Classified clerical salaries came in higher than budget, with related benefits.

Books and Supplies (+\$229k)

Savings of +\$205k due to noncapital equipment budgeted under Prop 39 Clean Energy grant, moved to next year. The other large categorical savings were from books, instructional materials, and student food services being under budget.

Services and Other Operating Expenditures (-\$140.9k)

The largest category is Rent being over budget by \$172K due to R&M set aside payments as required by the bond agreement not originally budgeted. Other budget categories overspent are Special Education Contract Instructors and legal fees, with offsets in utilities, field trips and PD being underspent.

MERF

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	-	-	-	-
Federal Revenue	-	8,082	51,600	43,518
Other State Revenues	-	-	-	-
Local Revenues	6,392,850	6,446,755	6,644,427	197,672
Fundraising and Grants	-	134,875	107,243	(27,632)
Total Revenue	6,392,850	6,589,712	6,803,270	213,558
Expenses				
Compensation and Benefits	3,055,489	2,983,114	2,972,148	10,966
Books and Supplies	70,421	66,261	24,834	41,427
Services and Other Operating Expenditures	2,726,775	3,046,200	2,244,617	801,583
Depreciation	933	933	933	0
Other Outflows	-	-	-	-
Total Expenses	5,853,618	6,096,508	5,242,532	853,976
Operating Income	539,232	493,204	1,560,738	1,067,534
Fund Balance				
Beginning Balance (Unaudited)	258,542	258,542	258,542	
Audit Adjustment	-	(1,025,320)	(1,025,320)	
Operating Income	539,232	493,204	1,560,738	
Ending Fund Balance	797,774	(273,575)	793,959	

Summary of Results

FY17-18 unaudited actuals ended with an operating income of **\$1,560,738**, a \$1.07M increase from the 2nd Interim board approved budget.

Variance Analysis

Federal Revenue (+\$43.5k)

E-Rate deposited to MERF not budgeted.

Local Revenues (+\$197k)

Correction of Prior Year CMO fees from MSA-1 and MSA-2 in the amount of \$145K. Also realized tax refunds from prior years not budgeted.

Fundraising and Grants (-\$27k)

Fundraising and donations were budgeted based on FY16-17; the actuals FY17-18 were lower.

Compensation and Benefits (+\$11k)

Both Certificated Admin Salaries and Classified Clerical Salaries were both overbudget in the amount of \$38K. Benefits were \$50K under budget due, with the largest budget category being Other Employee Benefits – 401K contributions being overestimated.

Books and Supplies (+\$41k)

The main budget category under budget is Other Food by \$20K. Other savings came from being underspent in Educational Software by \$10K and Office Supplies by \$6K.

Services and Other Operating Expenditures (+\$802k)

Large savings in this category, with biggest areas of underspending in Legal Fees (+\$175k), Travel and PD including tuition reimbursements (+\$280k), Technology (+\$94k), Other professional services (+\$74k), Marketing (+\$36k), prior year expense adjustments (+\$138k), and SpEd contractors (+\$46k).

Exhibits





MSA-1 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$2.0M



MSA-2 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$1.1M



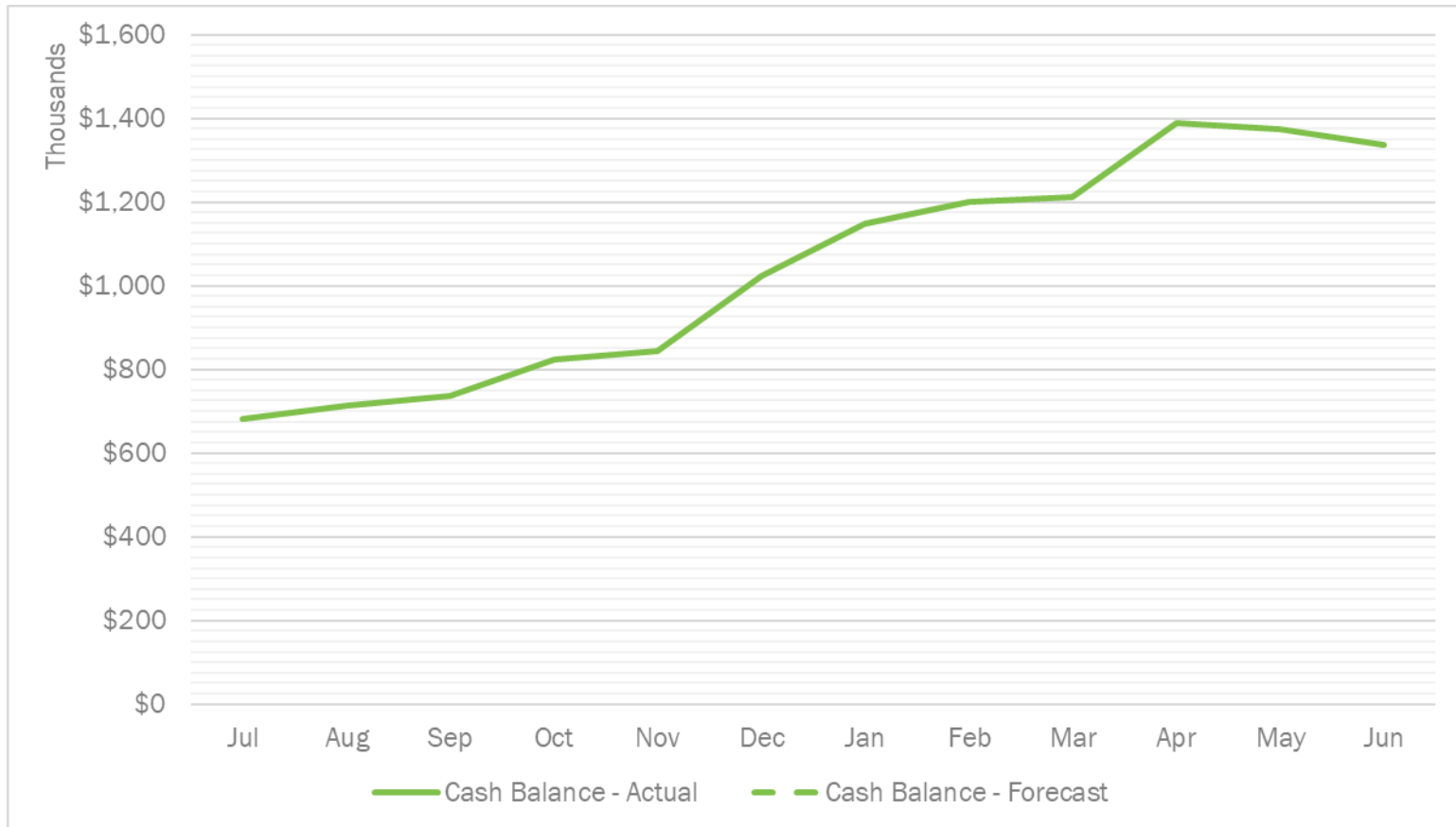
MSA-3 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$740K



MSA-4 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$1.3M





MSA-5 Monthly Cash Balance

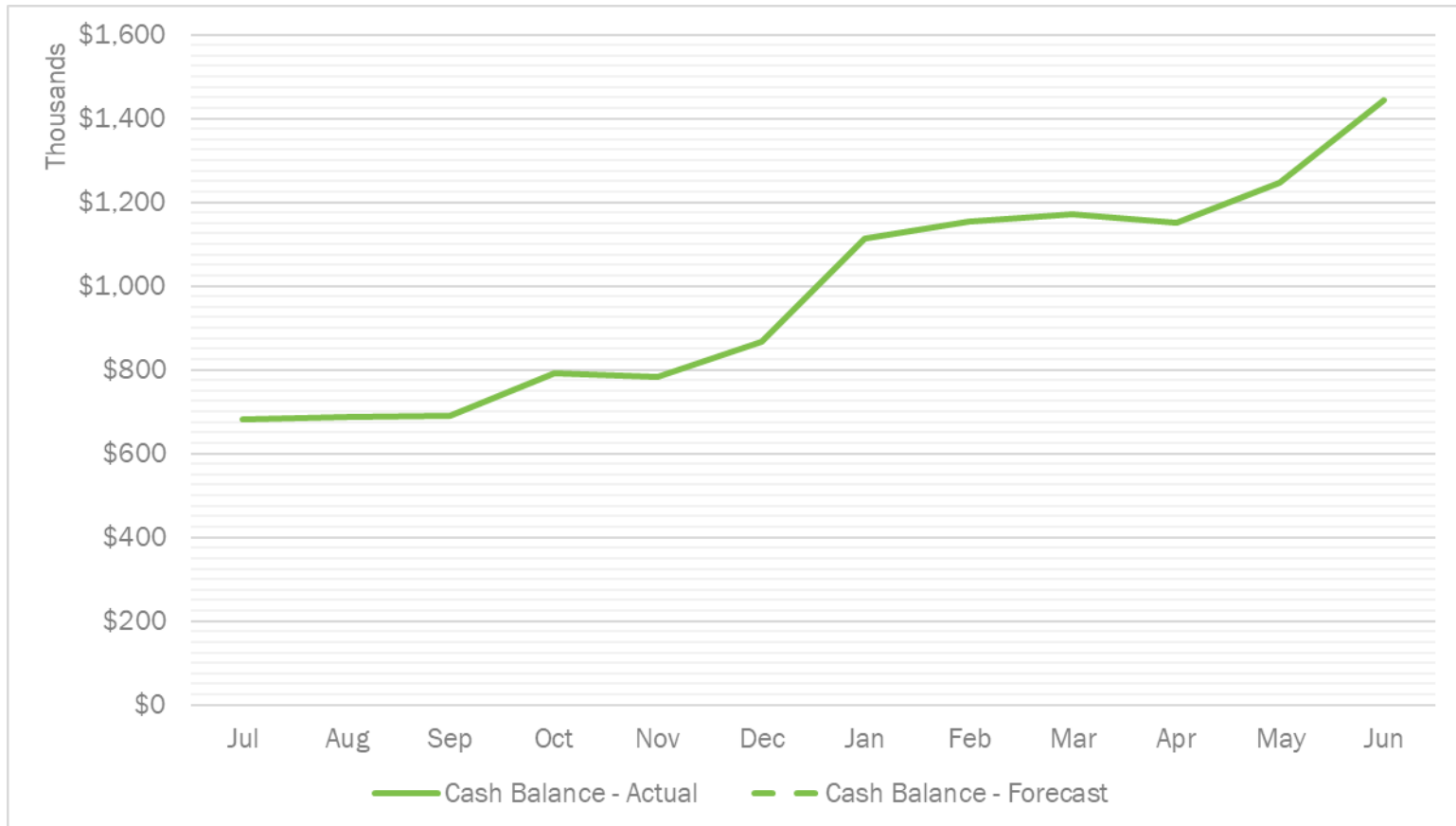
Final ending cash balance at 6/30/18 is \$1.7M





MSA-6 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$1.4M



MSA-7 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$1.27M





MSA-8 Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$1.9M



MSA-SA Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$709k



MSA-SD Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$764K



MERF Monthly Cash Balance

Final ending cash balance at 6/30/18 is \$475K



June 2018 Balance Sheet - Unaudited



	MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	MERF	Total
	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018	Jun FY2018
ASSETS												
Cash Balance	2,044,087	1,094,844	740,137	1,336,770	1,731,955	1,442,531	1,269,979	1,907,434	708,858	764,391	475,054	13,516,042
Accounts Receivable	1,349,175	521,854	440,748	156,658	157,623	162,483	318,241	385,403	1,017,487	271,945	-	4,781,617
Other Current Assets	-	-	-	-	-	-	7,227	-	19,890	-	16,000	43,117
Prepays	1,684	87,263	1,743	377	11,698	14,884	22,337	79,980	866	22,883	75,615	319,330
Fixed Assets, Net	824,687	115,539	86,029	46,458	81,942	27,990	168,098	133,139	21,531,427	294,890	16,790	23,326,989
Investments	161,923	-	-	-	-	-	-	-	75,554	198,191	-	435,668
Due From Others	716,478	(12,913)	3,699	869	54,450	2,442	(10,579)	1,722,482	(2,139,542)	(110,002)	614,221	841,606
TOTAL ASSETS	5,098,034	1,806,588	1,272,355	1,541,133	2,037,668	1,650,331	1,775,303	4,228,439	21,214,539	1,442,298	1,197,680	43,264,368
LIABILITIES & EQUITY												
Accounts Payable	64,974	411,901	107,946	10,888	43,596	9,029	176,655	23,328	166,027	79,554	113,683	1,207,582
Due to Others	126,625	-	28,085	1,397	-	-	9,312	18,625	654,438	-	108,321	946,803
Deferred Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Current Loans and Other Payables	94,590	139,122	64,351	35,401	58,714	37,404	91,140	102,769	138,917	45,626	181,715	989,750
Long-Term Loans and Other Liabilities	-	-	-	-	-	-	-	-	12,752,862	151,806	-	12,904,668
Beginning Net Assets	3,386,277	897,083	631,964	1,030,156	1,375,555	1,258,917	1,012,330	3,366,399	7,877,012	1,248,686	(766,777)	21,317,601
Net Income (Loss) to Date	1,425,567	358,482	440,009	463,291	559,803	344,980	485,865	717,318	(374,716)	(83,374)	1,560,738	5,897,964
TOTAL LIABILITIES & EQUITY	5,098,034	1,806,588	1,272,355	1,541,133	2,037,668	1,650,331	1,775,303	4,228,439	21,214,539	1,442,298	1,197,680	43,264,368

Intercompany Balances

Total cumulative intercompany payable/receivable was \$4.7M at 06/30/18

	Due To/From All Sites (excluding CMO Fees)*											Total Due To
	Due To											
	MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	MERF	
MSA-1		1,310	6,532	-	-	2,500	-	-	-	-	139,200	149,542
MSA-2	5,612		-	531	62,618	-	-	-	2,420	-	3,909	75,090
MSA-3	-	-		-	-	-	-	318	2,411	-	176	2,905
MSA-4	-	-	-		-	-	-	-	-	-	66	66
MSA-5	-	0	-	-		-	-	-	5,233	-	2,935	8,168
MSA-6	-	-	-	-	-		-	-	-	-	58	58
MSA-7	-	-	-	300	-	-		-	-	-	10,279	10,579
MSA-8	-	-	-	-	-	-	-		-	-	434	434
MSA-SA	75,554	-	-	-	-	-	-	-		-	2,106,333	2,181,887
MSA-SD	198,880	2,420	72	-	-	-	-	-	14,121		145	215,638
MERF	308,355	58,446	-	104	-	-	-	1,722,598	10,244	-		2,099,748
Total Due From	588,400	62,177	6,604	936	62,618	2,500	-	1,722,916	34,430	-	2,263,534	4,744,115
Total Due To	(149,542)	(75,090)	(2,905)	(66)	(8,168)	(58)	(10,579)	(434)	(2,181,887)	(215,638)	(2,099,748)	
Net Balance	438,858	(12,913)	3,699	869	54,450	2,442	(10,579)	1,722,482	(2,147,457)	(215,638)	163,786	

Intercompany Balances

Total FY17-18 intercompany payable/receivable was \$838K at 06/30/18

		Due To/From All Sites (excluding CMO Fees)*											
		Due To											
		MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	MERF	Total Due To
Due From	MSA-1		1,310	-	-	-	2,500	-	-	-	-	80,454	84,264
	MSA-2	5,612		531	-	62,618	-	-	-	2,420	-	604	71,785
	MSA-3	-	-		-	-	-	-	318	2,411	-	158	2,887
	MSA-4	348	-	-		-	-	-	-	-	-	66	414
	MSA-5	-	0	-	-		-	-	-	5,233	-	2,935	8,168
	MSA-6	-	-	-	-	-		-	-	-	-	58	58
	MSA-7	-	-	300	-	-	-		-	-	-	10,279	10,579
	MSA-8	-	-	-	-	-	-	-		-	-	434	434
	MSA-SA	75,554	-	-	-	-	-	-	-		-	214,938	290,492
	MSA-SC	-	-	-	-	-	-	-	-	-	-	-	-
	MSA-SD	198,880	2,420	-	72	-	-	-	-	14,121		145	215,638
	MERF	148,355	-	104	-	-	-	-	2,050	2,424	-	-	152,933
	Total Due From	428,748	3,731	936	72	62,618	2,500	-	2,368	26,610	-	310,070	837,653
Total Due To	(84,264)	(71,785)	(2,887)	(414)	(8,168)	(58)	(10,579)	(434)	(290,492)	(215,638)	(152,933)		
Net Balance	344,484	(68,054)	(1,951)	(343)	54,450	2,442	(10,579)	1,934	(263,882)	(215,638)	157,137		

MPS
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	38,117,866	36,450,839	36,259,514	(191,325)
Federal Revenue	4,008,196	4,259,324	4,120,228	(139,096)
Other State Revenues	4,320,287	6,699,536	7,108,067	408,532
Local Revenues	6,843,121	7,019,546	7,151,817	132,271
Fundraising and Grants	218,766	370,083	389,320	19,236
Total Revenue	53,508,235	54,799,329	55,028,946	229,617
Expenses				
Compensation and Benefits	27,669,640	27,446,330	27,123,055	323,274
Books and Supplies	3,378,007	5,211,532	2,705,113	2,506,419
Services and Other Operating Expenditures	19,443,993	19,393,627	18,084,697	1,308,930
Depreciation	957,438	964,695	767,960	196,735
Other Outflows	173,107	173,107	450,157	(277,049)
Total Expenses	51,622,185	53,189,291	49,130,982	4,058,310
Operating Income	1,886,051	1,610,038	5,897,964	4,287,927
Fund Balance				
Beginning Balance (Unaudited)	21,757,882	21,757,882	21,757,882	
Audit Adjustment	-	(440,274)	(440,274)	
Operating Income	1,886,051	1,610,038	5,897,964	
Ending Fund Balance	23,643,933	22,927,646	27,215,572	
Fund Balance as a % of Expenses	46%	43%	55%	

MPS
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
KEY ASSUMPTIONS				
Total Enrolled	4,114	3,938		
Total ADA	3,963.4	3,778.3	3,760.4	(17.9)

MPS
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
REVENUE				
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	24,258,647	23,293,607	21,630,189	(1,663,418)
8012 Education Protection Account Entitlement	3,829,460	3,684,955	4,027,623	342,668
8019 State Aid - Prior Years	-	-	(2,333)	(2,333)
8096 Charter Schools in Lieu of Property Taxes	10,029,759	9,472,277	10,604,035	1,131,758
SUBTOTAL - LCFF Entitlement	38,117,866	36,450,839	36,259,514	(191,325)
Federal Revenue				
8181 Special Education - Entitlement	573,412	563,547	573,062	9,515
8220 Child Nutrition Programs	1,140,809	1,140,808	1,080,628	(60,180)
8291 Title I	1,199,068	1,392,073	1,427,205	35,132
8292 Title II	182,911	162,989	165,992	3,003
8293 Title III	50,886	64,262	65,612	1,350
8296 Other Federal Revenue	861,111	919,179	805,168	(114,011)
8297 PY Federal - Not Accrued	-	3,786	2,561	(1,225)
8299 All Other Federal Revenue	-	12,680	-	(12,680)
SUBTOTAL - Federal Revenue	4,008,196	4,259,324	4,120,228	(139,096)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	69,523	91,373	21,850
8381 Special Education - Entitlement (State)	2,113,758	2,016,057	2,013,938	(2,119)
8382 Special Education Reimbursements (State) - MH	-	-	180,332	180,332
8520 Child Nutrition - State	97,696	97,696	90,017	(7,679)
8545 School Facilities Apportionments	662,833	700,247	857,959	157,713
8550 Mandated Cost Reimbursements	76,168	629,455	629,456	1
8560 State Lottery Revenue	760,764	732,985	785,000	52,016
8593 Prop 39 Clean Energy	-	1,794,362	1,794,362	-
8596 ASES	609,068	659,212	665,630	6,418
SUBTOTAL - Other State Revenue	4,320,287	6,699,536	7,108,067	408,532
Local Revenue				
8634 Food Service Sales	34,703	40,628	44,826	4,198
8650 Leases and Rentals	7,000	7,000	-	(7,000)

MPS**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8660 Interest	2,891	9,146	10,477	1,330
8682 Summer Program	268,857	242,104	242,104	-
8690 Other Local Revenue	93,820	108,153	86,509	(21,644)
8693 Field Trips	43,000	48,200	37,440	(10,760)
8699 All Other Local Revenue	-	6,024	195,276	189,252
8701 CMO Fee - MSA-1	1,047,567	1,077,245	1,095,870	18,625
8702 CMO Fee - MSA-2	1,047,567	1,077,245	993,132	(84,113)
8703 CMO Fee - MSA-3	949,358	976,253	993,132	16,879
8704 CMO Fee - MSA-4	78,568	80,793	82,190	1,397
8705 CMO Fee - MSA-5	78,568	80,793	82,190	1,397
8706 CMO Fee - MSA-6	78,568	80,793	82,190	1,397
8707 CMO Fee - MSA-7	654,729	538,623	547,935	9,312
8708 CMO Fee - MSA-8	1,047,567	1,077,245	1,095,870	18,625
8709 CMO Fee - MSA-SA	1,047,567	1,077,245	1,095,870	18,625
8712 CMO Fee - MSA-SD	362,792	326,613	324,470	(2,143)
8714 SpEd Option 3	-	119,000	69,366	(49,634)
8715 Option 3	-	46,442	69,788	23,347
8720 Revenue Program 20	-	-	2,705	2,705
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
8999 Uncategorized Revenue	-	-	476	476
SUBTOTAL - Local Revenue	6,843,121	7,019,546	7,151,817	132,271
Fundraising and Grants				
8801 Donations - Parents	2,507	-	-	-
8802 Donations - Private	75,179	208,375	139,166	(69,209)
8803 Fundraising	141,080	161,709	250,154	88,445
SUBTOTAL - Fundraising and Grants	218,766	370,083	389,320	19,236
TOTAL REVENUE	53,508,235	54,799,329	55,028,946	229,617

MPS
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	12,051,883	12,037,387	11,746,741	290,646
1300 Certificated Supervisor & Administrator Salaries	4,080,721	3,744,019	3,684,335	59,684
SUBTOTAL - Certificated Salaries	16,132,604	15,781,406	15,431,076	350,330
Classified Salaries				
2400 Classified Clerical & Office Salaries	3,036,624	2,871,492	2,888,525	(17,032)
2900 Classified Other Salaries	1,685,474	1,988,421	2,321,548	(333,127)
SUBTOTAL - Classified Salaries	4,722,099	4,859,913	5,210,073	(350,159)
Employee Benefits				
3100 STRS	2,240,359	2,193,637	2,181,672	11,965
3200 PERS	494,798	490,694	468,265	22,429
3300 OASDI-Medicare-Alternative	621,733	626,935	609,842	17,093
3400 Health & Welfare Benefits	3,033,544	3,057,314	2,888,119	169,194
3500 Unemployment Insurance	76,057	48,312	39,015	9,297
3600 Workers Comp Insurance	234,824	232,421	226,940	5,481
3700 Retiree Benefits	-	-	(5,086)	5,086
3900 Other Employee Benefits	113,621	155,697	73,140	82,557
SUBTOTAL - Employee Benefits	6,814,937	6,805,010	6,481,907	323,103
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	214,820	243,086	196,277	46,808
4200 Books & Other Reference Materials	47,030	32,030	20,291	11,739
4315 Custodial Supplies	65,480	55,480	38,444	17,036
4320 Educational Software	265,718	374,819	324,333	50,486
4325 Instructional Materials & Supplies	275,713	330,003	215,430	114,573
4326 Art & Music Supplies	39,766	30,791	25,635	5,156
4330 Office Supplies	70,549	114,338	121,094	(6,756)
4335 PE Supplies	67,060	24,478	16,211	8,267
4340 Professional Development Supplies	250	250	53	197

MPS**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4345 Non Instructional Student Materials & Supplies	73,755	66,009	46,780	19,229
4346 Teacher Supplies	24,460	25,029	11,097	13,932
4350 Uniforms	5,515	4,665	6,465	(1,800)
4351 Yearbook	2,260	3,760	7,747	(3,987)
4361 PY Supplies Expenses (not accrued)	-	8,770	7,857	913
4400 Noncapitalized Equipment	109,756	1,893,492	67,842	1,825,650
4410 Classroom Furniture, Equipment & Supplies	109,128	116,301	75,746	40,555
4420 Computers (individual items less than \$5k)	67,000	67,194	48,043	19,151
4430 Non Classroom Related Furniture, Equipment & Supplies	55,869	56,459	32,728	23,731
4700 Food	1,787,438	1,000	173	827
4710 Student Food Services	-	1,671,958	1,383,486	288,472
4720 Other Food	96,440	91,621	59,381	32,240
SUBTOTAL - Books and Supplies	3,378,007	5,211,532	2,705,113	2,506,419
Services & Other Operating Expenses				
5101 CMO Fees	6,392,850	-	-	-
5200 Travel & Conferences	9,120	9,746	6,308	3,438
5210 Conference Fees	101,435	98,730	9,057	89,673
5215 Travel - Mileage, Parking, Tolls	104,650	102,621	65,801	36,819
5220 Travel and Lodging	117,341	120,686	22,995	97,691
5300 Dues & Memberships	78,077	80,767	59,977	20,790
5450 Insurance - Other	207,148	229,563	211,635	17,928
5500 Operations & Housekeeping	213,191	209,135	137,429	71,707
5510 Utilities - Gas and Electric	249,548	249,548	196,610	52,938
5605 Equipment Leases	203,818	221,202	203,475	17,727
5610 Rent	2,595,983	2,173,414	2,165,954	7,460
5611 Prop 39 Related Costs	1,001,614	926,682	977,287	(50,605)
5615 Repairs and Maintenance - Building	180,094	181,371	130,165	51,206
5617 Repairs and Maintenance - Other Equipment	15,970	27,470	9,715	17,755
5803 Accounting Fees	124,409	140,052	137,935	2,118
5809 Banking Fees	34,765	29,942	2,788	27,153
5812 Business Services	700,000	700,000	697,041	2,959
5813 School Programs - After School Program	617,781	668,238	690,742	(22,504)
5814 School Programs - Academic Competitions	31,496	39,791	40,162	(371)
5819 School Programs - Other	65,518	75,998	148,119	(72,121)

MPS**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5820 Consultants - Non Instructional	143,047	118,047	72,032	46,015
5822 Other Professional Services	1,188,857	1,304,028	1,072,878	231,149
5824 District Oversight Fees	379,832	364,508	362,594	1,914
5830 Field Trips Expenses	185,900	189,200	193,987	(4,787)
5833 Fines and Penalties	1,518	6,830	25,540	(18,710)
5843 Interest - Loans Less than 1 Year	-	45,500	45,522	(22)
5845 Legal Fees	574,000	731,000	588,941	142,059
5848 Licenses and Other Fees	-	10,740	34,971	(24,231)
5851 Marketing and Student Recruiting	182,710	171,091	119,330	51,761
5857 Payroll Fees	196,902	195,595	158,118	37,477
5858 CMO Fees Expense	-	6,392,850	6,392,850	(0)
5861 Prior Yr Exp (not accrued)	-	120,962	(106,456)	227,418
5863 Professional Development	366,414	363,396	128,384	235,012
5864 Professional Development - Tuition Reimbursement	454,750	408,650	278,157	130,493
5869 Special Education Contract Instructors	993,023	933,857	914,918	18,939
5872 Special Education Encroachment	295,407	262,424	264,792	(2,369)
5875 Staff Recruiting	17,300	17,300	13,283	4,017
5884 Substitutes	422,960	468,270	883,980	(415,710)
5887 Technology Services	800,118	814,177	493,436	320,740
5893 Transportation - Student	69,010	62,000	68,773	(6,773)
5898 Bad Debt Expense	2,559	2,559	21,655	(19,096)
5899 Miscellaneous Operating Expenses	0	(20,737)	24	(20,761)
5900 Communications	45,340	66,889	102,411	(35,522)
5915 Postage and Delivery	79,536	79,536	41,378	38,159
SUBTOTAL - Services & Other Operating Exp.	19,443,993	19,393,627	18,084,697	1,308,930
Capital Outlay & Depreciation				
6200 Buildings & Improvement of Buildings	-	-	0	(0)
6900 Depreciation	957,438	964,695	767,960	196,735
SUBTOTAL - Capital Outlay & Depreciation	957,438	964,695	767,960	196,735
Other Outflows				
7438 Long term debt - Interest	173,107	173,107	446,968	(273,860)
7999 Uncategorized Expense	-	-	3,189	(3,189)
SUBTOTAL - Other Outflows	173,107	173,107	450,157	(277,049)

MPS
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
TOTAL EXPENSES	51,622,185	53,189,291	49,130,982	4,058,310

MSA-1
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	5,459,002	5,505,533	5,502,695	(2,838)
Federal Revenue	1,088,351	1,166,901	1,035,665	(131,235)
Other State Revenues	890,794	1,299,057	1,370,330	71,274
Local Revenues	69,650	76,325	57,230	(19,095)
Fundraising and Grants	65,000	58,185	58,850	665
Total Revenue	7,572,797	8,106,001	8,024,771	(81,230)
Expenses				
Compensation and Benefits	3,515,834	3,551,674	3,520,801	30,873
Books and Supplies	514,102	763,511	373,591	389,919
Services and Other Operating Expenditures	3,276,235	2,924,353	2,698,300	226,053
Depreciation	153,345	153,345	6,361	146,984
Other Outflows	-	-	150	(150)
Total Expenses	7,459,516	7,392,883	6,599,203	793,679
Operating Income	113,281	713,118	1,425,567	712,449
Fund Balance				
Beginning Balance (Unaudited)	3,592,121	3,592,121	3,592,121	
Audit Adjustment	-	(205,846)	(205,846)	
Operating Income	113,281	713,118	1,425,567	
Ending Fund Balance	3,705,403	4,099,394	4,811,843	
Fund Balance as a % of Expenses	50%	55%	73%	
KEY ASSUMPTIONS				
Total Enrolled	540	543		
Total ADA	519.4	523.6	522.9	(0.7)
REVENUE				

MSA-1**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	3,652,173	3,689,855	3,466,404	(223,451)
8012 Education Protection Account Entitlement	704,485	704,278	774,749	70,471
8019 State Aid - Prior Years	-	-	36	36
8096 Charter Schools in Lieu of Property Taxes	1,102,345	1,111,400	1,261,506	150,106
SUBTOTAL - LCFF Entitlement	5,459,002	5,505,533	5,502,695	(2,838)
Federal Revenue				
8181 Special Education - Entitlement	67,625	67,625	69,924	2,299
8220 Child Nutrition Programs	232,339	232,339	223,293	(9,046)
8291 Title I	185,886	228,355	234,272	5,917
8292 Title II	29,415	25,745	26,218	473
8293 Title III	50,886	59,103	65,612	6,509
8296 Other Federal Revenue	522,200	552,013	414,662	(137,351)
8297 PY Federal - Not Accrued	-	1,721	1,684	(37)
SUBTOTAL - Federal Revenue	1,088,351	1,166,901	1,035,665	(131,235)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	11,595	11,723	128
8381 Special Education - Entitlement (State)	266,958	269,151	268,745	(406)
8382 Special Education Reimbursements (State) - MH	-	-	7,415	7,415
8520 Child Nutrition - State	19,443	19,443	18,767	(676)
8545 School Facilities Apportionments	389,530	467,925	525,621	57,696
8550 Mandated Cost Reimbursements	15,171	92,754	92,754	(0)
8560 State Lottery Revenue	99,693	101,586	108,702	7,116
8593 Prop 39 Clean Energy	-	227,090	227,090	-
8596 ASES	100,000	109,513	109,513	-
SUBTOTAL - Other State Revenue	890,794	1,299,057	1,370,330	71,274
Local Revenue				
8634 Food Service Sales	7,852	7,852	7,325	(527)
8682 Summer Program	31,798	38,473	38,473	-
8690 Other Local Revenue	30,000	30,000	11,432	(18,568)
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	69,650	76,325	57,230	(19,095)

MSA-1
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
Fundraising and Grants				
8802 Donations - Private	30,000	23,185	11,832	(11,353)
8803 Fundraising	35,000	35,000	47,018	12,018
SUBTOTAL - Fundraising and Grants	65,000	58,185	58,850	665
TOTAL REVENUE	7,572,797	8,106,001	8,024,771	(81,230)
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	1,795,223	1,826,374	1,765,050	61,324
1300 Certificated Supervisor & Administrator Salaries	466,687	494,657	464,521	30,137
SUBTOTAL - Certificated Salaries	2,261,910	2,321,031	2,229,571	91,460
Classified Salaries				
2400 Classified Clerical & Office Salaries	180,035	139,360	130,577	8,783
2900 Classified Other Salaries	214,840	222,696	290,404	(67,708)
SUBTOTAL - Classified Salaries	394,875	362,056	420,981	(58,925)
Employee Benefits				
3100 STRS	312,448	314,116	317,752	(3,637)
3200 PERS	54,365	60,547	55,849	4,698
3300 OASDI-Medicare-Alternative	68,997	70,293	63,982	6,311
3400 Health & Welfare Benefits	362,486	366,837	396,209	(29,373)
3500 Unemployment Insurance	28,428	26,583	15,491	11,091
3600 Workers Comp Insurance	29,915	30,212	20,965	9,247
3900 Other Employee Benefits	2,411	-	-	-
SUBTOTAL - Employee Benefits	859,049	868,586	870,249	(1,663)
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	-	-	9,767	(9,767)
4200 Books & Other Reference Materials	10,000	10,000	1,601	8,399

MSA-1**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4315 Custodial Supplies	20,000	20,000	13,604	6,396
4320 Educational Software	43,000	57,711	47,844	9,866
4325 Instructional Materials & Supplies	55,000	61,648	27,135	34,513
4326 Art & Music Supplies	10,000	6,000	2,087	3,913
4330 Office Supplies	6,750	6,750	9,322	(2,572)
4335 PE Supplies	-	-	1,852	(1,852)
4345 Non Instructional Student Materials & Supplies	10,000	10,000	4,432	5,568
4346 Teacher Supplies	5,000	5,000	4,675	325
4351 Yearbook	-	-	2,489	(2,489)
4361 PY Supplies Expenses (not accrued)	-	2,650	2,650	-
4400 Noncapitalized Equipment	25,256	252,346	4,400	247,946
4410 Classroom Furniture, Equipment & Supplies	-	1,310	1,310	(0)
4420 Computers (individual items less than \$5k)	15,500	15,500	5,087	10,413
4430 Non Classroom Related Furniture, Equipment & Supplies	20,000	20,000	1,387	18,613
4700 Food	285,597	-	-	-
4710 Student Food Services	-	285,597	221,737	63,860
4720 Other Food	8,000	9,000	12,211	(3,211)
SUBTOTAL - Books and Supplies	514,102	763,511	373,591	389,919
Services & Other Operating Expenses				
5101 CMO Fees	1,047,567	-	-	-
5210 Conference Fees	12,500	12,500	1,964	10,536
5215 Travel - Mileage, Parking, Tolls	2,000	3,000	4,417	(1,417)
5220 Travel and Lodging	2,000	1,000	1,032	(32)
5300 Dues & Memberships	7,500	7,500	8,527	(1,027)
5450 Insurance - Other	32,970	30,408	30,535	(127)
5500 Operations & Housekeeping	50,000	50,000	46,597	3,403
5510 Utilities - Gas and Electric	60,000	60,000	45,111	14,889
5605 Equipment Leases	20,000	21,704	27,135	(5,431)
5610 Rent	1,278,598	827,844	916,260	(88,416)
5615 Repairs and Maintenance - Building	50,000	50,000	20,723	29,277
5617 Repairs and Maintenance - Other Equipment	2,000	2,000	1,120	880
5803 Accounting Fees	10,281	10,281	-	10,281
5809 Banking Fees	1,500	1,500	35	1,465
5813 School Programs - After School Program	100,000	109,513	109,513	-

MSA-1
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5814 School Programs - Academic Competitions	10,000	10,000	7,848	2,152
5819 School Programs - Other	28,787	28,787	46,508	(17,721)
5820 Consultants - Non Instructional	15,421	15,421	10,662	4,759
5822 Other Professional Services	99,237	112,893	70,264	42,629
5824 District Oversight Fees	54,590	55,055	55,027	28
5830 Field Trips Expenses	25,000	25,000	30,149	(5,149)
5833 Fines and Penalties	303	303	161	142
5843 Interest - Loans Less than 1 Year	-	45,500	45,500	-
5845 Legal Fees	15,000	15,000	5,985	9,015
5848 Licenses and Other Fees	-	-	1,985	(1,985)
5851 Marketing and Student Recruiting	15,000	15,000	13,324	1,676
5857 Payroll Fees	25,000	25,000	15,574	9,427
5858 CMO Fees Expense	-	1,077,245	1,095,870	(18,625)
5861 Prior Yr Exp (not accrued)	-	6,296	(155,231)	161,527
5863 Professional Development	30,000	30,000	3,887	26,113
5864 Professional Development - Tuition Reimbursement	52,250	52,250	44,909	7,341
5869 Special Education Contract Instructors	82,000	82,000	71,480	10,520
5872 Special Education Encroachment	22,672	15,980	16,161	(181)
5884 Substitutes	30,000	30,000	30,095	(95)
5887 Technology Services	78,500	79,812	52,743	27,069
5898 Bad Debt Expense	2,559	2,559	871	1,688
5899 Miscellaneous Operating Expenses	0	0	-	0
5900 Communications	3,000	3,000	16,213	(13,213)
5915 Postage and Delivery	10,000	10,000	5,348	4,652
SUBTOTAL - Services & Other Operating Exp.	3,276,235	2,924,353	2,698,300	226,053
Capital Outlay & Depreciation				
6900 Depreciation	153,345	153,345	6,361	146,984
SUBTOTAL - Capital Outlay & Depreciation	153,345	153,345	6,361	146,984
Other Outflows				
7999 Uncategorized Expense	-	-	150	(150)
SUBTOTAL - Other Outflows	-	-	150	(150)
TOTAL EXPENSES	7,459,516	7,392,883	6,599,203	793,679

MSA-2
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,724,787	4,540,508	4,472,148	(68,360)
Federal Revenue	454,654	523,143	521,866	(1,277)
Other State Revenues	359,588	646,947	679,407	32,460
Local Revenues	58,680	38,679	40,368	1,689
Fundraising and Grants	20,550	23,464	29,586	6,122
Total Revenue	5,618,259	5,772,741	5,743,375	(29,366)
Expenses				
Compensation and Benefits	3,110,910	3,179,649	3,017,121	162,528
Books and Supplies	400,942	620,818	399,290	221,528
Services and Other Operating Expenditures	1,923,796	1,827,005	1,920,278	(93,273)
Depreciation	51,413	51,413	48,000	3,413
Other Outflows	-	-	204	(204)
Total Expenses	5,487,060	5,678,885	5,384,892	293,992
Operating Income	131,198	93,856	358,482	264,626
Fund Balance				
Beginning Balance (Unaudited)	986,884	986,884	986,884	
Audit Adjustment	-	(89,798)	(89,798)	
Operating Income	131,198	93,856	358,482	
Ending Fund Balance	1,118,082	990,942	1,255,568	
Fund Balance as a % of Expenses	20%	17%	23%	
KEY ASSUMPTIONS				
Total Enrolled	485	470		
Total ADA	465.6	447.2	440.9	(6.3)
REVENUE				

MSA-2**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	3,119,056	3,003,307	2,769,605	(233,702)
8012 Education Protection Account Entitlement	617,518	588,083	638,778	50,695
8019 State Aid - Prior Years	-	-	32	32
8096 Charter Schools in Lieu of Property Taxes	988,213	949,117	1,063,733	114,616
SUBTOTAL - LCFF Entitlement	4,724,787	4,540,508	4,472,148	(68,360)
Federal Revenue				
8181 Special Education - Entitlement	57,250	57,250	59,197	1,947
8220 Child Nutrition Programs	204,441	204,441	190,425	(14,016)
8291 Title I	147,067	208,077	213,458	5,381
8292 Title II	23,695	22,765	23,183	418
8296 Other Federal Revenue	22,200	30,610	35,634	5,024
8297 PY Federal - Not Accrued	-	-	(30)	(30)
SUBTOTAL - Federal Revenue	454,654	523,143	521,866	(1,277)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	14,130	9,848	(4,283)
8381 Special Education - Entitlement (State)	239,318	229,851	226,612	(3,238)
8382 Special Education Reimbursements (State) - MH	-	-	38,277	38,277
8520 Child Nutrition - State	20,081	20,081	17,505	(2,576)
8550 Mandated Cost Reimbursements	10,817	75,611	75,611	0
8560 State Lottery Revenue	89,371	86,753	91,032	4,279
8593 Prop 39 Clean Energy	-	220,522	220,522	-
SUBTOTAL - Other State Revenue	359,588	646,947	679,407	32,460
Local Revenue				
8634 Food Service Sales	425	2,000	3,604	1,604
8682 Summer Program	36,748	33,765	33,765	-
8690 Other Local Revenue	21,507	2,914	2,999	85
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	58,680	38,679	40,368	1,689
Fundraising and Grants				
8801 Donations - Parents	550	-	-	-

MSA-2
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8802 Donations - Private	5,000	2,914	-	(2,914)
8803 Fundraising	15,000	20,550	29,586	9,036
SUBTOTAL - Fundraising and Grants	20,550	23,464	29,586	6,122
TOTAL REVENUE	5,618,259	5,772,741	5,743,375	(29,366)
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	1,400,113	1,562,835	1,516,724	46,111
1300 Certificated Supervisor & Administrator Salaries	556,444	389,684	338,332	51,352
SUBTOTAL - Certificated Salaries	1,956,557	1,952,519	1,855,056	97,462
Classified Salaries				
2400 Classified Clerical & Office Salaries	153,750	163,302	191,177	(27,875)
2900 Classified Other Salaries	168,000	220,020	236,222	(16,202)
SUBTOTAL - Classified Salaries	321,750	383,322	427,399	(44,077)
Employee Benefits				
3100 STRS	275,743	274,511	266,980	7,531
3200 PERS	49,971	59,534	59,003	531
3300 OASDI-Medicare-Alternative	55,815	60,745	57,307	3,438
3400 Health & Welfare Benefits	420,974	420,974	333,452	87,522
3500 Unemployment Insurance	4,139	1,441	691	750
3600 Workers Comp Insurance	25,654	26,302	17,233	9,069
3900 Other Employee Benefits	308	301	-	301
SUBTOTAL - Employee Benefits	832,603	843,808	734,665	109,142
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	20,000	20,000	19,500	500
4200 Books & Other Reference Materials	-	-	4,408	(4,408)
4315 Custodial Supplies	-	-	433	(433)
4320 Educational Software	35,000	44,321	46,501	(2,180)

MSA-2**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4325 Instructional Materials & Supplies	25,000	25,034	47,552	(22,518)
4326 Art & Music Supplies	-	-	1,965	(1,965)
4330 Office Supplies	5,000	5,000	8,749	(3,749)
4335 PE Supplies	-	418	1,391	(973)
4345 Non Instructional Student Materials & Supplies	9,500	9,500	4,974	4,526
4346 Teacher Supplies	-	-	124	(124)
4361 PY Supplies Expenses (not accrued)	-	1,921	1,921	(0)
4400 Noncapitalized Equipment	25,000	235,522	6,549	228,973
4410 Classroom Furniture, Equipment & Supplies	7,000	7,000	15,539	(8,539)
4420 Computers (individual items less than \$5k)	7,000	10,000	14,002	(4,002)
4430 Non Classroom Related Furniture, Equipment & Supplies	10,000	6,000	6,509	(509)
4700 Food	247,442	-	-	-
4710 Student Food Services	-	248,102	213,637	34,465
4720 Other Food	10,000	8,000	5,538	2,462
SUBTOTAL - Books and Supplies	400,942	620,818	399,290	221,528
Services & Other Operating Expenses				
5101 CMO Fees	1,047,567	-	-	-
5200 Travel & Conferences	-	-	31	(31)
5210 Conference Fees	6,000	6,000	-	6,000
5215 Travel - Mileage, Parking, Tolls	2,500	2,500	949	1,551
5300 Dues & Memberships	6,000	6,000	6,461	(461)
5450 Insurance - Other	23,664	25,224	21,942	3,282
5500 Operations & Housekeeping	-	1,924	15,842	(13,918)
5605 Equipment Leases	13,390	16,390	15,358	1,032
5610 Rent	24,000	-	-	-
5611 Prop 39 Related Costs	149,352	149,352	149,352	-
5615 Repairs and Maintenance - Building	5,000	17,000	28,326	(11,326)
5617 Repairs and Maintenance - Other Equipment	-	5,000	6,655	(1,655)
5803 Accounting Fees	8,000	8,000	-	8,000
5809 Banking Fees	1,030	1,030	215	815
5813 School Programs - After School Program	1,653	1,966	8,780	(6,814)
5814 School Programs - Academic Competitions	1,557	6,491	16,797	(10,306)
5819 School Programs - Other	6,180	6,180	24,240	(18,060)
5820 Consultants - Non Instructional	23,000	18,000	12,436	5,564

MSA-2
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5822 Other Professional Services	84,714	49,044	43,649	5,395
5824 District Oversight Fees	47,248	45,405	44,721	684
5830 Field Trips Expenses	20,600	10,600	14,048	(3,448)
5833 Fines and Penalties	-	703	2,973	(2,270)
5845 Legal Fees	20,000	20,000	5,298	14,702
5851 Marketing and Student Recruiting	24,720	19,000	17,288	1,712
5857 Payroll Fees	21,967	20,660	14,746	5,914
5858 CMO Fees Expense	-	1,077,245	993,132	84,113
5861 Prior Yr Exp (not accrued)	-	345	73,677	(73,332)
5863 Professional Development	35,000	15,000	6,689	8,311
5864 Professional Development - Tuition Reimbursement	50,500	45,500	32,243	13,257
5869 Special Education Contract Instructors	150,000	120,000	102,811	17,189
5872 Special Education Encroachment	20,122	11,809	13,637	(1,828)
5884 Substitutes	48,000	48,000	171,190	(123,190)
5887 Technology Services	72,250	62,858	50,206	12,651
5898 Bad Debt Expense	-	(1)	(1)	-
5900 Communications	3,000	3,000	19,240	(16,240)
5915 Postage and Delivery	6,781	6,781	7,347	(566)
SUBTOTAL - Services & Other Operating Exp.	1,923,796	1,827,005	1,920,278	(93,273)
Capital Outlay & Depreciation				
6900 Depreciation	51,413	51,413	48,000	3,413
SUBTOTAL - Capital Outlay & Depreciation	51,413	51,413	48,000	3,413
Other Outflows				
7999 Uncategorized Expense	-	-	204	(204)
SUBTOTAL - Other Outflows	-	-	204	(204)
TOTAL EXPENSES	5,487,060	5,678,885	5,384,892	293,992

MSA-3
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,463,366	4,404,123	4,459,164	55,041
Federal Revenue	485,007	516,116	449,533	(66,583)
Other State Revenues	447,300	749,119	784,672	35,553
Local Revenues	40,578	45,366	51,156	5,790
Fundraising and Grants	19,617	14,735	26,429	11,694
Total Revenue	5,455,868	5,729,459	5,770,955	41,496
Expenses				
Compensation and Benefits	2,824,322	2,884,881	2,915,194	(30,314)
Books and Supplies	434,314	629,654	312,395	317,259
Services and Other Operating Expenditures	2,058,008	2,099,505	2,080,950	18,555
Depreciation	19,096	19,096	22,407	(3,311)
Other Outflows	-	-	-	-
Total Expenses	5,335,741	5,633,136	5,330,946	302,190
Operating Income	120,127	96,323	440,009	343,686
Fund Balance				
Beginning Balance (Unaudited)	659,803	659,803	659,803	
Audit Adjustment	-	(27,842)	(27,842)	
Operating Income	120,127	96,323	440,009	
Ending Fund Balance	779,930	728,284	1,071,970	
Fund Balance as a % of Expenses	15%	13%	20%	
KEY ASSUMPTIONS				
Total Enrolled	460	461		
Total ADA	442.1	435.0	441.5	6.5
REVENUE				

MSA-3**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	2,942,837	2,912,781	2,758,613	(154,168)
8012 Education Protection Account Entitlement	582,279	568,118	635,291	67,173
8019 State Aid - Prior Years	-	-	31	31
8096 Charter Schools in Lieu of Property Taxes	938,250	923,223	1,065,229	142,006
SUBTOTAL - LCFF Entitlement	4,463,366	4,404,123	4,459,164	55,041
Federal Revenue				
8181 Special Education - Entitlement	57,500	57,500	59,455	1,955
8220 Child Nutrition Programs	242,790	242,790	185,428	(57,362)
8291 Title I	140,237	171,545	176,005	4,460
8292 Title II	22,280	20,287	20,660	373
8296 Other Federal Revenue	22,200	22,200	7,258	(14,942)
8297 PY Federal - Not Accrued	-	1,794	728	(1,066)
SUBTOTAL - Federal Revenue	485,007	516,116	449,533	(66,583)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	11,313	10,061	(1,253)
8381 Special Education - Entitlement (State)	227,219	223,580	226,931	3,351
8382 Special Education Reimbursements (State) - MH	-	-	31,680	31,680
8520 Child Nutrition - State	20,725	20,725	14,737	(5,988)
8550 Mandated Cost Reimbursements	10,903	75,486	75,486	0
8560 State Lottery Revenue	84,853	84,386	92,149	7,763
8593 Prop 39 Clean Energy	-	220,395	220,395	-
8596 ASES	103,600	113,234	113,234	-
SUBTOTAL - Other State Revenue	447,300	749,119	784,672	35,553
Local Revenue				
8634 Food Service Sales	1,270	4,270	2,420	(1,850)
8682 Summer Program	34,158	25,422	25,422	-
8690 Other Local Revenue	5,150	4,450	3,714	(736)
8693 Field Trips	-	5,200	18,100	12,900
8699 All Other Local Revenue	-	6,024	1,000	(5,024)
8720 Revenue Program 20	-	-	500	500
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)

MSA-3
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8999 Uncategorized Revenue	-	-	(0)	(0)
SUBTOTAL - Local Revenue	40,578	45,366	51,156	5,790
Fundraising and Grants				
8801 Donations - Parents	1,957	-	-	-
8802 Donations - Private	4,179	2,575	135	(2,440)
8803 Fundraising	13,481	12,160	26,294	14,134
SUBTOTAL - Fundraising and Grants	19,617	14,735	26,429	11,694
TOTAL REVENUE	5,455,868	5,729,459	5,770,955	41,496
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	1,394,762	1,314,659	1,241,010	73,650
1300 Certificated Supervisor & Administrator Salaries	426,823	300,953	328,707	(27,755)
SUBTOTAL - Certificated Salaries	1,821,584	1,615,612	1,569,717	45,895
Classified Salaries				
2400 Classified Clerical & Office Salaries	145,000	194,236	216,870	(22,634)
2900 Classified Other Salaries	183,386	369,117	403,191	(34,074)
SUBTOTAL - Classified Salaries	328,386	563,353	620,061	(56,708)
Employee Benefits				
3100 STRS	253,256	223,135	222,866	269
3200 PERS	51,002	86,974	86,521	453
3300 OASDI-Medicare-Alternative	55,659	70,818	71,063	(244)
3400 Health & Welfare Benefits	285,053	296,922	318,246	(21,324)
3500 Unemployment Insurance	4,075	1,350	5,781	(4,432)
3600 Workers Comp Insurance	24,209	24,535	20,829	3,706
3900 Other Employee Benefits	1,098	2,180	109	2,071
SUBTOTAL - Employee Benefits	674,352	705,916	725,416	(19,501)

MSA-3**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	10,000	20,000	19,072	928
4200 Books & Other Reference Materials	3,500	3,500	748	2,752
4315 Custodial Supplies	300	300	-	300
4320 Educational Software	17,000	42,963	40,353	2,609
4325 Instructional Materials & Supplies	30,000	30,583	9,673	20,910
4326 Art & Music Supplies	5,000	5,000	8,052	(3,052)
4330 Office Supplies	10,000	10,000	15,605	(5,605)
4335 PE Supplies	1,000	1,000	803	197
4340 Professional Development Supplies	250	250	-	250
4345 Non Instructional Student Materials & Supplies	10,000	6,000	5,674	326
4350 Uniforms	5,000	1,000	3,687	(2,687)
4361 PY Supplies Expenses (not accrued)	-	-	(576)	576
4400 Noncapitalized Equipment	18,000	238,395	7,405	230,990
4410 Classroom Furniture, Equipment & Supplies	5,000	5,200	5,145	55
4420 Computers (individual items less than \$5k)	15,000	8,400	8,758	(358)
4430 Non Classroom Related Furniture, Equipment & Supplies	5,000	4,800	2,111	2,689
4700 Food	291,264	-	-	-
4710 Student Food Services	-	244,264	180,999	63,265
4720 Other Food	8,000	8,000	4,887	3,113
SUBTOTAL - Books and Supplies	434,314	629,654	312,395	317,259
Services & Other Operating Expenses				
5101 CMO Fees	949,358	-	-	-
5200 Travel & Conferences	-	-	-	-
5210 Conference Fees	3,000	3,000	-	3,000
5215 Travel - Mileage, Parking, Tolls	4,120	4,120	664	3,456
5220 Travel and Lodging	500	500	-	500
5300 Dues & Memberships	10,000	10,000	6,045	3,955
5450 Insurance - Other	23,497	25,280	22,314	2,966
5500 Operations & Housekeeping	5,000	5,000	1,199	3,801
5605 Equipment Leases	15,600	15,600	18,974	(3,374)
5611 Prop 39 Related Costs	318,990	290,380	256,444	33,936
5615 Repairs and Maintenance - Building	10,500	10,500	43	10,457
5617 Repairs and Maintenance - Other Equipment	1,500	3,000	1,681	1,319

MSA-3**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5803 Accounting Fees	10,300	10,300	-	10,300
5809 Banking Fees	500	500	-	500
5813 School Programs - After School Program	103,600	113,234	126,952	(13,718)
5814 School Programs - Academic Competitions	800	800	188	612
5819 School Programs - Other	20,000	20,000	20,306	(306)
5820 Consultants - Non Instructional	25,000	15,000	7,488	7,513
5822 Other Professional Services	117,596	129,152	96,999	32,154
5824 District Oversight Fees	44,634	44,041	44,592	(550)
5830 Field Trips Expenses	20,000	20,300	36,020	(15,720)
5833 Fines and Penalties	-	61	2,549	(2,488)
5845 Legal Fees	20,000	25,000	29,865	(4,865)
5848 Licenses and Other Fees	-	-	275	(275)
5851 Marketing and Student Recruiting	15,450	15,450	15,016	434
5857 Payroll Fees	24,720	24,720	14,342	10,378
5858 CMO Fees Expense	-	976,253	993,132	(16,879)
5861 Prior Yr Exp (not accrued)	-	57,385	9,583	47,802
5863 Professional Development	51,000	19,875	18,502	1,373
5864 Professional Development - Tuition Reimbursement	13,000	11,000	6,500	4,500
5869 Special Education Contract Instructors	60,255	60,255	92,851	(32,596)
5872 Special Education Encroachment	19,293	11,264	13,663	(2,399)
5875 Staff Recruiting	300	300	-	300
5884 Substitutes	85,000	85,000	164,138	(79,138)
5887 Technology Services	74,800	75,867	63,151	12,716
5898 Bad Debt Expense	-	-	3,025	(3,025)
5900 Communications	3,000	9,672	10,864	(1,192)
5915 Postage and Delivery	6,695	6,695	3,586	3,109
SUBTOTAL - Services & Other Operating Exp.	2,058,008	2,099,505	2,080,950	18,555
Capital Outlay & Depreciation				
6900 Depreciation	19,096	19,096	22,407	(3,311)
SUBTOTAL - Capital Outlay & Depreciation	19,096	19,096	22,407	(3,311)
Other Outflows				
SUBTOTAL - Other Outflows	-	-	-	-

MSA-3
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
TOTAL EXPENSES	5,335,741	5,633,136	5,330,946	302,190

MSA-4
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,875,756	1,697,825	1,713,551	15,726
Federal Revenue	259,640	240,169	249,327	9,158
Other State Revenues	150,859	374,018	381,311	7,293
Local Revenues	22,035	26,946	28,835	1,890
Fundraising and Grants	3,000	5,517	9,352	3,835
Total Revenue	2,311,290	2,344,475	2,382,377	37,901
Expenses				
Compensation and Benefits	1,337,560	1,085,264	1,057,458	27,806
Books and Supplies	113,174	380,027	119,132	260,895
Services and Other Operating Expenditures	789,378	835,279	725,873	109,406
Depreciation	15,656	15,656	15,656	(0)
Other Outflows	-	-	966	(966)
Total Expenses	2,255,768	2,316,226	1,919,085	397,141
Operating Income	55,522	28,249	463,291	435,042
Fund Balance				
Beginning Balance (Unaudited)	917,537	917,537	917,537	
Audit Adjustment	-	112,622	112,622	
Operating Income	55,522	28,249	463,291	
Ending Fund Balance	973,059	1,058,408	1,493,450	
Fund Balance as a % of Expenses	43%	46%	78%	
KEY ASSUMPTIONS				
Total Enrolled	193	176		
Total ADA	186.5	167.2	167.9	0.7
REVENUE				

MSA-4**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	1,223,980	1,115,559	1,056,983	(58,576)
8012 Education Protection Account Entitlement	255,854	227,392	251,527	24,135
8019 State Aid - Prior Years	-	-	13	13
8096 Charter Schools in Lieu of Property Taxes	395,922	354,874	405,028	50,154
SUBTOTAL - LCFF Entitlement	1,875,756	1,697,825	1,713,551	15,726
Federal Revenue				
8181 Special Education - Entitlement	36,535	32,733	32,654	(79)
8220 Child Nutrition Programs	34,703	34,703	63,652	28,949
8291 Title I	52,532	58,408	59,935	1,527
8292 Title II	8,713	7,494	7,632	138
8296 Other Federal Revenue	127,158	100,072	85,197	(14,875)
8297 PY Federal - Not Accrued	-	271	258	(13)
8299 All Other Federal Revenue	-	6,489	-	(6,489)
SUBTOTAL - Federal Revenue	259,640	240,169	249,327	9,158
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	851	897	46
8381 Special Education - Entitlement (State)	106,683	95,665	97,036	1,370
8520 Child Nutrition - State	2,412	2,412	5,379	2,967
8550 Mandated Cost Reimbursements	5,958	33,780	33,780	(0)
8560 State Lottery Revenue	35,806	32,437	35,347	2,910
8593 Prop 39 Clean Energy	-	208,873	208,873	-
SUBTOTAL - Other State Revenue	150,859	374,018	381,311	7,293
Local Revenue				
8634 Food Service Sales	137	1,487	1,098	(389)
8682 Summer Program	21,898	17,852	17,852	-
8690 Other Local Revenue	-	1,017	1,229	212
8715 Option 3	-	6,590	8,657	2,067
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	22,035	26,946	28,835	1,890
Fundraising and Grants				

MSA-4
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8802 Donations - Private	-	1,017	-	(1,017)
8803 Fundraising	3,000	4,500	9,352	4,852
SUBTOTAL - Fundraising and Grants	3,000	5,517	9,352	3,835
TOTAL REVENUE	2,311,290	2,344,475	2,382,377	37,901
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	634,333	559,380	562,319	(2,939)
1300 Certificated Supervisor & Administrator Salaries	296,672	179,021	172,334	6,687
SUBTOTAL - Certificated Salaries	931,005	738,401	734,652	3,749
Classified Salaries				
2400 Classified Clerical & Office Salaries	84,500	59,891	67,385	(7,495)
2900 Classified Other Salaries	24,000	24,066	24,056	10
SUBTOTAL - Classified Salaries	108,500	83,957	91,442	(7,485)
Employee Benefits				
3100 STRS	131,063	102,694	90,278	12,415
3200 PERS	9,940	13,039	11,951	1,088
3300 OASDI-Medicare-Alternative	23,209	18,787	19,977	(1,190)
3400 Health & Welfare Benefits	118,450	118,450	99,166	19,284
3500 Unemployment Insurance	3,520	474	846	(371)
3600 Workers Comp Insurance	11,705	9,260	9,145	115
3900 Other Employee Benefits	169	203	0	202
SUBTOTAL - Employee Benefits	298,055	262,906	231,364	31,542
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	13,000	13,000	7,361	5,639
4320 Educational Software	15,150	26,480	22,166	4,314
4325 Instructional Materials & Supplies	20,000	30,563	10,072	20,490
4326 Art & Music Supplies	-	25	25	-

MSA-4**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4330 Office Supplies	5,000	14,724	8,204	6,520
4335 PE Supplies	-	5,000	-	5,000
4345 Non Instructional Student Materials & Supplies	9,000	9,000	3,513	5,487
4361 PY Supplies Expenses (not accrued)	-	-	(337)	337
4400 Noncapitalized Equipment	-	208,873	2,100	206,773
4410 Classroom Furniture, Equipment & Supplies	5,047	25,000	2,646	22,354
4700 Food	40,977	1,000	-	1,000
4710 Student Food Services	-	41,362	62,316	(20,954)
4720 Other Food	5,000	5,000	1,065	3,935
SUBTOTAL - Books and Supplies	113,174	380,027	119,132	260,895
Services & Other Operating Expenses				
5101 CMO Fees	78,568	-	-	-
5200 Travel & Conferences	4,120	4,070	395	3,675
5210 Conference Fees	5,150	5,150	-	5,150
5215 Travel - Mileage, Parking, Tolls	-	50	372	(322)
5300 Dues & Memberships	4,434	4,434	2,669	1,765
5450 Insurance - Other	11,388	10,248	9,972	276
5500 Operations & Housekeeping	498	498	471	28
5605 Equipment Leases	15,000	21,489	16,290	5,199
5611 Prop 39 Related Costs	147,310	131,925	134,184	(2,260)
5615 Repairs and Maintenance - Building	2,000	2,000	-	2,000
5617 Repairs and Maintenance - Other Equipment	-	5,000	-	5,000
5803 Accounting Fees	8,240	8,240	-	8,240
5809 Banking Fees	530	530	-	530
5813 School Programs - After School Program	2,060	2,060	747	1,314
5814 School Programs - Academic Competitions	3,000	5,000	2,977	2,023
5819 School Programs - Other	1,545	1,545	10,413	(8,868)
5820 Consultants - Non Instructional	9,802	9,802	7,092	2,710
5822 Other Professional Services	76,854	100,674	75,379	25,295
5824 District Oversight Fees	18,758	16,978	17,135	(157)
5830 Field Trips Expenses	10,000	10,000	5,051	4,949
5833 Fines and Penalties	-	-	544	(544)
5845 Legal Fees	25,000	25,000	10,754	14,246
5851 Marketing and Student Recruiting	10,000	7,000	9,335	(2,335)

MSA-4
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5857 Payroll Fees	9,888	9,888	10,117	(229)
5858 CMO Fees Expense	-	80,793	82,190	(1,397)
5861 Prior Yr Exp (not accrued)	-	489	(104)	593
5863 Professional Development	25,620	25,620	4,157	21,463
5864 Professional Development - Tuition Reimbursement	30,000	25,000	7,060	17,940
5869 Special Education Contract Instructors	89,610	89,610	64,268	25,342
5872 Special Education Encroachment	28,644	25,680	25,938	(258)
5884 Substitutes	30,000	70,950	115,051	(44,101)
5887 Technology Services	67,290	67,176	40,519	26,657
5893 Transportation - Student	69,010	62,000	68,773	(6,773)
5898 Bad Debt Expense	-	1	1	-
5900 Communications	3,000	4,320	2,453	1,867
5915 Postage and Delivery	2,060	2,060	1,672	388
SUBTOTAL - Services & Other Operating Exp.	789,378	835,279	725,873	109,406
Capital Outlay & Depreciation				
6900 Depreciation	15,656	15,656	15,656	(0)
SUBTOTAL - Capital Outlay & Depreciation	15,656	15,656	15,656	(0)
Other Outflows				
7999 Uncategorized Expense	-	-	966	(966)
SUBTOTAL - Other Outflows	-	-	966	(966)
TOTAL EXPENSES	2,255,768	2,316,226	1,919,085	397,141

MSA-5
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,939,936	1,958,592	1,927,351	(31,241)
Federal Revenue	226,461	246,483	234,012	(12,471)
Other State Revenues	180,136	423,857	425,667	1,810
Local Revenues	28,536	148,604	107,881	(40,724)
Fundraising and Grants	1,000	2,017	1,599	(418)
Total Revenue	2,376,069	2,779,553	2,696,510	(83,043)
Expenses				
Compensation and Benefits	1,399,666	1,460,085	1,351,319	108,766
Books and Supplies	225,109	484,210	185,218	298,993
Services and Other Operating Expenditures	675,372	709,346	588,908	120,438
Depreciation	11,400	18,908	11,392	7,516
Other Outflows	-	-	(129)	129
Total Expenses	2,311,546	2,672,550	2,136,707	535,843
Operating Income	64,523	107,003	559,803	452,800
Fund Balance				
Beginning Balance (Unaudited)	1,212,490	1,212,490	1,212,490	
Audit Adjustment	-	163,067	163,067	
Operating Income	64,523	107,003	559,803	
Ending Fund Balance	1,277,013	1,482,560	1,935,360	
Fund Balance as a % of Expenses	55%	55%	91%	
KEY ASSUMPTIONS				
Total Enrolled	210	213		
Total ADA	197.8	200.4	197.7	(2.7)
REVENUE				

MSA-5**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	1,260,016	1,272,064	1,166,626	(105,438)
8012 Education Protection Account Entitlement	260,027	261,182	283,811	22,629
8019 State Aid - Prior Years	-	-	10	10
8096 Charter Schools in Lieu of Property Taxes	419,893	425,347	476,904	51,557
SUBTOTAL - LCFF Entitlement	1,939,936	1,958,592	1,927,351	(31,241)
Federal Revenue				
8181 Special Education - Entitlement	38,747	39,233	38,449	(784)
8291 Title I	83,269	96,012	97,455	1,443
8292 Title II	7,948	8,550	8,708	158
8296 Other Federal Revenue	96,497	96,497	89,413	(7,084)
8297 PY Federal - Not Accrued	-	-	(12)	(12)
8299 All Other Federal Revenue	-	6,191	-	(6,191)
SUBTOTAL - Federal Revenue	226,461	246,483	234,012	(12,471)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	3,444	3,486	42
8381 Special Education - Entitlement (State)	113,142	114,663	114,255	(408)
8550 Mandated Cost Reimbursements	2,932	29,163	29,162	(1)
8560 State Lottery Revenue	37,974	38,878	41,055	2,177
8593 Prop 39 Clean Energy	-	208,225	208,225	-
8596 ASES	26,088	29,484	29,484	(0)
SUBTOTAL - Other State Revenue	180,136	423,857	425,667	1,810
Local Revenue				
8682 Summer Program	17,178	17,880	17,880	-
8690 Other Local Revenue	11,358	1,017	1,447	430
8714 SpEd Option 3	-	119,000	69,366	(49,634)
8715 Option 3	-	10,708	19,188	8,480
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	28,536	148,604	107,881	(40,724)
Fundraising and Grants				
8802 Donations - Private	-	1,017	-	(1,017)

MSA-5
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8803 Fundraising	1,000	1,000	1,599	599
SUBTOTAL - Fundraising and Grants	1,000	2,017	1,599	(418)
TOTAL REVENUE	2,376,069	2,779,553	2,696,510	(83,043)
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	732,541	730,827	719,017	11,810
1300 Certificated Supervisor & Administrator Salaries	165,000	195,000	184,478	10,522
SUBTOTAL - Certificated Salaries	897,541	925,827	903,495	22,332
Classified Salaries				
2400 Classified Clerical & Office Salaries	72,466	82,848	45,729	37,119
2900 Classified Other Salaries	40,950	47,595	59,651	(12,056)
SUBTOTAL - Classified Salaries	113,416	130,443	105,380	25,063
Employee Benefits				
3100 STRS	124,318	128,400	127,705	695
3200 PERS	17,615	20,259	18,940	1,319
3300 OASDI-Medicare-Alternative	23,924	25,636	24,352	1,285
3400 Health & Welfare Benefits	206,568	215,568	162,759	52,809
3500 Unemployment Insurance	3,505	663	267	396
3600 Workers Comp Insurance	11,383	11,894	8,419	3,474
3900 Other Employee Benefits	1,395	1,395	-	1,395
SUBTOTAL - Employee Benefits	388,709	403,815	342,443	61,372
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	22,000	18,220	19,391	(1,171)
4200 Books & Other Reference Materials	5,500	5,500	1,598	3,902
4315 Custodial Supplies	1,000	1,000	-	1,000
4320 Educational Software	45,000	50,000	31,760	18,240
4325 Instructional Materials & Supplies	11,000	45,536	14,295	31,241

MSA-5**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4326 Art & Music Supplies	-	2,000	-	2,000
4330 Office Supplies	5,000	10,000	8,760	1,240
4335 PE Supplies	-	2,000	-	2,000
4345 Non Instructional Student Materials & Supplies	5,000	5,000	1,965	3,035
4350 Uniforms	-	3,150	-	3,150
4351 Yearbook	-	1,500	900	600
4400 Noncapitalized Equipment	6,000	210,564	11,908	198,656
4410 Classroom Furniture, Equipment & Supplies	1,030	2,500	991	1,509
4420 Computers (individual items less than \$5k)	-	3,661	3,661	-
4430 Non Classroom Related Furniture, Equipment & Supplies	7,000	7,000	4,433	2,567
4700 Food	112,579	-	-	-
4710 Student Food Services	-	112,579	83,815	28,764
4720 Other Food	4,000	4,000	1,741	2,259
SUBTOTAL - Books and Supplies	225,109	484,210	185,218	298,993
Services & Other Operating Expenses				
5101 CMO Fees	78,568	-	-	-
5200 Travel & Conferences	5,000	5,000	71	4,929
5210 Conference Fees	5,000	5,000	-	5,000
5215 Travel - Mileage, Parking, Tolls	1,000	1,000	959	41
5300 Dues & Memberships	5,000	5,000	2,842	2,158
5450 Insurance - Other	7,214	10,760	11,277	(517)
5500 Operations & Housekeeping	-	500	293	207
5605 Equipment Leases	6,600	12,791	5,506	7,285
5611 Prop 39 Related Costs	150,132	119,195	119,195	-
5615 Repairs and Maintenance - Building	10,000	10,000	56	9,944
5617 Repairs and Maintenance - Other Equipment	3,470	3,470	(1,440)	4,910
5803 Accounting Fees	5,783	5,783	-	5,783
5809 Banking Fees	424	424	-	424
5813 School Programs - After School Program	26,088	29,484	26,536	2,948
5814 School Programs - Academic Competitions	639	2,000	1,179	821
5819 School Programs - Other	391	391	4,937	(4,545)
5820 Consultants - Non Instructional	30,000	30,000	9,848	20,152
5822 Other Professional Services	26,000	56,843	35,470	21,373
5824 District Oversight Fees	19,399	19,586	19,273	313

MSA-5
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5830 Field Trips Expenses	5,000	10,000	10,883	(883)
5833 Fines and Penalties	-	-	878	(878)
5845 Legal Fees	25,000	25,000	8,981	16,019
5848 Licenses and Other Fees	-	-	822	(822)
5851 Marketing and Student Recruiting	10,000	10,000	6,856	3,144
5857 Payroll Fees	8,000	8,000	8,913	(913)
5858 CMO Fees Expense	-	80,793	82,190	(1,397)
5861 Prior Yr Exp (not accrued)	-	788	(1,121)	1,909
5863 Professional Development	37,100	37,100	17,737	19,363
5864 Professional Development - Tuition Reimbursement	22,500	22,500	13,066	9,434
5869 Special Education Contract Instructors	75,184	75,184	91,987	(16,802)
5872 Special Education Encroachment	30,378	30,779	30,541	238
5875 Staff Recruiting	2,000	2,000	-	2,000
5884 Substitutes	15,000	25,000	52,326	(27,326)
5887 Technology Services	59,500	59,973	20,644	39,328
5898 Bad Debt Expense	0	-	-	-
5900 Communications	3,000	3,000	6,412	(3,412)
5915 Postage and Delivery	2,000	2,000	1,791	209
SUBTOTAL - Services & Other Operating Exp.	675,372	709,346	588,908	120,438
Capital Outlay & Depreciation				
6900 Depreciation	11,400	18,908	11,392	7,516
SUBTOTAL - Capital Outlay & Depreciation	11,400	18,908	11,392	7,516
Other Outflows				
7999 Uncategorized Expense	-	-	(129)	129
SUBTOTAL - Other Outflows	-	-	(129)	129
TOTAL EXPENSES	2,311,546	2,672,550	2,136,707	535,843

MSA-6
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	1,574,417	1,490,511	1,449,785	(40,726)
Federal Revenue	170,405	175,551	167,651	(7,900)
Other State Revenues	220,619	288,267	325,170	36,903
Local Revenues	-	8,630	9,910	1,280
Fundraising and Grants	15,000	14,749	16,991	2,242
Total Revenue	1,980,442	1,977,707	1,969,508	(8,200)
Expenses				
Compensation and Benefits	1,173,022	1,182,176	1,044,615	137,562
Books and Supplies	127,250	196,445	85,824	110,621
Services and Other Operating Expenditures	509,765	514,556	463,542	51,014
Depreciation	28,726	28,726	28,726	(0)
Other Outflows	-	-	1,821	(1,821)
Total Expenses	1,838,764	1,921,903	1,624,527	297,376
Operating Income	141,678	55,804	344,980	289,176
Fund Balance				
Beginning Balance (Unaudited)	1,119,974	1,119,974	1,119,974	
Audit Adjustment	-	138,947	138,947	
Operating Income	141,678	55,804	344,980	
Ending Fund Balance	1,261,652	1,314,725	1,603,901	
Fund Balance as a % of Expenses	69%	68%	99%	
KEY ASSUMPTIONS				
Total Enrolled	174	164		
Total ADA	168.8	159.4	155.1	(4.3)
REVENUE				

MSA-6
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	1,004,648	954,121	863,117	(91,004)
8012 Education Protection Account Entitlement	211,542	198,089	212,391	14,302
8019 State Aid - Prior Years	-	-	11	11
8096 Charter Schools in Lieu of Property Taxes	358,227	338,301	374,266	35,965
SUBTOTAL - LCFF Entitlement	1,574,417	1,490,511	1,449,785	(40,726)
Federal Revenue				
8181 Special Education - Entitlement	33,057	31,204	30,174	(1,030)
8220 Child Nutrition Programs	54,279	54,279	42,462	(11,817)
8291 Title I	52,283	60,463	62,039	1,576
8292 Title II	8,586	7,405	7,541	136
8296 Other Federal Revenue	22,200	22,200	25,447	3,247
8297 PY Federal - Not Accrued	-	-	(12)	(12)
SUBTOTAL - Federal Revenue	170,405	175,551	167,651	(7,900)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	110	2,801	2,691
8381 Special Education - Entitlement (State)	96,526	91,197	89,666	(1,532)
8520 Child Nutrition - State	3,800	3,800	3,523	(276)
8545 School Facilities Apportionments	85,500	68,400	103,131	34,731
8550 Mandated Cost Reimbursements	2,397	27,942	27,942	0
8560 State Lottery Revenue	32,397	30,922	32,211	1,289
8593 Prop 39 Clean Energy	-	65,896	65,896	-
SUBTOTAL - Other State Revenue	220,619	288,267	325,170	36,903
Local Revenue				
8690 Other Local Revenue	-	2,149	949	(1,200)
8715 Option 3	-	6,482	8,961	2,480
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	-	8,630	9,910	1,280
Fundraising and Grants				
8802 Donations - Private	5,000	5,949	3,887	(2,062)
8803 Fundraising	10,000	8,800	13,104	4,304

MSA-6
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUBTOTAL - Fundraising and Grants	15,000	14,749	16,991	2,242
TOTAL REVENUE	1,980,442	1,977,707	1,969,508	(8,200)
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	406,727	526,350	498,085	28,265
1300 Certificated Supervisor & Administrator Salaries	311,075	175,824	182,160	(6,336)
SUBTOTAL - Certificated Salaries	717,802	702,174	680,246	21,928
Classified Salaries				
2400 Classified Clerical & Office Salaries	120,575	64,404	47,670	16,734
2900 Classified Other Salaries	19,200	95,040	59,665	35,374
SUBTOTAL - Classified Salaries	139,775	159,444	107,336	52,108
Employee Benefits				
3100 STRS	101,450	98,618	96,199	2,419
3200 PERS	15,496	24,763	15,954	8,809
3300 OASDI-Medicare-Alternative	22,015	23,541	17,902	5,639
3400 Health & Welfare Benefits	157,651	157,651	117,176	40,475
3500 Unemployment Insurance	3,429	542	(4)	546
3600 Workers Comp Insurance	9,656	9,702	8,651	1,051
3900 Other Employee Benefits	5,748	5,741	1,155	4,586
SUBTOTAL - Employee Benefits	315,445	320,558	257,033	63,526
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	25,000	25,000	3,510	21,490
4200 Books & Other Reference Materials	1,030	1,030	-	1,030
4315 Custodial Supplies	-	-	172	(172)
4320 Educational Software	14,420	14,420	13,785	635
4325 Instructional Materials & Supplies	4,740	6,976	6,661	315
4326 Art & Music Supplies	-	-	212	(212)

MSA-6**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4330 Office Supplies	5,000	12,200	8,805	3,395
4335 PE Supplies	2,060	2,060	961	1,099
4345 Non Instructional Student Materials & Supplies	2,575	2,575	1,902	673
4346 Teacher Supplies	1,030	1,599	1,417	182
4351 Yearbook	-	-	1,202	(1,202)
4400 Noncapitalized Equipment	1,000	61,102	-	61,102
4410 Classroom Furniture, Equipment & Supplies	2,060	1,052	1,551	(499)
4430 Non Classroom Related Furniture, Equipment & Supplies	-	3,000	2,029	971
4700 Food	66,790	-	-	-
4710 Student Food Services	-	63,886	41,607	22,279
4720 Other Food	1,545	1,545	2,012	(467)
SUBTOTAL - Books and Supplies	127,250	196,445	85,824	110,621
Services & Other Operating Expenses				
5101 CMO Fees	78,568	-	-	-
5210 Conference Fees	1,030	632	225	407
5215 Travel - Mileage, Parking, Tolls	1,500	1,500	513	987
5220 Travel and Lodging	-	398	458	(60)
5300 Dues & Memberships	1,881	1,881	1,492	389
5450 Insurance - Other	10,133	9,792	10,404	(612)
5500 Operations & Housekeeping	4,120	4,120	729	3,391
5510 Utilities - Gas and Electric	7,700	7,700	7,834	(134)
5605 Equipment Leases	4,944	4,944	5,793	(849)
5610 Rent	114,000	114,000	114,000	-
5615 Repairs and Maintenance - Building	17,060	16,337	11,889	4,448
5803 Accounting Fees	4,635	4,635	-	4,635
5809 Banking Fees	515	515	-	515
5819 School Programs - Other	3,000	3,000	2,706	294
5820 Consultants - Non Instructional	8,240	8,240	6,139	2,101
5822 Other Professional Services	27,596	27,596	24,399	3,197
5824 District Oversight Fees	15,744	14,905	14,498	407
5830 Field Trips Expenses	10,300	15,300	7,522	7,778
5833 Fines and Penalties	-	723	2,926	(2,203)
5845 Legal Fees	5,000	5,000	630	4,370
5851 Marketing and Student Recruiting	18,540	9,284	9,345	(61)

MSA-6**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5857 Payroll Fees	10,403	10,403	8,142	2,261
5858 CMO Fees Expense	-	80,793	82,190	(1,397)
5861 Prior Yr Exp (not accrued)	-	3,400	1,936	1,465
5863 Professional Development	15,000	18,000	384	17,616
5864 Professional Development - Tuition Reimbursement	25,000	28,000	22,910	5,090
5869 Special Education Contract Instructors	35,000	35,000	39,134	(4,134)
5872 Special Education Encroachment	25,917	24,480	23,968	512
5884 Substitutes	15,000	15,000	15,280	(280)
5887 Technology Services	41,820	41,857	28,529	13,328
5898 Bad Debt Expense	0	0	12,220	(12,219)
5900 Communications	3,000	3,000	5,479	(2,479)
5915 Postage and Delivery	4,120	4,120	1,871	2,249
SUBTOTAL - Services & Other Operating Exp.	509,765	514,556	463,542	51,014
Capital Outlay & Depreciation				
6900 Depreciation	28,726	28,726	28,726	(0)
SUBTOTAL - Capital Outlay & Depreciation	28,726	28,726	28,726	(0)
Other Outflows				
7999 Uncategorized Expense	-	-	1,821	(1,821)
SUBTOTAL - Other Outflows	-	-	1,821	(1,821)
TOTAL EXPENSES	1,838,764	1,921,903	1,624,527	297,376

MSA-7
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	2,658,045	2,574,310	2,565,977	(8,333)
Federal Revenue	235,853	251,998	261,610	9,612
Other State Revenues	564,241	802,711	877,179	74,469
Local Revenues	53,168	53,111	55,539	2,428
Fundraising and Grants	11,000	12,898	18,666	5,769
Total Revenue	3,522,307	3,695,027	3,778,971	83,944
Expenses				
Compensation and Benefits	1,682,985	1,672,036	1,622,366	49,670
Books and Supplies	188,317	419,268	190,976	228,291
Services and Other Operating Expenditures	1,551,087	1,469,252	1,461,951	7,301
Depreciation	45,159	44,909	18,515	26,394
Other Outflows	-	-	(703)	703
Total Expenses	3,467,548	3,605,465	3,293,106	312,359
Operating Income	54,759	89,561	485,865	396,304
Fund Balance				
Beginning Balance (Unaudited)	901,012	901,012	901,012	
Audit Adjustment	-	111,318	111,318	
Operating Income	54,759	89,561	485,865	
Ending Fund Balance	955,771	1,101,891	1,498,195	
Fund Balance as a % of Expenses	28%	31%	45%	
KEY ASSUMPTIONS				
Total Enrolled	295	286		
Total ADA	283.2	274.1	274.8	0.7
REVENUE				

MSA-7**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	1,713,079	1,662,389	1,538,591	(123,798)
8012 Education Protection Account Entitlement	343,888	330,075	364,463	34,388
8019 State Aid - Prior Years	-	-	20	20
8096 Charter Schools in Lieu of Property Taxes	601,078	581,845	662,903	81,058
SUBTOTAL - LCFF Entitlement	2,658,045	2,574,310	2,565,977	(8,333)
Federal Revenue				
8181 Special Education - Entitlement	55,467	53,668	53,444	(224)
8220 Child Nutrition Programs	78,624	78,624	77,283	(1,341)
8291 Title I	72,015	91,635	94,031	2,396
8292 Title II	13,491	11,815	12,033	218
8296 Other Federal Revenue	16,256	16,256	24,838	8,582
8297 PY Federal - Not Accrued	-	-	(20)	(20)
SUBTOTAL - Federal Revenue	235,853	251,998	261,610	9,612
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	557	4,652	4,095
8381 Special Education - Entitlement (State)	161,963	156,851	158,816	1,965
8520 Child Nutrition - State	6,152	6,152	5,992	(160)
8545 School Facilities Apportionments	187,802	163,922	229,208	65,286
8550 Mandated Cost Reimbursements	3,963	46,206	46,206	0
8560 State Lottery Revenue	54,360	53,183	56,465	3,282
8593 Prop 39 Clean Energy	-	212,040	212,040	-
8596 ASES	150,000	163,800	163,800	-
SUBTOTAL - Other State Revenue	564,241	802,711	877,179	74,469
Local Revenue				
8634 Food Service Sales	10,560	10,560	10,828	268
8682 Summer Program	26,848	32,504	32,504	-
8690 Other Local Revenue	15,759	1,898	1,898	(0)
8715 Option 3	-	8,148	10,215	2,067
8720 Revenue Program 20	-	-	94	94
SUBTOTAL - Local Revenue	53,168	53,111	55,539	2,428

MSA-7**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
Fundraising and Grants				
8802 Donations - Private	1,000	2,898	-	(2,898)
8803 Fundraising	10,000	10,000	18,666	8,666
SUBTOTAL - Fundraising and Grants	11,000	12,898	18,666	5,769
TOTAL REVENUE	3,522,307	3,695,027	3,778,971	83,944
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	859,400	843,318	823,003	20,315
1300 Certificated Supervisor & Administrator Salaries	160,000	167,241	166,851	390
SUBTOTAL - Certificated Salaries	1,019,400	1,010,559	989,855	20,704
Classified Salaries				
2400 Classified Clerical & Office Salaries	79,040	71,200	91,757	(20,557)
2900 Classified Other Salaries	175,303	181,703	158,025	23,678
SUBTOTAL - Classified Salaries	254,343	252,903	249,782	3,121
Employee Benefits				
3100 STRS	136,082	141,816	140,104	1,712
3200 PERS	38,725	38,737	32,737	5,999
3300 OASDI-Medicare-Alternative	38,972	35,722	33,475	2,247
3400 Health & Welfare Benefits	177,244	177,244	162,094	15,151
3500 Unemployment Insurance	3,637	828	204	624
3600 Workers Comp Insurance	14,342	14,227	14,116	111
3900 Other Employee Benefits	238	-	0	(0)
SUBTOTAL - Employee Benefits	409,241	408,574	382,730	25,844
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	22,000	28,000	28,354	(354)
4200 Books & Other Reference Materials	1,000	1,000	229	771
4315 Custodial Supplies	8,000	8,000	4,425	3,575

MSA-7**Income Statement****As of Jun FY2018 - Unaudited**

		Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4320	Educational Software	12,149	16,649	16,569	80
4325	Instructional Materials & Supplies	10,871	9,183	10,874	(1,691)
4326	Art & Music Supplies	5,000	3,000	370	2,630
4330	Office Supplies	5,000	7,000	10,935	(3,935)
4335	PE Supplies	2,000	2,000	2,094	(94)
4345	Non Instructional Student Materials & Supplies	1,500	1,500	2,634	(1,134)
4346	Teacher Supplies	2,400	2,400	229	2,171
4351	Yearbook	760	760	1,524	(764)
4361	PY Supplies Expenses (not accrued)	-	1,866	1,866	0
4400	Noncapitalized Equipment	-	222,040	9,766	212,274
4410	Classroom Furniture, Equipment & Supplies	2,991	3,201	3,896	(695)
4420	Computers (individual items less than \$5k)	-	1,000	891	109
4430	Non Classroom Related Furniture, Equipment & Supplies	3,009	4,799	6,915	(2,116)
4700	Food	109,638	-	-	-
4710	Student Food Services	-	104,870	88,085	16,784
4720	Other Food	2,000	2,000	1,320	680
	SUBTOTAL - Books and Supplies	188,317	419,268	190,976	228,291
	Services & Other Operating Expenses				
5101	CMO Fees	654,729	-	-	-
5210	Conference Fees	1,000	1,000	-	1,000
5215	Travel - Mileage, Parking, Tolls	1,000	2,000	1,553	447
5220	Travel and Lodging	1,272	1,272	240	1,032
5300	Dues & Memberships	9,000	9,000	3,750	5,250
5450	Insurance - Other	17,141	16,456	17,364	(908)
5500	Operations & Housekeeping	10,000	10,000	11,017	(1,017)
5510	Utilities - Gas and Electric	61,248	61,248	46,383	14,865
5605	Equipment Leases	8,400	8,400	7,538	862
5610	Rent	270,035	273,203	271,754	1,449
5615	Repairs and Maintenance - Building	20,000	10,000	21,322	(11,322)
5617	Repairs and Maintenance - Other Equipment	1,000	1,000	-	1,000
5803	Accounting Fees	10,300	10,300	-	10,300
5809	Banking Fees	3,000	2,877	(154)	3,031
5813	School Programs - After School Program	150,000	163,800	163,800	-
5814	School Programs - Academic Competitions	1,000	1,000	582	418

MSA-7**Income Statement****As of Jun FY2018 - Unaudited**

		Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5819	School Programs - Other	4,000	4,000	6,300	(2,300)
5820	Consultants - Non Instructional	8,584	8,584	8,654	(70)
5822	Other Professional Services	17,596	31,252	36,153	(4,901)
5824	District Oversight Fees	26,580	25,743	25,660	84
5830	Field Trips Expenses	5,000	8,000	4,098	3,902
5833	Fines and Penalties	-	123	1,888	(1,765)
5845	Legal Fees	6,000	8,000	8,130	(130)
5851	Marketing and Student Recruiting	1,000	3,000	-	3,000
5857	Payroll Fees	14,420	14,420	12,070	2,350
5858	CMO Fees Expense	-	538,623	547,935	(9,312)
5861	Prior Yr Exp (not accrued)	-	3,019	1,621	1,398
5863	Professional Development	4,000	4,000	2,264	1,736
5864	Professional Development - Tuition Reimbursement	14,200	14,200	13,124	1,076
5869	Special Education Contract Instructors	114,324	114,324	115,872	(1,548)
5872	Special Education Encroachment	43,486	42,104	42,452	(348)
5884	Substitutes	25,000	30,000	51,696	(21,696)
5887	Technology Services	40,170	40,705	32,391	8,313
5898	Bad Debt Expense	-	-	2,544	(2,544)
5899	Miscellaneous Operating Expenses	0	-	-	-
5900	Communications	4,000	4,000	1,779	2,221
5915	Postage and Delivery	3,600	3,600	2,170	1,430
	SUBTOTAL - Services & Other Operating Exp.	1,551,087	1,469,252	1,461,951	7,301
	Capital Outlay & Depreciation				
6900	Depreciation	45,159	44,909	18,515	26,394
	SUBTOTAL - Capital Outlay & Depreciation	45,159	44,909	18,515	26,394
	Other Outflows				
7999	Uncategorized Expense	-	-	(703)	703
	SUBTOTAL - Other Outflows	-	-	(703)	703
	TOTAL EXPENSES	3,467,548	3,605,465	3,293,106	312,359

MSA-8
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	4,656,757	4,525,841	4,538,699	12,858
Federal Revenue	304,497	336,842	342,604	5,762
Other State Revenues	528,197	840,876	851,386	10,511
Local Revenues	34,273	42,972	51,358	8,386
Fundraising and Grants	20,000	22,236	23,598	1,362
Total Revenue	5,543,724	5,768,767	5,807,645	38,878
Expenses				
Compensation and Benefits	2,782,961	2,754,796	2,608,479	146,318
Books and Supplies	426,715	643,235	304,440	338,795
Services and Other Operating Expenditures	2,090,297	2,206,121	2,120,328	85,793
Depreciation	96,064	96,064	57,572	38,492
Other Outflows	-	-	(492)	492
Total Expenses	5,396,037	5,700,216	5,090,327	609,889
Operating Income	147,687	68,551	717,318	648,767
Fund Balance				
Beginning Balance (Unaudited)	3,045,002	3,045,002	3,045,002	
Audit Adjustment	-	321,397	321,397	
Operating Income	147,687	68,551	717,318	
Ending Fund Balance	3,192,689	3,434,950	4,083,717	
Fund Balance as a % of Expenses	59%	60%	80%	
KEY ASSUMPTIONS				
Total Enrolled	495	480		
Total ADA	486.2	471.6	472.9	1.3
REVENUE				

MSA-8**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	3,013,672	2,936,992	2,748,440	(188,552)
8012 Education Protection Account Entitlement	611,114	587,800	649,285	61,485
8019 State Aid - Prior Years	-	-	33	33
8096 Charter Schools in Lieu of Property Taxes	1,031,971	1,001,049	1,140,941	139,892
SUBTOTAL - LCFF Entitlement	4,656,757	4,525,841	4,538,699	12,858
Federal Revenue				
8181 Special Education - Entitlement	95,230	92,335	91,985	(350)
8291 Title I	181,156	220,051	225,748	5,697
8292 Title II	28,111	24,456	24,905	449
8297 PY Federal - Not Accrued	-	-	(34)	(34)
SUBTOTAL - Federal Revenue	304,497	336,842	342,604	5,762
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	9,791	9,874	83
8381 Special Education - Entitlement (State)	278,070	269,858	273,344	3,485
8550 Mandated Cost Reimbursements	6,799	79,268	79,268	0
8560 State Lottery Revenue	93,329	91,500	98,441	6,941
8593 Prop 39 Clean Energy	-	226,659	226,659	-
8596 ASES	150,000	163,800	163,800	-
SUBTOTAL - Other State Revenue	528,197	840,876	851,386	10,511
Local Revenue				
8682 Summer Program	34,273	26,222	26,222	-
8690 Other Local Revenue	-	2,236	2,236	-
8715 Option 3	-	14,514	22,767	8,253
8720 Revenue Program 20	-	-	132	132
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
SUBTOTAL - Local Revenue	34,273	42,972	51,358	8,386
Fundraising and Grants				
8802 Donations - Private	-	2,236	48	(2,189)
8803 Fundraising	20,000	20,000	23,551	3,551
SUBTOTAL - Fundraising and Grants	20,000	22,236	23,598	1,362

MSA-8
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
TOTAL REVENUE	5,543,724	5,768,767	5,807,645	38,878
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	1,470,435	1,412,823	1,285,311	127,511
1300 Certificated Supervisor & Administrator Salaries	313,320	385,409	347,628	37,780
SUBTOTAL - Certificated Salaries	1,783,755	1,798,231	1,632,940	165,292
Classified Salaries				
2400 Classified Clerical & Office Salaries	128,378	127,982	133,546	(5,564)
2900 Classified Other Salaries	207,251	175,118	211,003	(35,886)
SUBTOTAL - Classified Salaries	335,628	303,100	344,549	(41,449)
Employee Benefits				
3100 STRS	247,439	245,921	232,680	13,241
3200 PERS	52,126	47,074	44,743	2,331
3300 OASDI-Medicare-Alternative	55,818	55,090	47,781	7,309
3400 Health & Welfare Benefits	279,968	279,968	279,621	348
3500 Unemployment Insurance	4,060	1,277	2,326	(1,049)
3600 Workers Comp Insurance	23,864	23,661	23,365	296
3900 Other Employee Benefits	302	475	475	-
SUBTOTAL - Employee Benefits	663,577	653,465	630,990	22,475
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	50,000	50,000	26,225	23,775
4200 Books & Other Reference Materials	1,000	1,000	876	124
4320 Educational Software	20,000	44,635	46,068	(1,433)
4325 Instructional Materials & Supplies	40,000	42,420	33,543	8,877
4326 Art & Music Supplies	7,500	7,500	7,212	288
4330 Office Supplies	6,700	14,700	20,273	(5,573)
4335 PE Supplies	2,500	2,500	-	2,500

MSA-8**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4345 Non Instructional Student Materials & Supplies	5,000	5,000	4,565	435
4346 Teacher Supplies	5,000	5,000	106	4,894
4350 Uniforms	515	515	2,778	(2,263)
4351 Yearbook	1,500	1,500	1,631	(131)
4400 Noncapitalized Equipment	11,000	237,659	230	237,429
4410 Classroom Furniture, Equipment & Supplies	1,000	1,000	402	598
4420 Computers (individual items less than \$5k)	15,000	15,000	10,246	4,754
4430 Non Classroom Related Furniture, Equipment & Supplies	5,000	5,000	5,840	(840)
4700 Food	250,000	-	-	-
4710 Student Food Services	-	204,806	141,381	63,425
4720 Other Food	5,000	5,000	3,063	1,937
SUBTOTAL - Books and Supplies	426,715	643,235	304,440	338,795
Services & Other Operating Expenses				
5101 CMO Fees	1,047,567	-	-	-
5210 Conference Fees	10,000	10,000	-	10,000
5215 Travel - Mileage, Parking, Tolls	5,000	5,000	362	4,638
5220 Travel and Lodging	10,000	10,000	2,025	7,975
5300 Dues & Memberships	7,500	7,500	4,970	2,530
5450 Insurance - Other	25,859	28,360	27,183	1,177
5500 Operations & Housekeeping	35,000	35,000	3,356	31,644
5605 Equipment Leases	50,000	50,000	42,458	7,542
5611 Prop 39 Related Costs	235,830	235,830	318,111	(82,281)
5617 Repairs and Maintenance - Other Equipment	3,000	3,000	-	3,000
5803 Accounting Fees	15,450	15,450	-	15,450
5809 Banking Fees	500	500	-	500
5813 School Programs - After School Program	150,000	163,800	164,300	(500)
5814 School Programs - Academic Competitions	-	-	600	(600)
5819 School Programs - Other	515	1,000	3,103	(2,103)
5820 Consultants - Non Instructional	13,000	13,000	9,619	3,381
5822 Other Professional Services	45,000	58,656	35,187	23,469
5824 District Oversight Fees	45,221	45,258	45,387	(128)
5830 Field Trips Expenses	20,000	20,000	25,203	(5,203)
5833 Fines and Penalties	-	1,161	2,395	(1,234)
5845 Legal Fees	13,000	13,000	630	12,370

MSA-8**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5848 Licenses and Other Fees	-	-	182	(182)
5851 Marketing and Student Recruiting	8,000	8,000	7,148	852
5857 Payroll Fees	16,995	16,995	13,887	3,108
5858 CMO Fees Expense	-	1,077,245	1,095,870	(18,625)
5861 Prior Yr Exp (not accrued)	-	(1,161)	28,281	(29,442)
5863 Professional Development	8,300	8,300	6,556	1,744
5864 Professional Development - Tuition Reimbursement	75,500	75,500	50,255	25,245
5869 Special Education Contract Instructors	55,000	55,000	46,399	8,601
5872 Special Education Encroachment	74,660	72,439	73,066	(627)
5884 Substitutes	64,750	64,750	89,394	(24,644)
5887 Technology Services	42,650	98,538	16,858	81,680
5898 Bad Debt Expense	-	-	2,996	(2,996)
5899 Miscellaneous Operating Expenses	0	0	-	0
5900 Communications	-	2,000	-	2,000
5915 Postage and Delivery	12,000	12,000	4,547	7,453
SUBTOTAL - Services & Other Operating Exp.	2,090,297	2,206,121	2,120,328	85,793
Capital Outlay & Depreciation				
6900 Depreciation	96,064	96,064	57,572	38,492
SUBTOTAL - Capital Outlay & Depreciation	96,064	96,064	57,572	38,492
Other Outflows				
7999 Uncategorized Expense	-	-	(492)	492
SUBTOTAL - Other Outflows	-	-	(492)	492
TOTAL EXPENSES	5,396,037	5,700,216	5,090,327	609,889

MSA-SA
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	7,467,687	6,793,513	6,682,934	(110,579)
Federal Revenue	658,206	662,529	678,693	16,164
Other State Revenues	585,070	638,830	726,805	87,975
Local Revenues	64,612	56,723	58,161	1,438
Fundraising and Grants	32,446	48,358	54,661	6,303
Total Revenue	8,808,020	8,199,952	8,201,254	1,302
Expenses				
Compensation and Benefits	4,576,489	4,493,395	4,789,691	(296,296)
Books and Supplies	733,114	677,539	608,163	69,376
Services and Other Operating Expenditures	2,490,994	2,324,944	2,201,948	122,995
Depreciation	505,350	505,350	527,830	(22,480)
Other Outflows	173,107	173,107	448,337	(275,229)
Total Expenses	8,479,055	8,174,335	8,575,970	(401,634)
Operating Income	328,966	25,617	(374,716)	(400,332)
Fund Balance				
Beginning Balance (Unaudited)	7,875,025	7,875,025	7,875,025	
Audit Adjustment	-	1,987	1,987	
Operating Income	328,966	25,617	(374,716)	
Ending Fund Balance	8,203,991	7,902,629	7,502,296	
Fund Balance as a % of Expenses	97%	97%	87%	
KEY ASSUMPTIONS				
Total Enrolled	812	740		
Total ADA	779.5	710.4	698.7	(11.7)
REVENUE				

MSA-SA**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	5,463,689	4,967,209	4,635,651	(331,558)
8012 Education Protection Account Entitlement	155,904	142,080	139,732	(2,348)
8096 Charter Schools in Lieu of Property Taxes	1,848,094	1,684,223	1,907,551	223,328
SUBTOTAL - LCFF Entitlement	7,467,687	6,793,513	6,682,934	(110,579)
Federal Revenue				
8181 Special Education - Entitlement	78,500	78,500	82,591	4,091
8220 Child Nutrition Programs	265,178	265,178	276,040	10,862
8291 Title I	259,460	225,436	231,305	5,869
8292 Title II	32,868	27,207	27,708	501
8293 Title III	-	5,159	-	(5,159)
8296 Other Federal Revenue	22,200	61,049	61,049	0
SUBTOTAL - Federal Revenue	658,206	662,529	678,693	16,164
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	9,950	30,251	20,301
8381 Special Education - Entitlement (State)	400,673	365,146	359,111	(6,034)
8382 Special Education Reimbursements (State) - MH	-	-	63,360	63,360
8520 Child Nutrition - State	23,251	23,251	22,655	(596)
8550 Mandated Cost Reimbursements	11,518	102,666	102,666	0
8560 State Lottery Revenue	149,628	137,818	148,762	10,944
SUBTOTAL - Other State Revenue	585,070	638,830	726,805	87,975
Local Revenue				
8634 Food Service Sales	14,459	14,459	19,550	5,091
8660 Interest	1,000	4,200	3,818	(382)
8682 Summer Program	39,108	28,020	28,020	-
8690 Other Local Revenue	10,045	10,045	4,812	(5,233)
8699 All Other Local Revenue	-	-	3	3
8720 Revenue Program 20	-	-	1,958	1,958
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)
8999 Uncategorized Revenue	-	-	1	1
SUBTOTAL - Local Revenue	64,612	56,723	58,161	1,438

MSA-SA
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
Fundraising and Grants				
8802 Donations - Private	30,000	29,812	16,022	(13,790)
8803 Fundraising	2,446	18,546	38,639	20,093
SUBTOTAL - Fundraising and Grants	32,446	48,358	54,661	6,303
TOTAL REVENUE	8,808,020	8,199,952	8,201,254	1,302
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	2,287,119	2,217,379	2,286,578	(69,198)
1300 Certificated Supervisor & Administrator Salaries	644,782	562,372	591,775	(29,403)
SUBTOTAL - Certificated Salaries	2,931,901	2,779,751	2,878,353	(98,602)
Classified Salaries				
2400 Classified Clerical & Office Salaries	166,916	215,282	245,443	(30,161)
2900 Classified Other Salaries	345,725	386,479	535,943	(149,465)
SUBTOTAL - Classified Salaries	512,641	601,761	781,387	(179,626)
Employee Benefits				
3100 STRS	394,920	392,456	401,536	(9,081)
3200 PERS	72,853	63,319	73,135	(9,816)
3300 OASDI-Medicare-Alternative	93,826	90,063	104,896	(14,833)
3400 Health & Welfare Benefits	505,621	505,621	501,902	3,719
3500 Unemployment Insurance	4,722	2,293	1,448	845
3600 Workers Comp Insurance	38,786	38,076	47,048	(8,972)
3900 Other Employee Benefits	21,219	20,056	(13)	20,070
SUBTOTAL - Employee Benefits	1,131,948	1,111,884	1,129,952	(18,068)
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	46,800	62,845	62,959	(113)
4200 Books & Other Reference Materials	20,000	5,000	10,628	(5,628)
4315 Custodial Supplies	30,000	20,000	14,539	5,461

MSA-SA
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4320 Educational Software	45,000	61,070	51,256	9,815
4325 Instructional Materials & Supplies	50,000	54,995	37,858	17,138
4326 Art & Music Supplies	10,000	5,000	3,442	1,558
4330 Office Supplies	5,000	12,865	14,369	(1,504)
4335 PE Supplies	57,500	7,500	5,943	1,557
4345 Non Instructional Student Materials & Supplies	15,000	11,254	11,636	(382)
4346 Teacher Supplies	10,000	10,000	4,014	5,986
4361 PY Supplies Expenses (not accrued)	-	2,158	2,158	0
4400 Noncapitalized Equipment	10,500	20,462	23,617	(3,155)
4410 Classroom Furniture, Equipment & Supplies	75,000	60,038	34,405	25,633
4420 Computers (individual items less than \$5k)	2,500	2,500	-	2,500
4430 Non Classroom Related Furniture, Equipment & Supplies	2,493	2,493	1,743	750
4700 Food	348,321	-	173	(173)
4710 Student Food Services	-	333,176	321,725	11,452
4720 Other Food	5,000	6,181	7,699	(1,518)
SUBTOTAL - Books and Supplies	733,114	677,539	608,163	69,376
Services & Other Operating Expenses				
5101 CMO Fees	1,047,567	-	-	-
5210 Conference Fees	8,809	8,809	1,169	7,640
5215 Travel - Mileage, Parking, Tolls	7,000	2,921	2,593	328
5220 Travel and Lodging	-	4,623	4,561	62
5300 Dues & Memberships	6,000	8,690	8,759	(69)
5450 Insurance - Other	21,456	30,180	29,429	751
5500 Operations & Housekeeping	40,000	25,000	25,163	(163)
5510 Utilities - Gas and Electric	100,000	100,000	83,293	16,707
5605 Equipment Leases	47,344	47,344	37,211	10,133
5610 Rent	299,681	271,403	38	271,365
5615 Repairs and Maintenance - Building	50,000	50,000	40,873	9,127
5617 Repairs and Maintenance - Other Equipment	-	-	603	(603)
5803 Accounting Fees	11,000	11,000	-	11,000
5809 Banking Fees	7,460	2,760	2,470	290
5813 School Programs - After School Program	5,000	5,000	4,174	826
5814 School Programs - Academic Competitions	10,000	10,000	8,120	1,880
5819 School Programs - Other	-	95	16,154	(16,059)

MSA-SA
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5820 Consultants - Non Instructional	10,000	-	95	(95)
5822 Other Professional Services	21,546	46,484	50,153	(3,669)
5824 District Oversight Fees	74,677	67,935	66,829	1,106
5830 Field Trips Expenses	25,000	25,000	24,752	248
5833 Fines and Penalties	-	-	3,777	(3,777)
5843 Interest - Loans Less than 1 Year	-	-	22	(22)
5845 Legal Fees	10,000	10,000	89,156	(79,156)
5848 Licenses and Other Fees	-	2,740	25,827	(23,087)
5851 Marketing and Student Recruiting	15,000	20,000	23,551	(3,551)
5857 Payroll Fees	31,544	31,544	35,463	(3,919)
5858 CMO Fees Expense	-	1,077,245	1,095,870	(18,625)
5861 Prior Yr Exp (not accrued)	-	462	(25,813)	26,275
5863 Professional Development	40,494	30,000	18,872	11,128
5864 Professional Development - Tuition Reimbursement	96,300	71,800	58,960	12,840
5869 Special Education Contract Instructors	275,000	200,000	210,580	(10,580)
5872 Special Education Encroachment	19,167	17,746	17,668	78
5884 Substitutes	90,640	80,000	160,354	(80,354)
5887 Technology Services	107,310	73,899	67,125	6,775
5900 Communications	3,000	3,000	9,394	(6,394)
5915 Postage and Delivery	10,000	10,000	4,703	5,297
SUBTOTAL - Services & Other Operating Exp.	2,490,994	2,324,944	2,201,948	122,995
Capital Outlay & Depreciation				
6900 Depreciation	505,350	505,350	527,830	(22,480)
SUBTOTAL - Capital Outlay & Depreciation	505,350	505,350	527,830	(22,480)
Other Outflows				
7438 Long term debt - Interest	173,107	173,107	446,968	(273,860)
7999 Uncategorized Expense	-	-	1,369	(1,369)
SUBTOTAL - Other Outflows	173,107	173,107	448,337	(275,229)
TOTAL EXPENSES	8,479,055	8,174,335	8,575,970	(401,634)

MSA-SD
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	3,298,113	2,960,085	2,947,210	(12,874)
Federal Revenue	125,122	131,511	127,665	(3,846)
Other State Revenues	393,481	635,855	686,139	50,284
Local Revenues	78,739	75,435	46,952	(28,482)
Fundraising and Grants	31,153	33,051	42,344	9,294
Total Revenue	3,926,609	3,835,935	3,850,311	14,376
Expenses				
Compensation and Benefits	2,210,402	2,199,260	2,223,864	(24,605)
Books and Supplies	144,548	330,564	101,248	229,316
Services and Other Operating Expenditures	1,352,286	1,437,066	1,578,002	(140,936)
Depreciation	30,295	30,295	30,567	(272)
Other Outflows	-	-	4	(4)
Total Expenses	3,737,532	3,997,185	3,933,685	63,500
Operating Income	189,077	(161,249)	(83,374)	77,876
Fund Balance				
Beginning Balance (Unaudited)	1,189,492	1,189,492	1,189,492	
Audit Adjustment	-	59,194	59,194	
Operating Income	189,077	(161,249)	(83,374)	
Ending Fund Balance	1,378,569	1,087,437	1,165,312	
Fund Balance as a % of Expenses	37%	27%	30%	
KEY ASSUMPTIONS				
Total Enrolled	450	405		
Total ADA	434.3	389.3	388.0	(1.3)
REVENUE				

MSA-SD**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
LCFF Entitlement				
8011 Charter Schools LCFF - State Aid	865,497	779,329	626,159	(153,170)
8012 Education Protection Account Entitlement	86,850	77,858	77,596	(262)
8019 State Aid - Prior Years	-	-	(2,519)	(2,519)
8096 Charter Schools in Lieu of Property Taxes	2,345,766	2,102,898	2,245,974	143,076
SUBTOTAL - LCFF Entitlement	3,298,113	2,960,085	2,947,210	(12,874)
Federal Revenue				
8181 Special Education - Entitlement	53,500	53,500	55,190	1,690
8220 Child Nutrition Programs	28,455	28,455	22,045	(6,410)
8291 Title I	25,163	32,091	32,957	866
8292 Title II	7,804	7,265	7,404	139
8296 Other Federal Revenue	10,200	10,200	10,070	(130)
SUBTOTAL - Federal Revenue	125,122	131,511	127,665	(3,846)
Other State Revenue				
8319 Other State Apportionments - Prior Years	-	7,782	7,782	(0)
8381 Special Education - Entitlement (State)	223,205	200,095	199,422	(673)
8382 Special Education Reimbursements (State) - MH	-	-	39,600	39,600
8520 Child Nutrition - State	1,832	1,832	1,458	(374)
8550 Mandated Cost Reimbursements	5,711	66,581	66,581	0
8560 State Lottery Revenue	83,354	75,522	80,836	5,313
8593 Prop 39 Clean Energy	-	204,662	204,662	-
8596 ASES	79,380	79,380	85,798	6,418
SUBTOTAL - Other State Revenue	393,481	635,855	686,139	50,284
Local Revenue				
8650 Leases and Rentals	7,000	7,000	-	(7,000)
8660 Interest	1,891	1,891	3,479	1,588
8682 Summer Program	26,848	21,966	21,966	-
8690 Other Local Revenue	-	1,578	1,678	100
8693 Field Trips	43,000	43,000	19,340	(23,660)
8699 All Other Local Revenue	-	-	0	0
8720 Revenue Program 20	-	-	20	20
8910 Contributions from Unrestricted Resource (0000-0)	-	0	-	(0)

MSA-SD
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
8999 Uncategorized Revenue	-	-	470	470
SUBTOTAL - Local Revenue	78,739	75,435	46,952	(28,482)
Fundraising and Grants				
8802 Donations - Private	-	1,898	-	(1,898)
8803 Fundraising	31,153	31,153	42,344	11,192
SUBTOTAL - Fundraising and Grants	31,153	33,051	42,344	9,294
TOTAL REVENUE	3,926,609	3,835,935	3,850,311	14,376
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1100 Teachers Salaries	1,071,231	1,043,442	1,049,643	(6,201)
1300 Certificated Supervisor & Administrator Salaries	344,918	396,732	388,842	7,890
SUBTOTAL - Certificated Salaries	1,416,149	1,440,174	1,438,485	1,689
Classified Salaries				
2400 Classified Clerical & Office Salaries	143,640	38,480	70,647	(32,167)
2900 Classified Other Salaries	87,920	162,198	154,459	7,739
SUBTOTAL - Classified Salaries	231,560	200,678	225,106	(24,428)
Employee Benefits				
3100 STRS	192,002	195,330	201,763	(6,433)
3200 PERS	33,945	31,167	28,775	2,392
3300 OASDI-Medicare-Alternative	43,554	41,600	36,791	4,809
3400 Health & Welfare Benefits	270,550	270,550	267,973	2,577
3500 Unemployment Insurance	3,824	1,028	863	165
3600 Workers Comp Insurance	18,553	18,476	24,108	(5,632)
3900 Other Employee Benefits	266	257	-	257
SUBTOTAL - Employee Benefits	562,693	558,407	560,273	(1,866)
Books & Supplies				

MSA-SD**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
4100 Approved Textbooks & Core Curricula Materials	5,000	5,000	139	4,861
4200 Books & Other Reference Materials	5,000	5,000	202	4,798
4315 Custodial Supplies	6,180	6,180	5,271	909
4320 Educational Software	10,000	6,731	8,032	(1,301)
4325 Instructional Materials & Supplies	28,000	21,962	17,767	4,196
4326 Art & Music Supplies	2,266	2,266	2,270	(4)
4330 Office Supplies	5,000	9,000	10,745	(1,745)
4335 PE Supplies	2,000	2,000	3,167	(1,167)
4340 Professional Development Supplies	-	-	53	(53)
4345 Non Instructional Student Materials & Supplies	6,180	6,180	5,486	694
4346 Teacher Supplies	1,030	1,030	533	498
4361 PY Supplies Expenses (not accrued)	-	175	175	-
4400 Noncapitalized Equipment	12,000	204,662	-	204,662
4410 Classroom Furniture, Equipment & Supplies	10,000	10,000	9,861	139
4420 Computers (individual items less than \$5k)	7,000	7,000	4,403	2,597
4430 Non Classroom Related Furniture, Equipment & Supplies	3,367	3,367	1,761	1,606
4700 Food	34,830	-	-	-
4710 Student Food Services	-	33,316	28,185	5,131
4720 Other Food	6,695	6,695	3,200	3,495
SUBTOTAL - Books and Supplies	144,548	330,564	101,248	229,316
Services & Other Operating Expenses				
5101 CMO Fees	362,792	-	-	-
5200 Travel & Conferences	-	-	475	(475)
5210 Conference Fees	5,150	5,150	1,125	4,025
5215 Travel - Mileage, Parking, Tolls	7,210	7,210	1,644	5,566
5220 Travel and Lodging	7,000	7,000	4,585	2,415
5300 Dues & Memberships	5,562	5,562	4,858	704
5450 Insurance - Other	19,137	20,500	19,587	913
5500 Operations & Housekeeping	46,480	55,000	18,856	36,144
5510 Utilities - Gas and Electric	20,600	20,600	13,988	6,612
5605 Equipment Leases	10,300	10,300	12,989	(2,689)
5610 Rent	448,870	526,163	698,460	(172,297)
5615 Repairs and Maintenance - Building	15,450	15,450	6,933	8,517
5617 Repairs and Maintenance - Other Equipment	5,000	5,000	1,096	3,904

MSA-SD**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5803 Accounting Fees	10,300	10,300	-	10,300
5809 Banking Fees	1,030	1,030	-	1,030
5813 School Programs - After School Program	79,380	79,380	85,940	(6,560)
5814 School Programs - Academic Competitions	4,500	4,500	1,872	2,628
5819 School Programs - Other	1,100	1,100	3,554	(2,454)
5822 Other Professional Services	19,596	36,994	24,430	12,564
5824 District Oversight Fees	32,981	29,601	29,472	129
5830 Field Trips Expenses	45,000	45,000	36,261	8,739
5833 Fines and Penalties	894	2,038	2,818	(780)
5845 Legal Fees	15,000	15,000	34,489	(19,489)
5848 Licenses and Other Fees	-	-	10	(10)
5851 Marketing and Student Recruiting	12,000	12,000	1,082	10,918
5857 Payroll Fees	15,965	15,965	11,909	4,056
5858 CMO Fees Expense	-	326,613	324,470	2,143
5861 Prior Yr Exp (not accrued)	-	3,324	51,763	(48,438)
5863 Professional Development	5,000	12,000	3,204	8,796
5864 Professional Development - Tuition Reimbursement	15,500	15,500	4,294	11,206
5869 Special Education Contract Instructors	56,650	56,650	79,537	(22,887)
5872 Special Education Encroachment	11,068	10,144	7,699	2,445
5884 Substitutes	19,570	19,570	34,853	(15,283)
5887 Technology Services	45,200	44,794	46,424	(1,631)
5900 Communications	3,000	12,628	7,426	5,202
5915 Postage and Delivery	5,000	5,000	1,897	3,103
SUBTOTAL - Services & Other Operating Exp.	1,352,286	1,437,066	1,578,002	(140,936)
Capital Outlay & Depreciation				
6900 Depreciation	30,295	30,295	30,567	(272)
SUBTOTAL - Capital Outlay & Depreciation	30,295	30,295	30,567	(272)
Other Outflows				
7999 Uncategorized Expense	-	-	4	(4)
SUBTOTAL - Other Outflows	-	-	4	(4)
TOTAL EXPENSES	3,737,532	3,997,185	3,933,685	63,500

MERF
Income Statement
As of Jun FY2018 - Unaudited

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
SUMMARY				
Revenue				
LCFF Entitlement	-	-	-	-
Federal Revenue	-	8,082	51,600	43,518
Other State Revenues	-	-	-	-
Local Revenues	6,392,850	6,446,755	6,644,427	197,672
Fundraising and Grants	-	134,875	107,243	(27,632)
Total Revenue	6,392,850	6,589,712	6,803,270	213,558
Expenses				
Compensation and Benefits	3,055,489	2,983,114	2,972,148	10,966
Books and Supplies	70,421	66,261	24,834	41,427
Services and Other Operating Expenditures	2,726,775	3,046,200	2,244,617	801,583
Depreciation	933	933	933	0
Other Outflows	-	-	-	-
Total Expenses	5,853,618	6,096,508	5,242,532	853,976
Operating Income	539,232	493,204	1,560,738	1,067,534
Fund Balance				
Beginning Balance (Unaudited)	258,542	258,542	258,542	
Audit Adjustment	-	(1,025,320)	(1,025,320)	
Operating Income	539,232	493,204	1,560,738	
Ending Fund Balance	797,774	(273,575)	793,959	
Fund Balance as a % of Expenses	14%	-4%	15%	
REVENUE				
LCFF Entitlement				
SUBTOTAL - LCFF Entitlement	-	-	-	-
Federal Revenue				
8296 Other Federal Revenue	-	8,082	51,600	43,518
SUBTOTAL - Federal Revenue	-	8,082	51,600	43,518

MERF**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
Local Revenue				
8660 Interest	-	3,055	3,180	125
8690 Other Local Revenue	-	50,850	54,117	3,267
8699 All Other Local Revenue	-	-	194,273	194,273
8701 CMO Fee - MSA-1	1,047,567	1,077,245	1,095,870	18,625
8702 CMO Fee - MSA-2	1,047,567	1,077,245	993,132	(84,113)
8703 CMO Fee - MSA-3	949,358	976,253	993,132	16,879
8704 CMO Fee - MSA-4	78,568	80,793	82,190	1,397
8705 CMO Fee - MSA-5	78,568	80,793	82,190	1,397
8706 CMO Fee - MSA-6	78,568	80,793	82,190	1,397
8707 CMO Fee - MSA-7	654,729	538,623	547,935	9,312
8708 CMO Fee - MSA-8	1,047,567	1,077,245	1,095,870	18,625
8709 CMO Fee - MSA-SA	1,047,567	1,077,245	1,095,870	18,625
8712 CMO Fee - MSA-SD	362,792	326,613	324,470	(2,143)
8999 Uncategorized Revenue	-	-	6	6
SUBTOTAL - Local Revenue	6,392,850	6,446,755	6,644,427	197,672
Fundraising and Grants				
8802 Donations - Private	-	134,875	107,243	(27,632)
SUBTOTAL - Fundraising and Grants	-	134,875	107,243	(27,632)
TOTAL REVENUE	6,392,850	6,589,712	6,803,270	213,558
EXPENSES				
Compensation & Benefits				
Certificated Salaries				
1300 Certificated Supervisor & Administrator Salaries	395,000	497,127	518,707	(21,580)
SUBTOTAL - Certificated Salaries	395,000	497,127	518,707	(21,580)
Classified Salaries				
2400 Classified Clerical & Office Salaries	1,762,325	1,714,506	1,647,722	66,784

MERF**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
2900 Classified Other Salaries	218,900	104,390	188,927	(84,537)
SUBTOTAL - Classified Salaries	1,981,225	1,818,896	1,836,649	(17,753)
Employee Benefits				
3100 STRS	71,638	76,642	83,808	(7,167)
3200 PERS	98,760	45,280	40,655	4,626
3300 OASDI-Medicare-Alternative	139,944	134,639	132,316	2,323
3400 Health & Welfare Benefits	248,979	247,529	249,521	(1,992)
3500 Unemployment Insurance	12,719	11,834	11,103	731
3600 Workers Comp Insurance	26,756	26,078	33,061	(6,983)
3700 Retiree Benefits	-	-	(5,086)	5,086
3900 Other Employee Benefits	80,468	125,089	71,415	53,674
SUBTOTAL - Employee Benefits	679,264	667,091	616,792	50,298
Books & Supplies				
4100 Approved Textbooks & Core Curricula Materials	1,020	1,020	-	1,020
4320 Educational Software	9,000	9,840	-	9,840
4325 Instructional Materials & Supplies	1,102	1,102	-	1,102
4330 Office Supplies	12,099	12,099	5,327	6,772
4400 Noncapitalized Equipment	1,000	1,867	1,867	(0)
4420 Computers (individual items less than \$5k)	5,000	4,133	995	3,138
4720 Other Food	41,200	36,200	16,645	19,555
SUBTOTAL - Books and Supplies	70,421	66,261	24,834	41,427
Services & Other Operating Expenses				
5200 Travel & Conferences	-	676	5,336	(4,660)
5210 Conference Fees	43,796	41,489	4,575	36,914
5215 Travel - Mileage, Parking, Tolls	73,320	73,320	51,776	21,544
5220 Travel and Lodging	96,569	95,893	10,094	85,799
5300 Dues & Memberships	15,200	15,200	9,604	5,596
5450 Insurance - Other	14,688	22,355	11,628	10,727
5500 Operations & Housekeeping	22,093	22,093	13,907	8,186
5605 Equipment Leases	12,240	12,240	14,223	(1,983)
5610 Rent	160,800	160,800	165,442	(4,642)
5615 Repairs and Maintenance - Building	84	84	-	84

MERF**Income Statement****As of Jun FY2018 - Unaudited**

	Adopted Budget	2nd Interim Approved Budget	FY18 Unaudited Actual	2nd Int. Budget vs. Actual
5803 Accounting Fees	30,120	45,763	137,935	(92,172)
5809 Banking Fees	18,275	18,275	222	18,053
5812 Business Services	700,000	700,000	697,041	2,959
5819 School Programs - Other	-	9,900	9,900	-
5822 Other Professional Services	653,121	654,439	580,797	73,642
5833 Fines and Penalties	321	1,718	4,630	(2,913)
5845 Legal Fees	420,000	570,000	395,021	174,979
5848 Licenses and Other Fees	-	8,000	5,870	2,130
5851 Marketing and Student Recruiting	53,000	52,357	16,386	35,971
5857 Payroll Fees	18,000	18,000	12,956	5,044
5861 Prior Yr Exp (not accrued)	-	46,616	(91,046)	137,662
5863 Professional Development	114,900	163,501	46,130	117,371
5864 Professional Development - Tuition Reimbursement	60,000	47,400	24,836	22,564
5869 Special Education Contract Instructors	-	45,833	-	45,833
5875 Staff Recruiting	15,000	15,000	13,283	1,717
5884 Substitutes	-	-	(396)	396
5887 Technology Services	170,628	168,699	74,846	93,853
5899 Miscellaneous Operating Expenses	-	-	24	(24)
5900 Communications	17,340	19,269	23,152	(3,883)
5915 Postage and Delivery	17,280	17,280	6,445	10,835
SUBTOTAL - Services & Other Operating Exp.	2,726,775	3,046,200	2,244,617	801,583
Capital Outlay & Depreciation				
6900 Depreciation	933	933	933	0
SUBTOTAL - Capital Outlay & Depreciation	933	933	933	0
Other Outflows				
SUBTOTAL - Other Outflows	-	-	-	-
TOTAL EXPENSES	5,853,618	6,096,508	5,242,532	853,976



September 13, 2018

RE: Board Action

At the September 13, 2018 Regular Magnolia Public Schools Board Meeting the MPS Board of Directors approved the 17-18 Unaudited Actuals.

Dr. Saken Sherkhanov
MPS Board Chair

Date



July 2018 Monthly Financial Update

September 2018 Board Meeting



July 2018 Financial Update: Executive Summary

- As YTD Actuals in this report only include July, trending is aligning closely with the July 1 Budget
- Enrollment is lower than originally anticipated and will require budget review and revision to align spending to adjusted revenue targets
- One-time revenues are reduced from \$320/ADA to \$167/ADA in 2018-19 vs the July 1 budget, but ongoing LCFF revenues are increased permanently
- Facility Grant revenues should end slightly higher than anticipated – State Budget included add'l funding
- Transition of financial system to Escape and backoffice provider to DMS is proceeding on track

July 2018 Financial Update: State Economic Outlook

- Statewide revenues remain very strong on all fronts, although slightly reduced from July monthly revenue projections
- At this point, we do not anticipate any new substantive changes in 2018-19 statewide revenues or grant funding
- Lots of one-time spending on other state priorities vs. simply passing through increases to K-12 education
- While this means less of an increase this year, it increases rainy day support in a future economic downturn, and means we can rely more on revenue projections in Years 2-5
- Magnolia should be cautious, as always, but can reasonably rely on State revenue projections for the next few years given the backing of the “rainy day fund” at the State level



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget							
MSA Consolidated	Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY									
Revenue									
LCFF Entitlement	549,253	41,793,952	41,793,952	41,793,952	-	-	41,244,699	41,244,699	1%
Federal Revenue	81,772	4,016,521	4,016,521	4,016,521	-	-	3,934,749	3,934,749	2%
Other State Revenues	94,165	6,100,356	6,100,356	6,100,356	-	-	6,006,191	6,006,191	2%
Other Local Revenues (incl. suspense)	211,687	6,425,437	6,425,437	6,425,437	-	-	6,213,751	6,213,751	3%
Total Revenue	936,877	58,336,266	58,336,266	58,336,266	-	-	57,399,389	57,399,389	2%
Expenses									
Certificated Salaries	955,857	18,152,479	18,152,479	18,152,479	-	-	17,196,622	17,196,622	5%
Classified Salaries	376,694	5,546,494	5,549,494	5,549,494	3,000	-	5,172,801	5,172,801	7%
Benefits	219,753	8,353,618	8,353,618	8,353,618	-	-	8,133,865	8,133,865	3%
Books and Supplies	5,448	3,462,686	3,460,186	3,460,186	(2,500)	-	3,454,738	3,454,738	0%
Services and Other Operating Expenditures	202,872	19,218,942	19,218,442	19,218,442	(500)	-	19,015,570	19,015,570	1%
Depreciation	-	1,005,243	1,005,243	1,005,243	-	-	1,005,243	1,005,243	0%
Other Outflows	-	873,946	873,946	873,946	-	-	873,946	873,946	0%
Total Expenses	1,760,623	56,613,408	56,613,408	56,613,408	(0)	-	54,852,785	54,852,785	3%
Operating Income	(823,746)	1,722,858	1,722,858	1,722,858	0	-	2,546,604	2,546,604	-48%
Fund Balance									
Beginning Balance (Unaudited)		27,215,571	27,215,571	27,215,571					
Audit Adjustment		-	-	-					
Beginning Balance (Audited)		27,215,571	27,215,571	27,215,571					
Operating Income		1,722,858	1,722,858	1,722,858					
Ending Fund Balance		28,938,429	28,938,429	28,938,429					



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA Consolidated		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	270,445	27,327,807	27,327,807	27,327,807	-	-	27,057,362	27,057,362	5%
8012	EPA Entitlement	-	3,727,777	3,727,777	3,727,777	-	-	3,727,777	3,727,777	0%
8019	Prior Year Adjustments	8	-	-	-	-	-	(8)	(8)	0%
8096	InLieuPropTaxes	278,800	10,738,369	10,738,369	10,738,369	-	-	10,459,569	10,459,569	37%
SUBTOTAL - LCFF Entitlement		549,253	41,793,952	41,793,952	41,793,952	-	-	41,244,699	41,244,699	1%
Federal Revenue										
8181	SpEd - Revenue	6,751	562,031	562,031	562,031	-	-	555,280	555,280	15%
8220	SchLunchFederal	75,021	1,161,078	1,161,078	1,161,078	-	-	1,086,057	1,086,057	201%
8290	All Other Federal Revenue	-	2,293,412	2,293,412	2,293,412	-	-	2,293,412	2,293,412	0%
SUBTOTAL - Federal Revenue		81,772	4,016,521	4,016,521	4,016,521	-	-	3,934,749	3,934,749	2%
Other State Revenue										
8311	SpEd Revenue	87,001	2,148,623	2,148,623	2,148,623	-	-	2,061,622	2,061,622	40%
8520	SchoolNutrState	-	101,077	101,077	101,077	-	-	101,077	101,077	0%
8550	MandCstReimburs	-	1,377,779	1,377,779	1,377,779	-	-	1,377,779	1,377,779	0%
8560	StateLotteryRev	-	778,564	778,564	778,564	-	-	778,564	778,564	0%
8590	AllOthStateRev	7,164	1,694,312	1,694,312	1,694,312	-	-	1,687,148	1,687,148	22%
SUBTOTAL - Other State Revenue		94,165	6,100,356	6,100,356	6,100,356	-	-	6,006,191	6,006,191	2%
Local Revenue										
8634	StudentLunchFee	195,000	47,940	47,940	47,940	-	-	(147,061)	(147,061)	4023%
8650	Leases & Rentals	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
8660	Interest	-	4,376	4,376	4,376	-	-	4,376	4,376	0%
8698	OthRev-Suspense	2,458	-	-	-	-	-	(2,458)	(2,458)	0%
8699	Other Revenue	14,229	6,370,622	6,370,622	6,370,622	-	-	6,356,393	6,356,393	142%
SUBTOTAL - Local Revenue		211,687	6,425,437	6,425,437	6,425,437	-	-	6,213,751	6,213,751	3%
TOTAL REVENUE		936,877	58,336,266	58,336,266	58,336,266	-	-	57,399,389	57,399,389	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA Consolidated		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	520,831	14,332,880	14,332,880	14,332,880	-	-	13,812,049	13,812,049	38%
1300	Cert Adminis	435,026	3,819,599	3,819,599	3,819,599	-	-	3,384,573	3,384,573	129%
SUBTOTAL - Certificated Salaries		955,857	18,152,479	18,152,479	18,152,479	-	-	17,196,622	17,196,622	5%
Classified Salaries										
2400	Clerical & Tech	210,709	3,095,373	3,095,373	3,095,373	-	-	2,884,664	2,884,664	108%
2900	OtherClassStaff	165,985	2,451,121	2,454,121	2,454,121	3,000	-	2,288,137	2,288,137	67%
SUBTOTAL - Classified Salaries		376,694	5,546,494	5,549,494	5,549,494	3,000	-	5,172,801	5,172,801	7%
Employee Benefits										
3101	STRS-Certified	77,667	2,796,082	2,796,082	2,796,082	-	-	2,718,415	2,718,415	33%
3202	PERS-Classified	35,942	628,298	628,298	628,298	-	-	592,356	592,356	69%
3301	OASDI/Med-Cert	13,926	141,870	141,870	141,870	-	-	127,944	127,944	0%
3302	OASDI/Med-Class	26,316	593,137	593,137	593,137	-	-	566,821	566,821	29%
3401	HlthWelfareCert	7,024	3,698,133	3,698,133	3,698,133	-	-	3,691,109	3,691,109	2%
3501	UI-Certificated	434	47,085	47,085	47,085	-	-	46,651	46,651	4%
3601	WorkersCmp-Cert	58,445	266,854	266,854	266,854	-	-	208,409	208,409	240%
3901	OthBenes-Cert	-	182,160	182,160	182,160	-	-	182,160	182,160	0%
SUBTOTAL - Employee Benefits		219,753	8,353,618	8,353,618	8,353,618	-	-	8,133,865	8,133,865	3%
Books & Supplies										
4100	Text&CoreCurric	-	231,530	231,530	231,530	-	-	231,530	231,530	0%
4200	BooksOthRefMats	-	42,582	42,582	42,582	-	-	42,582	42,582	0%
4310	Ins Mats & Sups	-	335,268	335,268	335,268	-	-	335,268	335,268	0%
4315	OthrSupplies	-	10,000	10,000	10,000	(0)	-	10,000	10,000	0%
4320	Office Supplies	-	140,335	140,335	140,335	-	-	140,335	140,335	0%
4325	ProfDevMat&Sups	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
4326	Arts&MusicSupps	-	34,960	34,960	34,960	-	-	34,960	34,960	0%
4335	PE Supplies	-	42,740	42,740	42,740	-	-	42,740	42,740	0%
4340	Educat Software	-	436,955	436,955	436,955	-	-	436,955	436,955	0%
4345	NonInstStdntSup	1,693	62,212	62,212	62,212	-	-	60,519	60,519	19%
4346	TeacherSupplies	1,270	22,875	22,875	22,875	-	-	21,605	21,605	0%
4350	Cust. Supplies	-	67,248	67,248	67,248	-	-	67,248	67,248	0%
4351	Yearbook	-	3,828	3,828	3,828	-	-	3,828	3,828	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA Consolidated		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4390	Uniforms	-	3,030	3,030	3,030	-	-	3,030	3,030	0%
4400	NonCapEquip-Gen	-	66,579	66,579	66,579	-	-	66,579	66,579	0%
4430	OfficeFurnEq<5k	-	50,422	50,422	50,422	-	-	50,422	50,422	0%
4440	Computers <\$5k	2,485	82,332	82,332	82,332	-	-	79,847	79,847	38%
4710	Food	-	1,719,453	1,719,453	1,719,453	-	-	1,719,453	1,719,453	0%
4720	Food:Other Food	-	91,123	88,623	88,623	(2,500)	-	88,623	88,623	0%
SUBTOTAL - Books and Supplies		5,448	3,462,686	3,460,186	3,460,186	(2,500)	-	3,454,738	3,454,738	0%
Services & Other Operating Expenses										
5101	CMO Fees	51,741	6,008,065	6,008,065	6,008,065	-	-	5,956,324	5,956,324	25%
5205	Conference Fees	678	89,070	88,320	88,320	(750)	-	87,642	87,642	34%
5210	MilesParkTolls	3,428	142,425	142,425	142,425	-	-	138,998	138,998	3%
5215	TravConferences	-	6,061	6,061	6,061	-	-	6,061	6,061	0%
5220	TraLodging	-	119,485	116,485	116,485	(3,000)	-	116,485	116,485	0%
5300	DuesMemberships	75	107,349	107,349	107,349	-	-	107,274	107,274	1%
5450	Other Insurance	54,193	274,731	274,731	274,731	-	-	220,538	220,538	215%
5500	OpsHousekeeping	1,900	270,376	270,376	270,376	-	-	268,476	268,476	4%
5510	Gas & Electric	3,689	317,926	317,926	317,926	-	-	314,237	314,237	8%
5610	Rent & Leases	40,129	3,904,429	3,904,429	3,904,429	-	-	3,864,300	3,864,300	17%
5620	EquipmentLeases	6,601	210,739	210,739	210,739	-	-	204,138	204,138	36%
5630	Reps&MaintBldng	-	275,114	275,114	275,114	-	-	275,114	275,114	0%
5800	ProfessServices	6,750	2,112,509	2,120,759	2,120,759	8,250	-	2,114,009	2,114,009	1%
5810	Legal	1,919	518,899	518,899	518,899	-	-	516,980	516,980	5%
5813	SchPrgAftSchool	-	648,393	648,393	648,393	-	-	648,393	648,393	0%
5814	SchPrgAcadComps	-	62,253	62,253	62,253	-	-	62,253	62,253	0%
5819	SchlProgs-Other	-	92,983	92,983	92,983	-	-	92,983	92,983	0%
5820	Audit & CPA	-	152,716	152,716	152,716	-	-	152,716	152,716	0%
5825	DMSBusinessSvcs	-	500,000	500,000	500,000	-	-	500,000	500,000	0%
5835	Field Trips	2,885	203,840	203,840	203,840	-	-	200,956	200,956	14%
5836	FieldTrip Trans	-	63,860	63,860	63,860	-	-	63,860	63,860	0%
5840	MarkngStdtrRecrt	-	191,799	191,799	191,799	-	-	191,799	191,799	0%
5850	Oversight Fees	1,898	418,674	418,674	418,674	-	-	416,776	416,776	11%
5857	Payroll Fees	-	208,366	208,366	208,366	-	-	208,366	208,366	0%
5860	Service Fees	7,679	33,492	33,492	33,492	-	-	25,814	25,814	896%
5863	Prof Developmnt	-	224,534	224,534	224,534	-	-	224,534	224,534	0%
5864	Prof Dev-Other	-	420,692	415,692	415,692	(5,000)	-	415,692	415,692	0%
5869	SpEd Ctrct Inst	12,337	-	-	-	-	-	(12,337)	(12,337)	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA Consolidated		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5875	StaffRecruiting	-	15,309	15,309	15,309	-	-	15,309	15,309	0%
5884	Substitutes	-	480,700	480,700	480,700	-	-	480,700	480,700	0%
5890	OthSvcsNon-Inst	-	231,904	231,904	231,904	-	-	231,904	231,904	0%
5900	Communications	655	108,733	108,733	108,733	-	-	108,077	108,077	2%
5920	TelecomInternet	6,317	502,422	502,422	502,422	-	-	496,105	496,105	17%
5930	PostageDelivery	-	84,330	84,330	84,330	-	-	84,330	84,330	0%
5940	Technology	-	216,765	216,765	216,765	-	-	216,765	216,765	0%
SUBTOTAL - Services & Operations		202,872	19,218,942	19,218,442	19,218,442	(500)	-	19,015,570	19,015,570	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA Consolidated		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	0%
6900	Depreciation	-	1,005,243	1,005,243	1,005,243	-	-	1,005,243	1,005,243	0%
	SUBTOTAL - Cap Outlay & Depreciation	-	1,005,243	1,005,243	1,005,243	-	-	1,005,243	1,005,243	0%
Other Outflows										
7299	Encroachment	-	278,743	278,743	278,743	-	-	278,743	278,743	0%
7438	InterestExpense	-	595,203	595,203	595,203	-	-	595,203	595,203	0%
	SUBTOTAL - Other Outflows	-	873,946	873,946	873,946	-	-	873,946	873,946	0%
TOTAL EXPENSES		1,760,623	56,613,408	56,613,408	56,613,408	(0)	-	54,852,785	54,852,785	16%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA 1		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	75,698	6,879,059	6,879,059	6,879,059	-	-	6,803,361	6,803,361	1%	
Federal Revenue	-	1,178,414	1,178,414	1,178,414	-	-	1,178,414	1,178,414	0%	
Other State Revenues	12,965	1,388,951	1,388,951	1,388,951	-	-	1,375,986	1,375,986	1%	
Other Local Revenues (incl. suspense)	81,039	64,182	64,182	64,182	-	-	(16,857)	(16,857)	126%	
Total Revenue	169,702	9,510,606	9,510,606	9,510,606	-	-	9,340,904	9,340,904	2%	
Expenses										
Certificated Salaries	154,335	2,788,888	2,788,888	2,788,888	-	-	2,634,553	2,634,553	6%	
Classified Salaries	42,241	610,005	610,005	610,005	-	-	567,764	567,764	7%	
Benefits	28,667	1,187,476	1,187,476	1,187,476	-	-	1,158,809	1,158,809	2%	
Books and Supplies	1,270	577,771	577,771	577,771	-	-	576,501	576,501	0%	
Services and Other Operating Expenditures	11,951	3,592,319	3,592,319	3,592,319	-	-	3,580,368	3,580,368	0%	
Depreciation	-	71,472	71,472	71,472	-	-	71,472	71,472	0%	
Other Outflows	-	15,494	15,494	15,494	-	-	15,494	15,494	0%	
Total Expenses	238,463	8,843,426	8,843,426	8,843,426	-	-	8,604,962	8,604,962	3%	
Operating Income	(68,761)	667,180	667,180	667,180	-	-	735,941	735,941	-10%	
Fund Balance										
Beginning Balance (Unaudited)		4,811,843	4,811,843	4,811,843						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		4,811,843	4,811,843	4,811,843						
Operating Income		667,180	667,180	667,180						
Ending Fund Balance		5,479,023	5,479,023	5,479,023						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 1		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	4,740,643	4,740,643	4,740,643	-	-	4,740,643	4,740,643	0%
8012	EPA Entitlement	-	788,145	788,145	788,145	-	-	788,145	788,145	0%
8019	Prior Year Adjustments	8	-	-	-	-	-	(8)	(8)	-
8096	InLieuPropTaxes	75,690	1,350,271	1,350,271	1,350,271	-	-	1,274,581	1,274,581	6%
SUBTOTAL - LCFF Entitlement		75,698	6,879,059	6,879,059	6,879,059	-	-	6,803,361	6,803,361	1%
Federal Revenue										
8181	SpEd - Revenue	-	67,875	67,875	67,875	-	-	67,875	67,875	0%
8220	SchLunchFederal	-	271,704	271,704	271,704	-	-	271,704	271,704	0%
8290	All Other Federal Revenue	-	838,835	838,835	838,835	-	-	838,835	838,835	0%
SUBTOTAL - Federal Revenue		-	1,178,414	1,178,414	1,178,414	-	-	1,178,414	1,178,414	0%
Other State Revenue										
8311	SpEd Revenue	12,965	319,485	319,485	319,485	-	-	306,520	306,520	4%
8520	SchoolNutrState	-	22,737	22,737	22,737	-	-	22,737	22,737	0%
8550	MandCstReimburs	-	195,780	195,780	195,780	-	-	195,780	195,780	0%
8560	StateLotteryRev	-	118,736	118,736	118,736	-	-	118,736	118,736	0%
8590	AllOthStateRev	-	732,213	732,213	732,213	-	-	732,213	732,213	0%
SUBTOTAL - Other State Revenue		12,965	1,388,951	1,388,951	1,388,951	-	-	1,375,986	1,375,986	1%
Local Revenue										
8634	StudentLunchFee	75,039	9,183	9,183	9,183	-	-	(65,856)	(65,856)	817%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	6,000	55,000	55,000	55,000	-	-	49,000	49,000	11%
SUBTOTAL - Local Revenue		81,039	64,182	64,182	64,182	-	-	(16,857)	(16,857)	126%
TOTAL REVENUE		169,702	9,510,606	9,510,606	9,510,606	-	-	9,340,904	9,340,904	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 1		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	98,617	2,234,641	2,234,641	2,234,641	-	-	2,136,025	2,136,025	4%
1300	Cert Adminis	55,718	554,247	554,247	554,247	-	-	498,529	498,529	10%
SUBTOTAL - Certificated Salaries		154,335	2,788,888	2,788,888	2,788,888	-	-	2,634,553	2,634,553	6%
Classified Salaries										
2400	Clerical & Tech	10,965	191,328	191,328	191,328	-	-	180,363	180,363	6%
2900	OtherClassStaff	31,276	418,677	418,677	418,677	-	-	387,401	387,401	7%
SUBTOTAL - Classified Salaries		42,241	610,005	610,005	610,005	-	-	567,764	567,764	7%
Employee Benefits										
3101	STRS-Certified	12,993	421,268	421,268	421,268	-	-	408,275	408,275	3%
3202	PERS-Classified	3,982	110,179	110,179	110,179	-	-	106,197	106,197	4%
3301	OASDI/Med-Cert	2,230	-	-	-	-	-	(2,230)	(2,230)	-
3302	OASDI/Med-Class	2,980	99,582	99,582	99,582	-	-	96,602	96,602	3%
3401	HlthWelfareCert	-	493,740	493,740	493,740	-	-	493,740	493,740	0%
3501	UI-Certificated	-	24,436	24,436	24,436	-	-	24,436	24,436	0%
3601	WorkersCmp-Cert	6,482	38,272	38,272	38,272	-	-	31,790	31,790	17%
3901	OthBenes-Cert	-	-	-	-	-	-	-	-	-
SUBTOTAL - Employee Benefits		28,667	1,187,476	1,187,476	1,187,476	-	-	1,158,809	1,158,809	2%
Books & Supplies										
4100	Text&CoreCurric	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
4200	BooksOthRefMats	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
4310	Ins Mats & Sups	-	75,000	75,000	75,000	-	-	75,000	75,000	0%
4315	OthrSupplies	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
4320	Office Supplies	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
4335	PE Supplies	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4340	Educat Software	-	51,130	51,130	51,130	-	-	51,130	51,130	0%
4345	NonInstStdntSup	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
4346	TeacherSupplies	1,270	-	-	-	-	-	(1,270)	(1,270)	-
4350	Cust. Supplies	-	30,000	30,000	30,000	-	-	30,000	30,000	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 1		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4390	Uniforms	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	20,600	20,600	20,600	-	-	20,600	20,600	0%
4440	Computers <\$5k	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
4710	Food	-	294,005	294,005	294,005	-	-	294,005	294,005	0%
4720	Food:Other Food	-	12,036	12,036	12,036	-	-	12,036	12,036	0%
SUBTOTAL - Books and Supplies		1,270	577,771	577,771	577,771	-	-	576,501	576,501	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	994,835	994,835	994,835	-	-	994,835	994,835	0%
5205	Conference Fees	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5210	MilesParkTolls	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5300	DuesMemberships	-	10,688	10,688	10,688	-	-	10,688	10,688	0%
5450	Other Insurance	8,241	33,449	33,449	33,449	-	-	25,208	25,208	25%
5500	OpsHousekeeping	546	75,000	75,000	75,000	-	-	74,454	74,454	1%
5510	Gas & Electric	-	100,000	100,000	100,000	-	-	100,000	100,000	0%
5610	Rent & Leases	-	1,387,132	1,387,132	1,387,132	-	-	1,387,132	1,387,132	0%
5620	EquipmentLeases	1,139	29,025	29,025	29,025	-	-	27,886	27,886	4%
5630	Reps&MaintBldng	-	69,540	69,540	69,540	-	-	69,540	69,540	0%
5800	ProfessServices	-	226,297	226,297	226,297	-	-	226,297	226,297	0%
5810	Legal	-	20,059	20,059	20,059	-	-	20,059	20,059	0%
5813	SchPrgAftSchool	-	109,513	109,513	109,513	-	-	109,513	109,513	0%
5814	SchPrgAcadComps	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5819	SchlProgs-Other	-	35,000	35,000	35,000	-	-	35,000	35,000	0%
5820	Audit & CPA	-	13,749	13,749	13,749	-	-	13,749	13,749	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	30,000	30,000	30,000	-	-	30,000	30,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtRecrt	-	15,059	15,059	15,059	-	-	15,059	15,059	0%
5850	Oversight Fees	-	68,791	68,791	68,791	-	-	68,791	68,791	0%
5857	Payroll Fees	-	25,750	25,750	25,750	-	-	25,750	25,750	0%
5860	Service Fees	2,025	2,318	2,318	2,318	-	-	293	293	87%
5863	Prof Developmnt	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5864	Prof Dev-Other	-	58,000	58,000	58,000	-	-	58,000	58,000	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 1		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5884	Substitutes	-	30,900	30,900	30,900	-	-	30,900	30,900	0%
5890	OthSvcsNon-Inst	-	116,809	116,809	116,809	-	-	116,809	116,809	0%
5900	Communications	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5920	TelecomInternet	-	63,405	63,405	63,405	-	-	63,405	63,405	0%
5930	PostageDelivery	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		11,951	3,592,319	3,592,319	3,592,319	-	-	3,580,368	3,580,368	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 1										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	71,472	71,472	71,472	-	-	71,472	71,472	0%
SUBTOTAL - Cap Outlay & Depreciation		-	71,472	71,472	71,472	-	-	71,472	71,472	0%
Other Outflows										
7299	Encroachment	-	15,494	15,494	15,494	-	-	15,494	15,494	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	15,494	15,494	15,494	-	-	15,494	15,494	0%
TOTAL EXPENSES		238,463	8,843,426	8,843,426	8,843,426	-	-	8,604,962	8,604,962	15%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	63,824	4,916,902	4,916,902	4,916,902	-	-	4,853,078	4,853,078	1%	
Federal Revenue	-	499,381	499,381	499,381	-	-	499,381	499,381	0%	
Other State Revenues	10,929	539,656	539,656	539,656	-	-	528,727	528,727	2%	
Other Local Revenues (incl. suspense)	51,072	33,343	33,343	33,343	-	-	(17,729)	(17,729)	153%	
Total Revenue	125,825	5,989,282	5,989,282	5,989,282	-	-	5,863,457	5,863,457	2%	
Expenses										
Certificated Salaries	112,754	2,166,303	2,166,303	2,166,303	-	-	2,053,549	2,053,549	5%	
Classified Salaries	14,755	438,606	438,606	438,606	-	-	423,851	423,851	3%	
Benefits	18,329	978,684	978,684	978,684	-	-	960,355	960,355	2%	
Books and Supplies	1,246	426,947	426,947	426,947	-	-	425,702	425,702	0%	
Services and Other Operating Expenditures	23,426	1,737,696	1,737,696	1,737,696	-	-	1,714,270	1,714,270	1%	
Depreciation	-	69,484	69,484	69,484	-	-	69,484	69,484	0%	
Other Outflows	-	12,147	12,147	12,147	-	-	12,147	12,147	0%	
Total Expenses	170,510	5,829,868	5,829,868	5,829,868	-	-	5,659,358	5,659,358	3%	
Operating Income	(44,685)	159,414	159,414	159,414	-	-	204,099	204,099	-28%	
Fund Balance										
Beginning Balance (Unaudited)		1,255,568	1,255,568	1,255,568						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		1,255,568	1,255,568	1,255,568						
Operating Income		159,414	159,414	159,414						
Ending Fund Balance		1,414,982	1,414,982	1,414,982						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	3,378,044	3,378,044	3,378,044	-	-	3,378,044	3,378,044	0%
8012	EPA Entitlement	-	559,149	559,149	559,149	-	-	559,149	559,149	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	63,824	979,709	979,709	979,709	-	-	915,885	915,885	7%
SUBTOTAL - LCFF Entitlement		63,824	4,916,902	4,916,902	4,916,902	-	-	4,853,078	4,853,078	1%
Federal Revenue										
8181	SpEd - Revenue	-	58,875	58,875	58,875	-	-	58,875	58,875	0%
8220	SchLunchFederal	-	202,266	202,266	202,266	-	-	202,266	202,266	0%
8290	All Other Federal Revenue	-	238,240	238,240	238,240	-	-	238,240	238,240	0%
SUBTOTAL - Federal Revenue		-	499,381	499,381	499,381	-	-	499,381	499,381	0%
Other State Revenue										
8311	SpEd Revenue	10,929	231,807	231,807	231,807	-	-	220,878	220,878	5%
8520	SchoolNutrState	-	19,867	19,867	19,867	-	-	19,867	19,867	0%
8550	MandCstReimburs	-	163,554	163,554	163,554	-	-	163,554	163,554	0%
8560	StateLotteryRev	-	86,151	86,151	86,151	-	-	86,151	86,151	0%
8590	AllOthStateRev	-	38,277	38,277	38,277	-	-	38,277	38,277	0%
SUBTOTAL - Other State Revenue		10,929	539,656	539,656	539,656	-	-	528,727	528,727	2%
Local Revenue										
8634	StudentLunchFee	51,072	3,208	3,208	3,208	-	-	(47,864)	(47,864)	1592%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	30,135	30,135	30,135	-	-	30,135	30,135	0%
SUBTOTAL - Local Revenue		51,072	33,343	33,343	33,343	-	-	(17,729)	(17,729)	153%
TOTAL REVENUE		125,825	5,989,282	5,989,282	5,989,282	-	-	5,863,457	5,863,457	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	72,261	1,740,983	1,740,983	1,740,983	-	-	1,668,722	1,668,722	4%
1300	Cert Adminis	40,493	425,320	425,320	425,320	-	-	384,827	384,827	10%
SUBTOTAL - Certificated Salaries		112,754	2,166,303	2,166,303	2,166,303	-	-	2,053,549	2,053,549	5%
Classified Salaries										
2400	Clerical & Tech	10,583	167,840	167,840	167,840	-	-	157,257	157,257	6%
2900	OtherClassStaff	4,172	270,766	270,766	270,766	-	-	266,594	266,594	2%
SUBTOTAL - Classified Salaries		14,755	438,606	438,606	438,606	-	-	423,851	423,851	3%
Employee Benefits										
3101	STRS-Certified	7,689	330,913	330,913	330,913	-	-	323,224	323,224	2%
3202	PERS-Classified	2,546	79,221	79,221	79,221	-	-	76,675	76,675	3%
3301	OASDI/Med-Cert	1,628	-	-	-	-	-	(1,628)	(1,628)	-
3302	OASDI/Med-Class	1,129	73,252	73,252	73,252	-	-	72,123	72,123	2%
3401	HlthWelfareCert	-	464,124	464,124	464,124	-	-	464,124	464,124	0%
3501	UI-Certificated	-	1,533	1,533	1,533	-	-	1,533	1,533	0%
3601	WorkersCmp-Cert	5,338	29,331	29,331	29,331	-	-	23,993	23,993	18%
3901	OthBenes-Cert	-	310	310	310	-	-	310	310	0%
SUBTOTAL - Employee Benefits		18,329	978,684	978,684	978,684	-	-	960,355	960,355	2%
Books & Supplies										
4100	Text&CoreCurric	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
4200	BooksOthRefMats	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4310	Ins Mats & Sups	-	30,000	30,000	30,000	-	-	30,000	30,000	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-
4340	Educat Software	-	57,982	57,982	57,982	-	-	57,982	57,982	0%
4345	NonInstStdntSup	1,246	10,000	10,000	10,000	-	-	8,754	8,754	12%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	6,000	6,000	6,000	-	-	6,000	6,000	0%
4440	Computers <\$5k	-	15,625	15,625	15,625	-	-	15,625	15,625	0%
4710	Food	-	247,340	247,340	247,340	-	-	247,340	247,340	0%
4720	Food:Other Food	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
SUBTOTAL - Books and Supplies		1,246	426,947	426,947	426,947	-	-	425,702	425,702	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	898,892	898,892	898,892	-	-	898,892	898,892	0%
5205	Conference Fees	-	6,000	6,000	6,000	-	-	6,000	6,000	0%
5210	MilesParkTolls	-	-	-	-	-	-	-	-	-
5215	TravConferences	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
5220	TraLodging	-	-	-	-	-	-	-	-	-
5300	DuesMemberships	-	6,000	6,000	6,000	-	-	6,000	6,000	0%
5450	Other Insurance	5,816	27,746	27,746	27,746	-	-	21,930	21,930	21%
5500	OpsHousekeeping	-	17,510	17,510	17,510	-	-	17,510	17,510	0%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	-	164,833	164,833	164,833	-	-	164,833	164,833	0%
5620	EquipmentLeases	1,081	20,000	20,000	20,000	-	-	18,919	18,919	5%
5630	Reps&MaintBldng	-	28,749	28,749	28,749	-	-	28,749	28,749	0%
5800	ProfessServices	-	165,215	165,215	165,215	-	-	165,215	165,215	0%
5810	Legal	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5813	SchPrgAftSchool	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5814	SchPrgAcadComps	-	12,000	12,000	12,000	-	-	12,000	12,000	0%
5819	SchlProgs-Other	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5820	Audit & CPA	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtrRecrt	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5850	Oversight Fees	-	49,169	49,169	49,169	-	-	49,169	49,169	0%
5857	Payroll Fees	-	21,000	21,000	21,000	-	-	21,000	21,000	0%
5860	Service Fees	1,820	1,500	1,500	1,500	-	-	(320)	(320)	121%
5863	Prof Developmnt	-	11,442	11,442	11,442	-	-	11,442	11,442	0%
5864	Prof Dev-Other	-	75,500	75,500	75,500	-	-	75,500	75,500	0%
5869	SpEd Ctrct Inst	12,337	-	-	-	-	-	(12,337)	(12,337)	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	76,000	76,000	76,000	-	-	76,000	76,000	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	23,405	23,405	23,405	-	-	23,405	23,405	0%
5900	Communications	-	4,635	4,635	4,635	-	-	4,635	4,635	0%
5920	TelecomInternet	2,372	36,600	36,600	36,600	-	-	34,228	34,228	6%
5930	PostageDelivery	-	7,000	7,000	7,000	-	-	7,000	7,000	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		23,426	1,737,696	1,737,696	1,737,696	-	-	1,714,270	1,714,270	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 2		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	69,484	69,484	69,484	-	-	69,484	69,484	0%
SUBTOTAL - Cap Outlay & Depreciation		-	69,484	69,484	69,484	-	-	69,484	69,484	0%
Other Outflows										
7299	Encroachment	-	12,147	12,147	12,147	-	-	12,147	12,147	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	12,147	12,147	12,147	-	-	12,147	12,147	0%
TOTAL EXPENSES		170,510	5,829,868	5,829,868	5,829,868	-	-	5,659,358	5,659,358	12%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA 3		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	63,914	4,907,330	4,907,330	4,907,330	-	-	4,843,416	4,843,416	1%	
Federal Revenue	-	473,723	473,723	473,723	-	-	473,723	473,723	0%	
Other State Revenues	10,948	656,427	656,427	656,427	-	-	645,479	645,479	2%	
Other Local Revenues (incl. suspense)	69,389	58,869	58,869	58,869	-	-	(10,520)	(10,520)	118%	
Total Revenue	144,251	6,096,349	6,096,349	6,096,349	-	-	5,952,098	5,952,098	2%	
Expenses										
Certificated Salaries	102,550	2,018,348	2,018,348	2,018,348	-	-	1,915,797	1,915,797	5%	
Classified Salaries	50,923	493,048	493,048	493,048	-	-	442,125	442,125	10%	
Benefits	29,878	888,593	888,593	888,593	-	-	858,715	858,715	3%	
Books and Supplies	2,932	386,564	386,564	386,564	-	-	383,632	383,632	1%	
Services and Other Operating Expenditures	18,710	2,130,019	2,130,019	2,130,019	-	-	2,111,310	2,111,310	1%	
Depreciation	-	63,804	63,804	63,804	-	-	63,804	63,804	0%	
Other Outflows	-	11,720	11,720	11,720	-	-	11,720	11,720	0%	
Total Expenses	204,993	5,992,096	5,992,096	5,992,096	-	-	5,787,103	5,787,103	3%	
Operating Income	(60,742)	104,253	104,253	104,253	-	-	164,996	164,996	-58%	
Fund Balance										
Beginning Balance (Unaudited)		1,071,970	1,071,970	1,071,970						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		1,071,970	1,071,970	1,071,970						
Operating Income		104,253	104,253	104,253						
Ending Fund Balance		1,176,223	1,176,223	1,176,223						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 3		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	3,324,404	3,324,404	3,324,404	-	-	3,324,404	3,324,404	0%
8012	EPA Entitlement	-	572,645	572,645	572,645	-	-	572,645	572,645	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	63,914	1,010,281	1,010,281	1,010,281	-	-	946,367	946,367	6%
SUBTOTAL - LCFF Entitlement		63,914	4,907,330	4,907,330	4,907,330	-	-	4,843,416	4,843,416	1%
Federal Revenue										
8181	SpEd - Revenue	-	56,875	56,875	56,875	-	-	56,875	56,875	0%
8220	SchLunchFederal	-	210,830	210,830	210,830	-	-	210,830	210,830	0%
8290	All Other Federal Revenue	-	206,018	206,018	206,018	-	-	206,018	206,018	0%
SUBTOTAL - Federal Revenue		-	473,723	473,723	473,723	-	-	473,723	473,723	0%
Other State Revenue										
8311	SpEd Revenue	10,948	239,041	239,041	239,041	-	-	228,093	228,093	5%
8520	SchoolNutrState	-	19,643	19,643	19,643	-	-	19,643	19,643	0%
8550	MandCstReimburs	-	163,990	163,990	163,990	-	-	163,990	163,990	0%
8560	StateLotteryRev	-	88,839	88,839	88,839	-	-	88,839	88,839	0%
8590	AllOthStateRev	-	144,914	144,914	144,914	-	-	144,914	144,914	0%
SUBTOTAL - Other State Revenue		10,948	656,427	656,427	656,427	-	-	645,479	645,479	2%
Local Revenue										
8634	StudentLunchFee	68,889	4,270	4,270	4,270	-	-	(64,619)	(64,619)	1613%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	500	54,599	54,599	54,599	-	-	54,099	54,099	1%
SUBTOTAL - Local Revenue		69,389	58,869	58,869	58,869	-	-	(10,520)	(10,520)	118%
TOTAL REVENUE		144,251	6,096,349	6,096,349	6,096,349	-	-	5,952,098	5,952,098	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 3		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	51,469	1,681,876	1,681,876	1,681,876	-	-	1,630,407	1,630,407	3%
1300	Cert Adminis	51,081	336,472	336,472	336,472	-	-	285,391	285,391	15%
SUBTOTAL - Certificated Salaries		102,550	2,018,348	2,018,348	2,018,348	-	-	1,915,797	1,915,797	5%
Classified Salaries										
2400	Clerical & Tech	20,247	164,833	164,833	164,833	-	-	144,586	144,586	12%
2900	OtherClassStaff	30,677	328,215	328,215	328,215	-	-	297,538	297,538	9%
SUBTOTAL - Classified Salaries		50,923	493,048	493,048	493,048	-	-	442,125	442,125	10%
Employee Benefits										
3101	STRS-Certified	10,231	308,115	308,115	308,115	-	-	297,884	297,884	3%
3202	PERS-Classified	8,135	89,054	89,054	89,054	-	-	80,919	80,919	9%
3301	OASDI/Med-Cert	1,485	-	-	-	-	-	(1,485)	(1,485)	-
3302	OASDI/Med-Class	3,896	74,781	74,781	74,781	-	-	70,885	70,885	5%
3401	HlthWelfareCert	-	386,892	386,892	386,892	-	-	386,892	386,892	0%
3501	UI-Certificated	-	1,473	1,473	1,473	-	-	1,473	1,473	0%
3601	WorkersCmp-Cert	6,132	28,278	28,278	28,278	-	-	22,146	22,146	22%
3901	OthBenes-Cert	-	-	-	-	-	-	-	-	-
SUBTOTAL - Employee Benefits		29,878	888,593	888,593	888,593	-	-	858,715	858,715	3%
Books & Supplies										
4100	Text&CoreCurric	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
4200	BooksOthRefMats	-	4,000	4,000	4,000	-	-	4,000	4,000	0%
4310	Ins Mats & Sups	-	26,500	26,500	26,500	-	-	26,500	26,500	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	11,000	11,000	11,000	-	-	11,000	11,000	0%
4325	ProfDevMat&Sups	-	500	500	500	-	-	500	500	0%
4326	Arts&MusicSupps	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
4335	PE Supplies	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
4340	Educat Software	-	54,310	54,310	54,310	-	-	54,310	54,310	0%
4345	NonInstStdntSup	447	7,000	7,000	7,000	-	-	6,553	6,553	6%
4346	TeacherSupplies	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
4350	Cust. Supplies	-	300	300	300	-	-	300	300	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	500	500	500	-	-	500	500	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 3		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	7,120	7,120	7,120	-	-	7,120	7,120	0%
4430	OfficeFurnEq<5k	-	-	-	-	-	-	-	-	-
4440	Computers <\$5k	2,485	6,602	6,602	6,602	-	-	4,117	4,117	38%
4710	Food	-	230,992	230,992	230,992	-	-	230,992	230,992	0%
4720	Food:Other Food	-	8,240	8,240	8,240	-	-	8,240	8,240	0%
SUBTOTAL - Books and Supplies		2,932	386,564	386,564	386,564	-	-	383,632	383,632	1%
Services & Other Operating Expenses										
5101	CMO Fees	-	991,104	991,104	991,104	-	-	991,104	991,104	0%
5205	Conference Fees	-	-	-	-	-	-	-	-	-
5210	MilesParkTolls	-	2,244	2,244	2,244	-	-	2,244	2,244	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	515	515	515	-	-	515	515	0%
5300	DuesMemberships	-	10,300	10,300	10,300	-	-	10,300	10,300	0%
5450	Other Insurance	5,553	27,808	27,808	27,808	-	-	22,255	22,255	20%
5500	OpsHousekeeping	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
5510	Gas & Electric	1,102	-	-	-	-	-	(1,102)	(1,102)	-
5610	Rent & Leases	2,101	405,200	405,200	405,200	-	-	403,100	403,100	1%
5620	EquipmentLeases	2,237	16,068	16,068	16,068	-	-	13,831	13,831	14%
5630	Reps&MaintBldng	-	13,905	13,905	13,905	-	-	13,905	13,905	0%
5800	ProfessServices	-	167,268	167,268	167,268	-	-	167,268	167,268	0%
5810	Legal	1,919	35,000	35,000	35,000	-	-	33,081	33,081	5%
5813	SchPrgAftSchool	-	113,234	113,234	113,234	-	-	113,234	113,234	0%
5814	SchPrgAcadComps	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5819	SchlProgs-Other	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5820	Audit & CPA	-	10,313	10,313	10,313	-	-	10,313	10,313	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	2,885	20,000	20,000	20,000	-	-	17,116	17,116	14%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtdRecrt	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5850	Oversight Fees	-	49,073	49,073	49,073	-	-	49,073	49,073	0%
5857	Payroll Fees	-	25,714	25,714	25,714	-	-	25,714	25,714	0%
5860	Service Fees	1,970	515	515	515	-	-	(1,455)	(1,455)	383%
5863	Prof Developmnt	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5864	Prof Dev-Other	-	30,000	30,000	30,000	-	-	30,000	30,000	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	309	309	309	-	-	309	309	0%
5884	Substitutes	-	77,000	77,000	77,000	-	-	77,000	77,000	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 3		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	15,450	15,450	15,450	-	-	15,450	15,450	0%
5900	Communications	-	9,962	9,962	9,962	-	-	9,962	9,962	0%
5920	TelecomInternet	944	49,991	49,991	49,991	-	-	49,047	49,047	2%
5930	PostageDelivery	-	6,896	6,896	6,896	-	-	6,896	6,896	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		18,710	2,130,019	2,130,019	2,130,019	-	-	2,111,310	2,111,310	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 3										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	63,804	63,804	63,804	-	-	63,804	63,804	0%
SUBTOTAL - Cap Outlay & Depreciation		-	63,804	63,804	63,804	-	-	63,804	63,804	0%
Other Outflows										
7299	Encroachment	-	11,720	11,720	11,720	-	-	11,720	11,720	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	11,720	11,720	11,720	-	-	11,720	11,720	0%
TOTAL EXPENSES		204,993	5,992,096	5,992,096	5,992,096	-	-	5,787,103	5,787,103	20%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget							
MSA 4	Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY									
Revenue									
LCFF Entitlement	24,302	1,920,178	1,920,178	1,920,178	-	-	1,895,876	1,895,876	1%
Federal Revenue	41,552	155,404	155,404	155,404	-	-	113,852	113,852	27%
Other State Revenues	5,928	197,847	197,847	197,847	-	-	191,919	191,919	3%
Other Local Revenues (incl. suspense)	7,700	7,396	7,396	7,396	-	-	(304)	(304)	104%
Total Revenue	79,481	2,280,825	2,280,825	2,280,825	-	-	2,201,344	2,201,344	3%
Expenses									
Certificated Salaries	31,346	949,845	949,845	949,845	-	-	918,499	918,499	3%
Classified Salaries	3,331	69,781	69,781	69,781	-	-	66,450	66,450	5%
Benefits	6,976	354,746	354,746	354,746	-	-	347,771	347,771	2%
Books and Supplies	-	143,475	143,475	143,475	-	-	143,475	143,475	0%
Services and Other Operating Expenditures	10,365	797,040	797,040	797,040	-	-	786,675	786,675	1%
Depreciation	-	19,312	19,312	19,312	-	-	19,312	19,312	0%
Other Outflows	-	26,365	26,365	26,365	-	-	26,365	26,365	0%
Total Expenses	52,017	2,360,563	2,360,563	2,360,563	-	-	2,308,546	2,308,546	2%
Operating Income	27,464	(79,738)	(79,738)	(79,738)	-	-	(107,202)	(107,202)	-34%
Fund Balance									
Beginning Balance (Unaudited)		1,493,450	1,493,450	1,493,450					
Audit Adjustment		-	-	-					
Beginning Balance (Audited)		1,493,450	1,493,450	1,493,450					
Operating Income		(79,738)	(79,738)	(79,738)					
Ending Fund Balance		1,413,712	1,413,712	1,413,712					



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 4		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	1,317,941	1,317,941	1,317,941	-	-	1,317,941	1,317,941	0%
8012	EPA Entitlement	-	223,524	223,524	223,524	-	-	223,524	223,524	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	24,302	378,713	378,713	378,713	-	-	354,411	354,411	6%
SUBTOTAL - LCFF Entitlement		24,302	1,920,178	1,920,178	1,920,178	-	-	1,895,876	1,895,876	1%
Federal Revenue										
8181	SpEd - Revenue	1,998	33,606	33,606	33,606	-	-	31,608	31,608	6%
8220	SchLunchFederal	39,554	35,688	35,688	35,688	-	-	(3,866)	(3,866)	111%
8290	All Other Federal Revenue	-	86,110	86,110	86,110	-	-	86,110	86,110	0%
SUBTOTAL - Federal Revenue		41,552	155,404	155,404	155,404	-	-	113,852	113,852	27%
Other State Revenue										
8311	SpEd Revenue	5,928	98,217	98,217	98,217	-	-	92,289	92,289	6%
8520	SchoolNutrState	-	2,481	2,481	2,481	-	-	2,481	2,481	0%
8550	MandCstReimburs	-	63,847	63,847	63,847	-	-	63,847	63,847	0%
8560	StateLotteryRev	-	33,302	33,302	33,302	-	-	33,302	33,302	0%
8590	AllOthStateRev	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other State Revenue		5,928	197,847	197,847	197,847	-	-	191,919	191,919	3%
Local Revenue										
8634	StudentLunchFee	-	1,487	1,487	1,487	-	-	1,487	1,487	0%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	7,700	5,909	5,909	5,909	-	-	(1,791)	(1,791)	130%
SUBTOTAL - Local Revenue		7,700	7,396	7,396	7,396	-	-	(304)	(304)	104%
TOTAL REVENUE		79,481	2,280,825	2,280,825	2,280,825	-	-	2,201,344	2,201,344	3%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 4		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	16,075	776,333	776,333	776,333	-	-	760,258	760,258	2%
1300	Cert Adminis	15,271	173,512	173,512	173,512	-	-	158,241	158,241	9%
SUBTOTAL - Certificated Salaries		31,346	949,845	949,845	949,845	-	-	918,499	918,499	3%
Classified Salaries										
2400	Clerical & Tech	3,331	41,998	41,998	41,998	-	-	38,667	38,667	8%
2900	OtherClassStaff	-	27,783	27,783	27,783	-	-	27,783	27,783	0%
SUBTOTAL - Classified Salaries		3,331	69,781	69,781	69,781	-	-	66,450	66,450	5%
Employee Benefits										
3101	STRS-Certified	3,044	147,744	147,744	147,744	-	-	144,700	144,700	2%
3202	PERS-Classified	575	12,604	12,604	12,604	-	-	12,029	12,029	5%
3301	OASDI/Med-Cert	547	-	-	-	-	-	(547)	(547)	-
3302	OASDI/Med-Class	255	21,735	21,735	21,735	-	-	21,480	21,480	1%
3401	HlthWelfareCert	-	160,358	160,358	160,358	-	-	160,358	160,358	0%
3501	UI-Certificated	-	615	615	615	-	-	615	615	0%
3601	WorkersCmp-Cert	2,555	11,481	11,481	11,481	-	-	8,926	8,926	22%
3901	OthBenes-Cert	-	209	209	209	-	-	209	209	0%
SUBTOTAL - Employee Benefits		6,976	354,746	354,746	354,746	-	-	347,771	347,771	2%
Books & Supplies										
4100	Text&CoreCurric	-	17,118	17,118	17,118	-	-	17,118	17,118	0%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-
4310	Ins Mats & Sups	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	11,000	11,000	11,000	-	-	11,000	11,000	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
4340	Educat Software	-	33,228	33,228	33,228	-	-	33,228	33,228	0%
4345	NonInstStdntSup	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 4		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-
4440	Computers <\$5k	-	-	-	-	-	-	-	-	-
4710	Food	-	49,129	49,129	49,129	-	-	49,129	49,129	0%
4720	Food:Other Food	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
SUBTOTAL - Books and Supplies		-	143,475	143,475	143,475	-	-	143,475	143,475	0%
Services & Other Operating Expenses										
5101	CMO Fees	6,471	77,657	77,657	77,657	-	-	71,186	71,186	8%
5205	Conference Fees	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5210	MilesParkTolls	-	-	-	-	-	-	-	-	-
5215	TravConferences	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5220	TraLodging	-	-	-	-	-	-	-	-	-
5300	DuesMemberships	-	4,567	4,567	4,567	-	-	4,567	4,567	0%
5450	Other Insurance	2,133	11,273	11,273	11,273	-	-	9,140	9,140	19%
5500	OpsHousekeeping	-	656	656	656	-	-	656	656	0%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	-	172,340	172,340	172,340	-	-	172,340	172,340	0%
5620	EquipmentLeases	377	22,134	22,134	22,134	-	-	21,757	21,757	2%
5630	Reps&MaintBldng	-	7,000	7,000	7,000	-	-	7,000	7,000	0%
5800	ProfessServices	-	186,833	186,833	186,833	-	-	186,833	186,833	0%
5810	Legal	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
5813	SchPrgAftSchool	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
5814	SchPrgAcadComps	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5819	SchIProgs-Other	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
5820	Audit & CPA	-	10,850	10,850	10,850	-	-	10,850	10,850	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5836	FieldTrip Trans	-	63,860	63,860	63,860	-	-	63,860	63,860	0%
5840	MarkngStdtrRecrt	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5850	Oversight Fees	1,028	19,202	19,202	19,202	-	-	18,174	18,174	5%
5857	Payroll Fees	-	10,044	10,044	10,044	-	-	10,044	10,044	0%
5860	Service Fees	-	546	546	546	-	-	546	546	0%
5863	Prof Developmnt	-	29,865	29,865	29,865	-	-	29,865	29,865	0%
5864	Prof Dev-Other	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	34,705	34,705	34,705	-	-	34,705	34,705	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 4		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	11,596	11,596	11,596	-	-	11,596	11,596	0%
5900	Communications	-	4,450	4,450	4,450	-	-	4,450	4,450	0%
5920	TelecomInternet	355	55,750	55,750	55,750	-	-	55,395	55,395	1%
5930	PostageDelivery	-	2,713	2,713	2,713	-	-	2,713	2,713	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		10,365	797,040	797,040	797,040	-	-	786,675	786,675	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 4										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	19,312	19,312	19,312	-	-	19,312	19,312	0%
SUBTOTAL - Cap Outlay & Depreciation		-	19,312	19,312	19,312	-	-	19,312	19,312	0%
Other Outflows										
7299	Encroachment	-	26,365	26,365	26,365	-	-	26,365	26,365	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	26,365	26,365	26,365	-	-	26,365	26,365	0%
TOTAL EXPENSES		52,017	2,360,563	2,360,563	2,360,563	-	-	2,308,546	2,308,546	11%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD								
MSA 5		Budget								
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	28,614	2,431,167	2,431,167	2,431,167	-	-	2,402,553	2,402,553	1%	
Federal Revenue	-	156,069	156,069	156,069	-	-	156,069	156,069	0%	
Other State Revenues	6,191	263,878	263,878	263,878	-	-	257,687	257,687	2%	
Other Local Revenues (incl. suspense)	2,458	1,000	1,000	1,000	-	-	(1,458)	(1,458)	246%	
Total Revenue	37,263	2,852,114	2,852,114	2,852,114	-	-	2,814,851	2,814,851	1%	
Expenses										
Certificated Salaries	43,901	1,171,673	1,171,673	1,171,673	-	-	1,127,772	1,127,772	4%	
Classified Salaries	16,335	157,231	157,231	157,231	-	-	140,896	140,896	10%	
Benefits	12,463	495,114	495,114	495,114	-	-	482,651	482,651	3%	
Books and Supplies	-	238,640	238,640	238,640	-	-	238,640	238,640	0%	
Services and Other Operating Expenditures	5,793	697,742	697,742	697,742	-	-	691,949	691,949	1%	
Depreciation	-	17,579	17,579	17,579	-	-	17,579	17,579	0%	
Other Outflows	-	42,998	42,998	42,998	-	-	42,998	42,998	0%	
Total Expenses	78,492	2,820,978	2,820,978	2,820,978	-	-	2,742,486	2,742,486	3%	
Operating Income	(41,229)	31,136	31,136	31,136	-	-	72,365	72,365	-132%	
Fund Balance										
Beginning Balance (Unaudited)		1,935,360	1,935,360	1,935,360						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		1,935,360	1,935,360	1,935,360						
Operating Income		31,136	31,136	31,136						
Ending Fund Balance		1,966,496	1,966,496	1,966,496						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 5		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	1,648,493	1,648,493	1,648,493	-	-	1,648,493	1,648,493	0%
8012	EPA Entitlement	-	282,755	282,755	282,755	-	-	282,755	282,755	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	28,614	499,919	499,919	499,919	-	-	471,305	471,305	6%
SUBTOTAL - LCFF Entitlement		28,614	2,431,167	2,431,167	2,431,167	-	-	2,402,553	2,402,553	1%
Federal Revenue										
8181	SpEd - Revenue	-	26,250	26,250	26,250	-	-	26,250	26,250	0%
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-
8290	All Other Federal Revenue	-	129,819	129,819	129,819	-	-	129,819	129,819	0%
SUBTOTAL - Federal Revenue		-	156,069	156,069	156,069	-	-	156,069	156,069	0%
Other State Revenue										
8311	SpEd Revenue	-	118,285	118,285	118,285	-	-	118,285	118,285	0%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-
8550	MandCstReimburs	-	72,149	72,149	72,149	-	-	72,149	72,149	0%
8560	StateLotteryRev	-	43,960	43,960	43,960	-	-	43,960	43,960	0%
8590	AllOthStateRev	6,191	29,484	29,484	29,484	-	-	23,293	23,293	21%
SUBTOTAL - Other State Revenue		6,191	263,878	263,878	263,878	-	-	257,687	257,687	2%
Local Revenue										
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	2,458	-	-	-	-	-	(2,458)	(2,458)	-
8699	Other Revenue	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
SUBTOTAL - Local Revenue		2,458	1,000	1,000	1,000	-	-	(1,458)	(1,458)	246%
TOTAL REVENUE		37,263	2,852,114	2,852,114	2,852,114	-	-	2,814,851	2,814,851	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 5		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	22,511	982,993	982,993	982,993	-	-	960,482	960,482	2%
1300	Cert Adminis	21,390	188,680	188,680	188,680	-	-	167,290	167,290	11%
SUBTOTAL - Certificated Salaries		43,901	1,171,673	1,171,673	1,171,673	-	-	1,127,772	1,127,772	4%
Classified Salaries										
2400	Clerical & Tech	11,197	86,990	86,990	86,990	-	-	75,793	75,793	13%
2900	OtherClassStaff	5,138	70,241	70,241	70,241	-	-	65,103	65,103	7%
SUBTOTAL - Classified Salaries		16,335	157,231	157,231	157,231	-	-	140,896	140,896	10%
Employee Benefits										
3101	STRS-Certified	4,234	180,567	180,567	180,567	-	-	176,333	176,333	2%
3202	PERS-Classified	2,864	28,226	28,226	28,226	-	-	25,362	25,362	10%
3301	OASDI/Med-Cert	635	-	-	-	-	-	(635)	(635)	-
3302	OASDI/Med-Class	1,250	32,895	32,895	32,895	-	-	31,645	31,645	4%
3401	HlthWelfareCert	1,013	237,664	237,664	237,664	-	-	236,651	236,651	0%
3501	UI-Certificated	-	799	799	799	-	-	799	799	0%
3601	WorkersCmp-Cert	2,467	14,963	14,963	14,963	-	-	12,496	12,496	16%
3901	OthBenes-Cert	-	-	-	-	-	-	-	-	-
SUBTOTAL - Employee Benefits		12,463	495,114	495,114	495,114	-	-	482,651	482,651	3%
Books & Supplies										
4100	Text&CoreCurric	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
4200	BooksOthRefMats	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4310	Ins Mats & Sups	-	13,446	13,446	13,446	-	-	13,446	13,446	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	12,500	12,500	12,500	-	-	12,500	12,500	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-
4340	Educat Software	-	43,865	43,865	43,865	-	-	43,865	43,865	0%
4345	NonInstStdntSup	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 5		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	11,329	11,329	11,329	-	-	11,329	11,329	0%
4430	OfficeFurnEqp<5k	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4440	Computers <\$5k	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4710	Food	-	115,000	115,000	115,000	-	-	115,000	115,000	0%
4720	Food:Other Food	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
SUBTOTAL - Books and Supplies		-	238,640	238,640	238,640	-	-	238,640	238,640	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	103,253	103,253	103,253	-	-	103,253	103,253	0%
5205	Conference Fees	678	2,000	2,000	2,000	-	-	1,322	1,322	34%
5210	MilesParkTolls	-	-	-	-	-	-	-	-	-
5215	TravConferences	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
5220	TraLodging	-	-	-	-	-	-	-	-	-
5300	DuesMemberships	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5450	Other Insurance	1,607	11,836	11,836	11,836	-	-	10,229	10,229	14%
5500	OpsHousekeeping	-	515	515	515	-	-	515	515	0%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	789	185,000	185,000	185,000	-	-	184,211	184,211	0%
5620	EquipmentLeases	398	18,432	18,432	18,432	-	-	18,034	18,034	2%
5630	Reps&MaintBldng	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5800	ProfessServices	-	121,071	121,071	121,071	-	-	121,071	121,071	0%
5810	Legal	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5813	SchPrgAftSchool	-	29,484	29,484	29,484	-	-	29,484	29,484	0%
5814	SchPrgAcadComps	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5819	SchlProgs-Other	-	3,600	3,600	3,600	-	-	3,600	3,600	0%
5820	Audit & CPA	-	8,334	8,334	8,334	-	-	8,334	8,334	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtrRecrt	-	7,500	7,500	7,500	-	-	7,500	7,500	0%
5850	Oversight Fees	-	24,292	24,292	24,292	-	-	24,292	24,292	0%
5857	Payroll Fees	-	10,038	10,038	10,038	-	-	10,038	10,038	0%
5860	Service Fees	1,864	612	612	612	-	-	(1,252)	(1,252)	305%
5863	Prof Developmnt	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5864	Prof Dev-Other	-	20,085	20,085	20,085	-	-	20,085	20,085	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	20,686	20,686	20,686	-	-	20,686	20,686	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 5		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	24,720	24,720	24,720	-	-	24,720	24,720	0%
5900	Communications	-	4,323	4,323	4,323	-	-	4,323	4,323	0%
5920	TelecomInternet	457	53,079	53,079	53,079	-	-	52,622	52,622	1%
5930	PostageDelivery	-	2,882	2,882	2,882	-	-	2,882	2,882	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		5,793	697,742	697,742	697,742	-	-	691,949	691,949	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 5										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	17,579	17,579	17,579	-	-	17,579	17,579	0%
SUBTOTAL - Cap Outlay & Depreciation		-	17,579	17,579	17,579	-	-	17,579	17,579	0%
Other Outflows										
7299	Encroachment	-	42,998	42,998	42,998	-	-	42,998	42,998	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	42,998	42,998	42,998	-	-	42,998	42,998	0%
TOTAL EXPENSES		78,492	2,820,978	2,820,978	2,820,978	-	-	2,742,486	2,742,486	17%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA 6		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	22,456	1,464,746	1,464,746	1,464,746	-	-	1,442,290	1,442,290	2%	
Federal Revenue	17,623	166,466	166,466	166,466	-	-	148,843	148,843	11%	
Other State Revenues	5,477	249,668	249,668	249,668	-	-	244,191	244,191	2%	
Other Local Revenues (incl. suspense)	-	15,000	15,000	15,000	-	-	15,000	15,000	0%	
Total Revenue	45,557	1,895,880	1,895,880	1,895,880	-	-	1,850,323	1,850,323	2%	
Expenses										
Certificated Salaries	37,902	723,179	723,179	723,179	-	-	685,277	685,277	5%	
Classified Salaries	3,601	111,000	111,000	111,000	-	-	107,399	107,399	3%	
Benefits	5,601	341,933	341,933	341,933	-	-	336,332	336,332	2%	
Books and Supplies	-	149,590	149,590	149,590	-	-	149,590	149,590	0%	
Services and Other Operating Expenditures	7,453	473,140	473,140	473,140	-	-	465,687	465,687	2%	
Depreciation	-	16,557	16,557	16,557	-	-	16,557	16,557	0%	
Other Outflows	-	22,690	22,690	22,690	-	-	22,690	22,690	0%	
Total Expenses	54,557	1,838,089	1,838,089	1,838,089	-	-	1,783,532	1,783,532	3%	
Operating Income	(9,000)	57,791	57,791	57,791	-	-	66,791	66,791	-16%	
Fund Balance										
Beginning Balance (Unaudited)		1,603,901	1,603,901	1,603,901						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		1,603,901	1,603,901	1,603,901						
Operating Income		57,791	57,791	57,791						
Ending Fund Balance		1,661,692	1,661,692	1,661,692						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 6		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	963,048	963,048	963,048	-	-	963,048	963,048	0%
8012	EPA Entitlement	-	175,782	175,782	175,782	-	-	175,782	175,782	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	22,456	325,916	325,916	325,916	-	-	303,460	303,460	7%
SUBTOTAL - LCFF Entitlement		22,456	1,464,746	1,464,746	1,464,746	-	-	1,442,290	1,442,290	2%
Federal Revenue										
8181	SpEd - Revenue	1,847	28,921	28,921	28,921	-	-	27,074	27,074	6%
8220	SchLunchFederal	15,777	50,307	50,307	50,307	-	-	34,530	34,530	31%
8290	All Other Federal Revenue	-	87,238	87,238	87,238	-	-	87,238	87,238	0%
SUBTOTAL - Federal Revenue		17,623	166,466	166,466	166,466	-	-	148,843	148,843	11%
Other State Revenue										
8311	SpEd Revenue	5,477	84,525	84,525	84,525	-	-	79,048	79,048	6%
8520	SchoolNutrState	-	3,800	3,800	3,800	-	-	3,800	3,800	0%
8550	MandCstReimburs	-	55,735	55,735	55,735	-	-	55,735	55,735	0%
8560	StateLotteryRev	-	28,658	28,658	28,658	-	-	28,658	28,658	0%
8590	AllOthStateRev	-	76,950	76,950	76,950	-	-	76,950	76,950	0%
SUBTOTAL - Other State Revenue		5,477	249,668	249,668	249,668	-	-	244,191	244,191	2%
Local Revenue										
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
SUBTOTAL - Local Revenue		-	15,000	15,000	15,000	-	-	15,000	15,000	0%
TOTAL REVENUE		45,557	1,895,880	1,895,880	1,895,880	-	-	1,850,323	1,850,323	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 6		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	20,000	550,355	550,355	550,355	-	-	530,355	530,355	4%
1300	Cert Adminis	17,902	172,824	172,824	172,824	-	-	154,922	154,922	10%
SUBTOTAL - Certificated Salaries		37,902	723,179	723,179	723,179	-	-	685,277	685,277	5%
Classified Salaries										
2400	Clerical & Tech	3,244	45,000	45,000	45,000	-	-	41,756	41,756	7%
2900	OtherClassStaff	356	66,000	66,000	66,000	-	-	65,644	65,644	1%
SUBTOTAL - Classified Salaries		3,601	111,000	111,000	111,000	-	-	107,399	107,399	3%
Employee Benefits										
3101	STRS-Certified	1,926	110,560	110,560	110,560	-	-	108,634	108,634	2%
3202	PERS-Classified	650	20,049	20,049	20,049	-	-	19,398	19,398	3%
3301	OASDI/Med-Cert	547	-	-	-	-	-	(547)	(547)	-
3302	OASDI/Med-Class	275	21,709	21,709	21,709	-	-	21,434	21,434	1%
3401	HlthWelfareCert	-	173,809	173,809	173,809	-	-	173,809	173,809	0%
3501	UI-Certificated	-	500	500	500	-	-	500	500	0%
3601	WorkersCmp-Cert	2,202	9,393	9,393	9,393	-	-	7,191	7,191	23%
3901	OthBenes-Cert	-	5,913	5,913	5,913	-	-	5,913	5,913	0%
SUBTOTAL - Employee Benefits		5,601	341,933	341,933	341,933	-	-	336,332	336,332	2%
Books & Supplies										
4100	Text&CoreCurric	-	25,750	25,750	25,750	-	-	25,750	25,750	0%
4200	BooksOthRefMats	-	1,061	1,061	1,061	-	-	1,061	1,061	0%
4310	Ins Mats & Sups	-	7,185	7,185	7,185	-	-	7,185	7,185	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
4340	Educat Software	-	21,916	21,916	21,916	-	-	21,916	21,916	0%
4345	NonInstStdntSup	-	2,652	2,652	2,652	-	-	2,652	2,652	0%
4346	TeacherSupplies	-	1,132	1,132	1,132	-	-	1,132	1,132	0%
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
4390	Uniforms	-	2,000	2,000	2,000	-	-	2,000	2,000	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 6		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
4440	Computers <\$5k	-	4,000	4,000	4,000	-	-	4,000	4,000	0%
4710	Food	-	65,803	65,803	65,803	-	-	65,803	65,803	0%
4720	Food:Other Food	-	1,591	1,591	1,591	-	-	1,591	1,591	0%
SUBTOTAL - Books and Supplies		-	149,590	149,590	149,590	-	-	149,590	149,590	0%
Services & Other Operating Expenses										
5101	CMO Fees	3,871	46,452	46,452	46,452	-	-	42,581	42,581	8%
5205	Conference Fees	-	-	-	-	-	-	-	-	-
5210	MilesParkTolls	-	1,545	1,545	1,545	-	-	1,545	1,545	0%
5215	TravConferences	-	561	561	561	-	-	561	561	0%
5220	TraLodging	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
5300	DuesMemberships	-	1,937	1,937	1,937	-	-	1,937	1,937	0%
5450	Other Insurance	1,553	10,771	10,771	10,771	-	-	9,218	9,218	14%
5500	OpsHousekeeping	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5510	Gas & Electric	317	7,931	7,931	7,931	-	-	7,614	7,614	4%
5610	Rent & Leases	-	114,000	114,000	114,000	-	-	114,000	114,000	0%
5620	EquipmentLeases	-	5,092	5,092	5,092	-	-	5,092	5,092	0%
5630	Reps&MaintBldng	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5800	ProfessServices	-	86,753	86,753	86,753	-	-	86,753	86,753	0%
5810	Legal	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5813	SchPrgAftSchool	-	3,000	3,000	3,000	-	-	3,000	3,000	0%
5814	SchPrgAcadComps	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
5819	SchlProgs-Other	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5820	Audit & CPA	-	4,774	4,774	4,774	-	-	4,774	4,774	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtdRecrt	-	18,000	18,000	18,000	-	-	18,000	18,000	0%
5850	Oversight Fees	870	15,756	15,756	15,756	-	-	14,886	14,886	6%
5857	Payroll Fees	-	10,844	10,844	10,844	-	-	10,844	10,844	0%
5860	Service Fees	-	530	530	530	-	-	530	530	0%
5863	Prof Developmnt	-	2,000	2,000	2,000	-	-	2,000	2,000	0%
5864	Prof Dev-Other	-	23,000	23,000	23,000	-	-	23,000	23,000	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	16,000	16,000	16,000	-	-	16,000	16,000	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 6		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	10,943	10,943	10,943	-	-	10,943	10,943	0%
5900	Communications	-	3,090	3,090	3,090	-	-	3,090	3,090	0%
5920	TelecomInternet	842	39,161	39,161	39,161	-	-	38,319	38,319	2%
5930	PostageDelivery	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		7,453	473,140	473,140	473,140	-	-	465,687	465,687	2%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 6										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	16,557	16,557	16,557	-	-	16,557	16,557	0%
SUBTOTAL - Cap Outlay & Depreciation		-	16,557	16,557	16,557	-	-	16,557	16,557	0%
Other Outflows										
7299	Encroachment	-	22,690	22,690	22,690	-	-	22,690	22,690	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	22,690	22,690	22,690	-	-	22,690	22,690	0%
TOTAL EXPENSES		54,557	1,838,089	1,838,089	1,838,089	-	-	1,783,532	1,783,532	12%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget							
	Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 7									
SUMMARY									
Revenue									
LCFF Entitlement	-	2,757,763	2,757,763	2,757,763	-	-	2,757,763	2,757,763	0%
Federal Revenue	-	249,020	249,020	249,020	-	-	249,020	249,020	0%
Other State Revenues	1,580	672,875	672,875	672,875	-	-	671,295	671,295	0%
Other Local Revenues (incl. suspense)	29	27,052	27,052	27,052	-	-	27,023	27,023	0%
Total Revenue	1,609	3,706,710	3,706,710	3,706,710	-	-	3,705,101	3,705,101	0%
Expenses									
Certificated Salaries	78,995	1,135,377	1,135,377	1,135,377	-	-	1,056,381	1,056,381	7%
Classified Salaries	16,649	269,611	269,611	269,611	-	-	252,962	252,962	6%
Benefits	14,223	473,427	473,427	473,427	-	-	459,204	459,204	3%
Books and Supplies	-	227,293	227,293	227,293	-	-	227,293	227,293	0%
Services and Other Operating Expenditures	72,505	1,442,279	1,442,279	1,442,279	-	-	1,369,774	1,369,774	5%
Depreciation	-	15,987	15,987	15,987	-	-	15,987	15,987	0%
Other Outflows	-	42,987	42,987	42,987	-	-	42,987	42,987	0%
Total Expenses	182,373	3,606,961	3,606,961	3,606,961	-	-	3,424,589	3,424,589	5%
Operating Income	(180,764)	99,749	99,749	99,749	-	-	280,512	280,512	-181%
Fund Balance									
Beginning Balance (Unaudited)		1,498,195	1,498,195	1,498,195					
Audit Adjustment		-	-	-					
Beginning Balance (Audited)		1,498,195	1,498,195	1,498,195					
Operating Income		99,749	99,749	99,749					
Ending Fund Balance		1,597,944	1,597,944	1,597,944					



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 7		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	1,817,619	1,817,619	1,817,619	-	-	1,817,619	1,817,619	0%
8012	EPA Entitlement	-	322,659	322,659	322,659	-	-	322,659	322,659	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	617,485	617,485	617,485	-	-	617,485	617,485	0%
SUBTOTAL - LCFF Entitlement		-	2,757,763	2,757,763	2,757,763	-	-	2,757,763	2,757,763	0%
Federal Revenue										
8181	SpEd - Revenue	-	54,794	54,794	54,794	-	-	54,794	54,794	0%
8220	SchLunchFederal	-	80,273	80,273	80,273	-	-	80,273	80,273	0%
8290	All Other Federal Revenue	-	113,953	113,953	113,953	-	-	113,953	113,953	0%
SUBTOTAL - Federal Revenue		-	249,020	249,020	249,020	-	-	249,020	249,020	0%
Other State Revenue										
8311	SpEd Revenue	1,580	160,141	160,141	160,141	-	-	158,561	158,561	1%
8520	SchoolNutrState	-	6,152	6,152	6,152	-	-	6,152	6,152	0%
8550	MandCstReimburs	-	98,718	98,718	98,718	-	-	98,718	98,718	0%
8560	StateLotteryRev	-	54,298	54,298	54,298	-	-	54,298	54,298	0%
8590	AllOthStateRev	-	353,566	353,566	353,566	-	-	353,566	353,566	0%
SUBTOTAL - Other State Revenue		1,580	672,875	672,875	672,875	-	-	671,295	671,295	0%
Local Revenue										
8634	StudentLunchFee	-	10,560	10,560	10,560	-	-	10,560	10,560	0%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	29	16,492	16,492	16,492	-	-	16,463	16,463	0%
SUBTOTAL - Local Revenue		29	27,052	27,052	27,052	-	-	27,023	27,023	0%
TOTAL REVENUE		1,609	3,706,710	3,706,710	3,706,710	-	-	3,705,101	3,705,101	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 7		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	50,150	951,321	951,321	951,321	-	-	901,171	901,171	5%
1300	Cert Adminis	28,845	184,056	184,056	184,056	-	-	155,211	155,211	16%
SUBTOTAL - Certificated Salaries		78,995	1,135,377	1,135,377	1,135,377	-	-	1,056,381	1,056,381	7%
Classified Salaries										
2400	Clerical & Tech	8,368	83,167	83,167	83,167	-	-	74,799	74,799	10%
2900	OtherClassStaff	8,281	186,444	186,444	186,444	-	-	178,163	178,163	4%
SUBTOTAL - Classified Salaries		16,649	269,611	269,611	269,611	-	-	252,962	252,962	6%
Employee Benefits										
3101	STRS-Certified	6,689	170,885	170,885	170,885	-	-	164,196	164,196	4%
3202	PERS-Classified	1,523	48,036	48,036	48,036	-	-	46,513	46,513	3%
3301	OASDI/Med-Cert	1,143	-	-	-	-	-	(1,143)	(1,143)	-
3302	OASDI/Med-Class	1,274	42,403	42,403	42,403	-	-	41,129	41,129	3%
3401	HlthWelfareCert	-	195,412	195,412	195,412	-	-	195,412	195,412	0%
3501	UI-Certificated	-	872	872	872	-	-	872	872	0%
3601	WorkersCmp-Cert	3,594	15,820	15,820	15,820	-	-	12,226	12,226	23%
3901	OthBenes-Cert	-	-	-	-	-	-	-	-	-
SUBTOTAL - Employee Benefits		14,223	473,427	473,427	473,427	-	-	459,204	459,204	3%
Books & Supplies										
4100	Text&CoreCurric	-	28,840	28,840	28,840	-	-	28,840	28,840	0%
4200	BooksOthRefMats	-	1,030	1,030	1,030	-	-	1,030	1,030	0%
4310	Ins Mats & Sups	-	6,369	6,369	6,369	-	-	6,369	6,369	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	12,000	12,000	12,000	-	-	12,000	12,000	0%
4325	ProfDevMat&Sups	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
4326	Arts&MusicSupps	-	3,090	3,090	3,090	-	-	3,090	3,090	0%
4335	PE Supplies	-	2,060	2,060	2,060	-	-	2,060	2,060	0%
4340	Educat Software	-	19,248	19,248	19,248	-	-	19,248	19,248	0%
4345	NonInstStdntSup	-	1,545	1,545	1,545	-	-	1,545	1,545	0%
4346	TeacherSupplies	-	2,472	2,472	2,472	-	-	2,472	2,472	0%
4350	Cust. Supplies	-	8,240	8,240	8,240	-	-	8,240	8,240	0%
4351	Yearbook	-	783	783	783	-	-	783	783	0%
4390	Uniforms	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 7		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	10,300	10,300	10,300	-	-	10,300	10,300	0%
4430	OfficeFurnEqp<5k	-	5,056	5,056	5,056	-	-	5,056	5,056	0%
4440	Computers <\$5k	-	12,000	12,000	12,000	-	-	12,000	12,000	0%
4710	Food	-	108,016	108,016	108,016	-	-	108,016	108,016	0%
4720	Food:Other Food	-	2,060	2,060	2,060	-	-	2,060	2,060	0%
SUBTOTAL - Books and Supplies		-	227,293	227,293	227,293	-	-	227,293	227,293	0%
Services & Other Operating Expenses										
5101	CMO Fees	41,399	496,785	496,785	496,785	-	-	455,386	455,386	8%
5205	Conference Fees	-	1,030	1,030	1,030	-	-	1,030	1,030	0%
5210	MilesParkTolls	-	2,060	2,060	2,060	-	-	2,060	2,060	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	1,310	1,310	1,310	-	-	1,310	1,310	0%
5300	DuesMemberships	-	8,240	8,240	8,240	-	-	8,240	8,240	0%
5450	Other Insurance	5,099	18,102	18,102	18,102	-	-	13,003	13,003	28%
5500	OpsHousekeeping	-	10,300	10,300	10,300	-	-	10,300	10,300	0%
5510	Gas & Electric	1,970	59,995	59,995	59,995	-	-	58,026	58,026	3%
5610	Rent & Leases	23,390	281,134	281,134	281,134	-	-	257,745	257,745	8%
5620	EquipmentLeases	370	8,652	8,652	8,652	-	-	8,282	8,282	4%
5630	Reps&MaintBldng	-	11,330	11,330	11,330	-	-	11,330	11,330	0%
5800	ProfessServices	-	159,113	159,113	159,113	-	-	159,113	159,113	0%
5810	Legal	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5813	SchPrgAftSchool	-	168,714	168,714	168,714	-	-	168,714	168,714	0%
5814	SchPrgAcadComps	-	6,000	6,000	6,000	-	-	6,000	6,000	0%
5819	SchlProgs-Other	-	4,120	4,120	4,120	-	-	4,120	4,120	0%
5820	Audit & CPA	-	6,489	6,489	6,489	-	-	6,489	6,489	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	8,240	8,240	8,240	-	-	8,240	8,240	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtdRecrt	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5850	Oversight Fees	-	27,578	27,578	27,578	-	-	27,578	27,578	0%
5857	Payroll Fees	-	14,891	14,891	14,891	-	-	14,891	14,891	0%
5860	Service Fees	-	2,963	2,963	2,963	-	-	2,963	2,963	0%
5863	Prof Developmnt	-	7,900	7,900	7,900	-	-	7,900	7,900	0%
5864	Prof Dev-Other	-	14,200	14,200	14,200	-	-	14,200	14,200	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	46,350	46,350	46,350	-	-	46,350	46,350	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 7		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	11,092	11,092	11,092	-	-	11,092	11,092	0%
5900	Communications	-	4,120	4,120	4,120	-	-	4,120	4,120	0%
5920	TelecomInternet	278	32,863	32,863	32,863	-	-	32,585	32,585	1%
5930	PostageDelivery	-	3,708	3,708	3,708	-	-	3,708	3,708	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		72,505	1,442,279	1,442,279	1,442,279	-	-	1,369,774	1,369,774	5%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 7										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	15,987	15,987	15,987	-	-	15,987	15,987	0%
SUBTOTAL - Cap Outlay & Depreciation		-	15,987	15,987	15,987	-	-	15,987	15,987	0%
Other Outflows										
7299	Encroachment	-	42,987	42,987	42,987	-	-	42,987	42,987	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	42,987	42,987	42,987	-	-	42,987	42,987	0%
TOTAL EXPENSES		182,373	3,606,961	3,606,961	3,606,961	-	-	3,424,589	3,424,589	21%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
MSA 8		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
SUMMARY										
Revenue										
LCFF Entitlement	-	4,837,159	4,837,159	4,837,159	-	-	4,837,159	4,837,159	0%	
Federal Revenue	2,906	322,588	322,588	322,588	-	-	319,682	319,682	1%	
Other State Revenues	13,205	667,832	667,832	667,832	-	-	654,627	654,627	2%	
Other Local Revenues (incl. suspense)	-	4,000	4,000	4,000	-	-	4,000	4,000	0%	
Total Revenue	16,111	5,831,579	5,831,579	5,831,579	-	-	5,815,468	5,815,468	0%	
Expenses										
Certificated Salaries	90,436	1,867,308	1,867,308	1,867,308	-	-	1,776,872	1,776,872	5%	
Classified Salaries	23,349	346,000	346,000	346,000	-	-	322,651	322,651	7%	
Benefits	20,408	779,314	779,314	779,314	-	-	758,907	758,907	3%	
Books and Supplies	-	429,408	429,408	429,408	-	-	429,408	429,408	0%	
Services and Other Operating Expenditures	6,102	2,004,944	2,004,944	2,004,944	-	-	1,998,842	1,998,842	0%	
Depreciation	-	87,817	87,817	87,817	-	-	87,817	87,817	0%	
Other Outflows	-	72,628	72,628	72,628	-	-	72,628	72,628	0%	
Total Expenses	140,295	5,587,420	5,587,420	5,587,420	-	-	5,447,125	5,447,125	3%	
Operating Income	(124,184)	244,159	244,159	244,159	-	-	368,343	368,343	-51%	
Fund Balance										
Beginning Balance (Unaudited)		4,083,717	4,083,717	4,083,717						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		4,083,717	4,083,717	4,083,717						
Operating Income		244,159	244,159	244,159						
Ending Fund Balance		4,327,876	4,327,876	4,327,876						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 8		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	3,233,832	3,233,832	3,233,832	-	-	3,233,832	3,233,832	0%
8012	EPA Entitlement	-	562,787	562,787	562,787	-	-	562,787	562,787	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	1,040,540	1,040,540	1,040,540	-	-	1,040,540	1,040,540	0%
SUBTOTAL - LCFF Entitlement		-	4,837,159	4,837,159	4,837,159	-	-	4,837,159	4,837,159	0%
Federal Revenue										
8181	SpEd - Revenue	2,906	92,335	92,335	92,335	-	-	89,429	89,429	3%
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-
8290	All Other Federal Revenue	-	230,253	230,253	230,253	-	-	230,253	230,253	0%
SUBTOTAL - Federal Revenue		2,906	322,588	322,588	322,588	-	-	319,682	319,682	1%
Other State Revenue										
8311	SpEd Revenue	12,232	269,858	269,858	269,858	-	-	257,626	257,626	5%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-
8550	MandCstReimburs	-	169,906	169,906	169,906	-	-	169,906	169,906	0%
8560	StateLotteryRev	-	91,500	91,500	91,500	-	-	91,500	91,500	0%
8590	AllOthStateRev	973	136,568	136,568	136,568	-	-	135,595	135,595	1%
SUBTOTAL - Other State Revenue		13,205	667,832	667,832	667,832	-	-	654,627	654,627	2%
Local Revenue										
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	4,000	4,000	4,000	-	-	4,000	4,000	0%
SUBTOTAL - Local Revenue		-	4,000	4,000	4,000	-	-	4,000	4,000	0%
TOTAL REVENUE		16,111	5,831,579	5,831,579	5,831,579	-	-	5,815,468	5,815,468	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 8		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	45,234	1,529,852	1,529,852	1,529,852	-	-	1,484,618	1,484,618	3%
1300	Cert Adminis	45,202	337,456	337,456	337,456	-	-	292,254	292,254	13%
SUBTOTAL - Certificated Salaries		90,436	1,867,308	1,867,308	1,867,308	-	-	1,776,872	1,776,872	5%
Classified Salaries										
2400	Clerical & Tech	10,367	120,411	120,411	120,411	-	-	110,044	110,044	9%
2900	OtherClassStaff	12,982	225,589	225,589	225,589	-	-	212,607	212,607	6%
SUBTOTAL - Classified Salaries		23,349	346,000	346,000	346,000	-	-	322,651	322,651	7%
Employee Benefits										
3101	STRS-Certified	7,359	278,507	278,507	278,507	-	-	271,148	271,148	3%
3202	PERS-Classified	4,014	62,495	62,495	62,495	-	-	58,480	58,480	6%
3301	OASDI/Med-Cert	1,311	-	-	-	-	-	(1,311)	(1,311)	-
3302	OASDI/Med-Class	1,775	63,253	63,253	63,253	-	-	61,478	61,478	3%
3401	HlthWelfareCert	-	348,355	348,355	348,355	-	-	348,355	348,355	0%
3501	UI-Certificated	-	1,295	1,295	1,295	-	-	1,295	1,295	0%
3601	WorkersCmp-Cert	5,949	24,922	24,922	24,922	-	-	18,973	18,973	24%
3901	OthBenes-Cert	-	489	489	489	-	-	489	489	0%
SUBTOTAL - Employee Benefits		20,408	779,314	779,314	779,314	-	-	758,907	758,907	3%
Books & Supplies										
4100	Text&CoreCurric	-	51,500	51,500	51,500	-	-	51,500	51,500	0%
4200	BooksOthRefMats	-	1,030	1,030	1,030	-	-	1,030	1,030	0%
4310	Ins Mats & Sups	-	46,268	46,268	46,268	-	-	46,268	46,268	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	6,901	6,901	6,901	-	-	6,901	6,901	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	7,725	7,725	7,725	-	-	7,725	7,725	0%
4335	PE Supplies	-	2,575	2,575	2,575	-	-	2,575	2,575	0%
4340	Educat Software	-	51,974	51,974	51,974	-	-	51,974	51,974	0%
4345	NonInstStdntSup	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
4346	TeacherSupplies	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	1,545	1,545	1,545	-	-	1,545	1,545	0%
4390	Uniforms	-	530	530	530	-	-	530	530	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 8		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4400	NonCapEquip-Gen	-	11,330	11,330	11,330	-	-	11,330	11,330	0%
4430	OfficeFurnEqp<5k	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
4440	Computers <\$5k	-	15,450	15,450	15,450	-	-	15,450	15,450	0%
4710	Food	-	210,950	210,950	210,950	-	-	210,950	210,950	0%
4720	Food:Other Food	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
SUBTOTAL - Books and Supplies		-	429,408	429,408	429,408	-	-	429,408	429,408	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	991,436	991,436	991,436	-	-	991,436	991,436	0%
5205	Conference Fees	-	10,300	10,300	10,300	-	-	10,300	10,300	0%
5210	MilesParkTolls	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	10,300	10,300	10,300	-	-	10,300	10,300	0%
5300	DuesMemberships	-	7,725	7,725	7,725	-	-	7,725	7,725	0%
5450	Other Insurance	5,870	31,196	31,196	31,196	-	-	25,326	25,326	19%
5500	OpsHousekeeping	37	36,050	36,050	36,050	-	-	36,013	36,013	0%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	-	304,830	304,830	304,830	-	-	304,830	304,830	0%
5620	EquipmentLeases	196	17,441	17,441	17,441	-	-	17,245	17,245	1%
5630	Reps&MaintBldng	-	3,090	3,090	3,090	-	-	3,090	3,090	0%
5800	ProfessServices	-	101,281	101,281	101,281	-	-	101,281	101,281	0%
5810	Legal	-	13,390	13,390	13,390	-	-	13,390	13,390	0%
5813	SchPrgAftSchool	-	136,568	136,568	136,568	-	-	136,568	136,568	0%
5814	SchPrgAcadComps	-	618	618	618	-	-	618	618	0%
5819	SchlProgs-Other	-	1,030	1,030	1,030	-	-	1,030	1,030	0%
5820	Audit & CPA	-	15,914	15,914	15,914	-	-	15,914	15,914	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	20,600	20,600	20,600	-	-	20,600	20,600	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtdRecrt	-	8,240	8,240	8,240	-	-	8,240	8,240	0%
5850	Oversight Fees	-	48,017	48,017	48,017	-	-	48,017	48,017	0%
5857	Payroll Fees	-	17,741	17,741	17,741	-	-	17,741	17,741	0%
5860	Service Fees	-	515	515	515	-	-	515	515	0%
5863	Prof Developmnt	-	8,549	8,549	8,549	-	-	8,549	8,549	0%
5864	Prof Dev-Other	-	43,000	43,000	43,000	-	-	43,000	43,000	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	69,059	69,059	69,059	-	-	69,059	69,059	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA 8		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5890	OthSvcsNon-Inst	-	13,390	13,390	13,390	-	-	13,390	13,390	0%
5900	Communications	-	3,000	3,000	3,000	-	-	3,000	3,000	0%
5920	TelecomInternet	-	74,154	74,154	74,154	-	-	74,154	74,154	0%
5930	PostageDelivery	-	12,360	12,360	12,360	-	-	12,360	12,360	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		6,102	2,004,944	2,004,944	2,004,944	-	-	1,998,842	1,998,842	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA 8										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	87,817	87,817	87,817	-	-	87,817	87,817	0%
SUBTOTAL - Cap Outlay & Depreciation		-	87,817	87,817	87,817	-	-	87,817	87,817	0%
Other Outflows										
7299	Encroachment	-	72,628	72,628	72,628	-	-	72,628	72,628	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	72,628	72,628	72,628	-	-	72,628	72,628	0%
TOTAL EXPENSES		140,295	5,587,420	5,587,420	5,587,420	-	-	5,447,125	5,447,125	15%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget							
	Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA SA									
SUMMARY									
Revenue									
LCFF Entitlement	270,445	7,954,976	7,954,976	7,954,976	-	-	7,684,531	7,684,531	3%
Federal Revenue	-	680,678	680,678	680,678	-	-	680,678	680,678	0%
Other State Revenues	17,322	872,239	872,239	872,239	-	-	854,917	854,917	2%
Other Local Revenues (incl. suspense)	-	77,199	77,199	77,199	-	-	77,199	77,199	0%
Total Revenue	287,767	9,585,092	9,585,092	9,585,092	-	-	9,297,325	9,297,325	3%
Expenses									
Certificated Salaries	94,940	3,288,170	3,288,170	3,288,170	-	-	3,193,230	3,193,230	3%
Classified Salaries	25,053	697,489	697,489	697,489	-	-	672,437	672,437	4%
Benefits	26,757	1,385,003	1,385,003	1,385,003	-	-	1,358,245	1,358,245	2%
Books and Supplies	-	657,369	657,369	657,369	-	-	657,369	657,369	0%
Services and Other Operating Expenditures	9,295	2,156,391	2,156,391	2,156,391	-	-	2,147,095	2,147,095	0%
Depreciation	-	597,067	597,067	597,067	-	-	597,067	597,067	0%
Other Outflows	-	614,912	614,912	614,912	-	-	614,912	614,912	0%
Total Expenses	156,045	9,396,401	9,396,401	9,396,401	-	-	9,240,356	9,240,356	2%
Operating Income	131,722	188,691	188,691	188,691	-	-	56,969	56,969	70%
Fund Balance									
Beginning Balance (Unaudited)		7,502,296	7,502,296	7,502,296					
Audit Adjustment		-	-	-					
Beginning Balance (Audited)		7,502,296	7,502,296	7,502,296					
Operating Income		188,691	188,691	188,691					
Ending Fund Balance		7,690,987	7,690,987	7,690,987					



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SA		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	270,445	5,887,539	5,887,539	5,887,539	-	-	5,617,094	5,617,094	5%
8012	EPA Entitlement	-	148,032	148,032	148,032	-	-	148,032	148,032	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	1,919,405	1,919,405	1,919,405	-	-	1,919,405	1,919,405	0%
SUBTOTAL - LCFF Entitlement		270,445	7,954,976	7,954,976	7,954,976	-	-	7,684,531	7,684,531	3%
Federal Revenue										
8181	SpEd - Revenue	-	92,000	92,000	92,000	-	-	92,000	92,000	0%
8220	SchLunchFederal	-	276,286	276,286	276,286	-	-	276,286	276,286	0%
8290	All Other Federal Revenue	-	312,392	312,392	312,392	-	-	312,392	312,392	0%
SUBTOTAL - Federal Revenue		-	680,678	680,678	680,678	-	-	680,678	680,678	0%
Other State Revenue										
8311	SpEd Revenue	17,322	386,364	386,364	386,364	-	-	369,042	369,042	4%
8520	SchoolNutrState	-	24,225	24,225	24,225	-	-	24,225	24,225	0%
8550	MandCstReimburs	-	254,699	254,699	254,699	-	-	254,699	254,699	0%
8560	StateLotteryRev	-	143,591	143,591	143,591	-	-	143,591	143,591	0%
8590	AllOthStateRev	-	63,360	63,360	63,360	-	-	63,360	63,360	0%
SUBTOTAL - Other State Revenue		17,322	872,239	872,239	872,239	-	-	854,917	854,917	2%
Local Revenue										
8634	StudentLunchFee	-	19,232	19,232	19,232	-	-	19,232	19,232	0%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	4,376	4,376	4,376	-	-	4,376	4,376	0%
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	53,591	53,591	53,591	-	-	53,591	53,591	0%
SUBTOTAL - Local Revenue		-	77,199	77,199	77,199	-	-	77,199	77,199	0%
TOTAL REVENUE		287,767	9,585,092	9,585,092	9,585,092	-	-	9,297,325	9,297,325	3%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SA		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	42,300	2,646,248	2,646,248	2,646,248	-	-	2,603,948	2,603,948	2%
1300	Cert Adminis	52,640	641,922	641,922	641,922	-	-	589,282	589,282	8%
SUBTOTAL - Certificated Salaries		94,940	3,288,170	3,288,170	3,288,170	-	-	3,193,230	3,193,230	3%
Classified Salaries										
2400	Clerical & Tech	9,337	278,368	278,368	278,368	-	-	269,031	269,031	3%
2900	OtherClassStaff	15,716	419,121	419,121	419,121	-	-	403,405	403,405	4%
SUBTOTAL - Classified Salaries		25,053	697,489	697,489	697,489	-	-	672,437	672,437	4%
Employee Benefits										
3101	STRS-Certified	7,450	505,321	505,321	505,321	-	-	497,871	497,871	1%
3202	PERS-Classified	2,354	92,125	92,125	92,125	-	-	89,770	89,770	3%
3301	OASDI/Med-Cert	1,377	-	-	-	-	-	(1,377)	(1,377)	-
3302	OASDI/Med-Class	1,539	112,459	112,459	112,459	-	-	110,920	110,920	1%
3401	HlthWelfareCert	2,985	607,060	607,060	607,060	-	-	604,074	604,074	0%
3501	UI-Certificated	-	2,502	2,502	2,502	-	-	2,502	2,502	0%
3601	WorkersCmp-Cert	11,052	44,879	44,879	44,879	-	-	33,827	33,827	25%
3901	OthBenes-Cert	-	20,658	20,658	20,658	-	-	20,658	20,658	0%
SUBTOTAL - Employee Benefits		26,757	1,385,003	1,385,003	1,385,003	-	-	1,358,245	1,358,245	2%
Books & Supplies										
4100	Text&CoreCurric	-	22,121	22,121	22,121	-	-	22,121	22,121	0%
4200	BooksOthRefMats	-	5,311	5,311	5,311	-	-	5,311	5,311	0%
4310	Ins Mats & Sups	-	70,000	70,000	70,000	-	-	70,000	70,000	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	13,664	13,664	13,664	-	-	13,664	13,664	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	5,311	5,311	5,311	-	-	5,311	5,311	0%
4335	PE Supplies	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
4340	Educat Software	-	80,648	80,648	80,648	-	-	80,648	80,648	0%
4345	NonInstStdntSup	-	7,500	7,500	7,500	-	-	7,500	7,500	0%
4346	TeacherSupplies	-	10,621	10,621	10,621	-	-	10,621	10,621	0%
4350	Cust. Supplies	-	21,343	21,343	21,343	-	-	21,343	21,343	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SA		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4390	Uniforms	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
4430	OfficeFurnEqp<5k	-	2,648	2,648	2,648	-	-	2,648	2,648	0%
4440	Computers <\$5k	-	2,655	2,655	2,655	-	-	2,655	2,655	0%
4710	Food	-	357,547	357,547	357,547	-	-	357,547	357,547	0%
4720	Food:Other Food	-	8,000	8,000	8,000	-	-	8,000	8,000	0%
SUBTOTAL - Books and Supplies		-	657,369	657,369	657,369	-	-	657,369	657,369	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	997,937	997,937	997,937	-	-	997,937	997,937	0%
5205	Conference Fees	-	10,000	10,000	10,000	-	-	10,000	10,000	0%
5210	MilesParkTolls	-	3,000	3,000	3,000	-	-	3,000	3,000	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
5300	DuesMemberships	-	36,263	36,263	36,263	-	-	36,263	36,263	0%
5450	Other Insurance	7,460	40,000	40,000	40,000	-	-	32,540	32,540	19%
5500	OpsHousekeeping	1,317	40,000	40,000	40,000	-	-	38,683	38,683	3%
5510	Gas & Electric	-	120,000	120,000	120,000	-	-	120,000	120,000	0%
5610	Rent & Leases	-	-	-	-	-	-	-	-	-
5620	EquipmentLeases	519	50,286	50,286	50,286	-	-	49,767	49,767	1%
5630	Reps&MaintBldng	-	85,000	85,000	85,000	-	-	85,000	85,000	0%
5800	ProfessServices	-	269,267	269,267	269,267	-	-	269,267	269,267	0%
5810	Legal	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5813	SchPrgAftSchool	-	5,500	5,500	5,500	-	-	5,500	5,500	0%
5814	SchPrgAcadComps	-	11,000	11,000	11,000	-	-	11,000	11,000	0%
5819	SchIProgs-Other	-	7,100	7,100	7,100	-	-	7,100	7,100	0%
5820	Audit & CPA	-	11,684	11,684	11,684	-	-	11,684	11,684	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	35,000	35,000	35,000	-	-	35,000	35,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtRecrt	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5850	Oversight Fees	-	79,550	79,550	79,550	-	-	79,550	79,550	0%
5857	Payroll Fees	-	35,900	35,900	35,900	-	-	35,900	35,900	0%
5860	Service Fees	-	2,932	2,932	2,932	-	-	2,932	2,932	0%
5863	Prof Developmnt	-	30,418	30,418	30,418	-	-	30,418	30,418	0%
5864	Prof Dev-Other	-	70,682	70,682	70,682	-	-	70,682	70,682	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SA		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	85,000	85,000	85,000	-	-	85,000	85,000	0%
5890	OthSvcsNon-Inst	-	3,000	3,000	3,000	-	-	3,000	3,000	0%
5900	Communications	-	3,090	3,090	3,090	-	-	3,090	3,090	0%
5920	TelecomInternet	-	73,161	73,161	73,161	-	-	73,161	73,161	0%
5930	PostageDelivery	-	10,621	10,621	10,621	-	-	10,621	10,621	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		9,295	2,156,391	2,156,391	2,156,391	-	-	2,147,095	2,147,095	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA SA										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	597,067	597,067	597,067	-	-	597,067	597,067	0%
SUBTOTAL - Cap Outlay & Depreciation		-	597,067	597,067	597,067	-	-	597,067	597,067	0%
Other Outflows										
7299	Encroachment	-	19,709	19,709	19,709	-	-	19,709	19,709	0%
7438	InterestExpense	-	595,203	595,203	595,203	-	-	595,203	595,203	0%
SUBTOTAL - Other Outflows		-	614,912	614,912	614,912	-	-	614,912	614,912	0%
TOTAL EXPENSES		156,045	9,396,401	9,396,401	9,396,401	-	-	9,240,356	9,240,356	9%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget								
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA SD										
SUMMARY										
Revenue										
LCFF Entitlement	-	3,724,672	3,724,672	3,724,672	-	-	3,724,672	3,724,672	0%	
Federal Revenue	19,691	134,778	134,778	134,778	-	-	115,087	115,087	15%	
Other State Revenues	9,620	590,983	590,983	590,983	-	-	581,363	581,363	2%	
Other Local Revenues (incl. suspense)	-	79,331	79,331	79,331	-	-	79,331	79,331	0%	
Total Revenue	29,311	4,529,764	4,529,764	4,529,764	-	-	4,500,453	4,500,453	1%	
Expenses										
Certificated Salaries	161,885	1,664,407	1,664,407	1,664,407	-	-	1,502,522	1,502,522	10%	
Classified Salaries	42,260	238,576	238,576	238,576	-	-	196,317	196,317	18%	
Benefits	26,703	696,366	696,366	696,366	-	-	669,663	669,663	4%	
Books and Supplies	-	136,427	136,427	136,427	(0)	-	136,427	136,427	0%	
Services and Other Operating Expenditures	6,395	1,736,112	1,736,112	1,736,112	-	-	1,729,717	1,729,717	0%	
Depreciation	-	45,647	45,647	45,647	-	-	45,647	45,647	0%	
Other Outflows	-	12,006	12,006	12,006	-	-	12,006	12,006	0%	
Total Expenses	237,242	4,529,541	4,529,541	4,529,541	(0)	-	4,292,299	4,292,299	5%	
Operating Income	(207,931)	223	223	223	0	-	208,154	208,154	-93251%	
Fund Balance										
Beginning Balance (Unaudited)		1,165,312	1,165,312	1,165,312						
Audit Adjustment		-	-	-						
Beginning Balance (Audited)		1,165,312	1,165,312	1,165,312						
Operating Income		223	223	223						
Ending Fund Balance		1,165,535	1,165,535	1,165,535						



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SD		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	1,016,244	1,016,244	1,016,244	-	-	1,016,244	1,016,244	0%
8012	EPA Entitlement	-	92,299	92,299	92,299	-	-	92,299	92,299	0%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	2,616,129	2,616,129	2,616,129	-	-	2,616,129	2,616,129	0%
SUBTOTAL - LCFF Entitlement		-	3,724,672	3,724,672	3,724,672	-	-	3,724,672	3,724,672	0%
Federal Revenue										
8181	SpEd - Revenue	-	50,500	50,500	50,500	-	-	50,500	50,500	0%
8220	SchLunchFederal	19,691	33,724	33,724	33,724	-	-	14,033	14,033	58%
8290	All Other Federal Revenue	-	50,554	50,554	50,554	-	-	50,554	50,554	0%
SUBTOTAL - Federal Revenue		19,691	134,778	134,778	134,778	-	-	115,087	115,087	15%
Other State Revenue										
8311	SpEd Revenue	9,620	240,900	240,900	240,900	-	-	231,280	231,280	4%
8520	SchoolNutrState	-	2,172	2,172	2,172	-	-	2,172	2,172	0%
8550	MandCstReimburs	-	139,401	139,401	139,401	-	-	139,401	139,401	0%
8560	StateLotteryRev	-	89,530	89,530	89,530	-	-	89,530	89,530	0%
8590	AllOthStateRev	-	118,980	118,980	118,980	-	-	118,980	118,980	0%
SUBTOTAL - Other State Revenue		9,620	590,983	590,983	590,983	-	-	581,363	581,363	2%
Local Revenue										
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	76,831	76,831	76,831	-	-	76,831	76,831	0%
SUBTOTAL - Local Revenue		-	79,331	79,331	79,331	-	-	79,331	79,331	0%
TOTAL REVENUE		29,311	4,529,764	4,529,764	4,529,764	-	-	4,500,453	4,500,453	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SD		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	102,215	1,238,279	1,238,279	1,238,279	-	-	1,136,064	1,136,064	8%
1300	Cert Adminis	59,670	426,128	426,128	426,128	-	-	366,458	366,458	14%
SUBTOTAL - Certificated Salaries		161,885	1,664,407	1,664,407	1,664,407	-	-	1,502,522	1,502,522	10%
Classified Salaries										
2400	Clerical & Tech	16,403	59,644	59,644	59,644	-	-	43,241	43,241	28%
2900	OtherClassStaff	25,856	178,932	178,932	178,932	-	-	153,076	153,076	14%
SUBTOTAL - Classified Salaries		42,260	238,576	238,576	238,576	-	-	196,317	196,317	18%
Employee Benefits										
3101	STRS-Certified	10,429	248,164	248,164	248,164	-	-	237,735	237,735	4%
3202	PERS-Classified	5,263	36,329	36,329	36,329	-	-	31,066	31,066	14%
3301	OASDI/Med-Cert	2,344	-	-	-	-	-	(2,344)	(2,344)	-
3302	OASDI/Med-Class	3,093	51,069	51,069	51,069	-	-	47,976	47,976	6%
3401	HlthWelfareCert	1,487	337,971	337,971	337,971	-	-	336,485	336,485	0%
3501	UI-Certificated	-	1,141	1,141	1,141	-	-	1,141	1,141	0%
3601	WorkersCmp-Cert	4,088	21,428	21,428	21,428	-	-	17,340	17,340	19%
3901	OthBenes-Cert	-	264	264	264	-	-	264	264	0%
SUBTOTAL - Employee Benefits		26,703	696,366	696,366	696,366	-	-	669,663	669,663	4%
Books & Supplies										
4100	Text&CoreCurric	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
4200	BooksOthRefMats	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
4310	Ins Mats & Sups	-	30,000	30,000	30,000	-	-	30,000	30,000	0%
4315	OthSupplies	-	-	(0)	(0)	(0)	-	(0)	(0)	0%
4320	Office Supplies	-	9,270	9,270	9,270	-	-	9,270	9,270	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	2,334	2,334	2,334	-	-	2,334	2,334	0%
4335	PE Supplies	-	3,605	3,605	3,605	-	-	3,605	3,605	0%
4340	Educat Software	-	13,654	13,654	13,654	-	-	13,654	13,654	0%
4345	NonInstStdntSup	-	6,365	6,365	6,365	-	-	6,365	6,365	0%
4346	TeacherSupplies	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
4350	Cust. Supplies	-	6,365	6,365	6,365	-	-	6,365	6,365	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SD		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4390	Uniforms	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	3,468	3,468	3,468	-	-	3,468	3,468	0%
4440	Computers <\$5k	-	1,000	1,000	1,000	-	-	1,000	1,000	0%
4710	Food	-	40,670	40,670	40,670	-	-	40,670	40,670	0%
4720	Food:Other Food	-	6,896	6,896	6,896	-	-	6,896	6,896	0%
SUBTOTAL - Books and Supplies		-	136,427	136,427	136,427	(0)	-	136,427	136,427	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	409,714	409,714	409,714	-	-	409,714	409,714	0%
5205	Conference Fees	-	4,790	4,790	4,790	-	-	4,790	4,790	0%
5210	MilesParkTolls	-	7,426	7,426	7,426	-	-	7,426	7,426	0%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	7,210	7,210	7,210	-	-	7,210	7,210	0%
5300	DuesMemberships	-	5,729	5,729	5,729	-	-	5,729	5,729	0%
5450	Other Insurance	5,027	22,550	22,550	22,550	-	-	17,523	17,523	22%
5500	OpsHousekeeping	-	56,650	56,650	56,650	-	-	56,650	56,650	0%
5510	Gas & Electric	301	30,000	30,000	30,000	-	-	29,699	29,699	1%
5610	Rent & Leases	-	713,760	713,760	713,760	-	-	713,760	713,760	0%
5620	EquipmentLeases	-	10,609	10,609	10,609	-	-	10,609	10,609	0%
5630	Reps&MaintBldng	-	42,000	42,000	42,000	-	-	42,000	42,000	0%
5800	ProfessServices	-	80,660	80,660	80,660	-	-	80,660	80,660	0%
5810	Legal	-	15,450	15,450	15,450	-	-	15,450	15,450	0%
5813	SchPrgAftSchool	-	79,380	79,380	79,380	-	-	79,380	79,380	0%
5814	SchPrgAcadComps	-	4,635	4,635	4,635	-	-	4,635	4,635	0%
5819	SchIProgs-Other	-	1,133	1,133	1,133	-	-	1,133	1,133	0%
5820	Audit & CPA	-	10,609	10,609	10,609	-	-	10,609	10,609	0%
5825	DMSBusiness Svcs	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	45,000	45,000	45,000	-	-	45,000	45,000	0%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtRecrt	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5850	Oversight Fees	-	37,247	37,247	37,247	-	-	37,247	37,247	0%
5857	Payroll Fees	-	16,444	16,444	16,444	-	-	16,444	16,444	0%
5860	Service Fees	-	1,061	1,061	1,061	-	-	1,061	1,061	0%
5863	Prof Developmnt	-	12,360	12,360	12,360	-	-	12,360	12,360	0%
5864	Prof Dev-Other	-	15,725	15,725	15,725	-	-	15,725	15,725	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA SD		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	25,000	25,000	25,000	-	-	25,000	25,000	0%
5890	OthSvcsNon-Inst	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
5900	Communications	-	35,063	35,063	35,063	-	-	35,063	35,063	0%
5920	TelecomInternet	1,068	24,258	24,258	24,258	-	-	23,190	23,190	4%
5930	PostageDelivery	-	5,150	5,150	5,150	-	-	5,150	5,150	0%
5940	Technology	-	-	-	-	-	-	-	-	-
SUBTOTAL - Services & Operations		6,395	1,736,112	1,736,112	1,736,112	-	-	1,729,717	1,729,717	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD		Budget						
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA SD										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	45,647	45,647	45,647	-	-	45,647	45,647	0%
SUBTOTAL - Cap Outlay & Depreciation		-	45,647	45,647	45,647	-	-	45,647	45,647	0%
Other Outflows										
7299	Encroachment	-	12,006	12,006	12,006	-	-	12,006	12,006	0%
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	12,006	12,006	12,006	-	-	12,006	12,006	0%
TOTAL EXPENSES		237,242	4,529,541	4,529,541	4,529,541	(0)	-	4,292,299	4,292,299	32%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)	YTD	Budget							
	Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA MERF									
SUMMARY									
Revenue									
LCFF Entitlement	-	-	-	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	-	-	-	-
Other State Revenues	-	-	-	-	-	-	-	-	-
Other Local Revenues (incl. suspense)	-	6,058,065	6,058,065	6,058,065	-	-	6,058,065	6,058,065	0%
Total Revenue	-	6,058,065	6,058,065	6,058,065	-	-	6,058,065	6,058,065	0%
Expenses									
Certificated Salaries	46,813	378,982	378,982	378,982	-	-	332,170	332,170	12%
Classified Salaries	138,198	2,115,146	2,118,146	2,118,146	3,000	-	1,979,948	1,979,948	7%
Benefits	29,748	772,961	772,961	772,961	-	-	743,213	743,213	4%
Books and Supplies	-	89,201	86,701	86,701	(2,500)	-	86,701	86,701	0%
Services and Other Operating Expenditures	30,877	2,451,260	2,450,760	2,450,760	(500)	-	2,419,883	2,419,883	1%
Depreciation	-	515	515	515	-	-	515	515	0%
Other Outflows	-	-	-	-	-	-	-	-	-
Total Expenses	245,636	5,808,065	5,808,065	5,808,065	-	-	5,562,429	5,562,429	4%
Operating Income	(245,636)	250,000	250,000	250,000	-	-	495,636	495,636	-98%
Fund Balance									
Beginning Balance (Unaudited)		793,959	793,959	793,959					
Audit Adjustment		-	-	-					
Beginning Balance (Audited)		793,959	793,959	793,959					
Operating Income		250,000	250,000	250,000					
Ending Fund Balance		1,043,959	1,043,959	1,043,959					



Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA MERF		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
REVENUE DETAIL										
LCFF Entitlement										
8011	State Aid	-	-	-	-	-	-	-	-	-
8012	EPA Entitlement	-	-	-	-	-	-	-	-	-
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	-	-	-	-	-	-	-	-
SUBTOTAL - LCFF Entitlement		-	-	-	-	-	-	-	-	-
Federal Revenue										
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	-	-	-	-	-
SUBTOTAL - Federal Revenue		-	-	-	-	-	-	-	-	-
Other State Revenue										
8311	SpEd Revenue	-	-	-	-	-	-	-	-	-
8520	SchoolNtrState	-	-	-	-	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	-	-	-	-
8560	StateLotteryRev	-	-	-	-	-	-	-	-	-
8590	AllOthStateRev	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other State Revenue		-	-	-	-	-	-	-	-	-
Local Revenue										
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	6,058,065	6,058,065	6,058,065	-	-	6,058,065	6,058,065	0%
SUBTOTAL - Local Revenue		-	6,058,065	6,058,065	6,058,065	-	-	6,058,065	6,058,065	0%
TOTAL REVENUE		-	6,058,065	6,058,065	6,058,065	-	-	6,058,065	6,058,065	0%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA MERF		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
EXPENSES DETAIL										
Certificated Salaries										
1100	TeacherSalaries	-	-	-	-	-	-	-	-	-
1300	Cert Adminis	46,813	378,982	378,982	378,982	-	-	332,170	332,170	12%
SUBTOTAL - Certificated Salaries		46,813	378,982	378,982	378,982	-	-	332,170	332,170	12%
Classified Salaries										
2400	Clerical & Tech	106,667	1,855,793	1,855,793	1,855,793	-	-	1,749,126	1,749,126	6%
2900	OtherClassStaff	31,531	259,353	262,353	262,353	3,000	-	230,822	230,822	12%
SUBTOTAL - Classified Salaries		138,198	2,115,146	2,118,146	2,118,146	3,000	-	1,979,948	1,979,948	7%
Employee Benefits										
3101	STRS-Certified	5,623	94,038	94,038	94,038	-	-	88,415	88,415	6%
3202	PERS-Classified	4,036	49,981	49,981	49,981	-	-	45,945	45,945	8%
3301	OASDI/Med-Cert	679	141,870	141,870	141,870	-	-	141,191	141,191	0%
3302	OASDI/Med-Class	8,852	-	-	-	-	-	(8,852)	(8,852)	-
3401	HlthWelfareCert	1,539	292,748	292,748	292,748	-	-	291,209	291,209	1%
3501	UI-Certificated	434	11,919	11,919	11,919	-	-	11,485	11,485	4%
3601	WorkersCmp-Cert	8,586	28,088	28,088	28,088	-	-	19,502	19,502	31%
3901	OthBenes-Cert	-	154,317	154,317	154,317	-	-	154,317	154,317	0%
SUBTOTAL - Employee Benefits		29,748	772,961	772,961	772,961	-	-	743,213	743,213	4%
Books & Supplies										
4100	Text&CoreCurric	-	1,051	1,051	1,051	-	-	1,051	1,051	0%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-
4310	Ins Mats & Sups	-	5,500	5,500	5,500	-	-	5,500	5,500	0%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	34,000	34,000	34,000	-	-	34,000	34,000	0%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-
4340	Educat Software	-	9,000	9,000	9,000	-	-	9,000	9,000	0%
4345	NonInstStdntSup	-	-	-	-	-	-	-	-	-
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA MERF		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
4390	Uniforms	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	1,500	1,500	1,500	-	-	1,500	1,500	0%
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-
4440	Computers <\$5k	-	5,000	5,000	5,000	-	-	5,000	5,000	0%
4710	Food	-	-	-	-	-	-	-	-	-
4720	Food:Other Food	-	33,150	30,650	30,650	(2,500)	-	30,650	30,650	0%
SUBTOTAL - Books and Supplies		-	89,201	86,701	86,701	(2,500)	-	86,701	86,701	0%
Services & Other Operating Expenses										
5101	CMO Fees	-	-	-	-	-	-	-	-	-
5205	Conference Fees	-	37,950	37,200	37,200	(750)	-	37,200	37,200	0%
5210	MilesParkTolls	3,428	116,000	116,000	116,000	-	-	112,573	112,573	3%
5215	TravConferences	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	92,150	89,150	89,150	(3,000)	-	89,150	89,150	0%
5300	DuesMemberships	75	10,900	10,900	10,900	-	-	10,825	10,825	1%
5450	Other Insurance	5,834	40,000	40,000	40,000	-	-	34,166	34,166	15%
5500	OpsHousekeeping	-	26,545	26,545	26,545	-	-	26,545	26,545	0%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	13,850	176,200	176,200	176,200	-	-	162,350	162,350	8%
5620	EquipmentLeases	286	13,000	13,000	13,000	-	-	12,714	12,714	2%
5630	Reps&MaintBldng	-	2,500	2,500	2,500	-	-	2,500	2,500	0%
5800	ProfessServices	6,750	548,750	557,000	557,000	8,250	-	550,250	550,250	1%
5810	Legal	-	335,000	335,000	335,000	-	-	335,000	335,000	0%
5813	SchPrgAftSchool	-	-	-	-	-	-	-	-	-
5814	SchPrgAcadComps	-	-	-	-	-	-	-	-	-
5819	SchIProgs-Other	-	-	-	-	-	-	-	-	-
5820	Audit & CPA	-	50,000	50,000	50,000	-	-	50,000	50,000	0%
5825	DMSBusiness Svcs	-	500,000	500,000	500,000	-	-	500,000	500,000	0%
5835	Field Trips	-	-	-	-	-	-	-	-	-
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-
5840	MarkngStdtRecrt	-	58,000	58,000	58,000	-	-	58,000	58,000	0%
5850	Oversight Fees	-	-	-	-	-	-	-	-	-
5857	Payroll Fees	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5860	Service Fees	-	20,000	20,000	20,000	-	-	20,000	20,000	0%
5863	Prof Developmnt	-	77,000	77,000	77,000	-	-	77,000	77,000	0%
5864	Prof Dev-Other	-	50,500	45,500	45,500	(5,000)	-	45,500	45,500	0%
5869	SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
MSA MERF		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
5875	StaffRecruiting	-	15,000	15,000	15,000	-	-	15,000	15,000	0%
5884	Substitutes	-	-	-	-	-	-	-	-	-
5890	OthSvcsNon-Inst	-	-	-	-	-	-	-	-	-
5900	Communications	655	32,000	32,000	32,000	-	-	31,345	31,345	2%
5920	TelecomInternet	-	-	-	-	-	-	-	-	-
5930	PostageDelivery	-	13,000	13,000	13,000	-	-	13,000	13,000	0%
5940	Technology	-	216,765	216,765	216,765	-	-	216,765	216,765	0%
SUBTOTAL - Services & Operations		30,877	2,451,260	2,450,760	2,450,760	(500)	-	2,419,883	2,419,883	1%

Monthly Budget vs. Actuals Financial Update As of July 31, 2018 (July 2018 Report)		YTD	Budget							
		Actual YTD	Adopted (July 1) Budget	Revised Budget	Current Forecast	Adopted Budget vs. Current Forecast	Revised Budget vs. Current Forecast	Revised Budget Remaining	Current Forecast Remaining	Actuals as % of Current Forecast
MSA MERF										
Capital Outlay & Depreciation										
6400	EquipFixed	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	515	515	515	-	-	515	515	0%
SUBTOTAL - Cap Outlay & Depreciation		-	515	515	515	-	-	515	515	0%
Other Outflows										
7299	Encroachment	-	-	-	-	-	-	-	-	-
7438	InterestExpense	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other Outflows		-	-	-	-	-	-	-	-	-
TOTAL EXPENSES		245,636	5,808,065	5,808,065	5,808,065	-	-	5,562,429	5,562,429	24%



QUESTIONS & COMMENTS



Cover Sheet

Adoption of MSA-2 Classroom Surveillance Camera Policy

Section: III. Action Items
Item: A. Adoption of MSA-2 Classroom Surveillance Camera Policy
Purpose: Vote
Submitted by:
Related Material: III A MSA 2 Classroom Cameras.pdf
III A Updated Surveillance Camera Policy.pdf



Board Agenda Item #	Agenda # III A - Action Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Steven Keskinurk, MSA 2 Principal
RE:	MSA2 Classroom Surveillance Camera Policy Adoption

Proposed Board Motion

I move that the board adopt the proposed policy to support and enable MSA-2's use of surveillance cameras in classrooms on their school site.

Introduction

- What services are being provided?
 - Magnolia Science Academy-2 is requesting the MPS Board adopt policy language which will enable MSA2 to make a future purchase of video cameras for each classroom. The financial request related to this project is not being proposed to the board at the present time, but rather, the policy language is being proposed to the board. A future motion will be proposed which will contain the financial aspects of this project once the finalized policy language is approved by the MPS board.

- Why is this contract/service needed?
 - The main reason behind this request centers around school safety and due process transparency. We want to ensure that if an allegation arises involving a student and a student, or a student and an adult that requires investigation, that all parties are on the same page about what physically transpired. Specifically, the following concerns support the use of cameras in MSA2's classrooms:
 - **I. Student/ Staff Safety Concerns**
 - A) Student vs. Student: Scenario - Dangerous Object
 - If a student is accused of pointing a dangerous object at another student, we want to ensure that all parties can view the footage from the same vantage point, during school mediation and should litigation require such a process to occur. This will help strengthen the case of the truth and will simultaneously take away the possibility of credibility of witness statements being brought into question in cases of physical safety concerns.
 - B) Student vs. Student - Intimidation of Witness / Bullying

- In cases of alleged bullying where no additional witnesses come forward due to fear of retaliation by an alleged perpetrator, it is helpful to view transparent footage clearly demonstrating if both sides are mutually physically harassing each other, or if the interaction is one-sided from the bully to the victim.
- C) Student vs. Staff: Scenario - Corporal Punishment
 - If a physical allegation such as corporal punishment is made against an adult, we want to also ensure that all parties can view the actual events which transpired without having to question the interpretation or degree of honesty in witness statements. From the student end, if a student feels that a staff member used corporal punishment against them, the cameras can show this occurred. On the other hand, when staff are concerned that students may make up a false allegation against them regarding corporal punishment, then the truth about the innocence of the staff member will be indisputable upon viewing the footage.
- Is this a school or organization-wide implementation?
 - At the present moment, MSA2 is requesting that this policy language is approved by the MPS board so for the purposes of supporting MSA2's expressed intent to have a school implementation. However, this language can be utilized to support an organization-wide implementation.

Background

- What contracts with the vendor are already in place?
 - No contracts with any vendor is already in place, nor is this being requested at the current time.
- History of the project (if applicable)

The following stakeholder feedback has been solicited and provided regarding the MSA2 Classroom Surveillance Camera Project:

MSA-2 Parent Stakeholders

- On 3/16/18, MSA-2 held its March PTF Meeting at 8:15 am which they had been invited to attend via promotional flyers and SchoolMessenger phone calls. During this meeting, the School-Wide Safety Plan was discussed by Mr. Keskinturk, Mr. Garner and the parent stakeholders which included current practices and programs related to school safety as well as additional items which could be implemented in the future. Amongst the future ideas that were presented to the parents was the possibility of expanding the

school video surveillance camera program to support school safety and help with the implementation of the Positive Behavioral Interventions and Supports (PBIS) program. The parents were fully supportive of this project and said they endorse any act that will help keep their children safe given the continuous safety concerns which are discussed in the media related to school safety issues across the country.

- The parents offered an additional piece of feedback during the meeting on 3/16/18 for the school which was related to adding a large banner on the Victory Blvd. southwestern fence of the Lake Balboa Education Complex to block the line of sight to students on MSA-2's campus from Victory Blvd. This item was suggested following several school shooting cases which had occurred in schools across the nation. The MSA-2 administration followed up with this safety recommendation made by parents and purchased a street wrap banner due to this stakeholder feedback. Another recommendation made by parents during this meeting was related to the idea of creating a security gate pass system for MSA-2 parents to be able to place in their cars to show the staff working at the entry gates to the complex to be able to readily identify our students' parents. The MSA-2 Administration subsequently made this change take place by purchasing these passes and distributing them to all of our families during the Spring 2018 semester.
- MSA-2 parent stakeholders who showed up to the PTF meeting on 3/16/18 shared their full support to the MSA-2 Administration regarding expanding the video camera surveillance system into classrooms. In particular, parents mentioned that they were aware about two incidents that had occurred where staff had been dismissed from school for resorting to corporal punishment on students. As such, parents mentioned that they were interested in having transparency through the surveillance program related to staff to student conflicts, as well as related to cases of student safety concerns or bullying by another student. Parents mentioned that sometimes children are intimidated to come forward to report instances of being bullied or physically harassed since they believe the student who is committing such acts may retaliate against them coming forward. As a result, parents said they would feel better knowing that if their children were subjected to such circumstances, that if there were cameras in the classrooms to catch such occurrences, the school would have more power to intervene and be aware of these important cases related to school safety.

MSA-2 Staff Stakeholders

- On 6/6/18, MSA-2 Staff members were presented with the idea by Mr. Garner of expanding video surveillance cameras in their classrooms during the staff meeting in the

presence of Dr. Callaham. The staff were presented with the “**MSA2 Classroom Cameras - Proposed Statement of Purpose**” document. Staff members were shared the same motivation behind the program, including increasing transparency for due process cases related to student versus student safety concerns involving possession of a dangerous object, student versus staff intimidation of witness and bullying concerns, student versus staff corporal punishment allegations, and Positive Behavioral Interventions and Supports (PBIS) implementation. This professional development meeting had teachers, administrators and TA’s in attendance and all of the staff members shared positive thoughts about this possibility. In particular, teachers shared their support for increased transparency during due process investigations where students can be held accountable for their actions as well as adults for theirs.

- In addition, staff members shared their knowledge about the fact that two MSA-2 teachers had been dismissed for corporal punishment this school year, which is an important aspect of improving school safety. Several staff members expressed their desire that it is important to be able to keep students safe from cases of corporal punishment committed against them by adults, which can become easier to prove with video footage in all classrooms which is why all staff stated they support expanding video surveillance cameras into classrooms. Further, staff shared that they also are in support of the idea of video cameras in classrooms as a manner to protect staff from the possibility of false accusations which can mount from students who may try to blame staff for something which they did not commit. In this case, staff showed support for video transparency which can help establish an indisputable truth. Staff were informed that the video cameras would not be used for teacher evaluation purposes and that the footage would be used for the purpose of investigating safety concerns.
- Additionally, staff was shown a video of an 11th grade student who previously had a negative behavioral track record at the school during the earlier parts of the year as he now helped support a positive school culture by creating a spontaneous game during the middle school lunch where he bought the winner of the game Jamba Juice which was on sale as a fundraiser hosted by his grade level ASB leadership team. As a result of the game, this 11th grade student ended up spending \$25 of his own money to make a fun activity for the younger students in the school while simultaneously supporting his school class by providing the proceeds to his grade level class’ fundraiser. Since this activity occurred on the blacktop area where video surveillance cameras are already in place, the administration was able to present footage related to this student’s contribution to the PBIS culture at school which we are currently working with LACOE to further implement. Staff was reminded that should video surveillance cameras be present in each classroom, they would have the ability to also refer students who make significantly positive contributions to the PBIS culture to be put on showcase during staff meetings

and for student acknowledgement. Staff showed positive responses to this aspect of the video surveillance classroom project for this reason.

- Beyond this forum, all staff were invited to share their feedback to a staff stakeholder survey which was compiled and mentioned to all staff during the professional development meeting on 6/6/18 as well as distributed to them via email on the “**MSA2** express any feedback, including any concerns, regarding the possibility of expanding the **Classroom Video Camera Staff Feedback Survey**”. This survey was shared with all staff via the msa2staff@magnoliapublicschools.org email address on 6/7/18 and were requested to be submitted by 6/11/18 at 4pm. The survey asked staff to share their feedback regarding the possibility of a video surveillance program into the classrooms at MSA-2. The results of this survey were all positive with only one question related to whether or not these cameras would be used for purposes of staff evaluations, and the response to this question had been previously addressed during the full staff meeting, which was that the footage would only be used to investigate school safety concerns and display PBIS footage used to promote positive behaviors on campus.

Analysis (If applicable)

- Were RFPs done?
 - Yes
- What negotiations were made?
 - Negotiations have not yet been made, as no commitment has been made to a vendor for this project at the present time.
- What is the research/comparison data?
 - School districts across the nation have policies which support the use of video surveillance cameras in classrooms and other areas of campus.

Budget Implications

- Amounts/ Funding Source
 - Estimated Amount: \$50,000
 - Funding Source: Long Term Reserves

Exhibits (attachments):

- Old (original) contract(s)
 - None / N/A
- Appendix items
 - **USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT**

USE OF SURVEILLANCE CAMERAS AT MPS SCHOOLS

The board recognizes the value of video cameras in protecting the health, safety, and welfare of its students and staff and in protecting the community's investment in MPS owned or leased property and facilities. Upon carefully weighing the privacy rights of students and staff against MPS's duty to provide a safe, secure, and orderly learning and work environment, the board has determined to authorize the use of video cameras in school buildings and upon school grounds pursuant to the following regulations:

Video Monitoring System:

1. Video cameras may be installed in any public area within a school building and/or upon school grounds, including but not limited to classrooms, hallways, cafeterias, libraries, computer labs, parking lots, auditoriums, break rooms, weight rooms, and gymnasiums.
2. Video cameras may not be installed in any area in which individuals possess a reasonable expectation of privacy, such as restrooms, locker rooms or private offices.
3. The precise location of video cameras shall be determined by the appropriate building principal with the assistance and approval of the Chief Executive Officer. Input from staff members may be sought to determine the most beneficial locations for video cameras.
4. Under no circumstances shall MPS's video cameras be equipped to record audio data.
5. The contents of video recordings captured by video cameras may be used as evidence in a student disciplinary matter, to investigate and follow up with any potential staff misconduct, and/or to provide evidence of any unlawful activity on school grounds.
6. Absent a reported incident, recordings will be erased after 30 days.
7. Video recordings shall be kept in a secure location to which only the Principal shall have sole access.

Treatment of Recordings

Recordings of incidents captured by video cameras located on school property shall constitute a part of a student's education record or a staff member's personnel record, as the case may be, subject to relevant board policies and administrative regulations, including applicable record retention policies. Upon the report of an incident or possible incident, only those persons with a legitimate educational purpose shall be permitted to view the recordings. In most instances, those persons will be the Chief Executive Officer, principal, authorized site administration members, and area education agency staff members.

The principal shall keep a written log of all persons viewing the recordings stating the time, name of individual viewing the recording, date the recording was viewed, and the reason the recording was viewed. If the content of the recording becomes the subject of a student disciplinary proceeding or personnel proceeding, it may be treated like other evidence in that proceeding.

Parents may request to view recordings of their children in the event the recordings are used in disciplinary proceedings involving their children, and such requests must be made in writing by the parent and submitted to the principal who will share this request with the Chief Executive Officer. Staff members may similarly request to view any recording used in the investigation and follow up of any potential misconduct by the staff member, and such requests must also be made in writing by the staff member and submitted to the appropriate site principal who will share this

request with the Chief Executive Officer. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable state and federal laws and regulations. If the request by the parent or staff member to view such footage is granted, such viewing must occur in the presence of the Chief Executive Officer or his/her designee. Under no circumstances will the Magnolia Public Schools' video recording be duplicated and/or removed from Magnolia Public Schools' premises unless in accordance with a court order and/or subpoena.

Notification

The Magnolia Public Schools Central Office shall annually provide the following notice to students and parents:

The Magnolia Public Schools Board of Directors has authorized the use of video cameras in the school district's buildings and on school property, including in classrooms. The video cameras will be used to monitor student behavior in order to maintain a safe, secure, and healthy environment for students and staff. Students and parents are hereby notified that the content of video recordings may be used in a student disciplinary proceeding. The content of the video recordings may be a confidential student record and, if so, will be retained with other student records. Video recordings will only be retained if necessary for use in a student disciplinary proceeding or other matters as determined necessary by the administration. Parents may request to view recordings of their children in the event the recordings are used in disciplinary proceedings involving their children. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable law.

The Magnolia Public Schools Central Office will annually provide the following notice to employees:

The Magnolia Public Schools Board of Directors has authorized the use of video cameras in MPS's buildings and on school property. The video cameras will be used to monitor student and employee behavior to maintain a safe, secure, and healthy environment for students and staff. Employees are hereby notified that the content of the video recordings may be used in an employee disciplinary proceeding. The content of the video recordings may be confidential records and, if so, will be retained in the employee's personnel file. Video recordings will only be retained if necessary for use in an employee disciplinary proceeding or other matter as determined necessary by the administration. Employees may request to view video recordings if the video recordings are placed in the employee's personnel file. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable law.

The Magnolia Public Schools Central Office shall also include a general notice regarding the use of video cameras in its personnel manual. Each MPS school shall post written notices in conspicuous locations in areas where video cameras are in operation.

Tampering

Students and employees are prohibited from tampering with the Magnolia Public Schools' video cameras. Students and employees found in violation of this policy will be disciplined in accordance with MPS policies and may be required to reimburse MPS for any repairs or replacement necessary as a result of the tampering. In the administration's discretion, matters involving tampering with a MPS video camera may be turned over to law enforcement.



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 13, 2018

RE: Approval to Adopt the Classroom Surveillance Camera Policy at MSA -2

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the policy pertaining to the above matter.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date in blue ink that reads "9/7/2018".

Date

A handwritten signature in blue ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date in blue ink that reads "9/7/2018".

Date

USE OF SURVEILLANCE CAMERAS AT MSA2

The board recognizes the value of video cameras at MSA2 in protecting the health, safety, and welfare of its students and staff and in protecting the community's investment in MSA2's owned or leased property and facilities. Upon carefully weighing the privacy rights of students and staff against MSA2's duty to provide a safe, secure, and orderly learning and work environment, the board has determined to authorize the use of video cameras at MSA2 in school buildings and upon school grounds pursuant to the following regulations:

Video Monitoring System:

1. Video cameras may be installed in any public area within a school building and/or upon school grounds, including but not limited to classrooms, hallways, cafeterias, libraries, computer labs, parking lots, auditoriums, break rooms, weight rooms, and gymnasiums.
2. Video cameras may not be installed in any area in which individuals possess a reasonable expectation of privacy, such as restrooms, locker rooms or private offices.
3. The precise location of video cameras shall be determined by the MSA2 principal with the assistance and approval of the Chief Executive Officer. Input from staff members may be sought to determine the most beneficial locations for video cameras.
4. Under no circumstances shall MSA2's video cameras be equipped to record audio data.
5. The contents of video recordings captured by video cameras may be used as evidence in a student disciplinary matter, to investigate and follow up with any potential staff misconduct, and/or to provide evidence of any unlawful activity on school grounds.
6. Absent a reported incident, recordings will be erased after 30 days.
7. Video recordings shall be kept in a secure location to which only the Principal shall have sole access.

Treatment of Recordings

Recordings of incidents captured by video cameras located on school property shall constitute a part of a student's education record or a staff member's personnel record, as the case may be, subject to relevant board policies and administrative regulations, including applicable record retention policies. Upon the report of an incident or possible incident, only those persons with a legitimate educational purpose shall be permitted to view the recordings. In most instances, those persons will be the Chief Executive Officer, MSA2 principal, authorized MSA2 site administration members, and MPS area education agency staff members.

The principal shall keep a written log of all persons viewing the recordings stating the time, name of individual viewing the recording, date the recording was viewed, and the reason the recording was viewed. If the content of the recording becomes the subject of a student disciplinary proceeding or personnel proceeding, it may be treated like other evidence in that proceeding.

Parents may request to view recordings of their children only in the event the recordings are used in disciplinary proceedings involving their children, and such requests must be made in writing by the parent and submitted to the principal who will share this request with the Chief Executive Officer. Staff members may similarly request to view any recording used in the investigation and follow up of any potential misconduct by the staff member, and such requests must also be made in writing by the staff member and submitted to the appropriate site principal who will share this

request with the Chief Executive Officer. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable state and federal laws and regulations. If the request by the parent or staff member to view such footage is granted, such viewing must occur in the presence of the Chief Executive Officer or his/her designee. Under no circumstances will the Magnolia Public Schools' video recording be duplicated and/or removed from MSA2's premises unless in accordance with a court order and/or subpoena.

Notification

The Magnolia Public Schools Central Office shall annually provide the following notice to students and parents of MSA2:

The Magnolia Public Schools Board of Directors has authorized the use of video cameras in MSA2's buildings and on school property, including in classrooms. The video cameras will be used to monitor student behavior in order to maintain a safe, secure, and healthy environment for students and staff. Students and parents are hereby notified that the content of video recordings may be used in a student disciplinary proceeding. The content of the video recordings may be a confidential student record and, if so, will be retained with other student records. Video recordings will only be retained if necessary for use in a student disciplinary proceeding or other matters as determined necessary by the administration. Parents may request to view recordings of their children only in the event the recordings are used in disciplinary proceedings involving their children. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable law.

The Magnolia Public Schools Central Office will annually provide the following notice to employees:

The Magnolia Public Schools Board of Directors has authorized the use of video cameras in MSA2's buildings and on school property. The video cameras will be used to monitor student and employee behavior to maintain a safe, secure, and healthy environment for students and staff. Employees are hereby notified that the content of the video recordings may be used in an employee disciplinary proceeding. The content of the video recordings may be confidential records and, if so, will be retained in the employee's personnel file. Video recordings will only be retained if necessary for use in an employee disciplinary proceeding or other matter as determined necessary by the administration. Employees may request to view video recordings if the video recordings are placed in the employee's personnel file. Any such request shall be processed by the Magnolia Public Schools Central Office in accordance with applicable law.

The Magnolia Public Schools Central Office shall also include a general notice regarding the use of video cameras in its personnel manual for MSA2 employees. MSA2 shall post written notices in conspicuous locations in areas where video cameras are in operation.

Tampering

Students and employees are prohibited from tampering with the MSA2's video cameras. Students and employees found in violation of this policy will be disciplined in accordance with MPS policies and may be required to reimburse MSA2 for any repairs or replacement necessary as a result of the tampering. In the administration's discretion, matters involving tampering with a MSA2 video camera may be turned over to law enforcement.

Additional Required Approvals

This MPS board approval for MSA2 does not give consent for MSA2 to install the video surveillance cameras until MSA2 receives prior consent from their authorizer, LACOE, as well as from the owners of their property, LAUSD.

Cover Sheet

Technology Back Up Services (School Server & Workstations) for MSA 4,5,6,7,8, and San Diego

Section: III. Action Items
Item: B. Technology Back Up Services (School Server & Workstations)
for MSA 4,5,6,7,8, and San Diego
Purpose: Vote
Submitted by:
Related Material: III B Tech Back Up Services.pdf



Board Agenda Item #	III B – Action Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Suat Acar, MPS COO
RE:	<p>Contract Approval for Ubistor- Technology Back Up Services</p> <p>Recommendations:</p> <p>One time fee per school for applicance:</p> <ul style="list-style-type: none"> • Vendor – Ubistor • Pricing per unit for Datto Siris 3 1TB appliance – \$1230.56 • Monthly online backup services fee (3 year term contract) – \$273.75

Proposed Board Recommendation

I move that the board awards the only received bid for the published RFP and adopt the purchase of MPS Backups solutions provided by Ubistor for MSA-4, MSA-5, MSA-6, MSA-7, MSA-8, and MSA San Diego.

Background

In 2017, MPS Central Office and the schools with higher enrollment, i.e. MSA-1, MSA-2, MSA-3, and MSA-Santa Ana got the backup system for the school servers and the administration computers. The current board item is for the remaining school sites: MSA-4, MSA-5, MSA-6, MSA-7, MSA-8, and MSA San Diego. The recommended system should cover the backup needs, including onsite and offsite data retention with virtualization features as well. The MPS IT Department opened the RFP process for which the due date was August 31, 2018. The RFP evaluation committee is consisted of MPS COO, Mr. Acar, and MPS IT Director, Mr. Monoshev. The committee evaluated the only bid received. After going through the budget implications process, we found out that there was not enough budget allocated for the 2TB appliance and since the schools were smaller schools and maximum device amounts to be backed up was 3, we requested for the 1TB appliance, thus lowering the cost for the one time and the monthly service fees. The team recommends awarding of the bid to Ubistor(the same vendor who won the bidding process in 2017 out of two received bids).



Factor	Weight
Cost of products and services (required, highest weight)	40%
Functionality/completeness/specifications of proposed solution	30%
Vendor: qualifications, credentials, certifications, experience, references	20%
Contract terms and conditions	10%
Total	100.00%

Budget Implications

The purchase of MPS Systems Backup Solutions is budgeted as follows:

- \$7383.36 one time cost is included in FY 2018-19
- Monthly total of \$1642.50 will be billed for (per location \$273.75 per month): MSA-4, MSA-5, MSA-6, MSA-7, MSA-8, and MSA San Diego

Attachments:

- RFP
- Proposal from Ubistor
- Vendor emailing for pricing details
- MSA-8 budget constraint

Name of Staff Originator: Rasul Monoshev



REQUEST FOR PROPOSALS FOR TECHNOLOGY BACKUP SERVICES

(Due Date – August 31 2018)

PURPOSE

Magnolia Public Schools (MPS) is soliciting proposals for the purchase of local Backup appliance and online services at Magnolia Science Academy (MSA) – 4, 5, 6, 7, 8, and San Diego. The main purpose of the system/service is to take school server backups on a daily basis and to provide with weekly online backups for off-site retention. The virtualization capability is important in order to not to interrupt the server's critical services like DNS and DHCP at all times. *Should there be a need for any other MPS schools listed below between dates July 1st, 2018 – June 30th, 2022, the approved vendor, the appliance/service model, and the price will be used for the purchase:*

MSA-1	18238 Sherman Way, Reseda, CA 91335
MSA-2	17125 Victory Blvd., Van Nuys, CA 91406
MSA-3	1254 East Helmick Street, Carson, CA 90746
MSA-4	11330 West Graham Place, Los Angeles, CA 90064
MSA-5	18230 Kittridge St., Reseda, CA 91335
MSA-6	3754 Dunn Dr., Los Angeles, CA 90034
MSA-7	18355 Roscoe Boulevard, Northridge, CA 91325
MSA-8	6411 Orchard Ave., Bell, CA 90201
MSA-Santa Ana	2840 W. 1st Street, Santa Ana, CA 92703
MSA-San Diego	6525 Estrella Ave., San Diego, CA 92120

GENERAL TERMS AND CONDITIONS FOR RFP PROPOSAL GUIDELINES

1. Each item request and guideline in this RFP must be properly addressed in the proposal.
2. All equipment in the submitted proposal must conform to specifications provided in this RFP.
3. The Vendor must provide terms of warranty on all products
4. The Vendor shall provide a clear itemized breakdown of equipment and services costs.
5. The Vendor must provide an estimated timeline for product delivery.



6. Proposal must be valid for 60 days.

All questions regarding this RFP should be addressed in writing to Rasul Monoshev, MPS IT Director at rmonoshev@magnoliapublicschools.org.

PROPOSAL SUBMISSION

Proposals are to be submitted for receipt no later than **5:00 PM PST, Friday, 08/31/2018** and may be delivered as follows:

- Email it@magnoliapublicschools.org
- Mail to: Rasul Monoshev, MPS Backup services 2018

Magnolia Public Schools, 250 East First St STE1500, Los Angeles, CA 90012

ACCEPTANCE/REJECTION OF PROPOSAL SUBMISSIONS

MPS reserves the right to accept or reject any and all proposals or any portion of any and all proposals at their discretion. While price is an important consideration, it will not be the sole determining factor in the selection of a Vendor. Payments will not be made nor orders submitted until after the MPS Board of Directors has accepted a proposal and awarded it as the winning proposal submission. A contract will be entered into between MPS and the Vendor after the aforementioned approvals.

PAYMENT

Payment 60 days after invoice date. The payment will not be issued until after both the Vendor and MPS agree that the project is complete and meets all requirements.

RFP Revisions

MPS reserves the right to modify or issue amendments to this RFP at any time. MPS also reserves the right to cancel or reissue this RFP at any time. Notices will be posted



to <http://magnoliapublicschools.org>. It is the sole responsibility of the proposer to monitor the URL for posting of such information.

RFP EVALUATION

All qualified, responsive proposals will be evaluated using the following factors and weights.

Factor	Weight
Cost of products and services (required, highest weight)	40%
Functionality/completeness/specifications of proposed solution	30%
Vendor: qualifications, credentials, certifications, experience, references	20%
Contract terms and conditions	10%
Total	100.00%

RFP Evaluation Committee

The RFP Evaluation committee members are as follows:

1. Suat Acar, Chief Operations Officer
2. Rasul Monoshev, IT Director

EQUIPMENT & SERVICES SPECIFICATIONS

- **Item 1:**
Quantity: 1
Description/Model:
Brand: Datto Siris or similar
System: Chrome OS
2 TB, Hard Drive Type
- **Item 2:**
Quantity: 1
Description/Model: 1 Year Cloud Retention



Delivery/Shipping

NOTE: No dock at this location.

Bill to and Ship to Address:

Magnolia Public Schools

Magnolia Public Schools, 250 East First St STE1500, Los Angeles, CA 90012



UbiStor, Inc.
1111 Plaza Drive
Suite 600
Schaumburg, IL 60173

847.585.1470
www.ubistor.com



UbiStor Data Protection and Disaster Recovery Solutions

September 6, 2018

Proposal: 180625MAL-02

Version: 2.0

PREPARED BY:

Morgan Lange
Keith Lukes

PREPARED FOR:



IN PARTNERSHIP WITH:



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Service Overview

UbiStor's SafeStor® Recovery Service delivers the most aggressive Recovery Time Objective (RTO) of any backup and disaster recovery solution available today. It is the ideal solution for businesses where downtime is not an option. UbiStor offers the best protection for a business's mission-critical applications, delivered via the most robust and flexible technology on the market today. SafeStor® Recovery, built on the Datto SIRIS 3 platform, is the only backup, recovery, and business continuity solution to offer instant local and off-site virtualization, Screenshot Backup Verification™, and Backup Insights™ all from one simple management interface.

This service is designed to simplify deployment, easily scale and manage your entire backup and recovery requirements. The powerful Backup Insights™ tool gives you a complete picture of how files and folders have changed over time, adding versioning to the robust file restore capabilities. Full off-site file restores are now possible – in a true disaster, you can recover key documents even before the lightning-fast off-site virtualization process has begun, right from the management portal.

Designed to fit the needs of a wide array of small, medium, and enterprise customers, the SIRIS 3 platform packs serious performance in a convenient mini-tower or rackmount system with up to 120TB of backup storage and 4TB of RAM. For mission-critical applications of all sizes, the entire SIRIS family gives you the absolute best option for recovering your Windows and Linux machines.

Hybrid Cloud

UbiStor utilizes Hybrid Cloud technology to improve redundancy and give our customers greater protection of their systems and data. Hybrid Cloud continuity is simple in concept yet robust in feature set; it leverages the advantages of local backup and the security of the cloud. It starts with workstations and servers protecting data locally across the Local Area Network (LAN) to the SIRIS appliance. From there it is automatically transmitted to the secure UbiStor Cloud. This technology improves fault tolerance while reducing the reliance on bandwidth speed. The local device can act as a restore hub for everything from files to application and even full system fail over. Scheduling off-site data transfers can be critical for bandwidth management and successful offsite recovery. If the local device is lost to a disaster, data and systems that were transferred to the Cloud can act as a replica site for the business. A local only backup solution cannot ensure data integrity should a site wide disaster occur and this type of image-based backup is a superior technology versus outdated tape and local disc alternatives.

Image-Based Backup

SIRIS 3 uses image-based backup technology to take a complete picture of the workstation or server. Advantages include quick full system restores, easy recovery of individual files, bare metal restores (BMR) capability, and the ability to boot individual backups as virtual machines.

Instant Local Virtualization

Should a business experience a server failure, the system can be virtualized instantly on the local appliance. The advanced web interface allows for configuration of CPU and memory resources. Networking resources can also be configured dynamically, allowing for changes to be made without restarting the virtual machine. With the system now virtualized, the business can operate “business as usual” until it has the time to fix its server issue, without compromising any data or incurring any downtime.

Instant Off-site Virtualization

The SIRIS appliance protects clients from site-wide outages using instant off-site virtualization. In the event of a local disaster such as a fire or flood, the entire network can be recreated in the secure UbiStor Cloud in a matter of minutes. Secure connections are provided to employees and a business can resume normal operations.

Screen Shot Backup Verification

No more guessing if your backup is working properly. SIRIS 3 boots backups as virtual machines, capturing an image of the login page to give you visual proof that your data has been successfully backed up - an industry first.

End-to-End Encryption

All data is protected by AES-256 encryption both in transit and in the cloud. Additionally, users have the option to encrypt data locally, and passphrases can be specified per appliance or per protected machine to meet compliance regulations.

eDiscovery Software

eDiscovery gives our customers the ability to search keywords within their backup data, emails, and attachments and review in an easy to read format. Powered by the industry-leading Kroll Ontrack software, it is compatible with dozens of file formats and systems including Microsoft Exchange, SharePoint, and SQL server.

All-in-One Protection

Once all of your data is stored on a single device, there is now a single point of failure. While losing a drive is recoverable, losing many drives, the device, or the building is not easily recoverable. Datto provides a single, fully integrated cloud protection layer in every device to protect from even the worst disasters. Simply configure the device snapshot schedule, run the first snapshot, and the data is protected in the secure Datto Cloud.

User and Share Management

Create network drives in the control panel, add users, and then assign users to each share drive. Set permissions, public and private shares and manage admin access. Import users from Active Directory, and set group memberships, all from the configuration menus.

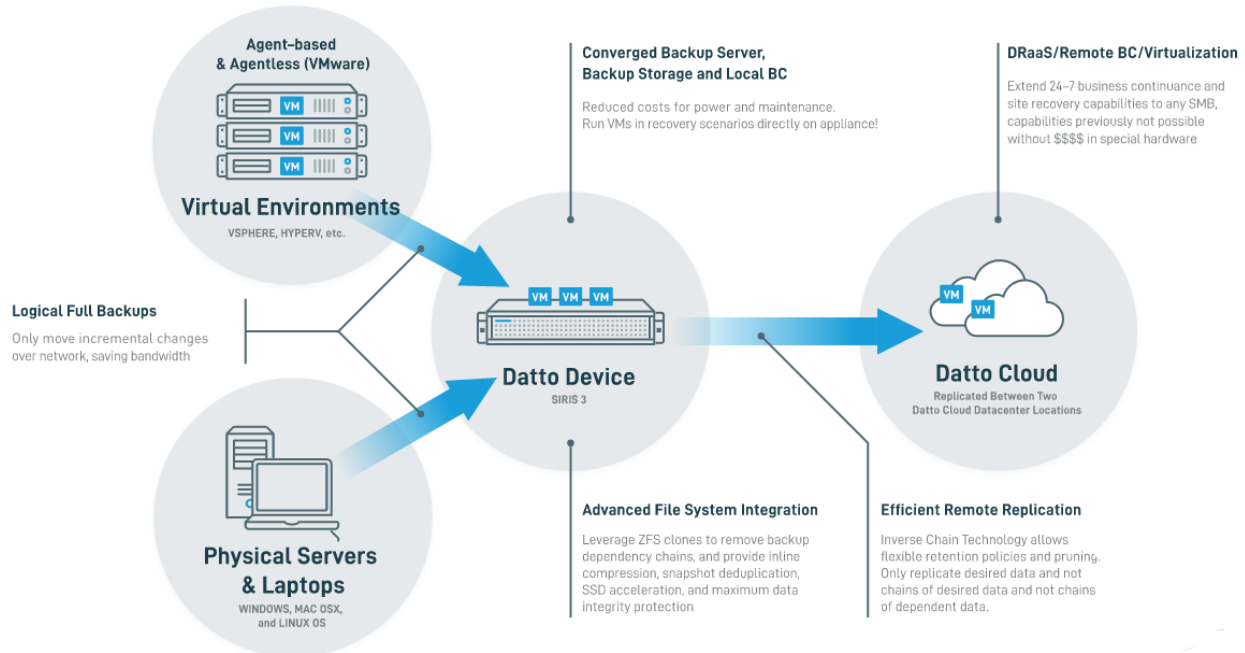
Cloud File Restore

If you support end users, someone eventually makes a mistake and deletes something they need. With cloud based file restore, access files from NAS cloud snapshots and provide them to end users to rapidly recover from accidents, and get users back to work.

Description of Services

A local backup and recovery appliance and integrated Cloud recovery solution that utilizes the customer's local area network and internet connections to allow them to encrypt, compress and retain their backup data locally and send a copy to our Cloud Data Center for offsite data retention and disaster recovery.

Solution Architecture



UbiStor SafeStor® Recovery Pricing and Terms

UbiStor's SafeStor® Recovery Services include the following:

Local Services:

(6) SIRIS 3 – B2000 Appliances
Local Virtualization and Recovery

Cloud Services:

1 Year Cloud Storage
Cloud System Recovery

Software:

Unlimited Windows and Linux Server Agents

Term:

36 Months

Monthly Pricing—1 TB Appliance

Qty.	Description	Price/Month	Monthly Cost
6	SIRIS 3 - B1000 with 1 Year Cloud Retention	\$273.75	\$1,642.50
Total:			\$1,642.50

One Time Fees

Qty.	Description	Unit Price	Total
6	SIRIS 3 - B1000 1TB Appliance	\$1,230.56	\$7,383.36
Total:			\$7,383.36

3 Year Costs: \$11,085.56

1 Year Cost Over 3 Years: \$3,695.19

1st Year Costs: \$4,515.56

Monthly Cost over 3 Years: \$307.92

This pricing is current as of the date of proposal and is valid for 30 days.

The hardware requirements may vary based on factors beyond UbiStor's control. If it is determined that additional hardware is required during the contract term, UbiStor will provide a separate price quotation for the increased capacity. Pricing for additional hardware will be based on current market rates. UbiStor is providing this quote based on the available information at the time of proposal generation. The work effort and cost estimate may be adjusted accordingly as new information is taken into account resulting from additional discovery or needed environmental remediation.

Assumptions

- 1TB of Front End Data (FET) to protect (per 2TB Appliance)
- 500GB of Front End Data (FET) to protect per 1TB Appliance)
- A lead time of up to 30 days is required for scheduling resources for this engagement

- Work to be performed during standard business hours defined as 0800 to 1700 central time zone, Monday-Friday
- Adequate bandwidth is available at any in-scope site(s) to support replication.

UbiStor Responsibilities

UbiStor will provide a remote monitoring and management solution you need to implement and operate a truly unified data backup and disaster recovery solution. UbiStor engineers will augment and enhance your IT staff to speed migration, reduce deployment time, and further improve your return on investment.

Functionality Included with Monthly Services

- Unlimited system licenses for Windows, Mac OSX, and Linux agents, (excluding X1)
- Snapshots of protected systems, applications, and files
- Replication of snapshots to the cloud for storage and retention
- Restoration of systems and individual files from the device and cloud
- On-Site Virtualization on the device, Hybrid Virtualization through the device to the Cloud, and Off-Site Virtualization in the Cloud
- 24/7/365 US-based technical support
- Every System is entitled to 30 days of Off-Site Virtualization per year, after which a \$175 fee per hour will apply
- Granular Recovery of Exchange, SQL, and SharePoint through unlimited licenses for Kroll OnTrack's software

Additional Notes

- All Business and Professional models are field upgradeable except X1, X2, B3000, and P10000. Only the E6000 and E12000 models are field upgradeable for the Enterprise models.
- All devices include a 5 year hardware warranty, except the SIRIS X and X2 which includes a 3 year warranty.
- Contracts require consecutive monthly service payments for the entire committed service term agreed to; commencing within forty-five (45) days of the invoice, or discount will be forfeited. If service contract is cancelled prior to end of committed service term, a lump sum payment for remaining service contract term will be due immediately. Service contracts are non-transferrable.
- All time-based cloud retention follows the schedule below:
 - Intra-dailies to dailies after 7 days
 - Dailies to weeklies after 2 weeks
 - Weeklies to monthlies after 6 weeks
- Switching to Infinite Cloud Retention (ICR), if not selected at time of device purchase, is subject to a conversion fee. The conversion fee is waived for new devices and/or devices that have been purchased within the last 45 days.

Customer Responsibilities

- Designate a knowledgeable contact(s) to participate in the project kickoff meeting and for all necessary communications, access and hands-on customer-environment tasks relative to this project
- Provide UbiStor with reasonable access to and from all areas and systems affected by the performance of tasks defined in the UbiStor Responsibilities section of this document
- Configuration of the appliance including all backups, schedules, retentions and notifications
- All Customer site Internet and WAN/LAN connectivity for the backup solution
- Installation of appliance at the customer site
- Deployment of the backup agents on all machines that require protection
- Manage daily backups, review verifications and alerts, and perform restores of the protected systems

About UbiStor

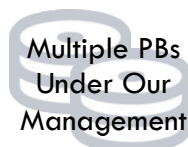
UbiStor, Inc. is a privately held managed services company founded in 2001 by a group of seasoned Fortune 500 executives having decades of experience in the disaster-recovery and business-continuity arena. UbiStor possesses core competencies that include:

- Data Protection and Disaster Recovery-as-a-Service (DRaaS)
- Enterprise-Wide Data Management
- Infrastructure-as-a-Service (IaaS) Solutions

No matter the size of your organization, the consequences of system downtime in a complex, internet-connected world can jeopardize your company's survival. You have much to consider: lost productivity, unhappy customers, financial penalties, and compliance issues. Data is your lifeblood, but your applications are the heart of your operation. Advancements in virtual technology and business modeling have dispelled all excuses – you must be DR-hardened with specific Recovery Time (RTO) and Recovery Point Objectives (RPO). Now, more than ever, you can afford systems protection and recovery exemplified in UbiStor's remarkably accommodating Disaster Recovery services.

We provide high-quality, cost-effective managed services with a consultative approach, making sure you understand how technology can reduce the risk to your business. At the highest level of execution, we are focused on helping you Protect, Manage, and Recover your data and applications, emphasizing proactive response in the evolving business discipline of enterprise-wide data management and system recovery.

Client satisfaction is woven into our company culture. Our references — from singular, specialized projects to complex data management and disaster recovery services — range across a broad base of industries. We have multiple petabytes of data under our management and have helped numerous clients make smart, revenue-enhancing choices around their data protection, disaster recovery, and cloud strategies.



From: Keith Lukes klukes@ubistor.com
Subject: RE: REQUEST FOR PROPOSALS FOR TECHNOLOGY BACKUP SERVICES: UbiStor
Date: September 6, 2018 at 1:33 PM
To: Rasul Monoshev rmonoshev@magnoliapublicschools.org
Cc: Morgan Lange mlange@ubistor.com, it@magnoliapublicschools.org, sales sales@ubistor.com



Rasul,

See my answers below in **RED**. I hope that helps.

Thanks!

Keith Lukes | Director of Channel Solutions | U B I S T O R
p: +1 847.585.1481 / www.ubistor.com

Contact the Channel Sales Team:
866-312-STOR – Option 3 | sales@ubistor.com

From: Rasul Monoshev [<mailto:rmonoshev@magnoliapublicschools.org>]
Sent: Thursday, September 6, 2018 3:10 PM
To: Keith Lukes <klukes@ubistor.com>
Cc: Morgan Lange <mlange@ubistor.com>; it@magnoliapublicschools.org; sales <sales@ubistor.com>
Subject: Re: REQUEST FOR PROPOSALS FOR TECHNOLOGY BACKUP SERVICES: UbiStor

Keith,

Thanks. I quickly went through those and have following questions:

- May I get 1TB and 2TB quotes separately please?

I created separate quotes for the B1000 and the B2000. See attached.

- It says Siris 3 B1000 1TB appliance with 1 year cloud retention for monthly price.

So, am I paying one time to purchase the appliance and at the same time paying for the appliance lease for the purchased one? (Double payment)

No. There is a one time fee for the appliance and a monthly fee for the services for that appliance. They are separate, so you are not paying twice for the appliance.

- And this one below, I didn't understand a thing:

One Time Fee = \$1,230.56
Monthly Fee = \$273.75
Term = 36 Months

3 Year Costs: $\$11,085.56 = \$1,230.56 + (36 * \$273.75)$
1 Year Cost Over 3 Years: $\$3,695.19 = \$11,085.56 / 3$
1st Year Costs: $\$4,515.56 = \$1,230.56 + (12 * \$273.75)$

Monthly Cost over 3 Years: $\$307.92 = \$11,085.56 / 36$

— Rasul

On Sep 6, 2018, at 1:02 PM, Keith Lukes <klukes@ubistor.com> wrote:

<Proposal - Magnolia Public Schools - PCM - SSR (New Sites) - 180625MAL-02 - 180906.pdf>



Proposal -
Magnol...B).pdf



Proposal -
Magnol...B).pdf



To: Magnolia Public Schools
From: Patrick Ontiveros, MPS General Counsel
Date: September 13, 2018

RE: Approval to award the technology back up services contract

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the proposal pertaining to the above matter.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros
MPS General Counsel

A handwritten date "9/7/18" in blue ink.

Date

A handwritten signature in blue ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava
MPS CEO & Superintendent

A handwritten date "9/7/18" in blue ink.

Date

Cover Sheet

MPS Chromebooks RFP award for 2018-19 Fiscal Year

Section: III. Action Items
Item: C. MPS Chromebooks RFP award for 2018-19 Fiscal Year
Purpose: Vote
Submitted by:
Related Material: III C MPS Chromebooks Item.pdf



Board Agenda Item #	III C- Action Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Suat Acar, MPS Chief Operations Officer
RE:	<p>Approval of RFP for MSA-8 and Santa Diego Chromebooks procurement</p> <p>Recommendations:</p> <p>HP G5 Chromebooks (based on pricing for 70 units for MSA-8)</p> <ul style="list-style-type: none"> • Vendor – Staples Business • Pricing per unit for HP Chromebook 14 G5 – \$223.52 • Google license – \$24.50 <p>Lenovo N42 Chromebooks (based on pricing for 150 units for MSA San Diego)</p> <ul style="list-style-type: none"> • Vendor – Staples Business • Pricing per unit for Lenovo N42-20– \$199.94 • Google license – \$24

Proposed Board Recommendation

I move that the board awards the winning bid according to vendor evaluation matrix and adopt the purchase of Chromebooks for Magnolia Science Academy(MSA)-8 and MSA San Diego operating within the approved budgeted amounts. Should there be a similar need for any other Magnolia Public Schools(MPS), the approved vendor, machine model, and price will be used between dates September 13th , 2018 – June 30th , 2019.

Background

Due to the enrollment increase and some Chromebooks need replacement, the additional mobile devices for students need to be purchased. These are the following reasons for releasing RFP for two different models:

- The newer model HP G5 has a larger screen and is much faster.
- Some schools want to purchase Lenovo model in order to keep the uniformity across the school with their older purchases. (At the time of the evaluating received bids, MSA-3 got three alternative quotes for Lenovo N22 model for 50 Chromebooks).



The MPS IT Department opened the RFP process for which the due date was August 31, 2018. The RFP evaluation committee is consisted of MPS CAO, Mr. E. Acar, and MPS IT Director, Mr. R. Monoshev. The committee evaluated the only bid received and recommends awarding of the bid to Staples Business for both HP and Lenovo models.

Factor	Weight
Cost of products and services (required, highest weight)	40%
Functionality/completeness/specifications of proposed solution	30%
Vendor: qualifications, credentials, certifications, experience, references	20%
Contract terms and conditions	10%
Total	100.00%

Budget Implications

The purchase of MSA-8 (\$19,197.81) and MSA San Diego (\$36,790.15) Chromebooks is budgeted.

Name of Staff Originator: Rasul Monoshev

Attachments:

- RFP
- Bid evaluation matrix
- Received bids

MPS Chromebooks bid evaluation matrix

Received Price Quotes for MPS Chromebooks for 2018-19 fiscal year

HP G5 Chromebooks

	MJP Technologies	Digital Synergy	Staples	CDWG	Trinity 3 Technology
Total price for 70 Chromebooks with license (40%)	\$22,435.19	\$21,227.16	\$19,197.81	\$20,036.10	\$20,300.00
Functionality/specification of items(30%)	HP Chromebook 14 G5 14" LCD Chromebook - Intel Celeron N3350 Dual-core (2 Core) 1.10 GHz - 4 GB LPDDR4 - 32 GB Flash Memory - Chrome OS - 1366 x 768 - Twisted nematic (TN) - Intel HD Graphics 500 LPDDR4 - Bluetooth - Front Camera/Webcam - IEEE 802.11ac - 2 x USB 3.1 Ports - USB Type-C - 10 Hour Battery Run Time N3350 4GB 32GB 14IN BT CHROME California Electronic Waste Recycling Fee (**NEW RATES** Effective as of Jan. 1, 2017): -\$5: 4" to 14.9" display -\$6: 15" to 34.9" display -\$7: 35" display and above GOOGLE INC : Google Chrome OS Management Console License, Education	Description/Model: Brand: HP Model Name: Chromebook 14 G5 Operating System: Chrome OS CPU: Intel Celeron N3350 Memory Ram: 4 GB, Hard Drive Type: SSD, Size: 32 GB, Screen Size: 14 Academic Google Chrome OS Management License	HP Chromebook 14 G5 Celeron N3350 / 1.1 GHz - Google Chrome OS 64 - 4 GB RAM - 32 GB eMMC - 14" TN 1366 x 768 (HD) - HD Graphics 500 - Wi-Fi, Bluetooth - kbd: US - promo Google Chrome OS Management Console License - academic	HP Chromebook 14 G5 - 14" - Celeron N3350 - 4 GB RAM - 16 70 GB SSD - US Mfg. Part#: 3NU63UT#ABA UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001) Google Chrome Management Console License 70 Mfg. Part#: CROSSWISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	HP Chromebook 14 G5 - 14" - Celeron N3350 - 4 GB RAM - 16 70 GB SSD - US Mfg. Part#: 3NU63UT#ABA UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001) Google Chrome Management Console License 70 Mfg. Part#: CROSSWISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)
Vendor Qualifications(20%)	Well Qualified	Well Qualified	Well Qualified	Well Qualified	Well Qualified
Terms and Conditions(10%)	Good	Good	Good	Good	Good
Evaluation					
Pricing including tax (Max 40 points)	25	30	40	35	34
Functionality/specification of items (Max 30 points)	30	30	30	30	30
Vendor Qualifications (Max 20 points)	20	20	20	20	20
Terms and Conditions (Max 10 points)	10	10	10	10	10
	85	90	100	95	94

The Winning bid is Staples

Lenovo Chromebooks

	Digital Synergy	Staples	CDWG	Trinity 3 Technology
Total price for 150 Chromebooks with license (40%)	\$39,482.81	\$36,790.15	\$38,143.86	\$42,600.00
Functionality/specification of items(30%)	Lenovo N42-20 Chromebook - 14" - Celeron N3060 - 4 GB RAM - 32 GB SSD Processor Intel Celeron N3060 / 1.6 GHz (2.48 GHz) / 2 MB Cache Max Turbo Speed 2.48 GHz Number of Cores Dual-Core Memory 4 GB DDR3L (provided memory is soldered) Storage 32 GB - eMMC SSD Display 14" LED backlight 1366 x 768 / HD LCD Backlight Technology LED backlight Resolution 1366 x 768 (HD) Widescreen Yes Features Anti-glare Graphics Intel HD Graphics 400 Integrated Webcam Yes Networking 802.11b/g/n/ac Battery 3-cell - up to 11 hours Interfaces 2 x USB 3.0 Memory Card Reader 2 in 1 (SD Card, MultiMediaCard) Academic Google Chrome OS Management License	Lenovo N42-20 Chromebook 80US Celeron N3060 / 1.6 GHz - Chrome OS - 4 GB RAM - 16 GB eMMC - 14" 1366 x 768 (HD) - HD Graphics 400 - Wi-Fi - black Google Chrome OS Management Console License - academic	Lenovo N42-20 Chromebook - 14" - Celeron N3060 - 4 GB RAM 150 - 32 GB SSD Mfg. Part#: 80US0002US UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001) Google Chrome Management Console License 150 Mfg. Part#: CROSSWISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	Lenovo N42-20 Chromebook - 14" - Celeron N3060 - 4 GB RAM 150 - 32 GB SSD Mfg. Part#: 80US0002US UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001) Google Chrome Management Console License 150 Mfg. Part#: CROSSWISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)
Vendor Qualifications(20%)	Well Qualified	Well Qualified	Well Qualified	Well Qualified
Terms and Conditions(10%)	Good	Good	Good	Good
Evaluation				
Pricing including tax (Max 40 points)	33	40	35	30
Functionality/specification of items (Max 30 points)	30	30	30	30
Vendor Qualifications (Max 20 points)	20	20	20	20
Terms and Conditions (Max 10 points)	10	10	10	10
	93	100	95	90

The Winning bid is Staples



REQUEST FOR PROPOSALS FOR MSA SAN DIEGO AND MSA-8 CHROMEBOOKS

(Due Date – August 31 2018)

PURPOSE

Magnolia Public Schools (MPS) is soliciting proposals for the purchase of Chromebooks at Magnolia Science Academy (MSA) – San Diego and MSA-8. *Should there be a need for any other MPS schools listed below between dates July 1st, 2018 – June 30th, 2019, the approved vendor, the Chromebook (and carts) model, and the price will be used for the purchase:*

MSA-1	18238 Sherman Way, Reseda, CA 91335
MSA-2	17125 Victory Blvd., Van Nuys, CA 91406
MSA-3	1254 East Helmick Street, Carson, CA 90746
MSA-4	11330 West Graham Place, Los Angeles, CA 90064
MSA-5	18230 Kittridge St., Reseda, CA 91335
MSA-6	3754 Dunn Dr., Los Angeles, CA 90034
MSA-7	18355 Roscoe Boulevard, Northridge, CA 91325
MSA-8	6411 Orchard Ave., Bell, CA 90201
MSA-Santa Ana	2840 W. 1st Street, Santa Ana, CA 92703
MSA-San Diego	6525 Estrella Ave., San Diego, CA 92120

GENERAL TERMS AND CONDITIONS FOR RFP PROPOSAL GUIDELINES

1. Each item request and guideline in this RFP must be properly addressed in the proposal.
2. All equipment in the submitted proposal must conform to specifications provided in this RFP.
3. The Vendor must provide terms of warranty on all products
4. The Vendor shall provide a clear itemized breakdown of equipment and services costs.
5. The Vendor must provide an estimated timeline for product delivery.
6. Proposal must be valid for 60 days.



All questions regarding this RFP should be addressed in writing to Rasul Monoshev, MPS IT Director at rmonoshev@magnoliapublicschools.org.

PROPOSAL SUBMISSION

Proposals are to be submitted for receipt no later than **5:00 PM PST, Friday, 08/31/2018** and may be delivered as follows:

- Email it@magnoliapublicschools.org
- Mail to: Rasul Monoshev, MPS Chromebooks 2018

Magnolia Public Schools, 250 East First St STE1500, Los Angeles, CA 90012

ACCEPTANCE/REJECTION OF PROPOSAL SUBMISSIONS

MPS reserves the right to accept or reject any and all proposals or any portion of any and all proposals at their discretion. While price is an important consideration, it will not be the sole determining factor in the selection of a Vendor. Payments will not be made nor orders submitted until after the MPS Board of Directors has accepted a proposal and awarded it as the winning proposal submission. A contract will be entered into between MPS and the Vendor after the aforementioned approvals..

PAYMENT

Payment 60 days after invoice date. The payment will not be issued until after both the Vendor and MPS agree that the project is complete and meets all requirements.

RFP Revisions

MPS reserves the right to modify or issue amendments to this RFP at any time. MPS also reserves the right to cancel or reissue this RFP at any time. Notices will be posted to <http://magnoliapublicschools.org>. It is the sole responsibility of the proposer to monitor the URL for posting of such information.



RFP EVALUATION

All qualified, responsive proposals will be evaluated using the following factors and weights.

Factor	Weight
Cost of products and services (required, highest weight)	40%
Functionality/completeness/specifications of proposed solution	30%
Vendor: qualifications, credentials, certifications, experience, references	20%
Contract terms and conditions	10%
Total	100.00%

RFP Evaluation Committee

The RFP Evaluation committee members are as follows:

1. Erdinc Acar, Chief Academic Officer
2. Rasul Monoshev, IT Director

EQUIPMENT & SERVICES SPECIFICATIONS

Magnolia Science Academy-San Diego:

- **Item 1:**
Quantity: 70
Description/Model:
Brand: HP **Model Name:** Chromebook 14 G5 **Operating System:** Chrome OS
CPU: Intel Celeron N3350 **Memory Ram:** 4 GB, **Hard Drive Type:** SSD, **Size:** 32 GB, **Screen Size:** 14"
- **Item 2:**
Quantity: 70
Description/Model: Academic Google Chrome OS Management License
Domain: magnoliascience.org



Delivery/Shipping

NOTE: No dock at this location.

Ship to Address:

Magnolia Science Academy-San Diego

6525 Estrella Ave San Diego, CA 92120

Bill to Address:

Magnolia Science Academy-San Diego

Magnolia Public Schools, 250 East First St STE1500, Los Angeles, CA 90012



Magnolia Science Academy-8:

- **Item 1:**

Quantity: 150

Description/Model:

Brand: Lenovo **Model Name:** N42 Chromebook

- Operating System: Chrome OS
- Processor: Intel Celeron N3060 1.6GHz (Turbo up to 2.48GHz), 2MB Cache; Processor Core: Dual-Core
- Screen Size: 14"; Aspect Ratio: 16:9; Resolution: 1366 x 768; Display Type: HD Anti-Glare LED-backlit; Graphics: Intel HD Graphics 400
- Memory: 4GB DDR3 (on-board); Hard Drive: 16GB eMMC Solid State Drive; Wireless: 802.11 ac; Bluetooth: Yes
- Battery: 3-cell Lithium Polymer; Audio: Integrated HD Audio; Webcam: 720p HD; Microphone: Integrated; Keyboard: Non-Backlit; Pointing Device: Touchpad
- I/O Ports: USB 3.0: 2; HDMI: 1; Combo Headphone/Mic Jack: 1

- **Item 2:**

Quantity: 150

Description/Model: Academic Google Chrome OS Management License and Support **Domain:** magnoliascience.org

Delivery/Shipping

NOTE: No dock at this location.

Ship to Address:

Magnolia Science Academy-8



6411 Orchard Ave., Bell, CA 90201

Bill to Address:

Magnolia Science Academy-8

Magnolia Public Schools, 250 East First St STE1500, Los Angeles, CA 90012



Quote

Date: 8/31/2018

Quote #: 831187

Vendor #: Staples Technology

Expiration Date: 60 Days

Remit Payments To:

Staples Technology Solutions

P.O. Box 95230

Chicago, IL 60694-5230

Bill To:
Magnolia Science Academy-SD
250 East First St Ste 1500
Los Angeles, CA 90012

Ship To:
Magnolia Science Academy-SD
6525 Estrella Ave
San Diego, CA 92120

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Due Date
Tray	Chromebooks	BEST WAY	N/A	ASAP	Net30	ASAP

Qty	Item #	Description	Unit Price	Line Total
70	3NU63UT	HP Chromebook 14 G5 Celeron N3350 / 1.1 GHz - Google Chrome OS 64 - 4 GB RAM - 32 GB eMMC - 14" TN 1366 x 768 (HD) - HD Graphics 500 - Wi-Fi, Bluetooth - kbd: US - promo	\$223.52	\$ 15,646.40
70	CROS-SW-DIS-EDU	Google Chrome OS Management Console License - academic	\$24.50	\$ 1,715.00
			Subtotal	\$ 17,361.40
			Sales Tax	\$ 1,486.41
			CA Ewaste Fee	\$ 350.00
			Total	\$ 19,197.81

Free Freight

Thank you for your business!

Quote



Date: 8/31/2018
 Quote #: 831184
 Vendor #: Staples Technology
 Expiration Date: 60 Days

Remit Payments To:
 Staples Technology Solutions
 P.O. Box 95230
 Chicago, IL 60694-5230

Bill To:
 Magnolia Science Academy-8
 250 East First St Ste 1500
 Los Angeles, CA 90012

Ship To:
 Magnolia Science Academy-8
 6411 Orchard Ave.,
 Bell, CA 90201

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Due Date
Tray	Chromebooks	BEST WAY	N/A	ASAP	Net30	ASAP

Qty	Item #	Description	Unit Price	Line Total
150	80US0000US	Lenovo N42-20 Chromebook 80US Celeron N3060 / 1.6 GHz - Chrome OS - 4 GB RAM - 16 GB eMMC - 14" 1366 x 768 (HD) - HD Graphics 400 - Wi-Fi - black	\$199.94	\$ 29,991.00
150	CROS-SW-DIS-EDU	Google Chrome OS Management Console License - academic	\$24.00	\$ 3,600.00
			Subtotal	\$ 33,591.00
			Sales Tax	\$ 2,849.15
			CA Ewaste Fee	\$ 350.00
			Total	\$ 36,790.15

Free Freight

Thank you for your business!

Limited Warranty and Support Guide

Before contacting the HP Customer Support Center, it's important to have the following information handy.

Please take a moment to write down your product information for future reference.

The first four items on the list (Model Number, Product Number, Serial Number, and Software Build Number) can be viewed by pressing the Ctrl+Alt+S keys on the keyboard at the same time.

Model Number: _____

System (Product) Number: _____

Serial Number: _____

Software Build Number: _____

Operating System: _____

Purchase Date: _____

Hardware Limited Warranty

HP Product	Duration
Hardware	One-year limited warranty One-year technical support

General Terms

This HP Hardware Limited Warranty gives you, the customer, express limited warranty rights from HP, the manufacturer. Please refer to HP's Web site for an extensive description of your limited warranty entitlements. In addition, you may also have other legal rights under applicable local law or special written agreement with HP.

HP MAKES NO OTHER EXPRESS WARRANTY OR CONDITION, WHETHER WRITTEN OR ORAL, AND HP EXPRESSLY DISCLAIMS ALL WARRANTIES AND CONDITIONS NOT STATED IN THIS LIMITED WARRANTY. TO THE EXTENT ALLOWED BY THE LOCAL LAW OF JURISDICTIONS OUTSIDE THE UNITED STATES, HP DISCLAIMS ALL IMPLIED WARRANTIES OR CONDITIONS, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FOR ALL TRANSACTIONS OCCURRING IN THE UNITED STATES, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, SATISFACTORY QUALITY, OR FITNESS FOR A PARTICULAR PURPOSE IS LIMITED TO THE DURATION OF THE EXPRESS WARRANTY SET FORTH ABOVE. SOME STATES OR COUNTRIES/REGIONS DO NOT ALLOW A LIMITATION ON HOW LONG AN IMPLIED WARRANTY LASTS OR THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR CONSUMER PRODUCTS. IN SUCH STATES OR COUNTRIES/REGIONS, SOME EXCLUSIONS OR LIMITATIONS OF THIS LIMITED WARRANTY MAY NOT APPLY TO YOU.

THE LIMITED WARRANTY TERMS CONTAINED IN THIS STATEMENT, EXCEPT TO THE EXTENT LAWFULLY PERMITTED, DO NOT EXCLUDE, RESTRICT, OR MODIFY BUT ARE IN ADDITION TO THE MANDATORY STATUTORY RIGHTS APPLICABLE TO THE SALE OF THIS PRODUCT TO YOU.

This Limited Warranty is applicable in all countries/regions and may be enforced in any country/region where HP or its authorized service providers offer warranty service for the same product model number subject to the terms and conditions set forth in this Limited Warranty.

Under the HP Global Limited Warranty program, products purchased in one country/region may be transferred to another country/region, where HP or its authorized service providers offer warranty service for the same product model number, without voiding the warranty. Warranty terms, service availability, and service response times may vary from country/region to country/region. Standard warranty service response time is subject to change due to local parts availability. If so, your HP authorized service provider can provide you with details.

HP is not responsible for any tariffs or duties that may be incurred in transferring the products. Transfer of the products may be covered by export controls issued by the United States or other governments.

This Limited Warranty applies only to HP-branded and Compaq-branded hardware products (collectively referred to in this Limited Warranty as "HP Hardware Products") sold by or leased from Hewlett-Packard Company, its worldwide subsidiaries, affiliates, authorized resellers, or country/region distributors (collectively referred to in this Limited Warranty as "HP") with this Limited Warranty. The term "HP Hardware Product" is limited to the hardware components and required firmware. The term "HP Hardware Product" DOES NOT include any software applications or programs; non-HP products or non-HP branded peripherals. All non-HP products or non-HP branded peripherals external to the HP Hardware Product — such as external storage subsystems, displays, printers, and other peripherals — are provided "AS IS" without HP warranty. However, non-HP manufacturers and suppliers, or publishers may provide their own warranties directly to you.

HP warrants that the HP Hardware Products that you have purchased or leased from HP are free from defects in materials or workmanship under normal use during the Limited Warranty Period. The Limited Warranty Period starts on the date of purchase or lease from HP or from the date HP completes installation. Your dated sales or delivery receipt, showing the date of purchase or lease of the product, is your proof of the purchase or lease date. You may be required to provide proof of purchase or lease as a condition of receiving warranty service. You are entitled to hardware warranty service according to the terms and conditions of this document if a repair to your HP Hardware Product is required within the Limited Warranty Period.

Unless otherwise stated, and to the extent permitted by local law, new HP Hardware Products may be manufactured using new materials or new and used materials equivalent to new in performance and reliability. HP may repair or replace HP Hardware Products (a) with new or previously used products or parts equivalent to new in performance and reliability or (b) with equivalent products to an original

product that has been discontinued. Replacement parts are warranted to be free from defects in material or workmanship for ninety (90) days or, for the remainder of the Limited Warranty Period of the HP Hardware Product they are replacing or in which they are installed, whichever is longer.

During the Limited Warranty Period, HP will, at its discretion, repair or replace any defective component. All component parts or hardware products removed under this Limited Warranty become the property of HP. In the unlikely event that your HP Hardware Product has recurring failures, HP, at its sole discretion, may elect to provide you with (a) a replacement unit of HP's choosing that is the same or equivalent to your HP Hardware Product in performance or (b) to give you a refund of your purchase price or lease payments (less interest) instead of a replacement. This is your exclusive remedy for defective products.

Exclusions

HP does not warrant that the operation of this product will be uninterrupted or error-free. HP is not responsible for damage that occurs as a result of your failure to follow the instructions intended for the HP Hardware Product.

This Limited Warranty does not apply to expendable or consumable parts and does not extend to any product from which the serial number has been removed or that has been damaged or rendered defective (a) as a result of accident, misuse, abuse, contamination, improper or inadequate maintenance or calibration, or other external causes; (b) by operation outside the usage parameters stated in the user documentation that shipped with the product; (c) by software, interfacing, parts, or supplies not supplied by HP; (d) by improper site preparation or maintenance; (e) by virus infection; (f) from loss or damage in transit; or (g) by modification or service by anyone other than (i) HP, (ii) an HP authorized service provider, or (iii) your own installation of end-user-replaceable HP or HP-approved parts if available for your product in the servicing country/region.

YOU SHOULD MAKE PERIODIC BACKUP COPIES OF THE DATA STORED ON YOUR HARD DRIVE OR OTHER STORAGE DEVICES AS A PRECAUTION AGAINST POSSIBLE FAILURES, ALTERATION, OR LOSS OF THE DATA. BEFORE RETURNING ANY UNIT FOR SERVICE, BE SURE TO BACK UP DATA AND REMOVE ANY CONFIDENTIAL, PROPRIETARY, OR PERSONAL INFORMATION. HP IS NOT RESPONSIBLE FOR DAMAGE TO OR LOSS OF ANY PROGRAMS, DATA, OR REMOVABLE STORAGE MEDIA. HP IS NOT RESPONSIBLE FOR THE RESTORATION OR REINSTALLATION OF ANY

PROGRAMS OR DATA OTHER THAN SOFTWARE INSTALLED BY HP WHEN THE PRODUCT IS MANUFACTURED. UNITS SENT IN FOR SERVICE MAY HAVE THE DATA ERASED FROM THE HARD DRIVE AND THE PROGRAMS RESTORED TO THEIR ORIGINAL STATE.

Exclusive Remedy

TO THE EXTENT ALLOWED BY APPLICABLE LOCAL LAW, THESE TERMS AND CONDITIONS CONSTITUTE THE COMPLETE AND EXCLUSIVE WARRANTY AGREEMENT BETWEEN YOU AND HP REGARDING THE HP HARDWARE PRODUCT YOU HAVE PURCHASED OR LEASED. THESE TERMS AND CONDITIONS SUPERSEDE ANY PRIOR AGREEMENTS OR REPRESENTATIONS — INCLUDING REPRESENTATIONS MADE IN HP SALES LITERATURE OR ADVICE GIVEN TO YOU BY HP OR AN AGENT OR EMPLOYEE OF HP — THAT MAY HAVE BEEN MADE IN CONNECTION WITH YOUR PURCHASE OR LEASE OF THE HP HARDWARE PRODUCT. No change to the conditions of this Limited Warranty is valid unless it is made in writing and signed by an authorized representative of HP.

Limitation of Liability

IF YOUR HP HARDWARE PRODUCT FAILS TO WORK AS WARRANTED ABOVE, HP'S MAXIMUM LIABILITY UNDER THIS LIMITED WARRANTY IS EXPRESSLY LIMITED TO THE LESSER OF THE PRICE YOU HAVE PAID FOR THE PRODUCT OR THE COST OF REPAIR OR REPLACEMENT OF ANY HARDWARE COMPONENTS THAT MALFUNCTION IN CONDITIONS OF NORMAL USE.

EXCEPT AS INDICATED ABOVE, IN NO EVENT WILL HP BE LIABLE FOR ANY DAMAGES CAUSED BY THE PRODUCT OR THE FAILURE OF THE PRODUCT TO PERFORM, INCLUDING ANY LOST PROFITS OR SAVINGS OR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES. HP IS NOT LIABLE FOR ANY CLAIM MADE BY A THIRD PARTY OR MADE BY YOU FOR A THIRD PARTY.

THIS LIMITATION OF LIABILITY APPLIES WHETHER DAMAGES ARE SOUGHT, OR A CLAIM MADE, UNDER THIS LIMITED WARRANTY OR AS A TORT CLAIM (INCLUDING NEGLIGENCE AND STRICT PRODUCT LIABILITY), A CONTRACT CLAIM, OR ANY OTHER CLAIM. THIS LIMITATION OF LIABILITY CANNOT BE WAIVED OR AMENDED BY ANY PERSON. THIS LIMITATION OF LIABILITY WILL BE EFFECTIVE EVEN IF YOU HAVE ADVISED HP OR AN AUTHORIZED REPRESENTATIVE OF HP OF THE POSSIBILITY OF ANY SUCH DAMAGES. THIS LIMITATION OF LIABILITY, HOWEVER, WILL NOT APPLY TO CLAIMS FOR PERSONAL INJURY.

THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS. YOU MAY ALSO HAVE OTHER RIGHTS THAT MAY VARY FROM STATE TO STATE OR FROM COUNTRY/REGION TO COUNTRY/REGION. YOU ARE ADVISED TO CONSULT APPLICABLE STATE OR COUNTRY/REGION LAWS FOR A FULL DETERMINATION OF YOUR RIGHTS.

Limited Warranty Period

The Limited Warranty Period for an HP Hardware Product is a specified, fixed period commencing on the date of purchase. The date on your sales receipt is the date of purchase unless HP or your reseller informs you otherwise in writing.

Types of Warranty Service

To enable HP to provide the best possible support and service during the Limited Warranty Period, you may be directed by HP to verify configurations, load most recent firmware, install software patches, run HP diagnostics tests, or use HP remote support solutions where applicable.

HP strongly encourages you to accept the use of or to employ available support technologies provided by HP. If you choose not to deploy available remote support capabilities, you may incur additional costs due to increased support resource requirements. Listed below are the types of warranty support service that may be applicable to the HP Hardware Product you have purchased.

Customer Self Repair Warranty Service

In countries/regions where it is available, your HP Limited Warranty may include a customer self repair warranty service. If applicable, HP will determine in its sole discretion that customer self repair is the appropriate method of warranty service. If so, HP will ship approved replacement parts directly to you to fulfill your HP Hardware Product warranty service. This will save considerable repair time. After you contact the HP Technical Support Center and the fault diagnosis identifies that the problem can be fixed using one of these parts, a replaceable part can be sent directly to you. Once the part arrives, replace the defective part pursuant to the provided instructions and documentation. If further assistance is required, call the HP Technical Support Center, and a technician will assist you over the phone. In cases where the replacement part must be returned to HP, you must ship the defective part back to HP within a defined period of time, normally thirty (30) days. The defective part must be returned with the associated documentation in the provided shipping material. Failure to return the defective product may result in HP billing you for the replacement.

With a customer self repair, HP will pay all shipping and part return costs and determine the courier/carrier to be used. If customer self repair applies to you, please refer to your specific HP Hardware Product announcement. You can also obtain information on this warranty service on the HP Web site at:

<http://www.hp.com/support>

Pickup and Return Warranty Service

Your HP Limited Warranty may include a pickup and return warranty service. Under the terms of pickup and return service, HP will pick up the defective unit from your location, repair it, and return it back to your location. HP will incur all repair, logistics, and insurance costs in this process.

Carry-in Warranty Service

Under the terms of carry-in service, you will be required to deliver your HP Hardware Product to an authorized service location for warranty repair. You must prepay any shipping charges, taxes, or duties associated with transportation of the product to and from the service location. In addition, you are responsible for insuring any product shipped or returned to an authorized service location and assume risk of loss during shipping.

Service Upgrades

HP has a range of additional support and service coverage for your product that can be purchased locally. However, some support and related products may not be available in all countries/regions. For information on availability of service upgrades and the cost for these service upgrades, refer to the HP Web site at:

<http://www.hp.com/support>

Options and Software Limited Warranties

The Limited Warranty terms and conditions for most HP-branded options (HP Options) are as set forth in the Limited Warranty applicable to the HP Option and are included in the HP Option product packaging. If your HP Option is installed in an HP Hardware Product, HP may provide warranty service for either the period specified in the warranty documents (HP Option Limited Warranty Period) that shipped with the HP Option or for the remaining warranty period of the HP Hardware Product in which the HP Option is being installed, whichever period is the longer, but not to exceed three (3) years from the date you purchased the HP Option. The HP Option Limited Warranty Period starts from the date of purchase from HP or an HP

authorized reseller. Your dated sales or delivery receipt, showing the date of purchase of the HP Option, is your warranty start date. See your HP Option Limited Warranty for more details. Non-HP options are provided "AS IS." However, non-HP manufacturers and suppliers may provide warranties directly to you.

EXCEPT AS PROVIDED IN THE APPLICABLE SOFTWARE END-USER LICENSE OR PROGRAM LICENSE AGREEMENT, OR IF OTHERWISE PROVIDED UNDER LOCAL LAW, SOFTWARE PRODUCTS, INCLUDING ANY SOFTWARE PRODUCTS, FREWARE (AS DEFINED BELOW), AND THE OPERATING SYSTEM PREINSTALLED BY HP ARE PROVIDED "AS IS" AND WITH ALL FAULTS, AND HP HEREBY DISCLAIMS ALL OTHER WARRANTIES AND CONDITIONS, EITHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF TITLE AND NON-INFRINGEMENT, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, AND OF LACK OF VIRUSES. Some states/jurisdictions do not allow exclusion of implied warranties or limitations on the duration of implied warranties, so the above disclaimer may not apply to you in its entirety. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL HP OR ITS SUPPLIERS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS OR CONFIDENTIAL OR OTHER INFORMATION, FOR BUSINESS INTERRUPTION, FOR PERSONAL INJURY, FOR LOSS OF PRIVACY ARISING OUT OF OR IN ANY WAY RELATED TO THE USE OF OR INABILITY TO USE THE SOFTWARE PRODUCT) EVEN IF HP OR ANY SUPPLIER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND EVEN IF THE REMEDY FAILS OF ITS ESSENTIAL PURPOSE. Some states/jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

HP's only warranty obligations with respect to software distributed by HP under the HP brand name are set forth in the applicable end-user license or program license agreement provided with that software. If the removable media on which HP distributes the software proves to be defective in materials or workmanship within ninety (90) days of purchase, your sole remedy shall be to return the removable media to HP for replacement. For blank tape removable media, refer to the following Web site:

<http://h20000.www2.hp.com/bizsupport/TechSupport/Document.jspx?objectID=lpg50101>

It is your responsibility to contact non-HP manufacturers or suppliers for their warranty support.

Software Technical Support

Software technical support for your HP software, HP preinstalled third-party software, and third-party software purchased from HP is available from HP via multiple contact methods, including electronic media and telephone, for ninety (90) days from date of purchase. See "Contacting HP" for online resources and telephone support. Any exceptions to this will be specified in your End-User License Agreement (EULA).

Software technical support includes assistance with:

- Answering your installation questions (how-to, first steps, and prerequisites).
- Setting up and configuring the software (how-to and first steps). **Excludes** system optimization, customization, and network configuration.
- Interpreting system error messages.
- Isolating system problems to software usage problems.
- Obtaining support pack information or updates.

Software technical support does NOT include assistance with:

- Generating or diagnosing user-generated programs or source codes.
- Installing of non-HP products.

Contacting HP

If your product fails during the Limited Warranty Period and the suggestions in the product documentation do not solve the problem, you can receive support by doing the following:

Locate your nearest HP Support location via the Web at:

<http://www.hp.com/support>

Contact your authorized HP dealer or authorized service provider, and be sure to have the following information available before you call:

- Product serial number, model name, and model number
- Applicable error messages
- Add-on options
- Operating system
- Third-party hardware or software
- Detailed questions

End-User License Agreement

PLEASE READ CAREFULLY BEFORE USING THIS

EQUIPMENT: This End-User license Agreement ("EULA") is a legal agreement between (a) you (either an individual or a single entity) and (b) Hewlett-Packard Company ("HP") that governs your use of any Software Product, installed on or made available by HP for use with your HP product ("HP Product"), that is not otherwise subject to a separate license agreement between you and HP or its suppliers. Other software may contain a EULA in its online documentation. The term "Software Product" means computer software and may include associated media, printed materials and "online" or electronic documentation. An amendment or addendum to this EULA may accompany the HP Product.

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b. Storage. You may copy the Software Product into the local memory or storage device of the HP Product.

c. Copying. You may make archival or back-up copies of the Software Product, provided the copy contains all of the original Software Product's proprietary notices and that it is used only for back-up purposes.

d. Reservation of Rights. HP and its suppliers reserve all rights not expressly granted to you in this EULA.

e. Freeware. Notwithstanding the terms and conditions of this EULA, all or any portion of the Software Product which constitutes non-proprietary HP software or software provided under public license by third parties ("Freeware"), is licensed to you subject to the terms and conditions of the software license agreement accompanying such Freeware whether in the form of a discrete agreement, shrink wrap license or electronic license terms accepted at time of download. Use of the Freeware by you shall be governed entirely by the terms and conditions of such license.

f. Recovery Solution. Any software recovery solution provided with/for your HP Product, whether in the form of a hard disk drive-based solution, an external media-based recovery solution (e.g. floppy disk, CD or DVD) or an equivalent solution delivered in any other form, may only be used for restoring the hard disk of the HP Product with/for which the recovery solution was originally purchased. The use of any Microsoft operating system software contained in such recovery solution shall be governed by the Microsoft License Agreement.

2. UPGRADES. To use a Software Product identified as an upgrade, you must first be licensed for the original Software Product identified by HP as eligible for the upgrade. After upgrading, you may no longer use the original Software Product that formed the basis for your upgrade eligibility.

3. ADDITIONAL SOFTWARE. This EULA applies to updates or supplements to the original Software Product provided by HP unless HP provides other terms along with the update or supplement. In case of a conflict between such terms, the other terms will prevail.

4. TRANSFER.

a. Third Party. The initial user of the Software Product may make a one-time transfer of the Software Product to another end user. Any transfer must include all component parts, media, printed materials, this EULA, and if applicable, the Certificate of Authenticity. The transfer may not be an indirect transfer, such as a consignment. Prior to the transfer, the end user receiving the transferred product must agree to all the EULA terms. Upon transfer of the Software Product, your license is automatically terminated.

b. Restrictions. You may not rent, lease or lend the Software Product or use the Software Product for commercial timesharing or bureau use. You may not sublicense, assign or transfer the license or Software Product except as expressly provided in this EULA.

5. PROPRIETARY RIGHTS. All intellectual property rights in the Software Product and user documentation are owned by HP or its suppliers and are protected by law, including but not limited to United States copyright, trade secret, and

trademark law, as well as other applicable laws and international treaty provisions. You shall not remove any product identification, copyright notices or proprietary restrictions from the Software Product.

6. LIMITATION ON REVERSE ENGINEERING. You may not reverse engineer, decompile, or disassemble the Software Product, except and only to the extent that the right to do so is mandated under applicable law notwithstanding this limitation or it is expressly provided for in this EULA.

7. TERM. This EULA is effective unless terminated or rejected. This EULA will also terminate upon conditions set forth elsewhere in this EULA or if you fail to comply with any term or condition of this EULA.

8. CONSENT TO USE OF DATA. You agree that HP and its affiliates may collect and use technical information you provide in relation to support services related to the Software Product. HP agrees not to use this information in a form that personally identifies you except to the extent necessary to provide such services.

9. DISCLAIMER OF WARRANTIES. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, HP AND ITS SUPPLIERS PROVIDE THE SOFTWARE PRODUCT "AS IS" AND WITH ALL FAULTS, AND HEREBY DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, EITHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF TITLE AND NON-INFRINGEMENT, ANY IMPLIED WARRANTIES, DUTIES OR CONDITIONS OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, AND OF LACK OF VIRUSES ALL WITH REGARD TO THE SOFTWARE PRODUCT. Some states/jurisdictions do not allow exclusion of implied warranties or limitations on the duration of implied warranties, so the above disclaimer may not apply to you in its entirety.

10. LIMITATION OF LIABILITY. Notwithstanding any damages that you might incur, the entire liability of HP and any of its suppliers under any provision of this EULA and your exclusive remedy for all of the foregoing shall be limited to the greater of the amount actually paid by you separately for the Software Product or U.S. \$5.00. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL HP OR ITS SUPPLIERS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS

OF PROFITS OR CONFIDENTIAL OR OTHER INFORMATION, FOR BUSINESS INTERRUPTION, FOR PERSONAL INJURY, FOR LOSS OF PRIVACY ARISING OUT OF OR IN ANY WAY RELATED TO THE USE OF OR INABILITY TO USE THE SOFTWARE PRODUCT, OR OTHERWISE IN CONNECTION WITH ANY PROVISION OF THIS EULA, EVEN IF HP OR ANY SUPPLIER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND EVEN IF THE REMEDY FAILS OF ITS ESSENTIAL PURPOSE. Some states/jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

11. U.S. GOVERNMENT CUSTOMERS. Consistent with FAR 12.211 and 12.212, Commercial Computer Software, Computer Software Documentation, and Technical Data for Commercial Items are licensed to the U.S. Government under HP's standard commercial license.

12. COMPLIANCE WITH EXPORT LAWS. You shall comply with all laws and regulations of the United States and other countries/regions ("Export Laws") to assure that the Software Product is not (1) exported, directly or indirectly, in violation of Export Laws, or (2) used for any purpose prohibited by Export Laws, including, without limitation, nuclear, chemical, or biological weapons proliferation.

13. CAPACITY AND AUTHORITY TO CONTRACT. You represent that you are of the legal age of majority in your state of residence and, if applicable, you are duly authorized by your employer to enter into this contract.

14. APPLICABLE LAW. This EULA is governed by the laws of the State of California, U.S.A.

15. ENTIRE AGREEMENT. This EULA (including any addendum or amendment to this EULA which is included with the HP Product) is the entire agreement between you and HP relating to the Software Product and it supersedes all prior or contemporaneous oral or written communications, proposals and representations with respect to the Software Product or any other subject matter covered by this EULA. To the extent the terms of any HP policies or programs for support services conflict with the terms of this EULA, the terms of this EULA shall control.

Rev. 10/03

DECLARATION OF CONFORMITY

according to ISO/IEC Guide 22 and EN 45014

Manufacturer's name: Hewlett-Packard Company
Manufacturer's address: Hewlett-Packard Company
 10500 Ridgeview Court
 Cupertino, CA. 95014

declares, that the product(s):

Product: Personal computer
Model Number(s): S0000, SR1000, SA4000, m000, m1000, m5000, d1000,
 a000, t000, x5000, w1000 series.
 a1000, t3000, d4000, w5000, m7000, Z500, s7000.
Product Options: All, (including refurbish)

conform(s) to the following product specifications:

Safety: IEC 60950: 1999 / EN60950: 2000
 IEC 60825-1:1993 +A1 / EN 60825-1:1994 +A11 Class 1 (Laser/LED)
 GB4943: 2001

EMC: CISPR 22: 1997 / EN 55022: 1998 +A1 Class B
 CISPR 24: 1997 / EN 55024: 1998
 IEC 61000-3-2:2000 / EN 61000-3-2: 2000
 IEC 61000-3-3:1994 + A1: 2001 / EN 61000-3-3: 1995 + A1: 2001
 GB9254: 1998
 FCC Title 47 CFR, Part 15 Class B / ICES-002, issue 2
 AS/NZS CISPR 22: 2002

Telecom: TBR 21: 1998, EG 201 121: 1998

Radio: ETSI 300-826 General EMC requirements for Radio equipment
 ETSI 300-328 Technical requirements for Radio equipment

Supplementary Information:

The product herewith complies with the requirements of the Low Voltage Directive 73/23/EEC, the EMC Directive 89/336/EEC and the R&TTE Directive 1999/5/EC and carries the "CE Marking" accordingly.

This device complies with Part 15 of FCC rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Cupertino, CA. USA June. 1, 2005

For regulatory compliance information only, contact:

Australia Contact: Product Regulations Manager, Hewlett-Packard Australia Ltd., 31-41 Joseph Street, Blackburn, Victoria 3130

European Contact: Hewlett-Packard GmbH, HQ-TRE, Herrenberger Straße 140, 71034 Böblingen, Germany (FAX: +49-7031-14-3143).

North America Contact: Hardware Quality Eng. Manager, Hewlett-Packard, CPC, 10500 Ridgeview Ct., Cupertino, CA 95015-4010. Phone: (408)-343-5000

Operating Specifications

Electrical ratings:	AC INPUT	100–127V $\sqrt{}$, 3A or 4A or 6A* 200–240V $\sqrt{}$, 2A or 3A*
		50/60 Hz
Operating temperature:		5° to 35° C
Storage temperature:		–30° to 65° C
Operating humidity:		15 to 80% @ 26° C
Operating altitude:		0–2000 m
Storage altitude:		0–4572 m

* Refer to your PC's ratings label located on the back of the PC to determine exact electrical rating.

Regulatory and Safety Information



WARNING: Text set off in this manner indicates that failure to follow directions could result in damage to equipment, loss of information, bodily harm, or loss of life.



WARNING: The PC is heavy; be sure to use ergonomically correct lifting procedures when moving the computer.



WARNING: Please read the "Additional Safety Information" located later in this document before installing and connecting your PC to the electrical power system.

Batteries are delivered with this product. When empty, do not throw them away but collect as small chemical waste.

Bij dit product zijn batterijen geleverd. Wanneer deze leeg zijn, moet u ze niet weggooien maar inleveren als Klein Chemisch Afval (KCA).



Materials Disposal

This HP product contains the following materials that require special handling at end-of-life:

- Mercury in the fluorescent lamp in the display LCD.
- Lead in the solder and some component leads.

Disposal of this material can be regulated because of environmental considerations. For disposal or recycling information, contact your local authorities, HP Planet Partners (<http://www.hp.com/recycle>), or the Electronic Industries Alliance (EIA) (<http://www.eiae.org>).

FCC Regulatory and Safety Information (USA Only)

Federal Communications Commission (FCC) Radio Frequency Interference Statement



WARNING: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet that is on a circuit different from the receiver.
- Consult the dealer or an experienced radio/TV technician for help.

The system RFI and Radiated Immunity tests were conducted with supported peripheral devices and shielded cables, such as those you receive with your system. Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate the equipment. To comply with the limits for an FCC Class B computing device, always use shielded signal cables and the power cord supplied with this unit.

Consumer Information and FCC Requirements

Telephone Connection

- This equipment complies with Part 68 of the Federal Communications Commission rules. These rules permit this device to be directly connected to the telephone network. Standardized jacks are used for these connections. This equipment should not be used on party lines or coin lines.
- If this device is malfunctioning, it may also cause harm to the telephone network; this device should be disconnected until the source of the problem can be determined and until it has been repaired. If this is not done, the telephone company may temporarily disconnect your service.
- The telephone company may make changes in its technical operations and procedures. If such changes affect the compatibility or use of this device, the telephone company is required to give adequate notice of the changes.
- If the telephone company requests information on what equipment is connected to their lines, inform them of:
 - a The telephone number this unit is connected to
 - b The ringer equivalence number
 - c The USOC jack required: RJ-11C
 - d The FCC Registration Number

Items (b) and (c) are indicated on the label. The ringer equivalence number (REN) is used to determine how many devices can be connected to your telephone line. In most areas, the sum of the RENs on any one line should not exceed five (5.0). If too many devices are attached, they may not ring properly.

- In the event of equipment malfunction, the manufacturer or an authorized repair center should perform all repairs. It is the responsibility of users requiring service to report the problem to the manufacturer, or an authorized agent. Refer to "Where to Get Help" in this document for contact information.

Statement of Fax Branding

The Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via telephone fax machine, unless it clearly contains: a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent, identification of the business or other entity, or individual sending the message, the telephone number of the sending machine or such business, entity, or individual.

ENERGY STAR® Compliance

Products marked with the ENERGY STAR® logo on the packaging box qualify with the U.S. Environmental Protection Agency's ENERGY STAR® guidelines for energy efficiency.



Products with the ENERGY STAR® label are designed to use less energy, help you save money on utility bills, and help protect the environment.

ENERGY STAR® is a registered trademark owned by the U.S. government.

Canada Department of Communications (DOC) Notice

Telephone Connection

The Canada Department of Communications label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational, and safety requirements. The department does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, the user should ensure it is permissible to connect it to the facilities of the local communications company. The equipment must be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single line individual service may be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized Canadian maintenance facility designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request that the user disconnect the equipment.

Users should ensure, for their own protection, that the electrical ground connections of the power utility, telephone lines, and internal metallic water pipe systems, if present, are connected together. This precaution may be particularly important in rural areas.



WARNING: Users should not attempt to make such connections themselves, but should contact the appropriate electrical inspection authority or electrician, as appropriate.



WARNING: The Load Number .9 assigned to each terminal device denotes the percentage of the total load to be connected to a telephone loop; this is used by the device to prevent overloading. The termination on a loop may consist of any combination of devices, subject only to the requirement that the sum of the Load Numbers does not exceed 100.



WARNING: When using this device, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

- Do not use this product near water, for example, near a bathtub, wash bowl, kitchen sink, or laundry tub, in a wet basement, or near a swimming pool.
- Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.
- Do not use this product to report a gas leak in the vicinity of the leak.
- Always disconnect the modem cable before opening the equipment enclosure or touching an uninsulated modem cable, jack, or internal components.
- If this product was not provided with a telephone line cord, use only No. 26 AWG or larger telecommunication line cord in order to reduce the risk of fire.
- Do not plug a modem or telephone cable into the Network Interface Card (NIC) receptacle.

SAVE THESE INSTRUCTIONS

DOC Statement (Canada Only)

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

Additional Safety Information

This product has not been evaluated for connection to an "IT" power system (an AC distribution system with no direct connection to earth, according to IEC 60950).

This equipment meets the applicable Industry Canada Terminal Equipment Technical Specifications. This is confirmed by the registration number. The abbreviation, IC, before the registration number signifies that registration was performed based on a Declaration of Conformity indicating that Industry Canada technical specifications were met. It does not imply that Industry Canada approved the equipment.

AC Power Safety Warning



WARNING: Install the computer near an AC outlet. The AC power cord is your PC's main AC disconnecting device and must be easily accessible at all times. For your safety, the power cord provided with your PC has a grounded plug. Always use the power cord with a properly grounded wall outlet, to avoid the risk of electrical shock.



WARNING: Your PC is provided with a voltage select switch for use in a 115 or 230V[~] power system. The voltage select switch has been pre-set to the correct voltage setting for use in the particular country/region where it was initially sold. Changing the voltage select switch to the incorrect position can damage your PC and void any implied warranty.



WARNING: To reduce the possibility of an electric shock from the telephone network, plug your computer into the AC outlet before connecting it to the telephone line. Also, disconnect the telephone line before unplugging your computer from the AC power outlet.



WARNING: Always disconnect the modem cord from the telephone system before installing or removing your computer cover.



WARNING: Do not operate the computer with the cover removed.



WARNING: For your safety, always unplug the PC from its power source and from any telecommunications systems (such as telephone lines), networks, or modems before performing any service procedures. Failure to do so may result in personal injury or equipment damage. Hazardous voltage levels are inside the power supply and modem of this product.

Lithium Battery Caution



WARNING: The PC uses a lithium battery, type CR2032. There is danger of an explosion if the battery is incorrectly replaced. Replace only with the same, or equivalent, type recommended by the manufacturer. Dispose of used batteries according to the manufacturer's instructions.

Laser Safety Statement Class 1 LED Product

The CD and DVD drives contain a laser system and are classified as a "Class 1 Laser Product" under a U.S. Department of Health and Human Services (DHHS) Radiation Performance standard according to the Radiation Control for Health and Safety Act of 1968.

Should the unit ever require maintenance, contact an authorized service location.



WARNING: Use of controls, adjustments, or performance procedures other than those specified in the *Upgrading and Servicing Guide* may result in hazardous radiation exposure. To prevent direct exposure to laser beam, do not try to open the enclosure of the CD or DVD drives.

Laser Product Label

The following label or equivalent is located on the surface of laser products:



This label indicates that the product is classified as a CLASS 1 LASER PRODUCT. This label appears on a laser device installed in your product.

TV Antenna Connectors Protection

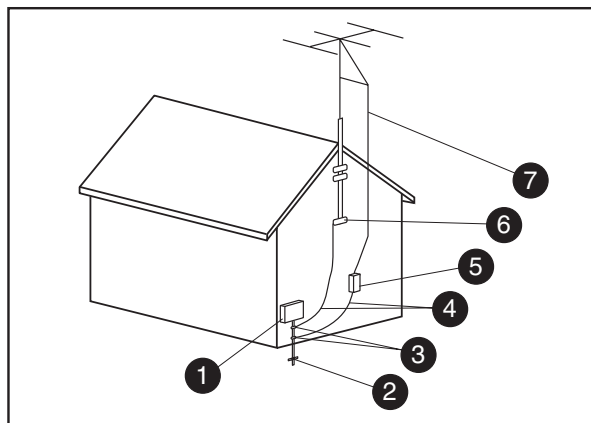
External Television Antenna Grounding

If an outside antenna or cable system is connected to the product, be sure the antenna or cable system is electrically grounded so as to provide some protection against voltage surges and built-up static charges. Article 810 of the National Electrical Code, ANSI/NFPA 70, provides information with regard to proper electrical grounding of the mast and supporting structure, grounding of the lead-in wire to an antenna-discharge unit, size of grounding conductors, location of antenna-discharge unit, connection to grounding electrodes, and requirements for the grounding electrode.

Lightning Protection

For added protection of any product during a lightning storm, or when it is left unattended and unused for long periods of time, unplug the product from the wall outlet and

disconnect the antenna or cable system. This will prevent damage to the product from lightning and power line surges.



Antenna Grounding

Antenna Grounding

Reference	Grounding Component
1	Electric Service Equipment
2	Power Service Grounding Electrode System (NEC Art 250, Part H)
3	Ground Clamps
4	Grounding Conductors (NEC Section 810-21)
5	Antenna Discharge Unit (NEC Section 810-20)
6	Ground Clamp
7	Antenna Lead in Wire

Power Lines

An outside antenna system should not be located in the vicinity of overhead power lines or other electric light or power circuits, or where it can fall into such power lines or circuits.



WARNING: When installing an outside antenna system, extreme care should be taken to keep from touching such power lines or circuits as contact with them could be fatal.

Support Information

Don't Forget to Register!

Go to: <http://register.hp.com>

NOTE: To view your PC product number, model number, and serial number, press and hold the Ctrl+Alt+S keys on the keyboard.

Registration is quick and easy, and it offers:

- E-mail updates containing notifications about product enhancements, the most recent support alerts, and driver updates specific to the product(s) you own.
- The HP Newsgam, our monthly online magazine packed full of product news, support tips, project ideas, and much more. Visit us at:

<http://subscription.support.hp.com>

Where to Get Help

HP offers a wide variety of service and support options, which are available around the clock for HP customers with products that are either in or out of warranty.

Options to use when you need help

- 1 Check the setup poster and product documentation for help with setting up and using your PC.
- 2 Use the support tools preinstalled right on your PC.



Help and Support Center for help with hardware and software questions. Click **Start**, and then click **Help and Support**.



PC Tune-up and Repair for tools to keep your PC running smoothly. Click **Start, All Programs, PC Help & Tools**.

Software Repair Wizard to guide you through options to resolve software issues. Click **Start, All Programs, PC Help & Tools**.

- 3 HP Technical Support Web site. Go to:
<http://www.hp.com/support>
for product information, driver updates, troubleshooting, and much more.
- 4 Chat online with qualified support specialists using HP Real Time Chat. Access this feature through the Help and Support Center on your PC.

- 5 If you have not solved the problem, call HP Total Care, toll-free, by phone, 24 hours a day, seven days a week in English, Spanish (U.S. only), and French (Canada only) at:

HP: **1-800-474-6836** (800-HP-invent)

Compaq: **1-800-652-6672** (800-OK-Compaq)

When you call, please have your product model number, serial number, and date of purchase available. Telephone support is free during your limited warranty period.

Where Are My User's Guides?

The User's Guides are on your PC. Click **Start, All Programs**, and then **User's Guides**. Documentation is also available at <http://www.hp.com/support> where you can search for the support page for your model.

Software Support

America Online

U.S.: 1-888-346-3704

Canada: 1-888-265-4357

<http://www.aol.com>

AT&T/SBC

1-800-400-1447

<http://www.att.net>

Comcast

1-800-266-2278 (1-800-COMCAST)

<http://www.comcast.com>

Corel

<http://www.corel.com>

EarthLink

Dial-up customer service

1-800-890-6356

Dial-up technical support

1-800-890-5128

Broadband customer service and technical support

1-888-829-8466

<http://www.earthlink.net>

MSN

1-800-386-5550

<http://support.msn.com>

PeoplePC Online

1-888-587-9669

<http://www.peoplepc.com>

Symantec – Norton Internet Security

<http://www.symantec.com/techsupp>

Intuit – Quicken Basic

1-900-555-4688

<http://www.intuit.com>

Sonic

(only CD-RW and DVD+RW/+R models)

<http://www.sonic.com>

HP Total Care

HP Total Care provides fast, friendly, and effective expert advice for all your HP products. If you have a question or if a problem arises, we offer extensive service and support options around the clock to better handle your needs. Go to your PC's Help and Support Center for the fastest resolutions. For more information on your support and services options visit:

<http://www.hp.com/go/totalcare>

Or

<http://www.hp.ca/totalcare> (Canada)

When Should I Contact HP Total Care Support and Services?

- The Help and Support Center or other support tools on your PC do not identify or help solve your problem.
- You either do not have Internet access or cannot connect to the Internet to use the HP Technical Support Web site or to chat with qualified online support specialists.
- There is obvious damage or a mechanical breakdown with your product, and it does not work.

HP Total Care Agents are available 24 hours a day in English, Spanish (U.S. only), and French (Canada only) via telephone to provide expert assistance.

HP: **1-800-474-6836** (800-HP-invent)

Compaq: **1-800-652-6672** (800-OK-Compaq)

NOTE: Support options, availability, and hours vary by product, country/region, and language and are subject to change.

The information contained herein is subject to change without notice.

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HP Total Care Out-of-Warranty Support Options

Even after your warranty has ended, HP can still provide you with service and support options.

- Visa and MasterCard holders in the United States or callers from Canada, call:
HP: **1-800-474-6836** (800-HP-invent)
Compaq: **1-800-652-6672** (800-OK-Compaq)
- 1-time technical support,
\$40* USD (Can \$34.99*) per call.
- 1-year unlimited technical support,
\$75* USD (Can \$64.99*).

*Prices are subject to change without notice and may vary based on your product.

Fees are charged to your Visa or MasterCard.

Protect Your Investment

Protect your investment by purchasing an extended service plan. Allow Total Care to provide you with total peace of mind, while you get the most out of your investment. Service coverage begins on product purchase date, and you must purchase the service within the first year after purchasing the computer. The hardware service offering is determined based on the outcome of system self-test programs that you run during your initial call to HP Total Care.

For more information visit

<http://www.hp.com/go/totalcare> (U.S. only)

or call:

1-866-234-1377

Or

<http://www.hp.ca/totalcare> (Canada only)

or call:

1-877-231-4351

Recycle – HP Planet Partners

HP is sensitive to the environment and has a program, Planet Partners, to make it simple for us to reclaim your old product for recycling. HP will help you recycle your old equipment even if it is not an HP product; we take back all makes and models. Visit our Web site to find out how easy it is to recycle:

<http://www.hp.com/recycle>

www.hp.com

Printed in





QUOTE CONFIRMATION

DEAR RASUL MONOSHEV,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KBQZ974	9/1/2018	RFP	11668186	\$20,036.10

IMPORTANT - PLEASE READ

Fees applied to item(s): 4946642

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP Chromebook 14 G5 - 14" - Celeron N3350 - 4 GB RAM - 16 GB SSD - US Mfg. Part#: 3NU63UT#ABA UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	70	4946642	\$234.00	\$16,380.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	70	3577022	\$25.00	\$1,750.00
RECYCLING FEE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
RECYCLING FEE 4" TO LESS THAN 15" Fee Applied to Item: 4946642	70	654809	\$5.00	\$350.00

PURCHASER BILLING INFO	SUBTOTAL	\$18,130.00
Billing Address: MAGNOLIA PUBLIC SCHOOLS ACCOUNTS PAYABLE 250 E 1ST ST LOS ANGELES, CA 90012 Phone: (714) 362-9588 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	RECYCLING FEE	\$350.00
	SALES TAX	\$1,556.10
	GRAND TOTAL	\$20,036.10
DELIVER TO	Please remit payments to:	
Shipping Address: MAGNOLIA PUBLIC SCHOOLS 250 E 1ST ST LOS ANGELES, CA 90012 Phone: (714) 362-9588 Shipping Method: UPS Freight LTL, Special Services	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Jeff Polk

(866) 639-2816

jeffpol@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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QUOTE CONFIRMATION

DEAR RASUL MONOSHEV,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KBQZ975	9/1/2018	KBQZ975	11668186	\$38,143.86

IMPORTANT - PLEASE READ

Fees applied to item(s): 4165461

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo N42-20 Chromebook - 14" - Celeron N3060 - 4 GB RAM - 32 GB SSD Mfg. Part#: 80US0002US UNSPSC: 43211503 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	150	4165461	\$208.16	\$31,224.00
Google Chrome Management Console License Mfg. Part#: CROSSWDISEDU UNSPSC: 43232804 Electronic distribution - NO MEDIA Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	150	3577022	\$25.00	\$3,750.00
RECYCLING FEE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
RECYCLING FEE 4" TO LESS THAN 15" Fee Applied to Item: 4165461	150	654809	\$5.00	\$750.00

PURCHASER BILLING INFO	SUBTOTAL	AMOUNT
Billing Address: MAGNOLIA PUBLIC SCHOOLS ACCOUNTS PAYABLE 250 E 1ST ST LOS ANGELES, CA 90012 Phone: (714) 362-9588 Payment Terms: NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	RECYCLING FEE	\$750.00
	SALES TAX	\$2,419.86
	GRAND TOTAL	\$38,143.86
	DELIVER TO	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515
Shipping Address: MAGNOLIA SCIENCE ACADEMY - SANTA AN 2840 W 1ST ST SANTA ANA, CA 92703-4102 Shipping Method: FEDEX Ground		

Need Assistance? CDW•G SALES CONTACT INFORMATION



Jeff Polk

(866) 639-2816

jeffpol@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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Lenovo Limited Warranty

L505-0010-02 08/2011

This Lenovo Limited Warranty consists of the following parts:

Part 1 – General Terms

Part 2 – Country-specific Terms (also see the [supplemental updates to Part 2](#) at the end of the warranty)

Part 3 – Warranty Service Information

The terms of **Part 2** replace or modify terms of **Part 1** as specified for a particular country.

Part 1 – General Terms

This Lenovo Limited Warranty applies only to Lenovo hardware products you purchased for your own use and not for resale.

This Lenovo Limited Warranty is available in other languages at www.lenovo.com/warranty.

What this Warranty Covers

Lenovo warrants that each Lenovo hardware product that you purchase is free from defects in materials and workmanship under normal use during the warranty period. The warranty period for the product starts on the original date of purchase as shown on your sales receipt or invoice or as may be otherwise specified by Lenovo. The warranty period and type of warranty service that apply to your product are as specified in "**Part 3 - Warranty Service Information**" below. This warranty only applies to products in the country or region of purchase.

THIS WARRANTY IS YOUR EXCLUSIVE WARRANTY AND REPLACES ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. AS SOME STATES OR JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF EXPRESS OR IMPLIED WARRANTIES, THE ABOVE EXCLUSION MAY NOT APPLY TO YOU. IN THAT EVENT, SUCH WARRANTIES APPLY ONLY TO THE EXTENT AND FOR SUCH DURATION AS REQUIRED BY LAW AND ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. AS SOME STATES OR JURISDICTIONS DO NOT ALLOW LIMITATIONS ON THE DURATION OF AN IMPLIED WARRANTY, THE ABOVE LIMITATION ON DURATION MAY NOT APPLY TO YOU.

How to Obtain Warranty Service

If the product does not function as warranted during the warranty period, you may obtain warranty service by contacting Lenovo or a Lenovo approved Service Provider. A list of approved Service Providers and their telephone numbers is available at: www.lenovo.com/support/phone.

Warranty service may not be available in all locations and may differ from location to location. Charges may apply outside a Service Provider's normal service area. Contact a local Service Provider for information specific to your location.

Customer Responsibilities for Warranty Service

Before warranty service is provided, you must take the following steps:

- follow the service request procedures specified by the Service Provider
- backup or secure all programs and data contained in the product
- provide the Service Provider with all system keys or passwords
- provide the Service Provider with sufficient, free, and safe access to your facilities to perform service
- remove all data, including confidential information, proprietary information and personal information, from the product or, if you are unable to remove any such information, modify the information to prevent its access by another party or so that it is not personal data under applicable law. The Service Provider shall not be responsible for the loss or disclosure of any data, including confidential information, proprietary information, or personal information, on a product returned or accessed for warranty service
- remove all features, parts, options, alterations, and attachments not covered by the warranty
- ensure that the product or part is free of any legal restrictions that prevent its replacement
- if you are not the owner of a product or part, obtain authorization from the owner for the Service Provider to provide warranty service

What Your Service Provider Will Do to Correct Problems

When you contact a Service Provider, you must follow the specified problem determination and resolution procedures.

The Service Provider will attempt to diagnose and resolve your problem by telephone, e-mail or remote assistance. The Service Provider may direct you to download and install designated software updates.

Some problems may be resolved with a replacement part that you install yourself called a "Customer Replaceable Unit" or "CRU." If so, the Service Provider will ship the CRU to you for you to install.

If your problem cannot be resolved over the telephone; through the application of software updates or the installation of a CRU, the Service Provider will arrange for service under the type of warranty service designated for the product under "**Part 3 - Warranty Service Information**" below.

If the Service Provider determines that it is unable to repair your product, the Service Provider will replace it with one that is at least functionally equivalent.

If the Service Provider determines that it is unable to either repair or replace your product, your sole remedy under this Limited Warranty is to return the product to your place of purchase or to Lenovo for a refund of your purchase price.

Replacement Products and Parts

When warranty service involves the replacement of a product or part, the replaced product or part becomes Lenovo's property and the replacement product or part becomes your property. Only unaltered Lenovo products and parts are eligible for replacement. The replacement product or part provided by Lenovo may not be new, but it will be in good working order and at least functionally equivalent to the original product or part. The replacement product or part shall be warranted for the balance of the period remaining on the original product.

Use of Personal Contact Information

If you obtain service under this warranty, you authorize Lenovo to store, use and process information about your warranty service and your contact information, including name, phone numbers, address, and e-mail address. Lenovo may use this information to perform service under this warranty. We may contact you to inquire about your satisfaction with our warranty service or to notify you about any product recalls or safety issues. In accomplishing these purposes, you authorize Lenovo to transfer your information to any country where we do business and to provide it to entities acting on our behalf. We may also disclose it where required by law. Lenovo's privacy policy is available at www.lenovo.com/.

What this Warranty Does not Cover

This warranty does not cover the following:

- uninterrupted or error-free operation of a product
- loss of, or damage to, your data by a product
- any software programs, whether provided with the product or installed subsequently
- failure or damage resulting from misuse, abuse, accident, modification, unsuitable physical or operating environment, natural disasters, power surges, improper maintenance, or use not in accordance with product information materials
- damage caused by a non-authorized service provider
- failure of, or damage caused by, any third party products, including those that Lenovo may provide or integrate into the Lenovo product at your request
- any technical or other support, such as assistance with "how-to" questions and those regarding product set-up and installation
- products or parts with an altered identification label or from which the identification label has been removed

Limitation of Liability

Lenovo is responsible for loss or damage to your product only while it is in the Service Provider's possession or in transit, if the Service Provider is responsible for the transportation.

Neither Lenovo nor the Service Provider is responsible for loss or disclosure of any data, including confidential information, proprietary information, or personal information, contained in a product.

UNDER NO CIRCUMSTANCES, AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDY SET FORTH HEREIN, SHALL LENOVO, ITS AFFILIATES, SUPPLIERS, RESELLERS, OR SERVICE PROVIDERS BE LIABLE FOR ANY OF THE FOLLOWING EVEN IF INFORMED OF THEIR POSSIBILITY AND REGARDLESS OF WHETHER THE CLAIM IS BASED IN CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY OF LIABILITY: 1) THIRD PARTY CLAIMS AGAINST YOU FOR DAMAGES; 2) LOSS, DAMAGE OR DISCLOSURE OF YOUR DATA; 3) SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, BUSINESS REVENUE, GOODWILL OR ANTICIPATED SAVINGS. IN NO CASE SHALL THE TOTAL LIABILITY OF LENOVO, ITS AFFILIATES, SUPPLIERS, RESELLERS OR SERVICE PROVIDERS FOR DAMAGES FROM ANY CAUSE EXCEED THE AMOUNT OF ACTUAL DIRECT DAMAGES, NOT TO EXCEED THE AMOUNT PAID FOR THE PRODUCT.

THE FOREGOING LIMITATIONS DO NOT APPLY TO DAMAGES FOR BODILY INJURY (INCLUDING DEATH), DAMAGE TO REAL PROPERTY OR DAMAGE TO TANGIBLE PERSONAL PROPERTY FOR WHICH LENOVO IS LIABLE UNDER LAW.

AS SOME STATES OR JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO YOU.

Your Other Rights

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS. YOU MAY HAVE OTHER RIGHTS ACCORDING TO THE APPLICABLE LAWS OF YOUR STATE OR JURISDICTION. YOU MAY ALSO HAVE OTHER RIGHTS UNDER A WRITTEN AGREEMENT WITH LENOVO. NOTHING IN THIS WARRANTY AFFECTS STATUTORY RIGHTS, INCLUDING RIGHTS OF CONSUMERS UNDER LAWS OR REGULATIONS GOVERNING THE SALE OF CONSUMER GOODS THAT CANNOT BE WAIVED OR LIMITED BY CONTRACT.

Part 2 – Country-specific Terms

Australia

"Lenovo" means Lenovo (Australia & New Zealand) Pty Limited ABN 70 112 394 411. Address: Level 10, North Tower, 1-5 Railway Street, Chatswood, NSW, 2067. Telephone: +61 2 8003 8200. Email: lensyd_au@lenovo.com

The following replaces the same section in Part 1:

What this Warranty Covers:

Lenovo warrants that each hardware product that you purchase is free from defects in materials and workmanship under normal use and conditions during the warranty period. If the product fails due to a covered defect during the warranty period, Lenovo will provide you a remedy under this Limited Warranty. The warranty period for the product starts on the original date of purchase specified on your sales receipt or invoice unless Lenovo informs you otherwise in writing. The warranty period and type of warranty service that apply to your product are set forth below in **Part 3 - Warranty Service Information**.

THE BENEFITS GIVEN BY THIS WARRANTY ARE IN ADDITION TO YOUR RIGHTS AND REMEDIES AT LAW, INCLUDING THOSE UNDER THE AUSTRALIAN CONSUMER LAW.

The following replaces the same section in Part 1:

Replacement Products and Parts:

When warranty service involves the replacement of a product or part, the replaced product or part becomes Lenovo's property and the replacement product or part becomes your property. Only unaltered Lenovo products and parts are eligible for replacement. The replacement product or part provided by Lenovo may not be new, but it will be in good working order and at least functionally equivalent to the original product or part. The replacement product or part shall be warranted for the balance of the period remaining on the original product. Products and parts presented for repair may be replaced by refurbished products or parts of the same type rather than being repaired. Refurbished parts may be used to repair the product; and repair of the product may result in loss of data, if the product is capable of retaining user-generated data.

The following is added to the same section in Part 1:

Use of Personal Contact Information:

Lenovo will not be able to perform our service under this warranty if you refuse to provide your information or do not wish us to transfer your information to our agent or contractor. You have the right to access your personal contact information and request correction of any errors in it pursuant to the Privacy Act 1988 by contacting Lenovo.

The following replaces the same section in Part 1:

Limitation of Liability:

Lenovo is responsible for loss or damage to your product only while it is in the Service Provider's possession or in transit, if the Service Provider is responsible for the transportation.

Neither Lenovo nor the Service Provider is responsible for loss or disclosure of any data, including confidential information, proprietary information, or personal information, contained in a product.

TO THE EXTENT PERMITTED BY LAW, UNDER NO CIRCUMSTANCES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDY SET FORTH HEREIN, SHALL LENOVO, ITS AFFILIATES, SUPPLIERS, RESELLERS, OR SERVICE PROVIDERS BE LIABLE FOR ANY OF THE FOLLOWING EVEN IF INFORMED OF THEIR POSSIBILITY AND REGARDLESS OF WHETHER THE CLAIM IS BASED IN CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY OF LIABILITY: 1) THIRD PARTY CLAIMS AGAINST YOU FOR DAMAGES; 2) LOSS, DAMAGE OR DISCLOSURE OF YOUR DATA; 3) SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, BUSINESS REVENUE, GOODWILL OR ANTICIPATED SAVINGS. IN NO CASE SHALL THE TOTAL LIABILITY OF LENOVO, ITS AFFILIATES, SUPPLIERS, RESELLERS OR SERVICE PROVIDERS FOR DAMAGES FROM ANY CAUSE EXCEED THE AMOUNT OF ACTUAL DIRECT DAMAGES, NOT TO EXCEED THE AMOUNT PAID FOR THE PRODUCT.

THE FOREGOING LIMITATIONS DO NOT APPLY TO DAMAGES FOR BODILY INJURY (INCLUDING DEATH), DAMAGE TO REAL PROPERTY OR DAMAGE TO TANGIBLE PERSONAL PROPERTY FOR WHICH LENOVO IS LIABLE UNDER LAW.

The following replaces the same section in Part 1:

Your Other Rights:

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS. YOU ALSO HAVE OTHER RIGHTS AT LAW, INCLUDING UNDER THE AUSTRALIAN CONSUMER LAW. NOTHING IN THIS WARRANTY AFFECTS STATUTORY RIGHTS OR RIGHTS AT LAW, INCLUDING RIGHTS THAT CANNOT BE WAIVED OR LIMITED BY CONTRACT.

For example, our products come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the products repaired or replaced if the products fail to be of acceptable quality and the failure does not amount to a major failure.

New Zealand

The following is added to the same section in Part 1:

Use of Personal Information:

Lenovo will not be able to perform our service under this warranty if you refuse to provide your information or do not wish us to transfer your information to our agent or contractor. You have the right to access your personal information and request correction of any errors in it pursuant to the Privacy Act 1993 by contacting Lenovo (Australia & New Zealand) Pty Limited ABN 70 112 394 411. Address: Level 10, North Tower, 1-5 Railway Street, Chatswood, NSW, 2067. Telephone: 61 2 8003 8200. Email: lensyd_au@lenovo.com

Bangladesh, Cambodia, India, Indonesia, Nepal, Philippines, Vietnam and Sri Lanka

The following is added to Part 1:

Dispute Resolution

Disputes arising out of or in connection with this warranty shall be finally settled by arbitration held in Singapore. This warranty shall be governed, construed and enforced in accordance with the laws of Singapore, without regard to conflict of laws. If you acquired the product in

India, disputes arising out of or in connection with this warranty shall be finally settled by arbitration held in Bangalore, India. Arbitration in Singapore shall be held in accordance with the Arbitration Rules of Singapore International Arbitration Center ("SIAC Rules") then in effect. Arbitration in India shall be held in accordance with the laws of India then in effect. The arbitration award shall be final and binding on the parties without appeal. Any award shall be in writing and set forth the findings of fact and the conclusions of law. All arbitration proceedings, including all documents presented in such proceedings shall be conducted in the English language. The English language version of this warranty prevails over any other language version in such proceedings.

European Economic Area (EEA)

The following is added to Part 1:

Customers in the EEA may contact Lenovo at the following address: EMEA Service Organisation, Lenovo (International) B.V., Floor 2, Einsteinova 21, 851 01, Bratislava, Slovakia. Service under this warranty for Lenovo hardware products purchased in EEA countries may be obtained in any EEA country in which the product has been announced and made available by Lenovo.

Russia

The following is added to Part 1:

Product Service Life

The product service life is four (4) years from the original date of purchase.

Part 3 - Warranty Service Information

Product Type	Country or Region of Purchase	Warranty Period	Type of Warranty Service

If required, the Service Provider will provide repair or exchange service depending on the type of warranty service specified for your product and the available service. Scheduling of service will depend upon the time of your call, parts availability, and other factors.

Types of Warranty Service

1. Customer Replaceable Unit ("CRU") Service

Under CRU Service, the Service Provider will ship CRUs to you at its cost for installation by you. CRU information and replacement instructions are shipped with your product and are available from Lenovo at any time upon request. CRUs that are easily installed by you are called "Self-service CRUs". "Optional-service CRUs" are CRUs that may require some technical skill and tools. Installation of Self-service CRUs is your responsibility. You may request that a Service Provider install Optional-service CRUs under one of the other types of warranty service designated for your product. An optional service offering may be available for purchase from a Service Provider or Lenovo under which Self-service CRUs would be installed for you. You may find a list of CRUs and their designation in the publication that was shipped with your product or at www.lenovo.com/CRUs. The requirement to return a defective CRU, if any, will be specified in the instructions shipped with a replacement CRU. When return is required: 1) return instructions, a prepaid return shipping label, and a container will be included with the replacement CRU; and 2) you may be charged for the replacement CRU if the Service Provider does not receive the defective CRU from you within thirty (30) days of your receipt of the replacement CRU.

2. On-site Service

Under On-Site Service, a Service Provider will either repair or exchange the product at your location. You must provide a suitable working area to allow disassembly and reassembly of the product. Some repairs may need to be completed at a service center. If so, the Service Provider will send the product to the service center at its expense.

3. Courier or Depot Service

Under Courier or Depot Service, your product will be repaired or exchanged at a designated service center, with shipping at the expense of the Service Provider. You are responsible for disconnecting the product and packing it in a shipping container provided to you to return your product to a designated service center. A courier will pick up your product and deliver it to the designated service center. The service center will return the product to you at its expense.

4. Customer Carry-In Service

Under Customer Carry-In Service, your product will be repaired or exchanged after you deliver it to a designated service center at your risk and expense. After the product has been repaired or exchanged, it will be made available to you for collection. If you fail to collect the product, the Service Provider may dispose of the product as it sees fit, with no liability to you.

5. Mail-In Service

Under Mail-In Service, your product will be repaired or exchanged at a designated service center after you deliver it at your risk and expense. After the product has been repaired or exchanged, it will be returned to you at Lenovo's risk and expense, unless the Service Provider specifies otherwise.

6. Customer Two-Way Mail-In Service

L505-0010-02 Lenovo Limited Warranty 08/2011

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Under Customer Two-Way Mail-In Service, your product will be repaired or exchanged after you deliver it to a designated service center at your risk and expense. After the product has been repaired or exchanged, it will be made available to you for return shipping at your risk and expense. If you fail to arrange return shipment, the Service Provider may dispose of the product as it sees fit, with no liability to you.

7. Product Exchange Service

Under Product Exchange Service, Lenovo will ship a replacement product to your location. You are responsible for its installation and verification of its operation. The replacement product becomes your property in exchange for the failed product, which becomes the property of Lenovo. You must pack the failed product in the shipping carton in which you received the replacement product and return it to Lenovo. Transportation charges, both ways, shall be at Lenovo's expense. If you fail to use the carton in which the replacement product was received, you may be responsible for any damage to the failed product occurring during shipment. You may be charged for the replacement product if Lenovo does not receive the failed product within thirty (30) days of your receipt of the replacement product.

Supplemental update to Part 2 for Australia (2017)

"Lenovo" means Lenovo (Australia & New Zealand) Pty Limited ABN 70 112 394 411. Level 4, 12 Help Street, Chatswood NSW 2057. Telephone: +61 2 8003 8200. E-mail: lensyd_au@lenovo.com

We are required by the Australian Consumer Law to include the following statement::

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and compensation for any reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

Use of personal information

If you obtain service under this warranty, your contact information, including name, phone numbers, address, and e-mail address may be collected by Lenovo from you directly or from our authorized service providers and used in connection with performing Warranty Service. We may also contact you to inquire about your satisfaction with our warranty service or to notify you about any product recalls or safety issues. In accomplishing these purposes, we may provide your information to a third party or related entity we use to support us in providing the Warranty Service. These third parties and related entities may be located outside Australia. The relevant countries change from time to time (eg, as we change our third party support arrangements) and it is not practicable to list those countries here. We require all parties to whom we disclose your contact information to only use that information for the purpose of supporting us to provide the Warranty Service and to take appropriate steps to protect your contact information from unauthorized use or disclosure. We may also disclose your contact information where required or permitted by law. Lenovo's privacy policy is available at <http://www.lenovo.com/privacy/au/en/>. Our policy contains details about our process for managing any queries or complaints regarding handling personal information.

Lenovo and Third-Party Software Support

Lenovo will provide direct telephone support for installation and basic usage problems for core software applications on the supported core software list found at www.lenovo.com/prioritysupport.

If Lenovo determines the performance of your product is related to a third-party software application on the collaborative support software list found at www.lenovo.com/prioritysupport, Lenovo will recommend you contact the third party software supplier and provide a contact number if possible.

The service provided by Lenovo under this section is limited to as described above. To the extent permitted by law, Lenovo is not responsible for third-party software or the acts or omissions of any software supplier.

Supplemental update to Part 2 for New Zealand (2017)

You have the right to access your personal information and request correction of any errors in it pursuant to the Privacy Act 1993 by contacting Lenovo (Australia & New Zealand) Pty Limited ABN 70 112 394 411. Address: Level 4, 12 Help Street, Chatswood NSW 2057. Telephone: +61 2 8003 8200. Email: lensyd_au@lenovo.com

MAGNOLIA PUBLIC SCHOOLS

ATTN: Rasul Monoshev

Chromebooks

We appreciate the opportunity to bid on your wireless initiative. It's clear that Magnolia Public Schools is committed to creating a learning environment that best supports their students. We have the knowledge and experience to put in a wireless network that works within a budget that is affordable to the school.

SPIN # 143036385 – Digital Synergy Consulting, Inc.
FRN # 0024370165
DIR # 1000012855
CSLB C10 License # 1011924
CA Business License Entity #: C2824489
CA Small Business Certification ID: 1757859
LA County Small Business Certification #: 1757859
City of Los Angeles Small Business Certification # SLB – 3155

Bidding Company:

Digital Synergy Consulting, Inc.
15021 Ventura Blvd #501
Sherman Oaks, CA 91403

Contact:

Ken Hagopian
818.647.9900 x210
ken@dsc.la



Capabilities Statement:

Digital Synergy is an IT consulting company located in Los Angeles, CA. We have implemented a number of high density multi-building and multi-floor wireless networks for both educational institutions and other enterprises. We have the experience to put in wireless networks that work, and the tools to validate the design. We are HP, Brocade, Cisco, Meraki, Aruba and Ruckus wireless partners. We also utilize specific tools such as Ekahau site survey to create a visual heat map of the floor, building or campus so the wireless network can be validated. In addition, we have other tools that assist us in seeing wireless interference in the air to help troubleshoot wireless issues.

We have spearheaded 1 to 1 initiatives for schools, and assist them in the design of their networks, wireless infrastructure, servers, and google apps.

We are a Brocade premier partner.

We have been providing network services since 2006

Project Scope and assumptions:

Equipment bid per RFP specifications.



Digital Synergy Consulting Inc. Quote



From: Ken Hagopian
Digital Synergy Consulting Inc.
15021 Ventura Blvd. #501
Sherman Oaks, CA 91403

(818) 647-9900
Ken@DigitalSynergyIT.com

Prepared for: Rasul Monoshev
Magnolia Public Schools
6525 Estrella Ave
San Diego, CA 92120
United States

rmonoshev@magnoliapublicschools.org

Quantity	Description	Unit Price	Ext. Price
1.00	Note: Pricing Valid until 10/31/18	\$0.00	\$0.00
70.00	Description/Model: Brand: HP Model Name: Chromebook 14 G5 Operating System: Chrome OS CPU: Intel Celeron N3350 Memory Ram: 4 GB, Hard Drive Type: SSD, Size: 32 GB, Screen Size: 14"	\$250.11	\$17,507.70
70.00	Academic Google Chrome OS Management License	\$30.00	\$2,100.00
		Subtotal:	\$19,607.70
		Sales Tax:	\$1,619.46
		Total:	\$21,227.16

Thank you, We appreciate the opportunity to quote your business.
<http://www.dsc.la>

Signature: _____

Date: _____

Digital Synergy Consulting Inc. Quote



From: Ken Hagopian
Digital Synergy Consulting Inc.
15021 Ventura Blvd. #501
Sherman Oaks, CA 91403

(818) 647-9900
Ken@DigitalSynergyIT.com

Prepared for: Rasul Monoshev
Magnolia Public Schools
6411 Orchard Ave.
Bell, CA 90201
United States

rmonoshev@magnoliapublicschools.org

Quantity	Description	Unit Price	Ext. Price
1.00	Note: Pricing Valid until 10/31/18	\$0.00	\$0.00
150.00	Lenovo N42-20 Chromebook - 14" - Celeron N3060 - 4 GB RAM - 32 GB SSD Processor Intel Celeron N3060 / 1.6 GHz (2.48 GHz) / 2 MB Cache Max Turbo Speed 2.48 GHz Number of Cores Dual-Core Memory 4 GB DDR3L (provided memory is soldered) Storage 32 GB - eMMC SSD Display 14" LED backlight 1366 x 768 / HD LCD Backlight Technology LED backlight Resolution 1366 x 768 (HD) Widescreen Yes Features Anti-glare Graphics Intel HD Graphics 400 Integrated Webcam Yes Networking 802.11b/g/n/ac Battery 3-cell - up to 11 hours Interfaces 2 x USB 3.0 HDMI Headphone/microphone combo jack Memory Card Reader 2 in 1 (SD Card, MultiMediaCard)	\$212.50	\$31,875.00
150.00	Academic Google Chrome OS Management License	\$30.00	\$4,500.00
		Subtotal:	\$36,375.00
		Sales Tax:	\$3,107.81
		Total:	\$39,482.81

Thank you, We appreciate the opportunity to quote your business.
<http://www.dsc.la>

Signature: _____

Date: _____

Similar Project Experience & References:

1. **La Canada Unified School District** – Wireless network upgrade. Replaced existing and added new access points. Certified existing cabling, installed new cabling. Indoor and outdoor access points. Also performed a heatmap to validate wireless network. District wide project
 - a. Jamie Lee Lewsadder - Director of IT
 - b. (818) 486-8963 - JLewsadder@lcsd.net
2. **City of Inglewood** – City Libraries & Park Wi-Fi: Cabling and certification in all city libraries, installation of Ruckus Access points, HP Switches and SonicWALL firewall devices. Heatmaps, and testing of the entire environment. Park wireless installation.
 - a. Chris Eckhard
 - b. (310) 412-5534 - cleckhard@cityofinglewood.org
3. **Oak Park Unified School District** – District wide replacement of access points with Ruckus equipment. Assistance in configuration. Project duration Compressed time table 2 weeks.
 - a. Enoch Kwok - Director of Technology
 - b. (818) 735-3201 - ekwok@opusd.org
4. **Magnolia Science Academy Public Schools** – New school construction. IDF. MDF, cabling, fiber cabling, installed access points, projectors, security cameras, PA system.
 - a. Rasul Monoshev IT Director
 - b. (714) 892-5066 x102 - rmonoshev@magnoliapublicschools.org
5. **Sherman Indian High School – Bureau of Indian Education** – Campus wide cabling throughout 10 buildings. Network certification, Design and installation of wireless access points throughout the campus, including wireless support for outdoor gather areas. Installation and configuration of HP switches. Wireless heatmap and validation. Project compressed time frame 2 weeks.
 - a. Terry Longenecker IT Coordinator or Lorna Hoffs
 - b. (951) 276-6325 - Terry.Longenecker@BIE.EDU or Lorna.Hoffs@bie.edu
6. **Multicultural Learning Center**: Multiple Projects over multiple years – cabling site wide, replacing aging equipment with new HP switches, Ruckus wireless controller, and Ruckus access points. Create VLANS, reconfigure network, implement high density campus wide wireless network, test, validate, and train. New building construction.
 - a. Saira Salazar-Martinez
 - b. (818) 716-5783 ext. 222 - saira@mlccharter.org
7. **The Archer School For Girls**: Multiple projects over multiple years – cabling school wide, replace existing aging HP Switches with new HP switches, HP wireless controller, and HP Access points. Create VLANS as required, implement high density campus wide wireless network, test, validate, train. Multiple Project starting from 2009
 - a. John Chen - Director of Information Technology
 - b. (310) 873-7068 - johnchen@archer.org
8. **MEND (Meet each need with Dignity)**: Multiple projects over many years since 2008. Cabling site wide, replace network switches in multiple locations, implement new firewalls in multiple locations, virtualization of servers, implemented new phone system.
 - a. Scott Mikels - Chief Financial Officer
 - b. (818) 686-7353 - scott@mendpoverty.org



Digital Synergy will implement a robust, easy to manage wireless network. We will validate the design after implementation and provide training to on-site IT if required to allow the school to support the network. We will also be available as needed to support the wireless network in the future.

We look forward to providing your organization excellent service to aid in the stability and growth of your school.

We appreciate the opportunity to bid on your project.

Ken Hagopian
CEO
Digital Synergy Consulting, Inc.





TRINITY3

TECHNOLOGY

Magnolia Public Schools

Attn: Rasul Monoshev
250 East First Street, Suite 1500
Los Angeles, CA 90012
Bid # MPS Chromebooks 2018

Mary Meek

Account Executive
2550 University Ave. W., Suite 315-S
Saint Paul, MN 55114
855.862.5120
mmeek@trinity3.com



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- 2) HP Chromebook Device and Google Management License Sales Quote #003799
- 3) HP Chromebook Bundled Package Pricing - Includes 4 Years of Platinum Warranty with unlimited ADP Sales Quote #003798
- 4) HP Chromebook 14 G5 Datasheet
- 5) Lenovo N42 Chromebook Device and Google Management License Sales Quote #003801
- 6) Lenovo N42 Chromebook Bundled Package Pricing - Includes 4 Years of Platinum Warranty with unlimited ADP Sales Quote #003800
- 7) Lenovo N42 Chromebook Datasheet
- 8) Education References
- 9) Trinity3 Warranty Plan Information

Systems, Enterprise & Services

www.trinity3.com | toll free. 855.862.5120



Date: August 30, 2018

To: Magnolia Public Schools

Re: MPS Chromebooks 2018

Trinity3 LLC, dba Trinity3 Technology welcomes the opportunity to be considered for the Magnolia Public Schools Bid for Chromebooks. Also, thank you for the opportunity to provide further background on Trinity3 and why we are uniquely qualified to exceed your expectations if fortunate to earn your business on this Bid.

Our Statement

Trinity3 is 100% focused in the K-12 technology and services marketplace and over these past years we have realized tremendous success thanks to our outstanding customers, their trust and confidence and with our differentiated product/service offerings.

From a management, sales, operations, technical and customer service perspective, our President has personally selected every individual in a leadership position for their experience with K-12 technology, service delivery background and their personal character. The Trinity3 Team all have a minimum of 5 years' experience some as long as 22 years in K-12 technology and our technical/operations team continues to be one of the most talented in the technology industry.

Should Trinity3 be selected as your vendor of choice for the MPS Chromebook 2018 Bid please be assured that we have a complete understanding of the scope of work stated in the bid and have successfully demonstrated with other high profile public schools our abilities to implement, service and deliver not only the specifics of the bid but to provide exceptional customer service. Please consider the following highlights regarding Trinity3 and how we can add material value to Magnolia Public Schools.

Our Services

Trinity3 Technology works exclusively within the K-12 education marketplace and we have pioneered and delivered many of the K-12 market standards: Parts Closets, Advanced Exchange, Extended Billing, Custom Imaging, Asset Tagging, Laser Etching, software loading, scalable warranty options of extended and Accidental Damage Protection (ADP), environmentally friendly packaging and other support services. As the technology needs of the marketplace change so do the service needs. We have and will continue to customize solutions that fit each individual school district to maximize value.

Systems. Enterprise. Services.

www.trinity3.com | toll free. 855.862.5120

Powered by BoardOnTrack



Our People

What makes Trinity3 unique is not just the products and services we offer but the people who stand behind them. Each member of our team shares the same motto, "With Trinity3, it is personal." To us, every relationship matters, every order matters, every time we interact with you we make the personal investment to assist you in achievement of your objectives. Also keep in mind, the entire Leadership Team is available at any time should you need additional access.

Leadership Team

Gary Embretson, CEO/President

Jonathan Worre, Senior Executive and Principal

Chad Dehmlow, VP of Education Sales and Principal

Julie Tobias, VP of Finance

Dan Hoogheem, VP of Operations

Rob Rogers, Director of Technology

Mike Miller, VP of Asset Management & Purchasing

Company Data

(KPI) Key performance Indicators

- 2017 Revenue, \$50 million
- 2018 Revenue expectation, \$65 million
- 2017 staff, 65
- 2018 staff, 80
- 2017 production throughput, 141,000 custom configured systems
- 2018 production throughput expectation, 200,000 customer systems
- 2017 repair throughput, 25,000 RMA repairs
- 2018 repair throughput expectation, 40,000 RMA repairs
- 2017 number of systems under warranty, 385,000 nationwide
- 2018 number of systems under warranty expectation, 550,000 nationwide
- 2017 facilities, 8,500 sq. ft. office & 25,000 sq. ft. operations/technical facilities in Minnesota
- 2018 facilities, same as above plus a new operations/technical facility in Oklahoma-date TBA

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Our OEM Background and Technical Expertise

Trinity3 has had long term and very positive relationships with the major OEMs; Lenovo, Dell, HP, Acer and Asus to name a few. To start with we are Lenovo, Dell, HP, Acer and Asus business partners and have been recognized with several high achievement awards both from a sales volume and from a technical competence perspective. Further, we are a multiple OEM "Authorized Service Provider" (ASP) and we currently have 30+ OEM certified technicians in our 25,000 sq. ft. operations/technical center.

Our Customer References

Trinity3 has extensive customer references available from very modest to 10's of thousands of systems purchased and serviced by us. We have multiple references available should you elect to contact and learn more about our capabilities and their experiences working with Trinity3.

In closing, thank you once again for the opportunity to participate in your invitation to bid for the HP and Lenovo N42 Chromebooks. If I can be of assistance or help in any way, please feel free to call or contact me at Mmeek@trinity3.com

Mary Meek

Account Executive, Trinity 3 LLC

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Sales Quote SQ003798

August 30, 2018

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Magnolia Public Schools
 Rasul Monoshev
 250 E 1ST Street
 STE 1500
 Los Angeles, CA 90012

Trinity3 Technology
 2550 University Ave W
 Suite 315-S
 St. Paul, MN 55114

External Document No. **Salesperson** **Payment Terms**
 MARY MEEK Net 60

Mary Meek - EDU Account Executive
 Mmeek@Trinity3.com
 855-862-5120

No.	Description	MFG Code	Quantity	Unit Price	Line Amount
T0003275	HP 14 G5 N3350 1.1G 4G 32G SSD 14" CHROME	HP	70	335.00	23,450.00
0000506	GOOGLE CHROMEOS MGT LIC+S EDU	GOOGLE		Included	
0033351	Trinity3 Platinum ADP Warranty 4 Year	TRINITY3		Included	
0027782	WHITE GLOVE SERVICE	TRINITY3		Included	
0033337	ANYWHERE PREMIUM FILTERING	SECURLY		Included	

Subtotal	23,450.00
Total Tax	0.00
Total US Incl. Tax	23,450.00

****Lead Time for Delivery is 2-3 Weeks Currently – Quote is Valid for 60 Days****

Sales Quote SQ003798

August 30, 2018

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Trinity3, LLC Warranty Statement

Trinity3 LLC ("Trinity3") with its principal offices at 2550 University Avenue West, Suite 315-S, St. Paul, MN 55114 is providing extended warranty coverage ("Warranty") for the specific products purchased from Trinity3 on your sales quote or sales order. The Warranty period starts on the date of product delivery and continues until the expiration listed on your Trinity3 sales order. The warranty is limited to the original buyer and is not transferable.

The Warranty may provide for duplicate coverage already provided to you by other insurance policies or manufacturer's warranties available to you. You are not required to purchase a Warranty in order to purchase a computer or other electronic device from Trinity3.

What is covered?

Trinity3 will repair or replace (at our sole discretion) hardware failure and damage by accident for the specific serialized system purchased from Trinity3 or the specific technology covered under our extended Warranty (Gold Warranty) or upgraded Warranty (Platinum Warranty) during the time frame identified on your Trinity3 sales order. Accidental damage protection ("ADP") is only offered under the Gold & Platinum Warranties and applies only for the designated coverage period from the date of original purchase or date of warranty agreement. The warranty protection period varies by product type, specific warranty purchased and the specific coverage period indicated on the Trinity3 sales order. For a summary of the differences between coverages, please see the link below.

www.trinity3.com/Warranty/Warranties

What are the Claim Limits?

The Warranty is limited to an individual user accidental damage incident that renders the system unusable. The Warranty does not include preventive maintenance, so you should maintain the system or device in accordance with the manufacturer's instructions. ADP is not intended to and does not protect multi-system damage events nor does it protect against the following: general use wear and tear, cosmetic wear, vandalism, human/natural disasters (including, but not limited to: fire, smoke, flood, power surge and storm-related damages) and laptop battery replacement. Platinum Warranty coverage on laptop batteries is three years (on new mobile devices only) with one battery replacement from the date of purchase.

www.trinity3.com/Warranty/Warranties

What is the Deductible?

There is no deductible or any other fees required to fulfill a repair and/or replacement.

How do I report a Problem?

In the case of hardware failure or an accidental damage event, loss or theft, we can provide simple and fast help. Call Trinity3 Customer Service at 1-855-862-5120 or submit online;

www.trinity3.com/warranty/add

Sales Quote SQ003798

August 30, 2018
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Submissions must be reported in a timely manner and please be prepared to provide the serial number and description of the problem or defect.

Trinity3 repairs all products at our technical facility located in St. Paul, MN. Unless a claim is for loss or theft, returning the original device is required. Trinity3 will provide you with a prepaid shipping label for you to return your device to Trinity 3. Failure to return your original device to Trinity3 will result in additional charges for the non-returned equipment.

Trinity3 service technicians located at the Trinity3 technical center: 650 Pelham Blvd, Suite 600, St. Paul, MN 55114 will assess the device and take appropriate action to repair and/or replace the hardware failure, once the product is returned.

Repairs and/or replacements may be fulfilled with new or reconditioned equipment. Reconditioned equipment may have minor cosmetic flaws. Replacement of accessories may be with generic or non-original manufacturer accessories. If the exact model is not available, the replacement will be of like kind and quality but you will be notified in advance if a different model is to be returned.

Trinity3 will use reasonable efforts to amicably resolve any disputes with respect to our Warranties. If you have and issues or problems with our warranties or your customer experience working with Trinity3, we welcome and invite you to contact your sales and/or customer service representative to reach a positive outcome.

www.trinity3.com/OurTeam/ContactUs



Magnolia Public Schools
Rasul Monoshev
250 East First Street, Ste 1500
Los Angeles, CA 90012

Trinity3 Technology
Mary Meek – mmeek@trinity3.com
2550 University Ave W - Suite 315-S
St. Paul, MN 55114

Below are the extended descriptions of products, services and warranty details for SQ # 3798

Qty. 70 - HP Chromebook 14 G5 – \$335.00/each
3UZ95UT#ABA 14" LCD Chromebook – Intel Celeron N3350 Dual-core (2 Core) 1.10GHz – 4GB LPDDR4 – 32GB Flash Memory – Chrome OS – 1366 x 768 – Twisted nematic (TN) – Intel HD Graphics 500 LPDDR4 – Bluetooth – Front Camera/Webcam – IEEE 802.11ac – 2 x USB 3.1 Ports – USB 3.1 Ports – USB Type -C 10 Hour Battery Run Time – Non-Touchscreen
**** Price Includes ****

- Shipping
- Designated Freight delivery - to one location
- Single point contact – Mary Meek
- Tier I Technical support - 1st year Manufacture Warranty and any additional years of Warranty coverage.
- 4 Years paid subscription of Securly Premium Web Filtering and Parental Controls for Schools and Families.

Qty. 70 - GOOGLE CHROMEOS MGT LIC+S EDU – P/N CROSSWDISEDU - INCLUDED
**** Price Includes ****

White Glove Service

- Google ChromeOS Management Service Only for EDU, perpetual license term.
- * All systems arrive ready to go.
- * Device Enrollment on to District Domain
- * sub. orgs. or OUs - if desired
- * Update O/S to most current version - if desired
- * Fully charged, power on, test devices and adapters prior to shipping to eliminate DOA Chromebooks.
- * Apply asset tags provided by District or purchased from T3.
- * Provide spreadsheet of device serial numbers and corresponding asset tags, G-Suite, Mac addresses etc.
- * Green packaging with final destination signage on boxes/shipping containers.

Qty. 70 4-Year PLATINUM warranty with Unlimited (ADP) accidental damage protection – INCLUDED
***PLATINUM Warranty highlights:

- No Deductible
- All Hardware fail
- Send Parts for Repair - if desired
- Spare parts on site for the District to Self-Maintain - if desired
- Advance Exchange - Free shipping both ways when there is an incident.
- Accidental Damage Protection (ADP)
- Unlimited ADP claims
- Theft/Loss – up to 2% of the cost of the total devices purchased.
- Battery and Adapter replacement (one replacement of each during the first three years - due to failure) on new system purchases from Trinity3.
- * Custom Portal for Magnolia Public Schools Tech Staff to utilize when submitting repair requests, parts requests, progress updates and historical data of repairs performed.

Please let me know if you need Lease options, Protective Shells/Cases or have an interest in Warranty Coverage for your existing hardware already deployed.

Mary Meek - EDU Account Executive mmeek@trinity3.com / 855-862-5120

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Datasheet

HP Chromebook 14 G5

Master productivity with the sleek, durable HP Chromebook 14 G5, built with the manageable, secure, and intuitive Chrome OS™ and driven by the latest Intel® Celeron® processors. It's future-ready for evolving workspaces with universal USB-C™ compatibility and an optional FHD IPS touchscreen.²



Speed through your day

Quickly launch apps and browse the web, efficiently manage battery life, and get up to a 26% performance improvement³ with Intel® Celeron® processors¹, memory to 8 GB, and eMMC storage to 64 GB.⁴

Lighten your load

Meet everyday challenges head on and retain focus with a quiet, lightweight Chromebook™ that has a pick- and minor spill-resistant keyboard and passes MIL-STD 810G testing⁵, even at <19mm thin. Stay connected with 2x2 802.11ac⁶ wireless.

Cleared to collaborate

Collaborate seamlessly with a design that lies flat and has a wide-angle HD webcam and echo-cancelling mic so the whole room can participate. Use the optional² backlit keyboard in low light and optional² FHD IPS touchscreen with Android™ apps.⁷

Universal connectivity and charging with USB-C™

Use the USB-C™ port to charge your Chromebook™ and accessories, connect to an optional² HP USB-C™ Dock for port and device connectivity or add an optional² USB-C™-compatible display for large-screen productivity.

- Breathe easy with the low-maintenance and highly manageable Chrome OS™, which updates itself automatically⁸ and has virus protection built in.
- Enjoy the freedom of going wherever your tasks take you with up to 11 hours⁹ (HD) or 10 hours⁹ (FHD) battery life that allows you to unplug and work at different sites throughout the day.
- Go with an HD or FHD IPS 14" diagonal non-touch for keyboard-heavy inputs, or select the HD or FHD touchscreen² for onscreen interactivity with touch-enabled Google Play™ apps.⁷
- Help prevent everyday wear and tear and water intrusion with a keyboard that resists picks and minor spills. Choose the optional backlit keyboard² for low-light work environments.
- Easily deploy, manage, and control users, devices and apps on all your HP Chromebooks with Google's optional Chrome Management Console.²
- Customize your Chromebook™ with the latest apps, tools, extensions and themes.⁷
- Get access to Google's G Suite of office productivity software that keeps you productive and connected to your e-mail, calendars, documents, spreadsheets, slides, and more in the cloud.⁷
- Rely on support you can trust with HP's world-class limited warranty.

Datasheet | HP Chromebook 14 G5

HP Chromebook 14 G5 Specifications Table



Available Operating System	Chrome OS™
Processor Family	Intel® Celeron® processor
Available Processors	Intel® Celeron® N3450 with Intel® HD Graphics 500 (1.1 GHz base frequency, up to 2.2 GHz burst frequency, 2 MB cache, 4 cores) Intel® Celeron® N3350 with Intel® HD Graphics 500 (1.1 GHz base frequency, up to 2.4 GHz burst frequency, 2 MB cache, 2 cores) 1
Maximum Memory	8 GB LPDDR4-2400 SDRAM
Internal Storage	16 GB up to 64 GB eMMC 5.0 2
Cloud Service	100 GB Google Drive™ (2-year subscription included) ³
Display	14" diagonal FHD IPS BrightView WLED-backlit touch screen, 220 cd/m ² , 72% sRGB (1920 x 1080); 14" diagonal HD SVA BrightView WLED-backlit touch screen, 220 cd/m ² , 72% sRGB (1366 x 768); 14" diagonal FHD IPS anti-glare WLED-backlit, 220 cd/m ² , 72% sRGB (1920 x 1080); 14" diagonal HD SVA anti-glare WLED-backlit, 220 cd/m ² , 72% sRGB (1366 x 768) 5,6
Available Graphics	Integrated: Intel® HD Graphics 500 ⁵
Wireless Technologies	Intel® Dual Band Wireless-AC 7265 802.11a/b/g/n/ac (2x2) Wi-Fi® and Bluetooth® 4.2 Combo, non-vPro™ 4,13 (Compatible with Miracast-certified devices.)
Expansion Slots	1 microSD (Supports SD, SDHC, SDXC.)
Ports and Connectors	2 USB 3.1 Type-C™; 2 USB 3.1 Gen 1 (HP Sleep and Charge); 1 headphone/microphone combo
Audio	HD audio, dual speakers, dual array microphone
Input Device	Full-size island-style, spill and pick resistant keyboard, optional backlight; Touchpad with multi-touch gesture support, taps enabled as default
Camera	720p HD camera 5
Available Software	HP Classroom Manager
Security Management	H1 Security IC; Nano Security lock slot 7
Power	45 W USB Type-C™ adapter 2-cell, 47.36 Wh Li-ion 9 Up to 10 hours ⁸ Battery life varies depending on configuration.
Dimensions	13.27 x 8.93 x 0.72 in 33.7 x 22.6 x 1.83 cm
Weight	Starting at 3.39 lb Starting at 1.54 kg (Weight will vary by configuration.)
Environmental	Low halogen 12
Energy Efficiency Compliance	ENERGY STAR® certified and EPEAT® Silver registered 11
Warranty	HP Services offers 1 year and 90 day limited warranty options depending on country. Batteries have a default 1 year limited warranty. On-site service and extended coverage is also available. HP Care Pack Services are optional extended service contracts that go beyond the standard limited warranties. Service levels and response times for HP Care Packs may vary depending on your geographic location. To choose the right level of service for your HP product, use the HP Care Pack Services Lookup Tool at: http://www.hp.com/go/cpc ¹⁰

Sales Quote SQ003801

August 30, 2018
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Magnolia Public Schools
Attn: Rasul Monoshev
250 E 1ST Street
STE 1500
Los Angeles, CA 90012

Trinity3 Technology
2550 University Ave W

Suite 315-S
St. Paul, MN 55114

External Document No.	Salesperson	Payment Terms
	MARY MEEK	Net 60

Mary Meek - EDU Account Executive
Mmeek@Trinity3.com
855-862-5120

No.	Description	MFG Code	Quantity	Unit Price	Line Amount
T0001765	N42-20 N3060 1.6G 4G 32G 14" CHROME	LENOVO	150	242.00	36,300.00
0000506	GOOGLE CHROMEOS MGT LIC+S EDU	GOOGLE		Included	
0033337	ANYWHERE PREMIUM FILTERING 1 YEAR OEM WARRANTY	SECURLY		Included	

Subtotal	36,300.00
Total Tax	0.00
Total US Incl. Tax	36,300.00

****In stock now at Trinity3 – Quote is Valid for 60 Days****

Sales Quote SQ003800

August 30, 2018

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 250 E 1ST Street
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 Los Angeles, CA 90012

Trinity3 Technology
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Suite 315-S
 St. Paul, MN 55114

External Document No.**Salesperson**
MARY MEEK**Payment Terms**
Net 60

Mary Meek - EDU Account Executive
 MmEEK@Trinity3.com
 855-862-5120

No.	Description	MFG Code	Quantity	Unit Price	Line Amount
T0001765	N42-20 N3060 1.6G 4G 32G 14" CHROME	LENOVO	150	284.00	42,600.00
0000506	GOOGLE CHROMEOS MGT LIC+S EDU	GOOGLE		Included	
0033351	Trinity3 Platinum ADP Warranty 4 Year	TRINITY3		Included	
0027782	WHITE GLOVE LOADING OF GOOGLE MNGT.	TRINITY3		Included	
0033337	ANYWHERE PREMIUM FILTERING	SECURLY		Included	

Subtotal	42,600.00
Total Tax	0.00
Total US Incl. Tax	42,600.00

****In stock now at Trinity3 – Quote is Valid for 60 Days****

Sales Quote SQ003800

August 30, 2018
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Trinity3, LLC Warranty Statement

Trinity3 LLC ("Trinity3") with its principal offices at 2550 University Avenue West, Suite 315-S, St. Paul, MN 55114 is providing extended warranty coverage ("Warranty") for the specific products purchased from Trinity3 on your sales quote or sales order. The Warranty period starts on the date of product delivery and continues until the expiration listed on your Trinity3 sales order. The warranty is limited to the original buyer and is not transferable.

The Warranty may provide for duplicate coverage already provided to you by other insurance policies or manufacturer's warranties available to you. You are not required to purchase a Warranty in order to purchase a computer or other electronic device from Trinity3.

What is covered?

Trinity3 will repair or replace (at our sole discretion) hardware failure and damage by accident for the specific serialized system purchased from Trinity3 or the specific technology covered under our extended Warranty (Gold Warranty) or upgraded Warranty (Platinum Warranty) during the time frame identified on your Trinity3 sales order. Accidental damage protection ("ADP") is only offered under the Gold & Platinum Warranties and applies only for the designated coverage period from the date of original purchase or date of warranty agreement. The warranty protection period varies by product type, specific warranty purchased and the specific coverage period indicated on the Trinity3 sales order. For a summary of the differences between coverages, please see the link below.

www.trinity3.com/Warranty/Warranties

What are the Claim Limits?

The Warranty is limited to an individual user accidental damage incident that renders the system unusable. The Warranty does not include preventive maintenance, so you should maintain the system or device in accordance with the manufacturer's instructions. ADP is not intended to and does not protect multi-system damage events nor does it protect against the following: general use wear and tear, cosmetic wear, vandalism, human/natural disasters (including, but not limited to: fire, smoke, flood, power surge and storm-related damages) and laptop battery replacement. Platinum Warranty coverage on laptop batteries is three years (on new mobile devices only) with one battery replacement from the date of purchase.

www.trinity3.com/Warranty/Warranties

What is the Deductible?

There is no deductible or any other fees required to fulfill a repair and/or replacement.

How do I report a Problem?

In the case of hardware failure or an accidental damage event, loss or theft, we can provide simple and fast help. Call Trinity3 Customer Service at 1-855-862-5120 or submit online;

www.trinity3.com/warranty/add

Sales Quote SQ003800

August 30, 2018

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Submissions must be reported in a timely manner and please be prepared to provide the serial number and description of the problem or defect.

Trinity3 repairs all products at our technical facility located in St. Paul, MN. Unless a claim is for loss or theft, returning the original device is required. Trinity3 will provide you with a prepaid shipping label for you to return your device to Trinity 3. Failure to return your original device to Trinity3 will result in additional charges for the non-returned equipment.

Trinity3 service technicians located at the Trinity3 technical center: 650 Pelham Blvd, Suite 600, St. Paul, MN 55114 will assess the device and take appropriate action to repair and/or replace the hardware failure, once the product is returned.

Repairs and/or replacements may be fulfilled with new or reconditioned equipment. Reconditioned equipment may have minor cosmetic flaws. Replacement of accessories may be with generic or non-original manufacturer accessories. If the exact model is not available, the replacement will be of like kind and quality but you will be notified in advance if a different model is to be returned.

Trinity3 will use reasonable efforts to amicably resolve any disputes with respect to our Warranties. If you have and issues or problems with our warranties or your customer experience working with Trinity3, we welcome and invite you to contact your sales and/or customer service representative to reach a positive outcome.

www.trinity3.com/OurTeam/ContactUs



Magnolia Public Schools
Rasul Monoshev
250 East First Street, Ste 1500
Los Angeles, CA 90012

Trinity3 Technology
Mary Meek – mmeek@trinity3.com
2550 University Ave W - Suite 315-S
St. Paul, MN 55114

Below are the extended descriptions of products, services and warranty details for SQ # 3800

Qty. 150 - Lenovo N42 Chromebook – \$284.00/each
80US0002US 14” Chromebook – Intel Celeron N3060 Dual-Core (2 Core) 1.60 GHz – 4GB – 32GB Flash Memory – Chrome OS – 1366 x 768 – Black – Intel HD Graphics 400 – Bluetooth – English (US) Keyboard – Front Camera/Webcam – IEEE 802.11ac - Non-Touchscreen
**** Price Includes ****

- Shipping
- Designated Freight delivery - to one location
- Single point contact – Mary Meek
- Tier I Technical support - 1st year Manufacture Warranty and any additional years of Warranty coverage.
- 4 Years paid subscription of Securly Premium Web Filtering and Parental Controls for Schools and Families.

Qty. 150 - GOOGLE CHROMEOS MGT LIC+S EDU – P/N CROSSWDISEDU - INCLUDED
**** Price Includes ****

White Glove Service

- Google ChromeOS Management Service Only for EDU, perpetual license term.
- * All systems arrive ready to go.
- * Device Enrollment on to District Domain
- * sub. orgs. or OUs - if desired
- * Update O/S to most current version - if desired
- * Fully charged, power on, test devices and adapters prior to shipping to eliminate DOA Chromebooks.
- * Apply asset tags provided by District or purchased from T3.
- * Provide spreadsheet of device serial numbers and corresponding asset tags, G-Suite, Mac addresses etc.
- *Green packaging with final destination signage on boxes/shipping containers.

Qty. 150 4-Year PLATINUM warranty with Unlimited (ADP) accidental damage protection – INCLUDED
***PLATINUM Warranty highlights:

- No Deductible
- All Hardware fail
- Send Parts for Repair - if desired
- Spare parts on site for the District to Self-Maintain - if desired
- Advance Exchange - Free shipping both ways when there is an incident.
- Accidental Damage Protection (ADP)
- Unlimited ADP claims
- Theft/Loss – up to 2% of the cost of the total devices purchased.
- Battery and Adapter replacement (one replacement of each during the first three years - due to failure) on new system purchases from Trinity3.
- * Custom Portal for Magnolia Public Schools Tech Staff to utilize when submitting repair requests, parts requests, progress updates and historical data of repairs performed.

Please let me know if you need Lease options, Protective Shells/Cases or have an interest in Warranty Coverage for your existing hardware already deployed.

Mary Meek - EDU Account Executive mmeek@trinity3.com / 855-862-5120

Please Note the 4GB/16GB N42 Chromebook has been discontinued and is no longer available, the 4GB/32GB is the substitute option

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Lenovo™ N42 Chromebook

THE ULTIMATE EDUCATIONAL CHROMEBOOK

Loved by Learners, Teachers, Explorers, & Creators

Portable, powerful, and durable, the Lenovo™ N42 Chromebook is a perfect fit for the classroom—and your budget. This versatile Chromebook meets the day-to-day needs of teachers and students with its 14" antiglare HD screen, powerful Intel® processor and up to 11 hours of battery life. With its semi-rugged design, the Lenovo N42 can stand up to daily wear and tear. Combined with the speed, simplicity, security, and versatility of the Chrome OS, the N42 Chromebook offers the ultimate in productivity.



WHY YOU SHOULD BUY THE LENOVO™ N42 CHROMEBOOK



Light, Portable, Rugged & Reliable

Weighing only 3.3 lbs (1.5 kg), this optimum-sized 14" Chromebook can easily be carried from corridor to classroom.

Reinforcements around ports and hinges add durability. Anti-peel keys resist accidental removal.

Water-resistant keyboard, sealed touchpad and fan-less design offer added protection.



Built for Performance & Productivity

Ready for work, the N42 Chromebook boasts modern Intel® Braswell chipsets, up to 4GB RAM, and a dual-band WiFi card.

Create, share and collaborate with Google Docs, Sheets, and Slides. Then stay synced across your devices for ultimate productivity.



Easy to Manage, Simple to Share

Centrally, securely, and easily manage multiple Chromebooks across your school, district, or region with Google's web-based Management Console software.

Perfect for sharing, students can use the same device yet still have a personalized experience just by signing into their Google account.



Ready Right Out of the Box with Chrome OS

No setup required. Simply sign in with your Google account and get productive in seconds.

Access your data, photos, and applications from the cloud anywhere, anytime, and from any device. It's that simple.



Lenovo™ N42 Chromebook

SPECIFICATIONS

PERFORMANCE

Processor

Intel® Celeron Dual Core N3060 processor

Operating System

Chrome OS

Graphics

Integrated Graphics

Webcam/Microphone

IM HD/ Array Mic

Memory

2 GB LPDDR3

4 GB LPDDR3

Storage

16 GB eMMC

32 GB eMMC

Battery Life

Up to 11 Hours (45 Whr)

DESIGN

Display

14" HD 1366x768 (Anti-Glare)

14" HD 1366x768 Touch (Glare)

Dimensions (W x D x H)

331.5mm x 232.1mm x 23.2mm

Weight

1.5kg/3.3lbs

CONNECTIVITY

I/O Ports

2 x USB 3.0 (always-on-charging)

2-in-1 Card Reader (SD, MMC)

HDMI™

3.5mm combo jack

WLAN

Intel Wi-Fi 2x2 AC 7265

Bluetooth®

Bluetooth® 4.1



LENOVO™ SERVICES

Warranty Upgrades - On-site / In-Home Service

Maximizes PC uptime and productivity by providing convenient, fast repair services in your own home.

Accidental Damage Protection

Avoid the hassles of unexpected repair costs. Provides coverage for non-warranted damage incurred under normal operating conditions, such as minor spills, drops or damage to the integrated screen.

Warranty Extensions (1-to-3 Years Total Duration)

This fixed-term, fixed-cost service helps accurately budget for PC expenses, protect your valuable investment and potentially lower the cost of ownership over time.

OPTIONS & ACCESSORIES



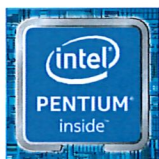
Lenovo™ 500 Earbud Headphone



Lenovo™ OTG USB Flash Drive C590



Lenovo™ 300 Wireless Compact Mouse



lenovopartnernetwork.com
lenovopartnernetwork.com/ca

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855.862.5120
www.trinity3.com
sales@trinity3.com

Education References

The School District of Clayton - **Platinum Warranty**
Clayton, MO
Jeff Puls - jeffreypuls@claytonschools.net
314-854-6000

Calvert County Public Schools - **Platinum Warranty**
Prince Frederick, MD
Joel Parmer - parmerj@calvertnet.k12.md.us
Rick Lippert - lippertr@calvertnet.k12.md.us
443-550-8000

Owasso Public Schools - **Platinum Warranty**
Owasso, OK
Lisa Worthy - lisa.worthy@owassops.org
918-376-1293

Oklahoma City Public Schools - **Platinum Warranty**
Oklahoma City, OK
Michael Willeford
405.625.5235

Tullahoma City Schools - **Platinum Warranty**
Tullahoma City, TN
Dianne Darlington - dianne.darlington@tcsedu.net
931.454.2652

Savannah R-III - **Platinum Warranty**
Savannah, MO
Jeff Martin - jmartin@savannahr3.com
816-324-3188

Lawrenceburg Community School Corp. - **Platinum Warranty**
Lawrenceburg, IN
TC Eckstein - tcheckstein@lburg.k12.in.us
812-537-7200

Muskogee Public Schools - **Platinum Warranty**
Muskogee, OK
Eric Wells - Eric.Wells@mpsi20.org
918-684-3700

Enid Public Schools - **Platinum Warranty**
Enid, OK
Jeffery Herbel - jaherbel@enidk12.org
580-366-7070

Lincoln Parish Schools - **Platinum Warranty**
Ruston, LA
Debbie Pender - dgpende@lincolnschools.org
318.255.1430

Jenks Public Schools - **Platinum Warranty**
Jenks, OK
Bill Casey - bill.casey@jenksps.org
918-299-4415

Reef-Sunset Unified School District - **Platinum Warranty**
Avenal, CA
Jared E. Johnson - johnson@rsusd.org
559-386-9083

Rockwood R-V - **Platinum Warranty**
Eureka, MO
Bretta Slagle - slaglebretta@rsdmo.org
Deborah Ketring - ketringdeborah@rsdmo.org
636-733-2001

Lumberton Township School District - **Platinum Warranty**
Lumberton, NJ
Mark Leung - mleung@lumberton.k12.nj.us
609-265-7709

Burke County Schools - **Platinum Warranty**
Morganton, NC
Melanie Honeycutt - mhoneycutt@burke.k12.nc.us
828.438.2995

Weilenmann School of Discovery - **Platinum Warranty**
Park City, UT
Peter Leeman - peterleeman@wsdpc.org
435-575-5411

Karnes City ISD - **Platinum Warranty**
Karnes City, TX
Chelley Block - cblock@kcisd.net
830.780.2321

Smithville R-II - **Platinum Warranty**
Smithville, MO
Robert Hedgecorth - hedgecor@smithville.k12.mo.us
816-532-0406

Fayette County Schools - **Platinum Warranty**
Fayetteville, WV
Moe Shrewsberry - mshrewsberry@access.k12.wv.us
304.222.5893

Haywood County Schools - **Platinum Warranty**
Clyde, NC
Todd Trantham - ttrantham@haywood.k12.nc.us
828.627.8314

Roanoke Rapids Graded School District - **Platinum Warranty**
Roanoke Rapids, NC
Mark Kuchenbrod - kuchenbrodm.co@rrgsd.org
252.519.7100

Any Questions or Comments, please contact me directly!
Mary Meek
1.855.862.5120 - toll free | 651.888.7922 x1031 - local
mmeek@trinity3.com

Note: Any reference listed above with "**Platinum Warranty**" has purchased our Platinum Warranty with ADP.



FLEXIBLE WARRANTY PROTECTION

All new & recertified technology purchased from Trinity3 comes standard with the TRINITY3 Gold warranty for 4 years on Chromebooks & laptops and 6 years on all desktop units unless otherwise specified. The Gold warranty provides robust coverage with Accidental Damage Protection. The TRINITY3 Platinum warranty upgrade is an all-inclusive warranty which we believe to be the best warranty protection available-anywhere. The Trinity3 Silver warranty coverage is for 4 years on Chromebooks & laptops and 6 years on all desktop units unless otherwise specified and does not include ADP.

If you purchased your technology elsewhere and would like to add, extend or upgrade your warranty coverage, we can help.

Simply [contact your sales representative](#) or [request a no obligation quote](#).

	TRINITY3 SILVER (SIMILAR TO OEM WARRANTY)	TRINITY3 GOLD (TRINITY3 DEFAULT WARRANTY)	TRINITY3 PLATINUM
Deductible	\$0	\$0	\$0
Hardware Fail	✓	✓	✓
Send Parts for Repair	✓	✓	✓
Advance Exchange		✓	✓
Accidental Damage Protection (ADP)		✓	✓
Spare Parts On-site			✓
Theft / Loss			✓
Per Device Limit on ADP	N/A	1	Unlimited
Shipping	We pay return shipping	We pay shipping both ways	We pay shipping both ways
Battery	1 Year	1 Year	3 Year (1 replacement)
Stylus/EMR Pen/Apple pencil	N/A	1 per device*	1 per device*

Please review the warranty plan specifics and terms/conditions on this page and the next.

TRINITY3 SILVER WARRANTY

Individual System Warranty: Similar to traditional OEM warranties.

Trinity3 will repair or replace (at our sole discretion) hardware failure for the specific serialized system purchased from Trinity3 or the specific technology covered under our extended or upgraded warranty agreement. Warranty protection will apply for the designated coverage period from the date of original purchase or date of warranty agreement and is not transferable. The warranty protection period varies by product type and the specific coverage period is indicated on the order invoice and/or warranty agreement.

Warranty protection is not intended to and does not protect multi-system damage events nor does it protect against the following: general use wear and tear, cosmetic wear, vandalism, theft, human/natural disasters (including, but not limited to: fire, smoke, flood, power surge and storm-related damages) and laptop battery replacement. Warranty coverage on laptop batteries is one year from date of purchase. Annual warranty renewals do not include battery coverage. Trinity3 warranties exclude replacement of lost or stolen stylus/EMR pen/Apple pencil. Trinity3 will facilitate the replacement of stylus/EMR pen/Apple pencil due to a manufacturer's defect within the 1 year warranty period with the pre-exchange of the damaged unit.

FLEXIBLE WARRANTY PROTECTION

TRINITY3 GOLD WARRANTY

Individual System Warranty & Accidental Damage Warranty

The Trinity3 Gold warranty includes the individual system warranty mentioned in the Trinity3 Silver but adds extra protection with Accidental Damage Protection, standard shipping costs paid both from and to your location, advanced exchange option available as needed.

Trinity3 will repair or replace (at our sole discretion) hardware failure and damage by accident for the specific serialized system purchased from Trinity3 or the specific technology covered under our extended or upgraded warranty agreement with a 1x per device limit. ADP applies only for the designated coverage period from the date of original purchase or date of warranty agreement and is not transferable. The warranty protection period varies by product type and the specific coverage period is indicated on the order invoice and/or warranty agreement.

Trinity3 Gold warranties are limited to an individual user accidental damage incident that renders the system unusable. ADP is not intended to and does not protect multi-system damage events nor does it protect against the following: general use wear and tear, cosmetic wear, vandalism, theft, human/natural disasters (including, but not limited to: fire, smoke, flood, power surge and storm-related damages) and laptop battery replacement. Warranty coverage on laptop batteries is one year from date of purchase. Annual warranty renewals do not include battery coverage. Trinity3 warranties exclude replacement of lost or stolen stylus/EMR pen/Apple pencil. *Trinity3 will replace a manufacturer's defective unit or 1x damage event for the lifetime of the warranty period with the pre-exchange of the damaged unit.

TRINITY3 PLATINUM WARRANTY

Individual System Warranty & Accidental Damage Warranty

The Trinity3 Platinum warranty includes the individual system warranty and accidental damage warranty mentioned in TRINITY3 Gold but provides the very best protection available for your technology investment. In addition to the TRINITY3 Gold warranty, we increase the per device limit to unlimited, provide coverage for theft/loss up to 2% of total units purchased or under warranty agreement and extend the 1x battery coverage for 3 years

Trinity3 will repair or replace (at our sole discretion) hardware failure and damage by accident for the specific serialized system purchased from Trinity3 or the specific technology covered under our extended or upgraded warranty agreement with an unlimited per device limit. ADP applies only for the designated coverage period from the date of original purchase or date of warranty agreement and is not transferable. The warranty protection period varies by product type and the specific coverage period is indicated on the order invoice and/or warranty agreement.

TRINITY3 Platinum warranties are limited to an individual user accidental damage incident that renders the system unusable. ADP is not intended to and does not protect multi-system damage events nor does it protect against the following: general use wear and tear, cosmetic wear, vandalism, human/natural disasters (including, but not limited to: fire, smoke, flood, power surge and storm-related damages) and laptop battery replacement. Warranty coverage on laptop batteries is three years (on new mobile devices only) with one battery replacement from the date of purchase. Trinity3 warranties exclude replacement of lost or stolen stylus/EMR pen/Apple pencil. *Trinity3 will replace a manufacturer's defective unit or 1x damage event for the lifetime of the warranty period with the pre-exchange of the damaged unit.

PER INCIDENT SUPPORT

Trinity3 offers per-incident repairs on the following devices: expired warranty, purchased without warranty, or purchased with another company's warranty. We have the technical resources to repair most mobile Chromebook, laptop, tablet and desktop products. As an authorized service provider for multiple OEMs our ASP certified technicians can get the job done quickly and efficiently. We can quote repair services to get your defective technology back in service.

Please [contact your sales representative](#) or [request a no obligation quote](#).



TECHNOLOGIES, INC.

MJP Technologies, Inc
6085 King Dr, Unit 102
Ventura, CA 93003

MJP Estimate

Date: 7/31/2018

Estimate # 224098

Name / Address	Ship To		
Magnolia Public Schools 18230 Kittridge St Reseda, CA 91335	Magnolia Science Academy-San Diego 6525 Estrella Ave San Diego, CA 92120		
	P.O. #		
	Contact: Rasul		
Description	Qty	Cost	Total
HP Chromebook 14 G5 14" LCD Chromebook - Intel Celeron N3350 Dual-core (2 Core) 1.10 GHz - 4 GB LPDDR4 - 32 GB Flash Memory - Chrome OS - 1366 x 768 - Twisted nematic (TN) - Intel HD Graphics 500 LPDDR4 - Bluetooth - Front Camera/Webcam - IEEE 802.11ac - 2 x USB 3.1 Ports - USB Type-C - 10 Hour Battery Run Time N3350 4GB 32GB 14IN BT CHROME	70	268.68	18,807.60T
California Electronic Waste Recycling Fee (**NEW RATES** Effective as of Jan. 1, 2017): -\$5: 4" to 14.9" display -\$6: 15" to 34.9" display -\$7: 35" display and above	70	5.00	350.00
GOOGLE INC : Google Chrome OS Management Console License, Education	70	26.00	1,820.00
Estimate valid for 30 days unless otherwise specified. Email purchase orders to orders@mjp.net or fax to (805)981-3775. Please inspect goods upon receipt. Damage claims must be processed immediately or may not be honored.			
Subtotal:	\$20,977.60	Sales Tax: (7.75%)	\$1,457.59
		Total	\$22,435.19
Quote Valid Until:	08/31/2018	Date: _____	

Print Name: _____

Customer Signature: _____

Phone #: 805-981-9511 Fax # 805-981-3775 E-mail: orders@mjp.net

Web Site: www.mjp.net



TECHNOLOGIES, INC.

MJP Technologies, Inc
6085 King Dr, Unit 102
Ventura, CA 93003

MJP Estimate

Date: 7/31/2018

Estimate # 224099

Name / Address	Ship To		
Magnolia Public Schools 18230 Kittridge St Reseda, CA 91335	Magnolia Science Academy-8 6411 Orchard Ave. Bell, CA 90201		
	P.O. #		
	Contact: Rasul		
Description	Qty	Cost	Total
HP Chromebook 14 G5 14" LCD Chromebook - Intel Celeron N3350 Dual-core (2 Core) 1.10 GHz - 4 GB LPDDR4 - 32 GB Flash Memory - Chrome OS - 1366 x 768 - Twisted nematic (TN) - Intel HD Graphics 500 LPDDR4 - Bluetooth - Front Camera/Webcam - IEEE 802.11ac - 2 x USB 3.1 Ports - USB Type-C - 10 Hour Battery Run Time N3350 4GB 32GB 14IN BT CHROME	150	268.68	40,302.00T
California Electronic Waste Recycling Fee (**NEW RATES** Effective as of Jan. 1, 2017): -\$5: 4" to 14.9" display -\$6: 15" to 34.9" display -\$7: 35" display and above	150	5.00	750.00
GOOGLE INC : Google Chrome OS Management Console License, Education	150	26.00	3,900.00
Estimate valid for 30 days unless otherwise specified. Email purchase orders to orders@mjp.net or fax to (805)981-3775. Please inspect goods upon receipt. Damage claims must be processed immediately or may not be honored.			
Subtotal:	\$44,952.00	Sales Tax: (9.5%)	\$3,828.69
		Total	\$48,780.69
Quote Valid Until:	08/31/2018	Date: _____	

Print Name: _____

Customer Signature: _____

Phone #: 805-981-9511 Fax # 805-981-3775 E-mail: orders@mjp.net

Web Site: www.mjp.net

Cover Sheet

Academic Updates on Board Requested Follow-Ups

Section: IV. Discussion Items
Item: A. Academic Updates on Board Requested Follow-Ups
Purpose: Discuss
Submitted by:
Related Material: IV A Academic Updates.pdf



Board Agenda Item #	Agenda IVA
Date:	September 13, 2018
To:	Magnolia Board of Directors- Academic Committee
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Erdinc Acar, Chief Academic Officer
RE:	Academic Department Updates

Proposed Board Motion

None

Background and Introduction

This is a continuation item from the August 7, 2018 Academic Committee meeting. MPS Chief Academic Officer will continue updating the committee members on recent developments and activities in the Academic Department as well as respond to additional requests from MPS board members including;

- Governing Board training on procedures for student expulsion, including due process rights for students.
- Special Education Programs - Historical and Current data, services, funding and expenses, issues
- Health Education in Magnolia Public Schools

Budget Implications

None

Exhibits (attachments):

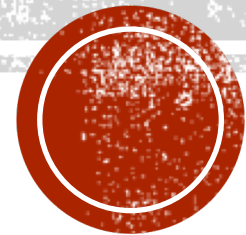
- MPS Academic Department Power Point presentation
- Governing Board training on procedures for student expulsion, including due process rights for students.
- Special Education Programs - Historical and Current data, services, funding and expenses, issues
- Health Education in Magnolia Public Schools

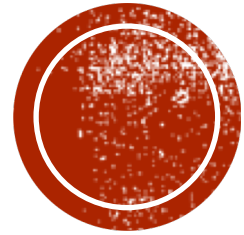
MPS ACADEMIC DEPARTMENT 18-19

BOARD ACADEMIC COMMITTEE PRESENTATION

August 7, 2018

continuation on September 12, 2018





ACADEMIC DEPARTMENT UPDATES

BOARD AGENDA - ITEM III A

2018 CAASP SBAC – STATE TEST RESULTS

		ELA		MATH	
	Total #	2017 Score	2018 Result	2017 Score	2018 Result
MSA1	330	48%	No Change	30%	High Increase
MSA2	303	33%	Low Increase	24%	Low Increase
MSA3	306	40%	Low Increase	22%	Low Decrease
MSA4	96	31%	Low Increase	17%	High Decrease
MSA5	165	33%	Very High Increase	16%	Very High Increase
MSA6	155	43%	High Increase	25%	Very High Increase
MSA7	156	48%	Low Increase	39%	High Decrease
MSA8	486	45%	High Decrease	22%	Low Increase
MSA SD	397	69%	High Decrease	59%	High Decrease
MSA SA	433	47%	High Decrease	33%	High Decrease
MPS Ave	2827	46%	Low Decrease	31%	Low Decrease
LAUSD Ave		40%		30%	
SAUSD Ave		28%		22%	
SDUSD Ave		56%		46%	
STATE Ave		49%		38%	

Still embargoed. Will be presenting detailed results at the next available board meeting once released.

% met and exceeded. Grades 3-11 only.



2017-2018 NWEA MAP – INTERNAL ASSESSMENT DATA

- See attached
 - NWEA MAP Student Growth Summary Report (Fall 2017-Spring 2018)

VACANT STAFF POSITIONS AS OF AUGUST 6, 2018

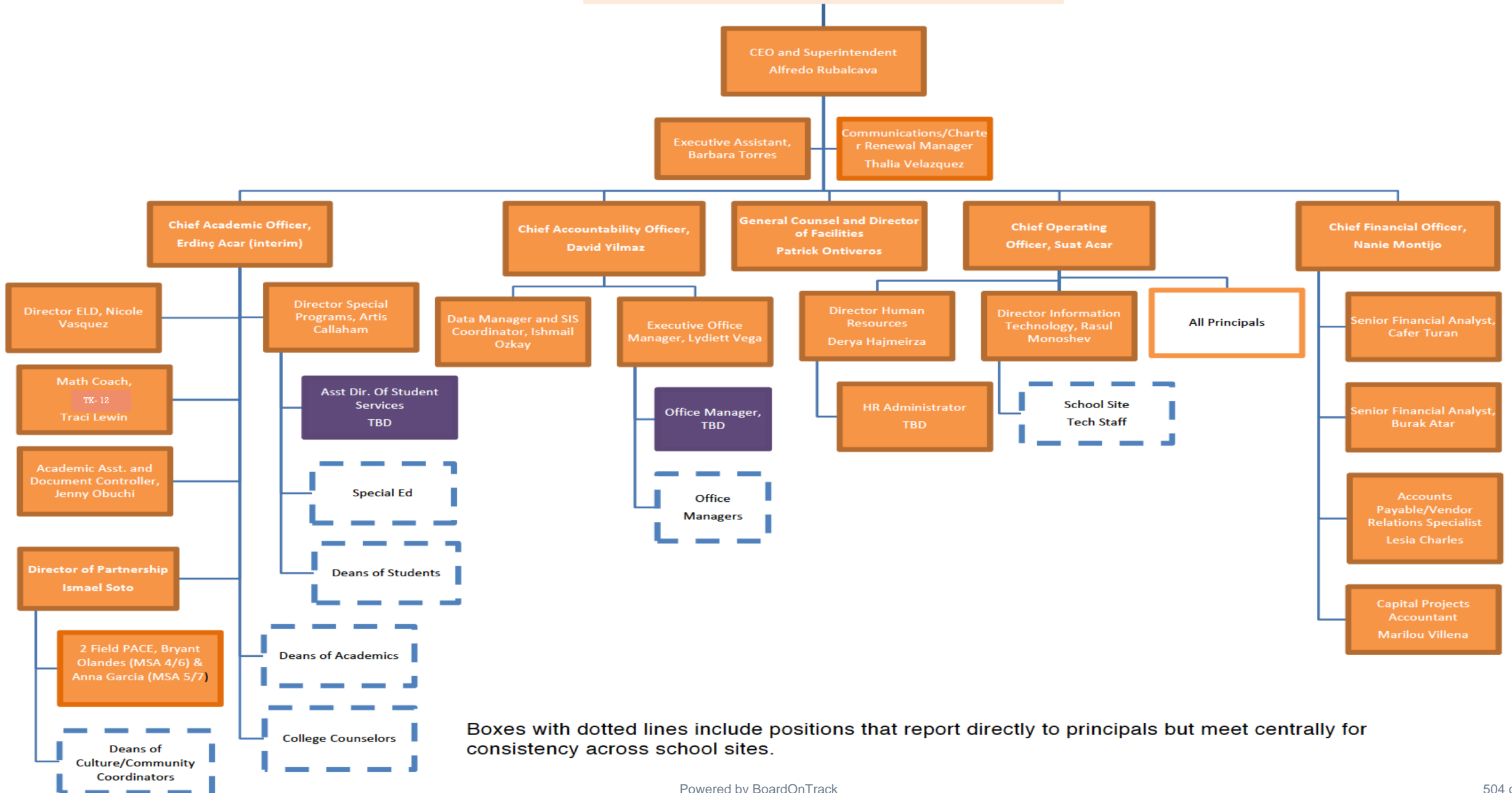
Location	Position	Status
MSA-1	PE Teacher	Interview Process
MSA-1	Title 1 Math	Job Application
MSA-2	English Teacher	Waiting for Credential Results
MSA-2	Computer Science Teacher	Waiting for Credential Results
MSA-3	PE Teacher	Offer Letter Pending
MSA-3	Social Studies Teacher	Sub-Teacher on Maternity Leave
MSA-3	Biology Teacher	Offer Letter Pending
MSA-4	History / Social Studies Teacher	
MSA-4	Spanish Teacher	Offer Letter Pending
MSA-5	ELA Teacher	Interview Process
MSA-5	ELA Teacher	Interview Process
MSA-5	PT Psych	Interview Process
MSA-6	X	No Vacant Position
MSA-7	Janitor (Part-time)	Interview Process
MSA-7	Teaching Aide (Part-time)	Interview Process
MSA-8	Spanish Teacher	Waiting for Credential Results
MSA-8	Science Teacher	Job Application
MSA-8	Math Teacher	Job Application
MSA-SD	X	No Vacant Position
MSA-SA	SPED	Offer letter is in process
MSA-SA	ELA	Interview Process



STAFFING UPDATES – ORG CHART

- New Assistant Director of Student Services, Dr. Brenda Lopez
- New Student Services Director, Dr. Artis Callaham
- Director of Partnership – Academics
- New CAO, Erdinc Acar

Board of Directors



PROGRAM UPDATES

- **New**

- CA SUMS Multi-Tiered System of Support (MTSS) Grant (\$150K) and Implementation
 - National Professional Learning Institute attendance (11 staff)
- Odysseyware Online Courses
 - To be approved by the board

- **Continuing Implementation**

- Core curriculum: McGraw-Hill StudySync ELA and ConnectedED Math
- MyOn Reading Program
- Illuminate Data and Assessment System
- NWEA MAP Assessments
- Teachboost Staff Development and Evaluation
- Naviance College and Career Counseling

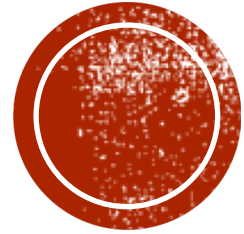
EVENTS

- Summer Leadership In-Service, July 30
- Summer In-Service for all Staff, August 1 and 2
- School in-services August 3- 10
- First day of school August 14



COMING THIS YEAR

- Math focus. Math course level collaboration, professional development, capacity building, intervention programs
- Data conversations and continuous improvement
- MTSS awareness, design and develop phase
- School Psychologists to address social-emotional needs
- First year of live Science testing
- New science curriculum review and adaption
- More school-wide STEAM/Science events
- Strategic Fundraising and effective Marketing to build a development department



ACADEMIC DEPARTMENT GOALS, PRIORITIES AND ACTION PLANS

BOARD AGENDA ITEM III B

MPS-WIDE GOALS 2018 -19

1. 100% four-year cohort Graduation Rate and 100% UC/CSU A-G Course Completion Rate across all MPS.
2. All student groups across MPS will show growth on the CAASPP-ELA/Literacy and Mathematics assessments by a 3-point or more increase from the prior year.
3. 50% or more of all MPS students will be proficient on the CAASPP-ELA/Literacy assessments and 35% or more will be proficient on the CAASPP-Mathematics assessments, with the ultimate goal of 100% proficiency for all.
4. 60% or more of all MPS students will meet their growth targets on the MAP-Reading and Mathematics assessments, with the ultimate goal of 100%.
5. All students across MPS will meet their expected growth targets in Reading as measured by the Lexile metrics.
6. All MPS sites will organize a STEAM Festival/EXPO, with 100% of MPS students creating and demonstrating a STEAM focused project, experiment, model or demo.
7. Average Daily Attendance (ADA) Rate of 97% or more across all MPS, with the ultimate goal of 100% ADA Rate.
8. MPS will develop, align, and improve academic and behavioral resources, programs, supports, and services in addressing the needs of the whole child by utilizing a coherent MTSS framework that engages all systems leading to improved student outcomes.
9. 25% or more of all MPS students will be home-visited by the teachers and staff across all MPS.
10. School experience survey participation and satisfaction rates of 85% or more for students, parents, teachers, and staff across all MPS, with the ultimate goal of 100% participation and satisfaction rates.



TRACI LEWIN, MATH COACH

FOCUS AREA 1: MATH TEACHER DEVELOPMENT AND CAPACITY BUILDING

Performance Goals:

- All student groups across MPS will show growth on the CAASPP-Mathematics assessments by a 3-point or more increase from the prior year.
- 35% or more will be proficient on the CAASPP-Mathematics assessments, with the ultimate goal of 100% proficiency for all.
- 60% or more of all MPS students will meet their growth targets on the MAP-Mathematics assessments, with the ultimate goal of 100%.
 - Provide monthly support to schools based on MPS-wide needs and individual school needs.
 - Develop professional learning opportunities based on individual teacher and school site needs to increase math department chair and math teacher capacity.
 - Create and maintain a space for online collaboration and resources for MPS math teachers.
 - Oversee the use of common mathematics benchmarks at all MPS schools (through the use of Interim Assessment Blocks and pacing)

TRACI LEWIN, MATH COACH

FOCUS AREA 2: INTERVENTION PROGRAMS AND SUPPORT FOR STUDENT GROUPS

Performance Goal: All student groups across MPS will show growth on the CAASPP-Mathematics assessments by a 3-point or more increase from the prior year.

- Strengthen Power Math classes by aligning curriculum and teaching strategies utilized in Power Math classes to increase student achievement
- Provide training and support to teachers to ensure compliance with integrated ELD, applicable curriculum, and CHATS framework for ELLs.
- Ensure that all teachers receive ongoing training and coaching for providing accommodations and modification for students as designed in their IEPs and 504 plans as it relates to the mathematics classroom.

ARTIS CALLAHAM - DIRECTOR OF STUDENT SERVICES

FOCUS AREA 1: SPECIAL EDUCATION

Performance Goal: Establish more cost effective and comprehensive SPED services; Reduce the number of Litigious Cases by at least 70% Magnolia Wide.

- Establish more cost effective and student friendly Psychological Svcs
- Provide Supervision of Interns (USC and Alliant Universities)
- Development of a Psych Services and Speech and Language Unit (Magnolia wide)

ARTIS CALLAHAM- DIRECTOR OF STUDENT SERVICES

FOCUS AREA 2: STUDENT SERVICES

Performance Goal: Establish Specialized Academic Instructional Services at all Magnolia Schools using UDL, SEL and Co- Teaching Strategies Schools will implement at 70% by the end of the 18-19 school year and at 80% of all classrooms by the 19-20 school year.

- Seek out funding sources to create Specialized Academic Instructional programs to service the needs of the low incidence / high need students
- In-service all Magnolia Public Schools in UDL, Co-Teaching, SEL, and SAI (2 components of MTSS)

BRENDA LOPEZ - ASSISTANT DIR. OF STUDENT SERV.

FOCUS AREA 1: SCHOOL CLIMATE

Performance Goal: Coordinate the administration, implementation, and evaluation of the Positive Behavioral Support Program, Restorative Justice Implementation and support school Deans to create a positive school climate.

- Analyze the current systems in place at school sites to sustain a positive learning environment
- Promote collaboration between schools so that promising practices are not siloed.
- Provide training to all staff that will illustrate the importance they all play in creating a positive learning environment.
- Leverage the use of PACE coordinators/ Dean of Cultures to promote the importance of building a community school that supports the child holistically
- Monitor Average Daily Attendance structures and develop programs to motivate students to attend school everyday, especially recognizing those that have 97% or more across all MPS, with the ultimate goal of 100% ADA Rate

BRENDA LOPEZ - ASSISTANT DIRECTOR OF STUDENT SERVICES

FOCUS AREA 2: MTSS FRAMEWORK ROLL OUT

Performance Goal: Work collaboratively with all stakeholders to plan and support the implementation of Magnolia's Discipline Policy to create a culture shift that utilizes a restorative MTSS framework.

- Work with every school to roll out the basic foundation of MTSS and how we use tiers to support all learners based on needs
- Support school staff in developing the infrastructure needed to provide Tier 2 and Tier 3 interventions and support – Multi-Tiered Systems of Support (MTSS)
- Provides professional development, trainings, coaching and/or presentations to assist school site personnel in the implementation of Restorative Justice practices.
- Collaborate with community agencies and provides a range of services that support academic, behavior and socio-emotional student needs
- MPS will develop, align, and improve academic and behavioral resources, programs, supports, and services in addressing the needs of the whole child by utilizing a coherent MTSS frameworks that engages all systems leading to improved student outcomes.

NICOLE VASQUEZ - EL/TITLE III COORDINATOR

FOCUS AREA 1: ENGLISH LANGUAGE LEARNERS

Performance Goal: Each MPS school will meet or exceed their individual LCAP goals for EL achievement.

- Strengthen and reinforce the EL Program and Master Plan with research-based strategies that facilitate EL achievement and success
- Designate and train EL Coordinators at each school site in order to bridge communication and address areas of need, as well as facilitate training and collaboration
- Ensure that all teachers receive ongoing training and coaching for integrated ELD and applicable curriculum, and ensure that all teachers receive support in implementing the EL Master Plan
- Work with site-level EL Coordinators to regularly monitor and assess EL students to ensure progress. Collaborate, notify parents, and create action plans as needed.
- Professional development calendar will be created for the upcoming school year.

NICOLE VASQUEZ - EL/TITLE III COORDINATOR

FOCUS AREA 2: TITLE III COMPLIANCE

Performance Goal: 100% of MPS schools will comply with Title III requirements, and keep all relevant documents organized and up-to-date for district visits and audits.

- Title III Improvement Plan will be updated to reflect changes to the MPS Master Plan.
- MPS EL Coordinator will maintain Title III folders for all school sites.
- All schools will accurately report all EL data in a timely manner.
- MPS EL Master Plan will be updated to reflect ESSA and Title III changes.
- MPS EL Coordinator and site level EL Coordinators will meet to discuss upcoming changes and provide feedback on EL Program.

ERDINC ACAR - SCIENCE

FOCUS AREA: SCIENCE PROGRAMS

Performance Goal 1: Improve STEM Instructional Practices in all MPS

- All MPS schools will offer integrated STEM curriculum, aligned with state, national (NGSS and CCSS), international and industry standards.

Performance Goal 2: Increase STEM Enrichment Programs in all MPS

- Increase/enhance # of STEM After School programs
- Increase/enhance # of STEM Post-secondary connections
- Increase/enhance # of STEM Community/Industry engagement

ISMAEL SOTO - DIRECTOR OF PARTNERSHIPS

FOCUS AREA 1: DEVELOPMENT

Performance Goal: Shape, manage and drive the implementation of a successful fundraising strategy to support organizational needs.

- Build Relationships and Inspire Investment
- Present a compelling case to catalyze interest, link donor aspirations to needs and secure support
- Create and implement cost-effective fund development program involving individuals, businesses and private foundations
- Develop calendars, plans, and marketing material for fundraising events and appeals
- Plan, implement, and evaluate specific fund development programs and campaigns
- Grant proposals
- Meet donor needs
- Recognize the power of effective stewardship and development
- Cultivate and solicit contributions from prospective and current individual and corporate donors, and secure private grants
- Engage with donors year-round, recognizing impact of gift, communicating progress and results, inspiring involvement and ensuring quality experience

ISMAEL SOTO - DIRECTOR OF PARTNERSHIPS

FOCUS AREA 2: MARKETING

Performance Goal: Shape, manage and drive the implementation of an effective marketing campaign to educate and cultivate community support.

- Develop and implement cost-effective marketing strategy to communicate with a range of constituencies through printed and electronic media
- Supplement marketing efforts at all Magnolia Science Academy sites
- Manage vendor relations to cultivate the best relationship

ISMAEL SOTO - DIRECTOR OF PARTNERSHIPS

FOCUS AREA 3: COMMUNICATIONS

Performance Goal: Effective, Engaging and Innovative Communication.

- Update and maintain organization's website, and social media.
- In collaboration with partner Larson Communications, create, write, edit and produce press releases, publications, and printed materials.
- Distill complex information into a simple, clear message using examples, stories, and community information that are relevant and resonate with the communities that Magnolia Public Schools serves
- Write clearly and concisely, using multiple platforms to reach diverse audiences, effective public speaker and presenter
- Develop and implement a comprehensive year-round communication plan to keep donors, supporters, and partners informed and engaged
- Execute the development and implementation of social marketing, public and media relations, website content, communication/resource development materials and brand management

DAVID YILMAZ - CHIEF ACCOUNTABILITY OFFICER

FOCUS AREA 1: ACCOUNTABILITY PLANS

Performance Goal: All MPS schools will have high quality accountability plans, i.e., LCAP, LCAP Addendum, and SPSA.

- 100% of MPS schools will establish a culture of making their accountability plans living documents.
- 100% of MPS principals will meet internal deadlines for creation and submission of accountability plans.
- 100% of MPS schools will have at least quarterly SSC/PTF meetings.
- 100% of MPS schools will conduct annual stakeholder experience surveys.
- 100% of MPS schools will be WASC accredited.

DAVID YILMAZ - CHIEF ACCOUNTABILITY OFFICER

FOCUS AREA 2: PROGRAMMATIC COMPLIANCE

Performance Goal: All MPS schools will implement the programs described in their charter petition and comply with all applicable law and regulations

- 100% of MPS schools will comply with applicable state/federal laws and authorizer regulations.
- 100% of MPS schools will implement 100% of the programs promised in their charter petitions.
- 100% of MPS schools will prepare and submit required reports in a timely manner.
- 100% of MPS school administrators will be knowledgeable of MPS policies and procedures.
- 100% of MPS schools will receive overall satisfactory ratings on authorizer oversight reports

ISHMAIL OZKAY- DATA MANAGER/ SIS COORDINATOR

FOCUS AREA 1: ASSESSMENTS

Performance Goal: All MPS sites will administer MAP and SBAC interim asses

- Schoolwide Fall & Spring MAP test administration.
- All SBAC Interim Assessment Blocks administered by Math and ELA teacher in appropriate time of the year (roughly once a month)

ISHMAIL OZKAY- DATA MANAGER/ SIS COORDINATOR

FOCUS AREA 2: ILLUMINATE SIS TRANSITION

Performance Goal: All MPS staff will utilize Illuminate. Data migration will be completed.

- Transcript data migration will be completed.
- 100% of teaching staff and administrators will utilize Illuminate SIS in everyday operations.
- 100% Dean of Academics, Office Managers, and Principals will be proficient on related Illuminate SIS features.
- Parent outreach to start accessing Illuminate parent accounts

JENNY OBUCHI- ACADEMIC ASSISTANT

FOCUS AREA 1: SCHOOL SITE SUPPORT

Performance Goal: Provide logistical support for ongoing professional development to build teacher and school leader capacity

- Ensure that ALL school sites stay within budget when purchasing common core curriculum
- Summer School Logistics
- District-wide PDs (Summer, Fall and Spring)
- Document Control for SC
- Sponsorship

JENNY OBUCHI- ACADEMIC ASSISTANT

FOCUS AREA 2: ACADEMIC SUPPORT

Performance Goal: Provide Support to Academic Team and School sites to ensure access to student services and resources

- Weekly Newsletter
- Monthly Meeting Support

SUSPENSION/EXPULSION DATA, PROCEDURES AND GOALS

Presented by: Dr. Brenda D.
Lopez & Dr. Artis Callaham

DATA: NATIONAL

- Black students are 3.8 times more likely to be suspended than white students
- Black girls are 6 times more likely to be suspended than White girls
- Latino students represent 21% of suspensions and 25% of expulsions
- One in every 13 Native American students is suspended nationally
- Black boys with disabilities have a 33.8% chance of being suspended compared to only a 16.2% chance for white boys with disabilities
- 9% of LGBTQ students were disciplined for simply identifying as LGBTQ

BREAKING THE CHAINS

The School-To-Prison Pipeline, Implicit Bias, and Racial Trauma

September 2016

DATA: CALIFORNIA

- The statewide suspension rate for Black males is 3.6 times greater than that of the statewide rate for all students
- While African Americans account for only 5.8% of the state's public-school enrollment, they represent 17.8% of students who are suspended in the state
- While 3.6% of all students were suspended in 2016-2017, the suspension rate for Black boys and young men was 12.8%
- In sum, the black suspension rate stands out on the high side, the Asian rate stands out on the low side, and Hispanic and white rates are near the state average

Get Out! Black Male Suspensions in California Public Schools
Wood, Harris III, & Howard, 2018

Brown Center Report on American Education: Race and school suspensions, 2017






MPS DATA

57 -Overall Out of school Suspensions 2017-18 School Year

31 -Overall In school Suspensions 2017-2018 School Year

2 -Overall Expulsions 2017-18 School Year

CALIFORNIA SCHOOL DASHBOARD






State Indicators	All Students Performance	Status	Change
Chronic Absenteeism	N/A	N/A	N/A
Suspension Rate (K-12)		Very Low 0.5%	Declined -1.1%
English Learner Progress (K-12)		Low 62%	Increased +1.5%
Graduation Rate (9-12)		Medium 86%	Increased +5%
College & Career	N/A	N/A	N/A
English Language Arts (K-8)		Low 60 points below level 3	Declined -10
Mathematics (K-8)		Very Low 15 points above level 3	Declined Sig. -25

CALIFORNIA SCHOOL DASHBOARD

[Home](#) [FAQ](#) [Resources](#) [Glossary](#) [Translate](#) [Search](#)
[Generate PDF Report](#)

	Student Performance	Number of Students	Status	Change
All Students		577	Very Low 0%	Maintained -0.2%
English Learners		71	Very Low 0%	Maintained 0%
Foster Youth		0	*	*
Homeless		12	Very Low 0%	*
Socioeconomically Disadvantaged		520	Very Low 0%	Maintained -0.2%
Students with Disabilities		88	Very Low 0%	Maintained 0%
African American		1	*	*
American Indian		0	*	*
Asian		24	Very Low 0%	Maintained 0%
Filipino		16	Very Low 0%	Maintained 0%
Hispanic		489	Very Low 0%	Maintained 0%
Pacific Islander		0	*	*
Two or More Races		4	*	*
White		43	Very Low 0%	Declined Significantly -2.2%

Performance Levels:

 Red (Lowest Performance)
  Orange
  Yellow
  Green
  Blue (Highest Performance)

[hooldashboard.org/#/ReportGroup/19647336119945/3/14](#)
 n 11 students and is not reported for privacy reasons. The performance level (color) is not included when there are fewer than 30 students in any

SUSPENSION OFFENSES & PROCEDURE

- Enumerated Offenses, Discretionary Suspension Offenses (Student/ Parent Handbook, p.32-34)
- Mandatory Suspension Offenses (p. 34-35)
- Suspension Procedures (p. 35): Conference> Notice to Parent/ Guardian> Suspension Appeals> Uphold Suspension or Determine Suspension is overturned
- Recommendation for placement/ expulsion (p.35-36)

EXPULSION OFFENSES & PROCEDURE

- Expulsion (Discretionary Offenses p. 36-38)
- Expulsion (Mandatory Offenses p. 38)
- Expulsion Procedure (p. 39-42) : Recommendation for expulsion> Expulsion hearing> Record of Expulsion Hearing> Presentation of Evidence> Written Notice to Expel> Disciplinary Records> Expulsion Appeals>Required Notification (If pupil is expelled)
- Interim Placement during process (p. 41)
- Additional provisions (p. 41-42)

BOARD LEVEL INVOLVEMENT

Expulsion Appeal

In order to appeal an expulsion, the student/parent/guardian must submit a written appeal to the CEO of MPS outlining the reason for the appeal, attaching any supporting documentation, within ten (10) calendar days of being informed of the expulsion.

In response to the written request for an appeal, the CEO of MPS shall call a meeting of the Board of Directors. The Board shall convene a hearing on the appeal within ten (10) calendar days of receipt of a timely written request for an appeal.

At the hearing on the appeal, the student shall have the right to present evidence. The Board will consider evidence and/or testimony as appropriate and will render a written decision that shall be in the best interest of the student and the Charter School. That decision shall be final.

MOVING FORWARD

- Proactive not Reactive
- Structured Process to track supports and Data
- Multi-Tiered Systems of Support (MTSS)/ Positive Behavior Intervention Structures (PBIS) program development and roll out process
- Research based approach to addressing student behavior
- Student Support Services
- Focus on the mindset of the adults as well as children

SPECIAL EDUCATION PROGRAMS

MAGNOLIA PUBLIC SCHOOLS

STUDENT SERVICES DEPARTMENT

Innovation, collaboration, Accountability

HISTORICAL PROGRAM

- ALL SCHOOLS FUNDING A SPED COORDINATOR
- SPED TEACHER ASSISTANTS
- VIRTUALLY ALL OTHER SERVICES CONTRACTED OUT TO NON PUBLIC AGENCIES
 - COUNSELING
 - CRISIS INTERVENTION
 - MEETING ATTENDANCE,
 - PSYCH ASSESSMENTS
 - DIS SERVICES – SPEECH, ADAPTIVE P.E., O.T., BII, BID,
 - ACADEMIC ASSESSMENTS
- COST FOR SERVICE PROVISION ONLY: OVER \$100,000.00 AVERAGE MONTHLY
- ALL HIGHLIGHTED SERVICES ARE NO LONGER BEING PAID TO EDLOGICAL FOR MOST SCHOOLS

CURRENT PROGRAM INFORMATION

Schools MPS	SPED Teachers	SPED Students	School Psychs	Para Profs	
MSA 1	3	98	1	3	
MSA 2	3	88	1	3	
MSA 3	2 + 1?	61	1 intern	4	
MSA 4	1	40	.5	3 +.5 math	
MSA 5	2	51	1 intern +.5?	4	
MSA 6	1	30	.5	1	
MSA 7	1	37	+ .5? Ed logical	4	
MSA 8	2	53	1	2	
MSA SA	4	101	1 + Ed logical	9	
MSA SD	2	59	1 from agency	2 four partial	

SERVICE IMPACT

- NEW PROGRAM IMPLEMENTATION

EVALULOGIX – IMPROVED ACCOUNTABILITY, INCREASED COLLABORATION

SCHOOL PSYCHOLOGISTS – ONSITE DIS COUNSELING, CRISIS INTERVENTION, PSYCHO-EDUCATIONAL EVALUATIONS, ONSITE SOCIAL EMOTIONAL LEARNING GROUPS

SPED TEACHERS – CASE MANAGERS AND ACADEMIC EVALUATIONS

- STUDENT SERVICES WEBSITE

- [HTTPS://SITES.GOOGLE.COM/MAGNOLIAPUBLICSCHOOLS.ORG/MPSTUDENTSERVICES/HOME](https://sites.google.com/magnoliapublicschools.org/mpsstudentservices/home)

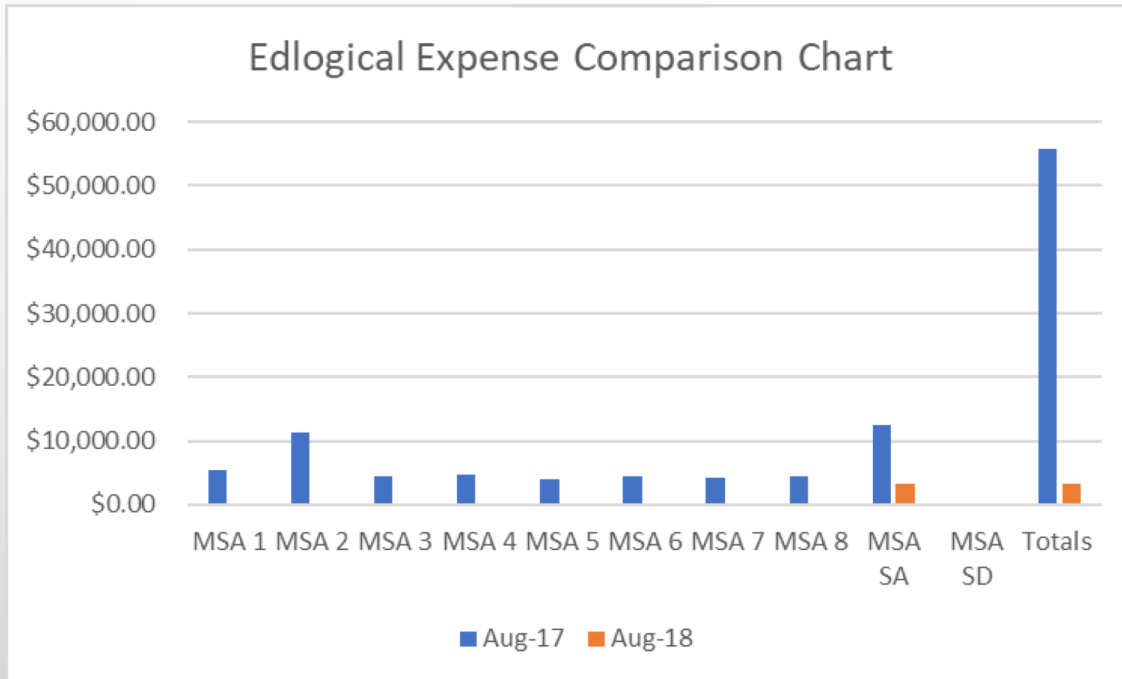
- WEEKLY GO TO MEETINGS

- [HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/822623949](https://global.gotomeeting.com/join/822623949)
- YOU CAN ALSO DIAL IN USING YOUR PHONE.
- UNITED STATES: +1 (646) 749-3112
- ACCESS CODE: 822-623-949

- MONTHLY SPED UPDATES – NEWSLETTER

Innovation, collaboration, Accountability

FUNDING AND EXPENSES



	Aug-17	Aug-18	Sep-17	Sep-18
MSA 1	\$5,490.58	0	\$4,843.44	
MSA 2	\$11,275.49	0	\$12,155.70	
MSA 3	\$4,387.88	0	14,035.28	
MSA 4	\$4,819.63	0	\$8,878.63	
MSA 5	\$3,983.99	0	\$5,553.64	
MSA 6	\$4,569.85	0	\$3,688.68	
MSA 7	\$4,190.35	0	\$12,989.36	
MSA 8	\$4,532.65	0	\$3,701.51	
MSA SA	\$12,465.95	\$3,355.85	\$18,794.80	
MSA SD				
Totals	\$55,716.37	\$3,355.85	\$84,641.04	

Magnolia spent approximately 3 million dollars with Non Public Agencies to support SPED during the 2017- 2018

UPDATES AND CONCERNS

- SCHOOLS NEED MORE COUNSELING SUPPORT
 - WILL IMPLEMENT MORE SEL GROUPS AT EACH SITE
 - IDENTIFYING OUTSIDE AGENCIES FOR FREE SERVICES IF CALLAHAM SIGNS FOR SUPERVISION OF COUNSELORS
- EVALUOLOGIX HAS SOME BUGS TO BE WORKED OUT
 - SPELL-CHECK, CUT AND PASTE OPTION, NAME AND GENDER POPULATION, UPLOADING TEMPLATES
- TESTING MATERIALS
 - HAVE BEEN APPROVED, FINANCE DEPARTMENT IS CURRENTLY ORDERING

STATE OF THE HEALTH EDUCATION IN MAGNOLIA PUBLIC SCHOOLS

A- Compliance

- MPS Schools comply with all applicable federal, state, and local requirements related to school and student health, safety, and emergency preparedness
- MPS Schools adopt, implement, and maintain at all times a current, comprehensive, and site-specific Health, Safety, and Emergency Preparedness Plan including requirements and procedures for protecting student health and safety during off-campus school-sponsored activities, including but not limited to field trips and transportation.
- MPS Schools ensure that all staff members receive annual training on Charter School's health, safety, and emergency procedures, including but not limited to training on bloodborne pathogens, and shall maintain a calendar for, and conduct, emergency response drills for students and staff through Charter SAFE trainings.
- MPS Schools provide all employees, and other persons working on behalf of the schools who are mandated reporters, with annual training on child abuse detection and reporting.
- MPS Schools stock and maintain the required number and type of emergency epinephrine auto-injectors onsite and provide training to employee volunteers in the storage and use of the epinephrine auto-injector as required.
- MPS Schools comply with the of athletic program requirements
- MPS Schools comply with the Healthy Schools Act, which details pest management requirements for schools.

B- Immunization and Health Screening Requirements

- MPS Schools require all employees, and any volunteer or vendor/contracting entity employee who may have frequent or prolonged contact with students, to undergo a risk assessment and/or be examined and determined to be free of active tuberculosis (TB) within the period of 60 days prior to employment/service, or otherwise meet the requirements of Education Code.
- MPS Schools comply with all federal and state legal requirements, including but not limited to the requirements related to student immunization, health examination, and health screening, including but not limited to screening for vision, hearing, and scoliosis, to the same extent as would be required if the students were attending a non-charter public school. MPS Schools maintain student immunization, health examination, and health screening records on file.

C- Student Health and Wellness

MPS Schools strive to ensure the health and wellness of all students at our school, as a critical component of each student's academic and life success. A nutritious hot lunch program, along with breakfast and snacks, are provided for all students via food vendors through the National School Lunch Program. Students have ample opportunities for physical activity and development of healthy lifestyles through P.E. classes, as well as after-school activities including competitive sports clubs for basketball, volleyball, soccer and flag football.

During weekly middle school students' **Life Skills classes**, students engage in health education, including nutrition and the importance of physical activity, drug and alcohol abuse awareness, healthy relationships, sexual health and more. The Charter School conducts regular health, vision, hearing and scoliosis screenings. Counseling services are provided for all students in need of additional social and emotional health support.

School Wellness Policy

Magnolia Public Schools (MPS) is committed to the optimal development of every student. MPS believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

This policy outlines MPS' approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in MPS have access to healthy foods throughout the school day – both through reimbursable school meals and other foods available throughout the school campus– in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of MPS in creating continuity between school and other settings for students and staff to practice lifelong healthy habits;
- MPS will coordinate the wellness policy with other aspects of school management, including the schools' LCAP, when appropriate; and
- MPS establishes and maintains an infrastructure for management, oversight, implementation,

communication about and monitoring of the policy and its established goals and objectives. This policy applies to all students, staff, and schools in MPS. Specific measurable goals and outcomes are identified in each section below.

MSA-SA invites parents and community to our School Wellness Committees (SWC). Either as members of the SWC or just as participants, we invite and involve the communities we serve to be partners in our school wellness program, attend meetings to establish goals for and oversee school health and safety policies and programs, and review and update our school wellness policy.

Suicide Prevention Support

MPS Schools recognize that suicide is a major cause of death among youth and should be taken seriously. To attempt to reduce suicidal behavior and its impact on students and families, MPS have developed prevention strategies and intervention procedures. In compliance with Education Code section 215, the MPS Suicide Prevention Policy has been developed in consultation with MPS and community stakeholders, MPS school-employed mental health professionals (e.g., school counselors, psychologists, social workers, nurses), administrators, other school staff members, parents/guardians/caregivers, students, local health agencies and professionals, law enforcement, and community organizations in planning, implementing, and evaluating MPS’ strategies for suicide prevention and intervention. MPS must work in conjunction with local government agencies, community-based organizations, and other community supports to identify additional resources.

D- Health and Physical Education

Students at grades TK-5 attend weekly PE and health classes. The teacher uses SPARK curriculum which is aligned to grade level physical education and health standards. Students are taught about physical fitness, athletics, health and nutrition, and sportsmanship. Classes are once a week for sixty minutes. In addition, classroom teachers lead their own PE sessions which range from thirty to sixty minutes a week.

In grades 6 through 8, students are offered Physical Education courses as electives.

HEALTH AND PHYSICAL EDUCATION
HEALTH AND PHYSICAL EDUCATION (Non-core, Non-college preparatory)
<p>Courses offered in the Health and Physical Education department are designed to help the students develop psychomotor skills such as fundamental movement patterns, sports skills, and the five components of physical fitness. In addition, students’ will develop a positive self-image and the ability to work with other classmates. The curriculum includes sports such as basketball, volleyball, football, soccer, track and field, softball, cooperative/teamwork games, mile run/mile and a half run, anaerobic activities, warm-up (Jogging or J.J.), stretching, push-ups, abdominal exercises, jump-rope, fun trust/games.</p> <p>The Health and Physical Education program consists of students in grades six through eight. Students will participate in skill building activities, introduction to sports and activities, and physical activities that link to the exploration of culture and history. The goal is to develop a lifelong program of activity to develop and maintain healthy habits and wellness. These courses are based on the Health and Physical Education Model Content Standards for California Public Schools.</p>

LIFE SKILLS
LIFE SKILLS (Non-core, Non-college preparatory)
MPS schools use the “Second Step” program in middle grades. Second Step is a classroom-based social skills program developed by the Committee for Children for students in preschool through junior high (ages 4–14 years), with a distinct curriculum for each grade. It is designed to reduce impulsive, high-risk, and aggressive behaviors and increase children’s social competence and other protective factors. This program contains units on Life Skills, Study Skills, Test Taking Skills, Drug Prevention, Environmental Issues, Career Awareness, and Character Development. Each middle grade students attends Life Skills one period per week. Life Skills themes are integrated into broader school wide activities including assemblies, field trips, displays, announcements, and the general curriculum. Parents are informed about the topic of the week to cultivate their involvement and support at home.

In grades 9 through 12, students are required to take two years of P.E.

PHYSICAL EDUCATION I A/B (Non-core, Non-college preparatory)	PHYSICAL EDUCATION II A/B (Non-core, Non-college preparatory)
This course is the first year of the high school physical education sequence. It includes the required content areas; aquatics, rhythms/dance, individual and dual activities, mechanics of body movement, and the effects of physical activity on dynamic health.	This course is the second year of the high school foundation courses, it expands the content of course I and includes the remainder of the required content areas; gymnastics/tumbling, combatives, team sports, mechanics of body movement, and the effects of physical activity on dynamic health.

E- Personnel

In addition to school admin teams and office staff below are staff involved in health of wellness of MPS students;

PE and Health Teachers

PE and Health teachers implement the required PE and Health curriculum in addition to administering the Physical Fitness Test.

School Psychologists

Provide in-service training and workshops for teachers and staff regarding mental health issues and proper procedures for the identification and referral of students.

Contracted Service Providers

MPS contracts out **Certified Nurse** and **Certified Nurse Aid** needs to third party service providers.

MPS Director of Student Services

The Director of Student Services is responsible for the effective coordination, delivery, evaluation and refinement of student services throughout MPS schools, and for ensuring that all programs are aligned with the outcomes for student success. Student services programs include student health services, psychological services, social work services, guidance services, and other student services.

MPS Assistant Director of Student Services

The Assistant Director of Student Services coordinates the administration, implementation, and evaluation of the MTSS, Positive Behavioral Support Program, Restorative Justice Implementation and support Deans to create a positive school climate.

Cover Sheet

Enrollment Update and Strategies for 2018-19

Section: IV. Discussion Items
Item: B. Enrollment Update and Strategies for 2018-19
Purpose: Discuss
Submitted by:
Related Material: IV B Enrollment Update.pdf



Board Agenda Item #	IV B- Discussion Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava., CEO & Superintendent
Staff Lead:	Ismael Soto, Director of Partnerships
RE:	Enrollment Update as of August 2018

PROPOSED BOARD MOTION

Information item, no actions required.

BACKGROUND

The following enrollment figures are pulled directly from the NEW student information system Illuminate on August 31, 2018, which delivers up to date enrollment numbers for all Magnolia schools.

MPS	TARGET ENROLLMENT 2018-2019	CURRENT ENROLLMENTS 2018-2019	MPS	TARGET ENROLLMENT 2018-2019	CURRENT ENROLLMENTS 2018-2019	MPS TARGET ENROLLMENTS	ENROLLMENTS NEEDED
MSA-SD	480	417	MSA-4	181	177	4182	212
MSA-SA	771	679	MSA-5	241	246	CURRENT ENROLLMENTS	
MSA-1	635	595	MSA-6	152	154		
MSA-2	465	441	MSA-7	292	282	3970	
MSA-3	485	511	MSA-8	480	468		

SchoolMint

Additionally, as of July 1, 2018, we have launched the more effective and efficient electronic online and mobile student enrollment platform SchoolMint. These platforms will significantly streamline the manner in which Magnolia monitors and supports schools in reaching or exceeding their enrollment numbers.

Parent and Community Engagement (PACE) - Street Team Enrollment Campaigns

The Parent and Community Engagement (PACE) program coordinators from various MSA's as part of the Outreach & Communications Department (OCD) are working directly with MSA schools who have not met their enrollment targets for the 18-19' school year. We are utilizing heat maps from SchoolMint to identify neighborhoods around our MSAs to target and canvas with printed door hangers. Thus far, we have canvased on foot for MSAs 1, 2, 4, 5, 7, Santa Ana, and San Diego.

Marketing Campaigns

In partnership with Staples Business Advantage-Print and Marketing department, Digital First Media, and alPunto Advertising Agency have developed a multi-faceted enrollment marketing campaign. These include:

- PRINT
 - Staples - Print and Marketing: Every Door Direct Mail (EDDM) campaigns, promotional items, vinyl banners, and door hangers.
 - Digital First Media - Print Ads including:
 - Daily News
 - Reader's Choice Best winner MSA-2, "Favorite Charter School" in the San Fernando Valley
 - Excelsior Newspaper
 - Good Life Magazine
- DIGITAL
 - Digital First Media:
 - Targeted Facebook Advertisements such as the MSA-4 Campaign on July 18, 2018 resulting in 78,983 people reached (they saw the ad), 1,297 post clicks, 108 likes, 29 comments, and 25 shares.
 - Online display advertisements
 - EBlast (email blast)

Analysis (If applicable)

Enrollment Marketing Campaign Strategy - July 2018 through January 2019

1. 2018 YEAR END PUSH

- Timeline: July 23rd through August 13th in advance of school starting August 14th
- Focus schools: MSA 1, MSA-2, MSA-5, MSA-7, MSA Santa Ana, and MSA-San Diego
 - Priority by enrollment need:
 - MSA-SA (-91), MSA-SD (-63), MSA-1 (-40)

2. CENSUS DAY PUSH

- Timeline: Tuesday, August 14th through Sunday, September 30th in advance of Census Day Wednesday, October 3rd
- MSA-Santa Ana:
 1. Street Team Enrollment Campaign August 24, 2018
 2. Digital Marketing Plan with alPunto Advertising Agency through census day October 3, 2018. Strategies to include:
 - a. SEM (Search Engine Marketing)
 - b. Facebook
 - c. Video Pre-roll
 - d. Postcard mailer

3. OPEN ENROLLMENT WINTER BREAK

- Timeline:
 - Pre-Winter Break Campaign December 11th - December 14th
 - Winter break December 17, 2018 - January 2, 2019
 - Lottery Campaign January 4th - January 10th

Budget Implications

These enrollment numbers and future projections are being used to calculate the 2018-19 budgets for all of MPS.

As of 8-31-18

	Budget	Current Enrollment	Diff. (Budget vs Actual)	ADA %	Proj. ADA	Est Incr (Decr) in ADA	Estimated Ave LCFF	Estimated Fiscal Impact
MSA-1	635	595	-40	96.4%	574	-39	\$ 14,977	\$ (577,513)
MSA-2	465	441	-24	95.5%	421	-23	\$ 12,880	\$ (295,210)
MSA-3	485	511	26	94.4%	482	25	\$ 12,570	\$ 308,518
MSA-4	181	177	-4	94.8%	168	-4	\$ 12,601	\$ (47,783)
MSA-5	241	246	5	94.0%	231	5	\$ 11,834	\$ 55,620
MSA-6	152	154	2	97.2%	150	2	\$ 12,473	\$ 24,248
MSA-7	292	282	-10	95.9%	270	-10	\$ 12,694	\$ (121,735)
MSA-8	480	468	-12	98.3%	460	-12	\$ 12,149	\$ (143,310)
MSA-SD	480	417	-63	96.0%	400	-60	\$ 12,432	\$ (751,887)
MSA-SA	771	679	-92	96.1%	653	-88	\$ 9,437	\$ (834,344)
Total	4,182	3,970	(212)		3,809	(204)		\$ (2,383,397)

Exhibits (attachments):

- MPS_MARKETINGREPORT_SEPT2018.pdf

Cover Sheet

Finance Updates Regarding Board Requests

Section: IV. Discussion Items
Item: C. Finance Updates Regarding Board Requests
Purpose: Discuss
Submitted by:
Related Material: IV C Finance Update.pdf



Board Agenda Item #	Agenda # IV C- Information Item
Date:	September 13, 2018
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Nanie Montijo, Chief Financial Officer
RE:	Finance Updates

Proposed Board Recommendation

Information only.

Background

Board of Directors request information regarding the following items:

1. Explanation on state lottery funds and how they are received.

The State Controller's Office (SCO) distributes quarterly lottery to county offices of education, school districts, and charter schools based on per unit of average daily attendance (ADA) for the unrestricted and restricted lottery apportionment. The first quarter payment includes prior-year adjustments due to the recalculation of lottery apportionments based on actual ADA reports.

To view a copy of the Master Register that lists the ADA, apportionment, adjustments, and net amount actually paid (Remittance Advice) to each county office, school district, charter school, and community college district on a quarterly and year-to-date basis, visit the SCO's Web site at https://www.sco.ca.gov/ard_payments_lottery.html.

In addition, School Services of California provides Financial Projection Dartboard to all LEAs based on the state adopted budget, which includes the following information:

		2017-18	2018-19	2019-20	2020-21	2021-22
California Lottery	Unrestricted per ADA	\$ 153	\$ 151	\$ 151	\$ 151	\$ 151
	Restricted per ADA	\$ 55	\$ 53	\$ 53	\$ 53	\$ 53

Additional factors can be found at SSC's website:
<https://www.sscal.com/download.cfm?id=4564>

All apportionments are deposited directly to each LEAs account at the County treasury offices. The County Office sends the funds directly to each MPS site's bank account via ACH. A remittance advice such as below is also sent to each principal every time apportionments are scheduled by CDE:

THIS REMITTANCE ADVICE FOR THE LOTTERY
 EDUCATION APPORTIONMENT IS FOR INFORMATION
 PURPOSES ONLY. THE WARRANT COVERING THE
 PAID AMOUNT WILL BE SENT TO YOUR COUNTY
 TREASURER

--- MAGNOLIA SCIENCE ACADEMY 7 ID: A1995989
 333 SOUTH BEAUDRY AVENUE
 LOS ANGELES CA 90017

	AVERAGE DAILY ATTENDANCE	COMPUTED AMOUNT	CURRENT PAYMENT ADJUSTMENT AMOUNT /ACCOUNTS RECEIVABLE BALANCE	PAID AMOUNT
		/PRIOR YEAR TOTAL ADJUST		
ADJUSTMENT(S) FOR 1ST PAYMENT:				
			566.81	
			223.79	
			.00	
			.00	
NON PROP-20				
1ST QTR END 09 30 2017	293	16,180.49	566.81	16,747.30
		566.81	.00	
YEAR-TO-DATE TOTALS		16,180.49	566.81	16,747.30
		566.81	.00	
PROP-20				
1ST QTR END 09 30 2017	293	.00	223.79	223.79
		223.79	.00	
YEAR-TO-DATE TOTALS		.00	223.79	223.79
		223.79	.00	
GRAND TOTAL 1ST QTR		16,180.49	790.60	16,971.09
		790.60	.00	
GRAND TOTAL YEAR-TO-DATE		16,180.49	790.60	16,971.09
		790.60	.00	

COMPILED UNDER THE DIRECTION OF
 THE CONTROLLER OF CALIFORNIA

2. SPED Students – How much do we get?

MPS Schools belong to El Dorado and LAUSD Selpa. Each Special Ed Students receives funding based on the AB 602 funding rate for the year and IDEA Basic Local Assistance Federal Funding.

El Dorado Funding Calculation (unadjusted rate):

AB 602 = ADA x \$522

Fed IDEA = ADA x \$125

Admin Fee based on LEAs year of entry (4%-6%)

LAUSD Funding Calculation (FY 17-18):

AB 602 = ADA x \$573.51

Fed IDEA = ADA x \$197.01

Option 3 = 10% Fair Share Contribution

The Special Education Program, also known as AB 602, provides funding to special education local plan areas (SELPA) based on the SELPA's ADA and other data elements. The funding calculation for AB 602 can be found on the exhibits titled *SELPA Special Education Funding Exhibit*, *SELPA Special Education Funding Exhibit – LA Court*, and *SELPA Special Education Funding Exhibit – Charter SELPA*.

<https://www.cde.ca.gov/fg/aa/se/ab602apptdat.asp>

A portion of a snapshot of one of the exhibits is below:

AB 602 ADA

2017–18 First Principal (P-1)

Apportionment

California Department of Education

Legend: AB 602 = Assembly Bill 602; ADA = Average Daily Attendance; SELPA = Special Education Areas

County Code	District Code	SELPA	SELPA Member	District ADA Line A-1
01	10017	CU03	Alameda Co. Office of Education	0
01	61119	CR05	Alameda Unified	9142.29
01	61127	CR00	Albany City Unified	3574.58

3. Vendor List – see attached

4. Home Office Lease:

- 7 years starting April 1, 2016
- Rent:

	Monthly	Annual
Year 1	13,000	156,000
Year 2	13,400	160,800
Year 3	13,850	166,200
Year 4	14,300	171,600
Year 5	14,800	177,600
Year 6	15,300	183,600
Year 7	15,800	189,600

5. Bidding Requirement. How do we conduct RFP?

Bidding process is based on the Fiscal Policy PUR 107. See attached.

Budget Implications

none

How Does This Action Relate/Affect/Benefit All MSAs?

n/a

Name of Staff Originator:

Nanie Montijo, Chief Financial Officer

Attachments

Vendor List

Bidding Requirements Policy

SOP # PUR107 Revision: 2
Effective Date: 6/06/16

Prepared by: Central Office
Approved by: BOD

Title: PUR107 BIDDING REQUIREMENTS

Policy: To ensure the establishment of bidding requirements relating to multi-year service contracts, and to maintain the internal controls of the selection process.

Purpose: To provide the methods for determining a bidding process, documentation requirements, and award of contracts.

Scope: This procedure applies to all vendors of services.

Responsibilities:

Purchasing Agent or School Principal is responsible for providing a summary and justification related to the potential proposal.

Selection Committee is responsible for the review and recommendation of all contracts over \$25,000.

Chief Executive Officer and/or Chief Financial Officer is/are responsible for the examination of the bidding and selection process of all contracts above \$25,000.

Board of Directors are responsible for the approval of all bidding contracts above \$25,000.

Procedure:

1.0 BIDDING REQUIREMENTS AND PROCESS

1.1 New service contracts in excess of \$25,000 shall be formally bid in accordance with the following:

- Request for Proposals (RFP): RFP requirements should include contract purpose, background, description of service, general information, time requirements, proposal requirements, and evaluation process.
- Public Notice: RFP will be posted in the Organization's website.
- Prospective Vendors: Selection Committee shall maintain a list of prospective vendors for the various categories of products and services purchased by the organization. All schools or departments should refer prospective vendors to the purchasing department for inclusion in the bidder file.
- Pending Bid File: A file shall be maintained by the selection committee of all invitations to bid currently pending.
- Evaluation: Evaluation of services and vendors will be in accordance with the RFP specifications and policy PUR101 vendor selection.

Accounting Policies, Procedures and Forms

- Bidder Files: Bidder files shall be maintained retaining the bids, bid comparison sheets, other submittals, and rationale in award. These bids shall be made available for the public upon request for a period of ninety (90) days after which time they will be archived for two (2) years.
- Bidding of contracts shall not be made in small quantities (split bidding) for the purpose of circumventing the authorized approval limits assigned by the Board of Directors, or to avoid public bidding based on the policies and procedures.

Vendor Selection Requirements			
	Less than \$5,000	Between \$5,000 and \$25,000	Greater than \$25,000
Bid process required?	No	Quotes or estimates	RFP
Acceptable forms of price comparison	N/A	Email, published catalogs, written	Written only
Minimum number of bids required	0	3	3
Submit bid documentation to the Procurement Office?	No	Yes	Yes

2.0 NONCOMPETITIVE NEGOTIATIONS

2.1 Noncompetitive negotiations may be used for procurements in excess of \$25,000 when bidding or competitive negotiations are not feasible. MPS may purchase goods and services through non-competitive negotiations when it is determined in writing by the Chief Executive Officer that competitive negotiation or bidding is not feasible and that:

- An emergency exists which will cause public harm as a result of the delay caused by following competitive purchasing procedures, or
- The product or service can be obtained only from one source, or
- The contract is for the purchase of perishable items purchased on a weekly or more frequent basis, or
- Only one satisfactory proposal is received through RFP, or
- The charter authorizer has authorized the particular type of noncompetitive negotiation.

3.0 STANDARDS OF CONDUCT

The following Standards of Conduct shall govern the performance, behavior and actions of MPS including, employees, officers, directors, volunteers and agents, who are engaged in any aspect of procurement, including – but not limited to – purchasing goods and services; awarding contracts and grants; or the administration and supervision of contracts.

Accounting Policies, Procedures and Forms

As representatives of MPS, all employees, officers, directors, volunteers and agents are expected to conduct themselves in a professional and ethical manner, maintaining high standards of integrity and the use of good judgment. Employees are expected to be principled in their business interactions and act in good faith with individuals both inside and outside MPS.

3.3 Conflict of Interest

- 3.3.1 No employee, officer, director, volunteer or agent of the MPS shall participate in the selection, award or administration of a bid or contract supported by federal funds if a conflict of interest is real or apparent to a reasonable person.
- 3.3.2 Conflicts of interest may arise when any employee, officer, director, volunteer or agent of the MPS has a financial, family or any other beneficial interest in the vendor firm selected or considered for an award.
- 3.3.3 No employee, officer, director, volunteer or agent of the MPS shall do business with, award contracts to, or show favoritism toward a member of his/her immediate family, spouse's family or to any company, vendor or concern who either employs or has any relationship to a family member; or award a contract or bid which violates the spirit or intent of Federal, State and local procurement laws and policies established to maximize free and open competition among qualified vendors.
- 3.3.4 MPS's employees, officers, directors, volunteers or agents shall neither solicit nor accept gratuities, gifts, consulting fees, trips, favors or anything having a monetary value in excess of twenty-five dollars (\$25) from a vendor, potential vendor, or from the family or employees of a vendor, potential vendor or bidder; or from any party to a sub-agreement or ancillary contract.

4.0 ACCEPTANCE OF GRATUITIES

MPS's employees, officers, directors, volunteers or agents shall neither solicit nor accept gratuities, gifts, consulting fees, trips, favors or anything having a monetary value from a vendor, potential vendor, or from the family or employees of a vendor, potential vendor or bidder; or from any party to a sub-agreement or ancillary contract.

5.0 DISCIPLINARY ACTIONS

Any MPS member, employee or designated agent of MPS who knowingly and deliberately violates the provisions of this code will be open to civil suit without the legal protection of MPS. Furthermore, such a violation of these procurement standards is grounds for dismissal by MPS as an employee, officer, director, volunteer or agent; or other such sanctions as available under the law.

Any contractor or potential contractor who knowingly and deliberately violates the provisions of these procurement standards will be barred from future transactions with MPS.

Accounting Policies, Procedures and Forms

Revision History:

Revision	Date	Description of changes	Requested By
0	2/16/15	Initial Release	Oswaldo Diaz, CFO
1	3/10/16	Policy Revision	Oswaldo Diaz, CFO
2	6/06/16	Policy Revision	Oswaldo Diaz, CFO

OrgId	VendorId	Name	Active	TaxNumFederal	CustomerAcctNum	AddrName	VendorAddrId	Address
99	104772	1st Reliable Maintenance	1			1st Reliable Maintenance	1	4161 East Live Oak Ave, Arcadia, CA 91006
99	127212	2 Teach LLC	1	20-4773344		2 Teach LLC	1	PO Box 2936, Winnetka, CA 91396
99	200018	2017-18 Uncleared Checks	1			2017-18 Uncleared Checks	1	250 E. 1st Street, STE. 1500, Los Angeles, CA 90012
99	000001	21st Century Staffing LLC	1	45-4426479		21st Century Staffing LLC	1	11331 East 183rd St. #247, Cerritos, CA 90703
99	125473	4Imprint Inc	1	39-1837105		4Imprint	1	101 Commerce St PO Box 320, Oshkosh, WI 54901
99	159841	A & D Landscaping Service Inc	1	46-3410066		A & D Landscaping Service Inc.	1	17760 Lull St, Reseda, CA 91335
99	156931	A Pa Tacos Estrella Catering	1			A Pa Tacos Estrella Catering	1	18925 Sherman Way Unit 20, Reseda, CA 91335
99	097569	A+ Interactive Technologies	1			A+ Interactive Technologies	1	12442 Rye St, Studio City, CA 91604
99	101170	A-1 Party Rentals	1			A-1 Party Rentals	1	7190 University Ave, La Mesa, CA 91942
99	096102	A.F. AirConditioning & Heating	1			A.F. AirConditioning & Heating	1	P.O.BOX 363, Agoura, CA 91376
99	094703	A1 Flyer Distribution	1			A1 Flyer Distribution	1	1037 Bell St., Pasadena, CA 91104
99	099481	A1 Livescan Notary	1			A1 Live Scan Notary & Shipping	1	9250 Reseda Bl. Suite 2-B, Northridge, CA 91324
99	105663	AAA Party Rentals	1			AAA Party Rentals	1	16010 Strathern St, Van Nuys, CA 91406
99	176383	AAA pinpoint Leak Detection	1			AAA pinpoint Leak Detection	1	22045 Celes St, Woodland Hills, CA 91364
99	099484	AAA Rents & Events Inc.	1			AAA Rents & Events Inc.	1	16010 Strathern St, Van Nuys, CA 91406
99	158460	Absence Soft	1	46-4094669		Absence Soft	1	445 Union Blvd Suite 103, Lakewood, CO 80228
99	095707	Academic Cap & Gown	1			Academic Cap & Gown	1	20644 Superior St, Chatsworth, CA 91311
99	096973	Academic Planners Plus	1			Academic Planners Plus	1	4601 16th Avenue North PO Box 2065, Fargo, ND 58107
99	096974	Academic Software	1			Academic Software	1	4485 Tench Rd. Suite 1220, Suwanee, GA 30024
99	105222	Accountemps	1	94-1648752		Accountemps	1	P.O.Box 743295, Los Angeles, CA 90074-3295
99	100580	Accrediting Commission-Schools	1			Accrediting Commission	1	533 Airport Blvd. Suite 200, Burlingame, CA 94010
99	096978	Accuchex	1			Accuchex	1	365 Bel Marin Keys Blvd. Suite 200, Novato, CA 94949
99	169937	Adams Locksmithing	1			Adams Locksmithing	1	8030 La Mesa Blvd #275, La Mesa, CA 91942
99	000008	ADT Security Services	1			ADT Security Services	1	PO Box 371878, Pittsburgh, PA 15250-7878
99	099506	AF Air Conditioning & Heating	1			AF Air Conditioning & Heating	1	PO BOX 363, Agoura, CA 91376-0363
99	096108	AirWorks Solutions, Inc.	1			AirWorks Solutions, Inc.	1	PO Box 3064, Camarillo, CA 93010
99	161282	Al Punto Advertising, Inc.	1			Al Punto Advertising, Inc.	1	730 El Camino Way Suite 200, Tustin, CA 92780
99	170218	Alarm Relay	1					
99	162604	All American Inspection Inc	1	20-1161770		All American Inspection Inc	1	2647 Gateway Road Suite# 105-300, Carlsbad, CA 92009
99	099522	All Electrical Services	1	609-40-4142		All Electrical Services	1	12609 Solvang St, North Hollywood, CA 91605
99	095721	Alliance Publishing & Marketing	1			Alliance Publishing & Marketing	1	308 Virginia Ave PO Box 2010, Cumberland, MD 21503-2010
99	115398	alpunto Advertising, Inc	1			alpunto Advertising, Inc	1	730 El Camino Way, Suite 200, Tustin, CA 92780
99	000023	Amazon	1			Amazon	1	TESTING, Testing, CA 95747
99	094714	AMC 8 Registration	1			AMC 8 Registration	1	PO Box 81606, Lincoln, NE 68501-1606
99	156013	America's TeachingZoo-Moorpark	1			America's TeachingZoo-Moorpark	1	7075 Campus Rd, Moorpark, CA 93021
99	098175	American Business Machines	1	95-2263507		American Business Machines	1	PO Box 2737, Bakersfield, CA 93303-2737
99	163292	American Chemical & Sanitary	1			American Chemical & Sanitary	1	PO BOX 6436, Anaheim, CA 92816
99	162594	American Commissioning Group	1			American Commissioning Group	1	4721 E. Hunter Ave, Anaheim, CA 92807
99	097000	American Express	1			American Express	1	PO Box 0001, Los Angeles, CA 90096-8000
99	101209	American Math Competitions	1			American Math Competitions	1	PO Box 81606, Lincoln, NE 68501-1606
99	175405	American Scholastic Mathematics	1			American Scholastic Mathematics	1	Po Box 564400, College Point, NY 11356
99	174209	Anna Lee	1			Anna Lee	1	16216 Navigator Avenue, Chino, CA 91708
99	095307	Ant Bookstore	1			Ant Bookstore	1	345 Clifton Ave, Clifton, NJ 07011
99	099556	Ant Stores	1			Ant Stores	1	345 Clifton Ave., Clifton, NJ 07011
99	098181	AP By the Sea	1			AP By the Sea	1	PO Box 880708, San Diego, CA 92168
99	139109	AP Exams	1			AP Exams	1	P.O. Box 6671, Princeton, NJ 08541-6671
99	094723	AP Program	1			AP Program	1	P.O. Box 6671, Princeton, NJ 08541-6671
99	097008	APEX Educational Services, Inc	1			APEX Educational Services, Inc	1	17981 Sky Park Circle Suite B, Irvine, CA 92614
99	099561	Apex Learning	1	91-1935905		Apex Learning	1	1215 4th Ave. Suite 1500, Seattle, WA 98161
99	110939	Apex Systems & Tech Solutions	1			Apex Systems & Tech Solutions	1	17981 Sky Park Cir Ste B, Irvine, CA 92614
99	162661	Apple Academy Charter School	1	45-4340029		Apple Academy Charter School	1	4920 S. Western Avenue, Los Angeles, CA 90062
99	101221	Apple Books	1			Apple Books	1	2200 Winter Springs Blvd Suite 106-315, Oviedo, FL 32765
99	097586	Apple Inc (Financial Services)	1			Apple Inc (Financial Services)	1	5300 Riata Part Court Bldg C MS: 183-IES, Austin, TX 78727
99	094726	Apple Inc (TEQ Lease)	1			Apple Inc (TEQ Lease)	1	23801 Calabasas Road Suite 101, Calabasas, CA 91302
99	177110	Apple.Com	1			Apple.Com	1	Online.COM, Los Angeles, CA 90012
99	177226	APSI	1			APSI	1	3588 Bryan St, Irvine, CA 92602
99	124235	APSI San Gabriel	1			APSI San Gabriel	1	PO Box 68, Los Altos, CA 94023-0068
99	095731	Aquarium of Pacific	1			NULL		0 , ,
99	140690	ARC	1			ARC	1	370 Amapola Avenue Suite 208 , Torrance, CA 90501
99	141340	Arc Inc.	1			Arc Inc.	1	370 Amapola Ave, Torrance, CA 90501
99	099574	Arthur Golding and Associates	1			Arthur Golding and Associates	1	2548 North Catalina Street Suite B, Los Angeles, CA 90027
99	161836	Arthur J. Gallagher & Co.	1			Arthur J. Gallagher & Co.	1	PO Box 742886, Los Angeles, CA 90074-2886
99	173284	Arturu Jesus Williams	1	54-2153781		Riders Express T&C	1	P.O. Box 923248, Sylmar, CA 91392
99	155400	Aspire Therapeutic Services	1	81-5424403		Aspire Therapeutic Services	1	7035 Whitaker Ave., Lake Balboa, CA 91406
99	161044	AssetWorks	1	98-0358175		AssetWorks	1	1777 NE Loop 410 Suite 1250, San Antonio, TX 78217
99	177106	Assoc. of Fundraising Prof	1			Assoc. of Fundraising Prof	1	4300 Wilson Blvd Suite 300, Arlington, VA 22203
99	174171	Associated Insurance Services	1			Associated Insurance Services	1	PO Box 7329, Thousand Oaks, CA 91359
99	098822	ASULA Catering	1			ASULA Catering	1	308 Westwood Plaza Mailcode#164506, Los Angeles, CA 90024
99	000014	AT&T	1			AT&T	1	1 Payment Center, Sacramento, CA 95887-0001
99	160519	Athens Services	1	95-4313271		Athens Services	1	PO Box 54957, Los Angeles, CA 90054-0957

99 200025	Atkinson,Andelson,Loya & Rudd	1	Atkinson,Andelson,Loya & Rudd	1 12800 Center Court Drive, Cerritos, CA 90703
99 153736	ATT Bus Phone Pmt	1	ATT Bus Phone Pmt	1 PO Box 5025, Carol Stream, IL 60197-5025
99 097019	Attorney General of California	1	Attorney General of California	1 PO Box 903447, Sacramento, CA 94203-4470
99 164356	Audio Dynamix Inc	1	Audio Dynamix Inc	1 2770 S Harbor Blvd Ste. D, Santa Ana, CA 92704
99 153519	Audio Resouce Group, Inc	1	Audio Resouce Group, Inc	1 405 Main Ave W Unit 4G , West Fargo, ND 58078
99 140469	Augustin Egelsee, LLP	1 26-1302191	Augustin Egelsee, LLP	1 8141 E. Kaiser Blvd #315, Anaheim, CA 92808
99 105901	AXA Equitable	1	AXA Equitable	1 100 Madison St Suite 100, Syracuse, NY 13202
99 163773	AZ-Tech Building Maintenance	1	AZ-Tech Building Maintenance	1 174 W Lincoln Ave #207, Anaheim, CA 92805
99 097023	B&H Photo	1	B&H Photo	1 420 9th Ave, New York, NY 10001
99 100626	BannersUSA	1	BannersUSA	1 7680 Talbert Ave Suite E , Huntington Beach, CA 92648
99 107246	Barnes & Noble	1	NULL	0 , ,
99 143107	Beach Wire and Cable	1	Beach Wire and Cable	1 15881 Chemical Ln, Huntington Beach, CA 92649
99 095742	BelieveAbility, Inc.	1 20-5732510	BelieveAbility, Inc.	1 PO Box 325, Torrance, CA 90507
99 097601	Bella Music	1	Bella Music	1 3922 E. Florence Ave. Suite F, Bell, CA 90201
99 170669	Bellwether Education Partners	1	Bellwether Education Partners	1 517 Boston Post Road #171, Sudbury, MA 01776
99 159955	BergerABAM	1	BergerABAM	1 33301 Ninth Ave South Ste 300 , Federal Way, WA 98003
99 099603	Berliner Associates Architects	1	Berliner Associates Architects	1 5976 Washington Blvd, Culver City, CA 90232
99 127624	Better 4 You Meals, Inc.	1 90-0657788	Better 4 You Meals	1 5743 Smithway St Suite #103 , Commerce, CA 90040
99 123393	Biocom Institute	1 26-1852884	Biocom Institute	1 10996 Torreyana Rd., Ste. 200, San Diego, CA 92121
99 000004	Birch Communication (CBeyond)	1	Birch Communication (CBeyond)	1 PO Box 105066, Atlanta, GA 30348-5066
99 134164	Birmingham Charter High School	1	Birmingham Charter High School	1 17000 Haynes St, Van Nuys, CA 91406
99 155899	Black Writers on Tour	1	Black Writers on Tour	1 1425 Manchester Ave Ste. B , Los Angeles, CA 90047
99 099615	Blick Art Materials	1	Blick Art Materials	1 6910 Eagle Way, Chicago, IL 60678
99 098839	BMI Educational Services	1	BMI Educational Services	1 PO Box 800, Dayton, NJ 08810-0800
99 200033	BMP Restoration Services	1	BMP Restoration Services	1 1329 Glenoaks Blvd, San Fernando, CA 91340
99 105905	BoardOn Track	1	BoardOn Track	1 9 Damonmill Square Suite 5A-1, Concord, MA 01742
99 097036	Bob Burke & Company	1	Bob Burke & Company	1 1140 Alta Loma Rd Suite 301, West Hollywood, CA 90069
99 097609	Booksource	1	Booksource	1 PO Box 952394, St. Louis, MO 63195-2394
99 098209	Boost Promotions	1 47-1339356	Boost Promotions	1 1192 Draper Parkway #515, Draper, UT 84020
99 125561	Boss Safety Products	1		
99 174203	Bowers Museum Tours Office	1	Bowers Museum Tours Office	1 2002 North Main Street, Santa Ana, CA 92706
99 099624	Boys & Girls Club of LA Harbor	1		
99 097037	BrainPOP	1	BrainPOP	1 PO Box 28119, New York, NY 10087-8119
99 095750	BrainPOP LLC	1	BrainPOP LLC	1 PO Box 28119, New York, NY 10087-8119
99 098210	BrainPOP LLC	1	BrainPOP LLC	1 PO BOX 28119, New York, NY 10087-8119
99 099626	BrainPOP.com	1	BrainPOP.com	1 PO BOX 28119, New York, NY 10087-8119
99 200034	Brandow & Johnston	1	Brandow & Johnston	1 700 S Flower St Suite 1800, Los Angeles, CA 90017
99 145008	Bray Outdoor Ads	1	Bray Outdoor Ads	1 2400 Katella Avenue Suite 800 , Anaheim, CA 92806
99 153963	Bray Outdoors ADS	1	Bray Outdoors ADS	1 2400 E. Katella Ave Suite 800 , Anaheim, CA 92806
99 200021	Bretford Manufacturing Inc.	1 36-2113703	4800 Bretford Manufacturing Inc.	1 P.O. Box 92170, Elk Grove, IL 60009
99 200021	Bretford Manufacturing Inc.	1 36-2113703	4800 Bretford Manufacturing Inc.	2 11000 Seymour Avenue, Franklin Park, IL 60131
99 147325	Bridges Educational Consulting	1 62-632-8944	Bridges Educational Consulting	1 14814 Clark St, Sherman Oaks, CA 91411
99 142774	Bridges, Perera Sonali	1 626-32-8944	Bridges, Perera Sonali	1 14814 Clark St, Sherman Oaks, CA 91411
99 173895	Bringham Young Edu	1	Bringham Young Edu	1 598 E Phillips Lane, Provo, UT 84602
99 096135	Bruce M. Gale, PhD	1 95-4426944	Bruce M. Gale, PhD	1 16430 Ventura Blvd Suite 107, Encino, CA 91436
99 095753	BSN Sports	1	BSN Sports	1 PO Box 660176, Dallas, TX 75266-0176
99 101071	Buckle Down	1	Buckle Down	1 PO Box 35617, Newark, NJ 07193
99 095327	Buckle Down Publishing	1	Buckle Down Publishing	1 PO Box 35617, Newark, NJ 07193-5617
99 177116	Budget Rent A Car	1	Budget Rent A Car	1 800 N. Alameda St. Near, Cesar Chavez, Los Angeles, CA 90012
99 126557	CA Assn for Bilingual Ed-Cabe	1 95-3151449	CA Assn for Bilingual Ed-Cabe	1 16033 E. San Bernardino Rd., Covina, CA 91722
99 097049	CA Board of Accountancy	1	CA Board of Accountancy	1 2000 Evergreen St, Suite 250 Examination Unit , Sacramento, CA 95815-3832
99 095329	CA Charter School Conference	1	CA Charter School Conference	1 1277 University of Oregon, Eugene, OR 97403-1277
99 097045	CA Charter Schools Conference	1	CA Charter Schools Conference	1 1277 University of Oregon, Eugene, OR 97403-1277
99 094746	CA Comm Teacher Credentialing	1	CA Comm Teacher Credentialing	1 1900 Capitol Avenue Attn:Fiscal/Business Services , Sacramento, CA 95811-4213
99 200036	CA Dedicated to Education	1	CA Dedicated to Education	1 260 Main Street Suite 200, Redwood City, CA 94063
99 168833	CA Math Festival Program	1 33-1058061	CA Math Festival Program	1 805 Jackson Street c/o Paul Giganti , Albany, CA 94706-1504
99 097053	CA School Finance Authority	1	CA School Finance Authority	1 PO Box 942809 Attn: Accounting , Sacramento, CA 94209-0001
99 138522	CA School Resource Officers Assn	1	CA School Resource Officers Assn	1 112 Harvard Ave # 193 , Claremont, CA 91711
99 142723	CA Science Education Conference	1	CA Science Education Conference	1 950 Glenn Drive Suite 150 , Folsom, CA 95630
99 105900	CA State Disbursement Unit	1	CA State Disbursement Unit	1 PO Box 989067, West Sacramento, CA 95798-9067
99 094748	Ca State Teachers Retirement	1	Ca State Teachers Retirement	1 P.O. BOX 161235 Att: Acct Division-Cash Rec. , Sacramento, CA 95816-1235
99 175393	CA State Univ - Northridge	1	CA State Univ - Northridge	1 18111 Nordhoff Street, Northridge, CA 91330
99 099654	CA State University-Northridge	1	CA State University-Northridge	1 18111 Nordhoff St University Cash Services - 8214, Northridge, CA 91330
99 168567	CAASPP Institute Sac County	1	CAASPP Institute Sac County	1 PO Box 269003 Attn: Financial Services , Sacramento, CA 95826
99 150103	CAHPERD	1	CAHPERD	1 1501 El Camino Ave Ste 3, Sacramento, CA 95815
99 112326	Cal NET Technology Group	1	Cal NET Technology Group	1 9420 Topanga Group Suite 100, Chatsworth, CA 91311
99 160520	Cal-State Site Services	1	Cal-State Site Services	1 4518 Industrial Street, Simi Valley, CA 93063
99 173884	Cali Casp	1	Cali Casp	1 16835 Algonquin St Suite 268 , Huntington Beach, CA 92649
99 200008	California Academic Decathlon	1	California Academic Decathlon	1 7927 Marquand Avenue, West Hills, CA 91304
99 099646	California Charter School Assn	1	California Charter School Assn	1 250 East First Street Suite 1000 , Los Angeles, CA 90012
99 125814	California Department of Ed	1	California Department of Ed	1 PO Box 515006 Accounting Office , Sacramento, CA 95851

99 151747	California Environmental, Inc.	1 95-4201211	California Environmental, Inc.	1 30423 Canwood Street Suite 208 , Agoura Hills, CA 91301
99 152606	California Franchise Tax Board	1	California Franchise Tax Board	1 PO Box 942857, Sacramento, CA 94257-0511
99 094755	California Geological Survey	1	California Geological Survey	1 1775 Hancock St Ste 120 c/o Westberg & White Inc , San Diego, CA 92110
99 134165	California League of Schools	1	California League of Schools	1 6621 E. Pacific Coast Hwy Suite 210 , Long Beach, CA 90803
99 095761	California Math Council	1		
99 164182	California Mathematics Council	1	California Mathematics Council	1 6000 E. Evans 3-205 Registration Office, Ojai, CA 93023
99 099650	California Mathematics League	1 22-2221112		
99 099651	California Paving & Grading Co	1	California Paving & Grading Co	1 3253 Verdugo Rd., Los Angeles, CA 90065
99 169936	California Policy Center	1	California Policy Center	1 18002 Irvine Blvd Suite 108 , Tustin, CA 92780
99 174839	California Process Servers	1		
99 099653	California Science Center	1	California Science Center	1 700 Exposition Drive, Los Angeles, CA 90037
99 098229	California State PTA	1	California State PTA	1 990 San Antonio Road Smart-Reg International , Palo Alto, CA 94303
99 099656	California Western Visuals	1	California Western Visuals	1 PO Box 1980, Nipomo, CA 93444
99 097055	Californians Dedicated to Ed	1	Californians Dedicated to Ed	1 11501 Dublin Blvd. Suite 200, Dublin, CA 94568
99 105033	CalNET Technology Group	1 95-4751910	CalNET Technology Group	1 9420 Topanga Cyn Blvd Suite 100 , Chatsworth, CA 91311
99 102705	CalPERS	1	CalPERS	1 4100 Normal Street Rm#3251 , San Diego, CA 92103
99 102703	CalSTRS	1	CalSTRS	1 4100 Normal Street RM#3251 , San Diego, CA 92103
99 157312	Calvada Surveying Inc	1	Calvada Surveying Inc	1 411 Jenks Circle Suite 205 , Corona, CA 92880
99 096141	Cambium Learning Group, Inc.	1	Cambium Learning Group, Inc.	1 17855 Dallas Pkwy, Suite 400, Dallas, TX 75287
99 099659	Cambium Learning Inc	1	Cambium Learning Inc	1 24949 Network Place, Chicago, IL 60673
99 152976	Camino Real Playhouse	1	Camino Real Playhouse	1 31776 El Camino Real, San Juan Capistrano, CA 92675
99 101266	Camp Marston & Raintree Ranch	1	Camp Marston & Raintree Ranch	1 PO Box 2440, Julian, CA 92036
99 122402	Canon Business Solutions	1	Canon Business Solutions	1 425 N. Martingale Road, Schaumburg, IL 60173-2235
99 099662	Canon Business Solutions, Inc	1	Canon Business Solutions, Inc	1 FILE 51075 , Los Angeles, CA 90074-1075
99 098230	Canon Financial , Inc.	1	Canon Financial , Inc.	1 14904 Collections Center Drive, Chicago, IL 60693-0149
99 000015	Canon Financial Services	1	Canon Financial Services	1 14904 Collections Center Drive, Chicago, IL 60693-0149
99 142957	Canon Financial Services Inc	1	Canon Financial Services Inc	1 14904 Collections Center Drive, Chicago, IL 60693-0149
99 099663	Canon Financial Services Inc.	1	Canon Financial Services Inc.	1 14904 Collections Center Drive, Chicago, IL 60693-0149
99 114904	Canon Financial Services, Inc.	1	Canon Financial Services, Inc.	1 14904 Collections Center Drive, Chicago, IL 60693-0149
99 177099	Canon Solutions America	1	Canon Solutions America	1 15004 Collections Center Drive, Chicago, IL 60693-0150
99 126712	Canon Solutions America, Inc.	1 13-2677004	Canon Solutions America, Inc.	1 15004 Collections Center Drive, Chicago, IL 60693
99 097058	Capitol Advisors Group, LLC	1	Capitol Advisors Group, LLC	1 925 L Street, Suite 1200, Sacramento, CA 95814
99 094756	Capitol Advisors Group, LLC	1	Capitol Advisors Group, LLC	1 925 L Street, Suite 1200, Sacramento, CA 95814
99 097059	Capitol Impact, Inc.	1	Capitol Impact, Inc.	1 1130 K Street, Suite 250, Sacramento, CA 95814
99 139846	Capstone Digital (myON)	1 41-1723924	Capstone Digital (myON)	1 1710 Roe Crest Drive, Mankato, MN 56003
99 120865	Capstone Press INC	1	Capstone Press INC	1 3680 Momentum Place, Chicago, IL 60689-5336
99 140471	Capstone Press, Inc	1	Capstone Press, Inc	1 3680 Momentum Place, Chicago, IL 60689-5336
99 114880	Capturing Kids' Hearts	1	Capturing Kids' Hearts	1 1199 Haywood Drive, College Station, TX 77845
99 098233	Carolina Biol. Supply Com.	1	Carolina Biol. Supply Com.	1 PO Box 60232, Charlotte, NC 28260-0232
99 101271	Carolina Biological Supplies	1	Carolina Biological Supplies	1 PO Box 60232, Charlotte, NC 28260-0232
99 098856	Carolina Biological Supply	1	Carolina Biological Supply	1 PO Box 60232, Charlotte, NC 28260-0232
99 099667	Carolina Biological Supply Co.	1	Carolina Biological Supply Co.	1 P. O. Box 60232, Charlotte, NC 28260-0232
99 098236	Carson Civic Center	1	Carson Civic Center	1 3 Civic Plaza Dr, Carson, CA 90745
99 102900	Carson United Soccer Org-CUSO	1	Carson United Soccer Org-CUSO	1 21985 Acarus Ave, Carson, CA 90745
99 097062	CASBO	1	CASBO	1 1001 K Street, 5th Floor, Sacramento, CA 95814
99 172251	CASCD	1	CASCD	1 PO BOX 1841, Oroville, CA 95965
99 156962	CAState University Los Angeles	1	CAState University Los Angeles	1 5151 State University Dr Admissions and Recruitment, Los Angeles, CA 90032
99 101273	CATE	1	CATE	1 PO Box 1215, Eden, UT 84310
99 175395	CCI Industries Inc	1	CCI Industries Inc	1 350-A Fischer Avenue, Costa Mesa, CA 92626
99 096142	CCS Conference Registration	1	CCS Conference Registration	1 1277 University of Oregon, Eugene, OR 97403-1277
99 100669	CCSA Joint Powers Authority	1	CCSA Joint Powers Authority	1 250 E. 1st. Street, Suite 1000, Los Angeles, CA 90012
99 097628	CDE - Title I Conference	1	CDE - Title I Conference	1 PO Box 515006 Title I Conference , Sacramento, CA 95851-5006
99 136337	CDE Foundation-Stem Symposium	1	CDE Foundation-Stem Symposium	1 425 Broadway street, Redwood City, CA 94063
99 174834	CDW Government	1 36-4230110	CDW Government	1 75 Remittance Drive Ste 1515 , Chicago, IL 60675-1515
99 101279	CELDT	1	CELDT	1 15850 Concord Circle, Suite A, Morgan Hill, CA 95037
99 095334	CELT Project Team	1	CELT Project Team	1 15850 Concord Circle Suite A, Morgan Hill, CA 95037
99 099676	Cengage Learning	1 59-2124491	Cengage Learning	1 PO BOX 95999, Chicago, IL 60694-5999
99 095769	Center for Ed & Employment Law	1 23-1897431	Center for Ed & Employment Law	1 370 Technology Drive PO Box 3008 , Malvern, PA 19355-9562
99 099677	Center for Ed. & Emp. Law	1	Center for Ed. & Emp. Law	1 370 Technology Drive PO Box 3008 , Malvern, PA 19355-9562
99 097630	Center for Teaching & Learning	1	Center for Teaching & Learning	1 18111 Nordhoff St, Northridge, CA 91330-8265
99 171822	Center for Teacher Effectiveness	1 82-0498876	Center for Teacher Effectiveness	1 4381 English Point Road, Hayden Lake, ID 83835
99 099678	Center Theatre Group	1	Center Theatre Group	1 601 W. Temple St., Los Angeles, CA 90012
99 096146	Centree Complete Tree Maint.	1	Centree Complete Tree Maint.	1 P. O. Box 3308, Chatsworth, CA 91311
99 097067	Century Group Professionals	1 95-4769210	Century Group Professionals	1 222 N. Sepulveda Blvd. Suite 2150 , El Segundo, CA 90245
99 097632	Certified Transportation Svcs.	1	Certified Transportation Svcs.	1 1038 North Custer Street, Santa Ana, CA 92701
99 162660	Character Counts!	1	Character Counts!	1 8117 W Manchester Avenue# 830 , Playa del Rey, CA 90293
99 175315	Charter Impact	1	Charter Impact	1 15760 Ventura Blvd Suite 960 , Encino, CA 91436
99 097073	Charter School & Development	1	Charter School & Development	1 817 14th St. Ste 300 Attn:Leadership Institute, Sacramento, CA 95814
99 097634	Charter School Athletic Assn	1	Charter School Athletic Assn	1 23642 Lyons Ave #220578, Newhall, CA 91322
99 097074	CharterSAFE	1	CharterSAFE	1 PO Box 969, Weimar, CA 95736
99 125063	CharterZone	1	CharterZone	1 1606 N. Sierra Bonita Ave, Los Angeles, CA 90046

99 170226	ChildCare Careers, LLC	1	ChildCare Careers, LLC	1 2000 Sierra Point Pkwy, Suite 702, Brisbane, CA94005
99 099698	Chuy Contreras Gen. Contractor	1 604-27-4348	Chuy Contreras Gen. Contractor	1 7421 Quakertown Ave, Winnetka, CA 91306
99 151027	CIF Los angeles City Section	1	CIF Los angeles City Section	1 10660 White Oak Ave Suite 216 , Granada Hills, CA91344
99 151316	CIF Southern Section	1	CIF Southern Section	1 10932 Pine Street, Los Alamitos, CA90720
99 099699	CIMI Fox Landing	1	CIMI Fox Landing	1 27282 Calle Arroyo, San Juan Capistrano, CA92675
99 095772	Cintas Corporation # 426	1	Cintas Corporation # 426	1 PO BOX 29059, Phoenix, AZ 85038-9059
99 145021	Cintas Corporation # 427	1	Cintas Corporation # 427	1 P.O. Box 29059, Phoenix, AZ 85038-9059
99 099700	Cintas Corporation #426	1	Cintas Corporation #426	1 711 Hawaii Street, El Segundo, CA90245
99 134073	Cisco OpenDNS LLC	1	Cisco OpenDNS LLC	1 135 Bluxome Street, San Francisco, CA 94107
99 136484	City Center Parking Inc	1	City Center Parking Inc	1 220 W 21st Street, Los Angeles, CA90007
99 097643	City of Bell Community Center	1	City of Bell Community Center	1 6250 Pine Ave., Bell, CA 90201
99 106466	City of Huntington Park	1	City of Huntington Park	1 3401 E. Florence Ave., Huntington Park, CA 90255
99 099708	City of LA - Building & Safety	1	City of LA - Building & Safety	1 P.O. BOX 514260, Los Angeles, CA90051-4260
99 123755	City of LA - False Alarms	1	City of LA - False Alarms	1 PO Box 30879, Los Angeles, CA90030-0879
99 099710	City of LA - Fire Department	1	City of LA - Fire Department	1 PO BOX 514278, Los Angeles, CA90051-4278
99 200011	City of LA - Public Works Sani	1	City of LA - Public Works Sani	1 P.O. Box 30749, Los Angeles, CA90030-0749
99 200017	City of LA Dept of Planning	1	City of LA Dept of Planning	1 201 N Figueroa St, Los Angeles, CA90012
99 101291	City of La Mesa	1	City of La Mesa	1 4975 Memorial Drive Attn:Andrea Gonzalez , La Mesa, CA91942
99 097081	City of Los Angeles	1	City of Los Angeles	1 P.O. Box 51112 Office of Finance, Los Angeles, CA90084-5252
99 163399	City of San Diego	1	City of San Diego	1 PO Box 129030, San Diego, CA92112-9030
99 094765	City of Santa Ana	1	City of Santa Ana	1 20 Civic Center Plaza Ross Annex, Room 1301, Santa Ana, CA92702
99 094767	City of Santa Ana - Utility	1	City of Santa Ana - Utility	1 P.O. Box 1964, Santa Ana, CA92702
99 094768	City of Santa Ana Public Works	1	City of Santa Ana Public Works	1 P.O. BOX 1988, M93, Santa Ana, CA92702
99 094766	City of Santa Ana- Finance	1	City of Santa Ana- Finance	1 20 Civic Center Plaza M-87 PO Box 1988 , Santa Ana, CA92702
99 096154	CITY-WIDE Fire Protection, Inc	1	CITY-WIDE Fire Protection, Inc	1 14800 Rinaldi St., #14, Mission Hills, CA91345
99 174207	CitySpan	1	CitySpan	1 2054 University Avenue 5th FL, Berkeley, CA94704
99 161511	Clark Seif Clark, Inc	1 95-4516972	Clark Seif Clark, Inc	1 PO Box 4299, Chatsworth, CA91313
99 138144	ClassLink, Inc.	1 20-2840861	ClassLink, Inc.	1 45 East Madison Ave Suite# 7, Clifton, NJ 07011
99 157720	Clever Prototypes, LLC	1	Clever Prototypes, LLC	1 P.O. Box 391103, Cambridge, MA02139
99 098259	Clifford Photography, Inc.	1	Clifford Photography, Inc.	1 1520 Highland Avenue, Duarte, CA91010
99 161673	Climattec, BTG	1	Climattec, BTG	1 2223 N. Locust Ave, Rialto, CA92377
99 099715	CLLPS	1	CLLPS	1 PO BOX 191, Sacramento, CA95812
99 166937	Clover Landscape, Inc	1	Clover Landscape, Inc	1 114 Vienna Drive, Santa Ana, CA92703
99 118886	Coach Connection USA	1 47-1970923	Coach Connection USA	1 4518 Beech Road, Temple Hills, MD 20748
99 101298	Coach-San Diego	1	Coach-San Diego	1 3888 Beech St., San Diego, CA92105
99 169932	Coastal Speech Therapy Inc	1	Coastal Speech Therapy Inc	1 17029 Oculot Ct., San Diego, CA92127
99 109528	Codehs Inc	1	Codehs Inc	1 1328 Mission St Ste 8, San Francisco, CA94103
99 095309	College Board (AP Exams)	1	College Board (AP Exams)	1 P.O. Box 21535, New York, NY 10087-1535
99 116065	College Board (PSAT 8/9)	1	College Board (PSAT 8/9)	1 12192 Collection Center Dr., Chicago, IL 60693
99 100605	College Board AP Program	1	College Board AP Program	1 P.O. Box 21535, New York, NY 10087-1535
99 200010	College Entrance Exam Board	1	College Entrance Exam Board	1 P.O. Box 21535, New York, NY 10087-1535
99 095502	CollegeBoard (PSAT/NMSQT)	1	CollegeBoard (PSAT/NMSQT)	1 12192 Collection Center Drive, Chicago, IL 60693
99 099723	CollegeBoard AP	1	CollegeBoard AP	1 PO Box 6671, Princeton, NJ 08541-6671
99 097646	Comm on Teacher Credentialing	1	Comm on Teacher Credentialing	1 1900 Capitol Ave, Sacramento, CA95811
99 097647	Committee for Children	1	Committee for Children	1 2815 Second Ave. Suite 400, Seattle, WA98121-3207
99 149539	Community Partners for SLAM!	1	Community Partners for SLAM!	1 1000 Alameda Street Suite 240 , Los Angeles, CA90012
99 111320	ComntyCouncil-Music in Schools	1	ComntyCouncil-Music in Schools	1 PO Box 22471, San Diego, CA92192
99 143305	ConstitutionalRightsFoundation	1	ConstitutionalRightsFoundation	1 601 South Kingsley Drive, Los Angeles, CA90005
99 175403	Continental Signs Etc	1	Continental Signs Etc	1 14839 Calvert St, Van Nuys, CA91411
99 097091	CoolSIS Technologies Inc	1 47-2764169	CoolSIS Technologies Inc	1 811 Alpha Drive STE 331 , Richardson, TX 75081
99 128816	Copier Transport Inc	1	Copier Transport Inc	1 PO Box 4961, Downey, CA90241
99 099735	Copynet Office Solutions, Inc.	1	Copynet Office Solutions, Inc.	1 3915 Capitol Ave., Whittier, CA90601
99 136265	Corky's Pest Control	1	Corky's Pest Control	1 909 Rancheros Drive, San Marcos, CA92069
99 125065	Coro Southern California	1 95-4274561	Coro Southern California	1 1000 N. Alameda Suite 240 , Los Angeles, CA90012
99 099738	Costco	1	Costco	1 PO BOX 34783, Seattle, WA98124-1783
99 096173	County of LA Treasurer	1	County of LA Treasurer	1 225 North Hill St. Rm 122 PO Box 514818 , Los Angeles, CA90051
99 101310	County of San Diego	1	County of San Diego	1 P.O. Box 129261, San Diego, CA92112-9261
99 122369	Covarrubias, Sandra-Volunteer	1	Covarrubias, Sandra-Volunteer	1 17125 Victory Blvd. C/o MSA-2, Van Nuys, CA91406
99 100697	CPM Educational Program	1	CPM Educational Program	1 1233 Noonan Drive, Sacramento, CA95822
99 177235	CPR for Life LLC	1	CPR for Life LLC	1 642 Atherton St, San Marcos, CA92078
99 175741	CPR Training Professionals	1	CPR Training Professionals	1 1717 W Orangewood Avenue Ste E, Orange, CA92868
99 121806	CPRS	1	CPRS	1 7971 Freeport Blvd, Sacramento, CA95832-9701
99 100700	Crazy Inkjets, LLC	1	Crazy Inkjets, LLC	1 4867 1/2 Topanga Canyon Blvd, Woodland Hills, CA91364
99 152083	Creditable Express, LLC	1 47-2398883	Creditable Express, LLC	1 6444 E. Spring st Ste 629 , Long Beach, CA90815
99 094779	Crown Awards	1	Crown Awards	1 9 Skyline Drive, Hawthorne, NY 10532
99 099743	Crown Disposal Co., Inc.	1	Crown Disposal Co., Inc.	1 PO BOX 1081, Sun Valley, CA91352
99 097094	Crown Trophy	1	Crown Trophy	1 4694 Lincoln Ave, Cypress, CA90630
99 099745	Crystal Facility Solutions Inc	1	Crystal Facility Solutions Inc	1 10530 Rockley Rd Ste 120, Houston, TX 77099
99 166920	CS Educational Services, LLC	1 47-3617212	CS Educational Services, LLC	1 3651 S. Lindell Rd Suite D692 , Las Vegas, NV 89103
99 097660	CSU - Northridge	1	CSU - Northridge	1 18111 Nordhoff St. University Cash Services-8214 , Northridge, CA91330-8214
99 119366	CSU Channels Islands	1	CSU Channels Islands	1 1 Univeristy Drive Attn:Lori Macdonald , Camarillo, CA93012

99 143727	CSU Dominguez Hills CareerCntr	1	CSU Dominguez Hills CareerCntr	1 100 E. Victoria Street Welch Hall 360-D, Carson, CA 90747
99 097099	CSUN	1	CSUN	1 18111 Nordhoff St BH 413 Student Outreach and Recruitment, Northridge, CA 91330-8241
99 096164	CSUN - Cash Services 8214	1	CSUN - Cash Services 8214	1 18111 Nordhoff St University Cash Services-8214, Northridge, CA 91330
99 096165	CSUN - MFCC	1	CSUN - MFCC	1 CSUN - MFCC, Northridge, CA 91330-8265
99 173293	CSUN Valley Arts Perf Center	1	CSUN Valley Arts Perf Center	1 8111 Nordhoff St, Northridge, CA 91330
99 096166	CSUN/VPAC	1	CSUN/VPAC	1 18111 Nordhoff St. Attn: Anthony Cantrell, Northridge, CA 91330-8448
99 101257	CU Handyman	1	CU Handyman	1 5805 Friars Rd #2417, San Diego, CA 92110
99 095786	Culver City Masonic Assoc	1	Culver City Masonic Assoc	1 4259 Sawtelle Blvd., Los Angeles, CA 90066
99 099750	Curriculum Associates, Inc	1 26-3954988	Curriculum Associates, Inc	1 PO BOX 4119, Woburn, MA 01888-4119
99 126330	Custom Ink, LLC	1	Custom Ink, LLC	1 P.O. Box 759439, Baltimore, MD 21275-9439
99 169938	Custom Logoware & Outfitters	1	Custom Logoware & Outfitters	1 7213 Ogden Business Lane Ste 218, Wilmington, NC 28411
99 122085	Custom T-shirt Inc.	1	Custom T-shirt Inc.	1 2217 Pontius Ave. Unit A W., Los Angeles, CA 90064
99 099751	CustomInk	1 54-1983207	CustomInk	1 PO BOX 759439, Baltimore, MD 21275-9439
99 164185	CVButler Grafix	1	CVButler Grafix	1 713 S. Mayo Avenue, Compton, CA 90221
99 200032	D'Jeronimo Painting Inc	1	D'Jeronimo Painting Inc	1 18804 Nordhoff St, Northridge, CA 91324
99 099753	Daily News Los Angeles	1	Daily News Los Angeles	1 PO BOX 4115, Woodland Hills, CA 91365-4115
99 111616	Daniel Webster Middle School	1	Daniel Webster Middle School	1 11330 W. Graham Pl, Los Angeles, CA 90064
99 094784	Data Impressions	1	Data Impressions	1 17418 Studebaker Rd., Cerritos, CA 90703
99 102901	Data Memory Systems, Inc.	1	Data Memory Systems, Inc.	1 24 Keewaydin Dr Unit 5, Salem, NH 03079
99 140667	Data Works Ed Research Inc.	1	Data Works Ed Research Inc.	1 116 S. Seventh St., Fowler, CA 93625
99 153388	Dave Bang Assoc of California	1	Dave Bang Assoc of California	1 PO Box 1088, Tustin, CA 92781
99 159959	Dave Burgess Consulting, Inc	1	Dave Burgess Consulting, Inc	1 10894 Uvalde Ct, San Diego, CA 92124
99 000017	De Lage Landen Financial	1	De Lage Landen Financial	1 PO BOX 41602, Philadelphia, PA 19101-1602
99 168554	De Lage Landen Financial Svcs	1	De Lage Landen Financial Svcs	1 PO BOX 41602, Philadelphia, PA 19101-1602
99 123775	Decker Equipment	1	Decker Equipment	1 215 S. Sherman St PO Box 176, Vassar, MI 48768-8802
99 160830	Dell Marketing L.P.	1 74-2616805	Dell Marketing L.P.	1 PO Box 910916 c/o Dell USA LP, Pasadena, CA 91110-0916
99 099768	Delta Fire Equipment	1	Delta Fire Equipment	1 15500 Erwin St. Suite 106, Van Nuys, CA 91411
99 177096	Delta Managed Solutions, Inc.	1	Delta Managed Solutions, Inc.	1 1451 River Park Dr Suite 180, Sacramento, CA 95815
99 097669	Demco Inc	1	Demco Inc	1 PO Box 8048, Madison, WI 53708
99 097111	Department of Justice	1	Department of Justice	1 PO Box 944255, Sacramento, CA 94244-2550
99 094786	Dept of Toxic Substance Contrl	1	Dept of Toxic Substance Contrl	1 PO Box 806, Sacramento, CA 95812-0806
99 177101	Derya Hajmeirza	1	Derya Hajmeirza	1 250 E 1st Street, Suite 1500, Los Angeles, CA 90012
99 200040	Design 4 U	1	Design 4 U	1 8363 Reseda Blvd #18, Northridge, CA 91324
99 099774	DFS Flooring	1	DFS Flooring	1 15651 Saticoy St., Van Nuys, CA 91406
99 100719	Dialog Foundation	1	Dialog Foundation	1 555 W Redondo Beach, Suite 100, Gardena, CA 90248
99 174212	Diane Mercado	1	Diane Mercado	1 1173 W Glentana St, Covina, CA 91722
99 153075	Dick Blick Art Materials	1	Dick Blick Art Materials	1 PO Box 1267, Galesburg, IL 61402-1267
99 114905	Digital Learning Academy	1	Digital Learning Academy	1 1215 Lodi Place, Los Angeles, CA 90038
99 127439	Digital Scepter	1 71-1028196	Digital Scepter	1 18100 Von Karman Ave Ste 850, Irvine, CA 92612
99 140675	Digital Synergy Consulting Inc	1	Digital Synergy Consulting Inc	1 15021 Ventura Blvd #501, Sherman Oaks, CA 91403
99 143106	Direct Supply, LLC	1 80-0226639	Direct Supply, LLC	1 1141 N Loop 1604 E Suite 105-112, San Antonio, TX 78232
99 163785	Directed Educational Services	1 20-3986580	Directed Educational Services	1 PO Box 743425, Los Angeles, CA 90074-3425
99 160517	Discipline Associates, LLC	1 01-0920808	Discipline Associates, LLC	1 PO Box 20481 Attn: Brian Mendler, Rochester, NY 14602-0481
99 119599	Discovery Cube Los Angeles	1	Discovery Cube Los Angeles	1 2500 North Main Street, Santa Ana, CA 92705
99 114041	Discovery Cube Orange County	1	Discovery Cube Orange County	1 2500 North Main Street, Santa Ana, CA 92705
99 099785	Discovery Education	1	Discovery Education	1 P.O. BOX 791363, Baltimore, MD 21279
99 097116	Discovery Education Inc	1	Discovery Education Inc	1 PO Box 791363, Baltimore, MD 21279-1363
99 097674	Discovery Education, Inc.	1	Discovery Education, Inc.	1 1 Discovery Pl., Silver Spring, MD 20910-3354
99 098285	Discovery Science Center	1	Discovery Science Center	1 2500 North Main Street, Santa Ana, CA 92705
99 097676	Disney Educational Productions	1	Disney Educational Productions	1 105 Terry Drive, Suite 120, Newtown, PA 18940
99 099786	Disneyland Resort	1	Disneyland Resort	1 1313 Disneyland Dr, Anaheim, CA 92802
99 094792	Division of the StateArchitect	1	Division of the StateArchitect	1 1102 Qstreet, Suite 5100, Sacramento, CA 95814
99 099788	DM Graphics	1	DM Graphics	1 11168 Penrose St, Sun Valley, CA 91352
99 160525	Document Technologies, LLC	1 47-1544221	Document Technologies, LLC	1 P.O. Box 933435, Atlanta, GA 31193-3435
99 168560	Domain Listings	1	Domain Listings	1 PO BOX 19607, Las Vegas, NV 89132-0607
99 096179	Domino's Pizza	1	Domino's Pizza	1 15335 Morrison St. Unit 150, Sherman Oaks, CA 91403
99 200023	Don Johnston	1	Don Johnston	1 26799 West Commerce Drive, Volo, IL 60073
99 097122	Donald Schwartz	1	Donald Schwartz	1 3911 Rose St., Seal Beach, CA 90740
99 178001	Dotster	1	Dotster	1 10 Corporate Drive Suite 300, Burlington, MA 01803
99 145677	Dr. Gale K. Gorko-Kids Kan Inc	1 74-3223061	Dr. Gale K. Gorko-Kids Kan Inc	1 P.O. Box 1181, Calimesa, CA 92320
99 175397	Dunn Edwards Paint	1	Dunn Edwards Paint	1 6315 Sepulveda Blvd, Van Nuys, CA 91411
99 129232	DVR Productions	1	DVR Productions	1 PO Box 4323, Culver City, CA 90231
99 111318	Easton Sports Dev. Foundation	1	Easton Sports Dev. Foundation	1 15026 Oxnard Street, Van Nuys, CA 91411
99 096182	Easy Glass Co.	1	Easy Glass Co.	1 8912 Reseda Blvd., Northridge, CA 91324
99 094799	ECCharter/The Excellent Choice	1	ECCharter/The Excellent Choice	1 3717 S.La Brea Blvd.#172, Los Angeles, CA 90016
99 105463	Eco Home Safe, Inc.	1	Eco Home Safe, Inc.	1 8345 Reseda Blvd., #118, Northridge, CA 91324
99 101351	EcoSunTec, LLC	1	EcoSunTec, LLC	1 100 Old Cherokee Rd, Ste F-155, Lexington, SC 29072
99 097137	Ed Credential Evaluators	1	Ed Credential Evaluators	1 PO Box 514070, Milwaukee, WI 53203-3470
99 000007	EDCO Disposal Corporation	1	EDCO Disposal Corporation	1 PO Box 6887, Buena Park, CA 90622-6887
99 097132	Edge Foundation	1 35-2262709	Edge Foundation	1 2017 Fairview East Suite 1, Seattle, WA 98102
99 114886	Edhesive LLC	1 47-4237186	Edhesive LLC	1 33 W 17th St 7th Floor, New York, NY 10011

99 164184	Edlogical Group Corp.	1 45-3759199	Edlogical Group Corp.	1 P.O.Box 39000 Dept #34386 , San Francisco, CA 94139
99 200014	Edlogix LLC	1 81-0938951	Edlogix LLC	1 302 Hendry Circle, Rocklin, CA 95765
99 099819	Edmentum	1 41-1646390	Edmentum	1 PO Box 1450 NW 7504, Minneapolis, MN 55485-7504
99 097134	EdTec, Inc.	1	EdTec, Inc.	1 1410A62nd Street, Emeryville, CA 94608
99 097136	Education Growth Group, LLC	1	Education Growth Group, LLC	1 3750 Lankershim Blvd., Los Angeles, CA 90068
99 161519	Education Management Systems	1	Education Management Systems	1 2528 Independence Blvd., Wilmington, NC 28412
99 110955	Education Pioneers	1	Education Pioneers	1 386 Fore Street Suite 304 , Portland, ME 04101
99 098902	Education Testing Service	1	Education Testing Service	1 4897 Collection Center Dr., Chicago, IL 60693
99 122584	Education Week	1 53-0246895	Education Week	1 6935 Arlington Road, Bethesda, MD 20814
99 099824	Educational Data Systems, Inc.	1	Educational Data Systems, Inc.	1 15850 Concord Circle, Suite A, Morgan Hill, CA 95037
99 134294	Educational Equity For All	1 46-3138471	Educational Equity For All	1 5963 S Charlton Avenue, Los Angeles, CA 90056
99 097139	Educational Facilities Group	1	Educational Facilities Group	1 3700 Latrobe Street, Los Angeles, CA 90031
99 107224	Educational Networks	1	Educational Networks	1 901 Ponce De Leon Blvd, Suite 508, Coral Gables, FL 33134
99 099826	Educational Testing Service	1	Educational Testing Service	1 PO BOX 371986, Pittsburgh, PA 15251-7986
99 129997	EH Publishing	1	EH Publishing	1 111 Speen Street Attn: Traci Sullivan , Framingham, MA 01701
99 094806	El Dorado County Office of Ed.	1	El Dorado County Office of Ed.	1 6767 Green Valley Road, Placerville, CA 95667
99 100744	El Paseo Transportation	1	El Paseo Transportation	1 PO Box 3565, Huntington Park, CA 90255-6123
99 155545	Electro One	1 614-17-1346	Electro One	1 409 Venice Way, Inglewood, CA 90302
99 101367	Elite Event Mobile Music	1	Elite Event Mobile Music	1 10146 El Nopal Rd. Elite Event Mobile Music , Santee, CA 92071
99 100747	Elite Products and Design, LLC	1 46-2158198	Elite Products and Design, LLC	1 62988 Layton Ave. #103, Bend, OR 97701
99 101368	Elite Show Sevices Inc.	1	Elite Show Sevices Inc.	1 2878 Camino Del Rio South Ste 260, San Diego, CA 92108
99 148336	EM Financial Consulting Svcs	1 47-1484948	EM Financial Consulting Svcs	1 13 Moonridge Court, Azusa, CA 91702
99 120892	Embassy Suites - Los Angeles	1	Embassy Suites - Los Angeles	1 8425 Firestone Blvd, Downey, CA 90241
99 094808	EmbroidMe Cypress, Inc.	1	EmbroidMe Cypress, Inc.	1 10141 Valley View St., Cypress, CA 90630
99 105489	Employment Development Dpt-EDD	1	Employment Development Dpt-EDD	1 PO Box 989061, West Sacramento, CA 95798-9061
99 134162	EMS	1	EMS	1 5422 Commercial Drive, Huntington Beach, CA 92649
99 101373	Engraving Pros	1	Engraving Pros	1 5500 Grossmont Center Drive, La Mesa, CA 91942
99 098906	Enome, Inc.	1	Enome, Inc.	1 PO Box 1289, San Mateo, CA 94401
99 098908	Entourage Yearbook	1	Entourage Yearbook	1 39 Everett Drive, Princeton Junction, NJ 08550
99 094812	Entourage Yearbooks	1	Entourage Yearbooks	1 745 Alexander Road, Suite 4, Princeton, NJ 08540-6343
99 101376	Environmental Solutions	1	Environmental Solutions	1 1936 Vereda Ct., El Cajon, CA 92019
99 099843	Enviroworx	1	Enviroworx	1 P.O. BOX 372288, Reseda, CA 91337
99 173288	Epic Sports	1	Epic Sports	1 9750 E 53rd St N, Bel Aire, KS 67226
99 149499	Ereflect PTY LTD	1	Ereflect PTY LTD	1 3651 Lindell Rd Suite D 1104 , Las Vegas, NV 89103
99 200026	Ergolution Inc.	1	Ergolution Inc.	1 7753 Ostrom Ave, Van Nuys, CA 91406
99 173657	Eric Hall & Associates LLC	1 20-4641725	Eric Hall & Associates LLC	1 5245 Avenida Encinas Suite A , Carlsbad, CA 92008
99 101378	Erin Schindler	1 60-8162222	Erin Schindler	1 4529 Hawley Blvd., San Diego, CA 92116
99 134167	Erwin, Christopher	1	Erwin, Christopher	1 1806 E. Denwall Drive, Carson, CA 90746
99 099848	eScience Labs	1	eScience Labs	1 1500 W. Hampden Ave. Building 5 Unit H, Sheridan, CA 80110
99 095818	ETS	1	ETS	1 2731 Systron Drive ETS , Chicago, IL 60693
99 099850	ETS - CAHSEE Support Center	1	ETS - CAHSEE Support Center	1 2731 Systron Dr., Concord, CA 94518
99 099854	ExED	1	ExED	1 11858 LA Grange Ave 2nd Floor , Santa Monica, CA 90401
99 175739	Explore Learning	1	Explore Learning	1 110 Avon Street Suite 300, Charlottesville, VA 22902
99 121875	Explore Learning Inc	1	Explore Learning Inc	1 PO Box 844615, Boston, MA 02284-4615
99 143779	Express Graphics Inc.	1	Express Graphics Inc.	1 17226 S, Figueroa St, Gardena, CA 90248
99 000035	Express Graphics, Inc.	1	Express Graphics, Inc.	1 17226 S. Figueroa St., Gardena, CA 90248
99 099857	Express Media	1	Express Media	1 16900 Sherman Way #2, Van Nuys, CA 91406
99 097150	Express Media Group	1	Express Media Group	1 16900 Sherman Way #2, Van Nuys, CA 91406
99 126560	Express Modular Systems	1 91-2058374	Express Modular Systems	1 5422 Commercial Drive, Huntington Beach, CA 92649
99 106391	Express Modular Systems (EMS)	1 91-2058344	Express Modular Systems (EMS)	1 5422 Commercial Drive, Huntington Beach, CA 92649
99 098319	Eye Care Center	1	Eye Care Center	1 2575 Yorba Linda Blvd, Fullerton, CA 92831-1615
99 099862	EZ Pest Control	1	EZ Pest Control	1 8345 Reseda Blvd #118, Northridge, CA 91324
99 096201	EZ Pest Control, Inc	1	EZ Pest Control, Inc	1 8345 Reseda Blvd., #118, Northridge, CA 91324
99 162938	F.L.C., INC DBA Accurate	1	F.L.C., INC DBA Accurate	1 7840 Burnet Avenue, Van Nuys, CA 91405
99 177111	Families in School	1	Families in School	1 1545 Wilshire Blvd Suite 700, Los Angeles, CA 90017
99 097705	Families In Schools	1	Families In Schools	1 1545 Wilshire Blvd Ste 700, Los Angeles, CA 90017
99 099866	Farsight	1	Farsight	1 2675 W. Hwy. 89A #458, Sedona, AZ 86336
99 155549	FastSigns	1	FastSigns	1 333 South Spring St Ste F2 , Los Angeles, CA 90013
99 147716	Fdtn for Interscholastic Athcs	1 45-3514221	Fdtn for Interscholastic Athcs	1 PO Box 451373, Los Angeles, CA 90045
99 097152	FedEx	1	FedEx	1 DEPT LA PO Box 21415 , Pasadena, CA 91109
99 159275	Fidelity National TitleCompany	1	Fidelity National TitleCompany	1 1300 Dove Street Suite 310 , Newport Beach, CA 92660
99 100767	Firetech Services Co.	1	Firetech Services Co.	1 6520 Platt Ave PMB 175 , West Hills, CA 91307
99 097709	First Book National Office	1	First Book National Office	1 1319 F St. NW Suite 1000 Attn: FBNBB payments , Washington, DC 20004
99 100768	First Equity	1	First Equity	1 PO Box 23029 FIRST EQUITY CARD CORP , Columbus, GA 31902-3029
99 161190	First Lego League	1	First Lego League	1 200 Bedford Street Attn: Finance , Manchester, NH 03101-1103
99 096205	First Luth. Chr. of Northridge	1 95-1904069	First Luth. Chr. of Northridge	1 18355 Roscoe Blvd, Northridge, CA 91325
99 173890	First Lutheran Church	1	First Lutheran Church	1 3735 Hughes Avenue, Los Angeles, CA 90034
99 095822	First Lutheran Church (Rent)	1	First Lutheran Church (Rent)	1 3735 Hughes Ave, Los Angeles, CA 90034-5103
99 157684	First Note Finance Inc	1 46-1370205	First Note Finance Inc	1 831 Pomona Avenue, Coronado, CA 92118
99 143717	First Student	1	First Student	1 15500 South Avalon First Student , Chicago, IL 60673-1221
99 099879	First Student Inc	1	First Student Inc	1 22157 Network Place, Chicago, IL 60673

99 100769	Five Star Fence	1	Five Star Fence	1 13477 Louvre Street, Pacoima, CA 91331
99 171038	FIYA	1	FIYA	1 PO Box 451373, Los Angeles, CA 90045
99 099884	Flinn Scientific Inc.	1	Flinn Scientific Inc.	1 P.O. BOX 219, Batavia, IL 60510
99 150143	Flocabulary, Inc	1 81-2662130	Flocabulary, Inc	1 55 Washington St Suite 606 , Brooklyn, NY 11201
99 099888	Follett Educational Services	1	Follett Educational Services	1 P.O. Box 98581, Chicago, IL 60693-8581
99 100771	Follett Educational Services	1	Follett Educational Services	1 PO Box 98581, Chicago, IL 60693-8581
99 174510	Foote, Kelly	1 591-40-4054	Foote, Kelly	1 630 W Palm Ave #1, Orange, CA 92868
99 096209	Foster Electric, Inc	1	Foster Electric, Inc	1 P.O. Box 280415, Northridge, CA 91328
99 100773	Foster Electric, Inc.	1	Foster Electric, Inc.	1 PO Box 280415, Northridge, CA 91328-0415
99 170650	Fotorama	1	Fotorama	1 416 West Alondra blvd, Gardena, CA 90248
99 099892	Four Winds, Inc	1 95-3639789	Four Winds, Inc	1 5134 West 106th Street, Inglewood, CA 90304
99 099893	Franchise Tax Board	1	Franchise Tax Board	1 PO BOX 942857, Sacramento, CA 94257-0701
99 152094	Franco Architects, Inc.	1 46-5029573	Franco Architects, Inc.	1 12345 Ventura Blvd, Ste H , Studio City, CA 91604
99 095825	Fred Martin Enterprises	1	Fred Martin Enterprises	1 3221 Carter Ave. Suite 103 Fred Martin Enterprises, Marina Del Rey, CA 90292
99 134421	Fred Monitello Gen. Contractor	1	Fred Monitello Gen. Contractor	1 16904 Lorne St, Van Nuys, CA 91406
99 099894	Fredric H. Jones & Associates	1	Fredric H. Jones & Associates	1 103 Quarry Lane, Santa Cruz, CA 95060
99 101400	Fresh Ideas	1	Fresh Ideas	1 345 E. Tulare Ave Suite G, Visalia, CA 93277
99 125466	Friends of LACES	1	Friends of LACES	1 140 Mainsail Ct Friends of LACES, Port Hueneme, CA 93041
99 000010	Frontier	1	Frontier	1 PO Box 740407, Cincinnati, OH 45274-0407
99 117286	FuelEducation (K12 Management)	1	FuelEducation (K12 Management)	1 PO Box 824186 K12 Management , Philadelphia, PA 19182-4186
99 175740	Fun Time Party Rentals	1	Fun Time Party Rentals	1 2762 E 218th Place, Long Beach, CA 90810
99 098332	Fundertainment	1	Fundertainment	1 700 N. Brand Blvd., Suite 580, Glendale, CA 91203
99 099901	G & F Lighting Supply Co.	1	G & F Lighting Supply Co.	1 7137 Remmet Ave, Canoga Park, CA 91303
99 170569	GC Mapping Services Inc.	1	GC Mapping Services Inc.	1 3055 W. Valley Blvd, Alhambra, CA 91803
99 099908	GE Capital	1	GE Capital	1 300 E. John Carpenter Fwy GE Capital , Pittsburgh, PA 15219-4661
99 138849	George H. Maintenance	1 617-64-8813	George H. Maintenance	1 3001 Raymond Ave, Los Angeles, CA 90007
99 149775	Geotechnologies, Inc	1 95-2681010	Geotechnologies, Inc	1 439 Western Ave, Glendale, CA 91201
99 174205	Get Certified CPR	1	Get Certified CPR	1 372 Monterey Rd, South Pasadena, CA 91030
99 097167	Getty Images, Inc.	1	Getty Images, Inc.	1 PO Box 84434, Seattle, WA 98124-5734
99 097168	Gevalia	1	Gevalia	1 PO Box 6264 Holmparken Square , Dover, DE 19905
99 099912	Girl Scouts Greater LosAngeles	1	Girl Scouts Greater LosAngeles	1 801 S. Grand Ave. Suite 300, Los Angeles, CA 90017
99 200035	GKK Works	1	GKK Works	1 2355 Main Street, Irvine, CA 92614
99 098343	Global Equipment Company, Inc.	1	Global Equipment Company, Inc.	1 29833 Network Place, Chicago, IL 60673-1298
99 123405	Global Transportation Services	1	Global Transportation Services	1 PO Box 1049, Denver, CO 80201-1049
99 175410	Glynlyon Inc	1	Glynlyon Inc	1 300 N McKemy Avenue, Chandler, AZ 85226
99 177117	Glynlyon Inc.	1 88-0409322	Glynlyon Inc.	1 300 N. McKemy Avenue, Chandler, AZ 85226
99 099918	Go West Adventures	1	Go West Adventures	1 PO Box 882319, Los Angeles, CA 90009
99 099840	Goalbook	1 45-2540420	Goalbook	1 P.O. Box 1289, San Mateo, CA 94401
99 141461	GoEnnounce, LLC	1	GoEnnounce, LLC	1 704 Goodlette Road N., Naples, FL 34102
99 157747	Goguardian	1	Goguardian	1 DEPT LA 24607 , Pasadena, CA 91185-4607
99 155360	Gold Coast K9	1	Gold Coast K9	1 10960 Wilshire Blvd 5th Floor c/o NKSFB , Los Angeles, CA 90024
99 000027	Golden State Elevator, Inc.	1	Golden State Elevator, Inc.	1 16146 Runnymede St, Van Nuys, CA 91406
99 097174	Golden Trophy and Awards	1	Golden Trophy and Awards	1 7812 Westminster Bld., Westminster, CA 92683
99 168553	Gonzalez, Ray (G-Signs)	1	Gonzalez, Ray (G-Signs)	1 209 W. Wilken Way, Anaheim, CA 92802
99 118121	Goodwill of Orange County	1	Goodwill of Orange County	1 410 N Fairview, Santa Ana, CA 92703
99 099922	Gopher Sports	1	Gopher Sports	1 PO BOX 1450 NW 5634, Minneapolis, MN 55485
99 138063	Gordon & Rees LLP	1 94-1617026	Gordon & Rees LLP	1 1111 Broadway Suite 1700 , Oakland, CA 94607
99 155894	GovBuddy.com	1	GovBuddy.com	1 1034 Emerald Bay Road #435 GovBuddy , South Lake Tahoe, CA 96150
99 097179	Government Strategies, Inc.	1	Government Strategies, Inc.	1 1215 K Street, Suite 2250, Sacramento, CA 95814
99 100784	Graduation Source	1	Graduation Source	1 200 William Street, Suite 306, Port Chester, NY 10573
99 097728	Grammy Museum	1	Grammy Museum	1 800 W Olympic Blvd, Los Angeles, CA 90015
99 094829	Granite System Inc.	1	Granite System Inc.	1 11564 Trask Ave., Garden Grove, CA 92843
99 162787	Grant, Reginald	1	Grant, Reginald	1 11330 W. Graham Place B-9 C/O MSA-4 , Los Angeles, CA 90064
99 128876	Graphics and Printing	1	Graphics and Printing	1 1537 1/2 Hauser Blvd, Los Angeles, CA 90019
99 100786	Graphics Express	1	Graphics Express	1 16900 Sherman Way #2, Van Nuys, CA 91403
99 119239	Great America Financial Svcs	1	Great America Financial Svcs	1 PO Box 609, Cedar Rapids, IA 52406-0609
99 101422	Great America Leasing Corp.	1	Great America Leasing Corp.	1 PO Box 660831, Dallas, TX 75266-0831
99 099924	Great American Opportunities	1	Great American Opportunities	1 PO BOX 440241, Nashville, TN 37244-0241
99 101424	Green Button Inc	1	Green Button Inc	1 3162 State Route 118, Dallas, PA 18612
99 097183	Green Technology	1	Green Technology	1 236 West Mountain St #105, Pasadena, CA 91103
99 172988	Greene, Jonathan	1 609-56-5321	Greene, Jonathan	1 4240 3rd Ave, Los Angeles, CA 90008
99 099927	Greenfield Learning Inc.	1 94-3242426	Greenfield Learning Inc.	1 PO BOX 3024, Half Moon Bay, CA 94019
99 113995	Greenfield Middle School	1	Greenfield Middle School	1 1495 Greenfield Dr., El Cajon, CA 92021
99 160764	Ground Penetrating Radar Sys.	1 31-1803412	Ground Penetrating Radar Sys.	1 PO Box 932, Toledo, OH 43697
99 100790	GroupCast, LLC	1	GroupCast, LLC	1 9735 Landmark Parkway #100, St. Louis, MO 63127
99 101430	GTSI Corp	1	GTSI Corp	1 2553 Dulles View Dr Suite 100 , Herndon, VA 20171
99 150462	Guardian Quest Inc	1	Guardian Quest Inc	1 10580 N. McCarran Blvd Suite #115-387 , Reno, NV 89503
99 099933	Guided Discoveries, Inc	1	Guided Discoveries, Inc	1 27282 Calle Arroyo, San Juan Capistrano, CA 92675
99 105571	Guitar Center	1	Guitar Center	1 11155 183rd St, Cerritos, CA 90703-5415
99 101431	Guitar Center Retail Services	1	Guitar Center Retail Services	1 PO Box 60107, City of Industry, CA 91716-0107
99 169940	H2O Backflow Service	1	H2O Backflow Service	1 120 W. Carriage Drive Unite E, Santa Ana, CA 92707

99 175732	Halstrom Academy	1	Halstrom Academy	1 9915 Mira Mesa Blvd., Suite210, San Diego, CA 92131
99 099935	Hammond & Stephens	1	Hammond & Stephens	1 MB Unit 68-9882, Milwaukee, WI 53268-9882
99 097736	Happen	1	Happen	1 1343 Oak Hill Place, South Pasadena, CA 91030
99 101435	Harmonium	1	Harmonium	1 10717 Camino Ruiz, Ste. #104, San Diego, CA 92126
99 200024	Hartman Consulting	1	Hartman Consulting	1 PO Box 10, Spivey, KS 67142
99 136267	Haynes Building Service LLC	1	Haynes Building Service LLC	1 PO Box 29426, Phoenix, AZ 85062-9426
99 161539	Heating Cooling & Beyond Inc.	1	Heating Cooling & Beyond Inc.	1 140 Parkview Dr., Oak Park, CA 91377
99 101440	Heatland Masonic Hall Assoc.	1	Heatland Masonic Hall Assoc.	1 695 Ballantyne St., El Cajon, CA 92021
99 098942	Hemet Unified School District	1	Hemet Unified School District	1 1791 W Acacia Ave, Hemet, CA 92545
99 094833	Heritage Schools, Inc.	1	Heritage Schools, Inc.	1 5600 North Heritage Schools Dr, Provo, UT 84604
99 094834	Hertz Furniture	1	Hertz Furniture	1 170 Williams Drive Suite 201, Ramsey, NJ 07446
99 099946	Hertz Furniture Systems	1	Hertz Furniture Systems	1 PO BOX 803, 95 McKee Drive, Mahwah, NJ 07430
99 099947	Hess and Associates, Inc.	1	Hess and Associates, Inc.	1 17853 Santiago Blvd., #107-506, Villa Park, CA 92861
99 097192	Hewlett-Packard Financial Svcs	1	Hewlett-Packard Financial Svcs	1 PO Box 402582, Atlanta, GA 30384-2582
99 114859	Highpoint Learning Inc.	1	Highpoint Learning Inc.	1 7633 East Rose Garden Lane, Scottsdale, AZ 85255
99 096219	Hightech Signs & Banners	1	Hightech Signs & Banners	1 9013 DeSoto Ave., Canoga Park, CA 91304
99 097194	Hill, Morgan and Associates	1 05-0552980	Hill, Morgan and Associates	1 19602 Fariman Drive, Carson, CA 90746
99 100488	Hilton Universal City	1	Hilton Universal City	1 555 Universal Hollywood Dr, Universal City, CA 91608
99 099949	Hilton Woodland Hills	1	Hilton Woodland Hills	1 6360 Canoga Ave., Woodland Hills, CA 91367
99 175731	Holiday Inn LaMirada	1	Holiday Inn LaMirada	1 14299 Firestone Blvd, LaMirada, CA 90638
99 099953	Holocaust Museum	1	Holocaust Museum	1 100 South The Grove Dr, Los Angeles, CA 90036
99 200042	Holt Analytical Testing	1	Holt Analytical Testing	1 2322 Huntington Lane Ste 2, Redondo Beach, CA 90278
99 099955	Home Depot	1	Home Depot	1 PO BOX 6029 Home Depot , The Lakes, NV 88901-6029
99 000036	Home Depot Credit Services	1	Home Depot Credit Services	1 PO Box 6029, The Lakes, NV 88901-6029
99 099960	Houghton Mifflin Harcourt	1 04-1456030	Houghton Mifflin Harcourt	1 14046 Collections Center Dr, Chicago, IL 60693
99 116665	House Of Trophies And Awards	1	House Of Trophies And Awards	1 1820 E. 1st Street, Los Angeles, CA 90033
99 113263	i9 Sports	1 46-2373359	i9 Sports	1 1439 W. Chapman #187 , Orange, CA 92867
99 000026	ICS Service Company	1	ICS Service Company	1 PO Box 5255, Riverside, CA 92517
99 096225	IDCSERVCO Business Services	1 95-4149722	IDCSERVCO Business Services	1 P.O. Box 1925 Attn: Accounts Receivable , Culver City, CA 90232-1925
99 122773	Ikea	1	NULL	0 , ,
99 145655	Illuminate Education, Inc.	1	Illuminate Education, Inc.	1 6531 Irvine Center Dr Ste 100 , Irvine, CA 92618
99 000018	Image IV Systems	1	Image IV Systems	1 512 South Varney St., Burbank, CA 91502
99 097754	Image IV Systems (MS01)	1	Image IV Systems (MS01)	1 512 South Varney St., Burbank, CA 91502
99 107688	Image IV Systems (SR00)	1	Image IV Systems (SR00)	1 512 South Varney Street, Burbank, CA 91502
99 099969	Image Printing Solutions	1	Image Printing Solutions	1 60 Bunsen, Irvine, CA 92618
99 168551	ImageWorx Inc.	1	ImageWorx Inc.	1 11100 Sepulveda Blvd #303 , Mission Hills, CA 91345
99 118674	Imagine Etiquette & Image Cns.	1	Imagine Etiquette & Image Cns.	1 5356 1/2 Fairview Boulevard, Los Angeles, CA 90056-2308
99 097211	Immigration Lawyers of America	1 27-0795767	Immigration Lawyers of America	1 PO Box 1263, Corona, CA 92878
99 159836	Impero Solutions, Inc	1	Impero Solutions, Inc	1 302 Washington St #150-3872 , Simi Valley, CA 93065
99 161087	In the News	1	In the News	1 517 Sunstate St, Tampa, FL 33634
99 134160	In the News, Inc	1	In the News, Inc	1 8517 Sunstate St, Tampa, FL 33634
99 175390	In-N-Out Burger Foundation	1 33-0654550	In-N-Out Burger Foundation	1 4199 Campus Drive #900, Irvine, CA 92612
99 122412	Ingallina's Box Lunch	1	Ingallina's Box Lunch	1 1398 Monterey Pass Road, Monterey Park, CA 91754
99 118412	Inland Inspections & Consulting	1	Inland Inspections & Consulting	1 7338 Sycamore Canyon Blvd Suite 4 , Riverside, CA 92508
99 103002	Innovations Academy	1	Innovations Academy	1 10380 Spring Canyon Road, San Diego, CA 92131
99 116327	Insight Education Group	1 27-0038418	Insight Education Group	1 16130 Ventura Blvd Suite 300 , Encino, CA 91436
99 101468	Insight Public Sector, Inc.	1	Insight Public Sector, Inc.	1 PO Box 731072, Dallas, TX 75373-1072
99 094847	Integrity Furniture	1	Integrity Furniture	1 P.O. Box 6523, Longview, TX 75608
99 096227	Intercom System	1	Intercom System	1 7246 Eton Ave., Canoga Park, CA 91303
99 157726	Invision Optometry	1	Invision Optometry	1 3945 1st Avenue, San Diego, CA 92103
99 097216	IPM Lithographics Inc.	1	IPM Lithographics Inc.	1 9040 Carroll Way, Suite 4, San Diego, CA 92121-2416
99 101473	IPM Lithographics, Inc.	1	IPM Lithographics, Inc.	1 9040 Carroll Way, Suite 9, San Diego, CA 92121-2416
99 127204	Iron Mountain	1	Iron Mountain	1 PO Box 601002, Pasadena, CA 91189-1002
99 127204	Iron Mountain	1	Iron Mountain	2 1000 Campus Drive, Collegeville, PA 19426
99 177098	Iron Mountain	0	Iron Mountain	1 1000 Campus Drive, Collegeville, PA 19426
99 101474	IRS	1	IRS	1 0, Ogden, UT 84201-0039
99 098632	Irvine Ranch Education Center	1	Irvine Ranch Education Center	1 2 Irvine Park Road, Orange, CA 92869
99 156928	iT1 Source LLC	1 83-0371817	iT1 Source LLC	1 PO Box 413006, Salt Lake City, UT 84141-3006
99 175401	JeJe Chicken	1	JeJe Chicken	1 16970 San Fernando Mission Blvd. Suite C-1, Granada Hills, CA 91344
99 JEREMY	Jeremy S Woodburn Atty At Law	1	Jeremy S Woodburn Atty At Law	1 3779 Lakeshore Avenue, Oakland, CA 94610
99 097225	Jet Delivery	1	Jet Delivery	1 2169 Wright Ave, La Verne, CA 91750
99 107247	Jet.com	1	NULL	0 , ,
99 120872	JFK Transportation	1	JFK Transportation	1 980 W 17th St Ste B , Santa Ana, CA 92706
99 126064	Joe's Auto Park	1	Joe's Auto Park	1 250 E 1st St Suite 1500 c/o MERF , Los Angeles, CA 90012
99 100001	Joint Power Authority	1	Joint Power Authority	1 P.O. BOX 969, Weimer, CA 96736
99 096234	Jolly Bouncers	1	Jolly Bouncers	1 930 Chambers Lane, Simi Valley, CA 93065
99 095412	Jones School Supply	1 57-0739248	Jones School Supply	1 P.O. BOX 2989, Irmo, SC 29063
99 175394	Jose Melendez	1	Jose Melendez	1 6949 Shoup Avenue, West Hills, CA 91307
99 200027	Joseph Oten	1	Joseph Oten	1 4831 E. Copa De Oro, Anaheim, CA 92807
99 126997	Josh Dreaan	1	Josh Dreaan	1 1200 Adams St Suite 409 , Boston, MA 02124
99 127631	josten's	1	josten's	1 21336 Network Place, Chicago, IL 60673-1213

99 126986	Jostens	1	Jostens	1 21336 Network Place, Chicago, IL 60673-1213
99 150146	Jostens, INC.	1 41-0343440	Jostens, INC.	1 PO Box 220880, Newhall, CA 91322
99 122332	Jumpers King	1	Jumpers King	1 11017 Lockport Pl, Santa Fe Springs, CA 90670
99 163788	Junior Achievement-San Diego	1 95-1727087	Junior Achievement-San Diego	1 4756 Mission Gorge Place, San Diego, CA 92120
99 095415	JW Transportation, LLC	1	JW Transportation, LLC	1 2201 S. Santa Fe Ave, Compton, CA 90021
99 141056	K & S Systems	1	K & S Systems	1 1663 N. Odonnell Way, Orange, CA 92867
99 098967	K 12, Inc	1	K 12, Inc	1 PO Box 824186, Philadelphia, PA 19182-4186
99 164197	K9 Services LLC	1 81-2182830	K9 Services LLC	1 PO Box 5009, Ventura, CA 93005
99 097233	Kaiser Permanente (Group Dues)	1	Kaiser Permanente (Group Dues)	1 FILE NUMBER 54803 , Los Angeles, CA 90074-4803
99 177104	Kajima Development Corp	1	Kajima Development Corp	1 C/O Advance Investments Group Inc 250 E 1st Street Suite1500, Los Angeles, CA 90012
99 177104	Kajima Development Corp	1	Kajima Development Corp	2 250 E 1st St Suite 800, Los Angeles, CA 90012
99 177104	Kajima Development Corp	1	Kajima Development Corp	3 250 E 1st St Suite 800, Los Angeles, CA 90012
99 136480	KB Contract Interiors	1	KB Contract Interiors	1 8371 Canoga Ave., Canoga Park, CA 91304
99 097239	KDC Technologies	1	KDC Technologies	1 27201 Tourney Road, Suite 201, Valencia, CA 91355
99 095417	Ken Edwards Center	1	NULL	0 ,,
99 095418	Kendall Hunt	1	Kendall Hunt	1 4050 Westmark Drive PO Box 1840 , Dubuque, IA 52004
99 095859	Key Curriculum Press	1	Key Curriculum Press	1 1150 65th St., Emeryville, CA 94608
99 097241	Key Shop	1	Key Shop	1 6381 Westminster Bld., Westminster, CA 92683
99 101496	KidEnergy.com	1	KidEnergy.com	1 16507 Tiger Mtn. Rd SE, Issaquah, WA 98027
99 097776	Kids in Sports	1	Kids in Sports	1 P.O Box 7790, Los Angeles, CA 90007
99 096238	Kidspace Children's Museum	1	Kidspace Children's Museum	1 480 N Arroyo Blvd., Pasadena, CA 91103
99 101499	King Chavez Public School	1	King Chavez Public School	1 137 25th St., San Diego, CA 92102
99 200019	Kipust Engineering	1	Kipust Engineering	1 12931 Killon St, Sherman Oaks, CA 91401
99 138055	Kirkland, E David	1 368-80-1732	Kirkland, E David	1 2 Washington Square Village Apt 2-I, New York, NY 10012
99 097777	KIS Computer	1	KIS Computer	1 16533 Old Valley Blvd, La Puente, CA 91744
99 097242	Kismet Investment	1	Kismet Investment	1 7400 Center Ave. Suite 102, Huntington Beach, CA 92647
99 153646	KJLH Radio	1	KJLH Radio	1 161 N. La Brea Avenue KJLH Radio, Inglewood, CA 90301-1707
99 101500	KME Systems	1	KME Systems	1 20914 Bake Parkway Suite 108 , Lake Forest, CA 92630
99 098386	Knott's Berry Farm	1	Knott's Berry Farm	1 8039 Beach Blvd Attn: Ticket Sales Accounting , Buena Park, CA 90620
99 097778	Knott's Berry Farm Youth Sales	1	Knott's Berry Farm Youth Sales	1 8039 Beach Blvd., Buena Park, CA 90620
99 127293	Knotts Berry Farm	1	Knotts Berry Farm	1 8039 Beach Boulevard, Buena Park, CA 90620
99 094854	Knotts Berry Farms	1	Knotts Berry Farms	1 8039 Beach Blvd, Buena Park, CA 90620
99 159274	KOA Corporation	1	KOA Corporation	1 1100 Corporate Center Drive Suite 201 , Monterey Park, CA 91754-7668
99 097779	Kohn-Megibow Company	1	Kohn-Megibow Company	1 1341 N. Kraemer Blvd., Anaheim, CA 92806
99 000019	Konica Minolta	1	Konica Minolta	1 PO BOX 100706, Pasadena, CA 91189-0706
99 138068	KQ Management Inc.	1 46-3136063	KQ Management Inc.	1 579 North Gower Street, Los Angeles, CA 90004
99 145662	Kress Design 2	1	Kress Design 2	1 112 Saraway, Port Matilda, PA 16870
99 098389	Kress Design2	1	Kress Design2	1 112 Saraway, Port Matilda, PA 16870
99 100834	L.A.U.S.D.-Personnel Commission	1	L.A.U.S.D.-Personnel Commission	1 333 South Beaudry Ave 16th Floor Attn: Winnie Klave, Los Angeles, CA 90017
99 094858	L.Y. Environmental, Inc.	1 76-0782916	L.Y. Environmental, Inc.	1 1050 Nevada St., Suite 403, Redlands, CA 92374
99 170990	LA Charter Schools	1	LA Charter Schools	1 13001 Sandy Lane, Downey, CA 90242
99 152091	La Class Transportation	1	La Class Transportation	1 6980 Mission Gorge Suite A, San Diego, CA 92120
99 095440	LA County Dept of Parks & Rec	1	LA County Dept of Parks & Rec	1 10700 W. Escondido Canyon Rd Vasquez Rocks Natural Area, Agua Dulce, CA 91390
99 173908	LA County of Education (STEM)	1	LA County of Education (STEM)	1 9300 Imperial Highway Clark Building, Downey, CA 90242-2890
99 097784	LA County Office of Edu.	1	LA County Office of Edu.	1 9300 E Imperial Hwy ECW3106 Mindy Keller, Div. Secretary, Downey, CA 90242
99 161513	LA County Office of Education	1	LA County Office of Education	1 9300 Imperial Hwy, ECW 3148 Multilingual Academic Support, Downey, CA 90242
99 161513	LA County Office of Education	1	LA County Office of Education	2 9300 Imperial Hwy ECW-3096, Downey, CA 90242
99 151562	LA County Public Health	1	LA County Public Health	1 5050 Commerce Dr., Room 117 Environmental Health, Baldwin Park, CA 91706
99 121076	LA County Science Fair	1	LA County Science Fair	1 9300 Imperial Highway Dean Gilbert, Science Consultant, Downey, CA 90241
99 100074	LA County Science Olympiad	1	LA County Science Olympiad	1 9300 Imperial Highway LACOE CIS Room 242 , Downey, CA 90242
99 097085	LA County Tax Collector	1	LA County Tax Collector	1 225 North Hill St, Los Angeles, CA 90012
99 158546	LA County-Environmental Health	1	LA County-Environmental Health	1 5050 Commerce Dr., Room 117 Environmental Health , Baldwin Park, CA 91706
99 000013	LA Department of Water & Power	1	LA Department of Water & Power	1 PO Box 30808, Los Angeles, CA 90030-0808
99 105594	LA Dept of Water & Power-LADWP	1	LA Dept of Water & Power-LADWP	1 PO Box 30808, Los Angeles, CA 90030-0808
99 200009	LA Ice Venture/Toyota Sports	1	LA Ice Venture/Toyota Sports	1 555 N. Nash St Attn: Amber Rife, El Segundo, CA 90245
99 095426	LA Times	1	NULL	0 ,,
99 097252	LA Times Media Group	1	LA Times Media Group	1 PO Box 79151, Phoenix, AZ 85062-9151
99 097253	LA Unified School District	1	LA Unified School District	1 333 S. Beaudry Ave 22nd Floor Maintenance & Operations , Los Angeles, CA 90017
99 175402	LA Wall Company	1	LA Wall Company	1 22400 Collins St, Woodland Hills, CA 91367
99 099709	LA-Public Works Sanitation	1	LA-Public Works Sanitation	1 PO BOX 30749, Los Angeles, CA 90030-0749
99 118938	LACOE	1	LACOE	1 9300 Imperial Highway Attn: CHSS Unit , Downey, CA 90242
99 150149	LACOE - Physical Education	1	LACOE - Physical Education	1 9300 Imperial Hwy ECW 3077 , Downey, CA 90242
99 114550	LACOE (15769)	1	LACOE (15769)	1 9300 Imperial Highway, Downey, CA 90242
99 118267	LACOE (Contract #15769)	1	LACOE (Contract #15769)	1 9300 Imperial Highway, Downey, CA 90242
99 159843	LACOE (Contract# 6789)	1	LACOE (Contract# 6789)	1 9300 Imperial Highway, Downey, CA 90242-2890
99 152982	LACOE (ECW 3197)	1	LACOE (ECW 3197)	1 9300 Imperial Hwy ECW 3197 , Downey, CA 90242
99 101034	LACOE (Stem Unit, ECW 3146)	1	LACOE (Stem Unit, ECW 3146)	1 9300 Imperial Hwy STEM Unit, ECW 3146 , Downey, CA 90242
99 100839	LACOE (STRS/PERS)	1	LACOE (STRS/PERS)	1 9300 Imperial Hwy. Attn: Santha Rajiv , Downey, CA 90242
99 100037	LACOE / STRS-PERS	1	LACOE / STRS-PERS	1 9300 Imperial Highway, Downey, CA 90242
99 100838	LACOE, Division of Students	1	LACOE, Division of Students	1 9300 Imperial Highway Attn: Maria Escobar , Downey, CA 90242-2890
99 097786	LACOE, ECW3106	1	LACOE, ECW3106	1 9300 Imperial Hwy Mindy Keller, Div. Secretary , Downey, CA 90242

99 097787	LACOE, PD	1	LACOE, PD	1 9300 Imperial Highway, Downey, CA 90242
99 097788	LACOE, School Financial Svcs	1	LACOE, School Financial Svcs	1 9300 Imperial Hwy Attn: Santha Rajiv , Downey, CA 90242
99 100039	LACOE-Beginning TeacherProgram	1	LACOE-Beginning TeacherProgram	1 9300 Imperial Highway Accounts Receivable Unit , Downey, CA 90242
99 097790	LACOE/MAS Unit	1	LACOE/MAS Unit	1 9300 Imperial Highway Multilingual Academic ECW 244 , Downey, CA 90242
99 116661	Ladco Global Leasing Solutions	1	Ladco Global Leasing Solutions	1 P.O. Box 9599, Knoxville, TN 37940-9599
99 098400	Lakeshore Learning	1	Lakeshore Learning	1 2695 E. Dominguez St., Carson, CA 90895
99 200029	LakeShore Learning Materials	1	LakeShore Learning Materials	1 Online Vendor, ,
99 094861	Language Door Irvine	1	Language Door Irvine	1 18103 Sky Park Circle, Ste D2, Irvine, CA 92614
99 100841	LanSchool Technologies, LLC	1	LanSchool Technologies, LLC	1 770 W. 210 St, Orem, UT 84058
99 097258	Larson Communications	1 27-1181488	Larson Communications	1 1725 Pierce Street, Ste 1, San Francisco, CA 94115
99 100845	LAUSD	1	LAUSD	1 333 South Beaudry Ave 20th Floor Charters Division , Los Angeles, CA 90017
99 144829	LAUSD (Technology Service)	1	LAUSD (Technology Service)	1 333 S Beaudry Ave. Prop 39 Charters Division , Los Angeles, CA 90017
99 095445	LAUSD (10005150)	1	LAUSD (10005150)	1 333 S. Beaudry Ave, 20th Floor Charter School Division , Los Angeles, CA 90017
99 100046	LAUSD - Personnel Commission	1	LAUSD - Personnel Commission	1 333 South Beaudry Ave. 16th Floor Attn: Winne Klave , Los Angeles, CA 90017
99 168835	LAUSD Board of Education	1	LAUSD Board of Education	1 8525 Rex Road, Pico Rivera, CA 90660
99 098985	LAUSD Cafeteria	1	LAUSD Cafeteria	1 333 South Beaudry, 28th Floor Food Service Division , Los Angeles, CA 90017
99 129993	LAUSD Food Services	1	LAUSD Food Services	1 333 S. Beaudry Ave 28th Floor Food Services Division, Los Angeles, CA 90017
99 155522	LAUSD Leasing-SpaceUtilization	1	LAUSD Leasing-SpaceUtilization	1 333 S. Beaudry Ave 23rd Floor , Los Angeles, CA 90017
99 121811	LAUSD Maintenance & Operations	1	LAUSD Maintenance & Operations	1 333 S. Beaudry Ave. 22nd Floor, 22-155 , Los Angeles, CA 90017
99 098986	LAUSD Truck Operations	1	LAUSD Truck Operations	1 8525 Rex Road, Pico Rivera, CA 90660
99 100846	LAUSD, Food Service Division	1	LAUSD, Food Service Division	1 334 South Beaudry Ave 28th Floor , Los Angeles, CA 90017
99 097795	LAUSD, Food Services Division	1	LAUSD, Food Services Division	1 333 S. Beaudry Ave 28th Floor , Los Angeles, CA 90017
99 100847	LAUSD, Leasing and Space	1	LAUSD, Leasing and Space	1 333 S. Beaudry Ave, 23rd Floor Leasing and Space Utilization, Los Angeles, CA 90017
99 121102	LAUSD, Maintenance & Operations	1	LAUSD, Maintenance & Operations	1 333 S. Beaudry Ave. 22nd Floor, 22-155 , Los Angeles, CA 90017
99 153389	LAUSD-Charter School Division	1	LAUSD-Charter School Division	1 333 S Beaudry Ave 20th Floor , Los Angeles, CA 90017
99 100047	LAUSD-Charter Schools Division	1	LAUSD-Charter Schools Division	1 333 S Beaudry Ave 20th Floor , Los Angeles, CA 90017
99 143719	LAUSD-Facilities Svcs Division	1	LAUSD-Facilities Svcs Division	1 333 S. Beaudry Ave, 23rd Floor Leasing and Space Utilization, Los Angeles, CA 90017
99 147714	LAUSD-Gifted Talented Programs	1	LAUSD-Gifted Talented Programs	1 333 S. Beaudry Ave 25th Floor , Los Angeles, CA 90017
99 159994	LAUSD-Lease & SpaceUtilization	1	LAUSD-Lease & SpaceUtilization	1 333 S. Beaudry Ave, 1st Floor Leasing and Space Utilization , Los Angeles, CA 90017
99 128798	LAUSD-Maintenance & Operations	1	LAUSD-Maintenance & Operations	1 333 S. Beaudry Ave. 22nd Floor, 22-155 LAUSD, Los Angeles, CA 90017
99 120890	LAUSD-School Mental Health Svcs	1	LAUSD-School Mental Health Svcs	1 333 South Beaudry Ave. 29th Floor , Los Angeles, CA 90017
99 143778	LAUSD/ITD Finance & Admin	1	LAUSD/ITD Finance & Admin	1 333 South Beaudry 10th Floor , Los Angeles, CA 90017
99 101514	Law Office of Meagan Nunez	1 27-2314062	Law Office of Meagan Nunez	1 8880 Rio San Diego Dr, St. 800, San Diego, CA 92108
99 097260	Law Office of Nadadur S. Kumar	1 95-4527031	Law Office of Nadadur S. Kumar	1 11620 Wilshire Blvd #250 Attn: EBGC Dept. , Los Angeles, CA 90025
99 200001	Law Offices Middleton, Young	1	Law Offices Middleton, Young	1 701 University Ave., Suite 150, Sacramento, CA 95825
99 158464	Law Offices of Borton Petriani	1 95-2024819	Law Offices of Borton Petriani	1 P.O. Box 2026, Bakersfield, CA 93303
99 175744	Law Offices of Young Minney	1	Law Offices of Young Minney	1 655 University Avenue Suite 150, Sacramento, CA 95825
99 139926	Law Offices-Ching & Associates	1	Law Offices-Ching & Associates	1 155 N. Riverview Dr Suite 121 , Anaheim, CA 92808
99 119348	Law Office of Suzanne N Snowden	1 27-0501965	Law Office of Suzanne N Snowden	1 1295 West Sunset Boulevard, Los Angeles, CA 90026
99 175396	Learn By Doing	1	Learn By Doing	1 Po Box 3465, Chicago, IL 60654
99 200044	Learning City for Schools	1	Learning City for Schools	1 6300 N.E. 1st Avenue Suite 203, Fort Lauderdale, FL 33334
99 139436	Learning.com	1	Learning.com	1 1620 SW Taylor Street #100, Portland, OR 97205
99 137978	Learningtech.org	1 91-2033223	Learningtech.org	1 751 Laurel Street #411, San Carlos, CA 94070
99 100055	LEGO Education	1	LEGO Education	1 PO Box 1707, Pittsburg, KS 66762
99 096257	Lenovo	1	Lenovo	1 370 Seventh Ave. Suite 815, New York, NY 10001
99 095874	Leo's Vision Graphics, Inc	1	Leo's Vision Graphics, Inc	1 16530 South Figueroa St., Gardena, CA 90248
99 114896	Liberators, Inc.	1 37-1527623	Liberators, Inc.	1 11608 Spinning Avenue, Hawthorne, CA 90250
99 166007	Life House Church	1	Life House Church	1 18355 Roscoe Blvd, Northridge, CA 91325
99 138162	Life Touch Natl School Studios	1	Life Touch Natl School Studios	1 20406 Earl street, Torrance, CA 90503
99 114695	LifeSize Inc	1	LifeSize Inc	1 1601 S. Mopac Expwy Suite 100, Austin, TX 78746
99 095875	Lifetouch	1	Lifetouch	1 PO Box 46993, Eden Prairie, MN 55344-9728
99 100061	Lifetouch NSS (Yearbooks)	1	Lifetouch NSS (Yearbooks)	1 PO Box 46993 Accts Receivable , Eden Prairie, MN 55344-9728
99 101521	Lifetouch Publishing	1	Lifetouch Publishing	1 9682 Via Excelencia Ste. 103, San Diego, CA 92126
99 100852	Lifetouch Publishing Inc	1	Lifetouch Publishing Inc	1 PO Box 46993, Eden Prairie, MN 55344-9728
99 156144	Lightspeed Technologies, Inc	1	Lightspeed Technologies, Inc	1 11509 SW Herman Rd, Tualatin, OR 97062
99 157712	Liliedahl Video Productions	1	Liliedahl Video Productions	1 331 SE Mizner Blvd, Boca Raton, FL 33432
99 162726	Liminox, Inc dba Goguardian	1	Liminox, Inc dba Goguardian	1 Dept LA 24607 , Pasadena, CA 91185-4607
99 100854	LMP Dave Ramsey-The Lampo Group	1 62-1593846	LMP Dave Ramsey-The Lampo Group	1 1749 Mallory Lane, Brentwood, TN 37027
99 175398	Local Trash Hauling	1	Local Trash Hauling	1 Online.COM, Woodland Hills, CA 90012
99 101525	Logical Choice Technologies	1	Logical Choice Technologies	1 1045 Progress Cir, Lawrenceville, GA 30043-4646
99 114903	Long Beach Conv & Entertainment	1	Long Beach Conv & Entertainment	1 300 E. Ocean Blvd. Attn: Sales Department , Long Beach, CA 90802
99 174840	Long Beach USD	1	Long Beach USD	1 1515 Hughes Way Acct Room 235 Attn: Mina Chavez, Long Beach, CA 90810
99 110901	Los Angeles Clippers	1	Los Angeles Clippers	1 1111 S. Figueroa St Suite 1100 , Los Angeles, CA 90015
99 144643	Los Angeles Conservancy	1	Los Angeles Conservancy	1 523 West 6th Street, #826 Attn: Annie , Los Angeles, CA 90014
99 095355	Los Angeles Daily News	1	Los Angeles Daily News	1 PO Box 54880, Los Angeles, CA 90054-0880
99 177112	Los Angeles Newspaper Group	1	Los Angeles Newspaper Group	1 21860 Burbank Blvd #200, Woodland Hills, CA 91367
99 116071	Los Angeles USD	1	Los Angeles USD	1 333 S. Beaudry Ave, Fir 22-155 Maintenance & Ops , Los Angeles, CA 90017
99 175386	Los Angeles Zoo	1	Los Angeles Zoo	1 5333 Zoo Dr, Los Angeles, CA 90027
99 175730	Lozano Smith LLP	1 80-0874383	Lozano Smith LLP	1 7404 North Spalding Avenue, Fresno, CA 93720-3370
99 100078	LP Express	1 74-3130645	LP Express	1 465 Giano Ave, La Puente, CA 91744
99 124949	Lucky Moving Inc	1	Lucky Moving Inc	1 17031 Green Dr., City of Industry, CA 91745

99 158034	Lucky Moving Inc.	1	Lucky Moving Inc.	1 17031 Green Dr, City Of Industry, CA 91745
99 153961	Lutheran Retreats, Camps & Conf	1	Lutheran Retreats, Camps & Conf	1 11900 Frontier Road El Camino Pines, Frazier Park, CA 93225
99 100080	Luxor Properties, Inc.	1 95-4136402	Luxor Properties, Inc.	1 4751 Wilshire Blvd. #203, Los Angeles, CA 90010
99 100082	M&J Transport	1	M&J Transport	1 PO BOX 1335, Inglewood, CA 90308
99 095449	MAA American Math Competitions	1 16-0743079	MAA American Math Competitions	1 P.O. Box 81606 Competitions, Annapolis Junction, MD 20701
99 100086	Magdonal's Lock & Key	1 26-0109051	Magdonal's Lock & Key	1 16848 Sherman Way, Van Nuys, CA 91406
99 000034	Margarita Mendoza	1	Margarita Mendoza	1 2643 Carleton Avenue, Los Angeles, CA 90065
99 200038	Master Drywall	1	Master Drywall	1 1409 S Shelton St, Santa Ana, CA 92707
99 175404	Mathmatical Association	1	Mathmatical Association	1 PO Box 91112, Washington, DC 20090-1112
99 200013	McGrath RentCorp & Sub	1	McGrath RentCorp & Sub	1 PO Box 45043, San Francisco, CA 94145-5043
99 097284	McGraw-Hill School Education	1 80-0899290	McGraw-Hill School Education	1 Lockbox 71545, Chicago, IL 60694-1545
99 100885	Medieval Times Dinner	1	Medieval Times Dinner	1 7662 Beach Blvd, Buena Park, CA 90620
99 097289	MetLife	1	MetLife	1 PO Box 804466, Kansas City, MO 64180-4466
99 094877	MetLife Small Business Center	1	MetLife Small Business Center	1 PO Box 804466, Kansas City, MO 64180-4466
99 095461	MetLife-Group Benefits	1	MetLife-Group Benefits	1 PO Box 804466, Kansas City, MO 64180
99 175733	Morgan & Associates	1	Morgan & Associates	1 2601 N.W. Expressway, Suite 205 East, Oklahoma City, OK 73112
99 200020	MPS	1	MPS	1 PO Box 960668, Atlanta, CA 31193-0668
99 105218	Musick, Peeler & Garrett LLP	1 95-1777575	Musick, Peeler & Garrett LLP	1 1 Wilshire Blvd. Ste 2000, Los Angeles, CA 90017-3383
99 141125	Myers and Sons Hi-Way Safety	1	Myers and Sons Hi-Way Safety	1 13310 5th St, Chino, CA 91710
99 142932	myON, LLC	1	myON, LLC	1 5050 Lincoln Drive Suite 200, Chicago, IL 60677-5236
99 134015	Mystery Science Inc	1 45-4175691	Mystery Science Inc	1 340 S. Lemon Ave, Suite 5236 NArea 12238, Walnut, CA 91789
99 151161	N2Y Store	1	N2Y Store	1 PO BOX 550, Huron, OH 44839
99 100906	Nasco	1	Nasco	1 PO Box 101, Salida, CA 95368
99 138059	Nasco Modesto	1 06-1665854	Nasco Modesto	1 P.O. Box 101, Salida, CA 95368-0101
99 200028	National Construction Rentals	1	National Construction Rentals	1 15319 Chatsworth Street, Mission Hills, CA 91346
99 100174	Naviance, Inc	1 20-4027223	Naviance, Inc	1 3033 Wilson Boulevard Ste 500, Arlington, VA 22201
99 177107	Next Day Flyer	1	Next Day Flyer	1 8000 Haskell Avenue, Van Nuys, CA 91406
99 175400	Next Day Flyers	1	Next Day Flyers	1 8000 Haskell Avenue, Van Nuys, CA 91406
99 177129	Next Gen Math LLC	1	Next Gen Math LLC	1 11278 Los Alamitos Blvd, Los Alamitos, CA 90720
99 097330	NWEA	1 93-0686108	NWEA	1 121 NW Everett St. Accounts Receivable Team, Portland, OR 97209
99 095481	NY Bagel Deli	1	NULL	0 , ,
99 100195	OC Dept of Education	1	OC Dept of Education	1 200 Kalmus Dr B-1026 Educational Technology, Costa Mesa, CA 92626
99 094898	OCDE	1	OCDE	1 PO Box 9050, Costa Mesa, CA 92626-9050
99 100196	OCDE/AP in the OC	1	OCDE/AP in the OC	1 200 Kalmus Dr Attn:Melissa Alvarado, Costa Mesa, CA 92626
99 095918	Odyssey Five Productions	1	Odyssey Five Productions	1 PO Box 1761, Lomita, CA 90717-5761
99 158542	Office 1	1	Office 1	1 3930 W Ali Baba Ln, Las Vegas, NV 89118
99 159987	Office1	1	Office1	1 3930 W Ali Baba Ln, Las Vegas, NV 89118
99 097336	Office Depot	1	Office Depot	1 PO Box 29248, Phoenix, AZ 85038-9248
99 098481	OfficeXpress, Inc	1	OfficeXpress, Inc	1 7701 Alabama Avenue GS-02F-0054N, Canoga Park, CA 91304
99 097854	OfficeXpress, Inc.(OxPros)	1	OfficeXpress, Inc.(OxPros)	1 7701 Alabama Ave GS-02F-0054N, Canoga Park, CA 91304-4904
99 163635	Officia Imaging Inc	1	Officia Imaging Inc	1 10201 Centurion Parkway North Suite 100, Jacksonville, FL 32256
99 100927	Old Fashion Candy Company	1	Old Fashion Candy Company	1 PO Box 3367, Evansville, IN 47732
99 175737	OmegaTurf	1	OmegaTurf	1 13608 Highway 8 Business, Lakeside, CA 92040
99 177105	One Hour Translation	1	One Hour Translation	1 5042 Wilshire Blvd, Los Angeles, CA 90036
99 200002	Ovsep Karchikyan	1	Ovsep Karchikyan	1 1910 N Maple Street, Burbank, CA 91505
99 177109	Panda Express Online	1	Panda Express Online	1 Online.Com, Los Angeles, CA 90012
99 122599	Panorama Education, Inc.	1	Panorama Education, Inc.	1 109 Kingston St 5th Floor, Boston, MA 02111
99 175409	Parent Education Bridge	1	Parent Education Bridge	1 Po Box 5171, Whittier, CA 90607
99 097870	Paul Chamberlain International	1	Paul Chamberlain International	1 14320 Ventura Blvd, Suite 116, Sherman Oaks, CA 91423
99 097349	Payaso Party Supply	1	Payaso Party Supply	1 10861 Venice Blvd, Los Angeles, CA 90034
99 095493	PCI	1	PCI	1 14320 Ventura Blvd, Ste 116, Sherman Oaks, CA 91423
99 122419	PCM-G	1 33-0964088	PCM-G	1 File 55327, Los Angeles, CA 90074-5327
99 153071	Pearson Education Inc.	1 41-0850527	Pearson Education Inc.	1 PO Box 409496, Atlanta, GA 30384-9496
99 177131	PECS	1	PECS	1 350 Churchmans Road Ste B, New Castle, DE 19720
99 144140	Pitney Bowes (Acct# 9833)	1 20-1344287	Pitney Bowes (Acct# 9833)	1 PO Box 371887, Pittsburgh, PA 15250-7887
99 097356	Pitney Bowes (Purchase Power)	1 84-1386389	Pitney Bowes (Purchase Power)	1 PO Box 371874, Pittsburgh, PA 15250-7874
99 149497	Pitney Bowes Inc (0016859833)	1	Pitney Bowes Inc (0016859833)	1 PO Box 371887, Pittsburgh, PA 15250-7887
99 163693	Pitney Bowes Inc (0016866847)	1	Pitney Bowes Inc (0016866847)	1 PO Box 371896, Pittsburgh, PA 15250-7896
99 145017	Pitney Bowes Inc (5509)	1	Pitney Bowes Inc (5509)	1 PO Box 371896, Pittsburgh, PA 15250-7896
99 152589	Pitney Bowes Inc (Acct# 7392)	1	Pitney Bowes Inc (Acct# 7392)	1 PO Box 371896, Pittsburgh, PA 15250-7896
99 172245	Pitney Bowes Inc (Acct# 9574)	1 06-0495050	Pitney Bowes Inc (Acct# 9574)	1 PO Box 371896, Pittsburgh, PA 15250-7896
99 118653	Pitney Bowes(6473)	1	Pitney Bowes(6473)	1 PO Box 371874, Pittsburgh, PA 15250-7874
99 118657	Pitney Bowes(7276)	1	Pitney Bowes(7276)	1 PO Box 371874, Pittsburgh, PA 15250-7874
99 118656	Pitney Bowes(9691)	1	Pitney Bowes(9691)	1 PO Box 371874, Pittsburgh, PA 15250-7874
99 000021	PitneyBowes Financial Services	1 20-1344287	PitneyBowes Financial Services	1 PO Box 371887, Pittsburgh, PA 15250-7887
99 177115	Pizza Hut	1	Pizza Hut	1 718 Lo Angeles St. Ste 4, Lo Angeles, CA 90014
99 164586	Precision Repairs	1 637-07-6977	Precision Repairs	1 7752 Chimmineas Ave, Reseda, CA 91335
99 166154	Preferred Meals	1	Preferred Meals	1 PO BOX 74008679, Palatine, IL 60074-8679
99 164198	Preferred Meals Systems Inc.	1 36-2664596	Preferred Meals Systems Inc.	1 PO Box 74008679, Chicago, IL 60674-8679
99 200022	Primesource	1	Primesource	1 655 Deep Valley Drive Suite 335, Rolling Hills Estates, CA 90274
99 174211	Priyanka Maini	1	Priyanka Maini	1 3937 Trolley Court, Brea, CA 92823

99 097366	Promotion and Beyond, Inc	1 26-1679962	Promotion and Beyond, Inc	1 7221 Garden Grove Blvd Ste H , Huntington Beach, CA 92649
99 161031	Proskauer Rose LLP	1 13-1840454	Proskauer Rose LLP	1 11 Times Square Attn: Accounts Receivable, New York, NY 10036
99 173887	PSAT	1	PSAT	1 12192 Collection Center Drive, Chicago, IL 60693
99 100258	PSAT / NMSQT	1	PSAT / NMSQT	1 12192 Collection Center Drive, Chicago, IL 60693
99 143541	PSAT 8/9	1	PSAT 8/9	1 12192 Collection Center Drive, Chicago, IL 60693
99 100966	PSAT/NMSQT	1	PSAT/NMSQT	1 12192 Collection Center Dr, Chicago, IL 60693
99 094925	PSAT/NMSQT(College Board)	1	PSAT/NMSQT(College Board)	1 12192 Collection Center Dr, Chicago, IL 60693
99 000022	Purchase Power	1	Purchase Power	1 PO Box 371874, Pittsburgh, PA 15250-7874
99 156765	Put-in-Cups	1	Put-in-Cups	1 P.O. Box 181148, Corpus Christi, TX 78480
99 097372	Quill Corporation	1	Quill Corporation	1 PO Box 37600, Philadelphia, PA 19101-0660
99 200031	Rabuild Construction Services	1	Rabuild Construction Services	1 417 B West Foothill Blvd #157, Glendora, CA 91741
99 177097	Ready Fresh by Nestle	1	Ready Fresh by Nestle	1 P.O. box 856158, Louisville, KY 40285-6158
99 177232	Ready Refresh	1	Ready Refresh	1 ONLINE.COM, Los Angeles, CA 90012
99 175407	Ready Refresh by Nestle	1	Ready Refresh by Nestle	1 #215 6661 Dixie Highway, Suite 4, Louisville, KY 40258
99 000006	Recology Los Angeles	1	Recology Los Angeles	1 PO Box 1081, Sun Valley, CA 91353
99 200043	Regency Fire & Security	1	Regency Fire & Security	1 7651 Densmore Avenue, Van Nuys, CA 91406
99 177108	Relevare Consulting	1	Relevare Consulting	1 2131 W 187th Street, Torrance, CA 90504
99 200041	Renaissance	1 39-1559474	Renaissance	1 PO Box 8036, Wisconsin Rapids, WI 54495
99 000016	RICOH USA, Inc	1 23-0334400	RICOH USA, Inc	1 PO BOX 31001-0850, Pasadena, CA 91110-0850
99 174206	Riders Express T&C	1	Riders Express T&C	1 PO Box 923248, Sylmar, CA 91392
99 175743	Ripple Effects Inc	1 91-1782023	Ripple Effects Inc	1 1601 Harborbay Parkway Ste 105, Alameda, CA 94502
99 100983	RoboEvents	1	RoboEvents	1 POBox 8276 Accounting 214, Greenville, TX 75404
99 101293	San Diego City Treasurer	1	San Diego City Treasurer	1 5155 Greenbrier Ave, San Diego, CA 92120
99 101703	San Diego County Office of Ed	1	San Diego County Office of Ed	1 6401 Linda Vista Road, San Diego, CA 92111
99 097915	San Diego Cty Super.of Schools	1	San Diego Cty Super.of Schools	1 6401 Linda Vista Road Attn: Kymm Wolfe-Casey Bldg, San Diego, CA 92111
99 101707	San Diego Economic Dev Foun	1	San Diego Economic Dev Foun	1 5500 Campanile Dr, San Diego, CA 92182
99 101710	San Diego Fun Rentals, Inc.	1	San Diego Fun Rentals, Inc.	1 248 Millar Ave, El Cajon, CA 92020
99 101697	San Diego Gas & Electric	1	San Diego Gas & Electric	1 PO Box 25111, Santa Ana, CA 92799-5111
99 165424	San Diego Performing Arts Ctr	1	San Diego Performing Arts Ctr	1 4579 Mission Gorge Place, San Diego, CA 92120
99 114001	San Diego Police Foundation	1	San Diego Police Foundation	1 444 West Beech St Ste. 250 , San Diego, CA 92101
99 097402	San Diego USD	1	San Diego USD	1 4100 Normal St, Room #3125 Eugene Brucker Ed Center, San Diego, CA 92103-2682
99 153002	San Diego Zoo Safari Park	1	San Diego Zoo Safari Park	1 PO Box 120551, San Diego, CA 92112
99 094951	San Joaquin County	1	San Joaquin County	1 P.O. Box 213030 Office of Education , Stockton, CA 95213-9030
99 097404	San Joaquin County Officeof Ed	1	San Joaquin County Officeof Ed	1 PO Box 213030, Stockton, CA 95213
99 162662	Santa Ana USD	1	Santa Ana USD	1 720 N. Fairview Logistics Department , Santa Ana, CA 92703
99 142222	Santa Clara County Office ofEd	1	Santa Clara County Office ofEd	1 1290 Ridder Park Dr. MC 242 , San Jose, CA 95131
99 174213	Sara Rafter	1	Sara Rafter	1 307 East Hermosa Drive, Fullerton, CA 92835
99 173916	Saving Innocence, Inc	1	Saving Innocence, Inc	1 PO Box 93037, Los Angeles, CA 90093
99 100333	SBC	1	SBC	1 1 Payment Center, VAN NUYS, CA 91388-0001
99 149370	SCC Tax Collector	1	SCC Tax Collector	1 70 West Hedding Street East Wing, 6th Floor , San Jose, CA 95110-1767
99 154001	Scenario Learning	1 26-1565516	Scenario Learning	1 4890 W. Kennedy Blvd Suite 300 , Tampa, FL 33609
99 100334	Schock Logistics Inc.	1	Schock Logistics Inc.	1 PO BOX 1710, Bend, OR 97709
99 097917	Scholastic	1	Scholastic	1 PO Box 3725, Jefferson City, MO 65102-3725
99 099092	Scholastic Book Clubs	1	Scholastic Book Clubs	1 PO Box 7504, Jefferson City, MO 65102-7504
99 100335	Scholastic Book Fairs	1	Scholastic Book Fairs	1 PO BOX 3745, Jefferson City, MO 65102
99 164202	Scholastic Inc	1 13-1824190	Scholastic Inc	1 P.O. Box 3725, Jefferson City, MO 65102-3725
99 101724	School Annual Publishing	1	School Annual Publishing	1 21851 Network Place, Chicago, IL 60673-1218
99 097413	School Finance Authority	1	School Finance Authority	1 915 Capitol Mall, Ste 101, Sacramento, CA 95814
99 177130	School Fix	1	School Fix	1 ONLINE.COM, Los Angeles, CA 90012
99 158477	School Food and Wellness Group	1	School Food and Wellness Group	1 804 Main Street, Ste C-322 , Baton Rouge, LA 70802
99 101725	School Health Corp	1	School Health Corp	1 6764 Eagle Way, Chicago, IL 60678
99 097920	School Leader Network, Inc	1	School Leader Network, Inc	1 PO Box 565, Forestdale, MA 02644
99 095534	School Leaders Network	1	School Leaders Network	1 PO Box 565, Forestdale, MA 02644
99 094959	School Mate	1	School Mate	1 P.O. Box 2110, Kearney, NE 68848
99 177234	School Mint Inc	1	School Mint Inc	1 584 Market Street Suite 500, San Francisco, CA 94104
99 100338	School Outfitters	1	School Outfitters	1 3736 Regent Ave, Cincinnati, OH 45212
99 175735	School Outlet	1	School Outlet.Com	1 Po Box 4470, Stateline, NV 89449
99 096337	School Photography Fotorama	1 95-4814517	School Photography Fotorama	1 416 W. Alondra Blvd., Gardena, CA 90248
99 095393	School Reach	1	School Reach	1 9735 Landmark Prkw #100, St. Louis, MO 63127
99 177100	School Services of CA Inc.	1	School Services of CA Inc.	1 P.O. Box 15546, Sacramento, CA 95852-1546
99 164569	School Services of California	1 94-2447992	School Services of California	1 P.O. Box 15546, Sacramento, CA 95852-1546
99 100339	School Site Solutions	1	School Site Solutions	1 2015 H Street, Sacramento, CA 95811
99 094960	School Site Solutions Inc.	1	School Site Solutions Inc.	1 2015 H Street, Sacramento, CA 95811
99 101729	School Site Solutions, Inc	1	School Site Solutions, Inc	1 2015 H Street, Sacramento, CA 95811
99 097414	School Site Solutions, Inc.	1	School Site Solutions, Inc.	1 2015 H Street, Sacramento, CA 95811
99 118710	School Specialty Inc.	1	School Specialty Inc.	1 32656 Collection Center Dr, Chicago, IL 60693-0326
99 098563	School Specialty, Inc.	1	School Specialty, Inc.	1 32656 Collection Center DR, Chicago, IL 60693-0326
99 100340	School Tech Supply	1	School Tech Supply	1 766 Hampshire Road, Unit B, Westlake Village, CA 91361
99 100342	School's In	1	School's In	1 PO Box 62026, Cincinnati, OH 45262
99 139116	Schoolbinder Inc (TeachBoost)	1	Schoolbinder Inc (TeachBoost)	1 25 Broadway Floor 9, New York, NY 10004
99 140072	SchoolMate	1 47-0564855	SchoolMate	1 PO Box 2110, Kearney, NE 68848

99 151582	SchoolMessenger	1	SchoolMessenger	1 PO Box 561484, Denver, CO 80256-1484
99 099930	SchoolReach	1	SchoolReach	1 9735 Landmark Parkway #100, St. Louis, MO 63127
99 114898	Schools in Action	1	Schools in Action	1 1241 S. Soto St Suite 212 , Los Angeles, CA 90023
99 175734	SD Charter SPed Consortium	1	SD Charter SPed Consortium	1 4215 Spring Street Suite 215, La Mesa, CA 91941
99 100358	Sheraton Universal Hotel	1	Sheraton Universal Hotel	1 333 Universal Hollywood Dr Attn: Taylor Altice, Universal City, CA 91608
99 200012	Sherman Oaks Mini Storage	1	Sherman Oaks Mini Storage	1 15500 Erwin Street, Van Nuys, CA 91411
99 173286	Simple Pleasure Flowers	1	Simple Pleasure Flowers	1 3834 S Dunsmuir Ave, Los Angeles, CA 90008
99 100368	Six Flags Magic Mountain	1	Six Flags Magic Mountain	1 26101 Magic Mountain Pkwy ATTN: Group Sales, Santa Clarita, CA 91380
99 000012	SoCal Gas	1	SoCal Gas	1 P.O. Box C1, Monterey Park, CA 91756
99 177103	Socal Office Technologies	1	Socal Office Technologies	1 File 50897, Los Angeles, CA 90074
99 177113	Southwest Airlines	1	Southwest Airlines	1 2702 Love Filed Drive, Dallas, TX 75235
99 100381	Speak Out Against Bullying	1 46-3509816	Speak Out Against Bullying	1 P.O. Box 452124 Monica Harmon , Los Angeles, CA 90045
99 147782	Specialized Therapy Services	1 26-2216332	Specialized Therapy Services	1 4204A Adams Avenue, San Diego, CA 92116
99 177114	Spirit Airlines	1	Spirit Airlines	1 500 World Way, Los Angeles, CA 90045
99 120852	Spivak, Michael (1099-1)	1 565-69-6035	Spivak, Michael (1099-1)	1 4751 Wilshire Blvd Suite 203 , Los Angeles, CA 90010
99 000002	Sprint Spectrum, LP	1 48-1165245	Sprint Spectrum, LP	1 P.O. Box 4181, Carol Stream, IL 60197-4181
99 000025	Staples	1 04-3390816	Staples	1 PO Box 83689 Dept LA, Chicago, IL 60696-3689
99 097437	Staples	0 04-3390816	Staples	1 PO Box 83689 Dept LA, Chicago, IL 60696-3689
99 200016	STS Education	1	STS Education	1 130-A W Cochran St, Simi Valley, CA 93065
99 000030	SubReady, Inc	1	SubReady, Inc	1 4067 Hardwick St, #108, Lakewood, CA 90712
99 101774	SubReady, Inc.	1	SubReady, Inc.	1 4067 Hardwick St. #108, Lakewood, CA 90712
99 143745	Sumdog Inc	1 35-2503565	Sumdog Inc	1 902 Broadway 6th Floor , New York, NY 10010
99 100412	Supreme School Supply	1	Supreme School Supply	1 PO Box 220, Arcadia, WI 54612
99 111293	Sureway Transportation	1	Sureway Transportation	1 PO Box 861571, Los Angeles, CA 90086-1571
99 097447	Surowitz Immigration, P.C.	1 46-0997644	Surowitz Immigration, P.C.	1 400 Evelyn Ave. Ste. 215 , Albany, CA 94706
99 134173	Tacos Colima	1 95-1729009	Tacos Colima	1 7560 Woodman Pl. 123, Van Nuys, CA 91405
99 175414	Tanaka Farms LLC	1	Tanaka Farms LLC	1 5380 3/4 University Drive, Irvine, CA 92612
99 100418	Tarzana Community	1	Tarzana Community	1 19130 Ventura Blvd., Tarzana, CA 91356
99 098620	TCI	1 26-3647766	TCI	1 PO Box 1327, Rancho Cordova, CA 95751
99 099136	Teach for America	1 13-3541913	Teach for America	1 606 South Olive St, Suite 300, Los Angeles, CA 90014
99 160803	TeachBoost	1	TeachBoost	1 25 Broadway Floor 9 , New York, NY 10004
99 099137	Teacher's Discovery	1	Teacher's Discovery	1 2741 Paldan Dr, Auburn Hills, MI 48326
99 097451	Teachers on Reserve	1 20-0153060	Teachers on Reserve	1 604 Sonora Ave, Glendale, CA 91201
99 127465	Teachers Pay Teachers	1	NULL	0 , ,
99 100419	Teachers' Curriculum Institute	1	Teachers' Curriculum Institute	1 P.O. Box 1327, Rancho Cordova, CA 95741
99 139106	Teachers-Teachers.com	1	Teachers-Teachers.com	1 120 S. Central Ave Suite 1000 , Saint Louis, MO 63105
99 125558	Teachingjobs.com	1	NULL	0 , ,
99 101044	Team Outfitters	1	Team Outfitters	1 3710 E. 52nd St., Maywood, CA 90270
99 000011	TelePacific Communications	1	TelePacific Communications	1 P.O. Box 509013, San Diego, CA 92150-9013
99 200037	Tellum Advertising Agency	1	Tellum Advertising Agency	1 10153 1/2 Riverside Suite 385, Toluca Lake, CA 91602
99 122780	Telum Advertising	1	Telum Advertising	1 10153 1/2 Riverside Drive Suite 385 , Toluca Lake, CA 91602
99 122347	Telum Advertising Agency	1	Telum Advertising Agency	1 10153 1/2 Riverside Drive Suite 385 , Toluca Lake, CA 91602
99 164937	TEQlease, Inc	1	TEQlease, Inc	1 23801 Calabasas Rd Suite 101 , Calabasas, CA 91302
99 118671	The Bank of New York Mellon	1 95-3571558	The Bank of New York Mellon	1 P. O. Box 392013, Pittsburgh, PA 15251-9013
99 200039	The Bridge Bible Fellowship	1	The Bridge Bible Fellowship	1 18644 Sherman Way, Reseda, CA 91335
99 101049	The Collage Board	1 13-1623965	The Collage Board	1 411 Lafayette St Suite 201, New York, NY 10003
99 100433	The Gas Company	1	The Gas Company	1 PO.Box 1C, Monterey Park, CA 91756
99 101797	The Great Books Foundation	1	The Great Books Foundation	1 35 East Wacker Dr., Ste 400, Chicago, IL 60601
99 100435	The Highlands	1	The Highlands	1 6801 Hollywood Blvd, Suite 433, Hollywood, CA 90028
99 100436	The Lampo Group, Inc	1	The Lampo Group, Inc	1 1749 Mallory Ln Attn: Ramsey Ed Solutions, Brentwood, TN 37027
99 096368	The Latino Family Lit. Proj.	1	The Latino Family Lit. Proj.	1 1107 Fair Oaks Ave. #225, South Pasadena, CA 91030
99 097964	The Latino Family Literacy	1	The Latino Family Literacy	1 1107 Fair Oaks Ave #225, South Pasadena, CA 91030
99 101798	The Learning Choice Academy	1	The Learning Choice Academy	1 861 Harold Place, Suite 301, Chula Vista, CA 91914
99 096011	The MacGraw-Hill Companies	1	The MacGraw-Hill Companies	1 P.O. BOX 894109, Los Angeles, CA 04190
99 156932	The Mad Producer	1 81-1191597	The Mad Producer	1 1088 Athens Way, Upland, CA 91786
99 121094	The Maritime Alliance	1	The Maritime Alliance	1 6365 Lake Atlin Ave. c/o MSA-SD, San Diego, CA 92119
99 101799	The Master Teacher, Inc.	1	The Master Teacher, Inc.	1 PO Box 1207, Manhattan, KS 66505-1207
99 099148	The McGraw-Hill Companies	1	The McGraw-Hill Companies	1 PO Box 894190, Los Angeles, CA 90189-4190
99 094998	The Miller Institute	1	The Miller Institute	1 751 Laurel St. #441, San Carlos, CA 94070
99 100442	The Museum of Tolerance	1	The Museum of Tolerance	1 9786 W. Pico Blvd Attn: Field Trip Office , Los Angeles, CA 90035
99 097968	The Office Connection Inc.	1	The Office Connection Inc.	1 3747 Robertson Blvd., Culver City, CA 90232
99 095000	The Planning Center-PlaceWorks	1 95-2975827	The Planning Center-PlaceWorks	1 3 MacArthur Place, Suite 1100, Santa Ana, CA 92707
99 095001	The River OC Church	1 73-1626531	The River OC Church	1 102 E. Baker St., Costa Mesa, CA 92626
99 095002	The Sanctuary	1	The Sanctuary	1 102 E Baker St., Costa Mesa, CA 92626
99 098635	The Schlehr Law Firm	1 20-8150138	The Schlehr Law Firm	1 150 East Olive Avenue, Ste 214, Burbank, CA 91502
99 120284	The Science Experience	1	The Science Experience	1 PO Box 381, Banning, CA 92220
99 174164	The State Bar of California	1	The State Bar of California	1 P.O. Box 842142, Los Angeles, CA 90084-2142
99 096012	The Student Planner	1	The Student Planner	1 1355 S. Colorado Blvd. Suite C 400 , Denver, CO 80222
99 100447	The Trophy Emporium	1	The Trophy Emporium	1 17317 Roscoe Blvd, Northridge, CA 91325
99 143714	Thrively Inc.	1 46-2938115	Thrively Inc.	1 600 N Brand Blvd #620 , Glendale, CA 91203
99 101058	TigerDirect	1	NULL	0 , ,

99 096013	Time Warner	1	Time Warner	1 P.O. Box 60074, City of Industry, CA 91716
99 000003	Time Warner Cable	1	Time Warner Cable	1 PO BOX 60074, City of Industry, CA 91716
99 097464	Time Warner Cable (Acct# 2153)	1	Time Warner Cable (Acct# 2153)	1 PO Box 60074, City of Industry, CA 91716-0074
99 101061	TLI, Inc.	1	TLI, Inc.	1 906 Veneto, Irvine, CA 92614
99 095008	Tom's A Plus Tree Trimming	1 54-5535867	Tom's A Plus Tree Trimming	1 12301 Owen St., Garden Grove, CA 92845
99 097466	Tomislav Peraic, Esq.	1 548-45-9921	Tomislav Peraic, Esq.	1 5170 Golden Foothill Parkway, El Dorado Hills, CA 95762
99 101808	Top Notch Catering	1	Top Notch Catering	1 1655 Broadway Unit 12, Chula Vista, CA 91911
99 173892	Top Youth Speakers	1	Top Youth Speakers	1 Po Box 852, Morgan Hill, CA 95038
99 100461	Total Education Solutions	1 95-4719630	Total Education Solutions	1 625 S Fair Oaks Ste 300, South Pasadena, CA 91030
99 100462	Total Tech	1	Total Tech	1 3944 Murphy Canyon Rd, C201, San Diego, CA 92123
99 101067	Touch of Aegean	1	Touch of Aegean	1 18345 Vanowen St Suite M, Reseda, CA 91335
99 100463	Touch of Aegean LLC	1	Touch of Aegean LLC	1 1510 Westwood Blvd, Los Angeles, CA 90024
99 101069	Trinity Lutheran Church	1	Trinity Lutheran Church	1 18425 Kittridge St, Reseda, CA 91335
99 101070	Triple A Electric, Inc.	1	Triple A Electric, Inc.	1 3760 Valleybrink Rd., Los Angeles, CA 90039
99 100470	Triumph Learning LLC	1 13-4087398	Triumph Learning LLC	1 P.O. Box 35617, Newark, NJ 07193-5617
99 172840	Truth, Teen	1 71-0920288	Truth, Teen	1 6222 Twin Lake Dr, San Diego, CA 92119
99 100475	Turkish Language Institute	1	Turkish Language Institute	1 906 Veneto, Irvine, CA 92614
99 200015	Turnitin LLC	1	Turnitin LLC	1 2101 Webster St Suite 1800, Oakland, CA 94612
99 175399	Two Men and a Truck	1	Two Men and a Truck	1 888 E Easy St, Simi Valley, CA 93065
99 168037	Tyco SimplexGrinnell	1 58-2608861	Tyco SimplexGrinnell	1 Dept CH 10320 , Palatine, IL 60055-0320
99 095016	Tyler & Bursch, LLP	1	Tyler & Bursch, LLP	1 24910 Las Brisas Rd. Ste 110, Murrieta, CA 92562
99 101074	U.S. Bancorp Equipment Finance	1	U.S. Bancorp Equipment Finance	1 PO Box 790448, St Louis, MO 63179
99 097110	U.S. Dept of Homeland Security	1	U.S. Dept of Homeland Security	1 250 E. 1st St Suite 1500 c/o MERF, Los Angeles, CA 90012
99 159840	UbiStor, Inc	1	UbiStor, Inc	1 1111 N. Plaza Drive Suite 600 , Schaumburg, IL 60173
99 159835	UbiStor, Inc.	1	UbiStor, Inc.	1 1111 N. Plaza Drive Suite 600 , Schaumburg, IL 60173
99 128794	UC Regents	1	UC Regents	1 1 Shields Ave University of California , Los Angeles, CA 90095
99 095019	UCRiverside Extension	1	UCRiverside Extension	1 1200 University Ave Student Services, Riverside, CA 92507-4596
99 101077	UC San Diego Extension	1	UC San Diego Extension	1 9500 Gilman Dr, La Jolla, CA 92093
99 097982	UCI Regents	1	UCI Regents	1 UCI History Project Attn: Nicole Gilbertson, Irvine, CA 92697-2505
99 101078	UCLA Center X	1	UCLA Center X	1 UCLA Center X - Fiscal AffairsAttn:Karla Breen, Los Angeles, CA 90095-1521
99 142218	UCLA Curtis Center	1 95-6006143	UCLA Curtis Center	1 520 Portola Plaza, 5602 MSB Box 951555, Los Angeles, CA 90095-1555
99 128796	UCLA Extension	1	UCLA Extension	1 P. O. Box 24901 Department K, Los Angeles, CA 90024-0901
99 099167	UCLA Student Union Event Svcs	1	UCLA Student Union Event Svcs	1 308 Westwood Plaza Ackerman A-262, Los Angeles, CA 90095
99 098655	ULINE	1	ULINE	1 PO Box 88741 Attn: Accounts Receivable , Chicago, IL 60680-1741
99 141354	United Site Services	1	United Site Services	1 PO Box 53267, Phoenix, AZ 85072-3267
99 150142	Urban Commons Queensway, LLC	1	Urban Commons Queensway, LLC	1 1126 Queens Highway, Long Beach, CA 90802
99 101830	Urban Discovery Academy	1	Urban Discovery Academy	1 2850 6th Ave., #110, San Diego, CA 92103
99 113004	Urban Futures Inc.	1	Urban Futures Inc.	1 3111 N. Tustin STE 230 Attn:Valerie Elliott , Orange, CA 92865
99 175391	US Department of Homeland Sec.	1	U.S Dept of Homeland Security	1 Attn: Premium Processing, Los Angeles, CA 90012
99 127878	USAD	1	USAD	1 PO Box 4351, Mankato, MN 56002
99 101087	USADdata	1	USADdata	1 477 Madison Ave. Ste 1220, New York, NY 10022
99 095024	USADATA, INC	1	USADATA, INC	1 292 Madison Ave. Third Floor , New York, NY 10017
99 142225	Var Resources	1	Var Resources	1 PO Box 10306, Des Moines, IA 50306-0306
99 108423	Vavrinek, Trine, Day & Co, LLP	1 95-2648289	Vavrinek, Trine, Day & Co, LLP	1 10681 Football Blvd, Suite300, Rancho Cucamonga, CA 91730
99 095593	Verizon	1	Verizon	1 PO Box 920041, Dallas, TX 75392-0041
99 097492	Verizon Wireless (503-00001)	1	Verizon Wireless (503-00001)	1 PO Box 660108, Dallas, TX 75266-0108
99 101095	VEX Robotics Inc	1	VEX Robotics Inc	1 1519 int 30 W, Greenville, TX 75402
99 100508	Vex Robotics, Inc	1	Vex Robotics, Inc	1 1519 Interstate Highway 30 W, Greenville, TX 75402-4810
99 139103	Vicenti, Lloyd & Stutzman LLP	1 95-2242818	Vicenti, Lloyd & Stutzman LLP	1 2210 E. Route 66 Suite 100 , Glendora, CA 91740
99 138086	Vincent Fall & Associates	1	Vincent Fall & Associates	1 112 Harvard Ave., #193, Claremont, CA 91711
99 096395	Vincent S. Iannolo, Jr.	1 548-96-2671	Vincent S. Iannolo, Jr.	1 10447 Baird Ave., Northridge, CA 91326
99 132784	Vision Holiday Group	1	Vision Holiday Group	1 Box 813 South Business 65 #813 , Hollister, MO 65673
99 143553	Visions in Education	1	Visions in Education	1 Box 813 South Business 65 , Hollister, MO 65673
99 161102	VisiPLEX inc	1	VisiPLEX inc	1 1287 barclay Boulevard, Buffalo Grove, IL 60089
99 122360	Vista Charter Public Schools	1	Vista Charter Public Schools	1 2900 W Temple St. Vista Heritage Charter School , Los Angeles, CA 90026
99 107878	Vista Higher Learning	1	Vista Higher Learning	1 PO Box 847930, Boston, MA 02284-7930
99 101099	Visual Ideas	1	Visual Ideas	1 PO Box 18287, Encino, CA 91416
99 146562	Wahibs-Middle East Restaurant	1	Wahibs-Middle East Restaurant	1 910 E. Main St., Alhambra, CA 91801
99 107251	Walmart	1	NULL	0 , ,
99 097999	Walsworth Publishing Company	1	Walsworth Publishing Company	1 306 N Kansas Ave, Marceline, MO 64658
99 101848	Ward's Natural Science	1	Ward's Natural Science	1 PO Box 644312, Pittsburgh, PA 15264-4312
99 095597	WASC	1	WASC	1 533 Airport Blvd. Ste 200, Burlingame, CA 94010
99 000005	Waste Management	1	Waste Management	1 PO Box 541065, Los Angeles, CA 90054-1065
99 100530	Waste Management - Los Angeles	1	Waste Management - Los Angeles	1 PO Box 541065, Los Angeles, CA 90054-1065
99 161459	Waste Management of El Cajon	1	Waste Management of El Cajon	1 PO Box 541065, Los Angeles, CA 90054-1065
99 096398	Waste Management-Sun Valley	1	Waste Management-Sun Valley	1 P.O. Box 541065, Los Angeles, CA 90054-1065
99 101850	Watchlight Corporation	1	Watchlight Corporation	1 111 S. Marshall Avenue, El Cajon, CA 92020
99 177231	Wells Fargo Vendor Fin Service	1	Wells Fargo Vendor Fin	1 PO Box 51043, Los Angeles, CA 90051
99 159877	Wess Transportation Services	1	Wess Transportation Services	1 P.O. Box 462788, Escondido, CA 92046
99 126954	West Coast A/V/L	1	West Coast A/V/L	1 280 S Lemon Ave, Walnut, CA 91788
99 161498	West Interactive Services Co.	1	West Interactive Services Co.	1 PO BOX 561484, Denver, CO 80256-1484

99 096038	West LA College	1	West LA College	1 9000 Overland Avenue Attn: Larry Packham, Culver City, CA 90230-3519
99 149492	Westberg + White, Inc	1	Westberg + White, Inc	1 1775 Hancock St Ste 120, San Diego, CA 92110
99 100533	Western Association of Schools	1	Western Association of Schools	1 533 Airport Blvd. Suite 200, Burlingame, CA 94010
99 173291	Western Exterminator Company	1	Western Exterminator Company	1 PO Box 16350, Reading, PA 19612-6350
99 166933	Western Youth Services	1	Western Youth Services	1 23461 South Pointe Dr, Ste 200, Laguna Hills, CA 92653
99 161466	Westland Heating & Air Cond.	1	Westland Heating & Air Cond.	1 5820 Central Ave Unit 200, Riverside, CA 92504
99 097504	Westminster EPI, LLC.	1 95-4607758	Westminster EPI, LLC.	1 600 W Santa Ana Blvd Suite 800, Santa Ana, CA 92701
99 095033	Westwood Production, Inc.	1	Westwood Production, Inc.	1 1019 Gayley Ave. Suit-A, Los Angeles, CA 90024
99 162596	Whillock Contracting Inc	1	Whillock Contracting Inc	1 Po Box 2322, La Mesa, CA 91943-2322
99 098003	Why Try	1	Why Try	1 5455 N. River Run Drive, Provo, UT 84604-7726
99 100536	WillGeer's TheatricumBotanicum	1	WillGeer's TheatricumBotanicum	1 PO Box 1222, Topanga, CA 90290
99 097263	William M. Nassar & Associates	1 20-2438363	William M. Nassar & Associates	1 PO Box 2323, Redlands, CA 92373
99 095601	Williams Scotsman, Inc.	1 52-0665775	Williams Scotsman, Inc.	1 PO Box 91975, Chicago, IL 60693-1975
99 166942	Wilson Stem Booster Club	1	Wilson Stem Booster Club	1 645 N. Angelina, Placentia, CA 92870
99 168038	Wonder Media, LLC	1	Wonder Media, LLC	1 16530 Ventura Blvd Suite 600, Encino, CA 91436
99 096402	Woodcrest Valley Trail	1	Woodcrest Valley Trail	1 6043 Tampa Ave, Tarzana, CA 91356
99 173287	Workforce Communications Group	1 27-1148654	Workforce Communications Group	1 5737 Kanan Road Unit 668, Agoura Hills, CA 91301
99 101855	World Expeditions	1	World Expeditions	1 4312 Witherby St., San Diego, CA 92103
99 000009	World Private Security, Inc.	1	World Private Security, Inc.	1 16921 Parthenia Street Suite 201, Northridge, CA 91343
99 157314	World's Finest Chocolate, Inc.	1	World's Finest Chocolate, Inc.	1 8264 Solutions Center, Chicago, IL 60677-8002
99 138057	Wright's Media	1	Wright's Media	1 2407 Timberloch Pl Suite B, The Woodlands, TX 77380
99 100541	Wright's Media, LLC	1 76-0652386	Wright's Media, LLC	1 2407 Timberloch Place, Suite B, Spring, TX 77380-1039
99 162730	WW Foundation	1	WW Foundation	1 1600 W. Carson St #108, Torrance, CA 90501
99 000020	Xerox Financial Services	1	Xerox Financial Services	1 PO Box 202882, Dallas, TX 75320-2882
99 097508	Xpress Graphics, Inc.	1	Xpress Graphics, Inc.	1 17226 South Figueroa St., Gardena, CA 90248
99 151028	Yankee Candle	1	Yankee Candle	1 PO Box 3750, Boston, MA 02241-3750
99 173283	Yasemen Cankiri	1	Yasemen Cankiri	1 18226 Vanowen Street, Reseda, CA 91335
99 200030	Yasemin Turkan	1	Yasemin Turkan	1 9 Eucalyptus, Irvine, CA 92612
99 155544	YMCA of San Diego County	1	YMCA of San Diego County	1 3708 Ruffi Road, San Diego, CA 92123
99 200005	Yondr	1	Focally, LLC Dba Yondr	1 1427 Valencia St, San Francisco, CA 94110
99 097510	Young, Miney, & Corr. LLP	1 94-3307075	Young, Miney, & Corr. LLP	1 655 University Avenue Suite 150, Sacramento, CA 95825
99 101860	Youniversal Laboratories	1	Youniversal Laboratories	1 100 Louis St. Unit J & K, South Hackensack, NJ 07606
99 096042	Youniversal Laboratories LLC	1	Youniversal Laboratories LLC	1 100 Louis St. Units J & K, South Hackensack, NJ 07606
99 100546	Youniversal Laboratories LLC.	1	Youniversal Laboratories LLC.	1 100 Louis St. Unit J&K, South Hackensack, NJ 07606
99 098688	Youth Policy Institute	1	Youth Policy Institute	1 634 S. Spring St. 10th Floor, Los Angeles, CA 90014
99 150202	Zbest Mobile Notary	1 554-04-4222	Zbest Mobile Notary	1 9250 Reseda Blvd, Suite #659, Northridge, CA 91324
99 113020	Zendesk Inc	1	Zendesk Inc	1 1019 Market St., San Francisco, CA 94103
Total		1030		

Cover Sheet

Facility Updates

Section: IV. Discussion Items

Item: D. Facility Updates

Purpose: Discuss

Submitted by:

Related Material:

2018-09-12 MSA-1 New High School Project - September 2018 - Board
Presentation.pptx
IV D Facilities Update.pdf

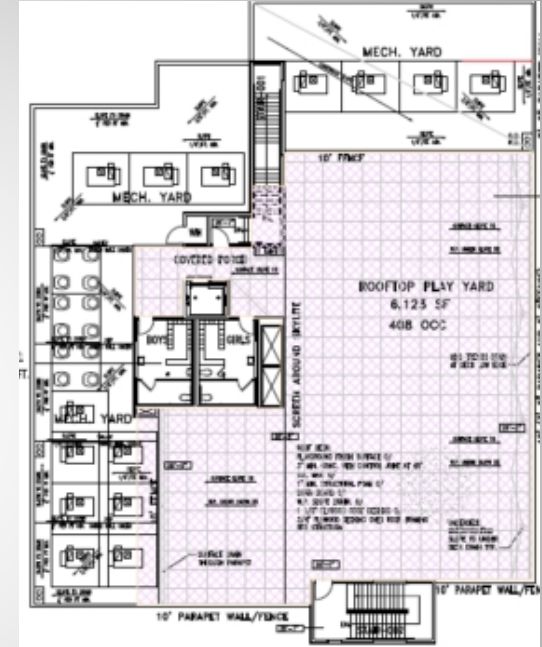
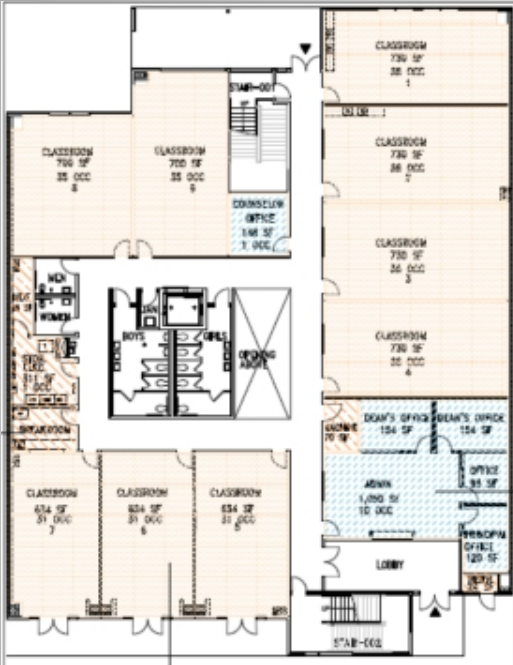


ISA-1 New High School Project September, 2018



MSA-1 New High School Project

New High School Classroom Building



New building has twenty classrooms, plus admin space, plus rooftop basketball court. New building will hold high school, existing building will hold middle school.

MSA-1 New High School Project

New High School Classroom Building

Administration

- Subcontracts being written – all early packages done – finishes 50% complete
- Cost reporting system and control systems defined and loaded – first payment made - second pay application in August
- Pending changes – first Change Order to Board September – about half planned expense items – balance well within contingency budget

MSA-1 New High School Project

New High School Classroom Building Design

- Technical submittal process continues
 - all early packages and structural packages approved - 5 open submittals - turnaround times remain good
- Requests for Information - 66 submitted/11 outstanding - turnaround time is good
- Revising rooftop assembly based on independent consultant review - now exploring pricing (expensive!) before

MSA-1 New High School Project

New High School Classroom Building

Permits and Inspection

- Building Permits
 - all current building permits pulled (excavation, building, engineering, electrical, mechanical)
 - deferred approvals/permits outstanding for fire sprinklers and alarms (normal and in process) - to be submitted in August
- Inspection
 - All required inspections to date current and passed - all inspectors and contractor collaborating well
 - Underground work mostly done - shifting to framing and structural phase

There are no permit or inspection issues at this time.

MSA-1 New High School Project New High School Classroom Building Construction

- Slab on grade and underground utilities complete – CMU walls complete
- Now shifting to wood framing of walls and floors – will soon start to look like a building

There are no construction issues at this time.

Excavation was completed in July...



The top 4 feet of soil was removed and re-compacted... work inspected and complete

Next came underground utilities, footings and first structural steel...



Slab on grade is prepped, placed and done...



CMU exterior walls and bond beam are complete.



No surprises - completing CMU walls define building exterior on two sides - completing these walls releases the entire building for wood framing.

And up we go...stairs first, then framing...



Treated wood has arrived on site. Plates are going down on the slab on grade. First floor walls will follow this month.

MSA-1 New High School Project

New High School Classroom Building Schedule

Contract Schedule – 330 days from full NTP

- Detailed CPM schedule was submitted and approved
- Schedule is not overly aggressive or overly conservative, looks practical
- Completion of slab on grade and underground work removes biggest schedule risk – allows work area to expand greatly
- All work elements are on time.

There are no schedule issues at this time. The building will be ready for a spring move-in.

MSA-1 New High School Project

New High School Classroom Building

Budget and Cost

Contract awarded with GMAX of \$7,392,479

- Little to No Risk - majority of subcontractors now under fixed price contracts.
- No Risk - subcontractor buyout is complete - no longer a risk
- Low Risk - materials escalation - majority of materials now under fixed price contracts and price locked
- Changes - short list of pending changes, some were anticipated at time of contract and were budgeted - balance from budgeted contingency

There are no budget or cost issues at this time. Project on track to finish under budget.

MSA-1 New High School Project New High School Classroom Building Oltmans Summary

Oltmans is well underway.

Everything remains on track.

Work on site is ramping up fast.

There are no significant issues.



Board Agenda Item #:	IV D- Information/Discussion Item
Date:	September 13, 2018
To:	Magnolia Board of Directors Facility Committee
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	FACILITIES UPDATES

Background

No action recommended. Information only.

SCHOOL	UPDATES	NEXT STEPS
MSA-1	After not allowing the school to occupy the temp site by LACOE, we were able to secure permission from LACOE to occupy as of September 5, 2018. The delay was due to the fact that LACOE wanted a certificate of occupancy that showed “E” occupancy, an asbestos management plan and an upgraded fire alarm system. Through our land use consultant Rabuild, we were able to get letters from the City of LA Dept of Building and Safety confirming that the site had the correct occupancy. LACOE allowed us to occupy with the other items pending.	<ul style="list-style-type: none"> Finalize asbestos management plan (including training of custodial staff) and installation of upgraded fire alarm system
	New High School Building Construction Update: <ul style="list-style-type: none"> Project is on schedule and on budget; no red flags 	New High School Building Construction Update: <ul style="list-style-type: none"> Continue with construction activities
	Financing—Charter School Facility Incentive Grant (“CSFIG”) <p>MPS submitted for reimbursement of \$374,513.65 before the August 31st deadline of which \$138,476.27 exhausted in full the FY16-17 1st \$500k tranche and \$236,037.38 which did not exhaust in full the FY17-18 2nd \$500k tranche.</p> <p>Because the entirety of the 2nd year \$500,000 tranche was not expended, a letter requesting an extension</p>	



SCHOOL	UPDATES	NEXT STEPS
	was submitted to the California School Finance Authority (“CSFA”). We expect that it will be approved. Upon approval we will have approximately another \$700,000 for the MSA-1 new construction project.	
MSA-2	<p>Campus Improvements:</p> <ul style="list-style-type: none"> ▪ Draft of development agreement for improvements to campus was pending cost estimates to LAUSD; such cost estimates were provided ▪ MSA2 would like to install cameras in the classrooms; LAUSD has verbally agreed to the installation but according to its lease it must provide written approval <p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> ▪ Bids were received for lighting and HVAC upgrades 	<p>Campus Improvements:</p> <ul style="list-style-type: none"> ▪ RFPs for design team and CM were delayed but will begin anew ▪ Obtain written approval for installation of cameras in classroom <p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> ▪ Follow up with LAUSD to make improvements and review and accept bids and schedule work
MSA-3	Prop 39 offer accepted subject to final Prop 39 negotiations and final FUA	FUA signed; matter closed
MSA-4	MSA-4 signed shared use agreement. While it had to give up 2 classrooms, it gained 2 other classrooms on the campus.	MPS staff will work with district 4 to see if a better Prop 39 alternative can be secured for the next school year. MPS staff is also searching for a new private site for MSA-4
MSA-5	Prop 39 offer accepted subject to final Prop 39 negotiations and final FUA	FUA signed; matter closed
MSA-6	No updates	
MSA-7	<p>Capital Improvements—bids have been received for each scope of work; the bidders will incorporate their pricing into a formal RFP response:</p> <ul style="list-style-type: none"> ▪ Replace flooring ▪ Restroom Improvements ▪ Play Surface Replacement 	<p>Capital Improvements:</p> <ul style="list-style-type: none"> ▪ Issue RFP for additional capital improvements



SCHOOL	UPDATES	NEXT STEPS
	<p>Prop 39 Energy Grant:</p> <p>Contractors walked the site to bid on lighting, solar and HVAC upgrade work</p>	<p>Prop 39 Energy Grant:</p> <p>Bids have been received. Staff is reviewing bids with its Prop 39 consultants to select contractors</p>
MSA-8	No updates	
MSA-SAN DIEGO	<p>Project in close out mode:</p> <p><u>SILVER CREEK:</u></p> <ul style="list-style-type: none"> Silver Creek supposedly completed their punchlist work but we need to walk the site with the architect and inspector to confirm completion <p><u>NEXGEN:</u></p> <ul style="list-style-type: none"> NexGen finished certain punch-list work but it was not satisfactory to the IOR. NexGen may not be willing to return to complete the punchlist items. NexGen has provided back up documentation to Hal Block and Hal has confirmed that the back-up substantiates the billings except for the fact that Hal uncovered fact that NexGen charged MPS for subcontractor bonds that they never actually obtained. NexGen's attorney and Hal have been going back and forth on settling the matter. NexGen has filed a mechanic's lien. We expect a settlement in short order. <p><u>Williams Scotsman:</u></p> <ul style="list-style-type: none"> Hal is trying to negotiate a larger cash refund to MPS based on the ramp issue, the failure to address punchlist items, and faulty wiring found in some classrooms. <p>Additional Campus Improvements – MSA San Diego would like to add cabinets to classrooms, a permanent lunch shelter immediately adjacent to MPR, and install synthetic turf in the dirt playground</p>	<p>Follow up with close-out activities:</p> <p><u>SILVER CREEK:</u></p> <ul style="list-style-type: none"> Site walk with Silver Creek, architect and inspector <p><u>NEXGEN:</u></p> <ul style="list-style-type: none"> NexGen will be required to finish up punchlist work or else a separate contractor will be used to complete its work and NexGen will be back-charged. Hal Block and C-Team to strategize about how to settle NexGen matter. <p><u>Williams Scotsman:</u></p> <ul style="list-style-type: none"> Continue with negotiation for larger cash refund. <p>Additional Campus Improvements:</p> <ul style="list-style-type: none"> Patrick to find out if the desired improvements can be financed with savings from the construction project and if it can be started before official DSA close-out Patrick to find out if the utilities will pay for a solar shade structure



SCHOOL	UPDATES	NEXT STEPS
	DSA will not close out project without restoration of landscaping that was value engineered out of the project.	MPS to contract directly with a landscape contractor to perform the work.
	Prop 39 Energy Grant: Consultants walked site to come up with energy saving improvements.	Prop 39 Energy Grant: Consultants will provide list of recommended improvements; report in process
MSA-SANTA ANA	Project is completed.	Complete California State Division of State Architect close out.
	Mold investigation: the room with the highest concentration of mold was remediated and then patched up. Testing shows that the mold levels were below acceptable levels. .	MPS staff discussing options with insurance carrier to pay for fixes and any remaining remediation.

Cover Sheet

Update on Legal Vendors and Procedures

Section: IV. Discussion Items
Item: E. Update on Legal Vendors and Procedures
Purpose: Discuss
Submitted by:
Related Material: IV E Law Firms Update.pdf



Board Agenda Item #	IV.E.- Discussion Item
Date:	September 13, 2018
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “MPS Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Board Informative – MPS Law Firms

I. Proposed Board Recommendation(s)

None.

II. Background

A. General

The Board has requested a list of all of the law firms MPS uses and the policies governing their use.

The law firms used by MPS is as follows:

Vendor	Specialty	Frequency of Use and Expected Use
Law Offices of William M. Nassar & Assoc.	General Legal; Has Advised Board on Various Matters	Not used since OIG investigation; may be used on a case by case basis
Law Offices of Young, Minney & Corr LLP	Charter School Law / Education Law	Expect ongoing use (for example, charter renewals, Prop 39 Co-Location Applications and Responses)
Musick, Peeler & Garrett LLP	Transactional	Expect ongoing use
Snell & Wilmer	Investigation of Gulen movement claims	Do not expect ongoing use



Vendor	Specialty	Frequency of Use and Expected Use
Gordon Rees	Employment Litigation	Represented MPS in Demir lawsuit; may be assigned by CharterSafe to defend MPS as further cases arise
Jackson & Lewis PC	Employment Litigation	Representing MPS in ongoing employment case; may be assigned by CharterSafe to defend MPS as further cases arise
Jeremy Woodburn	Intellectual Property Contracts	Handled reviewing and commenting on DMS contract; Do not expect ongoing use
Atkinson, Andelson, Loya, Ruud & Romo	Construction law	Expect ongoing use for resolution of MSA-SD and any other construction law matters that may arise
Liebert and Cassidy	CALSTRS/PERS	Expect one time use
Law offices of Kumar Nadaudur	Immigration	Presently working on a handful of permanent residency and H1-B non-immigrant visa applications

The area of charter school law has developed into its own area of specialty. Few lawyers and law firms have YMC's breadth of expertise. YMC has been and continues to be MPS's principal outside legal counsel. They assist with many aspects of MPS's organizational and operational matters where it is most efficient to engage them to do so instead of having Patrick Ontiveros take on such matters. The area of employment law, for example, is a highly specialized and constantly evolving area both within the law in general and charter school law in particular.

B. Policy for Allocating Legal Work

Except for litigation matters, which are immediately tendered to CharterSafe, all requests for legal review go through MPS's General Counsel. Based on his schedule or the area of law involved, he will either perform the work himself or else request that one of MPS's exterior law firms be engaged. For example, the contract with DMS for back-office services required a more comprehensive back-ground in intellectual property law and related contracts than possessed by MPS's general counsel. Therefore, at the suggestion of an MPS Board Member, Mr. Jeremy Woodburn was engaged to review and provide feedback on the DMS contract. Most contract review is done inhouse by MPS's general counsel thereby saving MPS a significant amount of money.

III. Budget Impacts

None.

Cover Sheet

Brown Act Training

Section: IV. Discussion Items
Item: F. Brown Act Training
Purpose: FYI
Submitted by:
Related Material: Brown Act Training.pptx



CALIFORNIA OPEN MEETING LAW: THE RALPH M. BROWN ACT

Presentation By:

Kristine E. Kwong, Esq.

Musick, Peeler & Garrett LLP





PURPOSE AND SCOPE; BASIC AUTHORITIES

[CA Gov. Code § 54950 et seq.]

- Actions of public boards and agencies shall be taken openly, and their deliberations conducted openly; and
- The People of the State do not yield their sovereignty to public agencies, and the People insist on remaining informed so that they may retain control over the agencies they have created.



PURPOSE AND SCOPE; BASIC AUTHORITIES

[CA Gov. Code § 54950 et
seq.] (Cont.)

The Brown Act is intended to ensure the public's right to attend public agency meetings to facilitate public participation in all phases of local government decision-making, and to curb misuse of the democratic process by secret legislation of public bodies.

Exception : Closed sessions (construed narrowly).



“ MEETINGS ”

Meetings of a legislative body are subject to the Brown Act.

A. Scope :

Any congregation of a majority of members of a legislative body at the same time and location to hear, discuss, deliberate or take any action.

B. “Deliberations”

Collective acquisition and exchange of facts preliminary to the ultimate outcome.

C. “Action Taken”

Collective decision; collective commitment or promise to make a positive or negative decision; actual vote.

What's a Meeting?

- Definition: gathering of majority of members to hear or discuss any item of district business or potential business.
- Three types of meetings
 - Regular: Regularly scheduled board meetings. School must set time, place for regular meeting in by-laws
 - Special : Meetings called by agreement of a majority of board
 - Emergency: Meeting to deal with

Collective Briefings

- Collective briefings are not permitted. Any briefings involving majority of directors must be open to the public and satisfy the Brown Act's notice and agenda requirements
- Board cannot meet to discuss school business outside of a meeting without complying with agenda and notice requirements

Exceptions to Meetings

- Subject to some ground rules, the following occasions are not meetings:
 - Individual contacts or conversations
 - Conferences and similar gatherings, open to the public
 - Open and publicized meeting organized by a person or organization other than the local agency
 - Open and noticed meeting of: (a) another body of the same local agency; or (b) a legislative body of another local agency.
 - Purely social or ceremonial occasions.
 - Open and noticed meeting of a standing committee of the same legislative body.

Exceptions to Meetings

- Rule of Thumb:
- With all of the exceptions, Directors must not talk about school business at social/ceremonial/other event.
- The only time school business may be discussed is a meeting properly noticed and on the agenda

Special Meetings

- Requirements for Special Meetings:
 - Written notice to each Director
 - Noticed posted 24 hours prior to the meeting and at a site freely accessible to public
 - Cannot consider business not posted on notice
 - Special meeting must allow for public comment

Emergency Meetings

- Used for emergency- definition: crippling activity, work stoppage, or other activity which severely impairs public health, safety or both [54956.5(a)(1)]
- Generally, emergency meetings do not include closed sessions (54956.5)
- Anyone requesting notice of meeting must be called one hour before meeting

Reach of the Brown Act

- Act applies to:
- Standing Committees: committee that has continuing jurisdiction over a topic [54952(b)] i.e., budget committee
- Advisory Committees that include a majority of board not a standing committees
- Advisory Committees that are Standing Committees regardless of the number of directors

Reach of the Brown Act

- Exception:
- Brown Act does not apply to a subcommittee that is made up of less than a majority of directors. This is an advisory committee and not a standing committee

“ MEETINGS ”



Prohibition

- Serial Meetings ARE NOT ALLOWED

Def: Majority of directors communicated about an issue and developed a collective concurrence

- Using a series of communications of any kind, e.g. emails, phone

- Exception

Staff Communications.

- **Note:** Staff may not communicate to board members the comments or position of any other board member(s).

Types of Serial Meetings

- Daisy Chain Meeting
 - Ex: Director Jose calls Director May to discuss School business. May calls Director Ming and Ming calls Director Amad. A majority have spoken and came to a collective concurrence.
- Hub and Spoke Meeting
 - Ex: Ex. Dir. Calls Director Jose to discuss new grant. E.D. then calls Director May and then Director Amad to discuss same and telling Directors what each other Director has said.

Limit on Unilateral Communications

- An employee may have separate communications outside of a meeting with directors to answer questions or provide information; person may not tell other Board members of the communication or position of Board member

Meeting Agendas

- Meetings of Board of Directors must have posted a proper agenda.



NOTICE AND AGENDA REQUIREMENTS



A. Regular Meetings

1. Time and Place
2. Agenda – Brief General Description of Items
3. Exceptions to Agenda Rule
 - a. Need to Take Immediate Action
 - b. “Emergency” or “Dire Emergency”
4. Public Testimony [“Public Forum”]

NOTICE AND AGENDA REQUIREMENTS

Posting requirements: Post at least 72 hours before regular meeting in location freely accessible to the members of public

Content requirements: Contain a brief general description of each item of business to be transacted or discussed at meeting, including items discussed in closed session



NOTICE AND AGENDA REQUIREMENTS

D. Closed Sessions - Three Essential “Notice” and “Agenda” Requirements

1. Briefly described on the agenda [“Safe Harbor” formats].

2. Before adjourning into closed session, the items to be discussed in closed session are to be orally announced.

3. The Board may be required to report actions taken in the closed session.

PERMISSIBLE CLOSED SESSIONS

Authorized Closed Sessions

Personnel

Employee appointment or
employment

Evaluation of performance

Discipline/dismissal

Complaints against employee

PERMISSIBLE CLOSED SESSIONS

Pending litigation

Existing litigation

Threatened litigation

Potential litigation

* Attorney general opined that lawyer must be present during closed session

Location of Meetings

- Meetings must be held within School boundaries
- Hawaii most likely not a good place to hold a meeting
- Meeting may not be held in a facility that discriminates based on race, religion, color, or inaccessible to disabled or where public may not attend without making payment/purchase

Location of Meetings

- Some Exceptions:
 - To comply with judicial order or law
 - To inspect real property
 - Participating in multi-agency meeting
 - If no facility within school boundaries, can meet in closest facility or at the principal office of the school if the office is located outside of school boundaries

Permissible Close Sessions

- Real estate negotiations:
 - To discuss with negotiator the purchase, sale, exchange or lease of real property
 - Before going into close session, identify the negotiator and describe the property and name the parties with whom the school is negotiating

Minutes of Close Session

- School may designate a clerk to take notes and enter them in a minute book
- Minute book is not public and is exempt from disclosure under the Public Records Act

Use of Teleconference

- Requirements for phoning in:
 - Votes taken must be by roll-call
 - Post agenda at all tele-conference locations
 - Each tele-conference location on agenda
 - Tele-conference location accessible by public
 - Quorum participating in district boundaries
 - Provide for public comment at each



ENFORCEMENT/REMEDIES

Criminal Penalties

Misdemeanor

Civil Remedies

Injunction, action void past
acts

Award of attorneys fees



