

**Rescue Union School District  
2390 Bass Lake Road, Rescue, California 95672**

**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES**

Tuesday, April 9, 2019 - 6:30 p.m. Open Session (Closed Session at 5:30 p.m.)  
**Rescue District Office Board Room**

**DISTRICT MISSION**

Rescue Union School District, in partnership with families and the community, is dedicated to the success of every student by providing a challenging, comprehensive, and quality education in a safe environment in which all individuals are respected, valued, connected, and supported.

<b>ITEM</b>	<b>ITEM DESCRIPTION</b>
<b>CALL TO ORDER:</b>	Board vice president called the meeting to order at 5:41 p.m.
<b>ROLL CALL:</b>	<ul style="list-style-type: none"> <li>✓ Kim White, President</li> <li>✓ Stephanie Kent, Vice President</li> <li style="padding-left: 20px;">Tagg Neal, Clerk</li> <li>✓ Nancy Brownell, Member</li> <li>✓ Suzanna George, Member</li> <li>✓ Cheryl Olson, Superintendent and Board Secretary</li> <li>✓ Sean Martin, Assistant Superintendent of Business Services</li> <li>✓ Dave Scroggins, Assistant Superintendent of Curriculum and Instruction</li> </ul>
<b>PUBLIC COMMENT:</b>	There were no comments concerning items on the Closed Session Agenda.
<b>CLOSED SESSION: District Conference Room</b>	The Board adjourned to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48918.
Conference with Labor Negotiator	Discussion with the District's designated negotiators, Candice Harris and Sean Martin regarding directions and issues in negotiations with Rescue Union Federation of Teachers (RUFT), California School Employees Association (CSEA), Confidential Staff, and Administrative Management.
<b>OPEN SESSION:</b>	Reconvene open session in the Board Room at 6:30 p.m.
Welcome	The Board president provided an introduction to Board meeting proceedings.
Flag Salute	A Jackson student led the flag salute.
1. Adoption of Agenda (Consideration for Action)	<p>This item is provided as an opportunity for trustees, through consensus, to re-sequence or table agenda topics.</p> <p>Trustee George moved to approve the agenda with a change to Item 3, removing the report from Curriculum and Instruction and replacing it with an update from the Transportation department. Trustee Brownell seconded the motion. The motion carried 4-0.</p>

<b>STUDENT SUCCESS / RECOGNITION:</b>	
Jackson School	Jackson School principal, Michele Williamson provided a site update and presentation highlighting student successes.
<b>REPORTS AND COMMUNICATION:</b>	
Report from Closed Session	Board president reported no action taken in closed session.
2. Superintendent's Report (Supplement)	<p>Superintendent Olson reported that our enrollment continues to hold steady. We are down two from last month, up 20 from last June, up 90 from the first day of this school year and up 66 from the start of last year.</p> <p>She went on to report the Leadership Team has reviewed the new computer science standards and the associated grade span progression for California and are engaging in conversations about how to teach these standards to our students.</p> <p>At the middle school level, they plan to continue to offer electives to directly teach some of these standards, while at the same time, thematically integrate computer science instruction into other core academic classes. The <i>Computer Science First</i> and <i>Code.org</i> programs are being reviewed as well to see how they might be used to help teach in both of these settings.</p> <p>At the elementary level, our principals are reviewing those curriculums. They will be speaking with teachers about computer science standards implementation and which of these programs would best meet our needs. Our initial thoughts are that the <i>Code.org</i> program, which contains lessons specifically designed for each grade level, would serve our needs well. Our principals will come back together in May to continue discussing implementation.</p> <p>Trustee George requested that we survey our parents about our transportation services. Larry Garcia, Information Technology Manager, and Pat Cahill, Director of Transportation, collaborated and developed a short survey. The survey will be sent out to parents at the conclusion of our LCAP survey around the end of April or beginning of May. Superintendent Olson called on Transportation Director, Pat Cahill, who took a few minutes to go over the survey for the Board members.</p> <p>Superintendent Olson shared with the Board about our staff and students who will be visiting our sister schools in China over spring break. Teacher Ashlie Oliver, along with 7 students and 5 parents will visit Beijing, Hangzhou, and Shanghai and our sister schools. Superintendent Olson and Principal, Levi Cambridge, will also be going for an abbreviated trip.</p> <p>Mrs. Olson also shared information with the Board on what our sites are doing to address students' mental health needs and what we do in regard to suicide prevention as well as how we respond if children express anxiousness, depression or suicidal ideations. She expressed appreciation that our Board is interested in supporting our efforts. She commented on how impressed and grateful we are for our counselors, teachers and administrators who are on the front lines, supporting our students in very tangible, meaningful ways. They work closely together as a team to make sure all students are cared for, and individual hurts or struggles are identified and given appropriate intervention and support.</p> <p>Lastly, Mrs. Olson wanted to make sure that everyone was aware that our very own esteemed and beloved Dave Scroggins, has been awarded the ACSA Curriculum and Instruction Administrator of the Year for the entire State of California. It is well deserved and we are very proud of him.</p>

<p>3. Department Updates:  <del>Curriculum and Instruction</del>  Student Support Services  Transportation</p>	<p>The Board will receive updates on current activities within these departments.</p> <p><i>(Curriculum and Instruction was removed and Transportation was added)</i></p> <p><u>Student Support Services</u></p> <p>Each year the SELPA recognizes individuals for their contributions to the district, and to Special Education students as well as honoring retirees. Director of Student Support Services, Laura Hendrix, presented the SELPA Awards to the following recipients: Victoria Brownstein, Psychologist who will be retiring this year, Michele Williamson, Principal of Jackson Elementary School, and Hope Migliaccio, Principal of Pleasant Grove Middle School.</p> <p><u>Transportation</u></p> <p>Director of Transportation, Pat Cahill, updated the Board on our electric busses. We are still in the process of acquiring an additional 6 busses. One bus is ordered (anticipated arrival in May) and we are still waiting for contracts on the other 5 busses.</p> <p>Mr. Cahill informed the Board of another funding source from the El Dorado Air Quality Management District called SECAP funding (Sacramento Emergency Clean Air Transportation Program). El Dorado County will receive approximately \$600,000. Mr. Cahill has applied for the funding and just received confirmation that they will begin working on contracts for us. This is basically for “white fleet” heavy duty vehicles (\$100,000 per vehicle).</p> <p>Director Cahill also reported on the progress with PG&amp;E regarding infrastructure and rebates. He provided the Board with an illustration of the proposed plan for the charging stations and electrical work. We are in a holding pattern waiting for all the pieces to come together. Mr. Cahill finished his presentation with an overview of ridership for our district.</p>
<p><b>STAFF RECOGNITION:</b></p>	
<p>4. Certificated Employee Week Proclamation   (Supplement)   (Consideration for Action)  Superintendent</p>	<p>Each year Rescue USD honors the certificated staff members by dedicating a week in May to recognize and celebrate their contributions to education and the students and families of our District.</p> <p>Trustee Brownell moved and Trustee Kent seconded to approve the proclamation for Certificated Employee Week, May 5-11, 2019. The motion passed 4-0.</p> <p>Superintendent Olson commented that a BBQ will be held in May to honor all employees</p>
<p>5. Classified and Confidential School Employee Week Proclamation   (Supplement)   (Consideration for Action)  Superintendent</p>	<p>Each year Rescue USD honors the classified and confidential staff members by dedicating a week in May to recognize their important contributions in supporting the staff, students and families of our District.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the proclamation for Classified/Confidential Employee Week, May 19-25, 2019. The motion passed 4-0.</p>

<b>PUBLIC COMMENTS:</b>	There were no public comments.																						
<b>GENERAL:</b>																							
6. LCAP Annual Update and Report on Stakeholder Engagement  (Supplement)  (Information and Discussion Only) Superintendent	The Board received information on the LCAP Annual Update and stakeholder engagement for the 2019-2020 Local Control Accountability Plan.																						
7. Board Policies  (Supplement)  (First Reading and Possible Consideration for Action) Superintendent	Periodically, the Board reviews, revises and/or adopts Board Policy.  <table border="1" data-bbox="722 535 1393 892"> <tr> <td>BP/AR 0420</td> <td>School Plans/Site Councils</td> </tr> <tr> <td>BP/AR 0460</td> <td>Local Control Accountability Plan</td> </tr> <tr> <td>BP 3514.1</td> <td>Hazardous Substances</td> </tr> <tr> <td>AR 3541</td> <td>Transportation Routes and Services</td> </tr> <tr> <td>AR 3543</td> <td>Transportation Safety and Emergencies</td> </tr> <tr> <td>AR 5113</td> <td>Absences and Excuses</td> </tr> <tr> <td>BP/AR 5144</td> <td>Discipline</td> </tr> <tr> <td>BP/AR 5144.1</td> <td>Suspension and Expulsion/Due Process</td> </tr> <tr> <td>BP 5145.9</td> <td>Hate-Motivated Behaviors</td> </tr> <tr> <td>BP 6161.3</td> <td>Toxic Art Supplies - DELETE</td> </tr> <tr> <td>BP 6190</td> <td>Evaluation of the Instructional Program</td> </tr> </table> Trustee George moved and Trustee Kent seconded to approve the above listed policies as presented. The motion passed 4-0.	BP/AR 0420	School Plans/Site Councils	BP/AR 0460	Local Control Accountability Plan	BP 3514.1	Hazardous Substances	AR 3541	Transportation Routes and Services	AR 3543	Transportation Safety and Emergencies	AR 5113	Absences and Excuses	BP/AR 5144	Discipline	BP/AR 5144.1	Suspension and Expulsion/Due Process	BP 5145.9	Hate-Motivated Behaviors	BP 6161.3	Toxic Art Supplies - DELETE	BP 6190	Evaluation of the Instructional Program
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<b>PERSONNEL:</b>																							
8. Resolution #19-04 Reduction of Hours/Elimination of Positions – Classified Personnel  (Supplement)  (Consideration for Action) Director of Human Resources	Due to lack of work, and/or lack of funds, certain services now being provided by the District must be reduced for the 2019-20 school year.  Trustee George moved and Trustee Brownell seconded to approve Resolution #19-01 Reduction of Hours/Elimination of Positions – Classified Personnel. The motion passed 4-0.																						
9. Job Description: Behaviorist  (Supplement)  (Consideration for Action) Assistant Superintendent of Business Services	The Board considered approval of the job description and salary schedule for Behaviorist.  Trustee Brownell moved and Trustee George seconded to approve the job description and salary schedule for Behaviorist. The motion passed 4-0.																						
<b>BUSINESS AND FACILITIES ITEMS:</b>																							
10. Revised Retirement Incentive for Classified/Confidential Employees  (Supplement)  (Consideration for Action) Assistant Superintendent of Business Services	The Board considered approval of the revised retirement incentive for non-administration classified/confidential employees.  Trustee George moved and Trustee Kent seconded to approve the revised retirement incentive for classified/confidential employees. The motion passed 4-0.																						

<p>11. Award of Contract – Bid for Rescue Roofing Project</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p>	<p>California Design West was hired to design and bid out the roof replacements for Rescue School. The lowest responsible bidder is being brought forward to the Board of Trustees for consideration of approval, California Single Ply.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the award of contract to the lowest responsible bidder, California Single Ply. The motion passed 4-0.</p>
<p>12. Bond Voter Survey Presentation and Contract</p> <p>(Supplement)</p> <p>(Information/Presentation Only) Assistant Superintendent of Business Services</p>	<p>The Board heard a presentation regarding possible bond voter survey and contract.</p> <p><i>The Board directed administration to move forward with a voter survey regarding a possible bond for Rescue Union School District.</i></p>
<p>13. PG&amp;E EV Fleet Program Grant Application</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p>	<p>The Board considered approval of the program application with PG&amp;E for the EV Fleet Program.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the application with PG&amp;E for the EV Fleet program. The motion passed 4-0.</p>
<p><b>CONSENT AGENDA:</b></p> <p>(Consideration for Action)</p>	<p>All matters listed under Consent Agenda are considered to be routine or sufficiently supported by prior or accompanying information as to not require additional discussion. A motion as referenced below will enact all items.</p> <p>Item #15 pulled for separate vote. Trustee George moved and Trustee Kent seconded to approve the balance of the Consent Agenda. The motion passed 4-0.</p>
<p>14. Board Meeting Minutes</p> <p>(Supplement)</p>	<p>Minutes of March 12, 2019 Regular Board Meeting.</p>
<p>15. Board Meeting Minutes</p> <p>(Supplement)</p>	<p>Minutes of March 26, 2019 Board Study Session.</p> <p>Trustee George moved and Trustee Kent seconded to approve the minutes of the March 26, 2019 Board Study Session. The motion passed 3-0 with one abstention. Ayes: Trustees George, Kent and White Abstentions: Trustee Brownell</p>
<p>16. District Expenditure Warrants</p> <p>(Supplement)</p>	<p>Warrants must regularly be presented to the Board of Trustees for ratification. Detailed warrant order listings are available at the District Office. The supplement reflects expenditures from 3/6/19 to 3/27/19.</p>

<p>17. District Purchase Orders (Supplement)</p>	<p>Purchase orders must regularly be presented to the Board of Trustees for ratification. The supplement reflects expenditures from 3/1/19 to 4/1/19.</p>
<p>18. Personnel (Supplement)</p>	<p>Rescue Union School District's long-range goal is to recruit a diverse, high quality staff whose goals and philosophies are student focused. Periodically, changes in staffing occur due to need for additional positions, resignations, or requests for leaves of absence. All positions listed are within current budget allocations.</p>
<p>A. Certificated Personnel  Retirement:</p>	<p>Eric Baker, Teacher, (1.0 FTE), Pleasant Grove, effective 6/30/19 Debra Biggs, Teacher, (1.0 FTE), Jackson, effective 6/30/19 Victoria Brownstein, Psychologist, (1.0 FTE), District, 6/30/19 Sandra Galloway-Bell, Teacher, (1.0 FTE), Green Valley, effective 6/30/19 Barbara Lane, Teacher, (1.0 FTE), Lakeview, effective, 6/30/19 Leslie Manley, Teacher, (1.0 FTE), Jackson, effective 6/30/19 Deborah Meyer, Teacher, (1.0 FTE), Jackson, effective 6/30/19 Michelle Olson, Teacher, (1.0 FTE), Pleasant Grove, effective 6/30/19 David Phillips, Teacher, (1.0 FTE), Pleasant Grove, effective 6/30/19 Kathy Polland, Teacher, (1.0 FTE), Jackson, effective 6/30/19 Marion West, Teacher, (1.0 FTE), Jackson, effective 6/30/19 Susan Wolfe, Teacher, (1.0 FTE), Jackson, effective 6/30/19</p>
<p>B. Classified Personnel  Employment:          Resignation:</p>	<p>Timothy Brown, Student Support Services Secretary, (1.0 FTE), Student Services , effective 4/1/19 Ariel Payne, IA Special Day Class, (.75 FTE), Jackson, effective 3/1/19 Robin Schumann, Certified Occupational Therapist, (1.0 FTE), Districtwide, effective 4/1/19 Linda Stearn, Itinerant Independence Facilitator, (.75 FTE), Marina Village, effective 3/8/19  Andrea Duncan, IA Paraeducator, (.18 FTE), Green Valley, effective 3/21/19 Austin Holzer, Custodian, (.38 FTE), Jackson, effective 3/22/19</p>
<p>19. Job Descriptions: Classified Employees (Supplement)</p>	<p>The Board will consider approval of the following updated job descriptions:  Health Office Aide Health Office Nurse Lead Custodian Mechanic Occupational Therapist School Secretary Student Service Secretary</p>

20. Updated Retirement Incentive for Non-Administration Certificated Employees  (Supplement)	The Board will consider approval of one additional certificated retiree to participate in the retirement incentive.
21. Contract: School Project for Utility Rate Reduction (SPURR)  (Supplement)	The Board will consider approval of the SPURR Joint Powers Agreement to gain access to pre-negotiated contracts and the best available pricing in a variety of categories.
22. Service Agreement: El Dorado County Office of Education (EDCOE) 2019-2020 Agreement for County School Services  (Supplement)	The Board will consider approval of the El Dorado County Office of Education (EDCOE) agreement for county school services for 2019-2020.
23. Contract: Sierra Building Systems (SBS)  (Supplement)	The Board will consider approval of the contract with Sierra Building Systems for the upgrade and/or replacement for Marina Village fire alarm system.
24. Williams Quarterly Report  (Supplement)	Title 5, Chapter 5.1, Section 4600 requires school districts to report summarized data from the Uniform Complaint Process to the county superintendent quarterly. District administration recommends the Board approve the Williams Act Quarterly Report for the period of January 1, 2019–March 31, 2019.
25. Overnight Field Trip and Contract Jackson 4 <sup>th</sup> Grade  (Supplement)	The following Trip to Sierra Outdoor School has been approved by Instructional Services and is submitted with the service contract for Board Approval.  Sierra Outdoor School Jackson 4 <sup>th</sup> Grade March 25-27, 2020
<b>CLOSED SESSION:</b>	The Board may reconvene to closed session as authorized Government Code Sections 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48918.
<b>OPEN SESSION:</b>	Reconvene open session.
<b>REPORT FROM CLOSED SESSION:</b>	The Board president will report any action taken in closed session.
<b>ADJOURNMENT:</b>	Trustee Kent moved to adjourn the meeting at 8:47 p.m.

**Rescue Union School District  
2390 Bass Lake Road, Rescue, California 95672**

**BOARD OF TRUSTEES  
BOARD STUDY SESSION MINUTES**

Tuesday, April 23, 2019 – 5:30 p.m. Open Session (closed Session at 5:00 p.m.)  
**Rescue District Office Board Room**

**DISTRICT MISSION**

Rescue Union School District, in partnership with families and the community, is dedicated to the success of every student by providing a challenging, comprehensive, and quality education in a safe environment in which all individuals are respected, valued, connected, and supported.

<b>ITEM</b>	<b>ITEM DESCRIPTION</b>
<b>CALL TO ORDER:</b>	Board president called the meeting to order at 5:01 p.m..
<b>ROLL CALL:</b>	<ul style="list-style-type: none"> <li>✓Kim White, President</li> <li>✓Stephanie Kent, Vice President</li> <li style="padding-left: 20px;">Tagg Neal, Clerk</li> <li>✓Nancy Brownell, Member</li> <li>✓Suzanna George, Member</li> <li>✓Cheryl Olson, Superintendent and Board Secretary</li> <li>✓Sean Martin, Assistant Superintendent of Business Services</li> <li>✓Dave Scroggins, Assistant Superintendent of Curriculum and Instruction</li> </ul>
<b>PUBLIC COMMENTS:</b>	There were no comments concerning items on the Closed Session Agenda.
<b>CLOSED SESSION: District Conference Room</b>	The Board adjourned to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Section 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education code Sections 35146 and 48918.
Consideration of Confidential Student Related Matter	Interdistrict Appeal for Student 19/20-01
Conference with Labor Negotiations	Discussion with the District’s designated negotiators, Sean Martin and Candice Harris regarding directions and issues in negotiations with Rescue Union Federation of Teachers (RUFT), California School Employees Association (CSEA), Confidential Staff, and Administrative Management.
Conference with Legal Counsel -Anticipated Litigation	Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) [Number of Potential Cases: One]
<b>OPEN SESSION:</b>	Convened open session in the Board Room.
Welcome	The Board president provided an introduction to Board Study Session format.
1. Adoption of Agenda	Trustee George moved and Trustee Brownell seconded to approve the agenda as presented. The motion passed 4-0.



(Consideration for Action)	
<b>PUBLIC COMMENTS:</b>	There were no public comments.
<b>GENERAL</b>	
2. Interdistrict Attendance Appeal (Supplement)  (Consideration for Action) Superintendent	The Board considered the interdistrict attendance transfer appeal for Student 19/20-01.  Trustee George moved and Trustee Brownell seconded to approve the appeal for interdistrict transfer to Buckeye Union School District for the 2019-2020 school year. The motion passed 4-0.
3. District Facilities (Supplement)  (Information and Discussion Only) Assistant Superintendent of Business Services	The Board continued discussion regarding district facilities and next steps for a Master Facilities Plan.
<b>ADJOURNMENT:</b>	Trustee Brownell moved to adjourn the meeting at 7:35 p.m.

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESC Y OBJT GOAL	FUNC LC1 LOC2 L3 SCH T9MPS			
104264/00	WHITNEY DANIELS DESIGNS							
PV-190816	03/18/2019	10219 TSHIRTS FOR SOS TRIP		01-9421-0-5806-1110-1000-021-0068-91-000	YN		480.00	
PV-190816	03/18/2019	10234 TSHIRTS FOR SOS TRIP		01-9421-0-5806-1110-1000-021-0068-91-000	YN		224.00	
		TOTAL PAYMENT AMOUNT				704.00 *	704.00	
		TOTAL USE TAX AMOUNT				51.04		

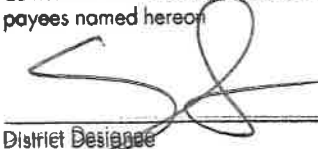
100354/00 WINBERG, MICHELLE

PV-190825	04/03/2019	COSTCO - STUDENT OF MONTH PICS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		3.30	
PV-190825	04/03/2019	COSTCO - STUDENT OF MONTH PICS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		3.30	
PV-190825	04/03/2019	MICHAELS - PBIS CRAFT		01-1100-0-4300-1110-1000-020-0000-90-000	NN		8.62	
PV-190825	04/03/2019	TARGET - PBIS GAMES		01-1100-0-4300-1110-1000-020-0000-90-000	NN		11.24	
PV-190825	04/03/2019	WALMART - PBIS GAMES		01-1100-0-4300-1110-1000-020-0000-90-000	NN		16.16	
PV-190825	04/03/2019	COSTCO - PBIS WHEEL		01-1100-0-4300-1110-1000-020-0000-90-000	NN		13.99	
PV-190825	04/03/2019	COSTCO - PE BASKETBALLS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		48.46	
PV-190825	04/03/2019	WALMART - PBIS ASSEMBLY GAME		01-1100-0-4300-1110-1000-020-0000-90-000	NN		19.30	
PV-190825	04/03/2019	SMARTNFINAL - PBIS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		46.79	
PV-190825	04/03/2019	SMARTNFINAL - PBIS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		24.99	
PV-190825	04/03/2019	WINCO - PBIS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		4.66	
PV-190825	04/03/2019	WALMART - PBIS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		8.55	
PV-190825	04/03/2019	SMARTNFINAL - PBIS		01-1100-0-4300-1110-1000-020-0000-90-000	NN		16.87	
		TOTAL PAYMENT AMOUNT				226.23 *	226.23	

TOTAL BATCH PAYMENT	373,609.50 ***	0.00	373,609.50
TOTAL USE TAX AMOUNT	103.98		
TOTAL DISTRICT PAYMENT	373,609.50 ****	0.00	373,609.50
TOTAL USE TAX AMOUNT	103.98		
TOTAL FOR ALL DISTRICTS:	373,609.50 ****	0.00	373,609.50
TOTAL USE TAX AMOUNT	103.98		

Number of checks to be printed: 35, not counting voids due to stub overflows.

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon.

  
 District Designee

4/4/19  
 Date

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESC Y OBJT GOAL	FUNC LC1 LOC2 L3 SCH T9MPS			
102941/00	WEISSER, BETH							
	PV-190858	04/04/2019 REPLACE STL DTD CK	90375182	01-0000-0-9598-0000-0000-000-000 NN				127.92
			TOTAL PAYMENT AMOUNT		127.92 *			127.92
001293/00	ZEP SALES & SERVICE							
195051	PO-190074	04/04/2019 INCREASE PER P.C.	04/04/19	1 01-0842-0-4360-0000-3600-083-0000-00-000 NN C			0.00	0.00
195051	PO-190074	04/04/2019 INCREASE PER P.C.	04/04/19	1 01-0842-0-4360-0000-3600-083-0000-00-000 NN O			-1,005.00	0.00
			TOTAL PAYMENT AMOUNT		0.00 *			0.00

TOTAL BATCH PAYMENT	60,180.28 ***	0.00	60,180.28
TOTAL USE TAX AMOUNT	36.24		
TOTAL DISTRICT PAYMENT	60,180.28 ****	0.00	60,180.28
TOTAL USE TAX AMOUNT	36.24		
TOTAL FOR ALL DISTRICTS:	60,180.28 ****	0.00	60,180.28
TOTAL USE TAX AMOUNT	36.24		

Number of checks to be printed: 43, not counting voids due to stub overflows.  
 Number of zero dollar checks: 3, will be printed.

4

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

  
 District Designee

4/4/19  
 Date

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC LC1 LOC2 L3 SCH T9MPS	Account num	Liq Amt	Net Amount
105010/00	WALKER INKS							
195486 PO-190471	04/09/2019	CLOSE PER K.A.	04/09/19	1	13-5310-0-5806-0000-3700-000-0000-00-000	NY C	1,287.00	0.00
		TOTAL PAYMENT AMOUNT				0.00 *		0.00
102941/00	WEISSER, BETH							
	PV-190882	04/03/2019	SCHOLASTIC - BOOKS/RDING CRNR	01-9421-0-4300-1110-1000-021-9000-91-000	NN			90.09
		TOTAL PAYMENT AMOUNT				90.09 *		90.09
102998/00	WELLS FARGO FINANCIAL LEASING							
195169 PO-190103	03/28/2019	5006094601 APR		1	01-0000-0-5690-1110-1000-081-0000-00-000	NN P	235.96	235.96
		TOTAL PAYMENT AMOUNT				235.96 *		235.96
022495/00	WILLIAMSON, MICHELE							
	PV-190879	04/04/2019	COSTCO - PBIS POSTERS	01-9421-0-4300-1110-1000-021-9000-91-000	NN			225.95
		TOTAL PAYMENT AMOUNT				225.95 *		225.95
		TOTAL BATCH PAYMENT					176,585.36 ***	0.00
		TOTAL USE TAX AMOUNT					54.72	176,585.36
		TOTAL DISTRICT PAYMENT					176,585.36 ****	0.00
		TOTAL USE TAX AMOUNT					54.72	176,585.36
		TOTAL FOR ALL DISTRICTS:					176,585.36 ****	0.00
		TOTAL USE TAX AMOUNT					54.72	176,585.36

Number of checks to be printed: 77, not counting voids due to stub overflows.  
Number of zero dollar checks: 16, will be printed.

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

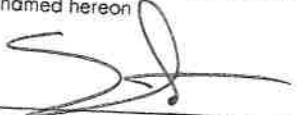
  
District Designee

  
Date

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC LC1 LOC2 L3 SCH T9MPS	Account num	Liq Amt	Net Amount	
101193/00	STAPLES ADVANTAGE								
195137 PO-190030	03/21/2019	3408495896		1 01-0000-0-4300-0000-7200-080-0000-00-000	NN P		0.00	33.57	
195219 PO-190204	04/03/2019	3409836851		1 01-1100-0-4300-1110-1000-022-0000-92-000	NN P		260.15	260.15	
TOTAL PAYMENT AMOUNT								293.72	293.72
104629/00	TAGUE BAND INSTRUMENT SERVICES								
196061 PO-191044	04/02/2019	M807627		1 01-9426-0-5610-1110-1000-026-9034-96-000	NY F		158.93	158.93	
TOTAL PAYMENT AMOUNT								158.93	158.93
105310/00	TCG ADMINISTRATORS								
195162 PO-190096	04/14/2019	159552 MAR		1 01-0000-0-5806-0000-7400-504-0000-00-000	NN P		182.00	182.00	
TOTAL PAYMENT AMOUNT								182.00	182.00
TOTAL BATCH PAYMENT							87,142.18 ***	0.00	87,142.18
TOTAL USE TAX AMOUNT							167.06		
TOTAL DISTRICT PAYMENT							87,142.18 ****	0.00	87,142.18
TOTAL USE TAX AMOUNT							167.06		
TOTAL FOR ALL DISTRICTS:							87,142.18 ****	0.00	87,142.18
TOTAL USE TAX AMOUNT							167.06		

Number of checks to be printed: 44, not counting voids due to stub overflows.  
 Number of zero dollar checks: 2, will be printed.

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

  
 District Designee

4/15/19  
 Date

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESC Y OBJT GOAL	FUNC LC1 LOC2 L3 SCH T9MPS			

000279/00	CA DEPT OF TAX AND FEE ADMIN							
	PV-190899	04/17/2019	Q168401V FUEL TAX RETURN	01-0842-0-4370-0000-3600-083-0000-00-000	NN			63.44
			TOTAL PAYMENT AMOUNT			63.44 *		63.44

000042/00	CALIFORNIA DEPARTMENT OF TAX							
	PV-190900	04/17/2019	ROUND DOLLARS	01-0000-0-4300-0000-7200-080-0000-00-000	NN			0.51
	PV-190900	04/17/2019	01/01/19-03/31/19	01-0000-0-9512-0000-0000-000-0000-00-000	NN			30.70
	PV-190900	04/17/2019	ACCT #101-282893	01-0816-0-9512-0000-0000-000-0000-00-000	NN			147.00
	PV-190900	04/17/2019	Q3	01-0840-0-9512-0000-0000-000-0000-00-000	NN			16.85
	PV-190900	04/17/2019	USE TAX	01-0842-0-9512-0000-0000-000-0000-00-000	NN			47.21
	PV-190900	04/17/2019	USE TAX	01-1100-0-9512-0000-0000-000-0000-00-000	NN			74.32
	PV-190900	04/17/2019	USE TAX	01-6500-0-9512-0000-0000-000-0000-00-000	NN			51.13
	PV-190900	04/17/2019	USE TAX	01-8150-0-9512-0000-0000-000-0000-00-000	NN			141.55
	PV-190900	04/17/2019	USE TAX	01-9421-0-9512-0000-0000-000-0000-00-000	NN			193.65
	PV-190900	04/17/2019	USE TAX	01-9424-0-9512-0000-0000-000-0000-00-000	NN			93.96
	PV-190900	04/17/2019	USE TAX	01-9426-0-9512-0000-0000-000-0000-00-000	NN			25.85
	PV-190900	04/17/2019	USE TAX	01-9427-0-9512-0000-0000-000-0000-00-000	NN			1,108.70
	PV-190900	04/17/2019	USE TAX	01-9428-0-9512-0000-0000-000-0000-00-000	NN			11.83
	PV-190900	04/17/2019	USE TAX	01-9491-0-9512-0000-0000-000-0000-00-000	NN			15.49
	PV-190900	04/17/2019	USE TAX	01-9494-0-9512-0000-0000-000-0000-00-000	NN			6.21
	PV-190900	04/17/2019	USE TAX	13-5310-0-9512-0000-0000-000-0000-00-000	NN			21.85
	PV-190900	04/17/2019	SALES/USE TAX	13-5310-0-9513-0000-0000-000-0000-00-000	NN			34.19
			TOTAL PAYMENT AMOUNT			2,021.00 *		2,021.00

020201/00	SWRCB							
	PV-190898	04/01/2019	SW-0170234	01-8150-0-5806-0000-8110-085-0000-00-000	NN			1,400.00
			TOTAL PAYMENT AMOUNT			1,400.00 *		1,400.00

TOTAL BATCH PAYMENT	3,484.44 ***	0.00	3,484.44
TOTAL DISTRICT PAYMENT	3,484.44 ****	0.00	3,484.44
TOTAL FOR ALL DISTRICTS:	3,484.44 ****	0.00	3,484.44

Number of checks to be printed: 3, not counting voids due to stub overflows.

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

  
District Designee

4/17/19  
Date

015 RESCUE UNION SCHOOL DISTRICT J11381  
0052 KJH 04\_26\_19

ACCOUNTS PAYABLE PRELIST  
BATCH: 0052 0052 KJH 04\_26\_19

APY500 L.00.12 04/24/19 16:22 PAGE 6  
<< Held for Audit >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESC Y OBJT GOAL	FUNC LC1 LOC2 L3 SCH T9MPS			
102799/00	WOODWIND & BRASSWIND							
195734	PO-190720	12/14/2018	ARINV46023389	1	01-9424-0-4400-1110-1000-024-9034-94-000	NN F	1,093.90	1,093.90
				TOTAL PAYMENT AMOUNT			1,093.90 *	1,093.90
				TOTAL BATCH PAYMENT		37,081.33 ***	0.00	37,081.33
				TOTAL USE TAX AMOUNT		73.53		
				TOTAL DISTRICT PAYMENT		37,081.33 ****	0.00	37,081.33
				TOTAL USE TAX AMOUNT		73.53		
				TOTAL FOR ALL DISTRICTS:		37,081.33 ****	0.00	37,081.33
				TOTAL USE TAX AMOUNT		73.53		

Number of checks to be printed: 29, not counting voids due to stub overflows.


Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

  
District Designee

4/25/19  
Date

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC LC1 LOC2 L3 SCH T9MPS	Account num	Liq Amt	Net Amount
100780/00	TRUE VALUE	HARDWARE						
195109 PO-190167	04/19/2019	908734		1 01-8150-0-4300-0000-8110-085-0000-00-000	NN P		205.92	205.92
				TOTAL PAYMENT AMOUNT				205.92
104681/00	TRUJILLO, ROBERT							
	PV-190925	04/12/2019 FR W/BENEDICTS - LUNCH TRIP895		01-0842-0-5200-0000-3600-083-0000-00-000	NN			15.00
				TOTAL PAYMENT AMOUNT				15.00
101231/00	UPTON, MICHELLE							
	PV-190917	04/08/2019 MIMI'S CAFE - LUNCH LIB CONF		01-1100-0-5200-0000-2420-099-0000-00-000	NN			14.00
				TOTAL PAYMENT AMOUNT				14.00
104649/00	VILLALOVOS, SANDRA							
	PV-190914	04/08/2019 MILEAGE REIMB - LIBRARY CONF		01-1100-0-5200-0000-2420-099-0000-00-000	NN			46.40
	PV-190914	04/08/2019 MIMI'S CAFE - LUNCH LIB CONF		01-1100-0-5200-0000-2420-099-0000-00-000	NN			11.84
				TOTAL PAYMENT AMOUNT				58.24
022495/00	WILLIAMSON, MICHELE							
	PV-190919	04/22/2019 MILEAGE REIMB - APRIL		01-4035-0-5200-1110-1000-135-0000-91-000	NN			55.68
				TOTAL PAYMENT AMOUNT				55.68
104820/00	IPARTS AND PHONE REPAIRS							
195382 PO-190368	04/16/2019	CLOSE PER R.P. 04/16/19		1 01-0816-0-5610-1110-1000-120-0000-00-000	NN C		392.90	0.00
				TOTAL PAYMENT AMOUNT				0.00

Pursuant to Rescue Union School District Policy, the El Dorado County Superintendent of Schools is hereby authorized and directed to issue individual warrants to the payees named hereon

  
 District Designee \_\_\_\_\_ Date 4/29/19

TOTAL BATCH PAYMENT	397,995.00 ***	0.00	397,995.00
TOTAL USE TAX AMOUNT	131.04		
TOTAL DISTRICT PAYMENT	397,995.00 ****	0.00	397,995.00
TOTAL USE TAX AMOUNT	131.04		
TOTAL FOR ALL DISTRICTS:	397,995.00 ****	0.00	397,995.00
TOTAL USE TAX AMOUNT	131.04		

Number of checks to be printed: 49, not counting voids due to stub overflows.  
 Number of zero dollar checks: 2, will be printed.



01 GENERAL FUND

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	SITE NAMES
191027	A FLYING CAMERA	8th grade EOY party	500.00	Pleasant Grove Middle School
191070	A FLYING CAMERA	8th grade EOY party	500.00	Pleasant Grove Middle School
191053	ABDO	Book Order for LF library	2,541.88	Lake Forest School
191050	AMAZING ANIMAL WORLD	1st grade	610.00	Rescue School
191024	AMAZON CAPITAL SERVICES INC	Teacher Appreciation Week	327.66	Pleasant Grove Middle School
191025	AMAZON CAPITAL SERVICES INC	Leadership Supplies	258.60	Pleasant Grove Middle School
191033	AMAZON CAPITAL SERVICES INC	iPhone Case - Robin Schumann	10.71	DISTRICTWIDE SERVICES
191055	AMAZON CAPITAL SERVICES INC	CTIG iPad Cases	245.42	DISTRICTWIDE SERVICES
191067	AMAZON CAPITAL SERVICES INC	Supplies for Title-III Events	88.04	DISTRICTWIDE SERVICES
191092	AMAZON CAPITAL SERVICES INC	MV CTIG - open po #2	33,167.45	DISTRICTWIDE SERVICES
191074	AMERICAN VAN		1,265.25	Maintenance
191054	APPLE COMPUTER INC	CTIG iPads	3,137.74	DISTRICTWIDE SERVICES
191026	ASTRO JUMP OF SACRAMENTO	8th grade EOY party	877.50	Pleasant Grove Middle School
191028	BANK OF AMERICA	Title III Training Conference	107.25	DISTRICTWIDE SERVICES
191052	BANK OF AMERICA	Food for GV Commun Night	561.60	DISTRICTWIDE SERVICES
191060	BANK OF AMERICA	Stuffing for Pillows	62.16	Green Valley School
191065	BANK OF AMERICA	Presidential Awards/Pins	72.39	Lakeview
191039	BENCHMARK EDUCATION CO. LLC	Benchmark, TE volume 5 needed	96.53	DISTRICTWIDE SERVICES
191078	BOBERG HARDWOOD FLOORS INC		3,745.00	Operations
191081	BOBERG HARDWOOD FLOORS INC		3,745.00	Operations
191058	CALIFORNIA SINGLE PLY INC		4,800.00	Maintenance
191064	CALIFORNIA SINGLE PLY INC	RESCUE ELEM ROOF REPLACEMENT	199,630.00	DISTRICTWIDE SERVICES
191023	CDW-G	RUCKUS LICENSES 3YR	8,334.50	DISTRICTWIDE SERVICES
191061	CDW-G	Printers for Pods	1,811.18	Green Valley School
191066	CDW-G	VMware	2,739.00	DISTRICTWIDE SERVICES
191082	CDW-G	Library - 24 Chromebox	6,751.86	DISTRICTWIDE SERVICES
191093	CHATFIELD-CLARKE CO INC		3,100.00	Maintenance
191043	COLOMA OUTDOOR DISCOVERY	Coloma Payment #3	7,878.75	Lake Forest School
191059	CREATIVE BUS SALES INC		7,633.46	Transportation
191087	CSNO CONFERENCE	CSNO Annual Membership Dues	257.40	DISTRICTWIDE SERVICES
191031	CUE	CUE RockStar	434.36	Marina Village School
191051	DISCOVERY MUSEUM	Brancoli - Pmt 2	330.00	Lake Forest School
191056	FLINT REHAB LLC	Comfort Corner Items	278.27	Green Valley School
191036	FOOTHILLS DANCE AND PERFORMING	Upper Dance Program	2,500.00	Green Valley School
191035	GJM SOUND	Lights for Talent Show	150.00	Green Valley School
191076	GOPHER SPORT	PE equipment	793.80	Pleasant Grove Middle School
191040	HAWKINS OFFICATING SERVICE	B volleyball officiating	460.00	Pleasant Grove Middle School
191090	HCI AUDIOMETRICS	Audiometer Calibration	563.06	DISTRICTWIDE SERVICES
191032	INDUSTRIAL DOOR COMPANY		3,318.45	Maintenance
191071	INSECT LORE PRODUCTS	Insects for Lane	120.08	Lakeview
191062	ISOM ADVISORS	VOTER SURVEY	7,000.00	DISTRICTWIDE SERVICES
191057	KIRBY'S PUMP & MECHANICAL INC		2,619.61	Maintenance
191075	LOZANO SMITH LLP	Mental Health Workshop	112.61	DISTRICTWIDE SERVICES
191029	NATIONAL ANALYTICAL		617.50	Maintenance
191030	NICK'S CUSTOM GOLF CARS		10,388.03	Operations
191045	NILES BIOLOGICAL	Crayfish - PTC Science	151.00	Lake Forest School
191086	NORCAL MECHANICAL		9,141.00	Maintenance
191038	ORIENTAL TRADING COMPANY INC	PBIS	283.66	Green Valley School
191048	ORIENTAL TRADING COMPANY INC	Birthday Braceletts	49.08	Jackson School
191091	RIFTON EQUIPMENT	Compass Chair for H.N.	361.97	DISTRICTWIDE SERVICES
191037	RISO PRODUCTS OF SACRAMENTO	Ink / Master for Riso	452.03	Green Valley School

01 GENERAL FUND

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	SITE NAMES
191041	RISO PRODUCTS OF SACRAMENTO	Riso Supplies	287.00	Lake Forest School
191034	SACRAMENTO CHILDREN'S MUSEUM	Sarah Phillips	572.00	Green Valley School
190922	SCHOLASTIC NEWS	scholastic news	3,251.36	Rescue School
191042	SCHOOL SPECIALTY INC	Supplies	1,295.03	Lake Forest School
191046	SCHOOL SPECIALTY INC	Playground Equipment PE PTC	333.78	Lake Forest School
191068	STN MEDIA GROUP		299.00	Transportation
191044	TAGUE BAND INSTRUMENT SERVICES	Instrument repairs	158.93	Pleasant Grove Middle School
191069	TEACHER SYNERGY LLC	Classroom activities	155.59	Pleasant Grove Middle School
191077	TEACHER SYNERGY LLC	Classroom requests	32.38	Pleasant Grove Middle School
191079	TEACHER SYNERGY LLC	Classroom Mtls	156.99	Pleasant Grove Middle School
191089	TEACHER SYNERGY LLC	History Mtls	58.99	Pleasant Grove Middle School
191047	TRUE VALUE HARDWARE		9,451.76	Operations
191072	TRUE VALUE HARDWARE		3,283.82	Operations
191073	TRUE VALUE HARDWARE		2,000.00	Transportation
191049	ZEP MANUFACTURING COMPANY		1,002.85	Transportation
TOTAL FUND			357,320.32	

35 SCHOOL FACILITIES FUND

P.O.#	VENDOR NAME	DESCRIPTION	AMOUNT	SITE NAMES
191085	ALESSANDRO ELECTRIC INC	MARINA VILLAGE FIRE ALM PATHWY	84,895.00	DISTRICTWIDE SERVICES
191084	BR ACOUSTICAL INC	MARINA VILLAGE FIRE ALM REPAIR	33,475.00	DISTRICTWIDE SERVICES
191080	FERGUSON ENTERPRISES INC		1,542.30	Maintenance
191083	GRECO MECHANICAL	FIRE ALARM HVAC @ MARINA MS	9,900.00	DISTRICTWIDE SERVICES
191088	L & H AIRCO SERVICE	MARINA VILLAGE UNDERGRND WIRE	30,721.55	DISTRICTWIDE SERVICES
191063	SIERRA BUILDING SYSTEMS	MV SCHOOL FA REPLACEMENT	106,000.00	DISTRICTWIDE SERVICES
		TOTAL FUND	266,533.85	
		TOTAL DISTRICT	623,854.17	

FUND		AMOUNT
01	GENERAL FUND	357,320.32
35	SCHOOL FACILITIES FUND	266,533.85
	TOTAL DISTRICT	623,854.17

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:   Certificated Personnel**

**BACKGROUND:**

Periodically changes in certificated staffing occur due to hiring, resignations or request for leaves of absence. The Board must formally approve these requests.

**STATUS:**

The following certificated personnel changes are listed on the agenda.

<b>Name</b>	<b>Personnel Action</b>	<b>Position FTE</b>	<b>Position</b>	<b>School or Dept.</b>	<b>Effective Date</b>
Lisa Guardino	Resignation	1.0	Teacher	Marina Village	6/30/19

**FISCAL IMPACT:**

Fiscal impact will be reflected in the 2019-20 budget.

**BOARD GOAL:**

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

**RECOMMENDATION:**

The Superintendent recommends the Board approve the above personnel actions.

**ITEM #: 18B**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM: Classified Personnel**

**BACKGROUND:**

Periodically changes in classified staffing occur due to hiring, resignations or requests for leaves of absence. The Board must formally approve these requests.

**STATUS:**

The following classified personnel changes are listed on the agenda:

<b>Name</b>	<b>Personnel Action</b>	<b>POS. FTE</b>	<b>Position</b>	<b>School/Dept.</b>	<b>Effective Date</b>
Dhillon, Sukhjit (Susan)	Employment	1.0	Student Services Secretary	Lakeview	6/03/19
French, Nicolas	Employment	1.0	Custodian	Lakeview	5/09/19
Harmon, Scotty	Employment	1.0	Lead Custodian (Short Term)	Marina Village	5/02/19
Perkins, Victoria	Employment	.25	IA Kindergarten	Jackson	8/13/19
Perkins, Victoria	Employment	.13	Yard Supervisor-Kindergarten	Jackson	8/13/19
Rivera Zaragoza, Gelacio	Employment	.50	Custodian	Green Valley	4/29/19
Salabert, Kenneth	Employment	.38/.38	Custodian	Lakeview/Jackson	5/01/19
Skinner, Jason	Employment	1.0	Custodian (Short Term)	Marina Village	5/02/19
Belli, Susanna	LOA (20 days)	1.0	School Secretary	Lake Forest	7/01/19
Pulling, Joan	LOA (12 days)	1.0	School Secretary	Rescue	7/01/19
Shepherd, Heidemarie	LOA	.25	IA Paraeducator – K	Green Valley	7/01/19
Backlund, Kathleen	Resignation	.13	IA Paraeducator –TK	Lake Forest	6/30/19
Backlund, Kathleen	Resignation	.37	Yard Supervisor	Lake Forest	6/30/19
Dessert, Heather	Resignation	.19	IA Paraeducator	Rescue	6/30/19
Dhillon, Sukhjit (Susan)	Resignation	.50	District Office Clerk	District Office	6/30/19
Fly, Kaitlyn	Resignation	.25/.13	IA Paraeducator – K/Title I	Rescue	6/30/19
Jackowitz, Heather	Resignation	.19	IA Paraeducator	Rescue	4/30/19
Martin, Dawn	Resignation	.75	IA Special Day Class	Pleasant Grove	4/26/19
Martins, Silvia	Resignation	.75	IA Paraeducator – Bilingual	Rescue	6/30/19
McGinnis, Melanie	Resignation	.25	IA Kindergarten	Jackson	6/30/19
McGinnis, Melanie	Resignation	.13	Yard Supervisor-Kindergarten	Jackson	6/30/19
Perkins, Victoria	Resignation	.25	IA Kindergarten	Lakeview	6/30/19
Perkins, Victoria	Resignation	.22	IA Paraeducator	Lakeview	6/30/19
Perkins, Victoria	Resignation	.13	Yard Supervisor	Jackson	5/27/19
Reed, Jennifer	Resignation	1.0	Support Services Secretary	Student Sup. Serv.	3/01/19
Waterman, Christopher	Resignation	1.0	Custodian	Lakeview	4/30/19
Combs, Kim	Retirement	1.0	Student Services Secretary	Lakeview	6/30/19
Johnson, John	Retirement	1.0	Lead Custodian	Marina Village	5/01/19
Pope, Cindy	Retirement	1.0	Payroll Technician	Business Services	6/30/19

Rhodes, Kathy	Retirement	1.0	Student Services Secretary	Marina Village	6/30/19
Wilson, Diane	Retirement	.51	IA Paraeducator	Green Valley	6/30/19

**FISCAL IMPACT:**

Fiscal impact will be reflected in the 2018-19 and 2019-20 budget years.

**BOARD GOAL:**

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

**RECOMMENDATION:**

The Superintendent recommends the Board approve the above personnel actions.

**ITEM #: 18C**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM: Administrative Personnel**

**BACKGROUND:**

Periodically changes in administrative staffing occur due to hiring, promotions, resignations or requests for leaves of absence. The Board must formally approve these requests.

**STATUS:**

The following administrative personnel changes are listed on the agenda.

<b>Name</b>	<b>Personnel Action</b>	<b>FTE</b>	<b>Position</b>	<b>School or Dept.</b>	<b>Effective Date</b>
Vera Morris	Employment	1.0	Principal	Pleasant Grove	7/1/19

**FISCAL IMPACT:**

Fiscal impact will be reflected in the 2019-2020 budget.

**BOARD GOAL:**

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

**RECOMMENDATION:**

The Superintendent recommends the Board approve the above personnel actions.



**Rescue Union School District**

**AGENDA ITEM: Contract: Assistant Superintendent of Curriculum and Instruction**

**BACKGROUND:**

The Superintendent has the primary responsibility for organizing and establishing administrative and supervisory staff for instructional, business and operational affairs including selection, assignment and transfer of employees subject to approval by the Board.

**STATUS:**

In recognition of the exemplary job performance and evaluation of the Assistant Superintendent of Curriculum and Instruction, the Superintendent is recommending a contract extension of one year.

**FISCAL IMPACT:**

This amount will be incorporated into the Fiscal Year 2019-20 and subsequent year's budgets.

**BOARD GOAL(S):**

Board Focus Goal II – FISCAL ACCOUNTABILITY

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

Board Focus Goal IV – STAFF NEEDS

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to provide quality education for our students.

Board Focus Goal VI – CULTURE OF EXCELLENCE

Create and promote programs that support, reward and incentivize employees to perform at exceptional levels for the benefit of our students.

**RECOMMENDATION:**

The Board consider approval of the contract for the Assistant Superintendent of Curriculum and Instruction beginning July 1, 2019 to June 30, 2022.



EMPLOYMENT CONTRACT BETWEEN  
RESCUE UNION SCHOOL DISTRICT  
AND  
ASSISTANT SUPERINTENDENT, CURRICULUM AND INSTRUCTION

This employment contract (“Contract”) is made and entered into this 14<sup>th</sup> day of May, by and between Rescue Union School District, hereinafter “Board” or “District,” and David Lee Scroggins, Jr., hereinafter or “Assistant Superintendent, Curriculum and Instruction” or “Administrator.”

District hereby employs David Lee Scroggins, Jr. as Assistant Superintendent, Curriculum and Instruction of the District, subject to the terms and conditions herein specified and agreed to between the parties.

1. TERM.

- 1.1 In accordance with Education Code sections 45100 et seq. as applicable, District hereby employs Administrator for the current year plus two (2) years, beginning, July 1, ~~2018~~ 2019, and terminating on June 30, ~~2021~~ 2022, subject to the terms and conditions of this Contract.
- 1.2 Annually, this Contract may be revised to reflect changes in salary, responsibilities, or other content areas mutually agreed upon by the District and Administrator. The timing of such amendments shall be aligned with Administrator’s evaluation, as found in Section 9 below.
- 1.3 Contingent upon Administrator receiving a satisfactory evaluation pursuant to this Contract; the Contract shall be extended for an additional year, so long as the term of the Contract does not at any time exceed three (3) years. This provision shall apply in each subsequent year of the Contract.

2. DUTIES.

- 2.1 The Assistant Superintendent, Curriculum and Instruction reports to the District’s superintendent (“Superintendent”). The Administrator is expected to be part of an administrative team that will provide the support and leadership necessary to carry out the mission of the District.
- 2.2 Administrator shall perform the duties of the Assistant Superintendent, Curriculum and Instruction as set forth in the attached job description marked as Exhibit “A” and made a part of this Contract as if fully set forth herein. Administrator shall execute all powers and duties in accordance with the law, the then current policies adopted by the Board, the rules and regulations of the State Board of Education, and directives of the Superintendent.
- 2.3 Additional duties may be assigned by the Superintendent as needed.

3. WORK YEAR AND DUTY DAYS

- 3.1 Administrator shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Contract, for a work year of 222 days.
- 3.2 If the Administrator works in excess of 222 days during the fiscal year, with the approval of the Superintendent, the Administrator may elect to carry over such days into the next fiscal year and/or be paid for such days at the Administrator’s then-current daily rate.
- 3.3 The salary rate shall be calculated as the Annual Salary, as defined in section 5.1 herein, as amended from time to time in accordance with the terms of this contract, divided by Two Hundred Twenty-Two (222). If service for the full fiscal year is not performed, Assistant Superintendent,

Curriculum and Instruction shall only receive compensation for that number of days proportional to those served during the fiscal year. If Administrator has taken in excess of that proportion, Administrator shall reimburse the District for the excess days.

#### 4. PROFESSIONAL MEETINGS/ACTIVITIES

The Administrator shall endeavor to maintain and improve his professional competence by maintenance of membership in appropriate professional organizations and attendance at professional meetings and trainings at the local, state, and national level. The District shall reimburse Administrator for membership dues for ACSA. The District will reimburse the Administrator for all reasonable expenses incurred in connection with these memberships and activities as permitted by state law and will count each attendance day as a duty day.

#### 5. SALARY

5.1 Assistant Superintendent, Curriculum and Instruction' salary under this Contract shall be as provided on Step 10 of the Board adopted Certificated Administrator's Salary Schedule ("Salary Schedule"). As of the date hereof, such total salary is ~~One Hundred Thirty Five Thousand Eighty One and 00/100ths Dollars (\$135,081.00)~~ One Hundred Thirty-Six Thousand Four-Hundred Thirty Two and 00/100ths Dollars (\$136,432.00) (as may be adjusted from time to time pursuant to the terms of this Contract, the "Annual Salary").

5.2 The parties hereto agree and acknowledge that Administrator shall advance two (2) steps on the Salary Schedule upon completion of each fiscal year of service, and Administrator's Annual Salary shall be adjusted accordingly. Any adjustment in salary made during the life of this Contract shall be in the form of an amendment or an updated salary schedule, and shall become a part of this Contract. It is provided, however, that by so amending this Contract it shall not be considered that the Board has entered into a new contract with Administrator, nor that the termination date of the existing Contract has been extended.

5.3 Each year the Annual Salary shall be made in twelve (12) monthly payments. When only a portion of any year is served, compensation shall be prorated.

#### 6. OTHER BENEFITS.

6.1 Sick Leave. Assistant Superintendent, Curriculum and Instruction shall be entitled to twelve (12) days of sick leave per annum, which shall be cumulative. Under this Contract, if only a portion of any year is served, sick leave shall be adjusted proportionally.

6.2 Fringe Benefits. Administrator shall be entitled to receive all fringe benefits of employment granted to other certificated administrator employees of the District. Administrator will receive the district certificated administrator health and welfare benefit cap and will pay the difference between the district cap and the cost of insurance premiums to purchase medical, dental, and vision insurance coverage.

6.3 Life Insurance. The District shall provide a term life insurance policy in the amount of One Hundred Thousand and 00/100<sup>ths</sup> Dollars (\$100,000.00) for the Assistant Superintendent, Curriculum and Instruction, beneficiary to be designated by the Administrator.

7. EXPENSES.

- 7.1 District shall pay or reimburse Administrator for actual and necessary expenses incurred by Administrator in the performance of his duties, as permitted by state law and Board policy.
- 7.2 Administrator shall receive a stipend for use of his own vehicle for travel within El Dorado County for District-related activities at the rate of Two Thousand Four Hundred and 00/100<sup>th</sup>s Dollars (\$2,400) annually, paid in monthly installments. No reimbursement will be received for travel within El Dorado County. Administrator shall be reimbursed for mileage for travel outside of El Dorado County for District business at the then current District approved rate for employee vehicle use reimbursement.

8. OUTSIDE CONSULTING/SERVICE

Any outside consulting/service performed by Administrator requiring prior Superintendent approval, is subject to provisions of the Education Code and related statutes and shall not interfere with the duties of Employee. Employee may perform such outside consulting/service for pay during the regular business week upon prior approval by Superintendent.

9. EVALUATION

The Superintendent shall evaluate and assess in writing the performance of the Assistant Superintendent, Curriculum and Instruction and the working relationship between the Administrator and the Superintendent at least once a year during the term of this Contract. This evaluation shall be based on the position description and the mutually agreed upon and specified goals and objectives in accordance with the procedures authorized in District policies.

10. TERMINATION OF CONTRACT

- 10.1 This Contract may be terminated by mutual consent of the parties hereto, provided, however, that the party seeking the termination shall provide no less than sixty (60) days of written notice to the other party.
- 10.2 The District may release Administrator without cause by giving notice before March 15 of any year, with services to be concluded no later than June 30 of the same year in which the March 15 notice is given. Pursuant to Government Code Section 53260, in no event shall termination result in a payment to Administrator of more than the number of months remaining on the contract, or 18 months, whichever is less.
- 10.3 Assistant Superintendent, Curriculum and Instruction may terminate Administrator's obligations under this Contract by giving the District at least thirty (30) days written notice in advance.
- 10.4 In the event Assistant Superintendent, Curriculum and Instruction' employment is terminated for cause, no further payment shall be made to Assistant Superintendent, Curriculum and Instruction under this Contract which shall be deemed terminated.

11. TIME IS OF THE ESSENCE.

Time is of the essence with respect to all provisions in this Contract that specify a time for performance.

12. OTHER LAWS, RULES AND REGULATIONS.

This Contract is subject to all applicable laws of the State of California, and to the lawful rules and regulations of the State Board of Education of California and the Board. Said laws, rules and regulations are hereby made a part of the terms and conditions of this Contract as though fully set forth herein.

IN WITNESS WHEREOF, the parties have entered into this Contract as of the day and year first above written.

Governing Board, of and on behalf of,  
Rescue Union School District

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
David Lee Scroggins, Jr.

Approved on \_\_\_\_\_, in Rescue, California, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

\_\_\_\_\_  
Cheryl Olson, Board Secretary

**Rescue Union School District**

**AGENDA ITEM: Contract: Assistant Superintendent of Business Services**

**BACKGROUND:**

The Superintendent has the primary responsibility for organizing and establishing administrative and supervisory staff for instructional, business and operational affairs including selection, assignment and transfer of employees subject to approval by the Board.

**STATUS:**

In recognition of the exemplary job performance and evaluation of the Assistant Superintendent of Business Services, the Superintendent is recommending a contract extension of one year.

**FISCAL IMPACT:**

This amount will be incorporated into the Fiscal Year 2019-20 and subsequent year's budgets.

**BOARD GOAL(S):**

- Board Focus Goal II – FISCAL ACCOUNTABILITY  
Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.
- Board Focus Goal IV – STAFF NEEDS  
Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to provide quality education for our students.
- Board Focus Goal VI – CULTURE OF EXCELLENCE  
Create and promote programs that support, reward and incentivize employees to perform at exceptional levels for the benefit of our students.

**RECOMMENDATION:**

The Board consider approval of the contract for the Assistant Superintendent of Business Services beginning July 1, 2019 to June 30, 2022.



EMPLOYMENT CONTRACT BETWEEN  
RESCUE UNION SCHOOL DISTRICT  
AND  
ASSISTANT SUPERINTENDENT, BUSINESS SERVICES (ADMINISTRATOR)

This employment contract ("Contract") is made and entered into this 14<sup>th</sup> day of May, by and between Rescue Union School District, hereinafter "Board" or "District," and Sean Martin, hereinafter or "Assistant Superintendent, Business Services" or "Administrator."

District hereby employs Sean Martin as Assistant Superintendent, Business Services of the District, subject to the terms and conditions herein specified and agreed to between the parties.

1. TERM.

- 1.1 In accordance with Education Code sections 45100 et seq. as applicable, District hereby employs Administrator for the remainder of the current year plus two (2) years, beginning, July 1 ~~2018~~ 2019, and terminating on June 30, ~~2021~~ 2022 subject to the terms and conditions of this Contract.
- 1.2 Annually, this Contract may be revised to reflect changes in salary, responsibilities, or other content areas mutually agreed upon by the District and Administrator. The timing of such amendments shall be aligned with Administrator's evaluation, as found in Section 9 below.
- 1.3 Contingent upon Administrator receiving a satisfactory evaluation pursuant to this Contract; the Contract shall be extended for an additional year, so long as the term of the Contract does not at any time exceed three (3) years. This provision shall apply in each subsequent year of the Contract.

2. DUTIES.

- 2.1 The Assistant Superintendent, Business Services reports to the District's superintendent ("Superintendent"). The Administrator is expected to be part of an administrative team that will provide the support and leadership necessary to carry out the mission of the District.
- 2.2 Administrator shall perform the duties of the Assistant Superintendent, Business Services as set forth in the attached job description marked as Exhibit "A" and made a part of this Contract as if fully set forth herein. Administrator shall execute all powers and duties in accordance with the law, the then current policies adopted by the Board, the rules and regulations of the State Board of Education, and directives of the Superintendent.
- 2.3 Additional duties may be assigned by the Superintendent as needed.

3. WORK YEAR AND DUTY DAYS

- 3.1 Administrator shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Contract, for a work year of 222 days.
- 3.2 If the Administrator works in excess of 222 days during the fiscal year, with the approval of the Superintendent, the Administrator may elect to carry over such days into the next fiscal year and/or be paid for such days at the Administrator's then-current daily rate.

3.3 The salary rate shall be calculated as the Annual Salary, as defined in section 5.1 herein, as amended from time to time in accordance with the terms of this contract, divided by Two Hundred Twenty-Two (222). If service for the full fiscal year is not performed, Assistant Superintendent, Business Services shall only receive compensation for that number of days proportional to those served during the fiscal year. If Administrator has taken in excess of that proportion, Administrator shall reimburse the District for the excess days.

#### 4. PROFESSIONAL MEETINGS/ACTIVITIES

The Administrator shall endeavor to maintain and improve his professional competence by maintenance of membership in appropriate professional organizations and attendance at professional meetings and trainings at the local, state, and national level. The District shall reimburse Administrator for membership dues for ACSA and CASBO. The District will reimburse the Administrator for all reasonable expenses incurred in connection with these memberships and activities as permitted by state law and will count each attendance day as a duty day.

#### 5. SALARY

5.1 Assistant Superintendent, Business Services' salary under this Contract shall be as provided on Step ~~4~~<sup>15</sup> of the Board adopted Classified Management Salary Schedule ("Salary Schedule"). As of the date hereof, such total salary is One Hundred Forty-Three Thousand Two-hundred fifty-four and 00/100ths Dollars (\$143,254.00) ~~One Hundred Thirty-Nine Thousand Forty-One and 00/100ths Dollars (\$139,041.00)~~ (as may be adjusted from time to time pursuant to the terms of this Contract, the "Annual Salary").

5.2 The parties hereto agree and acknowledge that Administrator shall advance one (1) step on the Salary Schedule upon completion of each fiscal year of service, and Administrator's Annual Salary shall be adjusted accordingly. Any adjustment in salary made during the life of this Contract shall be in the form of an amendment or an updated salary schedule, and shall become a part of this Contract. It is provided, however, that by so amending this Contract it shall not be considered that the Board has entered into a new contract with Administrator, nor that the termination date of the existing Contract has been extended.

5.3 Each year the Annual Salary shall be made in twelve (12) monthly payments. When only a portion of any year is served, compensation shall be prorated.

#### 6. OTHER BENEFITS.

6.1 Sick Leave. Assistant Superintendent, Business Services shall be entitled to twelve (12) days of sick leave per annum, which shall be cumulative. Under this Contract, if only a portion of any year is served, sick leave shall be adjusted proportionally.

6.2 Fringe Benefits. Administrator shall be entitled to receive all fringe benefits of employment granted to other classified management employees of the District. Administrator will receive the district classified management health and welfare benefit cap and will pay the difference between the district cap and the cost of insurance premiums to purchase medical, dental, and vision insurance coverage.



6.3 Life Insurance. The District shall provide a term life insurance policy in the amount of One Hundred Thousand and 00/100<sup>ths</sup> Dollars (\$100,000.00) for the Assistant Superintendent, Business Services, beneficiary to be designated by the Administrator.

7. EXPENSES.

7.1 District shall pay or reimburse Administrator for actual and necessary expenses incurred by Administrator in the performance of his duties, as permitted by state law and Board policy.

7.2 Administrator shall receive a stipend for use of his own vehicle for travel within El Dorado County for District-related activities at the rate of Two-Thousand Four-Hundred and 00/100<sup>ths</sup> Dollars (\$2,400) annually, paid in monthly installments. No reimbursement will be received for travel within El Dorado County. Administrator shall be reimbursed for mileage for travel outside of El Dorado County for District business at the then current District approved rate for employee vehicle use reimbursement.

8. OUTSIDE CONSULTING/SERVICE

Any outside consulting/service performed by Administrator requiring prior Superintendent approval, is subject to provisions of the Education Code and related statutes and shall not interfere with the duties of Employee. Employee may perform such outside consulting/service for pay during the regular business week upon prior approval by Superintendent.

9. EVALUATION

The Superintendent shall evaluate and assess in writing the performance of the Assistant Superintendent, Business Services and the working relationship between the Administrator and the Superintendent at least once a year during the term of this Contract. This evaluation shall be based on the position description and the mutually agreed upon and specified goals and objectives in accordance with the procedures authorized in District policies.

10. TERMINATION OF CONTRACT

10.1 This Contract may be terminated by mutual consent of the parties hereto, provided, however, that the party seeking the termination shall provide no less than sixty (60) days of written notice to the other party.

10.2 The District may release Administrator without cause by giving notice before March 15 of any year, with services to be concluded no later than June 30 of the same year in which the March 15 notice is given. Pursuant to Government Code Section 53260, in no event shall termination result in a payment to Administrator of more than the number of months remaining on the contract, or 18 months, whichever is less.

10.3 Assistant Superintendent, Business Services may terminate Administrator's obligations under this Contract by giving the District at least thirty (30) days written notice in advance.

10.4 In the event Assistant Superintendent, Business Services' employment is terminated for cause, no further payment shall be made to Assistant Superintendent, Business Services under this Contract which shall be deemed terminated.

11. TIME IS OF THE ESSENCE.

Time is of the essence with respect to all provisions in this Contract that specify a time for performance.

12. OTHER LAWS, RULES AND REGULATIONS.

This Contract is subject to all applicable laws of the State of California, and to the lawful rules and regulations of the State Board of Education of California and the Board. Said laws, rules and regulations are hereby made a part of the terms and conditions of this Contract as though fully set forth herein.

IN WITNESS WHEREOF, the parties have entered into this Contract as of the day and year first above written.

Governing Board, of and on behalf of,  
Rescue Union School District

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Sean Martin

Approved on \_\_\_\_\_ in Rescue, California, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

\_\_\_\_\_  
Cheryl Olson, Board Secretary

**ITEM #: 21**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM: P-2 Attendance Report**

**BACKGROUND:**

The main funding stream for school districts is the Local Control Funding Formula (LCFF) and is based on the average daily attendance (ADA) of students enrolled in the district. The State requires districts to submit an attendance report in May (P-2) that discloses the district's average daily attendance for all full school months through April 15th.

**STATUS:**

The attached P-2 Report is presented for your review. The P-2 report shows a total ADA of 3,520.77, which is a year over year decrease of 1.36 ADA from 2017-2018 P-2 ADA (3,522.13).

For districts experiencing declining enrollment, funding is based on the greater of the current year or prior year P-2 ADA. For the last several years, we have been funded on prior year ADA, due to declining enrollment.

**FISCAL IMPACT:**

There is no impact to the current year budget. Revenues that are budgeted based on current year ADA, such as Lottery, will be adjusted after the annual report in June.

**BOARD GOAL:**

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

**RECOMMENDATION:**

For Board Review – No Action Necessary

**Certification**

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County: El Dorado  
District: Rescue Union Elementary  
CDS CODE 09 61978

Fiscal Year: 2018-19  
P-2  
018EFBEC

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**Attendance School District**

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: Cheryl Olson Date: 4/22/19

County Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

Any inquiries concerning this report should be directed to:

**CONTACT NAME** Janice Klee  
**PHONE** (530) 672-4822 \*  
**FAX** (530) 677-0719  
**E-Mail** jklee@my.rescueusd.org

**Attendance School District**

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 018EFBEC

Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1	1,477.21	1,203.54	836.23	0.00	3,516.98
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	A-2	0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3	2.17	1.00	0.62	0.00	3.79
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4	0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)	A-5	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (Sum of A-1 through A-5)</b>	<b>A-6</b>	<b>1,479.38</b>	<b>1,204.54</b>	<b>836.85</b>	<b>0.00</b>	<b>3,520.77</b>
<b>Other</b>						
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-1	0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-2	0.00	0.00	0.00	0.00	0.00

**Attendance School District**

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 018EFBEC

Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-3	0.00	0.00	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-4	0.00	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-5	92.55				92.55
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-6				0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-7					0.00

**Attendance School District**

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 018EFBEC

Prior Year ADA Adjustment (P-1 and P-2 only)		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
<p>Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].</p>						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-1	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-2	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-1 + C-2)</b>	<b>C-3</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<p>Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].</p>						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-4	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-5	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-4 + C-5)</b>	<b>C-6</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Attendance School District**

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 018EFBEC

Prior Year P-2 ADA attributable to district  
resident pupils attending a non-charter school  
[EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-7 + C-8)</b>	C-9	0.00	0.00	0.00	0.00	0.00
 <b>Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.</b>						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-10 + C-11)</b>	C-12	0.00	0.00	0.00	0.00	0.00



**Certification**

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County: El Dorado  
District: Rescue Union Elementary  
CDS CODE 09 61978

Fiscal Year: 2018-19  
P-2  
37CD85A7

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**Class Size Penalties**

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: Cheryl Olson Date: 4/22/19

County Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

Any inquiries concerning this report should be directed to:

**CONTACT NAME** Janice Klee  
**PHONE** (530) 672-4822 \*  
**FAX** (530) 677-0719  
**E-Mail** jklee@my.rescueusd.org

**Class Size Penalties**

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 37CD85A7

**Kindergarten**

**Classes Maintained for the Full Second Period**

A-1	A-2	A-3	A-4	A-5
17	1	17	33	0
18	2	36	66	0
19	3	57	99	0
20	2	40	66	0
21	2	42	66	0
22	4	88	132	0
23	3	69	99	0
24	1	24	33	0
25	2	50	66	0
26	1	26	33	0
<b>Total</b>	<b>21</b>	<b>449</b>	<b>693</b>	

**Kindergarten**

**Classes Maintained for Less than the Full Second Period**

B-1	B-2	B-3	B-4	B-5	B-6	B-7
20	1	20	33	0	0.38	0
<b>Total</b>	<b>1</b>	<b>20</b>	<b>33</b>			

**Grades 1-3**

**Classes Maintained for the Full Second Period**

C-1	C-2	C-3	C-4	C-5
18	1	18	30	0
19	1	19	30	0
20	1	20	30	0
22	7	154	210	0
23	7	161	210	0
24	10	240	300	0
25	11	275	330	0
26	5	130	150	0
28	2	56	60	0
<b>Total</b>	<b>45</b>	<b>1,073</b>	<b>1,350</b>	

**Grades 1-3**

**Classes Maintained for Less than the Full Second Period**

D-1	D-2	D-3	D-4	D-5	D-6	D-7
<b>Total</b>						

**Kindergarten Excess Enrollment Calculation**

E-1: Total Classes (A-2 + B-2)	22
E-2: Total Pupils Enrolled (A-3 + B-3)	469
E-3: Average Number of Pupils per Class (E-2 / E-1)	21.3
E-4: Total Excess Enrollment (A-5 + B-7)	0

Class Size Penalties

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 37CD85A7

Grades 1-3 Excess Enrollment Calculation

E-5: Total Classes (C-2 + D-2)	45
E-6: Total Pupils Enrolled (C-3 + D-3)	1,073
E-7: Average Number of Pupils per Class (E-6 / E-5)	23.8
E-8: Total Excess Enrollment (C-5 + D-7)	0

Grades 4-8 Average Enrollment Calculation

F-1: Total Number of Pupils Enrolled	2,105
F-2: Total Number of Full Time Equivalent Classroom Teachers	84.9
F-3: Average Number of Pupils Enrolled Per Full-Time Equivalent Classroom Teacher (F-1 / F-2)	24.8

Class Size Penalties

County: El Dorado

Fiscal Year: 2018-19

District: Rescue Union Elementary

P-2

CDS CODE 09 61978

Certificate Number: 37CD85A7

Kindergarten Full Second Period

- A-1: Average Class Enrollment Size
- A-2: Number of Classes of this Size
- A-3: Total Pupils Per Class Size (A-1 \* A-2)
- A-4: Approved Limit of Enrollment (A-2 \* 33)
- A-5: Excess Enrollment (If A-3 > A-4 then A-3 - A-4, else 0)

Kindergarten Less Than Full Second Period

- B-1: Average Class Enrollment Size
- B-2: Number of Classes of this Size
- B-3: Total Pupils Per Class Size (B-1 \* B-2)
- B-4: Approved Limit of Enrollment (B-2 \* 33)
- B-5: Excess Enrollment (If B-3 > B-4 then B-3 - B-4, else 0)
- B-6: Fraction of Period in Session (ex: 4/7 = .57)
- B-7: Modified Excess Enrollment (B-5 \* B-6)

Grades 1-3 Full Second Period

- C-1: Average Class Enrollment Size
- C-2: Number of Classes of this Size
- C-3: Total Pupils Per Class Size (C-1 \* C-2)
- C-4: Approved Limit of Enrollment (C-2 \* 30)
- C-5: Excess Enrollment (If C-3 > C-4 then C-3 - C-4, else 0)

Grades 1-3 Less Than Full Second Period

- D-1: Average Class Enrollment Size
- D-2: Number of Classes of this Size
- D-3: Total Pupils Per Class Size (D-1 \* D-2)
- D-4: Approved Limit of Enrollment (D-2 \* 30)
- D-5: Excess Enrollment (If D-3 > D-4 then D-3 - D-4, else 0)
- D-6: Fraction of Period in Session (ex: 4/7 = .57)
- D-7: Modified Excess Enrollment (D-5 \* D-6)

**ITEM #: 22**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:**    **Adoption of Resolution #19-07**  
**To Review and Establish Fund Balance Policies**

**BACKGROUND:**

The Governmental Accounting Standards Board (GASB) issued Standard 54 which changed the requirements for how fund balances are displayed. The Board adopted a policy implementing this standard in June of 2011 which required an annual review and revised these policies in May of 2013.

**STATUS:**

This resolution fulfills the GASB requirement to review and establish the fund balance policies for the District on an annual basis.

**FISCAL IMPACT:**

The fund balance policies will be incorporated in the 2019-2020 Fiscal Year Budget.

**BOARD GOAL:**

Board Focus Goal II – FISCAL ACCOUNTABILITY

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

**RECOMMENDATION:**

District staff recommends the Board of Trustees approve Resolution #19-07 reviewing and establishing fund balance policies.

**Rescue Union School District  
RESOLUTION NO. 19-07**

**TO REVIEW AND ESTABLISH FUND BALANCE POLICIES**

**WHEREAS**, at a regular meeting of the Rescue Union School District Board of Trustees held on June 28, 2011, the Board adopted Resolution 11-13 establishing a minimum fund balance and

**WHEREAS**, the Governmental Accounting Standards Board (GASB) Standard 54 requires the policy to be revisited each year and

**WHEREAS**, Resolution 13-09 revised the policy on May 14, 2013 and

**WHEREAS**, the Rescue Union School District wishes to continue to employ the minimum fund balance policy established by Resolution 13-09

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees hereby adopts the following policy:

***FUND BALANCE POLICY***

Fund balance measures the net financial resources available to finance expenditures of future periods. The District's Unassigned General Fund Balance will be maintained to provide the District with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The Unassigned General Fund Balance may only be appropriated by resolution of the Board of Trustees.

Fund Balance of the District may be committed for a specific source by formal action of the Board of Trustees. Amendments or modification to the committed fund balance must also be approved by formal action of the Board of Trustees. Committed fund balance does not lapse at year-end. The formal action required to commit fund balance shall be by board resolution or majority vote.

The Board of Trustees delegates authority to assign fund balance for a specific purpose to the Superintendent or designee of the District.

For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first and then unrestricted. Expenditures incurred in the unrestricted fund balances shall be reduced first from the committed fund balance, then from the assigned fund balance and lastly, the unassigned fund balance.

The Board of Trustees recognizes that good fiscal management comprises the foundational support of the entire District. To make that support as effective as possible, the Board intends to maintain a minimum fund balance of 10% of the District's general fund annual operating expenditures. If a fund balance drops below 10%, it shall be recovered at a rate of 1% minimally, each year.

This policy should be revisited each year for review.

The above Resolution is adopted this 21<sup>st</sup> day of May 2019.

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Clerk

**ITEM #: 23**  
**DATE: May21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:**    **Budget Revisions and Transfers - Resolution No. 19-08**

**BACKGROUND:**

Board policy requires that all budget revisions and transfers between expenditure classifications be approved by a majority vote of the board. (BP 3110 (a))

**STATUS:**

The district budget will be adjusted for additional revisions and necessary transfers that reflect operating conditions through the end of the 2018-2019 fiscal year.

**FISCAL IMPACT:**

None

**BOARD GOAL:**

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

**RECOMMENDATION:**

The Board of Trustees give approval to the District Superintendent, or designee, in accordance with the provisions of Section 42601 of the Education Code, to make budget transfers and revisions to the current year budget as may be necessary to permit payments of the obligations that the School District incurred during the 2018-2019 school year, as recommended by administration.

RESCUE UNION SCHOOL DISTRICT  
RESOLUTION NO. 19-08  
BUDGET REVISIONS AND TRANSFERS

On motion of member \_\_\_\_\_, seconded by member \_\_\_\_\_ the following resolution is adopted:

BE IT RESOLVED, that the Board of Trustees of the Rescue Union School District hereby gives approval to the District Superintendent, or his designee, in accordance with the provisions of Section 42601 of the Education Code, to make such transfers between expenditures on the District budget as may be necessary to permit payments of the obligations that the school district incurred during the 2018-2019 school year.

PASSED AND ADOPTED by the Board of Trustees by the following vote on the 21<sup>st</sup> day of May, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
President of the Board of Trustees

ATTEST:

\_\_\_\_\_  
Clerk of the Board of Trustees



**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM: Out-of-State Travel/Conference**

**BACKGROUND:**

This conference for school transportation professionals will explore the latest best practices in providing leadership and service that can help to improve operations and safety while getting more quantifiable results from transportation teams.

**STATUS:**

Transportation Driver Trainer, Claudia (Dee) Spillers, would participate in the International STN Expo Conference July 27-30, 2019 in Reno Nevada. This event welcomes transportation professionals nationwide who want to learn the latest trends in training, products and services as well as to produce effective results for transportation teams and operations.

**FISCAL IMPACT:**

The training is projected to cost approximately \$299.99 per person and associated costs would be covered by the district.

**BOARD GOAL:**

Board Focus Goal IV - STAFF NEEDS:

Attract and retain, diverse knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

**RECOMMENDATION:**

The Board of Trustees approve participation at the International STN EXPO Conference in Reno Nevada for the Transportation Driver Trainer.



## AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Rescue Union School District (“Client”) and the law firm of Fagen Friedman & Fulfroft LLP (“Attorney”). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 1, 2019 through June 30, 2020:

**1. CONDITIONS.** This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

**2. SCOPE OF SERVICES.** Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries.

**3. CLIENT’S DUTIES.** Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client’s attention, to abide by this Agreement, to pay Attorney’s bills on time and to keep Attorney advised of Client’s address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.

**4. CONSULTANT SERVICES.** Attorney may provide consulting services in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney Communication Services and Education Consultants. These services are intended to support Client with communications work or educational consultant services related to labor and employment matters, special education and student matters, high-profile litigation and settlement agreements, in addition to employee, community, inter-governmental and media relations.

**5. EMAIL COMMUNICATIONS/CLOUD-BASED COMPUTING.** In order to provide Client with efficient and convenient legal services, Attorney will frequently communicate and transmit documents using e-mail. In addition, Attorney uses a cloud computing service with servers located in a facility other than Attorney’s office. Most of Attorney’s electronic data, including emails and documents, are stored in this manner. Although Attorney will take reasonable precautions to keep email and other electronic data confidential and secure, because technology and cyber threats continue to evolve, there may be risks communicating and storing electronic data in this manner, including risks related to confidentiality and security. By entering into this Agreement, Client is consenting to such e-mail transmissions with Client and Client’s representatives and agents, as well as to having communications, documents and electronic data pertinent to Client’s matter(s) stored through a cloud-based service.

**6. LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney’s prevailing rates for all time spent on Client’s matter by Attorney’s legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney’s number of years of experience.

The rates on this schedule are subject to change on 30 days’ written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client’s matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client’s matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is

reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

**7. COSTS AND OTHER CHARGES.** (a) Attorney will incur various costs and expenses in performing legal services under this Agreement. Except as otherwise stated, Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. These include fees fixed by law or assessed by public agencies, messenger and other delivery fees, out of office copying/reproduction costs, and travel costs (including mileage charged at the standard IRS rate, parking, transportation, meals and hotel costs, if applicable), and other similar items. The following costs shall not be charged:

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

**8. BILLING STATEMENTS.** Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

**9. DISCHARGE AND WITHDRAWAL.** Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. Following the conclusion of Attorney's representation of Client, Attorney will, upon Client's request, deliver to Client the Client file(s) and property in Attorney's possession, whether or not Client has paid for all services. If Client has not requested delivery of the files, Attorney may destroy all such files in its possession seven (7) years after the conclusion of the representation.

**10. DISCLAIMER OF GUARANTEE AND ESTIMATES.** Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

**11. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

**12. MODIFICATION BY SUBSEQUENT AGREEMENT.** This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

**13. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY.** If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

**14. MEDIATION CLAUSE.** If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

**15. EFFECTIVE DATE.** This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

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

Rescue Union School District

Fagen Friedman & Fulfroost LLP

Chris Keeler

\_\_\_\_\_  
*Type or Print Name*

\_\_\_\_\_  
*Name*

Managing Partner

\_\_\_\_\_  
*Type or Print Title*

\_\_\_\_\_  
*Title*



\_\_\_\_\_  
*District Authorized Signature*

\_\_\_\_\_  
*Signature*

DATE: \_\_\_\_\_

DATE: March 27, 2019



Fagen Friedman & Fulfroft LLP

PROFESSIONAL RATE SCHEDULE

**Rescue Union School District**  
*July 1, 2019 through June 30, 2020*

**1. HOURLY PROFESSIONAL RATES**

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

Associate	\$210 - \$240 per hour
Partner	\$255 - \$290 per hour
Of-Counsel	\$290 per hour
Paralegal/Law Clerk	\$130 - \$190 per hour
Paralegal/Law Clerk ( <i>Bar Admitted Outside CA</i> )	\$210 per hour
Education Consultant	\$220 per hour
Communication Services Consultant	\$240 per hour

Travel time shall be charged only from the attorney's nearest office to the destination and shall be prorated if the assigned attorney travels for two or more clients on the same trip. If Client requests a specific attorney, Client agrees to pay for all travel time of that specific attorney in connection with the matter.

**2. ON-SITE LEGAL SERVICES**

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. Office Hours, which include time Attorney spends at Client's facility as well as travel time, shall be provided at a reduced hourly rate of 90% of the Attorney's standard hourly rate.

**3. COSTS AND EXPENSES**

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge
Mileage	IRS Standard Rate

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

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Print or type See Specific Instructions on page 2.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Fagen Friedman & Fulfroost LLP		
	<b>2</b> Business name/disregarded entity name, if different from above		
	<b>3</b> Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____		<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	<b>5</b> Address (number, street, and apt. or suite no.) 6300 Wilshire Blvd. Suite 1700		Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code Los Angeles, CA 90048		
	<b>7</b> List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>										
<b>or</b>										
<b>Employer identification number</b>										
4	2		-	1	7	0	6	5	9	5

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Fagen Friedman &amp; Fulfroost LLP</i>	Date ▶ <i>1/2/2019</i>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:** Classified Job Descriptions

**BACKGROUND:**

The Board approves all job descriptions. The Director of Human Resources is recommending the revision of the attached job descriptions for legal compliance and to make consistent.

**STATUS:**

The Board will consider approval of the attached job descriptions:

- Assistant Mechanic
- Lead Mechanic
- Office Clerk
- Support Service Secretary

**FISCAL IMPACT:**

No impact.

**BOARD GOAL:**

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to provide quality education for our students.

**RECOMMENDATION:**

The Board consider approval of the updated job descriptions for classified employees.

## RESCUE UNION SCHOOL DISTRICT

**JOB TITLE:** Assistant Mechanic

**CLASSIFICATION:** ~~Classified~~

**SUPERVISOR:** ~~Transportation Supervisor~~ Director of Transportation

### **BASIC FUNCTION:**

With minimum supervision from the ~~Transportation Supervisor~~ Director of Transportation and direction from the Mechanic, the Assistant Mechanic performs repairs and routine services on ~~the~~ District buses and automotive equipment, including ~~both diesel and~~ gasoline and electric engines, and other equipment.

### **REPRESENTATIVE DUTIES:**

- Assists the Mechanic in repairing all District vehicles and equipment
- Safety check of buses
- Perform road calls for accidents and/or assist any situation that may cause an immediate need of inspection or minor repair
- Maintain a clean and safe work environment
- Other duties as assigned

### **KNOWLEDGE AND ABILITIES:**

#### KNOWLEDGE OF:

- Manual and automatic transmissions as well as gas and diesel two-stroke engine repair
- Electrical, starting, charging, steering, suspension, drive train and brake systems function
- Mechanical methods, techniques and procedures
- Proper lifting techniques;
- Proper safety equipment and techniques *when performing any job duties such as operating equipment, repairing equipment, lifting equipment; knowledgeable of complex exhaust after treatment.*

#### ABILITY TO:

- Disassemble and assemble all types of engines, differentials, transmissions, after treatment systems, brakes;
- Communicate effectively with Transportation staff and the ability to establish and maintain positive relationships.
- ~~The ability to accurately tell the difference between a possible safety concern and a non-dangerous concern in order to make repair decisions and maintain the safety of the lives in and around district vehicles~~
- ~~Understand the Transportation department and its responsibility to the District.~~
- Research technical manuals, wiring diagrams, and computer programs.

### **EDUCATION AND EXPERIENCE:**

- Minimum of a high school diploma or G.E.D. equivalent
- Two years experience in a similar position



## **LICENSES AND REQUIREMENTS:**

- Possession of or ability to attain a valid Class B California driver's license with Air Brake and Passenger endorsements
- Pre-employment drug and alcohol screening
- Pass SIA entrance exam
- Tuberculosis (TB) Test clearance
- Criminal Department of Justice Fingerprint/Background Clearance
- ~~Demonstrated skills through proficiency testing~~
- Supply your own basic set of standard heavy-duty vehicle mechanic tools

## **WORKING CONDITIONS:**

ENVIRONMENT: Sometimes required to work in extreme weather conditions.

## **PHYSICAL DEMANDS:**

- Frequent lifting or moving of heavy parcels, machines or equipment
- Bending at the waist, kneeling or crouching;
- Reaching overhead, above the shoulders and horizontally;
- Frequent activity requiring full body exertion.
- Dexterity of hands and fingers

Revised: 4/5/2017

## RESCUE UNION SCHOOL DISTRICT

**JOB TITLE:** Lead Maintenance Technician

**SUPERVISOR:** ~~Under the supervision of the Director of Facilities~~ Maintenance and Operations Coordinator

### **BASIC FUNCTION:**

To perform skilled work in the maintenance and repair of district buildings, facilities, and equipment in areas of building trades to include HVAC, electrical, plumbing, carpentry, and painting. ~~These activities are required to maintain an environment that is safe and appropriate to the maximum learning for all students in the Rescue Union School District.~~

### **REPRESENTATIVE DUTIES:**

- Performs a variety of skilled work in the maintenance and repair of District buildings, facilities, and equipment
- Receives approved work orders and determines necessary tools, materials, and equipment needed to complete assignment
- Performs carpentry work in the alteration, repair, and maintenance of buildings, including partitions, cabinets, floors, roofs, doors, windows, fences, furniture, sheds, scaffolds, and forms
- May perform minor new construction such as sheds, fences, retaining walls, etc
- Fits doors, windows, and screens
- Installs and makes repairs to electrical wiring, switches, outlets, fixtures, and motors
- Paints buildings and performs other painting tasks assigned; scrapes, sands, fills, or in other manner prepares surfaces for painting or repainting
- Patches and repairs roofs and gutters
- Cuts, threads, assembles, and installs pipe
- Installs and makes repairs and adjustments to plumbing fixtures and equipment including pipes, washers and gaskets, faucets, drinking fountains, floats, and valves
- Installs and makes repairs and adjustments to HVAC systems and units
- Repairs and/or replaces door hinges, locks, thresholds, door closure, doorjambs, and panic hardware
- Installs and makes repairs to key locks and locksets including pin sets
- Makes keys and maintains the district key identification system
- Maintain Energy Management System (EMS)
- Cleans and performs maintenance and adjustments to heating/air conditioning units; changes filters, checks pilot lights, etc
- Mixes, pours, and finishes concrete, stucco, and plaster
- Installs and repairs sprinkler lines
- Maintains tools and equipment in safe operating condition
- Replaces window glass and repairs damage to walls

- Performs welding work in repairing ~~playground equipment~~, furniture, and fixtures
- Replace and install new playground equipment
- Operates a variety of hand and power tools including saws, welders, (acetylene and electric) drills, pipe threader, joiners
- Loads and transports needed tools and equipment to work sites
- Maintains work logs and records related to completed work tasks
- Assists in the distribution of district supplies and equipment
- Monitors and responds to District radio communication networks
- Performs other duties similar to the above in scope and function as required

## **KNOWLEDGE AND ABILITIES:**

### KNOWLEDGE OF:

Methods, practices, and materials used in several areas of the building trades including electrical, plumbing, carpentry, and painting repairs safe use and operation of a variety of tools and equipment used in building and equipment repair/maintenance.

### ABILITY TO:

- Use and operate safely a variety of hand and power tools, and other equipment used in building/equipment maintenance work
- Read and interpret blueprints, sketches, and diagrams
- Communicate effectively in both oral and written forms
- Perform basic arithmetical calculations using addition, subtraction, multiplication, and division
- Effectively estimate the scope of work assignments and to secure the necessary tools and materials to complete each assignment
- Meet the physical requirements necessary to safely and effectively perform the required duties
- Establish and maintain effective work relationships with those contacted in the performance of required duties
- Perform heavy physical labor requiring the ability to lift, carry, push, pull, and move heavy objects or materials

## **WORKING CONDITIONS:**

### ENVIRONMENT:

Outdoor environment; exposure to dust, chemicals, variances in temperature, and equipment with moving parts. May be exposed to the extremes of outdoor environment and conditions. May be exposed to noises.

### PHYSICAL REQUIREMENTS:

Strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended period of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally to perform assigned duties, ~~lifting heavy objects.~~

- ~~Regularly performs heavy physical labor requiring ability to lift, carry, push, pull, and move heavy objects or materials.~~
- ~~Requires great physical demand for strength and endurance, involving heavy physical exertion.~~
- ~~May be exposed to the extremes of outdoor environment and conditions. May be exposed to noises.~~

LICENSES AND CERTIFICATES:

- A valid Class C California driver's license
- TB test clearance
- ~~California~~ California Department of Justice fingerprint clearance
- May be required to possess or obtain an HVAC EPA Freon Certification
- Pass SIA Entrance Evaluation

Board Adopted: ~~February 4, 2003~~

## RESCUE UNION SCHOOL DISTRICT

**JOB TITLE:** Office Clerk

**SUPERVISOR:** ~~Site/Department Administrator~~ Superintendent

**BASIC FUNCTION:** ~~Answer phones and greet visitors. Provide general information and assistance. Type, file and perform general clerical work of average difficulty. Deliver district mail to all sites. To perform a variety of general clerical support activities, including, typing, filing, telephoning and record keeping, supporting the Administrative Assistant.~~

### REPRESENTATIVE DUTIES:

~~Types with accuracy from rough draft, copy or notes, reports, schedules, forms, bulletins, or other documents and material.~~

~~Compiles office information.~~

~~Operates office equipment.~~

~~Operates computerized word processing equipment.~~

~~Greets the public and school personnel and directs them to proper office or department.~~

~~Maintains a media coverage file.~~

~~Files and keeps records as needed.~~

~~Performs other duties as required.~~

- Serve as primary receptionist/clerk for the district office – answer, screen, and route incoming calls taking messages as necessary and routing to appropriate office personnel
- Serve as an information resource for the public, and district staff
- Receive and greet visitors referring them to the appropriate office personnel
- Receive, sort, distribute, and sign for incoming and outgoing mail and packages
- Operate district postage meter, keeping track of charges and requesting meter money when necessary
- Type a variety of letters, reports, schedules, and memorandums as needed
- Assist with school registration packets during summer months
- Assist Administrative Assistant in processing and distributing interdistrict and intradistrict transfers, maintaining computerized records and generating summary reports and communication with parents
- Responsible for processing flyer applications, distribution and posting on district website, as needed
- Copy, scan and collate materials as needed

- Assist with various projects to include data entry and/or creating spreadsheets.
- Deliver mail districtwide, as needed
- Performs other related duties, as needed

**EDUCATION AND EXPERIENCE:** ~~Two years of responsible and varied typing and clerical experience requiring some contact with the public is desirable. Completion of the 12<sup>th</sup> grade or equivalent with some computer training.~~

- Minimum high school diploma or GED
- Two years of basic clerical experience (data entry, typing, computer skills, filing, and organizing)
- Previous experience with the general public is desirable

**KNOWLEDGE AND ABILITIES:**

KNOWLEDGE OF:

- ~~Methods and practices of record keeping;~~
- General office practices
- ~~Operation of office equipment;~~
- ~~Filing systems;~~
- ~~Receptionist and telephone techniques;~~
- Modern office machines and computers including current word processing, database, and spreadsheets
- Proper office methods and practices including filing systems, business correspondence, receptionist and telephone etiquette
- Correct English usage, spelling, grammar and punctuation.

ABILITY TO:

- Understand and carry out both general oral and written instructions
- ~~Type at a speed of 50 words per minute from ordinary manuscript or from printed or typed written matter.~~
- Effectively utilize computer and computer technology for information management and data gathering
- Type accurately at minimum speed of 50 words per minute from ordinary manuscript or from printed or typed written material
- Maintain the confidentiality and security of sensitive information and files
- Communicate effectively in both oral and written form

**WORKING CONDITIONS:**

ENVIRONMENT:

- Indoor work environment.

PHYSICAL ABILITIES:

- ~~Light physical effort;~~
- ~~Occasional standing or walking;~~
- ~~Periodic handling of lightweight parcels or supplies.~~
- Occasional lifting of medium weight materials and/or occasional climbing, stooping.

~~LICENSES AND CERTIFICATIONS: A valid Class 3 California driver's license and evidence of appropriate automobile insurance based on DMV regulations may be required, TB test and Department of Justice fingerprint clearance, proficiency testing.~~

**LICENSES AND REQUIREMENTS:**

- TB test clearance
- Department of Justice clearance
- Proficiency testing
- Valid California driver's license

Board Adopted:

## RESCUE UNION SCHOOL DISTRICT

**JOB TITLE:** SUPPORT SERVICES SECRETARY

**SUPERVISOR:** Site/Department Administrator

**BASIC FUNCTION:** Perform responsible and complex support activities for special programs and/or departments. Position requires knowledge of one program/department and an understanding of that program/department's role in the District.

### **REPRESENTATIVE DUTIES:**

- Maintains/monitors site/department budgets, handles money as required.
- Maintains personnel attendance, schedules substitutes as needed.
- Communicates information to staff, the public, other districts or agencies as required.
- Ensures compliance with financial, legal and district requirements; provides information and/or direction as may be required.
- Supports assigned program/department for the purpose of providing assistance and secretarial support; ~~departments. Departments may have different requirements, e.g. two-way radio dispatching, bus fee program, route and field trip scheduling and bus driver regulatory licenses/certificates in Transportation; work order processing in Maintenance, budgets, accounts receivable as appropriate.~~
- Prepares written materials, e.g. brochures, newsletters, etc. for the purpose of conveying information regarding program/department activities and procedures.
- Composes documents, e.g. correspondence, agendas, reports, for the purpose of communicating information to district personnel, the public, public agencies, etc. ; ~~d~~Develops and maintains computer files and databases.
- Monitors assigned activities, e.g. district requirements, program budgets, critical timelines, etc. for the purpose of ensuring compliance with financial, legal and/or administrative requirements.
- Processes documents and materials, e.g. schedules, agendas, mail, etc. for the purpose of disseminating information to appropriate parties.
- Responds to inquiries of staff, the public, parents and/or students for the purpose of providing information and/or direction as required.
- Evaluates situations, e.g. involving other staff, students, parents, the public, etc. for the purpose of taking appropriate action and/or directing to appropriate personnel for resolution.
- Attends meetings as assigned for the purpose of conveying and/or gathering information required to perform functions.
- Answers phones, manages voicemail system.
- Performs other related duties as assigned.

### **EDUCATION AND EXPERIENCE:**

Minimum high school diploma or GED equivalent. Strong secretarial skills such as accounting, typing, computer, filing, organization, and math.



## **KNOWLEDGE AND ABILITIES:**

### KNOWLEDGE OF:

- Computer programs (Word, Excel, email, etc.)-
- ~~Secretarial procedures-~~
- Practices and/or policies of the District-
- Filing and classifying-
- Typing-
- Simple to complex mathematical computations-
- Handling money-
- Advanced and complex recordkeeping-
- Storekeeping and inventory-

### ABILITY TO:

- Communicate effectively with students, parents, district employees, or outside agencies involving the exchange, dissemination or interpretation of information-
- Requisition supplies or items of equipment-
- Effectively communicate with courtesy and discretion-
- Work with confidential information appropriately-

## **WORKING CONDITIONS:**

### ENVIRONMENT:

- Indoor work environment-

### PHYSICAL ABILITIES:

- Moderate physical exertion
- Occasional lifting of medium weight materials and/or occasional climbing, stooping

## **REQUIREMENTS:**

- TB test clearance
- ~~California~~-Department of Justice fingerprint clearance
- Proficiency testing
- Additional licenses and certificates may be required for specific departments.

Board Adopted: ~~February 12, 2008~~

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:** Confidential Job Descriptions

**BACKGROUND:**

The Board approves all job descriptions. The Director of Human Resources is recommending the revision of the attached job descriptions for legal compliance and to make consistent.

**STATUS:**

The Board will consider approval of the attached job descriptions:

- Administrative Assistant
- Personnel Technician

**FISCAL IMPACT:**

No impact.

**BOARD GOAL:**

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to provide quality education for our students.

**RECOMMENDATION:**

The Board consider approval of the updated job descriptions for confidential employees.

## RESCUE UNION SCHOOL DISTRICT

**JOB TITLE:** ADMINISTRATIVE ASSISTANT

**SUPERVISOR:** Superintendent/Assistant Superintendent, Curriculum and Instruction (C&I)

**BASIC FUNCTION:** Under general direction of the Superintendent and Asst. Supt., C&I, assist by planning, coordinating and participating in the support activities related to the responsibilities of the district. Receives limited supervision within a broad framework of standard policies and procedures. Requires initiative and exercise of independent judgment in the application and follow through of administrative decisions and policy making; requires extensive public and organizational contact and accurate interpretation of district policies, procedures, standards and requirements; maintain confidentiality regarding all information, particularly employer-employee relations. Supervises other staff when required.

### **REPRESENTATIVE DUTIES:**

- Process administrative details not requiring the immediate attention of the Superintendent
- Perform varied and responsible secretarial duties to assist in the processing and completion of administrative operations for the Superintendent
- Act as ~~an information~~ resource regarding the district's policies and procedures; receive and interview callers; give information where judgment, knowledge and interpretations are utilized, especially in the proper handling of confidential files or information
- ~~Drafts, types, assembles and delivers~~ distributes Board packets Coordinate the preparation and distribution of school board agendas and all necessary materials for meetings of the Board of Trustees
- ~~Attends Board meetings; takes minutes, summarizes actions taken for appropriate review; maintains official records of Board meetings; follows up on all items requiring action after Board meeting in accordance with instructions from the Superintendent~~ Attend and serve as the official recorder at all meetings of the Board of Trustees and maintains official meeting records and board resolutions
- Prepare a variety of complex letters and documents, including such materials as resolutions, manuals, statistical reports, and including the composition of memos, correspondence, procedural matters and contract preparations
- Take and transcribe all regular and special meeting minutes, designated conferences, confidential correspondence and reports as directed by the Superintendent
- Maintain files on matters in progress and expedites their completion
- Prepare information needed for administrative decisions and to facilitate the implementation of district policies and programs
- Coordinate, supervise and monitor special projects, assignments and activities as assigned
- Provide assistance to all personnel for the desired operation of the district administrative offices
- ~~Handles and works well under frequent high stress level situations~~
- ~~Interviews~~ Interact with office visitors and telephone callers and answers questions, receives/resolves complaints and may initiate action; provides requested information or refers to appropriate source
- Coordinates with district office personnel to ensure that requests are completed as needed
- ~~Assumes primary responsibility for maintaining Board policies y manuals and revisions~~ Supervise and maintain the official district policy and administrative regulation handbook, and acts as the District's information office for GAMUT Online
- Screen telephone calls and greet visitors to the Superintendent's office

- Research a variety of topics (e.g. current practices, policies, education codes, board agenda items, parental complaints, legal updates, etc.) for the purpose of providing information and/or recommendations and/or addressing a variety of administrative requirements
- Direct and coordinate the work of other employees under his/her supervision in a lead capacity
- Receive complaints, take corrective action or refer as appropriate for resolution
- ~~Arranges interviews, appointments, schedules and itineraries; Maintains and manages~~ detailed calendar for Superintendent
- Compiles and organizes information for the preparation of special reports as assigned
- Transmits orders, decisions and memoranda from the Superintendent and Board members
- Performs other related duties as required

### **EMPLOYMENT STANDARDS:- EDUCATION AND EXPERIENCE:**

Training and Experience: Any combination of training and experience which would indicate possession of the knowledge, skills and abilities listed herein. ~~Completion of the 12<sup>th</sup> grade~~ Possession of high school diploma and minimum of five years of varied and responsible advanced secretarial ~~training~~ experience involving decision making.

### **KNOWLEDGE AND ABILITIES:**

#### KNOWLEDGE OF:

- ~~Knowledge of proper office methods and practices of the district including filing systems, business correspondence, receptionist and telephone techniques;~~
- Accounting
- Report writing
- Proper English usage, functions, both written and verbal
- ~~policies, rules and regulations.~~

#### Abilities ABILITY TO:

- ~~Ability to~~ understand and independently carry out complex oral and written instructions
- Learn, interpret and successfully apply ~~assigned unit's~~ District policies, procedures, rules and regulations
- Apply good judgment in recognizing the scope of authority as delegated; analyze situations and make decisions on procedural matters without immediate supervision
- Maintain the security and confidentiality of specified records and information
- Handle frequent, high stress levels
- Communicate effectively in both oral and written form
- Take and accurately transcribe texts of meetings ~~for successful job performance~~
- Type accurately at 50 to 60 words per minute
- ~~Use a computer~~ Intermediate computer skills including intermediate or advanced knowledge of Word and Excel
- Establish and maintain effective working relationships ~~with those contacted in the performance of required duties.~~

#### Physical Effort/Working Environment:

**WORKING CONDITIONS:** Indoor work environment with frequent night meetings.

**PHYSICAL REQUIREMENTS:** Light physical effort with occasional standing or walking; periodic handling of light weight parcels or supplies. May be required to set-up sound system and seating for Board meetings.

Licenses and Certificates:

**LICENSES AND REQUIREMENTS:**

- TB test clearance
- Valid California Driver's License
- Department of Justice clearance

~~A valid Class 3 California driver's license, as well as valid First Aid and CPR certificates.~~

Board Adopted: ~~January 15, 1991~~

# Rescue Union School District

**JOB TITLE:** Personnel Technician

**SUPERVISOR:** Assistant Superintendent

**BASIC FUNCTION:** Provides assistance with and facilitates the human resource function for the district. Assures that Human Resources is administered in accordance with federal and state regulations, education code and collective bargaining agreements. Coordinates and processes employment actions. Administers health and welfare plans and acts as a liaison between employees and insurance providers. Creates and maintains positive employee relations.

**REPRESENTATIVE DUTIES:**

- Coordinate employment process for the purpose of meeting district staffing requirements while complying with established guidelines and legal requirements
- Manage staffing needs and recruiting process, including verification of **required** credentials **and certificates**
- Schedule and conduct new employee orientation
- Communicate with employees, managers, union presidents, applicants and the general public for the purpose of providing information and assistance concerning HR-related matters
- Maintain a wide variety of HR-related documents, files, and records
- Notify employees of expiration dates for credentials, TB tests, and other records as needed
- Maintain personnel records including applications, references, experience data, **professional growth, contracts**, and evaluations
- Maintain records of employee leaves and absences, notifying Payroll Department of any employee leave affecting salary
- Prepare a wide variety of reports, documents and correspondence
- Administer various employee benefits programs such as group health, optional benefits including health savings, dependent care and unreimbursed medical accounts, leaves, worker's compensation (accident and disability), life insurance, 403(b) and wellness benefits, including enrollments, changes and terminations; processes required documents through payroll and insurance providers to ensure accurate record-keeping and proper deductions; resolve administrative problems with carrier representatives
- Assist employees with benefits enrollment and questions, ensure payroll is informed of changes, reconcile insurance statements, adjust discrepancies and submit to account technician for payment
- Review and respond to unemployment claims using appropriate documentation
- Coordinate workers' compensation claims with third-party administrator as well as with employee's manager and payroll technician
- Ensure legally required training is provided and completed by all staff
- Distribute annual notifications according to legal requirements; work with superintendent's administrative assistant to distribute any updated board policies
- Coordinate the performance review process in compliance with collective bargaining agreement and district policies
- Attend meetings, workshops, seminars for the purpose of staying informed of changes affecting the HR function
- Perform other duties as assigned

## **EMPLOYMENT STANDARDS:**

### **Knowledge of:**

- Human Resources practices and procedures in staffing, compensation, benefits and employee relations
- Federal and state labor laws, education code and collective bargaining agreements
- Intermediate or advanced use of computer software and HRIS programs
- Proper English usage, grammar, punctuation, and spelling

### **Ability to:**

- Provide excellent customer service
- Use independent judgment and problem solving
- Interpret and remain up-to-date on contract language, codes, regulations and laws related to Human Resources and District policies
- Operate standard office equipment
- Communicate effectively in both oral and written form
- Establish and maintain cooperative working relationships
- Apply rules and regulations to practical situations
- Assemble and organize data and prepare worksheets and reports
- Handle stress levels effectively and professionally
- Maintain the security and confidentiality of specified records and information

## **PHYSICAL REQUIREMENTS:**

- Occasional lifting of medium weight materials and/or occasional climbing, stooping; sitting for long periods of time

## **LICENSES AND CERTIFICATIONS:**

- A valid California driver's
- TB test clearance
- Department of Justice clearance
- Proficiency testing

## **EDUCATION AND EXPERIENCE:**

- High School diploma or equivalent
- AA degree or two years of college coursework/units desirable
- At least four years of varied and increasingly responsible experience in Human Resources

Board Adopted:

**Rescue Union School District**

**AGENDA ITEM: LCAP Federal Addendum**

**BACKGROUND:**

The District began receiving funding under the Local Control Funding Formula (LCFF) for the 2013-2014 school year. The LCFF accountability system requires that LEA's develop a three-year Local Control Accountability Plan (LCAP) and provide updates, annually. As of the summer of 2019, LEAs will additionally be required to provide a Local Control Accountability Plan Federal Addendum to satisfy federal accountability requirements relative to Title I, Title II, Title III, and Title IV. Submission of the Federal Addendum will be made through the Consolidated Application Reporting System, in conjunction with the Consolidated Application for Federal Funding, once the board has approved the addendum.

**STATUS:**

The District has provided the necessary program descriptions and planned actions to satisfy the Federal Addendum reporting requirements for all federal funds received (Title I, Title II, Title III, and Title IV).

**FISCAL IMPACT:**

Receipt of Federal Funds, including Title I, Title I, Title III, and Title IV are now dependent on the submission of this addendum.

**BOARD GOAL(S):**

Board Focus Goal I - STUDENT NEEDS

B. Curriculum and Instruction: Provide a meaningful, innovative learning environment using Common Core, and other student content standards and research-based, progressive, effective instructional methodology, instructional materials, staff development and technology that will ensure student success in career and college.

Board Focus Goal II – FISCAL ACCOUNTABILITY

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

Board Focus Goal III - COMMUNICATION / COMMUNITY INVOLVEMENT

Establish and maintain consistent and effective communication that is transparent and timely in an effort to provide and receive information that will engage and educate our District and community.

**RECOMMENDATION:**

District Administration recommends approval of the LCAP Federal Addendum



# LCAP Federal Addendum System

## Instructions, Strategy, and Alignment

### Strategy

Explain the LEA's strategy for using federal funds to supplement and enhance local priorities or initiatives funded with state funds, as reflected in the LEA's LCAP. This shall include describing the rationale/evidence for the selected use(s) of federal funds within the context of the LEA's broader strategy reflected in the LCAP.

**The Rescue Union School District uses federal funds to support and enhance educational services offered to students. Programmatic needs are determined using local and state measures, stakeholder feedback, and performance data from the California School Dashboard. Current academic performance gaps exist for English learners and Students with Disabilities in the area of English language arts. Additionally, Students with Disabilities, Foster Youth, African American students, homeless students, Asian students, and students identifying as two or more races have suspension rates in the red or orange category. As a result of this data assessment, the District will use Title I and Title III funds to support the base educational services outlined in the LCAP. Title II and Title IV services will be utilized to provide professional development and services to improve school climate and suspension rates.**

### Alignment

Describe the efforts that the LEA will take to align use of federal funds with activities funded by state and local funds and, as applicable, across different federal grant programs.

**The Rescue Union School District has actively worked with stakeholder groups including parents, students, teachers, administrators, and support staff to identify student and school site needs. Federal funds have been strategically budgeted to support the base programs identified through the stakeholder engagement process. Federal funds are used, in a coordinated approach, to support identified student needs by providing training, services, and materials. Additionally, each school site's School Plan for Student Achievement has been aligned to the Local Control Accountability Plan (LCAP) and federal funds that are spent at the site level (I.e. Title I Part A) align to the educational needs outlined in the LCAP.**

# Title I, Part A

## Parent and Family Engagement

ESSA SECTIONS 1112(b)(3) and 1112(b)(7)

Describe how the LEA will carry out its responsibility under Section 1111(d).

Each year, the Rescue Union School District, in partnership with stakeholders (including principals and other school leaders, teachers, students, support staff, and parents), develops and implements a comprehensive support and improvement plan for each school to improve student outcomes.

State-determined long-term goals:

These plans include evidence-based interventions and are based on school-level needs assessments. These plans are approved annually and are monitored by the school site and the LEA.

Describe the strategy the LEA will use to implement effective parent and family engagement under Section 1116.

The Rescue Union School District actively engages stakeholders including parents, families, and community members in the LCAP development process, as well as the English Learner Master Plan, School Plans for Student Achievement, and school-based Title I plans. Currently, the District has no schools identified for Comprehensive Support or Improvement Plans.

The District developed the family engagement policy through joint meetings with the Rescue Union Parent Advisory Committee. This policy, outlined in RUSD E 4319.21 and regularly communicated to parents, requires that leaders meaningfully involve all parents/guardians and families, including underrepresented communities, in student learning and support programs.

Parents are provided assistance in understanding topics including challenging academic standards, state and local assessments, and how to monitor their children's progress in multiple ways. Family informational nights are held at each school near the beginning of the year. Information in English and Spanish is also sent home to families, and we utilize telephone translation services to communicate with families who speak other languages. Information is also publicly shared at regularly scheduled board meetings. Furthermore, teachers, school site administrators, and other school-based support staff regularly communicate with families about the progress of students.

Materials and training are provided to families during orientation, informational nights, back-to-school nights, etc. Classes have been held to assist parents and students in using technology including the district Chromebooks. Rosetta Stone and other curriculum is used to teach literacy classes for

parents and students. Digital Literacy is also taught to students and information is shared with parents in our Responsible Use Agreement.

For the past four years, the district has established customer service action plans designed to more effectively communicate, interact, and plan with members of our educational community, especially parents. Trainings and work-sessions have been provided to help staff members realize the value of parents' contributions and utilize their input in developing plans to further assist students.

To the extent possible, the District integrates parent involvement programs and activities with other Federal, State, and local programs. Parent advisory groups including the Superintendent's Advisory Council, LCAP Parent Advisory Committee, school-site councils, parent club executive boards, and Title I parent advisory groups meet individually and collectively to help develop district plans.

The District uses electronic communications tools (i.e. Parentlink) and written communications (i.e. school and superintendent's newsletters) in English and Spanish to communicate with families who speak other languages. Additionally, we utilize telephone translation services to communicate with families who speak other languages. Information is also publicly shared at regularly scheduled board meetings.

The District values inclusive practices, and when parents have special requests or require accommodations to participate in meetings, the District strives to make arrangements that ensure all parents are able to attend. This includes sign-language interpreters, assisted listening devices, translated documents, etc. Additionally, the District makes a conscious effort to invite and recruit parents to serve in advisory roles who may have students with special needs, migratory children, or English learners. These invitations are personally extended by the principals of each school.

Parent involvement is aligned to the LCAP stakeholder engagement process, as groups work collaboratively to develop LCAP-aligned Single Plans for Student Achievement, Title I Plans, professional development focus areas, and the Local Control Accountability Plan.

## Schoolwide Programs, Targeted Support Programs, and Programs for Neglected or Delinquent Children

ESSA SECTIONS 1112(b)(5) and 1112(b)(9)

Describe, in general, the nature of the programs to be conducted by the LEA's schools under sections 1114 and 1115 and, where appropriate, educational services outside such schools for

children living in local institutions for neglected or delinquent children, and for neglected and delinquent children in community day school programs.

**Beginning in the 2018-2019 school year, Rescue Elementary School and Green Valley Elementary School will begin operating Schoolwide Title I Programs in accordance with ESSA Section 1114[a][1][B]. Schoolwide programs will support academic intervention. Staff will be hired, materials will be purchased, and training will be provided to assist students who are struggling academically. A portion of the allocated Title I funds are set aside for homeless students and parental involvement programs. Currently, the District is NOT serving any neglected students living in local institutions or delinquent students in community day school programs.**

TAS: N/A

**Neglected or delinquent: N/A**

Describe how teachers and school leaders, in consultation with parents, administrators, paraprofessionals, and specialized instructional support personnel, in schools operating a targeted assistance school program under Section 1115, will identify the eligible children most in need of services under this part.

N/A

## Homeless Children and Youth Services

ESSA SECTION 1112(b)(6)

Describe the services the LEA will provide homeless children and youths, including services provided with funds reserved under Section 1113(c)(3)(A), to support the enrollment, attendance, and success of homeless children and youths, in coordination with the services the LEA is providing under the McKinney-Vento Homeless Assistance Act (42 United States Code 11301 et seq.).

**Each year, the district uses historical data and anecdotal information to project the number of homeless students. That number is then multiplied by a per pupil Title I allocation to determine the amount to be reserved to assist and serve these children. Services are primarily focused on attendance, including transportation to and from school.**

## Student Transitions

ESSA SECTIONS 1112(b)(8) and 1112(b)(10) (A–B)

Describe, if applicable, how the LEA will support, coordinate, and integrate services provided

under this part with early childhood education programs at the LEA or individual school level, including plans for the transition of participants in such programs to local elementary school programs.

**The District works with the El Dorado County Office of Education, the First 5 Program, and local pre-schools to plan for the transition of young students into our elementary schools. Kindergarten and Transitional Kindergarten teachers from the District meet with early childhood educators to discuss standards and ways to best prepare students for success when they get to elementary school.**

Describe, if applicable, how the LEA will implement strategies to facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education including:

- A. through coordination with institutions of higher education, employers, and other local partners; and
- B. through increased student access to early college high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests and skills.

**The District also works to facilitate student transitions from our middle schools to their respective high schools. Teachers from our District and the El Dorado Union High School District meet at least once per year to analyze how last year's students made the transition and talk about ways to ensure that future students will learn the necessary academic and social skills to be successful in high school. We also participate in the El Dorado County Career Technical Education Grant Consortium to provide courses that stimulate middle school students' interest in various careers and provide some of the skills necessary to find success in these careers. We also provide counselors at both middle schools who are equipped to assist students as they seek to learn more about career options and high school pathways.**

## **Additional Information Regarding Use of Funds Under this Part**

**ESSA SECTION 1112(b)(13) (A–B)**

Provide any other information on how the LEA proposes to use funds to meet the purposes of this part, and that the LEA determines appropriate to provide, which may include how the LEA will:

- A. assist schools in identifying and serving gifted and talented students; and
- B. assist schools in developing effective school library programs to provide students an opportunity to develop digital literacy skills and improve academic achievement.

**The District will not be using any Title I funds for Gifted and Talented Education (GATE) programs. And, although the District does teach digital literacy skills, Title I funds are not utilized in this area. The District recognizes that a strong correlation exists between social emotional proficiency and**

academic achievement, and as such, does plan to use a portion of the Title I funds to provide instruction to students to help improve mindfulness and self regulation skills.

# Title I, Part A, Educator Equity

## Educator Equity

### ESSA SECTION 1112(b)(2)

Describe how the LEA will identify and address, as required under State plans as described in Section 1111(g)(1)(B), any disparities that result in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.

**The Rescue Union School District has reviewed teacher assignments and determined that low income and minority students ARE NOT taught at rates higher than other students by ineffective, inexperienced, or out-of-field teachers.**

## Title II, Part A

### Professional Growth and Improvement

#### ESSA SECTION 2102(b)(2)(B)

Provide a description of the LEA's systems of professional growth and improvement, such as induction for teachers, principals, or other school leaders and opportunities for building the capacity of teachers and opportunities to develop meaningful teacher leadership.

**Rescue Union School District values and promotes professional growth and improvement for teachers, principals, and other school leaders, so as to benefit the learning of ALL students.**

**RUSD utilizes the new California Teacher Induction Program (TIP) for in depth training for new teachers. RUSD also provides trainings for new teachers in adopted curriculum materials, including the district's English Language Arts Program ancillary materials, focused on designated and integrated supports for English learners and also how to incorporate technology into all content areas. Training in classroom management strategies, social emotional learning, trauma informed practices, and other district wide initiatives and effective instructional strategies and methodologies are also provided new teachers as well as all teachers.**

**When RUSD hires new principals we provide opportunity for them to attend the ACSA Principal's Academy, as well as other county and state trainings. We also provide new principals with a mentor for additional support and guidance.**

**Other school leaders are provided opportunity to attend county and state trainings, conferences, and also are provided a mentor for additional support and guidance.**

**Teachers who are interested in leadership opportunities are invited to attend ACSA Leadership sessions, are provided coaching and release time to visit other schools to observe and shadow principals. Other leadership opportunities for teachers include being part of school site council, parent clubs, site leadership teams, and the district LCAP committee, and also to become a Teacher on Special Assignment to serve the district as a whole, to name a few.**

**Growth and improvement is measured by analyzing the annual CAASPP data, the California Dashboard results, Summative ELPAC Assessment data, DIBELS data, Reclassification rates, progress of RFEP students, grades, summer program assessments, qualitative data in the form of teacher feedback, observation notes, evaluations of professional development opportunities provided, and the percentage of positive responses on parent, staff, teacher, student, and administrator surveys.**



RUSD supports new principals by seeking to promote from within, when possible, and providing trainings through ACSA, the Principal's Academy, and other county and state trainings. Additional support is provided by way of an outside mentor for support and guidance. New principals are encouraged throughout their career to continue learning, growing, and developing their leadership abilities through conferences, ACSA, and our monthly administrative professional development sessions within the district.

Teachers in RUSD are provided with TIP as new teachers. They are also provided with trainings in our adopted curriculum materials, including the district's English Language Arts Program ancillary materials, focused on designated and integrated supports for English learners and also how to incorporate technology into all content areas, as well as in other important areas such as social emotional learning, trauma informed practices, classroom management, and other effective instructional strategies and methodologies.

Leadership opportunities are supported for teachers in the areas of coaching, becoming Teachers on Special Assignment, attending leadership symposiums through ACSA, observing and shadowing other administrators, and being active participants in site and district committees.

Other school leaders are provided opportunity to attend position-related trainings and conferences, and classes to enhance their learning and leadership skills. Other school leaders are also provided an outside mentor for support and guidance when they are new. They are also offered cross-training opportunities so they can learn new skills for their future.

RUSD measures and evaluates our system of professional growth and improvements and makes adjustments to ensure continuous improvement within our system by analyzing CAASPP data, the California Dashboard results, analyzing DIBELS data, ELPAC data, Reclassification rates, progress of RFEP students, looking at grades, summer program assessment data, qualitative data in the form of teacher feedback, observation notes, analyzing evaluations completed after each professional development opportunity provided, and the percentage of positive responses on parent, staff, teacher, student, and administrator surveys.

## Prioritizing Funding

ESSA SECTION 2102(b)(2)(C)

Provide a description of how the LEA will prioritize funds to schools served by the agency that are implementing comprehensive support and improvement activities and targeted support and improvement activities under Section 1111(d) and have the highest percentage of children counted under Section 1124(c).

N/A - No RUSD schools have been identified to be served by the agency implementing comprehensive support and improvement activities and targeted support and improvement activities under Section 1111 (d).

## Data and Ongoing Consultation to Support Continuous Improvement

ESSA SECTION 2102(b)(2)(D)

Provide a description of how the LEA will use data and ongoing consultation described in Section 2102(b)(3) to continually update and improve activities supported under this part.

Data and ongoing consultation to support continuous improvement is an ongoing, critical process in RUSD used to support teacher and staff growth, as well as enable ALL students to learn.

Annually, RUSD surveys staff, teachers, community members, students, and parents to continually analyze, update and improve activities and professional development opportunities provided for staffs. The district also analyzes evaluations completed by all who attend district, county, and state trainings and conferences throughout the year, to determine effectiveness and value.

All stakeholders are solicited for feedback and input regarding Title II, Part A activities.

\* Teachers are asked to fill out surveys each year through the LCAP process to evaluate professional development offerings, and to give feedback about their needs for the future to continue honing their craft and making them more effective. Each time they attend a district training or county or state training or conference, teachers complete an evaluation of the offering. Teachers also, with support from site administration, collaboration sessions, and the district EI coordinator, analyze CAASPP data, the California Dashboard data, ELPAC data, DIBELS data, Reclassification rates, grades, and the progress of RFEP students to monitor the effectiveness of the Title II, Part A activities. Teachers involved with the Union Executive Board and the Union site representatives also meet monthly with the superintendent and one of the purposes of these meetings is to discuss the effectiveness of Title II, Part A activities and future needs of teachers, to ensure Title II, Part A activities are as beneficial as possible for staff and students.

\* Principals and other school leaders are asked to fill out surveys each year to evaluate professional development offerings, and to give feedback about their needs for the future to continue honing their craft and making them more effective. Site principals, in conjunction with teachers, the Assistant Superintendent of Curriculum and Instruction, collaboration sessions, and the district EI coordinator, analyze CAASPP data, the California Dashboard data, ELPAC data, DIBELS data, Reclassification rates, grades, and the progress of RFEP students to monitor the effectiveness of the Title II, Part A activities.

**Administrators also analyze the effectiveness of Title II, Part A activities during the monthly principal meetings.**

**\* Paraprofessionals are asked to fill out surveys each year to evaluate professional development offerings, and to give feedback about their needs for the future to continue honing their craft and making them more effective. CSEA executive board members also meet with the superintendent quarterly. One of the items on the agendas is to discuss Title II, Part A activities and how effective the offerings are for the classified personnel.**

**\* Specialized Instructional Support Personnel are asked to fill out surveys each year to evaluate professional development offerings, and to give feedback about their needs for the future to continue honing their craft and making them more effective. CSEA executive board members also meet with the superintendent quarterly. One of the items on the agendas is to discuss Title II, Part A activities and how effective the offerings are for the classified personnel.**

**\* Parents, via the monthly LCAP parent advisory committee meetings, monthly community superintendent coffee chats, ELAC and DELAC meetings throughout the year, and quarterly meetings between the superintendent and parent club presidents are used to discuss the effectiveness of Title II, Part A activities offered by the district.**

**\* Student input is received via Student Listening Circles held at every school site, every year.**

# Title III, Part A

## Title III Professional Development

### ESSA SECTION 3115(c)(2)

Describe how the eligible entity will provide effective professional development to classroom teachers, principals and other school leaders, administrators, and other school or community-based organizational personnel.

**RUSD engages in collaboration with all departments in the district and uses a shared accountability approach by providing ongoing supplemental professional development for classroom teachers, principals and other school leaders, administrators, and school or community-based organizational personnel staff who are working with English learners. The professional development is designed to improve the instruction and assessment of English learners by ensuring that students can thrive in a safe, stable environment.**

**RUSD uses multiple data sources to guide professional learning. RUSD analyzes CAASPP results, the California Dashboard, ELPAC results, DIBELS, reclassification rates, progress of RFEP students, grades, summer program assessments and qualitative data in the form of teacher feedback.**

**RUSD uses data to inform instruction. It is our priority to provide all staff with training that addresses equitable access, opportunities, and outcomes for students, with an emphasis on addressing achievement and opportunity disparities among student groups. RUSD's professional learning system enhances educators' expertise to increase students' capacity to learn in a variety of ways.**

**Teachers serving EIs are also provided ongoing supplemental professional development on the English Language Arts Program ancillary materials, which focus on designated and integrated supports for English learners and incorporating technology components to enhance student learning and language.**

**The District's EL Coordinator provides individual coaching and model lessons in classrooms serving English learners who display lower achievement than their English Only peers and also discusses assessment results from the Initial and Summative ELPAC assessments with staff.**

**District bilingual aides and instructional aides serving EIs receive supplemental monthly training by the English Learner Coordinator on best practices supporting teachers and students during designated and integrated ELD, how to motivate reluctant learners, and best practices for scaffolding student assignments.**

**Credentialed teachers receive ongoing training on the administration of both the Interim and Summative ELPAC assessments from both the county office of education and the English Learner Coordinator.**

**Teachers serving English learners are offered the opportunity to receive over sixty hours of professional development from GLAD certified teachers and ongoing support from the English Learner**

Coordinator on GLAD strategies. Teachers engage in observing model lessons, team teaching, and support with lesson planning.

Teams of teachers and administrators form professional learning communities to obtain evidence-based approaches and implement and assess improved practices for LTEL, newcomers, and recently reclassified English learners. Work centers on academic vocabulary, designated and integrated ELD, productive partnering strategies, and creating a classroom environment where each student is an active learner and participant. Learning communities continue to facilitate development of a shared purpose for student learning and collective responsibility for achieving it by serving as mentors for their grade level. Teachers receive coaching, model lesson design, assistance in curriculum planning, and weekly support meetings designed to enhance their ability to understand and implement curricula, assessment practices, and instructional strategies for English learners.

An instructional pedagogy selected was chosen in response to the achievement gap displayed by the November 2017 California Dashboard Language Arts CAASPP results for English Learners when compared to non-English Learner peers. The instructional pedagogy is research based and proven to be effective in increasing children's English language proficiency, as is evident by more than double the number of students being reclassified in the Spring of 2018 as compared to the Spring of 2017, and even more students reclassified in the Spring of 2019. Additionally, these students demonstrated high performance on the new Summative ELPAC assessment.

RUSD continues to facilitate development of a shared purpose for student learning and collective responsibility for achieving it through continual efforts to increase cultural awareness for all staff. Administrators from all district departments engage in regular professional development on cultural awareness and the support role each school department plays in engaging our diverse student populations.

The dedicated resources for professional learning are adequate, accessible, and allocated appropriately toward established priorities and outcomes.

RUSD's professional learning contributes to a system that connects district and school priorities and needs with state and federal requirements and resources by using the LCAP as our guiding document and ensuring that each individual site plan is congruent with the goals and actions outlined therein.

## Enhanced Instructional Opportunities

ESSA SECTIONS 3115(e)(1) and 3116

Describe how the eligible entity will provide enhanced instructional opportunities for immigrant children and youth.

RUSD provides enhanced instructional opportunities for immigrant children and youth.

The District developed the family engagement policy through joint meetings with the Rescue Union Parent Advisory Committee. This policy, outlined in RUSD E 4319.21 and regularly communicated to parents, requires that leaders meaningfully involve all parents/guardians and families, including underrepresented communities, in student learning and support programs. Parents are also invited to attend frequent ELAC and DELAC meetings, as well as LCAP parent meetings. An annual International Festival takes place in the Spring to promote tolerance, a celebration of diversity, and to display cultural highlights of students' heritage languages. A celebration of success for students who are reclassified each year takes place annually at our Reclassification Ceremony & Banquet.

In addition to teachers, district bilingual aides and instructional aides serving English learners receive supplemental monthly training by the English Learner Coordinator on best practices when supporting teachers during designated and integrated ELD, how to motivate reluctant learners, and best practices for scaffolding student assignments in order to amplify language for students. Teachers of Immigrant students are also supported in communicating with parents when language is a barrier by the utilization of both in-person and over the phone translation services. Additional short term instructional aides are hired as needed to support newcomers in building a foundation of English language as rapidly as possible.

Educational software, such as Rosetta Stone, is purchased for students to maximize English skills. Additionally, technical equipment like Russian Keyboards, additional Chromebooks, and books in students' primary languages supplement the base program.

Teachers of Immigrant students are offered basic supplies, such as backpacks, pencils, and Chromebooks to support their learning.

RUSD provides a Bilingual Fall Parent Information Night for upper elementary and secondary English learners and socioeconomically disadvantaged students and their guardians. This event affords parents the opportunity to receive assistance in becoming active participants in the education of their children. Community-based organizations team with RUSD to provide a night full of learning for all participants. A few example learning sessions typically covered are Trauma Informed Practices, Accessing Technology & Communicating with Teachers, Nuts and Bolts of How American High Schools Work, and Mealtime Conversations. The District also works to facilitate student transitions from our middle schools to their respective high schools. Teachers from our District and the El Dorado Union High School District meet at least once per year to analyze how last year's students made the transition and talk about ways to ensure that future classes will learn the necessary academic and social skills to be successful in high school.

Direct administration expenses for a fiscal year do not exceed two percent of funding.

Stakeholder input regarding prioritizing Title III, Part A Immigrant Funding for high needs schools is a focus for RUSD. Parents and community partners are invited to regular ELAC, DELAC, and LCAP

advisory meetings; Title III expenditures and authorized uses are made transparent to parents and feedback is garnered. Principals, teachers, and paraprofessionals are invited to attend these advisory meetings as well. Teachers serving immigrant students are consulted with yearly to formulate an assessment of need in their classroom. Community partners are also part of our Fall Parent Information Night and assist with informing parents in a vast array of topics.

To the extent possible, the District integrates parent involvement programs, and activities with other Federal, State, and local programs. Parent advisory groups including the Superintendent's Advisory Council, LCAP Parent Advisory Committee, school-site councils, parent club executive boards, Title I parent advisory groups, and ELAC/DELAC, which meet individually and collectively to help develop district plans.

Sustainability for activities supported by Title III, Part A English learner funding is evident in the continuation of the various Title III programs from year to year. Attracting widespread interest and support amongst all stakeholders is key to the continued success of our programs, along with continually refining the focus of our collective lens. Groups like DELAC/ELAC and LCAP groups develop a deep level of trust and sense of connectedness, which gives the participants confidence to speak their minds and take risks when evaluating all of our Title III programs.

## Title III Programs and Activities

### ESSA SECTION 3116(b)(1)

Describe the effective programs and activities, including language instruction educational programs, proposed to be developed, implemented, and administered under the subgrant that will help English learners increase their English language proficiency and meet the challenging State academic standards.

RUSD has numerous effective programs and activities that help English learners increase their English language proficiency and meet the challenging State academic standards. These language programs are specific to English learners and support Title III's overarching purpose, which is to ensure that English learner students, including immigrant children and youth, attain English language proficiency and meet the same challenging state academic standards that other students are expected to meet. RUSD uses Title III funds to supplement state language instruction educational programs that assist English Learners' achievement goals in the areas of core academic content knowledge. These programs are supplemental to all other funding sources for which the LEA is eligible.

Periodically, supplemental paraprofessional staff is recruited to support English learners in acquiring English language skills as rapidly as possible. These paraprofessionals receive guidance on best practices, the ELD framework, and other research based strategies from the EL Coordinator.

Professional learning of teachers and staff is designed to improve the language acquisition and instruction/assessment of English learners and is designed to enhance the ability of teachers to understand and use curricula, assessment measures, and instructional strategies. The learning is based on scientific research that has been proven to increase students' English proficiency and is of sufficient intensity and duration to have a positive, lasting impact on the teacher's performance in the classroom. In addition to the base program professional development on the district's Language Arts Program, teachers serving English learners are also provided ongoing supplemental professional development on the English Language Arts Program ancillary materials, which focus on designated and integrated supports for English Learners and incorporating technology components to enhance student learning and language.

The district's EL Coordinator provides individual coaching and model lessons in classrooms serving English Learners who display lower achievement than their English Only peers and also discusses assessment results from both the Initial and Summative ELPAC assessments with teachers and staff. In addition to teachers, district bilingual aides and instructional aides serving English learners receive supplemental monthly training by the English Learner Coordinator on best practices when supporting teachers during designated and integrated ELD, how to motivate reluctant learners, and best practices for scaffolding student assignments in order to amplify language for students. Credentialed teachers receive ongoing training on the administration of both the Interim and Summative ELPAC assessments from both the county office of education and the English Learner Coordinator.

The success of our Title III programs is measured by rate of students reclassified each year, scores on the Summative ELPAC, performance on DIBELS, Primary Language Assessments, and performance on the CAASPP. Use of this performance data is sufficient in evaluating activities that make up the program and data is examined at the right frequency to monitor performance and make needed adjustments. The data is of high quality. Throughout the year, the EL Coordinator monitors student grades, progress on language goals, and obtains feedback from individual teachers. In the event a student is not progressing and/or needs more intervention, appropriate steps take place to address concerns. Long-term English Learners are monitored and program adjustments are made yearly at the middle school to promote increased performance.

In order to supplement our base instructional program, RUSD offers all English learners a summer language assistance program. This program is three weeks in duration and showcases our own RUSD teachers, who engage in eight hours of supplemental professional development specifically on designated and integrated ELD and researched based strategies for amplifying language and writing for English learners. The program's objective is to facilitate frequent academic interaction and language proficiency for all students by increasing the frequency of academic language spoken by the students in class, to increase the level of academic language and vocabulary in student writing, and to provide enrichment activities that students might otherwise not have access to.



RUSD provides a Bilingual Fall Parent Information Night for upper elementary and secondary English Learners and socioeconomically disadvantaged students and their guardians. This event affords parents the opportunity to receive assistance in becoming active participants in the education of their children. Community-based organizations team with RUSD to provide a night full of learning for all participants.

## English Proficiency and Academic Achievement

### ESSA SECTION 3116(b)(2)(A-B)

Describe how the eligible entity will ensure that elementary schools and secondary schools receiving funds under Subpart 1 assist English learners in:

- A. achieving English proficiency based on the State's English language proficiency assessment under Section 1111(b)(2)(G), consistent with the State's long-term goals, as described in Section 1111(c)(4)(A)(ii); and
- B. meeting the challenging State academic standards.

RUSD has effective programs and activities, including language instruction educational programs that will help English learners increase their English language proficiency and meet the challenging State academic standards.

**Outreach & Informing Stakeholders:** RUSD meaningfully consults with many stakeholders regarding prioritizing Title III, Part A English learner funding for high needs schools. Parents and community partners are invited to regular ELAC, DELAC, and LCAP advisory meetings; Title III expenditures and authorized uses are made transparent to parents and feedback is garnered. Data scores on reclassified students, performance levels of English learners on CAASPP and the ELPAC are made transparent to all stakeholders so informed action plans can be created. Principals, teachers, and paraprofessionals are invited to attend these advisory meetings as well. Participants are informed on the current and past uses of Title III, Part A funds and their effectiveness, as well as research on the new uses being proposed. Teachers serving immigrant students are consulted with each year to formulate an assessment of need in their classroom. Community partners are also part of our Fall Parent Information Night and assist with informing parents in a vast array of topics. Meetings are held outside of the regular school day and in accordance with feedback from English learner parents, typically on Mondays. In addition to electronic surveys, the district Community Liaison also uses a grass-roots approach in reaching out to parents in Spanish through text, message systems, phone calls, and email. A translation line is used when necessary for non-Spanish speaking families. Consultation materials are adapted to specific stakeholder audiences. Parent concerns are genuinely considered and addressed and action plans are formulated. Stakeholder suggestions from ELAC and DELAC meetings are posted on our district website.

**Expectations for Success:** Success of our English learners is measured by a comprehensive system of both formal assessments and qualitative data. Since research indicates that on average an English learner needs approximately five years to become proficient in English, students are expected to show growth incremental each year on all performance assessments. These assessments are analyzed by teachers, the EL Coordinator, site principals, and in conjunction with the Director of Curriculum and Instruction.

**Interim Progress Monitoring:** Throughout the year, the EL Coordinator monitors student grades, progress on language goals, and obtains feedback from individual teachers. In the event a student is not progressing and/or needs more intervention, appropriate steps take place to address concerns; Student Study Teams, modifying the student's language arts program by providing supplemental materials that are in addition to the base program, and individual consultation with the teacher and support staff are just some of the responses typically visible throughout the year. Long-term English learners are monitored and program adjustments are made annually at the middle school to promote increased performance, such as the upcoming Designated and Integrated English Language Development professional development training. Students reclassified are monitored for four years using an updated progress monitoring form, made transparent to all stakeholders in the revised RUSD EL Master Plan. Use of this performance data is sufficient in evaluating activities that make up the program and data is examined at the right frequency to monitor performance and make needed adjustments. The data is of high quality.

## Title IV, Part A

### Title IV, Part A Activities and Programs

#### ESSA SECTION 4106(e)(1)

Describe the activities and programming that the LEA, or consortium of such agencies, will carry out under Subpart 1, including a description of:

- A. any partnership with an institution of higher education, business, nonprofit organization, community-based organization, or other public or private entity with a demonstrated record of success in implementing activities under this subpart;
- B. if applicable, how funds will be used for activities related to supporting well-rounded education under Section 4107;
- C. if applicable, how funds will be used for activities related to supporting safe and healthy students under Section 4108;
- D. if applicable, how funds will be used for activities related to supporting the effective use of technology in schools under Section 4109; and
- E. the program objectives and intended outcomes for activities under Subpart 1, and how the LEA, or consortium of such agencies, will periodically evaluate the effectiveness of the activities carried out under this section based on such objectives and outcomes.

To provide well rounded educational experiences and provide healthy and safe school environments, the Rescue Union School District has established partnerships and relationships with multiple institutions and community based organizations, including the El Dorado County Office of Education, the Shasta County Office of Education, the Sacramento County Office Social Emotional Learning Community of Practice, Jessica's House for Grief Support, the Institute for Social and Emotional Learning, and the El Dorado County Sheriff's Department.

Funds will be used to provide a well-rounded education in accordance with Section 4107. Specifically, training will be provided to increase our staff's awareness of social and emotional needs and provide them with effective strategies to address assist students in self-regulating their emotions and behaviors. Partnerships such as those listed above will help support specific initiatives including Positive Behavioral Interventions and Supports and Trauma Informed Practices. Materials and supporting curriculum will also be provided.

Similar to what was spelled out above, funds will be used to provide a safe and healthy learning environment (Section 4108). The programs we will provide, including Positive Behavioral Interventions and Supports and Trauma Informed Practices, are intentionally designed to make students feel safe on campus and allow them to thrive while at school. As mentioned above, funds will be used to provide training and materials to support this initiative.

At this time, the District is NOT planning on using Title IV funds to support the effective use of technology in schools (Section 4809). Although the District does a great deal in this area, such as providing Teachers on Special Assignment to assist with classroom technology integration, Title IV funds are not used in this area.

The Rescue Union School District will evaluate the effectiveness of the initiatives listed above in several ways. First, student and staff feedback collected through the California Healthy Kids Survey will be reviewed. We will analyze student behavioral trends using our AERIES student information system and look more specifically at suspension and expulsion data on the California School Dashboard. We will also provide parents and community members an opportunity to provide additional feedback through our Parent Advisory Committee and our annual LCAP Community Survey.

In accordance with Section 4106 (c), the District developed the aforementioned initiatives and application in consultation with a wide variety of stakeholder groups including parents, teachers, principals, department directors, specialized instructional support personnel, students, community-based organizations, and local law enforcement agencies. Consultation meetings were held with each of these groups during the previous school year to determine the most significant needs and discuss effective approaches to best serve students. Input from these meetings helped form our plans to move forward with the development of Positive Behavioral Interventions and Supports and Trauma

**Informed Practices.** Because our district will receive an allocation less than \$30,000, a formal needs assessment was not conducted. However, the stakeholder engagement process certainly provided us with a thorough understanding of our students' needs and an action plan to address them.

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:      CONTRACT WITH SAENZ LANDSCAPING CONSTRUCTION COMPANY  
FOR THE LANDSCAPING OF THE MARINA VILLAGE 2-STORY PROJECT**

**BACKGROUND:**

During the pre-construction phase of the new 2-story building at Marina Village the design and installation of the landscaping around the campus was removed due to unknown budget funding.

The main portion of the 2-Story project has been completed and there are sufficient funds to complete the landscaping for this project.

**STATUS:**

Green Valley Design Inc. has completed the design of the landscaping work. This will include fencing, plants, grasses, trees, ground cover, installation and wiring for the irrigation system.

This project required an informal bidding method under the California Uniform Public Construction Cost Accounting Act (CUPCCA). All contractors who have submitted the required pre-qualification information and are on the district approved list with a C-27 Landscaping license were included in the bid request.

There were six contractors who were communicated to regarding this project and only one, Saenz Landscaping, submitted a quote. This quote was reviewed by Green Valley Design, and the district team and they feel it is within the estimated cost for this project which will be completed during the summer of 2019.

**FISCAL IMPACT:**

The cost of this contract is \$173,859.00 and Mello-Roos funds will be used for this project.

**BOARD GOAL(S):**

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

Board Focus Goal V - FACILITY / HOUSING:

Build, improve and maintain school facilities to meet current and future education needs while integrating the most effective and efficient use of resources.

Local Control Accountability Plan GOAL 6:

The District will create and maintain facilities and grounds that are safe, clean and conducive to the learning process.

**RECOMMENDATION:**

Board of Trustees approve the contract with Saenz Landscape Construction Company for \$173,859 for Marina Village 2-Story building landscaping project.



**SAENZ LANDSCAPE CONSTRUCTION COMPANY**

12167 Folsom Blvd., Suite D Rancho Cordova, CA 95742  
Office: 916-294-0555 Fax: 916-294-0511  
License #551658 Classifications: C-27 and A  
Certified with State and City of Sacramento as SBE  
Registered with Sacramento Housing Redevelopment Agency as MBE  
Public Works DIR No: 100005556

May 1, 2019

Sean Martin  
Rescue Union School District  
2390 Bass Lake Road  
Rescue, CA 95672

Re: Marina Village MS, 1901 Francisco Dr., EDH, CA 95762  
Plans by Great Valley Design dated 2/26/19  
Landscape Project

Sean:

We propose to furnish all labor, material and equipment necessary to complete the work at the project listed above as follows:

**Scope of Work:**

Landscape, Irrigation and Fencing

**Grand Total**

**\$173,859.00**

Please give me a call on my cell phone if you should have any questions on this bid proposal. My cell number is (916) 224-5263. If I am unable to answer my phone, please leave me a message. I will make sure to return your phone call.

Best regards,  
Michael Saenz  
Saenz Landscape Construction Company

# LANDSCAPE CONSTRUCTION DOCUMENTS FOR:

# Marina Village Middle School

Planting, Irrigation and Fencing renovation  
1901 Francisco Drive  
El Dorado Hills, CA

APPROVED BY:	
SEAN MARTIN R.U.S.D. ASSISTANT SUPERINTENDENT	DATE:

REVISIONS:

BID SET: 02-27-19

CONSULTANTS:

PREPARED FOR:

Rescue Union School District

2390 Bass Lake Road  
Rescue, CA 95672  
(530) 677-4461

PREPARED BY:

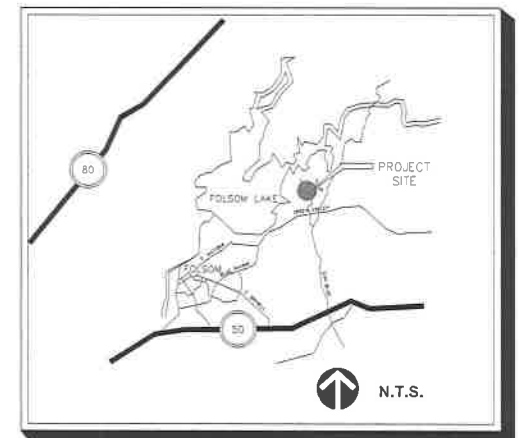


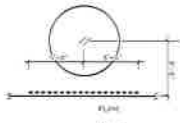
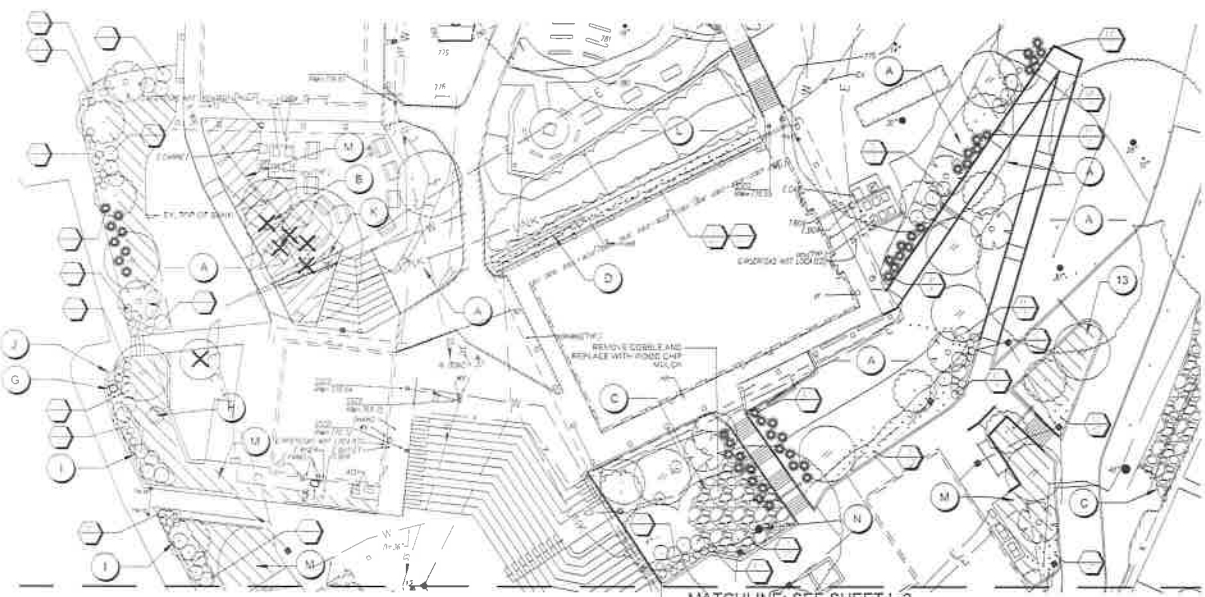
**Great Valley Design, Inc.**  
Regionally Appropriate Landscapes  
1219 Spruce Lane  
Davis, CA  
(530) 231-5890  
www.grvalley.com  
California Registered Landscape Architects # 47402 & #4112

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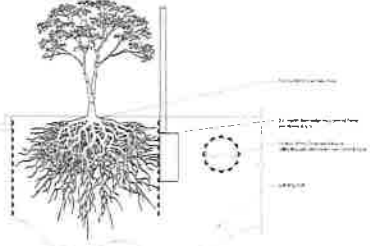
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LANDSCAPE PLANTING / CONSTRUCTION DETAILS	L-5
IRRIGATION DETAILS	L-6

## VICINITY MAP





**NOTES:**  
 1. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.  
 2. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.  
 3. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.  
 4. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.  
 5. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.  
 6. Typical bio-barrier is composed of 18 inches of soil, 6 inches of mulch, and 18 inches of straw.



**A Bio-barrier: Paving and Drain Line Application**  
 Scale : N.T.S.

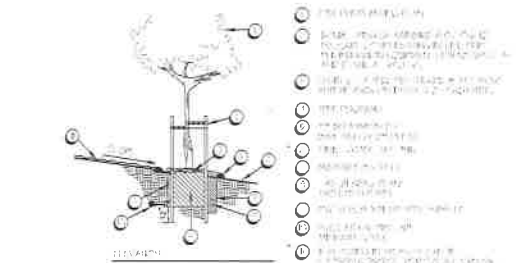
SYMBOL	SYMBOLIC NAME	COMMON NAME	TREE HEIGHT	DIA. @ 1.37M	DBH @ 1.37M	DBH @ 1.37M	DBH @ 1.37M	DBH @ 1.37M	DBH @ 1.37M
①	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
②	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
③	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
④	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑤	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑥	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑦	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑧	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑨	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM
⑩	SPRING PLANTING	SPRING PLANTING	1.5M	150MM	150MM	150MM	150MM	150MM	150MM

**TREE NOTES**

- NO TREE PLANTING WITHIN 1 FT. OF WALLS, FENCES, CURBS, DRIVEWAYS, OR UTILITY LINES.
- NO TREE PLANTING WITHIN 1 FT. OF TRANSFORMER, LIGHTING OR SIGNAGE.
- ALL TREE LOCATIONS TO BE STAKED PRIOR TO INSTALLATION FOR REVIEW BY LANDSCAPE ARCHITECT.
- TREES TO BE PLANTED PER DETAIL B, THIS SHEET.
- TREES TO BE PLANTED WITH BEST STRUCTURE AND LEAVY CANOPY.
- ALL TREES SUBJECT TO CROWN TRIMMING BY OWNER'S REPRESENTATIVE AT DELIVERY.
- LANDSCAPE ARCHITECT TO PROVIDE AN IRRIGATION PLAN AND IRRIGATION SYSTEM FOR ALL TREES FOR ONE YEAR.
- VERIFY ALL TREE QUANTITIES, SIZES AND SPECIES IN WRITING PRIOR TO INSTALLATION.
- PROTECT ALL EXISTING UTILITIES AND CONDUITS. SHALL EXCAVATE, AMEND AND WATCH IN PLANTING AREAS 48 HOURS PRIOR TO PLANTING.
- INSTALL BIO-BARRIER WITHIN ROOT ZONE OF TREES WITHIN 4 FT. OF PAVING CURBS, WALLS, DRIVEWAYS, SIGNAGE AND UTILITY LINES. 18 IN. PLANTING DETAIL B, THIS SHEET.

**PLANTING NOTES**

- VERIFY ALL PLANT QUANTITIES, SIZES AND SPECIES IN WRITING PRIOR TO INSTALLATION.
- ALL PLANTING AREAS TO BE STAKED PRIOR TO INSTALLATION.
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**B TREE PLANTING / PROTECTION**  
 Scale : N.T.S.

**CONSTRUCTION / LAYOUT ELEMENTS**

- EXISTING EROSION CONTROL: HYDROSEED, SILT FENCE AND DRAIN INLETS: DO NOT DISTURB OR REPAIR PER DETAIL B, SHEET L-5.
- REMOVE EXISTING OR NON-NATIVE TREES. (IN THIS SHEET, GRIND OR CUT STUMP FLUSH).
- REMOVE EXISTING COBBLE, PAVEMENT AT EAST SIDE AREA NEAR TENNIS COURTS, 300 SQ. FT. THIS SHEET.
- EXISTING SUB-DRAIN: DO NOT DISTURB.
- ADJUST GRADE TO 8" BELOW ORIGINAL COLLAR OF CURB SHEET L-2.
- EXISTING BOLLARDS / HINDRANCES: REMOVE PER DETAIL B, SHEET L-5.
- EXISTING FIRE HYDRANT: MAINTAIN 3 FT. FLAT AND CLEAN ALL SIDES. NO PLANTING ON IRRIGATION.
- 400 3/4" DIA. COBBLE DRAINAGE FROM AREAS AS EX. PER DETAIL B, SHEET L-5.
- REMOVE OVERGROWN OR DEAD SHRUBS: 450 SQ. FT. THIS SHEET.
- 8" WIDE BY 8" PLANTING COLLAR CURB: 22 LINE FT. THIS SHEET.
- CONFIRM LOCATION OF ELECTRIC AND WATER LINES PRIOR TO TREE REMOVAL OR PLANTING.
- REMOVE EXISTING COTONEUTER CANES BY 1/3 OF HEIGHT. TRIM FEES AND WATER TO REGENERATE 1.70M SQ. FT.
- AFTER TREE SHRUB PLANTING: CLEAN AND COMPACT SLOPES AND APPLY 2" WOOD CHIP MULCH: 4,000 SQ. FT. SUBMIT SAMPLE TO OWNER. THIS IS IN ADDITION TO MULCH AT PLANTED AREAS.
- PRUNE EX. 3/4" DIA. FOR EXISTING BRANCHES, DEAD WOOD AND END BRANCHES.

\*\*NOTE: ALL EXISTING SIGNS, BENCHES AND UTILITIES TO REMAIN. NOT ALL SHOWN.  
 \*\*\*NOTE: THIS IS NOT AN ENGINEERED PLAN. SEE FILE FOR ACTUAL CONDITIONS.  
 \*\*\*\*NOTE: CONFIRM THE LOCATION OF ALL EXISTING SLEEVED PAVING CROSSINGS.

SEE SHEET L-5 FOR PLANTING DETAILS

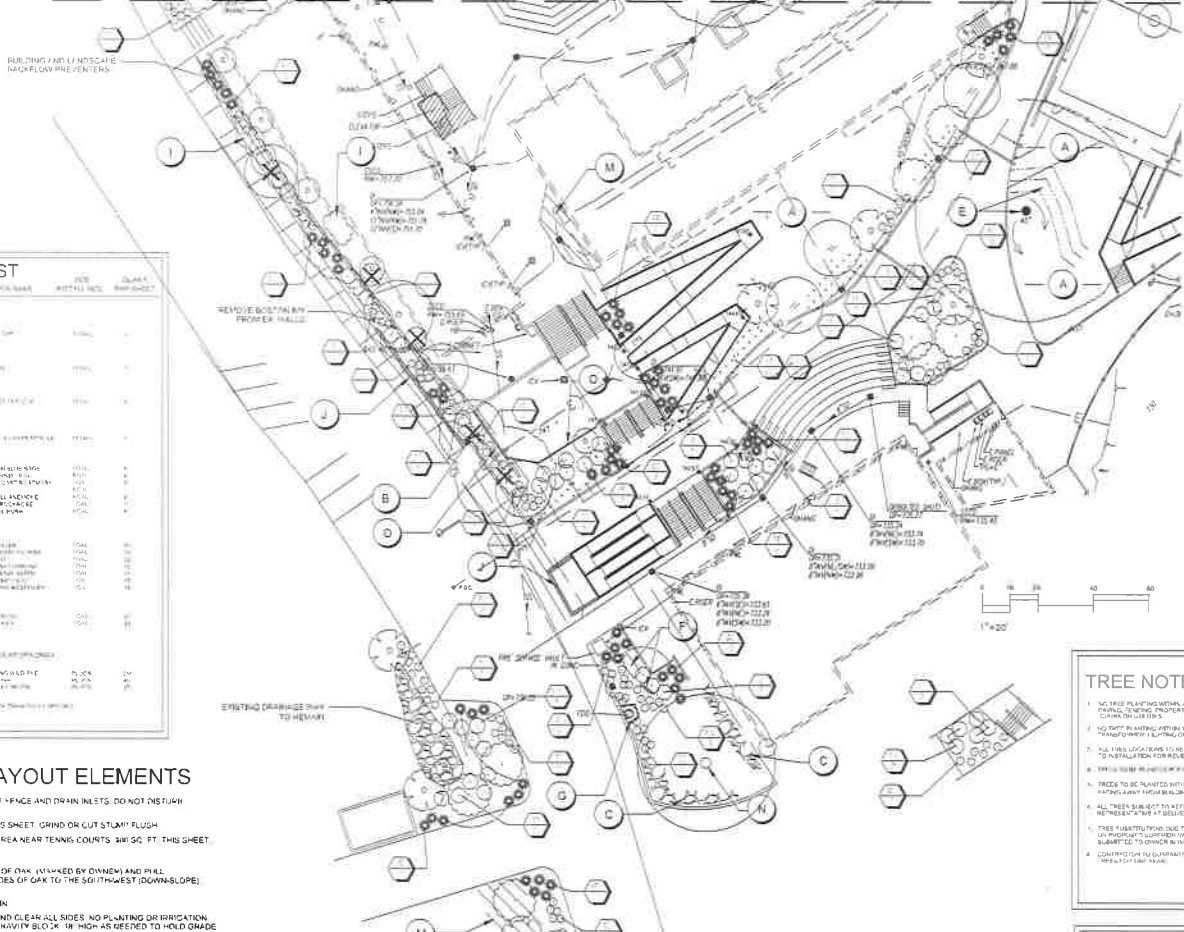


DATE: 07/2022  
 11/2/2022

LANDSCAPE RENOVATION



MATCHLINE: SEE SHEET L-1



SYMBOL	SYMBOLO/S NAME	SYMBOL/NAME	DATE	STATUS	DRAWN BY
A	...	...	...	...	...
B	...	...	...	...	...
C	...	...	...	...	...
D	...	...	...	...	...
E	...	...	...	...	...
F	...	...	...	...	...
G	...	...	...	...	...
H	...	...	...	...	...
I	...	...	...	...	...
J	...	...	...	...	...
K	...	...	...	...	...
L	...	...	...	...	...
M	...	...	...	...	...
N	...	...	...	...	...
O	...	...	...	...	...
P	...	...	...	...	...
Q	...	...	...	...	...
R	...	...	...	...	...
S	...	...	...	...	...
T	...	...	...	...	...
U	...	...	...	...	...
V	...	...	...	...	...
W	...	...	...	...	...
X	...	...	...	...	...
Y	...	...	...	...	...
Z	...	...	...	...	...

**CONSTRUCTION / LAYOUT ELEMENTS**

- A EXISTING EROSION CONTROL HYDROSEED 20" FENCE AND DRAIN INLETS DO NOT INSTALL ON NEARBY TREE (DETAIL D SHEET L-5)
- M REMOVE FRUING OR NON-FRUITING TREES (IN THIS SHEET GRIND OR CUT STUMP FLUSH)
- C REMOVE EX. 4" RIBBLE FENCE AT EAST SMALL AREA NEAR TENNIS COURTS 300 SQ. FT. THIS SHEET
- D EXISTING SUBMERSED SHEET L-1
- E ADJUST GRADE TO 6" BELOW ORIGINAL (DUMP-UP OR DOW-UP AS NECESSARY) AND PILL GRADE BLOCK 4" X 8" CURBS TO DRAIN ALL SIDES OF GRADE TO THE SOI (THAUST) (DOWN-SLOPE) NO WOOD CURB UNLESS WITHIN 6 FT.
- F EXISTING BOLLARDERS (MARKER) SIGN TO REMAIN
- O EXISTING FIRE RESISTANT BRICK MAIN 1 FT. FLAT AND CLEAR ALL SIDES. NO PLANTING OR IRRIGATION CONTACT WITH WALL WITH INTERLOCKING GROWING BLOCKS 18" HIGH AS REFERRED TO HOLD GRADE
- H CORNER DISSIPATOR APRON AT EX. PVC OUTFALL SHEET L-1
- I REMOVE OVERGROWN OR DEAD SHRUBS 1 GAS 6 FT. THIS SHEET
- J 6" WIDE BY 4" PLANT ON CONC. CURB 6" IN. FT. THIS SHEET
- K COMPACT LENTION OF ELEC. AND WATER LINES SHEET L-1
- L PAUSE EXISTING COTONEASTER LANE BY 1/3 OF HEIGHT. THIN FEED AND WATER TO REGENERATE SHEET L-1
- N ASPEN TREE (QUAIR) PLANTING (CLEAN AND CONTACT SLOPES AND APPROX 2" WOOD CHIP MULCH 6" TO 50" FT. SUBMIT SAMPLE TO OWNER. THIS IS IN ADDITION TO MULCH AT TREE WATER AREAS)
- M PLANT EX. 12" OAK FOR CROSSING BRANCHES (DEAD WOOD AND END V-SIGHT)
- O DEVELOP 4" X 1.5" FT. OF CHAINLINK FENCE (CONSTRUCTION 40 IN. FT. OF 4 FT. TALL MAINT. BLACK TUBULAR STEEL FENCE TO MATCH FENCE AT SCHOOL ENTRY ON FRANDWOOD DR)

\*NOTE: ALL EXISTING BOLLARDERS AND SIGNING TO REMAIN (SEE ALL DRAWINGS)  
 \*NOTE: THIS IS NOT AN ENGINEERED PLAN. SEE FUNDING ACTUAL CONDITIONS.  
 \*NOTE: CHECK THE LOCATION OF MEMBERSHIP SIGNAGE AT FITNESS CENTER.

SEE SHEET L-5 FOR PLANTING DETAILS

**TREE NOTES**

- NO TREE PLANTING WITHIN 4 FT. OF WALLS.
- NO TREE PLANTING WITHIN 2 FT. OF CURBS.
- ALL TREE LOCATIONS TO BE STAKE SURVEYED TO INSTALL FLAG FOR RECORD BY OWNER.
- IRRIG. LINES TO BE INSTALLED AS SHOWN ON THIS SHEET.
- ALL TREES TO BE PLANTED WITH BEST STRUCTURE, PATTERNS AND HEIGHTS AS SHOWN.
- ALL TREE BOLLARDERS TO BE 4" X 1.5" X 6" (BY OWNER'S RESPONSIBILITY) TO BE SUBMITTED TO OWNER IN WRITING.
- CONSTRUCTION TO MAINTAIN 4" BOLLARDERS TO BE SUBMITTED TO OWNER IN WRITING.
- VERIFY ALL TREE QUANTITIES, SIZES AND SOURCES IN WRITING PRIOR TO INSTALLATION.
- FOR ALL TREE INSTALLATION, CONTRACTOR SHALL VERIFY AND SIGN OFF ON ALL TREE PLANTING SPECIFICATIONS, THE PROPOSED PLANTING.
- INSTALL BOLLARDERS (OUTSIDE) SURROUNDING PLANTING AREAS AT TREES WITH A 1" OUTRIGGER AND 4" X 1.5" X 6" (BY OWNER'S RESPONSIBILITY) AT EACH TREE (OUTSIDE) SURROUNDING AREAS TO BE 4" X 1.5" X 6" (BY OWNER'S RESPONSIBILITY).

**PLANTING NOTES**

- ALL PLANTING TO BE DONE IN WRITING.
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NO.	DATE	DESCRIPTION
1	01/19/2023	...
2	...	...
3	...	...
4	...	...
5	...	...

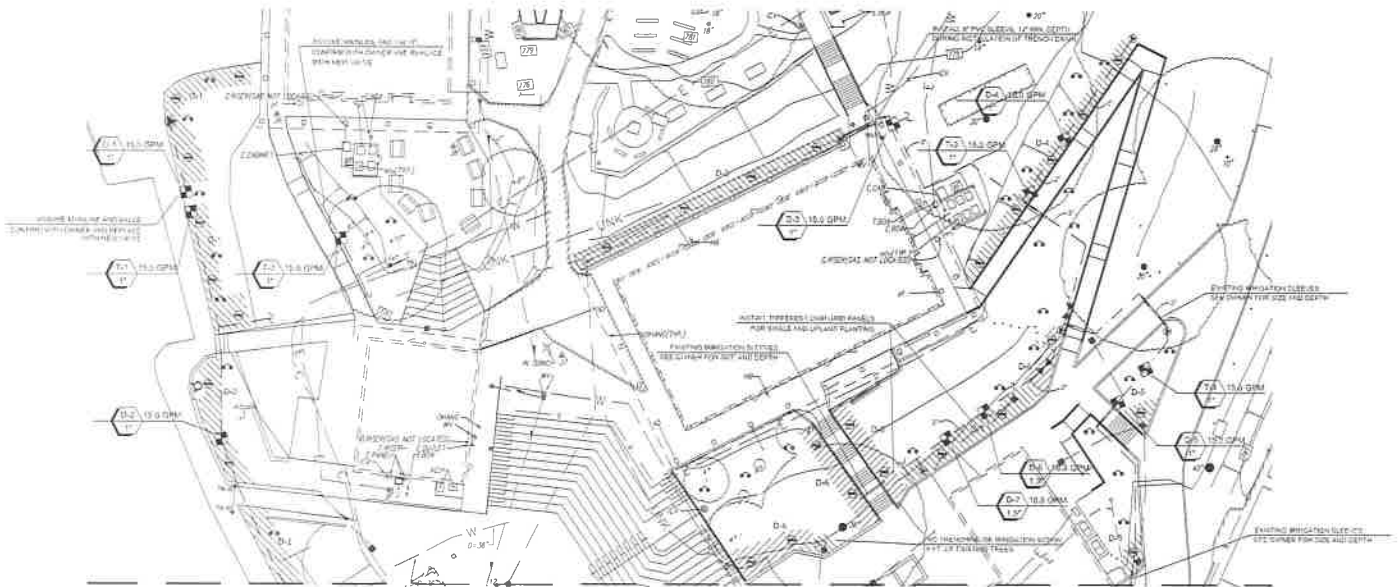
PLANTING PLAN

LANDSCAPE ARCHITECT

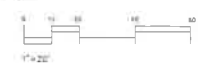
Project:  
Landscape Renovation

Date:  
01/14/2025

Scale:  
As Shown  
Drawing No.:  
L-3



MATCHLINE: SEE SHEET L-4



IRRIGATION EQUIPMENT LEGEND

SYMBOL	MARKING	NOTES	DESCRIPTION
(1)			EXISTING 2" x 1/2" PER METER WITH SERVICE LINE PER OWNER. VERIFY LOCATION AND STATIC PRESSURE AT CONNECTION.
(2)			4" STATION BRICK WITH 4" DRAINAGE HOLE PER OWNER. VERIFY LOCATION AND STATIC PRESSURE AT CONNECTION. VERIFY SERVICE LINE AND CONTROL VALVE LOCATION AT CONNECTION.
JACKETED 1/2" GA. CONTROL WIRE			
			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE
			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE
			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE
			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE
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			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE
			1/2" GALV. STEEL PIPE, 10 FT. AND 4" CONTROL VALVE SIZE

INDICATED STATION TYPE=D (DRIPIP) T (TREE)  
AND STATION NUMBER  
INDICATES GALLONS PER HOUR  
INDICATED CONTROL VALVE SIZE

NOTES:  
1. ALL IRRIGATION SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE IRRIGATION SYSTEMS MANUAL (AS APPLICABLE).  
2. ALL IRRIGATION SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE IRRIGATION SYSTEMS MANUAL (AS APPLICABLE).

MARINA VILLAGE RENOVATION: WATER USE

THE MAXIMUM APPLIED WATER ALLOWANCE (MAWA) IN GALLONS PER YEAR IS BASED ON THE FOLLOWING FORMULAE:  
MAWA = ETo x ETf x LA x 0.82

THE ESTIMATED WATER USE (EwU) IS THE SUM TOTAL OF ESTIMATED WATER USE FOR EACH HYDROZONE IN GALLONS PER YEAR AND IS BASED ON THE FOLLOWING FORMULA:  
MAWA = 57" x 0.82 x 10,300 x 0.82 = 291,230 gallons/year

$$EwU = \frac{ETo \times PF \times HA \times 0.82}{IE}$$

$$\text{Mod. } EwU = \frac{57 \times 0.75 \times 10,300 \times 0.82}{.81} = 221,230 \text{ gallons/year}$$

- ETo = ANNUAL EVAPOTRANSPIRATION 57" (PER CIMIS, POLSON CA)
- LA = TOTAL LANDSCAPE AREA (10,300 SQ. FT.)
- HA = HYDROZONE PLANT AREA
- PF = PLANT FACTOR (0.75 FOR SHRUBS AND TREES)
- ETf = 0.8 (EVAPOTRANSPIRATION FACTOR)
- IE = IRRIGATION EFFICIENCY (DRIP = .81)
- A2 = CONVERSION FACTOR (TO GALLONS)

01/14/2025  
11144  
Christopher J. Sasso  
L-3  
IRRIGATION PLAN  
LANDSCAPE RENOVATION



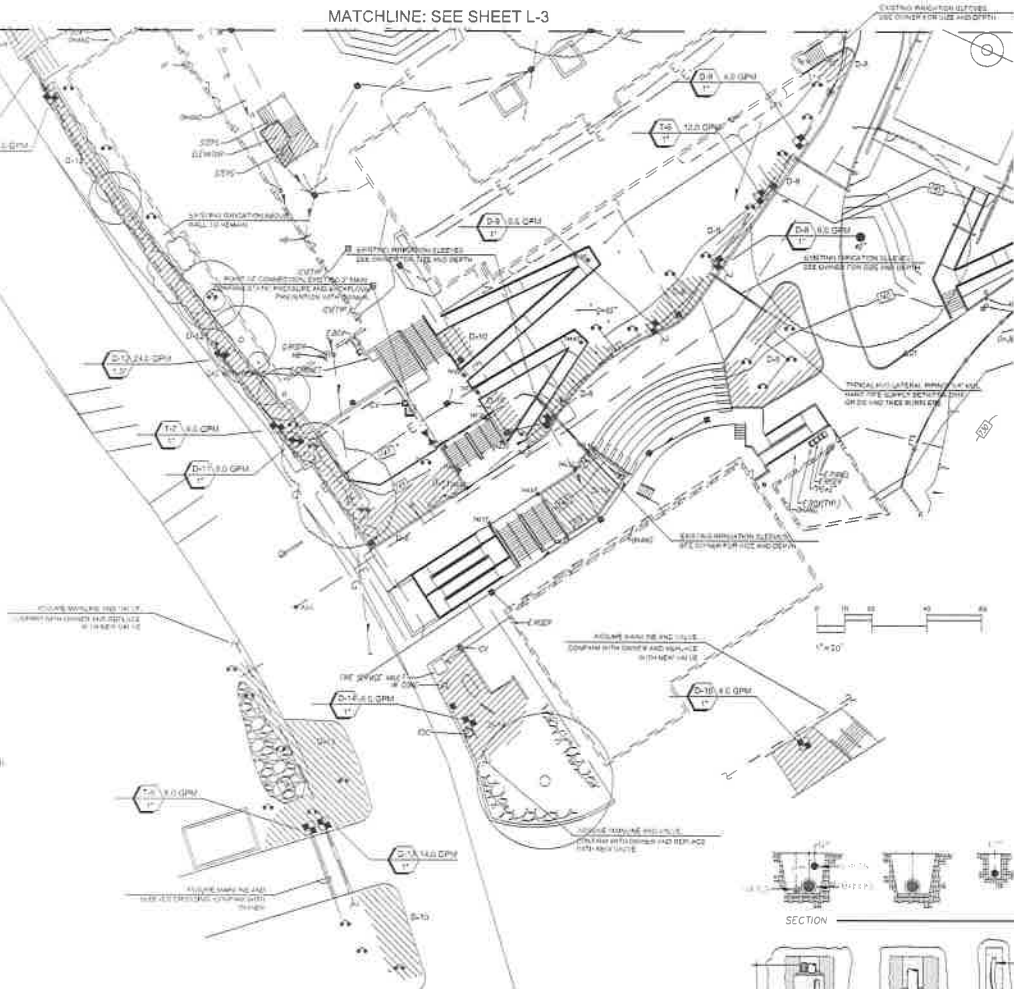

DATE: 10/10/25

PROJECT: L-4

IRRIGATION PLAN

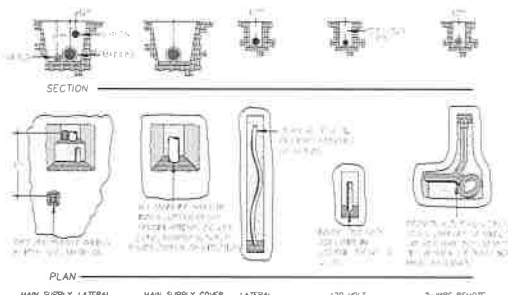
LANDSCAPE RENOVATION

MATCHLINE: SEE SHEET L-3



### IRRIGATION NOTES

1. MAIN PRESSURE REGULATOR
2. MIN. DESIGN PRESSURE: 12.5 PSI. VALVES ARE LOCATED TO MAINTAIN OPERATING PRESSURE AND REDUCE TOTAL LOSS OF HEAD DUE TO SLOPE. LOSS OF HEAD DUE TO SLOPE SHALL BE 1.0 FT PER 100 FT SLOPE.
3. ALL VALVES SHALL BE 1/2" NPT AND 120 VOLT.
4. ALL VALVES SHALL CYCLE FROM MINIMUM TO MAXIMUM FLOW RATE ON ONE TIME PER DAY.
5. THE IRRIGATION SYSTEM SHALL BE INSTALLED IN CONFORMANCE TO CONFORM WITH ALL APPLICABLE STATE AND LOCAL CODES. REQUIREMENTS. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL REQUIRED PERMITS AND FEES RELATED TO THE WORK.
6. NO CONSTRUCTION SHALL BE ALLOWED TO OCCUR ON THE SITE UNTIL THE IRRIGATION SYSTEM IS COMPLETE. ANY DIFFERENCES OR DISCREPANCIES SHOULD BE REPORTED TO THE DESIGNER IMMEDIATELY. IN THE EVENT THAT THE INTENTIONAL IS NOT REPAIRED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY NECESSARY REVISIONS.
7. THE IRRIGATION SYSTEM DESIGN IS BASED ON THE DESIGNER'S PRELIMINARY DESIGN. VERIFY STATIC WATER PRESSURE PRIOR TO CONSTRUCTION. ANY DISCREPANCIES BETWEEN THE ACTUAL WATER PRESSURE IN ANY PART OF THE SYSTEM WITH THAT INDICATED ON THE DRAWINGS SHALL BE IMMEDIATELY REPORTED TO THE DESIGNER REPRESENTATIVE PRIOR TO BACKFILLING MANHOLES.
8. ALL PIPE SHALL BE 1/2" NPT. ALL LATERALS SHALL BE 1/2" NPT. ALL MAINS SHALL BE 1/2" NPT. ALL LATERALS SHALL BE 1/2" NPT. ALL MAINS SHALL BE 1/2" NPT. ALL LATERALS SHALL BE 1/2" NPT.
9. CONTRACTOR SHALL PROVIDE TO THE DESIGNER A COPY OF THE IRRIGATION PLAN AND A COPY OF THE IRRIGATION SCHEDULE.
10. ALL IRRIGATION VALVES SHALL BE 120 VOLT, 1/2" NPT, AND SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.
11. ALL IRRIGATION VALVES SHALL BE 120 VOLT, 1/2" NPT, AND SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.
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20. ALL IRRIGATION VALVES SHALL BE 120 VOLT, 1/2" NPT, AND SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.
21. ALL IRRIGATION VALVES SHALL BE 120 VOLT, 1/2" NPT, AND SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.
22. ALL IRRIGATION VALVES SHALL BE 120 VOLT, 1/2" NPT, AND SHALL BE INSTALLED IN CONFORMANCE WITH ALL APPLICABLE STATE AND LOCAL CODES.



SECTION  
 PLAN  
 MAIN SUPPLY, LATERAL AND MISC. 1/2" NPT  
 MAIN SUPPLY COVER 1/2" NPT  
 LATERAL 1/2" NPT  
 120 VOLT MISC.  
 2-WIRE 120VOLT CONTROL

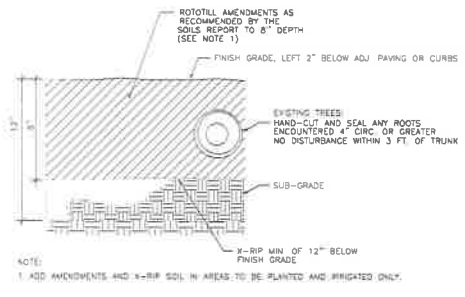
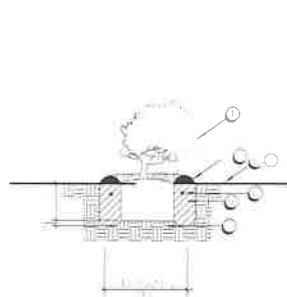
SEE SHEET L-6 FOR IRRIGATION DETAILS

PIPE & WIRE TRENCHING DETAIL

11/23/2017  
 11/23/2017  
 11/23/2017

DATA  
 11/23/2017

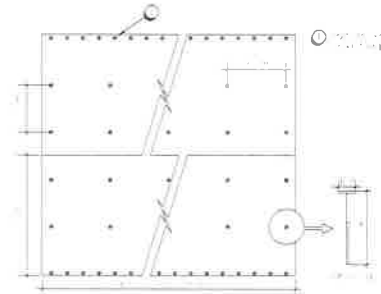
PROJECT NO.  
 11/23/2017  
 11/23/2017



**A** SHRUB PLANTING  
 N.T.S.

**B** SOIL AMENDMENT: SECTION  
 N.T.S.

**C** VEGETATED SWALE  
 N.T.S.



**D** EROSION CONTROL BLANKET STAKING  
 N.T.S.

**PLANT MATERIALS AND IRRIGATION MAINTAINANCE SCHEDULE**

JANUARY	JULY
<ol style="list-style-type: none"> <li>PRUNE TREES AND HANDWOOD SHRUBS (E.G. YACONS, FERN SHAPE AND WINTER DAMAGE). ADD URANIAN FERTILIZER TO WOODY SHRUBS AND TREES.</li> <li>HAND PRUNE ALL ORNAMENTAL (LAPARSED) AND NONWOODY PERENNIALS TO WITHIN 4\"/&gt; </li></ol>	<ol style="list-style-type: none"> <li>PRUNE SPRING WOODY SHRUBS AND PERENNIALS (E.G. YACONS) AND BENCHMOUNTED ONTO CURBS, WALKS AND WALLS. ADD GRANULAR FERTILIZER TO WOODY SHRUBS AND TREES.</li> <li>REMOVE ALL TREE NEEDLE FLOES AND FLEECES FROM SITE.</li> </ol>
<ol style="list-style-type: none"> <li>SET RUN IRRIGATION 1-2 MINUTES PER WEEK REGARDLESS OF RAIN. SHUT OFF TO MAINTAIN FUNCTION. FLUSH END CAPS OF DRIP LINES TO NO RUN SELEVO 200.</li> <li>FLUSH END CAPS OF DRIP LINES FOR SEDIMENT AND DEBRIS. WASH AND/OR REPLACE WAVE FILTERS AT DRIP CONTROL VALVES. TEST ALL SPRAY HEADS FOR COVERAGE AND PRESSURE. REMOVE ALL WINTER DAMAGE.</li> </ol>	<ol style="list-style-type: none"> <li>CHECK ALL DRIP EMITTERS FOR FLOW AND PRESSURE.</li> <li>WEATHER TREE CHECK (WATERING) AND TENT CATERPILLARS.</li> <li>MISH ALL DETAILS TO 3\"/&gt; </li></ol>
<ol style="list-style-type: none"> <li>SET WEATHER BASED PROGRAM FOR PEAK E.T. (JULY) AND RECORD SEASONAL ADJUSTMENTS FOR CURRENT CONDITIONS (FEBRUARY).</li> <li>PHOT SPRAY SOFT SPRING WEEDS PRIOR TO SEED HEAD FORMATION (E.G. CRANESBILL, WILLOWEED, FIREWEED) AND PULL WOODY WEEDS SUCH AS TREE SEEDLINGS.</li> </ol>	<ol style="list-style-type: none"> <li>PRUNE TREES FOR DRIPPING BRANCHES AND WATER SPRINKLES.</li> <li>CHECK AND CLEAN ALL EMITTERS AND SHAKES HIGH TO 4\"/&gt; </li></ol>
<ol style="list-style-type: none"> <li>REMOVE TREES AND FENCING FOR SPRING. PRUNE TO 1/2 HAZARD FREE HEIGHT.</li> <li>MOW AND PRUNE TO HEIGHT ALL HERBACEOUS GROUND COVER (E.G. CALIFORNIA FUCHSIA).</li> <li>CHECK ALL TREE SUBSILERS AND DRIP FUNCTION INDICATORS.</li> <li>MOW ALL SWALES TO 3\"/&gt; </li></ol>	<ol style="list-style-type: none"> <li>SET WEATHER BASED IRRIGATION PROGRAM FOR PEAK E.T. (JULY) AND RECORD SEASONAL ADJUSTMENTS FOR CURRENT CONDITIONS (OCTOBER).</li> <li>PREPARE IRRIGATION SYSTEM FOR WINTER BY INSULATING BACKFLOWS ARE WELL INSULATED AND CONTROL VALVES, ISOLATION VALVES AND SHUT-OFFS ARE IDENTIFIED AND CLEAR.</li> <li>REMOVE SLAMMER PULL PLUGS (REMOVE SHUTLES TO MAINTAIN CLEANLINESS AND PREVENT STAKE IN TRUNK) AND OPEN TO WEDDERS. BURN OFF ROUGHLANDS.</li> </ol>



PROJECT NUMBER  
 911  
 SCALE  
 N.T.S.  
 DATE  
 11/23/2017  
 11/23/2017

DATE  
 11-5  
 PLANTING DETAILS

13850 W. 10th Street  
 Suite 200  
 Golden, CO 80401  
 303.440.9400  
 www.greatvalleydesign.com

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 Suite 200  
 Golden, CO 80401  
 303.440.9400  
 www.greatvalleydesign.com

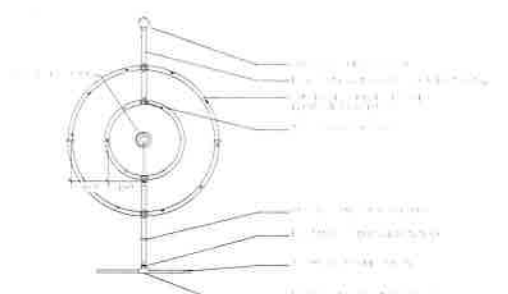
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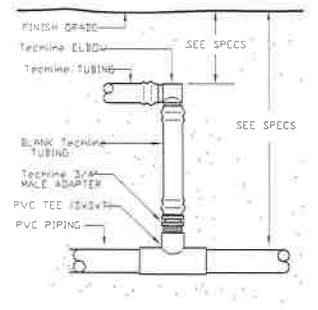
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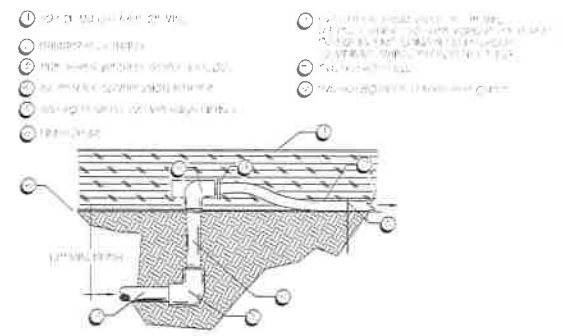
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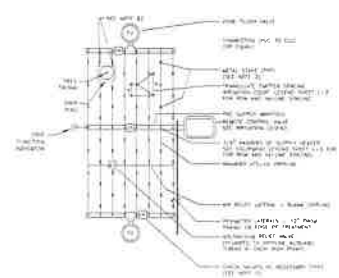
**A POP-UP DRIP RISER**  
 11/21/16



**B TEE-LINE ATTACHMENT DETAIL**  
 11/21/16

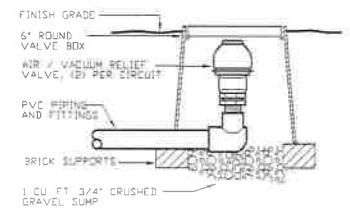


**C LATERAL CONNECTION TO DRIP GRID**  
 11/21/16

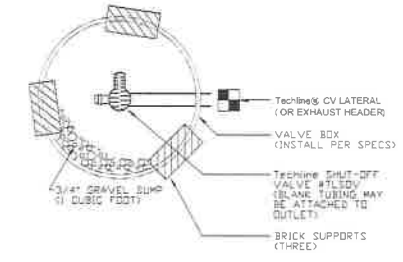


**D DRIP LINE DRIP ATTACHMENT AND CLEAN-OUT**  
 11/21/16

- NOTES:**
1. All materials to be used shall be new, with 1/2" minimum wall thickness.
  2. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  3. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  4. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  5. All pipe fittings shall be installed in accordance with the manufacturer's instructions.



**E AIR RELIEF VALVE**  
 11/21/16



**F LINE FLUSH VALVE**  
 11/21/16

- NOTE:**
1. All materials to be used shall be new, with 1/2" minimum wall thickness.
  2. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  3. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  4. All pipe fittings shall be installed in accordance with the manufacturer's instructions.
  5. All pipe fittings shall be installed in accordance with the manufacturer's instructions.

1. 1/2" x 1/2" x 1/2" x 1/2"
2. 1/2" x 1/2" x 1/2" x 1/2"
3. 1/2" x 1/2" x 1/2" x 1/2"
4. 1/2" x 1/2" x 1/2" x 1/2"
5. 1/2" x 1/2" x 1/2" x 1/2"
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9. 1/2" x 1/2" x 1/2" x 1/2"
10. 1/2" x 1/2" x 1/2" x 1/2"



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 www.greatvalleydesign.com

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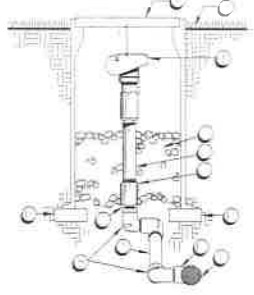
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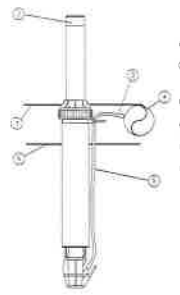
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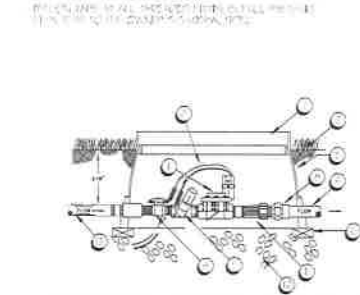
**G QUICK COUPLER**  
 11/21/16

1. 1/2" x 1/2" x 1/2" x 1/2"
2. 1/2" x 1/2" x 1/2" x 1/2"
3. 1/2" x 1/2" x 1/2" x 1/2"
4. 1/2" x 1/2" x 1/2" x 1/2"
5. 1/2" x 1/2" x 1/2" x 1/2"
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9. 1/2" x 1/2" x 1/2" x 1/2"
10. 1/2" x 1/2" x 1/2" x 1/2"



**H 6" POP-UP DRIP FUNCTION INDICATOR**  
 11/21/16

1. TOP OF MULCH (3" LAYER)
  2. 6" MICRO-SPRAY POP-UP INDICATOR (RAIN BIRD XERI-POP XP-500X (Y/W. CAP)
  3. 1/4" BARB TRANSFER CONNECTOR
  4. 1/2" POLYETHYLENE TUBING
  5. 1/4" DISTRIBUTION TUBING
  6. FINISH GRADE
- NOTE:**
1. INSTALL (1) RAIN BIRD DRIP INDICATOR AT END OF EACH DRIP CIRCUIT, SO OPERATOR CAN DETERMINE ZONE FUNCTION AND OPERATING PRESSURES.



**I DRIP REMOTE CONTROL VALVE W/ WYE FILTER**  
 11/21/16

1. 1/2" x 1/2" x 1/2" x 1/2"
2. 1/2" x 1/2" x 1/2" x 1/2"
3. 1/2" x 1/2" x 1/2" x 1/2"
4. 1/2" x 1/2" x 1/2" x 1/2"
5. 1/2" x 1/2" x 1/2" x 1/2"
6. 1/2" x 1/2" x 1/2" x 1/2"
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**ITEM #: 30**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM:**     **CONTRACT WITH ALESSANDRO ELECTRIC INC FOR THE UPGRADE/REPLACEMENT OF FIRE ALARM SYSTEM**

**BACKGROUND:**

During the construction of the new 2-story building at Marina Village the fire alarm system was found to be failing and in need of replacement/upgrade.

**STATUS:**

California Design West has completed the engineering/design and included this work under the Department of State Architects (DSA) project for the 2-story Marina Village building. DSA has approved the project and SBS is the subcontractor that will complete the fire alarm system.

**FISCAL IMPACT:**

The cost of this contract is \$84,895 and Mello-Roos funds will be used for this project.

**BOARD GOAL(S):**

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

Board Focus Goal V - FACILITY / HOUSING:

Build, improve and maintain school facilities to meet current and future education needs while integrating the most effective and efficient use of resources.

Local Control Accountability Plan GOAL 6:

The District will create and maintain facilities and grounds that are safe, clean and conducive to the learning process.

**RECOMMENDATION:**

Board of Trustees approve the Alessandro Electric contract for \$84,895 for Marina Village fire alarm system.

# Alessandro

ELECTRIC INC.

License C10 & C7 # 867775 - State Certified Small Business Enterprise #74503 - DIR #100003067

## ***ESTIMATE – MARINA VILLAGE FIRE ALARM PATHWAY 4-11-19***

To:

Attn:

### **Scope:**

Installation of electrical and low voltage systems per plans and specifications.

### **Inclusions:**

**Installation of new pathway where sbs needs it**

**Remove and replace booster panels where needed**

**Installation of new 20a breakers with lockouts and paited red, verify that the existing dedicated circuit is dedicated. Replace as needed.**

**Man lift**

**Work AEI quoted to be finished before summer.**

### **Exclusions:**

All work not shown on electrical sheets or  
specs unless specifically noted  
Bonds Plans Permits & Fees  
HAZMAT  
Allowances  
Seismic wires  
Asphalt and concrete cut removal patch back  
Concrete for electrical pads  
Surveying and staking  
Traffic control  
Plumbing repairs  
Landscape or sprinkler repair  
Private utility locating  
Spoils removal

Cut patch & paint  
Backing blocking & or framing  
HVAC controls  
Access Hatches  
Dumpster for trash removal  
Temp power/Lighting/utilities  
Rock excavation  
Demolition  
Concrete scanning or coring  
Overtime/shift differential

### **Addenda:**

**Total \$ 84,895**

Brad hail 530-417-6061



**ITEM #: 31**  
**DATE: May 21, 2019**

**RESCUE UNION SCHOOL DISTRICT**

**AGENDA ITEM: El Dorado County Investment Portfolio Report  
for Quarter Ended March 31, 2019**

**BACKGROUND:**

Quarterly the Board receives the El Dorado County Investment Portfolio Report as an information item. Under state law, school districts are required to maintain all operating funds with the County Treasury. The El Dorado County Treasurer-Tax Collector has the authority to invest such funds as are held in the County Treasury. The County Treasurer-Tax Collector is also responsible for providing a copy of the County investment report to each participating district on a quarterly basis.

**STATUS:**

The report for the quarter ending March 31, 2019 is included with this agenda item. All County investments meet the requirements of the District's investment policy.

**FISCAL IMPACT:**

Prudent management of our investments will increase the dollars available for the instructional program and building projects.

**BOARD GOAL:**

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

**RECOMMENDATION:**

The Board of Trustees review the quarterly report.





**EL DORADO COUNTY**

**TREASURER – TAX COLLECTOR**  
**K. E. COLEMAN, MBA | M.ACC.**  
360 Fair Lane, Placerville, CA 95667  
(530) 621-5800 | taxcollector@edcgov.us

**Date:** April 30, 2019

**To:** Depositors to County Investment Pool

**From:** K. E. Coleman, Treasurer-Tax Collector

A handwritten signature in black ink, appearing to read "K. E. Coleman".

**RE:** Investment Portfolio Report - quarter ending March 31, 2019

---

Attached herewith is the Investment Portfolio Report for the quarter ending March 31, 2019 per Government Code 53646(b) (1) and 53646(e).

The State of California Local Agency Investment Fund Portfolio Report is available in its entirety at the Board Clerk's Office or may be accessed at

<http://www.treasurer.ca.gov/pmia-laif/>

under "Pooled Money Investment Board" report.



**EL DORADO COUNTY**

**TREASURER – TAX COLLECTOR**  
**K. E. COLEMAN, MBA | M.ACC.**  
360 Fair Lane, Placerville, CA 95667  
(530) 621-5800 | taxcollector@edcgov.us

**Date: April 30, 2019**

**To: K. E. Coleman, Treasurer-Tax Collector**

**From: Todd Hall, Treasury Quantitative Specialist** *[Handwritten Signature]*

**RE: Investment Portfolio Report - quarter ending March 31, 2019**

---

The El Dorado County Pooled Investment Portfolio Report for the quarter ending March 31, 2019 is attached for your review.

Average remaining life to maturity is 160 days. The effective rate of return is 2.40%. Market values for securities held in third-party custody are provided by the safekeeper. Certificates of Deposit and funds in State of California Local Agency Investment Fund are marked at face value.

I certify that this report accurately reflects all the County investments, and is in conformance with the adopted County Investment Policy. Furthermore, I certify to the best of my knowledge, sufficient investment liquidity to meet the pool's expenditure requirements for the next six months and anticipated revenues are available to meet the County's budgeted expenditures.



# EL DORADO COUNTY TREASURY COUNTY INVESTMENT POOL - SUMMARY

March 31, 2019

Investments	Book Value	Percent of Portfolio	Average Term	Avg Days to Maturity
State of CA Local Agency Invest Fund	49,000,000.00	10.37	1	1
Treasury Securities - Coupon	359,712,162.41	76.15	370	181
Certificates of Deposit - Bank	46,696,344.00	9.88	640	217
Money Market Account	16,993,700.00	3.60	1	1
<b>Total Investments and Averages</b>	<b>472,402,206.41</b>	<b>100.00%</b>	<b>345</b>	<b>160</b>

Month End

Effective Rate of Return 2.40%

K. E. COLEMAN  
TREASURER/TAX COLLECTOR



# EL DORADO COUNTY TREASURY COUNTY INVESTMENT POOL - INVESTMENTS

March 31, 2019

Investment #	Issuer	Par Value	Market Value	Book Value	Days to Maturity	Maturity Date
<b>State of CA Local Agency Invest Fund</b>						
071-000000-1	STATE OF CALIFORNIA	49,000,000.00	49,000,000.00	49,000,000.00	1	
<b>Treasury Securities - Coupon</b>						
001-190515-1	US TREASURY	10,000,000.00	9,967,200.00	9,985,510.09	44	05/15/2019
001-190515-2	US TREASURY	14,000,000.00	13,954,080.00	13,978,900.86	44	05/15/2019
001-190515-3	US TREASURY	15,000,000.00	14,960,226.80	14,979,819.95	44	05/15/2019
001-190531-1	US TREASURY	10,000,000.00	9,969,100.00	9,986,136.97	60	05/31/2019
001-190531-2	US TREASURY	14,000,000.00	13,965,560.00	13,985,113.57	60	05/31/2019
001-190531-3	US TREASURY	11,000,000.00	10,974,753.19	10,983,129.02	60	05/31/2019
001-190615-1	US TREASURY	8,000,000.00	7,965,280.00	7,980,001.97	75	06/15/2019
001-190615-2	US TREASURY	10,000,000.00	9,956,600.00	9,970,366.38	75	06/15/2019
001-190631-1	US TREASURY	7,000,000.00	6,970,740.00	6,984,012.09	90	06/30/2019
001-190715-1	US TREASURY	21,000,000.00	20,867,070.00	20,915,579.57	105	07/15/2019
001-190731-1	US TREASURY	6,000,000.00	5,960,400.00	5,969,517.92	121	07/31/2019
001-190731-2	US TREASURY	10,000,000.00	9,934,000.00	9,944,622.78	121	07/31/2019
001-190815-1	US TREASURY	15,000,000.00	14,878,650.00	14,899,835.53	136	08/15/2019
001-190831-1	US TREASURY	14,000,000.00	13,910,260.00	13,944,097.22	152	08/31/2019
001-190915-1	US TREASURY	14,000,000.00	13,876,940.00	13,889,609.62	167	09/15/2019
001-190930-1	US TREASURY	15,000,000.00	14,894,559.89	14,904,507.96	182	09/30/2019
001-191015-1	US TREASURY	20,000,000.00	19,834,076.92	19,844,393.19	197	10/15/2019
001-191031-1	US TREASURY	15,000,000.00	14,931,778.18	14,939,393.40	213	10/31/2019
001-191115-1	US TREASURY	10,000,000.00	9,892,200.00	9,894,345.04	228	11/15/2019
001-191130-1	US TREASURY	15,000,000.00	14,838,926.37	14,851,893.52	243	11/30/2019
001-191231-1	US TREASURY	12,000,000.00	11,859,840.00	11,859,916.61	274	12/31/2019
001-200115-1	US TREASURY	20,000,000.00	19,799,200.00	19,784,059.10	289	01/15/2020
001-200115-2	US TREASURY	10,000,000.00	9,899,600.00	9,892,643.23	289	01/15/2020
001-200131-1	US TREASURY	15,000,000.00	14,823,600.00	14,813,280.79	305	01/31/2020
001-200131-2	US TREASURY	5,000,000.00	4,941,200.00	4,944,965.50	305	01/31/2020
001-200215-1	US TREASURY	10,000,000.00	9,889,100.00	9,898,355.27	320	02/15/2020
001-200229-1	US TREASURY	20,000,000.00	19,768,000.00	19,791,820.36	334	02/29/2020
001-200315-1	US TREASURY	16,000,000.00	15,896,334.90	15,896,334.90	349	03/15/2020

## Certificates of Deposit - Bank



## EL DORADO COUNTY TREASURY COUNTY INVESTMENT POOL - INVESTMENTS

March 31, 2019

Investment #	Issuer	Par Value	Market Value	Book Value	Days to Maturity	Maturity Date
019-190407-1	RIVER CITY BANK	861,500.00	861,500.00	861,500.00	6	04/07/2019
019-190414-1	RIVER CITY BANK	245,000.00	245,000.00	245,000.00	13	04/14/2019
019-190827-1	RIVER CITY BANK	1,400,000.00	1,400,000.00	1,400,000.00	148	08/27/2019
025-190404-1	EAST WEST BANK	5,000,000.00	5,000,000.00	5,000,000.00	3	04/04/2019
027-190626-1	FARMERS & MERCHANT BK LONG BCH	3,000,000.00	3,000,000.00	3,000,000.00	86	06/26/2019
027-191206-1	FARMERS & MERCHANT BK LONG BCH	5,000,000.00	5,000,000.00	5,000,000.00	249	12/06/2019
027-191218-1	FARMERS & MERCHANT BK LONG BCH	3,000,000.00	3,000,000.00	3,000,000.00	261	12/18/2019
027-200611-1	FARMERS & MERCHANT BK LONG BCH	1,693,000.00	1,693,000.00	1,693,000.00	437	06/11/2020
027-200618-1	FARMERS & MERCHANT BK LONG BCH	4,000,000.00	4,000,000.00	4,000,000.00	445	06/19/2020
028-190402-1	FIRST BANK	5,000,000.00	5,000,000.00	5,000,000.00	1	04/02/2019
028-190411-2	FIRST BANK	5,000,000.00	5,000,000.00	5,000,000.00	10	04/11/2019
028-191206-1	FIRST BANK	7,000,000.00	7,000,000.00	7,000,000.00	249	12/06/2019
079-210328-1	UMPQUA BANK	4,000,000.00	4,000,000.00	4,000,000.00	727	03/28/2021
079-220206-1	UMPQUA BANK	249,750.00	249,750.00	249,750.00	1,042	02/06/2022
221-190902-1	Banner Bank	248,594.00	248,594.00	248,594.00	154	09/02/2019
233-190826-1	Fremont Bank	249,800.00	249,800.00	249,800.00	147	08/26/2019
243-191022-1	Summit State Bank	249,400.00	249,400.00	249,400.00	204	10/22/2019
247-190523-1	Vibra Bank, Pacific Comm, First	249,300.00	249,300.00	249,300.00	52	05/23/2019
249-190430-1	United Business Bk aka Bay Com	250,000.00	250,000.00	250,000.00	29	04/30/2019
<b>Money Market Account</b>						
019-000000-1	RIVER CITY BANK	1,597,000.00	1,597,000.00	1,597,000.00	1	
021-000000-1	CITIZENS BUSINESS BANK	106,700.00	106,700.00	106,700.00	1	
025-000000-1	EAST WEST BANK	9,600,000.00	9,600,000.00	9,600,000.00	1	
027-000000-1	FARMERS & MERCHANT BK LONG BCH	90,000.00	90,000.00	90,000.00	1	
028-000000-1	FIRST BANK	1,100,000.00	1,100,000.00	1,100,000.00	1	
079-000000-1	UMPQUA BANK	250,000.00	250,000.00	250,000.00	1	
244-000000-1	Five Star Bank	4,250,000.00	4,250,000.00	4,250,000.00	1	
<b>Total Investments and Average</b>		<b>474,690,044.00</b>	<b>472,069,320.25</b>	<b>472,402,206.41</b>	<b>160</b>	