



# Governing Board Agenda

**June 26, 2019**

## **Welcome**

Welcome to the meeting of the National School District Governing Board. Your interest in our school district proceedings is appreciated.

## **Our Governance Team**

Our community elects five Board members who serve four-year terms. The Board members are responsible for the overall operation of the school district. Among its duties, the Board adopts an annual budget, approves all expenditures, establishes policies and regulations, authorizes employment of all personnel, approves curriculum and textbooks, and appoints the Superintendent. The Superintendent serves as the secretary to the Governing Board.

### **Barbara Avalos, Clerk**

Ms. Avalos was first elected to the Governing Board in November 2008 and her present term expires December 2020.

### **Maria Betancourt-Castañeda, Member**

Ms. Betancourt-Castañeda was first elected to the Governing Board in November 2014 and her present term expires December 2022.

### **Leighangela Brady, Secretary**

Dr. Brady was first appointed as Superintendent in August 2016.

### **Brian Clapper, Member**

Mr. Clapper was first elected to the Governing Board in November 2012 and his present term expires December 2020.

### **Maria Dalla, Member**

Ms. Dalla was first elected to the Governing Board in November 2014 and her present term expires December 2022.

### **Alma Sarmiento, President**

Ms. Sarmiento was first elected to the Governing Board in November 1992 and her present term expires December 2022.

## **This meeting may be recorded**

In accordance with Board Policy, audiotapes of Board meetings are available for review for 30 days following the meeting. Please contact the Superintendent's Office at 619-336-7705 if you wish to schedule an appointment to listen to the audiotape.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Superintendent located at 1500 N Avenue, National City, California, 91950.

## Speaking to the Board

If you wish to speak to the Board, please fill out a “Request for Oral Communications” card located on the table at the entrance to the Board Room and give it to the Recording Secretary. Board policy and state law stipulate that no oral presentation shall include charges or complaints against any employee of the District, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. California law requires that all charges or complaints against employees be addressed in Closed Session unless the employee requests a public hearing. All such charges or complaints therefore must be submitted to the Board under the provision of the District’s policy. At the appropriate time, the Board President will invite speakers to approach the podium. Please use the microphone and state your name and address. This information is necessary in order to maintain accurate records of the meeting. Speakers are requested to limit their remarks to three minutes.

## Compliance with Americans with Disabilities Act

The National School District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact the Superintendent’s Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such accommodation.

## Translation Services

Members of the public who require translation services in order to participate in the meeting should contact the Superintendent’s Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such services.

## Equal Opportunity Employer

The National School District is committed to providing equal educational, contracting, and employment opportunity to all in strict compliance with all applicable State and Federal laws and regulations. The District official who monitors compliance is the Assistant Superintendent--Human Resources, 1500 N Avenue, National City, California, 91950, phone 619-336-7722. Individuals who believe they have been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District’s Human Resources Office.



**NATIONAL  
SCHOOL DISTRICT**

**VISION**  
*Our Promise...*  
Exceptionally Prepared Learners;  
Innovative and Compassionate World Citizens



**MISSION**  
*Creating Successful Learners... Now.*  
Each student in the National School District receives an exemplary, world-class education in a safe and nurturing environment. By collaborating with educators, staff, parents and our diverse community, all students attain the skills essential to succeed and thrive in a competitive, global society.

**CORE VALUES**  
  
**We Believe...**  
Children first.  
Relationships matter.  
Whatever it takes!





## REGULAR MEETING OF THE GOVERNING BOARD

Administrative Center  
1500 "N" Avenue  
National City, CA 91950

Wednesday, June 26, 2019

Closed Session -- 4:00 p.m.

Open Session -- 6:00 p.m.

### AGENDA

If you wish to speak to the Board, please fill out a *Request to Speak* card located on the table at the entrance to the Board Room.

**NATIONAL SCHOOL DISTRICT**

1500 'N' Avenue • National City, CA 91950 • (619) 336-7500 • Fax (619) 336-7505 • <http://nsd.us>

*Creating Successful Learners... Now*

**1. CALL TO ORDER**

**2. PUBLIC COMMUNICATIONS**

Alma Sarmiento,  
Board President

Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

**3. ADJOURN TO CLOSED SESSION**

**4. CLOSED SESSION – 4:00 P.M.**

Closed session in accordance with Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

Two Cases

OAH Case No.2019030777

OAH Case No.2019031140

Closed session in accordance with Government Code Section 54957:  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Closed session in accordance with Government Code Section 54957:  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Superintendent

**5. RETURN TO OPEN SESSION**

**6. CALL TO ORDER**

**7. PLEDGE OF ALLEGIANCE**

**8. ROLL CALL**

**9. PRESENTATIONS**

**9.A.** Introduce and welcome the new employees.

Leticia Hernandez,  
Assistant  
Superintendent,  
Human Resources &  
Alma Sarmiento,  
Board President

## **10. PUBLIC COMMUNICATIONS**

Alma Sarmiento,  
Board President

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## **11. AGENDA**

### **11.A. Approve agenda.**

Leighangela Brady,  
Superintendent

## **12. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

Alma Sarmiento,  
Board President

All items listed under the Consent Calendar are considered routine and will be acted upon in one action by the Board. It is understood that the Superintendent has recommended approval for these items. There will be no discussion prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar. All items approved by the Board will be deemed as considered in full and adopted as recommended.

### **12.A. Minutes**

#### **12.A.I. Approve the minutes of the Regular Board Meeting held on June 12, 2019.**

Leighangela Brady,  
Superintendent

### **12.B. Administration – None**

Leighangela Brady,  
Superintendent

### **12.C. Human Resources**

#### **12.C.I. Ratify/approve recommended actions in personnel activity list.**

Leticia Hernandez,  
Assistant  
Superintendent,  
Human Resources

#### **12.C.II. Accept the employee resignations/retirements.**

Leticia Hernandez,  
Assistant  
Superintendent,  
Human Resources

### **12.D. Educational Services**

#### **12.D.I. Authorize the Superintendent to submit the Consolidated Application for Funding Categorical Aid Programs 2019-2020.**

Sharmila Kraft,  
Assistant  
Superintendent,  
Educational Services

## **12.E. Business Services**

**12.E.I.** Authorize the sale, disposal and/or donation of surplus property.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**12.E.II.** Approve destruction of records that have met the minimum retention requirements or have been microfilmed/scanned in accordance with Title 5 of the California Administrative Code.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

## **13. EDUCATIONAL SERVICES**

**13.A.** Approve the 2019-2020 Local Control Accountability Plan (LCAP).

Sharmila Kraft,  
Assistant  
Superintendent,  
Educational Services

**13.B.** Approve the Federal Addendum to the 2019-2020 Local Control and Accountability Plan (LCAP).

Sharmila Kraft,  
Assistant  
Superintendent,  
Educational Services

## **14. GENERAL FUNCTIONS**

**14.A.** Adopt Resolution #18-19.49 regarding absence of Board Member Alma Sarmiento due to illness.

Leighangela Brady,  
Superintendent

## **15. HUMAN RESOURCES**

**15.A.** Approve Memorandum of Understanding with the National City Elementary Teachers Association (NCETA) and National School District (NSD) for negotiable impacts and effects of the Enrichment Wheel Teacher Program.

Leticia Hernandez,  
Assistant  
Superintendent  
Human Resources

**15.B.** Approve Agreement #CT3335 with the San Diego County Office of Education (SDCOE) to provide Induction Program to beginning teachers.

Leticia Hernandez,  
Assistant  
Superintendent  
Human Resources

**15.C.** Approve On-Loan Agreement #CT3628 between the University of California at San Diego (UCSD) and National School District (NSD) for Sarah Peterson to serve as 100% Director of the California Reading & Literature Project, Regional Office, from July 1, 2019 through June 30, 2020.

Leticia Hernandez,  
Assistant  
Superintendent,  
Human Resources

**15.D.** Approve contract #CT3630 with Cooperative Organization for the Development of Employee Selections (CODESP) Public Human Resources with the National School District for employment selection materials for the 2019-2020 school year.

Leticia Hernandez,  
Assistant  
Superintendent,  
Human Resources

**15.E.** Approve contract #CT3631 with Frontline Technologies to provide substitute placement services for National School District for the 2019-2020 school year.

Leticia Hernandez,  
Assistant  
Superintendent Human  
Resources

## **16. BUSINESS SERVICES**

**16.A.** Adopt Resolution #18-19.48 for the use of Education Protection Account (EPA) funds for the 2019-2020 school year.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.B.** Approve the Estimated Actual Budget for 2018-2019, and adopt the 2019-2020 Proposed Budget for all funds.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.C.** Approve renewal of annual maintenance agreements and service contracts for 2019-2020.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.D.** Approve contracts #CT3609, #CT3610, #CT3611, #CT3612, #CT3613, #CT3614, #CT3615, #CT3616, #CT3617, and #CT3618 with the YMCA of San Diego County for sixth grade camp.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.E.** Award contract #CT3626 for Bid #18-19-192 to A&S Flooring, for Flooring Repair and Replacement.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.F.** Approve contract #CT3627 with Matrix Energy Services, Incorporated to perform energy efficient retrofitting at the District Office and El Toyon School.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.G.** Approve contract #CT3633 with Blackboard to provide website template, hosting, and Americans with Disabilities Act compliance.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.H.** Adopt Resolution #18-19.40 authorizing contracting pursuant to cooperative bid and award documents from the Glendale Unified School District piggyback contract bid (Bid No. P-13-18/19 Apple Computer Products, Services, and Related Items).

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.I.** Adopt Resolution #18-19.42 authorizing National School District to participate in the CalSAVE program for the acquisition of materials, equipment, and supplies.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.J.** Adopt Resolution #18-19.44 authorizing National School District to participate in the Sourcewell public contract, for the purchase of supplies, materials and equipment.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.K.** Adopt Resolution #18-19.45 authorizing National School District to participate in the North County Educational Purchasing Consortium (NCEPC) program for the acquisition of materials, equipment and supplies.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.L.** Adopt Resolution #18-19.47 authorizing National School District to participate in the National Association of State Procurement Officials (NASPO) Valuepoint program for the acquisition of materials, equipment and supplies.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

**16.M.** Accept gifts.

Christopher Carson,  
Assistant  
Superintendent,  
Business Services

## **17. BOARD WORKSHOP**

## **18. BOARD/CABINET COMMUNICATIONS**

## **19. ADJOURNMENT**



Agenda Item: **1. CALL TO ORDER**

Agenda Item: **2. PUBLIC COMMUNICATIONS**

Speaker: Alma Sarmiento, Board President

Quick Summary / Abstract: Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a “Request for Oral Communications” card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

Agenda Item: **3. ADJOURN TO CLOSED SESSION**

Agenda Item: **4. CLOSED SESSION – 4:00 P.M.**

Quick Summary / Abstract: Closed session in accordance with Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
Two Cases  
OAH Case No.2019030777  
OAH Case No.2019031140

Closed session in accordance with Government Code Section 54957:  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Closed session in accordance with Government Code Section 54957:  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Superintendent

Agenda Item: **5. RETURN TO OPEN SESSION**

Agenda Item: **6. CALL TO ORDER**

Agenda Item: **7. PLEDGE OF ALLEGIANCE**

Agenda Item: **8. ROLL CALL**

Quick Summary / Board:

Abstract: Ms. Barbara Avalos  
Ms. Maria Betancourt-Castañeda  
Mr. Brian Clapper  
Ms. Maria Dalla  
Ms. Alma Sarmiento

Staff:

Dr. Leighangela Brady, Superintendent-Administration  
Mr. Chris Carson, Assistant Superintendent-Business Services  
Dr. Leticia Hernandez, Assistant Superintendent-Human Resources  
Dr. Sharmila Kraft, Assistant Superintendent-Educational Services

Agenda Item: **9. PRESENTATIONS**

Agenda Item: **9.A. Introduce and welcome the new employees.**

Speaker: Leticia Hernandez, Assistant Superintendent, Human Resources & Alma Sarmiento,  
Board President

Quick Summary / Abstract: The employees on the attached list were approved at the June 12, 2019 Governing Board Meeting.

Comments: Leticia Hernandez, Assistant Superintendent of Human Resources will introduce and welcome the new employees.

Attachments:  
Introduce & Welcome

**Introduce & Welcome  
6/26/19**

<b>Name</b>	<b>Position</b>	<b>Location</b>
1. Danyette Gonzalez	Instructional Assistant – Health Care	Rancho de la Nación School
2. Maribel Marin	Instructional Assistant – Health Care	Rancho de la Nación School

Agenda Item: **10. PUBLIC COMMUNICATIONS**

Speaker: Alma Sarmiento, Board President

Quick Summary / Abstract: Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a “Request for Oral Communications” card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

Agenda Item: **11. AGENDA**

Agenda Item: **11.A. Approve agenda.**

Speaker: Leighangela Brady, Superintendent

Recommended Motion: Approve agenda

Agenda Item: **12. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

Speaker: Alma Sarmiento, Board President

Quick Summary / Abstract: All items listed under the Consent Calendar are considered routine and will be acted upon in one action by the Board. It is understood that the Superintendent has recommended approval for these items. There will be no discussion prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar. All items approved by the Board will be deemed as considered in full and adopted as recommended.

Recommended Motion: Approve Consent Calendar

Agenda Item: **12.A. Minutes**

Agenda Item: **12.A.I. Approve the minutes of the Regular Board Meeting held on June 12, 2019.**

Speaker: Leighangela Brady, Superintendent

Attachments:

Board Minutes - 06/12/19



**NATIONAL SCHOOL DISTRICT  
Minutes of the Regular Meeting  
GOVERNING BOARD**

June 12, 2019  
6:00 PM  
Administrative Center  
1500 "N" Avenue  
National City, CA 91950

**Attendance Taken at 6:05 PM:**

Present:

Ms. Barbara Avalos  
Ms. Maria Betancourt-Castañeda  
Mr. Brian Clapper  
Ms. Maria Dalla

Absent:

Ms. Alma Sarmiento

**1. CALL TO ORDER**

Board Clerk, Barbara Avalos, called the public meeting to order at 4:00 p.m.

**2. PUBLIC COMMUNICATIONS**

None

**3. ADJOURN TO CLOSED SESSION**

**4. CLOSED SESSION- 4:00 p.m.**

Closed session was held from 4:00 p.m. to 5:45 p.m.

Board Clerk, Barbara Avalos, announced that in Closed Session the Governing Board voted unanimously to release employee No. 628429.

**5. RETURN TO OPEN SESSION**

**6. CALL TO ORDER**

Board Clerk Barbara Avalos, called the public meeting to order at 6:02 p.m.

**7. PLEDGE OF ALLEGIANCE**

Board Clerk, Barbara Avalos, led the Pledge of Allegiance.

## **8. ROLL CALL**

Ms. Vanessa Ceseña took roll call.

## **9. PRESENTATIONS**

None

## **10. PUBLIC COMMUNICATIONS**

None

## **11. AGENDA**

### **11.A. Approve agenda.**

Per staff request, the Governing Board tabled agenda item 13.B and will be brought forth at a future meeting.

**Motion Passed:** With the exception of item 13.B, the agenda passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

## **12. APPROVE CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

**Motion Passed:** Consent Calendar passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

### **12.A. Minutes**

**12.A.I. Approve the minutes of the Regular Board Meeting held on May 22, 2019.**

### **12.B. Administration**

### **12.C. Human Resources**

**12.C.I. Ratify/approve recommended actions in personnel activity list.**

**12.C.II. Accept the employee resignations/retirements.**

**12.D. Educational Services**

**12.E. Business Services**

**12.E.I. Ratify/approve purchase orders, contracts and warrants as summarized and detailed in Exhibit A.**

**13. GENERAL FUNCTIONS**

**13.A. Approve contract #CT3398 with Studio 1 Distinctive Portraiture to provide school photography services to National School District schools for the 2019-2020 school year.**

**Motion Passed:** Contract #CT3398 with Studio 1 Distinctive Portraiture passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

**13.B. Approve Independent Contractor Agreement #CT3423 with Huard and Associates.**

Item tabled, will be presented at future Board meeting.

**13.C. Approve Contract #CT3542 with BCK Programs, LLC for Sustainability Consulting Services.**

**Motion Passed:** Following discussion, contract #CT3542 with BCK Programs, LLC passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Mr. Brian Clapper. This contract includes services for District-wide consulting with a cost of \$30,000 and the Storm Water Pollution Prevention Plan (SWPPP) internship for a cost of \$30,000.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

## 14. EDUCATIONAL SERVICES

**14.A. Approve contract #CT3582 for Banyan Tree Educational Services for student #3708625 to complete tutoring services as part of an Individualized Education Plan as outlined per Settlement Agreement based on OAH Case No.2019010555.**

**Motion Passed:** Contract #CT3582 for Banyan Tree Educational Services passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos  
Yes Ms. Maria Betancourt-Castañeda  
Yes Mr. Brian Clapper  
Yes Ms. Maria Dalla  
Absent Ms. Alma Sarmiento

**14.B. Approve contract #CT3619 with American Reading Company for the 2019-2020 school year to provide Transitional Kindergarten-6th grade professional development to all teachers and site administrators.**

**Motion Passed:** Following discussion and request for days to be added to the contract, contract #CT3619 with American Reading Company passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos  
Yes Ms. Maria Betancourt-Castañeda  
Yes Mr. Brian Clapper  
Yes Ms. Maria Dalla  
Yes Ms. Alma Sarmiento

**14.C. Approve consultant contract #CT3621 with Benchmark for the 2019-2020 school year to provide Transitional Kindergarten-6th grade professional development to all teachers.**

**Motion Passed:** Following discussion and request for days to be added to the contract, contract #CT3621 with Benchmark for 2019-2020 school year passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos  
Yes Ms. Maria Betancourt-Castañeda  
Yes Mr. Brian Clapper  
Yes Ms. Maria Dalla  
Absent Ms. Alma Sarmiento

**14.D. Conduct a public hearing for the 2019-2020 Local Control Accountability Plan.**

Board Clerk, Barbara Avalos, opened the public hearing at 6:39 p.m.

There were no speakers.

Board Clerk, Barbara Avalos, closed the public hearing at 6:39 p.m.

## **15. HUMAN RESOURCES**

None

## **16. BUSINESS SERVICES**

### **16.A. Appoint Lori Anne Peoples and Richard L. Toy to the Measure N and HH Citizens' Bond Oversight Committee.**

**Motion Passed:** Appointment of Lori Anne Peoples and Richard L. Toy passed with a motion by Mr. Brian Clapper and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

### **16.B. Conduct a public hearing for the 2019-20 Budget.**

Board Clerk, Barbara Avalos, opened the public hearing at 6:41 p.m.

Mr. Chris Carson shared information regarding the 2019-2020 Budget.

Board Clerk, Barbara Avalos, closed the public hearing at 7:33 p.m.

### **16.C. Accept gifts.**

**Motion Passed:** Following discussion, accept gifts passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Absent Ms. Alma Sarmiento

## **17. BOARD WORKSHOP**

## **18. BOARD/CABINET COMMUNICATIONS**

Ms. Betancourt-Castañeda thanked everyone present for attending the Board meeting and wished Ms. Dalla an early happy birthday. She wished all the fathers present a happy Father's Day especially to her husband. She wished everyone an enjoyable quiet time.

Ms. Dalla shared how proud she felt at the Las Palmas School presentation. She thanked the Board meeting attendees. She wished everyone a good night and a happy summer.

Mr. Clapper shared he attended a very nice promotion ceremony at John Otis School. He congratulated Mr. Carson on the budget presentation and wished Ms. Dalla an early happy birthday.

Dr. Hernandez wished Ms. Dalla a happy birthday and mentioned that the Olivewood School sixth grade promotion was great.

Mr. Carson gave an update on work projects being completed this summer, District-wide. He complemented the hard work of the Maintenance and Operations staff.

Dr. Kraft wished Ms. Dalla and Ms. Hayes an early happy birthday. She gave special mention to Dr. O'Connor and the technology department for their work in converting the District to our new Microsoft servers. She congratulated the sixth graders on their promotion and mentioned she attended a great promotion ceremony at El Toyon School.

Dr. Brady thanked everyone who attended the sixth grade promotions. She shared she has received feedback from the Board and principals and will develop a checklist for all schools. She reminded everyone that the District will be closed on Fridays for the month of June. She wished an early happy birthday to Ms. Dalla, a happy Father's Day to the fathers present, and she thanked Ms. Avalos for filling in, in the Board President's absence.

Ms. Avalos shared that Kimball School had a great sixth grade promotion ceremony in the lower field area. She also attended the middle school promotion and high school graduation ceremonies. She congratulated Ms. Hayes and Mr. Aranda for the Las Palmas music performance. She also attended the Kimball School 1st Dual Language Cohort and was proud of the progress the students have made. She wished Ms. Dalla and Ms. Hayes a happy birthday. She wished a happy Father's Day to the fathers present. She thanked everyone present for attending the meeting.

## **19. ADJOURNMENT**

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Clerk of the Governing Board

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Secretary to the Governing Board

Agenda Item: **12.B. Administration**

Speaker: Leighangela Brady, Superintendent

Quick Summary /  
Abstract: None

Agenda Item: **12.C. Human Resources**

Agenda Item: **12.C.I. Ratify/approve recommended actions in personnel activity list.**

Speaker: Leticia Hernandez, Assistant Superintendent, Human Resources

Quick Summary / Abstract: Background information on individuals submitted under separate cover to Board Members.

Financial Impact: See staff recommendations table.

Attachments:  
Staff Recommendations



**CERTIFICATED STAFF RECOMMENDATIONS  
June 26, 2019**

**Name                                      Position                                      Effective Date                                      Placement                                      Funding Source**

**Employment**

1. Andrea Carrillo	Classroom Teacher 6.58 hours per day 185 days per year Olivewood School	July 17, 2019	Class 1, Step 1	General Fund
2. Katelyn Krebs	Classroom Teacher 6.58 hours per day 185 days per year Rancho de la Nación School	July 17, 2019	Class 1, Step 1	General Fund

**Temporary Employment**

None				
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**Release of Temporary Employment**

None				
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**Additional Duties**

None				
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**Contract Extension/Change**

3. Rosa Lopez	School Counselor Palmer Way School	2019-2020 school year	93.96% contract	
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**Leave of Absence**

4. Rosa Lopez	School Counselor Palmer Way School	2019-2020 school year	Unpaid leave of absence from 6.04% of her contract	
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**CLASSIFIED STAFF RECOMMENDATIONS  
June 26, 2019**

**Name                                      Position                                      Effective Date                                      Placement                                      Funding Source**

**Employment**

5. Letizia Yvellez	Instructional Assistant- Preschool 3.25 hours per day 210 days per year Palmer Way School	July 17, 2019	Range 16, Step 1	General Fund
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**Temporary Employment**

None				
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**Additional Duties**

None				
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**Contract Extension/Change**

None				
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**Leave of Absence**

6. Bertha Verdugo	Instructional Assistant- Preschool Palmer Way School	July 17, 2019 to September 20, 2019	Unpaid leave of absence	
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Agenda Item: **12.C.II. Accept the employee resignations/retirements.**

Speaker: Leticia Hernandez, Assistant Superintendent, Human Resources

Quick Summary / Abstract: The employee resignations/retirements on the attached list were accepted by Leticia Hernandez, Assistant Superintendent, Human Resources.

Attachments:  
Resignations/Retirements

<b>Resignations 6/26/19</b>			
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Gualberto Solares-Hernandez	Custodian-Night	Rancho de la Nación School	June 17, 2019

<b>Retirements 6/26/19</b>			
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Rosie Gutierrez	Instructional Assistant- Health Care	Las Palmas School	December 20, 2019
Dewayne Pepin	Custodian-Night (Rover)	District Office	June 27, 2019

Agenda Item: **12.D. Educational Services**

Agenda Item: **12.D.I. Authorize the Superintendent to submit the Consolidated Application for Funding Categorical Aid Programs 2019-2020.**

Speaker: Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: The District receives funds from various categorical programs, e.g., Title I and Title III. In order to receive these funds, the District must submit a yearly application. The application includes, among other things, legal assurances, a declaration of categorical programs for which the District intends to apply, and the metrics by which the District/Schools qualify for Title I funds.

The 2019-2020 Consolidated Application will be submitted in two parts. The spring Consolidated Application Reporting System (CARS) Data Collection is preliminary in nature and reflects no actual dollar amounts. This part of the application is due June 30, 2019. The winter Consolidated Application Reporting System Data Collection is based on specific entitlements verified by the California Department of Education and includes individual school site budgets. The winter Data Collection was submitted on February 28, 2019.

The Consolidated Application also collects data that is part of the State and Federal accountability programs; including, but not limited to, the number of highly qualified teachers at each school site and the number of expulsions from each school.

Board approval to submit the Application for Funding is a requirement for receipt of Title I, Title II, Title III and other state and federal programs dollars.

Agenda Item: **12.E. Business Services**

Agenda Item: **12.E.I. Authorize the sale, disposal and/or donation of surplus property.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: Education Code Sections 17545 and 17546 outline procedures for disposing and/or donation of property no longer needed or that is unsuitable for school use. The items may be sold at public sale through sealed bid, online through public auctions or donated to any charitable organization for their own use.

Comments: If found to be of no value, items may be hauled to the city dump.  
Surplus property sold through Public Surplus auction will be subject to a 10% fee on the proceeds for the auctioneer's commission and other administrative cost.

Agenda Item: **12.E.II. Approve destruction of records that have met the minimum retention requirements or have been microfilmed/scanned in accordance with Title 5 of the California Administrative Code.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: Title 5, Chapter 2, of the California Administrative Code provides guidelines for the classification and destruction of school district records.

Classification of Records:

Class 1 – Permanent Records (as listed in California Administrative Code – Title 5, Section 16023) – The original, or one exact copy, unless microfilmed, shall be retained indefinitely.

Class 2 – Optional Records – Not required by law to be retained permanently but deemed worthy of further preservation as specified in California Administrative Code – Title 5, Section 16024.

Class 3 – Disposable Records – required retention periods and procedures for destruction or transfer of records as specified in California Administrative Code – Title 5, Section 16025.

In accordance with this code, records that have been microfilmed or have met or exceeded their retention requirements may be destroyed.

Comments: The District's record storage area is near capacity. In order to provide the space needed for current storage, the District is requesting authorization to destroy records that have met their legal retention period. Records that are classified as permanent have been or will be microfilmed and the hard copy destroyed; e.g. purchase orders, invoices, journal vouchers, budget vouchers and payroll registers.

Records to be destroyed include:

Administration

Student records over 3 years old

Business Services

2014-15 Paid Invoices

2014-15 Bank Reconciliation and Canceled Checks

2014-15 Outgoing Invoices

2014-15 CBEDS Forms/Reports

2014-15 Insurance Policies and Endorsements (Closed or Terminated)

2014-15 Accident or Injury Reports (No Claim Filed)

2014-15 Financial Records/Reports

2014-15 Attendance Records/Reports

2014-15 Attendance Manuals/School Register

Preschool Center

All preschool and CDC boxes with dates to be destroyed in 2018

Child Nutrition Services Department

2014-15 Invoices  
2014-15 Cash Receipts/Disbursements  
2014-15 Check Register  
2014-15 Checks/Bank Statements  
2014-15 Journal Vouchers  
2014-15 Profit/Loss Statements and Balance Sheets  
2014-15 Financial Record Back-ups  
2014-15 Meal Reimbursement Claims/Back-ups  
2014-15 Nutritional/Menu Production Records  
2014-15 Miscellaneous CNS Records (Correspondences, Bids, Price Quotations, etc.)

Human Resources

All Human Resources boxes with dates to be destroyed in 2019

Purchasing Department

Non-successful bids dated 2017-18 and before.

Purchase Orders dated 2016-17 and before.



Agenda Item: **13. EDUCATIONAL SERVICES**

Agenda Item: **13.A. Approve the 2019-2020 Local Control Accountability Plan (LCAP).**

Speaker: Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: The Local Control Accountability Plan (LCAP) is an important component of the Local Control Funding Formula (LCFF). Under the Local Control Funding Formula (LCFF) all districts are required to prepare an Local Control Accountability Plan (LCAP), a plan which describes how the District intends to meet the annual goals for all pupils, with specific activities to address State and local priorities.

The Local Control Accountability Plan (LCAP) must include a description of annual goals to be achieved for each student group for each state priority. Goals must address each of the state priorities and any additional local priorities; however, one goal may address multiple priorities. The three-year plan addresses all State priorities, outlines the estimated budget, and aligns National School District Strategic Plan goals to the State priorities.

The National School District Local Control Accountability Plan (LCAP) has been created through a process of data analysis and stakeholder input was provided on the following dates:

Local Control Accountability Plan (LCAP) Committee: March 11, April 11  
District Parent Advisory Council (DPAC): February 13, March 6, April 10  
District English Learner Advisory Council (DELAC): March 15, April 12  
National City Elementary Teacher Association (NCETA): April 8  
California School Employees Association (CSEA): March 18  
Town Hall Meeting: May 13

The Governing Board of each district needs to adopt an Local Control Accountability Plan (LCAP) on or before July 1 of each fiscal year. Once the plan has been approved by the Governing Board, it then goes to the San Diego County Office of Education for final approval.

Comments: The 2019-2020 Local Control Accountability Plan (LCAP) draft proposes for the following actions/services:

1. Common Core Support and English Learner Support: Enrichment wheel and data teams, District Resource Teachers (English language development and English language arts).
2. Technology Support: ongoing device leases, increasing K-2 devices from 1:2 to 1:1, teacher training, administration of technology department, District Resource Teacher (Technology) and technology support personnel.
3. Parent Engagement: district-wide support with parent training on Common Core State Standards through District Resource Teacher, school site plan actions, full-time translator and community engagement through the National City Collaborative
4. Augmentation of Site Budgets: site funding to support LCAP goals through personnel, materials and teacher training
5. Library Media Technicians (otherwise known as Library Media Specialist): full-time library services at all school sites

6. Class Size Reduction: Transitional Kindergarten 20:1 class size to assist young learners
  7. Safety: all third-grade students will receive swim instruction
  8. School culture, climate and safety through additional School Social Workers/counselors supporting teachers, students, and their families.
  9. Additional Supplemental Services: maintain current student to teacher levels of staffing and supplemental funding for routine restricted maintenance.
- To view the LCAP in its entirety, see Exhibit A.

Recommended  
Motion:

Approve the 2019-2020 Local Control Accountability Plan (LCAP).

Attachments:  
Exhibit A

**Please see Exhibit A**

Agenda Item: **13.B. Approve the Federal Addendum to the 2019-2020 Local Control and Accountability Plan (LCAP).**

Speaker: Sharmila Kraft, Assistant Superintendent, Educational Services

Quick Summary / Abstract: The Local Control Accountability Plan (LCAP) Federal Addendum must be approved by the local Governing Board and submitted to the California Department of Education to apply for Every Student Succeeds Act (ESSA) funding (Title funds).

Until this year, Districts were required to write two separate plans for State and federal funds: Local Control Accountability Plan (LCAP) and Local Educational Agency Plan (LEAP). Now, these funds are coordinated through the Local Control Accountability Plan (LCAP) and the Local Control Accountability Plan (LCAP) Federal Addendum. The implementation of Every Student Succeeds Act (ESSA) through National School District's LCAP supports effective alignment of federally-funded programs with National School District priority goals.

National School Districts LCAP Federal Addendum serves as the LEAP to meet the provisions for State Educational Agency approval of Every Student Succeeds Act (ESSA) funds.

Comments: California's Every Student Succeeds Act (ESSA) State Plan is required to ensure the utilization of federal resources is aligned to the intent of the Title funds that support underserved student groups. Accordingly, eligible Districts are required beginning in 2019-2020 to complete the Local Control and Accountability Plan (LCAP) Federal Addendum to describe how they will use federal funds to meet the provisions in Every Student Succeeds Act (ESSA).

Recommended Motion: Approve the Federal Addendum to the 2019-2020 Local Control and Accountability Plan (LCAP).

Attachments:  
Exhibit B

**Please see Exhibit B**

Agenda Item: **14. GENERAL FUNCTIONS**

Agenda Item: **14.A. Adopt Resolution #18-19.49 regarding absence of Board Member Alma Sarmiento due to illness.**

Speaker: Leighangela Brady, Superintendent

Quick Summary / Abstract: Alma Sarmiento was absent from the Regular Board meeting held on June 12, 2019, due to illness.

Comments: Board Bylaw BB 9250 states that each member of the Governing Board may receive the maximum monthly compensation as provided for by law and that members also may be paid for meetings they missed when the Board, by resolution, finds that they were performing designated services for the District at the time of the meeting or that they were absent because of illness, jury duty, or a hardship deemed acceptable by the Board. See attached resolution.

Recommended Motion: Adopt Resolution #18-19.49 regarding absence of Board Member Alma Sarmiento due to illness.

Attachments:  
Resolution #18-19.49

# National School District Resolution

#18-19.49

## Absence of Board Member Alma Sarmiento Due to Illness

**WHEREAS**, Board Policy BB 9250 states that each member of the Governing Board may receive the maximum monthly compensation as provided for by law; and

**WHEREAS**, Board Policy BB 9250 states that during any year, members also may be paid for meetings they missed when the Board, by resolution, finds that they were performing designated services for the District at the time of the meeting or that they were absent because of illness, jury duty, or a hardship deemed acceptable by the Board.

**NOW, THEREFORE, BE IT RESOLVED** that the National School District Governing Board hereby recognizes that Board Member Alma Sarmiento was absent from the Regular Board meeting held on June 12, 2019, due to illness and shall receive the maximum monthly compensation for June 2019.

**PASSED AND ADOPTED** by the Governing Board of the National School District of San Diego County, California, this 26th day of June 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA    )  
  )ss  
COUNTY OF SAN DIEGO    )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

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Secretary to the Governing Board

Agenda Item: **15. HUMAN RESOURCES**

Agenda Item: **15.A. Approve Memorandum of Understanding with the National City Elementary Teachers Association (NCETA) and National School District (NSD) for negotiable impacts and effects of the Enrichment Wheel Teacher Program.**

Speaker: Leticia Hernandez, Assistant Superintendent Human Resources

Quick Summary / Abstract: The District and the National City Elementary Teachers Association (NCETA) have reached a tentative agreement regarding the impacts and effects with changes and clarification to the Enrichment Wheel Teacher Program.

Comments: Program changes include but are not limited to:  
1. Equitable Instructional Block  
2. Non-Wheel Day Duties  
3. Evaluation

A full description of changes are attached in the Memorandum of Understanding.

Attachments:  
MOU-Enrichment Wheel Teacher



**National School District  
to  
National City Elementary Teachers Association**

**Impacts and Effects of the Enrichment Wheel Program  
Memorandum of Understanding  
June 7, 2019**

The National School District ("District") and National City Elementary Teachers Association ("Association") enter into this Agreement regarding the impacts and effects that instructional schedule changes will foreseeably have on Enrichment Wheel teachers, beginning in the 2019-20 school year.

1. Enrichment Wheel teachers will continue to be responsible for providing instruction in the subjects authorized by their Multiple Subject Teaching Credential. The program focus will continue to be Music, Art, Drama, Physical Education and Technology, but may change based on need. In the event that such changes occur, the District will notify NCETA prior to implementing.
2. Enrichment Wheel teacher class sizes will follow Article 10, *Class Size*.
3. Enrichment Wheel teachers will be assigned times in **equitable** blocks as needed by the instructional schedule in effect each school year. The District will provide Enrichment Wheel teachers with appropriate transition time between classrooms and school sites. Enrichments Wheel Teachers workload shall be equitably distributed. To the extent possible, Enrichment make-up days shall be scheduled on the following non-wheel day and Enrichment Wheel travel shall be equitable.
4. Enrichment Wheel Teachers may be assigned to no more than 3 sites. The District shall make every effort to assign Enrichment Teachers to no more than two sites. Whenever possible, the District will annually rotate the number of Enrichment Teachers assigned to a third site and no Enrichment Teacher shall be assigned to a third site for two consecutive years, unless there is mutual agreement. In the event it is necessary to assign an Enrichment Wheel Teacher to a third site, the District shall first solicit volunteers.
5. One school site will be the home site for each Enrichment Wheel teacher. School sites will set aside a room for Enrichment Wheel teachers to store their school supplies and personal items. The school site administrator at the home site will be responsible for the Enrichment Teacher's evaluation, which shall be made in accordance with Article 11, *Evaluation*. Enrichment Wheel teachers will normally have the same home site each school year.
6. Enrichment Wheel teachers shall have the equivalent time as other teachers for preparation, and collaboration as outlined in Article 6, *Hours of Employment*.
7. The parties agree that it is in their mutual best interests for Enrichment Wheel teacher workloads to be commensurate with their assigned hours. In the event that an Enrichment

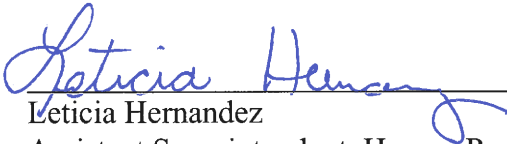
Wheel teacher's schedule includes excess non-instructional duty time or non-wheel days, the District may assign the teacher to the following types of duties:

- Class coverage – in case of emergency
- IEP meetings
- Assessments
- Grade/level collaboration/subject level collaboration
- RTI
- Assistance with Special Education release time for IEP meetings or assessments
- District trainings

8. The parties agree that Enrichment Wheel teachers have the same rights as other teachers to take appropriate disciplinary action in accordance with Article 9.7.
9. The parties acknowledge that this Agreement is based on current student enrollment numbers, and that an unexpected decline in enrollment may necessitate scheduling changes that may affect certain terms set forth in this Agreement. Nothing in this Agreement diminishes the District's rights to make changes as needed to address a decline in enrollment, subject to applicable legal requirements in the collective bargaining agreement and external laws. In the event any such changes to this Agreement are needed, the District will promptly notify NCETA and provide it with an opportunity to negotiate prior to implementing the changes.
10. The parties agree to incorporate the Impacts and Effects of Enrichment Wheel Program Memorandum of Understanding in the successor collective bargaining agreement.

AGREED

FOR THE DISTRICT

  
Leticia Hernandez  
Assistant Superintendent, Human Resources

6-7-19  
Date

FOR NCETA

  
Irma Sanchez, NCETA

June 7, 2019  
Date

Board Approval \_\_\_\_\_

Agenda Item: **15.B. Approve Agreement #CT3335 with the San Diego County Office of Education (SDCOE) to provide Induction Program to beginning teachers.**

Speaker: Leticia Hernandez, Assistant Superintendent Human Resources

Quick Summary / Abstract: New teachers have five years to obtain a clear teaching credential through the Commission approved Induction program. The District has a long standing relationship with the San Diego County Office of Education (SDCOE) and their Commission approved Beginning Teacher Support and Assessment program which provides an Induction program for our teachers.

Comments: The San Diego County Office of Education (SDCOE) has recently updated the Induction Program District Agreement for the 2019-22 school years. The agreement outlines the responsibilities of both parties for participating in the San Diego County Office of Education (SDCOE) Induction Program. It takes teachers two years to complete Induction. The cost is \$2,500 per year, per teacher.

Recommended Motion: Approve Agreement #CT3335 with the San Diego County Office of Education (SDCOE) to provide Induction Program to beginning teachers.

Financial Impact: Contract costs: \$2,500 direct cost to participating employee  
Additional staffing costs: Substitute Teacher cost per participating employee, \$540  
Other costs: Yearly Colloquium, \$500  
Other costs: District Lead Teacher \$1,000 annual stipend  
General Fund

Attachments:  
CT3335

SERVICES AGREEMENT BETWEEN  
SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS  
AND  
National School District

This Agreement is made and entered into by the [National School District](#), hereinafter referred to as DISTRICT, and San Diego County Superintendent of Schools, hereinafter referred to as SDCOE.

1. PURPOSE & SCOPE. SDCOE will provide Teacher Induction support to DISTRICT Preliminary and Level 1 credential holders. The purpose of the proposed partnership is to provide a Commission-approved program that will allow Preliminary and Level 1 credential holders to meet the renewal requirements listed on the California Preliminary and Level 1 Credential.

A. DISTRICT RESPONSIBILITIES UNDER THIS MOU:

1. Identify eligible Teacher Candidates according to State criteria for eligibility.
2. Provide timely notification of new hires eligible for induction to the program by October 1, 2019.
3. Follow district-approved Mentor selection procedures, understanding that the best match is by school/grade level/content.
4. Ensure all Mentors understand their responsibilities to, and the requirements of, the SDCOE Teacher Induction Program outlined in the Mentor Memorandum of Understanding, including mandatory attendance to training for all new Mentors.
5. Provide release time for Mentors, as needed, to observe Teacher Candidates as required by program completion requirements.
6. Provide release time for Teacher Candidates to complete the one required classroom observation – in the Spring.
7. Upon request, participate in the evaluation of the SDCOE Teacher Induction Program.
8. Identify a District Administrator to attend Advisory Committee meetings and participate in required accreditation activities.
9. If DISTRICT has six or more Teacher Candidates enrolled in the program, the district will identify a District Lead as the liaison between the district and the SDCOE Teacher Induction Program. The District Lead will:
  - a) Provide advice and assistance to both Mentors and Teacher Candidates.
  - b) Coordinate Mentor/Teacher Candidate pairing, verify the SDCOE pairing list, and notify SDCOE of any changes.
  - c) Assist Teacher Candidates and Mentors in using the learning management system (LMS) and accessing all assignments.
  - d) Input and monitor grades in LMS for all Teacher Candidates within the district, charter, private or non-public school. Grades are to be posted within 1 week of the SDCOE due date.
  - e) Plan and facilitate Verification Meetings throughout the year.
  - f) Attend all monthly District Lead meetings throughout the year. *(If DL is unable to attend, DL will view the recordings.)*
  - g) Establish district, charter, private or non-public school due dates for all assignments prior to verification meetings.
  - h) Communicate with program leadership as questions and needs arise.

- i) Notify program leadership if concerns arise about a Teacher Candidate or Mentor. This concern includes potential non-completion.
- j) Communicate with Mentors consistently via e-mails, phone calls, meetings, etc.
- k) Facilitate end-of-the-year colloquium(s) in April or May.

**B. SDCOE RESPONSIBILITIES UNDER THIS AGREEMENT.**

- 1. Maintain Commission-approved status with the Commission on Teacher Credentialing by establishing, maintaining, and submitting accurate records required as part of the accreditation process.
- 2. Provide “Mentor Skill-Building” training for new Mentors.
- 3. Maintain and monitor the learning management system (LMS) for Mentors and Teacher Candidates.
- 4. Support District Leads to facilitate verification and other meetings for Mentors and Teacher Candidates.
- 5. Recommend only those candidates who successfully complete program requirements for a clear credential.
- 6. Maintain communication with District Leads through regularly scheduled District Lead meetings.
- 7. Maintain communication with districts through regularly scheduled Advisory Committee meetings or newsletters.
- 8. Provide compensation for a District Lead position based on supporting 6 or more Teacher Candidates. This compensation is based on a sliding scale.

2. **TERM OF AGREEMENT.** The Term of Contract shall begin July 1, 2019 and shall end on June 30, 2022.

3. **COMPENSATION.** The total Contract cost shall be invoiced to responsible party based on the option selected below:

Invoice district \$1000 per Teacher Candidate per year; District will pay Mentors.

Invoice district \$2500 per Teacher Candidate per year; SDCOE will hire district-selected Mentors as hourly limited-term employees pending completion of SDCOE’s employment process and pay up to \$1500 per Teacher Candidate supported per year.

Invoice teacher \$1000 per year; District will pay Mentors.

Invoice teacher \$2500 per year; SDCOE will hire district-selected Mentors as hourly limited-term employees pending completion of employment process and pay up to \$1500 per Teacher Candidate support per year.

Note: District/teacher will be invoiced the full amount for any drops after November 1, 2019.

DISTRICT agrees to pay SDCOE the amount due for services provided to DISTRICT under the terms of this Agreement within 30 days of receipt of Invoice.

4. **TERMINATION.** This Agreement may be cancelled upon mutual written agreement between DISTRICT and SDCOE. In the event of cancellation of this Agreement, payment of fees for services provided will be immediately due and payable to SDCOE.
  
5. **INDEPENDENT CONTRACTOR.** The parties understand that each of the parties and its employees, agents, officers, and associates are an Independent Contractor and not an employee, agent, officer, or associate of the other party. Funds will be used for administrative costs. Neither party will provide fringe benefits, including health insurance, holidays, paid vacation, worker’s compensation, or any other employee benefit, for the benefit of the other party or its employees, agents, officers, and associates.
  
6. **INDEMNIFICATION.** Each party hereby agrees to Indemnify, defend, and hold the other party, including its officers, agents and employees, harmless from any claim, demand, loss, claim, or damage (including reasonable attorney fees) to the Indemnified party, or to other persons or property arising out of this Agreement, or the services to be performed hereunder, to the extent that the claim, demand, loss, claim or damage is caused by the indemnifying party’s breach of any obligation contained in this Agreement or the intentional or negligent act of the indemnifying party or its officers, agents, and/or employees. This indemnity shall survive termination of this Agreement.
  
7. **CONTACT INFORMATION.**

SDCOE:

<p>Olivier Wong Ah Sun  Assistant Superintendent HR  6401 Linda Vista Road, Room 406  San Diego, CA 92111-7319  Telephone: (858) 292-3662  Email: <a href="mailto:mpantaleon@sdcoe.net">mpantaleon@sdcoe.net</a> (Admin Asst)</p>	<p>Sheiveh Jones  Director HR  6401 Linda Vista Road, Room 103  San Diego, CA 92111-7319  Telephone: (858) 292-3556  Email: <a href="mailto:snjones@sdcoe.net">snjones@sdcoe.net</a></p>
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DISTRICT:

\_\_\_\_\_  
(Name and Title of person signing for District)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Telephone number)

\_\_\_\_\_  
(Email)

8. **TOBACCO-FREE FACILITY.** SDCOE is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of SDCOE property.

9. **GOVERNING LAW/VENUE.** In the event of litigation, the Agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.
10. **FINAL APPROVAL.** This Agreement is of no force or effect until approved by signature by the San Diego County Superintendent of Schools or his designee, the Assistant Superintendent of Business Services.
11. **ENTIRE AGREEMENT.** This Agreement represents the entire Agreement and understandings of the parties hereto and no prior writings, conversations, or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in any way except by a writing duly executed by both parties hereto.
12. **COUNTERPARTS.** This Agreement (and any amendments) may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument. Documents delivered electronically shall be valid and binding.

IN WITNESS WHERE OF, the parties hereto have executed this Agreement.

**SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS:**

\_\_\_\_\_  
By (Authorized Signature)

\_\_\_\_\_  
Date

Michael Simonson  
Assistant Superintendent, Business Services

**DISTRICT:**

\_\_\_\_\_  
District/Private/NPS or Charter School Name

\_\_\_\_\_  
By (Authorized Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Type or Print)

\_\_\_\_\_  
Title

Agenda Item: **15.C. Approve On-Loan Agreement #CT3628 between the University of California at San Diego (UCSD) and National School District (NSD) for Sarah Peterson to serve as 100% Director of the California Reading & Literature Project, Regional Office, from July 1, 2019 through June 30, 2020.**

Speaker: Leticia Hernandez, Assistant Superintendent, Human Resources

Quick Summary / Abstract: Sarah Peterson directs the California Reading & Literature Project (CRLP) San Diego Regional site, located at the University of California at San Diego (UCSD). She is responsible for overseeing, developing and administering professional development programs in alignment with the goals and vision of the project. The contract would reflect that the University is in need of the professional services of Sarah Peterson, an employee of the District.

Comments: The University of California at San Diego (UCSD) agrees to pay the District in consideration of the services performed by Ms. Peterson during the term of this agreement not to exceed Class V, Step 13 of the current teacher salary, including benefits. This is reflective of Ms. Peterson's current class and step.

Recommended Motion: Approve On-Loan Agreement #CT3628 between the University of California at San Diego (UCSD) and National School District (NSD) for Sarah Peterson to serve as 100% Director of the California Reading & Literature Project, Regional Office, from July 1, 2019 through June 30, 2020.

Financial Impact: Contract costs: \$120,863  
Contract revenue: \$120,863  
Additional staffing costs: \$0  
Other costs: \$0  
General Fund

Attachments:  
CT3628



National School District  
National City, California

**PERSONNEL AGREEMENT**

THIS AGREEMENT is entered into on this 1<sup>st</sup> day of July 2019 by and between the University of California at San Diego (UCSD), herein called the University, and National School District, National City, California, San Diego County, herein called the District.

WHEREAS, the University is in need of the professional services of an employee of the District to work 100% as the Director of the California Reading & Literature Project, Regional Office.

AND WHEREAS, the University is agreeable to assigning Sarah Peterson, herein referred to as the Employee, to give her professional services to the University in the above assignment,

NOW THEREFORE, the parties to this agreement do mutually agree as follows:

1. The district agrees during the term of this agreement to assign the employee to the University of California at San Diego and to perform those duties assigned by the University and to require Employee in the performance of such services to the University to conform to the rules and regulations applicable to certificated personnel of the University including but not limited to performance of work at the University.
2. University agrees to pay District in consideration of the services performed by Employee as herein specified and District agrees to accept in full payment hereof a sum not to exceed \$ 120,863 computed as follows:
  - a. \$84,156 \*\*Salary payment (100% of full time) [as of 10/10/2018].
  - b. \$ 31,239 Fringe Benefits costs @ 37.12 % including teachers' retirement, worker's compensation, unemployment insurance, and health and welfare benefits (as of 10/10/2018).
  - c. University agrees to provide reimbursement to the District for salary and benefits of a replacement teacher not to exceed Grade 5, Step 13 of the salary schedule for the 2019-2020 school year.
  - d. The agreement provides for 185 days of service by the Employee at a pro rata per diem \$454.90 excluding fringe benefits [as of 10/10/2018.]
  - e. The sum called for herein shall become due and payable to the District within fifteen (15) days after the date of submission of an itemized claim by the District. The district may submit claims on a semi-annual basis.
3. District agrees that the University may pay directly to the Employee, during the term of this agreement, reimbursement for assigned mileage and travel expenses in accordance with and subject to the policies of the University.
4. The workday under this agreement shall be in accordance with the normal workday for employment by the University.
5. This agreement may be amended at the request of either party by mutual consent of both parties by the addition of an addendum to the agreement signed by a representative of the University and the District.

\*\*Salary figure represents a 2% increase to the 2018-2019 Salary Scale.

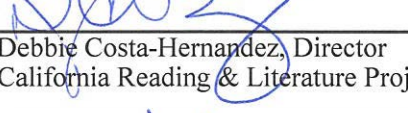
6. University shall be responsible for maintaining sick leave records for the Employee. At the conclusion of the agreement, the University will certify the number of sick leave days used by the Employee and the sick leave days accumulated by Employee during the term of this agreement.
7. The term of this agreement shall commence July 1, 2019 and end on June 30, 2020 inclusive unless terminated sooner by the mutual consent of both parties. This agreement may be extended on a year-to-year basis with the mutual consent of both parties.
8. This agreement contains the entire agreement between the parties and shall not be modified except in writing signed by a representative of the University and/or District.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first written above.

Approved by the Governing Board  
National School District

Approved by the Executive Director of  
the California Reading & Literature Project  
University of California, San Diego

By: \_\_\_\_\_  
Christopher B. Carson  
Assistant Superintendent  
Business Services  
Date: \_\_\_\_\_

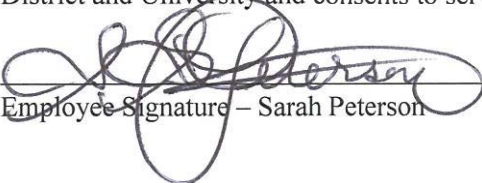
By:  \_\_\_\_\_  
Debbie Costa-Hernandez, Director  
California Reading & Literature Project  
Date: 5/21/19

Approved by the Director of  
CREATE, University of California,  
San Diego

By:  \_\_\_\_\_  
Mica Pollock, Director – CREATE

**CONSENT OF EMPLOYEE**

The undersigned Employee hereby acknowledges that (s)he has read the foregoing agreement between District and University and consents to serve as described in this agreement.

 \_\_\_\_\_  
Employee Signature – Sarah Peterson

05/21/2019  
Date

Agenda Item: **15.D. Approve contract #CT3630 with Cooperative Organization for the Development of Employee Selections (CODESP) Public Human Resources with the National School District for employment selection materials for the 2019-2020 school year.**

Speaker: Leticia Hernandez, Assistant Superintendent, Human Resources

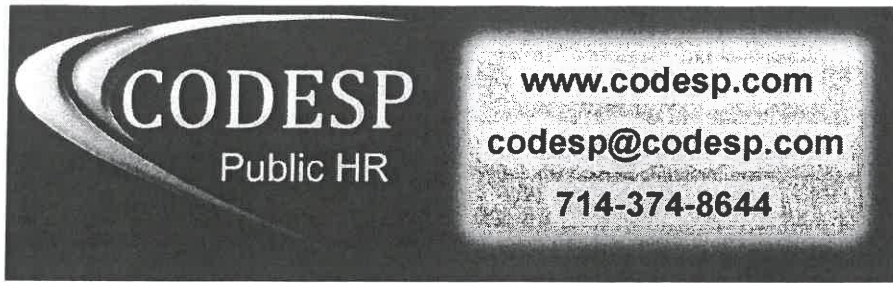
Quick Summary / Abstract: The Cooperative Organization for the Development of Employee Selection Procedures (CODESP) has provided online employment selection materials for the District since 2009. CODESP provides the Human Resources office access to job related test materials and examinations that are specific to the job description. Members gain access to all content that is related to the employment process. CODESP also provides interview questions by job level, competency and job family. Currently, CODESP has also been providing HR "hot topics" training through a Webinar format.

CODESP has been on the annual list but since CODESP has increased its cost from \$2,050 to \$2,200 for the 2019-2020 school year, we are bringing the contract back for approval from the Board.

Recommended Motion: Approve contract #CT3630 with CODESP Public Human Resources with the National School District for employment selection materials for the 2019-2020 school year.

Financial Impact: Contract costs: \$2,200  
Additional staffing costs: \$0  
Other costs: \$0  
Annual cost  
General Fund

Attachments:  
CT3630



New  
CT 3630

## CODESP MEMBER SERVICE AGREEMENT

Please read, acknowledge and agree to the following service agreement terms.

### Services Provided:

CODESP provides online employment selection materials and training presentations to members who are employed at public agencies that have met all of the membership terms. Once the registration process is completed and payment is received your agency will gain access to the secure areas of the website.

Members will gain access to all content currently posted to the members area of the site including the Interview Builder and posted supplemental application forms and situational, performance, and writing exercises. In addition to the posted materials, members may request multiple-choice test packets along with custom supplemental application forms and situational, performance, and writing exercises via the CATS (CODESP Automated Test System) Request Form. Additional services include live and recorded webinars, live training (may be subject to an additional fee), a job description builder, sample job analysis questionnaires, an online multiple-choice testing option, and online Links and Resources related to public-sector Human Resources.

### Payment for Services:

A Purchase Order may be submitted to initiate services, but payment must be received within 45 days after the PO is received. Payment or proof of payment (such as a Purchase Order) for all services must be made in advance of services being provided. Please refer to our current fee schedule for the most current pricing and options. PayPal payment requires an additional service fee.

### Service Options:

- **Full Year:** A full year payment is for services from July 1 through June 30 in the same fiscal year.
- **Less Than Full Year:** A less than full year payment is for any services initiated after July of the current fiscal year. If joining after July, an agency may choose one of the following options:
  - **Pay the full year rate for the current fiscal year with no additional commitment.**
  - **Pay a prorated amount for services for the months remaining in the current fiscal year with a contractual obligation to continue the following fiscal year.**
    - The prorated fee shall be one-twelfth (1/12) of the full year fee multiplied by the number of months remaining in the fiscal year. Any months in which services will be rendered will be included in this calculation.
    - By agreeing to this option, the agency agrees to pay for a full year of service the fiscal year following the fiscal year in which services are originated. The fee for the following year will be in accordance with the posted fee schedule for the following year which shall be made available by no later than February of the preceding fiscal year. In the event that the posted fee schedule for the following year indicates a fee increase in excess of ten (10) percent from the previous year, the agency will have the right to option out of the following full year of service. This agreement may be amended to remove the requirement for an additional year of service under special circumstances wherein an agency policy is provided that supports a limitation set by the governing body of the agency limiting the agency's ability to agree to a multi-year contractual obligation upon consent of the CODESP administration.

### **Refunds:**

Refunds for membership fees will not be made.

### **Continuation of Services:**

To continue membership in good standing, agencies shall pay the membership fee no later than July 1 or communicate their intent to rejoin through e-mail or other correspondence. Unless the membership fee is received by September 1, the intent to rejoin becomes null and void, and the agency will be dropped from the membership roll.

Please note that the following terms apply at the start of each fiscal year. Failure to adhere to the following may result in access to the secure areas of the CODESP website being temporarily disabled.

- Payment must be received within 45 days of receipt of a Purchase Order
- A signed copy of the Agency Security Agreement and Service Agreement for the current fiscal year must be received within 45 days of the start of the new fiscal year

### **Test Material Requests:**

Multiple-choice test materials from the online item bank are requested by completing a **CATS Request Form**.

Other test materials such as interviews (Interview Builder), supplemental application forms, writing, situational, and performance exercises (under Test Materials) can be accessed from the secure areas of the website. If customized materials are needed, the member will complete a CATS Request Form and provide current job information and access to job experts as needed to fulfill such a request.

When submitting requests for test materials, members must provide a job description and other pertinent information needed to guide CODESP staff in selecting job-related materials. The member will allow at least 10 business days for the request to be fulfilled. If new test materials need to be developed, the member acknowledges that these requests take longer to fulfill and will work with CODESP staff on an appropriate timeline for fulfilling the request.

Access to the secure areas of the website and all test materials is restricted to authorized employees who are responsible for accessing test materials and implementing the selection process. Authorization is determined by the member's Human Resources administrator and subject to approval by CODESP administration. The number of users is based on the size of the agency and approved by CODESP. Generally, no more than 10 users per agency may have access to the secure areas of the website. Exceptions to the restriction on the number of users may be authorized for agencies with an employee count of over 3,000.

A maximum of five test material requests may be submitted by the member per month, unless otherwise approved by CODESP administration. CODESP provides unlimited access to the products and services accessible from the secure areas of the website that do not require completing a CATS Request Form. Unlimited test products include all questions in the Interview Builder and posted sample test materials such as supplemental application forms and writing, situational, and performance exercises.

### **New Test Material Development:**

CODESP will expand test material job families when resources are available. Job experts are to be provided by the member whenever possible. CODESP maintains final edit approval on test materials entered into the CATS system. Adding job families and items to the item bank is at the discretion of CODESP. A list of Multiple-Choice Item Banks currently available can be found under **Join CODESP / Frequently Asked Questions**. The list is subject to revision and the job families listed do not contain test items for all possible classifications that may fall under a specific job family.

CODESP requires the following to develop new test materials:

- A job expert provided by the member to assist CODESP staff in the development, edit, and final review of the new materials.
- Technical documents/manuals or other appropriate source material provided by the member when they are not readily available to CODESP.

- At least 15 business days for development, review, and edits of new test materials. The 15 day period begins after the job expert and/or technical materials are provided to CODESP.

**CODESP will not:**

- Recreate state licensure, Microsoft certification, or similar examinations that require formal certificates.
- Enter copyrighted materials into our item bank.
- Create test materials for sworn police or fire personnel.
- Create test materials for positions where the type of assessment method requested is inappropriate. For example, multiple-choice tests for senior management or highly technical positions like engineer.

**Use of Test Materials:**

The final selection of which test materials to use is the responsibility of the agency. A local job analysis is highly recommended to determine test content which is appropriate for your agency's specific position/classification for which you are testing. All test materials should be reviewed by a local job expert prior to use in order to ensure validity.

The use of test materials by a member agency (such as a County Office of Education) to test or assess candidates for a non-member agency (such as a local district) is strictly prohibited.

The charging of any test administration or related fees to a candidate for any job for taking a test that includes any CODESP materials is strictly prohibited unless otherwise approved by CODESP administration.

**Retention of Test Materials:**

Upon termination of CODESP membership, the agency shall immediately cease and desist the use of all CODESP test materials and shall cease administering any and all tests that contain CODESP test materials. The agency shall destroy all CODESP test materials, both paper and electronic, except those used to document existing test records. The agency shall inform CODESP at the time of the discontinuation of service of any test materials that are being maintained in order to document existing test records. The agency shall delete CODESP test materials from electronic storage devices, databases, test management systems, and/or item banks that may be accessible by unauthorized individuals, agencies, or vendors.

**Legal Acknowledgements:**

The terms of this Service Agreement may change prior to the start of each fiscal year as solely determined by the CODESP Board of Directors. A copy of this Service Agreement will be sent to members in advance of the new fiscal year. Members must agree to the terms of the current Service Agreement in order to continue services.

To the extent allowable by California law, the agency named below shall defend, indemnify, and hold harmless CODESP, its board members, officers, employees, and agents from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the use of materials or services provided by CODESP.

The agency named below understands and acknowledges that it is solely responsible for its employment decisions including, but not limited to, all uses of CODESP materials including, but not limited to, test materials, rating criteria, training materials, statistical reports, and cutoff scores. The agency named below also acknowledges that it is solely responsible for ensuring its employment practices comply with all applicable federal, state, and local laws, regulations, and professional guidelines. It is the exclusive responsibility of the agency named below to ensure that the knowledge, skills, and abilities and/or competencies measured by CODESP test materials are valid job requirements.

By entering into this Service Agreement the agency acknowledges that so far as it pertains to the agency and CODESP, that CODESP is the sole owner of the intellectual property that the agency will have access to under this Agreement, described herein as "content" or "materials," as well as any other intellectual property the agency will have access to under this Agreement. CODESP hereby grants to the agency a non-transferable and non-exclusive license to the materials and content for the purposes described herein. This license shall be

in effect only as long as the agency remains as a party in good standing to this Agreement and only while the agency is current in its financial obligations to CODESP. The agency acknowledges that any use of the intellectual property owned by CODESP in violation of this license will constitute an intentional infringement of CODESP's copyright interest in such property. The agency agrees that copyright infringement under this Agreement includes obtaining CODSEP materials while a member and continuing to use such materials after the end of the membership. The agency agrees that should it infringe upon CODSEP's intellectual property rights that the agency will pay for CODSEP's attorney fees and costs incurred by CODSEP in any ensuing litigation.

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions will not be affected thereby.

I agree with the terms and conditions as stated in this document.

I do not agree with the terms and conditions and choose not to become a member at this time.

Agency: National School District

Signature of Authorized Agency Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: Christopher Carson Title: Asst. Superintendent, Business Services

Signature of HR Administrator (if different from above): \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Please agree, complete, sign and e-mail a scanned copy to [codesp@codesp.com](mailto:codesp@codesp.com). If you are unable to send a scanned copy via e-mail, please fax a signed copy to: 714-374-8225





## CODESP AGENCY SECURITY AGREEMENT

The parties to this agreement are the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) and the National School District hereinafter known as the Agency. In order to protect the mutual interests of all CODESP agencies, each Agency is required to execute this agreement and fulfill its terms.

- a. It is understood and agreed that the primary signer of this agreement will be an authorized agent of the Agency. The Agency may designate one or more alternates. If the primary signer of this agreement is not an agent of the Agency with responsibility for oversight of the Agency's test administration and selection practices, an alternate signer is required who maintains responsibility in this area. The Agency may also assign an additional alternate signer of its choosing. All alternate signers will be regarded as sharing the responsibility with the primary signer for carrying out the terms of this agreement. CODESP has the right to terminate this agreement and all associated agreements and to withhold or recall CODESP materials and services if terms and conditions of this agreement have been violated.
- b. Test materials obtained through CODESP will be used for the official purposes of the Agency in testing candidates for placement within their Agency or at other approved public agencies who are current customers of CODESP only. The use of test materials by the Agency to test or assess candidates for a non-customer agency is strictly prohibited. Under no circumstances will materials so obtained, including tutorials, be posted on the Agency's website or other websites. Under no circumstances will test materials be stored in any other agency's or private computer systems for sale or disbursement to any other agency or person that is not authorized to have access to such materials, nor will the Agency knowingly permit others to do so. The Agency will not enter any test materials obtained through CODESP into any third-party testing or test management system unless there is an expressed written consent that the third-party will not retain any of the data.
- c. Test materials obtained through CODESP may be reviewed by examiners, subject matter experts, researchers, consultants, test proctors, or others working on the development of examinations. Such persons are not authorized to receive access to the secure areas of the website or to make notes about, copy, or retain any of the actual materials. Any reviews of materials are to be conducted under the general supervision and responsibility of the primary signer (or alternate signer with responsibility over the area of test administration and selection practices) of this agreement. The final selection and use of test materials is the



responsibility of the Agency.

- d. No official, staff member, consultant, or other agent of the Agency may loan, give, sell, nor otherwise make available any testing material obtained through CODESP to any other agency or person that is not authorized to have access to such material, nor will they knowingly permit others to do so. Under no circumstances will CODESP materials be available for study, copying, photographing, reproduction, or re-publication, in whole or in part.
- e. Test materials obtained through CODESP will be used and stored at the Agency in a manner that will prevent unauthorized persons from having access to them. Tests will be administered in proctored environments by an Agency employee to ensure that no test materials are removed from the test site (test materials specifically designated by CODESP for non-proctored use are exempted).
- f. All system users and test proctors must be employees of the Agency and must sign the CODESP User Security Agreement. No more than 10 users are allowed per agency (exceptions may apply for agencies with over 3,000 employees). Access to the secure areas of the CODESP website is restricted to employees of the Agency with a direct reporting relationship to an Agency administrator with responsibility for the oversight of the Agency's test administration and selection practices and who are involved in the employment testing process. The sharing of usernames or passwords is strictly prohibited.
- g. If candidates are allowed consultation regarding their test results, they may only review the test under a restrictive time-limit with an authorized individual whose signature is on the CODESP User Security Agreement. The candidate may not make notes about, copy, or retain any of the test materials. Under no circumstances will candidates be allowed to view the answer key for an exam or any reports generated from the CODESP website containing such information in an unsupervised environment. No candidate will be allowed to make notes about, copy, or retain any information relating to keyed responses.
- h. If it is necessary that materials obtained through CODESP be presented in proceedings conducted by a court or other body vested with legal authority, the Agency shall request that the material be covered by a protective order that will safeguard its confidentiality, and CODESP will be promptly notified of the proceedings.
- i. To the extent allowable by California law, the Agency shall defend, indemnify, and hold harmless CODESP, its board members, officers, employees, and agents from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the use of materials or services provided by CODESP.
- j. The Agency understands and acknowledges that it is solely responsible for its employment decisions including, but not limited to, all uses of CODESP materials and services including, but not limited to, test materials, rating criteria, training materials, statistical reports, and cutoff scores. The Agency also is solely responsible for ensuring its employment practices comply with all applicable federal, state, and local laws, regulations, and professional guidelines. It is the exclusive responsibility of the Agency to ensure that the knowledge, skills, and

abilities and/or competencies measured by CODESP test materials are valid job requirements.

- k. The Agency agrees that all necessary administrative steps will be taken to ensure that staff members, consultants, or others who may have access to material provided through CODESP will be informed of this agreement and required to comply with it. Any Agency violating test security will be denied any further test materials. The signers of this agreement are authorized to execute this agreement on behalf of the parties.
- l. Upon termination of CODESP membership/subscription, the Agency shall destroy all CODESP test materials, both paper and electronic, except those used to document existing test records. The Agency shall immediately cease and desist the use of all CODESP test materials and shall cease administering any and all tests that contain CODESP test materials. The Agency shall delete CODESP test materials from electronic storage devices, databases, test management systems, and/or item banks that that may be accessible by unauthorized individuals, agencies, or vendors.
- m. If the signer(s) of this agreement find(s) it impossible to ensure fulfillment of this agreement or leave(s) the Agency, an authorized agent of the Agency shall notify CODESP to make arrangements for continuation or termination of the agreement.

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions will not be affected thereby.

Primary Signer:

Print Name: Christopher Carson

Title: Asst. Superintendent, Business Services

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

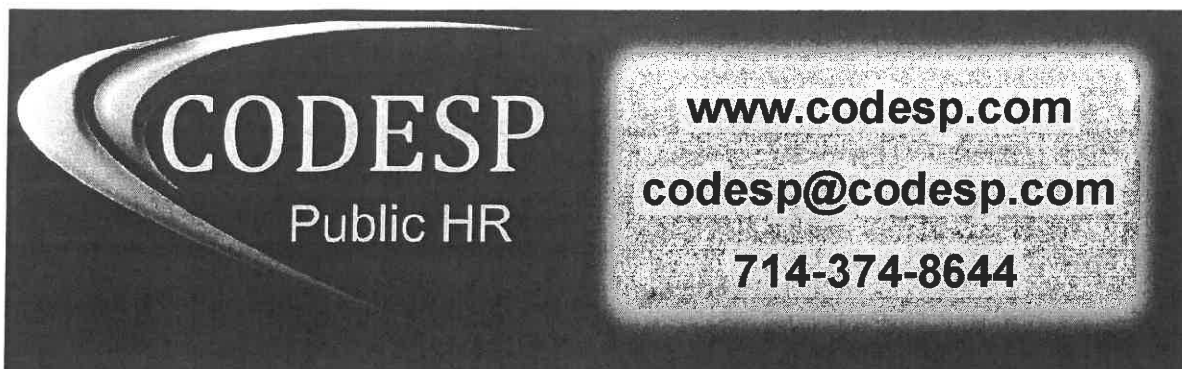
Human Resources Administrator (if different from above):

Print Name: Leticia Hernandez

Title: Asst. Superintendent, H.R.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**JOINT POWERS AGREEMENT**  
**July 1, 2019 – June 30, 2020**

This agreement is entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article I (Section 6500, et seq.) Of the California Government Code relating to the joint exercise of powers, between the public educational agencies signatory hereto, for the purpose of operating an agency to be known and designated as “Cooperative Organization for the Development of Employee Selection Procedures.”

**WITNESSETH:**

WHEREAS, all California public agencies must be able to demonstrate that their employment selection procedures do not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sex, and age for individuals over 40 years of age; and

WHEREAS, school districts, because of limited staff, cannot reasonably add extensive test validation functions to employment selection procedures, without special assistance; and

WHEREAS, the parties signatory hereto have determined and hereby declare that it is in the public interest that they join together in an organization for cooperatively developing selection procedures which will comply with state and federal requirements;

NOW, THEREFORE, for and in consideration of the mutual promises and agreements contained herein, the parties do hereby agree as follows:

1. **CREATION OF THE JOINT POWERS AGENCY**

A joint powers agency separate and apart from the parties signatory hereto is hereby created and shall be designated as the Cooperative Organization for the Development of Employee Selection procedures (hereinafter “CODESP” or “Agency”).

2. **PURPOSE**

CODESP is established for the purpose of administering this Agreement and of engaging in activities including but not limited to the following:

- a. Providing a system of cooperative measuring devices relevant to common skills, knowledges and abilities related to common jobs.
- b. Establishing priorities to be given to development of written tests, interview standards and other selection devices.
- c. Developing and training representatives of member public agencies in the use of such selection devices.
- d. Developing guidelines whereby individual public agencies can isolate elements of particular jobs and determine which selection devices can appropriately be used.

3. **POWERS**

CODESP shall have the authority to exercise any power common to public agencies which are signatory to this agreement, including but not limited to the following:

- a. To make and enter contracts.
- b. To employ agents and employees.
- c. To acquire, construct, manage, maintain, or operate any building, works or improvements.
- d. To acquire, hold or dispose of property.
- e. To incur debts, liabilities or obligations.
- f. To sue and be sued in the name of CODESP.

4. **TERM**

This Agreement shall become effective when duly executed and shall continue in effect until terminated as provided herein. In the event of a reorganization of one or more of the public agencies participating in this Agreement, the successor in interest or successors in interest to the obligations of any such reorganized agency shall be substituted as a party or parties to this Agreement.

5. **MEMBERSHIP**

In addition to the public agencies which are parties to this Agreement, other public agencies may become parties hereto pursuant to the Policies and Procedures of CODESP.

6. **MEMBERSHIP FEES**

Each party to this Agreement shall deposit an annual membership fee with CODESP equivalent to the appropriate and applicable fee noted on the current schedule of fees upon receipt of an invoice for the same.

7. **TREASURER/AUDITOR**

A director of CODESP shall be designated as the Treasurer/Auditor of CODESP. The Treasurer/Auditor shall be the depository and have custody of all the money of CODESP, from whatever source. The Treasurer/Auditor shall:

- a. Receive and receipt for all money of CODESP and deposit it in the County School Service Fund to the credit of CODESP.
- b. Be responsible for the safekeeping and disbursement of all money of CODESP so held by the Treasurer/Auditor.
- c. Pay, when due, out of money of CODESP so held by the Treasurer/Auditor, all sums payable by CODESP only upon warrants authorized by the Treasurer/Auditor and drawn by the Treasurer of Orange County, or the Treasurer's authorized representative.
- d. Verify and report in writing on the first day of July, October, January, and April of each year to CODESP and to the parties to this Agreement the amount of money held for CODESP, the amount of receipts since the last report, and the amount paid out since the last report.

8. **ACCOUNTS AND RECORDS**

a. **Accountability**

CODESP shall be strictly accountable for all funds. CODESP shall cause to be kept proper accounts and records in which complete and detailed entries shall be made of all transactions including all receipts and disbursements. Such accounts and records shall be kept in accordance with applicable law and generally accepted accounting principles. Said accounts and records shall be subject to inspection at any reasonable time by the representative of each of the parties to this Agreement. CODESP shall cause to be prepared annual financial statements which shall be provided to the representatives of each of the parties to this Agreement.

b. Audit

The Treasurer/Auditor shall contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of CODESP. The minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code and shall conform to generally accepted auditing standards. Reports of such audits shall be filed as public records with each of the parties to this Agreement and also with the auditor of the county in which each of the parties is located. Such reports shall be filed within twelve (12) months of the end of the fiscal year or years under examination. Any costs of the audit, including contracts with, or employment of, certified public accountants shall be borne by CODESP and shall be a charge against any unencumbered funds of CODESP available for the purpose.

9. WITHDRAWAL

Any party may withdraw from this Agreement and from CODESP by giving written notice of its intention to do so to the Board of Directors. Unless otherwise specified therein, withdrawal shall be effective upon the receipt of said notice.

10. TERMINATION OF AGREEMENT

This Agreement may be terminated, except for purposes of winding up the affairs of CODESP, effective at the end of any fiscal year by the affirmative action of a majority of the public agencies then parties to the Agreement.

11. DISPOSITION OF PROPERTY AND FUNDS

In the event of the dissolution of CODESP, the complete rescission, or other final termination of this Agreement by all public agencies then parties hereto, any property interest remaining in CODESP following a discharge of all obligations shall be returned in proportion to the contributions made by the then parties to the Agreement. The inclusion of additional parties to this Agreement or the withdrawal of some but not all the parties to this Agreement shall not be deemed a dissolution of CODESP nor a termination of this Agreement.

12. SEVERABILITY

Should any portion, term, condition or provision of the Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

13. AMENDMENTS

This Agreement may be amended by a simple majority vote of all parties to the Agreement. Any such amendment shall be effective upon the date of execution thereof, unless otherwise provided in the amendment.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers there unto duly authorized as set forth herein below:

Signed on the \_\_\_ day of \_\_\_\_\_ 2019, by

Christopher Carson, Assistant Superintendent, Business Services  
Administrator

National School District  
Agency

Approved on the \_\_\_\_ day of \_\_\_\_\_, 201\_\_ by

---

Jonathan Koch - Executive Director - CODESP

Agenda Item: **15.E. Approve contract #CT3631 with Frontline Technologies to provide substitute placement services for National School District for the 2019-2020 school year.**

Speaker: Leticia Hernandez, Assistant Superintendent Human Resources

Quick Summary / Abstract: The District uses Frontline Technologies for substitute placement services. Frontline Technologies is used by all National School District employees to report and track their absences. The system monitors the absences and notifies the substitutes of available jobs.

Frontline Technologies can alert the substitutes to new jobs through both phone and e-mail services. The District will continue to use Frontline Technologies. For the 2019-20 school year, the cost has increased from \$11,629.62 to \$12,443.69. The contract was on the annual contract list but since the amount increased by \$814.07 we are bringing back the subscription for Board approval.

Recommended Motion: Approve contract #CT3631 with Frontline Technologies to provide substitute placement services for National School District for the 2019-2020 school year.

Financial Impact: Contract costs: \$12,443.69  
Additional staffing costs: \$0  
Other costs: \$0  
Annual cost  
General Fund

Attachments:  
CT3631

Attn: National School District

Thank you for your continued partnership with Frontline. As part of our commitment to improve our processes and transparency, we are providing you with your renewal notice earlier this year. As you may remember, we made some changes to the way that we license our products last year, which included providing a districtwide license. This is based on the number of full time employees your district employs as listed on the NCEES website. As a result, we are no longer considering the number of users in your systems as the way to determine your pricing.

We remain focused on providing you industry-leading solutions and technology for K-12. By continuing our partnership, you can take advantage of the significant strides we have made in creating a unified platform for your Frontline applications: an intuitive mobile app, insight driven dashboards, SOC 2-compliant security, and more.

Your pricing for 2019 is included below, and if you have any questions, feel free to reach out to your renewal specialist, Renee Clark, directly at (610) 727-0063 or via [renewals@frontlineed.com](mailto:renewals@frontlineed.com). An invoice will be provided no later than 30 days prior to your renewal and can be provided earlier upon request.

You can acknowledge your renewal online by clicking [here](#).

Sincerely,

Laura Hughes, Client Retention & Renewals



**THIS IS NOT AN INVOICE**

If you have any questions or concerns, please contact our Renewals Team at [renewals@frontlineed.com](mailto:renewals@frontlineed.com).

National Elementary School District  
 Accounts Payable  
 1500 N AVE  
 National City CA 91950-4827

**Subscription Start Date:** 7/1/2019

Qty	Description	Start	End	End User	Rate	Amount
1	Absence & Substitute Management, unlimited usage for internal employees	7/1/2019	6/30/2020	13064 National School District	\$12,443.69	\$12,443.69

**TOTAL RENEWAL** \$12,443.69

Agenda Item: **16. BUSINESS SERVICES**

Agenda Item: **16.A. Adopt Resolution #18-19.48 for the use of Education Protection Account (EPA) funds for the 2019-2020 school year.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: On November 6, 2012, the voters in California voted to pass Proposition 30, The Schools and Local Public Safety Protection Act of 2012. Proposition 30 temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

The revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education and charter schools receive funds from the EPA based on their proportionate share of the statewide Local Control Funding Formula (LCFF) amount. For Local Control Funding Formula (LCFF) districts, a corresponding reduction is made to the district's state aid equal to the amount of their Education Protection Account (EPA) entitlement, resulting in no increase to total funding.

Comments: Proposition 30 includes reporting requirements for school districts. Each district must report on the district website an accounting of how much money was received from the Education Protection Account (EPA) and how that money was spent. The attached resolution and document show estimated funding and proposed expenditures in the amount of \$6,803,818 for 2019-20 school year. These funds are a portion of the total Local Control Funding Formula (LCFF) funding. As with the 2018-19 funding, the funds will be used to offset current expenses for teachers' salaries and benefits only.

It is important to note, the Education Protection Account (EPA) has not increased any funding to the National School District. Proposition 30 was only intended to provide more tax revenues to the state, and did not increase any funding to California Schools directly. Proposition 30 does not provide new funds for teacher salaries, but rather, limited the way we spend our existing Education Protection Account (EPA) source funds to not fund administrator salaries with these dollars.

Recommended Motion: Adopt Resolution #18-19.48 for the use of Education Protection Account (EPA) funds for the 2019-2020 school year.

Financial Impact: Estimated costs: \$6,803,818  
Additional staffing costs: \$0  
Other costs: \$0  
Annual cost  
EPA Funds

Attachments:  
Education Protection Account (EPA)  
Resolution #18-19.48

**Expenditures through: Adopted Budget 2019-20**  
**For Fund 01, Resource 1400 Education Protection Account**

<b>Description</b>	<b>Object Codes</b>	<b>Amount</b>
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Adjusted Beginning Fund Balance	9791-9795	0.00
Local Control Funding Formula Sources	8010-8099	6,803,818.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
<b>TOTAL AVAILABLE</b>		<b>6,803,818.00</b>
<b>EXPENDITURES AND OTHER FINANCING USES</b>		
<b>(Objects 1000-7999)</b>		
Instruction	1000-1999	6,803,818.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>6,803,818.00</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>

**Notes:**

The expenses budgeted in the Education Protection Account by the National School District are for classroom teachers salaries and benefits only.

# National School District Resolution

#18-19.48

## RESOLUTION FOR THE USE OF EDUCATION PROTECTION ACCOUNT (EPA) FUNDS FOR THE 2019-20 SCHOOL YEAR

**WHEREAS**, the voters approved Proposition 30 on November 6, 2012;

**WHEREAS**, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

**WHEREAS**, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

**WHEREAS**, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

**WHEREAS**, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

**WHEREAS**, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

**WHEREAS**, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

**WHEREAS**, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

**WHEREAS**, the Governing Board of the District shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the Governing Board;

**WHEREAS**, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

Resolution #18-19.48  
June 26, 2019  
Page 2

**WHEREAS**, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

**WHEREAS**, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

**WHEREAS**, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

**NOW, THEREFORE, IT IS HEREBY RESOLVED:**

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Governing Board of National School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the Governing Board of the National School District has determined to spend the monies received from the Education Protection Act on Classroom Teacher Salaries and Benefits.

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA    )  
                                      )ss  
COUNTY OF SAN DIEGO    )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

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Secretary to the Governing Board

Agenda Item: **16.B. Approve the Estimated Actual Budget for 2018-2019, and adopt the 2019-2020 Proposed Budget for all funds.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The 2018-2019 itemized revision reflects General Fund revenue and expenditure adjustments since the Second Interim Report presented to the Board on March 13, 2019. All unrestricted and restricted programs and funds have been reviewed and adjusted to reflect current priorities.

Comments: The 2019-2020 General Fund Budget (Unrestricted Funds) is based upon key assumptions for both income and expenditures.

Education Code Section 42127 requires the Governing Board of each school district to adopt a budget on or before July 1 of each year. After adoption, the budget will be filed with the County Superintendent of Schools.

By August 16, the County Superintendent of Schools will approve or disapprove the adopted budget and notify the District accordingly.

The 2018-2019 Estimated Actual Budget includes one-time carryover funds from the previous fiscal year. The Adopted 2019-2020 Budget does not include any carryover funds.

Estimates for 2019-2020 include the May Revise assumptions and the Local Control Accountability Plan recommendations.

Recommended Motion: Approve the Estimated Actual Budget for 2018-2019, and adopt the 2019-2020 Proposed Budget for all funds.

Attachments:  
Balances in Excess  
Exhibit C

District: National School District  
 CDS #: 37-68221

**Adopted Budget  
 2019-20 Budget Attachment  
 Balances in Excess of Minimum Reserve Requirements**

**Reasons for Assigned and Unassigned Ending Fund Balances in Excess of Minimum Recommended Reserves**

**Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiates the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties for each fiscal year identified in the budget.**

<b>Combined Assigned and Unassigned/unappropriated Fund Balances</b>			
Form	Fund	2019-20 Budget	Objects 9780/9789/9790
01	General Fund/County School Service Fund	\$5,972,250	Form 01
17	Special Reserve Fund for Other Than Capital Outlay Projects	\$0.00	Form 17
Total Assigned and Unassigned Ending Fund Balances		\$5,972,250	
District Standard Reserve Level		3%	Form 01CS Line 10B-4
Less District Minimum Reserve for Economic Uncertainties		\$2,067,930	Form 01CS Line 10B-7
Remaining Balance to Substantiate Need		3,904,320	

<b>Reasons for Fund Balances in Excess of Minimum Reserve for Economic Uncertainties</b>			
Form	Fund	2019-20 Budget	Description of Need
01	General Fund/County School Service Fund	341,335	Revolving Cash, Stores, Prepaid Expenses
01	General Fund/County School Service Fund	1,901,368	Mandated Costs Reserve
01	General Fund/County School Service Fund	1,061,380	Instructional Materials Reserve
01	General Fund/County School Service Fund	298,659	Department/Site Carryover Reserve
01	General Fund/County School Service Fund	301,578	Facilities
01	General Fund/County School Service Fund	-	Unassigned/Anappropriated
Total of Substantiated Needs		3,904,320	

**Remaining Unsubstantiated Balance                      \$0.00                      Balance should be Zero**

**Education Code Section 42127 (d)(1) requires a county superintendent to either conditionally approve or disapprove a school district budget if the district does not provide for EC 42127 (a)(2)(B) public review and discussion at its public budget hearing.**

Agenda Item: **16.C. Approve renewal of annual maintenance agreements and service contracts for 2019-2020.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: Each year the administration submits an extended list of ongoing maintenance agreements and service contracts for Board approval. This list includes contracts that have been previously approved by the Governing Board, but need to be extended for one or more years. Providing a listing of contracts and agreements for approval saves the administration considerable time and effort.

Comments: Any new contracts or agreements will be brought to the Board for approval on an individual basis. Once Board approved, they are added to the "ongoing" listing for Board approval at the time of budget adoption.

Recommended Motion: Approve renewal of annual maintenance agreements and service contracts for 2019-2020.

Financial Impact: See attached listing for specific information regarding each contract.

Attachments:  
Annual Maintenance Agreement



## ANNUAL MAINTENANCE AGREEMENTS 2019-2020

Contract No.		Company	Description	Term	Account Name / Information	Cost Implications	Dept.
1	CT2571	Alliant International University	Student Teacher, School Psychologist Intern Placement	Annual	N/A	No Charge	Human Resources
2	CT3375	Amplified IT	Security Web Filtering	Annual	General Fund	NTE \$21,000.00	Technology
3	CT3322	Arts for Learning San Diego	Visual and Performing Arts Program for all students K-6th	Annual	Art & Music Block Grant	NTE \$90,000.00	Ed. Services
4	CT946	Azusa Pacific University	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources
5	MOU	California Department of Education	State Preschool	Annual	Child Development Revenue Funds	\$1,850,000.00	Ed. Services/ Preschool
6	CT3157	California School Boards Association	Online Agenda	Annual	General Fund	NTE \$9,205.00	Administration
7	CT3549	Catholic Charities	Foster Grandparents - Preschool	Annual	Head Start, Quality Preschool Initiative (QPI), & State Preschool Accounts	\$2,6000 + Cost of meals per day per Foster Grandparent	Ed. Services/ Preschool
8	CT2039	Chapman University	Placement of Student Teachers	Annual	N/A	No Charge	Human Resources
9	CT2137	Chapman University	Counseling/Psychologist Intern	Annual	N/A	No Charge	Human Resources
10	CT1461	Christian Heritage College	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources
11	CT3057	Chula Vista Alarm (CVA Security)	Electronic Alarm System Monitoring and Repair (Month-to-Month)	Annual	General Fund	NTE \$6,000.00	Business
12	CT3306	City of National City	Third Grade Swim Program	Annual	LCAP Third Grade Swim Program	NTE \$50,000.00	Ed. Services
13	CT3515	Community Research Foundation, Inc. dba: Nueva Vista Family Services	Mental Health Services	Annual	N/A	No Charge	Ed. Services/Student Support Services
14	CT3004	Cox Communications	E-Rate Network Circuits	Annual	ERATE RD10	\$325,835.00	Technology
15	CT3414	Currier & Hudson	Attorneys	Annual	General Fund	NTE \$195.00/hour	Administration
16	CT3417	Dannis, Woliver, Kelley	Attorneys	Annual	General Fund	NTE \$310.00/hour	Administration
17	CT1281	Deaf Community Services	Interpreter services	Annual	Special Education Funds	NTE \$800.00	Ed. Services/Student Support Services
18	CT3440	Dr. Dupre Relationships at Work	Reasonable accommodation assessment	Annual	General Fund	NTE \$10,000.00	Human Resources
19	CT3051	Edupoint	Synergy Student Info System, Support & Services	Annual	General Fund - Centralized Data Process	\$57,641.00	Ed. Services
20	CT3331	Ernesto Diaz	CPR / AED / First Aid Training for Preschool Staff	Annual	HS. QPI, & State Preschool Accounts	\$5,000.00	Ed. Services/ Preschool
21	CT3415	Fagen, Friedman & Fulfroost, LLP	Attorneys	Annual	General Fund	NTE \$275.00/hour	Administration
22	CT3545	Follett Book Fairs	Book Fairs at School Sites	Annual	N/A	No Charge	Business

## ANNUAL MAINTENANCE AGREEMENTS 2019-2020

Contract No.		Company	Description	Term	Account Name / Information	Cost Implications	Dept.
23	CT3156	Follett School Solutions, Inc.	Destiny Solutions Library Auto. Support & Services	Annual	General Fund	NTE \$9,000.00	Ed. Services
24	CT3136	Friendship School	Provide Education Programs for Sp Ed Students	Annual	Special Education Funds	NTE \$10,000.00	Ed. Services/Student Support Services
25	CT3405	Gigakom	Network Device Warranty	Annual	General Fund	NTE \$93,000.00	Technology
26	CT3328	Illuminate	Data and Assessment Management System	Annual	LCFF/EIA Funds	NTE \$30,000.00	Technology
27	CT3030	Interpreters Unlimited	Various Language Interpreters	Annual	Special Education Funds	NTE \$10,000.00	Ed. Services/Student Support Services
28	CT3365	JIVE Communications	Hosted VoIP and Business Phone Systems	Annual	General Fund	NTE \$350,000.00	Technology
29	CT3050	MRC, Inc.	Data hosting/reporting services and support	Annual	General Fund	NTE \$18,000.00	Technology
30	MOU	National City Police Department	School Resource Officers	Annual	General Fund	NTE \$77,068.00	Ed. Services/Student Support Services
31	CT2076	National University	Teaching Internship Program	Annual	N/A	No Charge	Human Resources
32	MOU	Neighborhood House Association	Head Start Early Education, Social and Health Services	Annual	Child Development Funds	\$1,500,000.00	Ed. Services/Preschool
33	CT3216	NVLS Professional Services LLC	Wireless, Data Services, Record Keeping, Audits	Annual	ERATE RD10	NTE \$18,000.00	Technology
34	CT3488	Nyhart ( The Howard E. Nyhart Company, Inc.)	Post-Employment Benefits Actuarial Valuation	Annual	General Fund	\$6,550.00	Business
35	CT3449	Orange County Dept. of Education/Orange County Local Education Consortium (LEC)	Randon Moment Time Survey Billing	Annual	Medi-Cal Fee 4 Serv-4-5	\$1,300.00+4.5% of RMTS MAA dollars billed to State	Ed. Services/Student
36	MOU	Paradise Valley Hospital/Children's Medical Health Services	Provide Mental Health Services	Annual	N/A	No Charge	Ed. Services/ Student Support Services
37	CT2634	Point Loma Nazarene University	Student Teacher Placement	Annual	N/A	No Charge	Human Resources
38	CT3629	Power House	Formerly People Admin: Provides Human Resources Online Product Solutions Through Talent Ed	Annual	General Fund	\$20,947.50	Human Resources
39	CT1294	Practi-Cal, Inc	Billing services under the LEA Medi-Cal and the MAA Programs	Annual	Medi-Cal Fee 4 Serv	15% of amount billed (LEA); 10% (MAA)	Ed. Services/Student Support Services
40	CT3509	Premier HealthCare Services	Health services for medically fragile students	Annual	General Fund	Cerificated Registered Nurse \$50; Licensed Vocational Nurse \$38; Heath Aides \$20	Ed. Services/Student Support Services
41	CT3135	Questys Solutions	Hosted Storage Services	Annual	General Fund	\$15,495.48	Administration
42	CT3451	Rady Children's Hospital	Health Services	Annual	General Fund	NTE 725,000	Ed. Services/Student Support Services
43	CT3451	Rady Children's Hospital	Health Services - Preschool	Annual	Head Start and State Preschool Accounts	\$150,000.00	Ed. Services/Preschool
44	CT3550	San Diego Center for Children Academy	Education programs for Special Education Students	Annual	Special Education Funds	\$220.44 Daily Rate	Ed. Services/Student Support Services

## ANNUAL MAINTENANCE AGREEMENTS 2019-2020

Contract No.		Company	Description	Term	Account Name / Information	Cost Implications	Dept.
45	MOU	San Diego Co. Supt. Of Schools	Storm Water Management Consortium	Annual	General Fund	\$4,015.00	Business
46	MOU	San Diego Co. Supt. Of Schools	After School Education and Safety Program	Annual	Revenue account	\$1,892,196.38	Ed. Services
47	CT3045	South Bay YMCA / YMCA of San Diego County	After School Education and Safety Program	Annual	Before and After School Funds	1,854,352.45	Ed. Services
48	CT1789	San Diego Co. Supt. Of Schools	Consulting services for the Calif. Commission on Teacher Credentialing Consortium	Annual	General Fund	\$2,500.00	Human Resources
49	MOU	San Diego County Office of Education	Embedded Coaching Services	Annual	Child Development Funds	\$85,000.00	Ed. Services/ Preschool
50	CT2380	San Diego County Office of Education	Leave System Software	Annual	General Fund	\$1,411.00	Business
51	CT1853	San Diego County Office of Education	Fingerprint Clearinghouse	Annual	N/A	No Charge	Human Resources
52	MOU	San Diego County Office of Education	Quality Preschool Initiative	Annual	Child Development Funds	\$350,000.00	Ed. Services/ Preschool
53	CT2823	San Diego State University	Provide School of Counseling Students in Classrooms	Annual	N/A	No Charge	Ed. Services/Student Support Services
54	CT2274	San Joaquin County of Education	Use of Ed Join Services	Annual	General Fund	\$775.20	Human Resources
55	CT3125	Save-A-Heart	CPR / AED / First Aid Training for Staff	Annual	Pupil Services Health/Psych	\$6,300.00	Ed. Services/Student Support Services
56	CT3268	Scanning Service Corp	Document Scanning Services	Annual	General Fund	NTE- \$35,0000.00	Administration
57	CT3530	School Services of California	Fiscal Budget and Mandated Cost Claims Services	Annual	General Fund	\$3,660.00	Business
58	SDCOE Transfer	School Services of California	Consulting for Employee Relations Policies or Operations	Annual	General Fund	\$499.00	Human Resources
59	CT3326	Shaw HR Consulting, Inc.	Provides disability interactive process services (HR Consulting and Training)	Annual	General Fund	\$175.00-\$350.00/Hour	Human Resources
60	MOU	South Bay Community Services	Collaboration with Schools and Family Resource Center	Annual	General Fund	\$75,000	Ed. Services
61	CT1676	Southwestern Community College District	Preschool/Child Development Center Mentoring	Annual	N/A	No Charge	Human Resources
62	CT3399	Specialized Therapy Services	Temporary Staff Services	Annual	Special Education Funds	NTE \$90,000.00	Ed. Services/Student Support Services
63	CT3588	Springall Academy	Education programs for Sp Ed Students	Annual	Special Education Funds	\$196.83 Daily Rate	Ed. Services/Student Support Services
64	CT3312	Stein Education Center	Provide Education Programs for Sp Ed Students	Annual	Special Education Funds	\$248.02 Daily Rate	Ed. Services/Student Support Services
65	CT3324	Sweetwater Union High School District	Adult ESL Classes	Annual	LCAP Parent Involvement	\$5,000.00 for Student Snacks	Ed. Services
66	CT805	Trustees of the California State University	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources
67	CT1535	University of Northern Arizona	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources

**ANNUAL MAINTENANCE AGREEMENTS 2019-2020**

Contract No.		Company	Description	Term	Account Name / Information	Cost Implications	Dept.
68	CT1912	University of Phoenix	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources
69	CT2652	University of Southern California (USC)	Student Teaching Agreement	Annual	N/A	No Charge	Human Resources
70	CT3143	Verizon Wireless	E-Rate Cell Phones (Month-to-Month)	Annual	General Fund - Operations/Utilities	NTE \$60,0000.00	Business
71	CT2889	Wilkinson & Hadley	Annual Audit	Annual	General Fund	\$18,800.00	Business
72	CT3317	Worxtime	Mandated IRS Health Care Reporting	Annual	General Fund	\$16,000.00	Business

Agenda Item: **16.D. Approve contracts #CT3609, #CT3610, #CT3611, #CT3612, #CT3613, #CT3614, #CT3615, #CT3616, #CT3617, and #CT3618 with the YMCA of San Diego County for sixth grade camp.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: Each year, the National School District offers sixth grade students the opportunity to attend camp for outdoor learning opportunities. These contracts are with the YMCA of San Diego County, and allow the sixth grade children of the National School District to attend Camp Marston.

Comments: By approving these contracts, the National School District Governing Board is authorizing the National School District to sign contracts for each of the schools in the District at a cost of \$245.00 per child. This is an increase from the previous amount, which was \$238.00 per child. The actual cost of each school site varies based upon enrollment, and is to be paid out of Student Activity Funds.

Recommended Motion: Approve contracts #CT3609 through #CT3618 with the YMCA of San Diego County for sixth grade camp.

Financial Impact: Varies by site  
\$245.00 per child  
Site Student Activity Funds

Attachments:

CT3609 Central  
CT3610 El Toyon  
CT3611 Ira Harbison  
CT3612 John Otis  
CT3613 Kimball  
CT3614 Las Palmas  
CT3615 Lincoln Acres  
CT3616 Olivewood  
CT3617 Palmer Way  
CT3618 Rancho de la Nacion



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Central School 2020

GroupID: 4308



FOR YOUTH DEVELOPMENT®  
 FOR HEALTHY LIVING  
 FOR SOCIAL RESPONSIBILITY

## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** El Toyon School 2020 **Site:** Marston  
**Group Type:** OE **Reservation ID:** 4311  
**Reg. Date:** 6/3/2019

**Group Leader:** Adriana Hernandez  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:** **Work Phone:** 619-336-7500  
**Cell Phone:** **Fax:** 619-336-7505  
**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, May 11, 2020 **Arrival Time** 10:30 am  
**Departure Date:** Fri, May 15, 2020 **Departure Time** 10:30 am  
**First Meal:** Lunch **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00 **Title 1 Discount Rate**  
**Expected #:** 60 **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,500.00	<b>Deposit Due</b> Jan 30, 2020
-------------------------	----------------------------------	---------------------------------

- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 45  
**Your Minimum Financial Commitment is:** \$11,025.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: El Toyon School 2020

GroupID: 4311



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Ira Harbison School 2020      **Site:** Marston  
**Group Type:** OE      **Reservation ID:** 4234  
**Reg. Date:** 4/23/2019

**Group Leader:** Amy Wert  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:**      **Work Phone:** 619-336-7500  
**Cell Phone:**      **Fax:** 619-336-7505  
**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, Mar 2, 2020      **Arrival Time:** 10:30 am  
**Departure Date:** Fri, Mar 6, 2020      **Departure Time:** 10:00 am  
**First Meal:** Lunch      **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00      **Title 1 Discount Rate**  
**Expected #:** 75      **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,000.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 65  
**Your Minimum Financial Commitment is:** \$15,925.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**

**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Ira Harbison School 2020

GroupID: 4234



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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Otis School 2020 **Site:** Marston  
**Group Type:** OE **Reservation ID:** 4218  
**Reg. Date:** 4/17/2019

**Group Leader:** Araceli Welch  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:** **Work Phone:** 619-336-7500  
**Cell Phone:** **Fax:** 619-336-7505  
**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, Jan 27, 2020 **Arrival Time:** 10:03 am  
**Departure Date:** Fri, Jan 31, 2020 **Departure Time:** 10:03 am  
**First Meal:** Lunch **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00 **Title 1 Discount Rate**  
**Expected #:** 60 **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$500.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 50  
**Your Minimum Financial Commitment is:** \$12,250.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**

**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Otis School 2020

GroupID: 4218



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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Kimball School 2020                      **Site:** Marston  
**Group Type:** OE    **Reservation ID:** 4254  
**Reg. Date:** 4/24/2019

**Group Leader:** Evelyn Sanchez  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:**    **Work Phone:** 619-336-7500  
**Cell Phone:**    **Fax:** 619-336-7505  
**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, Apr 6, 2020                      **Arrival Time** 10:00 am  
**Departure Date:** Fri, Apr 10, 2020                      **Departure Time** 10:30 am  
**First Meal:** Lunch    **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00                      **Title 1 Discount Rate**  
**Expected #:** 50    **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,500.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.

**Your minimum number of guests (regardless of attendance) is:** 40  
**Your Minimum Financial Commitment is:** \$9,800.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Kimball School 2020

GroupID: 4254



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FOR SOCIAL RESPONSIBILITY

# YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Las Palmas School 2020 **Site:** Marston  
**Group Type:** OE **Reservation ID:** 4255  
**Reg. Date:** 4/24/2019

**Group Leader:** Derek Petty  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:** **Work Phone:** 619-336-7500  
**Cell Phone:** **Fax:** 619-336-7505

**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, Apr 6, 2020 **Arrival Time:** 10:30 am  
**Departure Date:** Fri, Apr 10, 2020 **Departure Time:** 10:30 am  
**First Meal:** Lunch **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00 **Title 1 Discount Rate**  
**Expected #:** 90 **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,500.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.

**Your minimum number of guests (regardless of attendance) is:** 80  
**Your Minimum Financial Commitment is:** \$19,600.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Las Palmas School 2020

GroupID: 4255



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## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

**ORGANIZATION INFO**

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

**GROUP INFO**

**Group Name:** Lincoln Acres School 2019 **Site:** Marston  
**Group Type:** OE **Reservation ID:** 4155  
**Reg. Date:** 3/18/2019

**Group Leader:** Cynthia Valle-Lone  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:** **Work Phone:** 619-336-7500  
**Cell Phone:** **Fax:** 619-336-7505  
**E-Mail:**

**DATES / TIMES**

**Arrival Date:** Tue, Nov 12, 2019 **Arrival Time:** 10:30 am  
**Departure Date:** Fri, Nov 15, 2019 **Departure Time:** 10:30 am  
**First Meal:** Lunch **Last Meal:** Breakfast

**FINANCIAL EXPECTATIONS**

**Rate Per Person:** \$245.00 **Title 1 Discount Rate**  
**Expected #:** 85 **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,000.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 70  
**Your Minimum Financial Commitment is:** \$17,150.00

**NOTES**

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**

**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
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- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Lincoln Acres School 2019

GroupID: 4155



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## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Olivewood School 2020      **Site:** Marston  
**Group Type:** OE      **Reservation ID:** 4233  
**Reg. Date:** 4/23/2019

**Group Leader:** Linda Vazquez  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:**      **Work Phone:** 619-336-7500  
**Cell Phone:**      **Fax:** 619-336-7505

**E-Mail:**

### DATES / TIMES

**Arrival Date:** Mon, Mar 2, 2020      **Arrival Time** 10:30 am  
**Departure Date:** Fri, Mar 6, 2020      **Departure Time** 10:30 am  
**First Meal:** Lunch      **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00      **Title 1 Discount Rate**  
**Expected #:** 80      **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,500.00	<b>Deposit Due</b>
-------------------------	----------------------------------	--------------------

- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 70  
**Your Minimum Financial Commitment is:** \$17,150.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner Rkrudner@ymca.or

**Initial Here:**

**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Olivewood School 2020

GroupID: 4233



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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**YMCA OVERNIGHT CAMPS – Reservation Form**  
Camp Marston | Camp Surf | Raintree Ranch

**ORGANIZATION INFO**

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

**GROUP INFO**

**Group Name:** Palmer Way School 2019  
**Group Type:** OE  
**Reg. Date:** 3/18/2019  
**Site:** Marston  
**Reservation ID:** 4152

**Group Leader:** Denise Zarrinam  
**Address:** 1500 N Ave., National City, CA, 91950  
**Home Phone:**  
**Cell Phone:**  
**E-Mail:**  
**Work Phone:** 619-336-7500  
**Fax:** 619-336-7505

**DATES / TIMES**

**Arrival Date:** Mon, Nov 4, 2019  
**Departure Date:** Fri, Nov 8, 2019  
**First Meal:** Lunch  
**Arrival Time:** 10:30 am  
**Departure Time:** 10:30 am  
**Last Meal:** Breakfast

**FINANCIAL EXPECTATIONS**

**Rate Per Person:** \$245.00  
**Expected #:** 85  
**Title 1 Discount Rate Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,500.00	<b>Deposit Due</b>
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 75  
**Your Minimum Financial Commitment is:** \$18,375.00

**NOTES**

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

**Camp Courtesy and Conduct:**

- We understand that we are responsible for cleaning our own campsite and/or cabins, and adjacent ground before leaving
- We agree to pay (minimum \$50 per incident) for all damages, graffiti or loss of camp equipment by our group
- To help foster an environment for children and families, no alcoholic beverages or illegal drugs are permitted on the premises.
- We will abide by the 10pm to 7am quiet hours
- Buildings and cabins must be vacated 1 hour after the last meal in order to allow for cleaning of facilities
- The Camp reserves the right to change cabin assignments, activities offered, even if prearranged, due to scheduling, maintenance, and/or weather conditions
- Unless otherwise written in this contract, group leaders, members and/or participants must adhere to check in and check out times
- Additional charges may be incurred if group members arrive early and/or depart late
- Following items are prohibited: Weapons, pets, open flames inside cabins, and smoking only allowed in designated areas
- Camp is not responsible for lost items
- Camp is a shared facility; there may be other groups on site

**Group Leader Expectations:**

- Camper medications need to be turned into the Health Care Supervisor upon arrival and **all medications must be in their original packaging or prescription bottle.**
- We must have your **exact count of students 14 days prior** to your scheduled arrival for meal and staffing requirements
- Schools must provide **one certified employee for every 30 students to be on site until lights out each evening.**
- School staff will be required to attend meals and supervise the recess period daily. At least one certified staff member from the school will stay on site 24 hours a day.
- All transportation to and from camp will be the responsibility of the school except in a medical emergency.
- Group Leaders are responsible to pre-screen all participants for potential health issues that could be exacerbated by camp and/or camp activities. Leader will take additional precautions in the event that campers or participants have serious health issues.
- The Group Leader is responsible for pre-screening and completing background checks on all adult chaperones for their group
- Group Leader accepts all responsibilities and requirements as stated in the School Planning Guide
- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Palmer Way School 2019

GroupID: 4152



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FOR SOCIAL RESPONSIBILITY

## YMCA OVERNIGHT CAMPS – Reservation Form

Camp Marston | Camp Surf | Raintree Ranch

### ORGANIZATION INFO

**Org Name:** National School District  
**Org Address:** 1500 N Ave., National City, CA, 91950  
**Org Phone:** 619-336-7500

### GROUP INFO

**Group Name:** Rancho De La Nacion 2020      **Site:** Marston  
**Group Type:** OE      **Reservation ID:** 4309  
**Reg. Date:** 6/3/2019

**Group Leader:** Kirsten Maduena  
**Address:** 1830 E division, National City, CA, 91950  
**Home Phone:**      **Work Phone:** 619-336-8151  
**Cell Phone:**      **Fax:** 619-336-7505  
**E-Mail:** kmaduena@nsd.us

### DATES / TIMES

**Arrival Date:** Mon, May 4, 2020      **Arrival Time:** 10:30 am  
**Departure Date:** Fri, May 8, 2020      **Departure Time:** 10:30 am  
**First Meal:** Lunch      **Last Meal:** Breakfast

### FINANCIAL EXPECTATIONS

**Rate Per Person:** \$245.00      **Title 1 Discount Rate**  
**Expected #:** 65      **Percentage Title 1:** %

<b>Estimated Total:</b>	<b>Deposit Amount</b> \$1,000.00	<b>Deposit Due</b> Jan 30, 2020
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- Final balance is due upon arrival at camp
- All deposits are non-refundable; reservations will automatically be cancelled if deposit and signed agreement are not returned by the due date. Deposit = 50% of Estimated Total.
- Minimum guarantee is based on 75% of expected attendance or 20 less, whichever is larger.  
**Your minimum number of guests (regardless of attendance) is:** 50  
**Your Minimum Financial Commitment is:** \$12,250.00

### NOTES

**User Agreement Notes:**

**Agreement Written by:** Rich Krudner, rkrudner@ymca.or

**Initial Here:**



**YMCA Camp Marston/Raintree Ranch  
Outdoor Education  
Terms and Conditions**

**Emergency Medical Authorization and Waiver** A YMCA Health History form (which includes liability waiver, medical authorization and photo release) is required to be submitted for every student attending. Please use the form provided by the YMCA in the school planning guide or on the website. All adults must properly sign a separate release waiver for upon arrival at camp.

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- \*\* Disregard of Camp Rules may result in the immediate dismissal (w/ no refund) of group members and/or entire group\*\*

**I have read, understand and will meet the terms, payment schedule and minimum total financial obligation outlined in the agreement above. I will advise all group members of these terms and conditions. I am an authorized representative of the above organization and am making a commitment on their behalf to fulfill the term and conditions of this agreement**

Authorized Representative (Over 21 years of age):

Print name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date : \_\_\_\_\_

YMCA CAMP MARSTON / RAIN TREE RANCH  
PO Box 2440  
Julian, CA 92036  
Phone: 760-765-0642  
Fax: 760-765-0183  
Web: camp.ymca.org

GroupName: Rancho De La Nacion 2020

GroupID: 4309

Agenda Item: **16.E. Award contract #CT3626 for Bid #18-19-192 to A&S Flooring, for Flooring Repair and Replacement.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: On February 27, 2019 the Governing Board authorized the administration to advertise for various District maintenance projects, including flooring repair and replacement projects. This project will provide needed flooring repair and replacement throughout the District.

In order to continue to address the areas that were found to have deficient ratings on our Facilities Assessment Report, current plans include replacing the carpeting in a total of nineteen (19) classrooms at Olivewood, Lincoln Acres, Ira Harbison, John Otis schools. Additionally, vinyl flooring will be installed in student restrooms at El Toyon School, and the stairs for the stages in the Olivewood and Palmer Way Multi Purpose Rooms will be resurfaced.

Comments: Bids were publicly opened on May 28, 2019. The District received one (1) bid for this project:

- A&S Flooring \$118,245.00

A&S Flooring is the lowest responsive bidder. The District requires a minimum of three references for each bidder. All references for the low bidder were checked.

Recommended Motion: Award contract #CT3626 for Bid #18-19-192 to A&S Flooring, for Flooring Repair and Replacement.

Financial Impact: Contract costs: \$118,245  
Additional staffing costs: \$0  
Other costs: \$0  
One time cost  
General Fund

Attachments:  
CT3626

**CONTRACT AGREEMENT  
CT3626**

THIS AGREEMENT, made this 26th day of June, 2019, in the County of San Diego, State of California, by and between the **National School District**, hereinafter called the District, and A&S Flooring, hereinafter called the Contractor,

WITNESSETH that the District and the Contractor for the considerations stated herein agree as follows:

**ARTICLE 1 - SCOPE OF WORK.** The Contractor shall perform within the time stipulated the contract as herein defined, and shall provide all labor, materials, tools, utility services, and transportation to complete in a workmanlike manner all of the work required in connection with the following titled project:

**FLOORING REPAIR AND REPLACEMENT  
BID 18-19-192**

in strict compliance with the contract documents as specified in Article 4 below.

**ARTICLE 2 - TIME FOR COMPLETION.** (a) The work shall be commenced on the date stated in the District's notice to proceed and will be completed no later than January 11, 2020. This date replaces the date for completion specified in Section A of the Special Conditions. As specified in District's notice to proceed, the work shall be completed one hundred eighty five (185) days from and after the date stated in such notice, which shall include three (3) working days for normal bad weather, taking into consideration the seasonal weather for the time when construction will be undertaken.

(b) In entering into this Agreement, Contractor acknowledges and agrees that the construction duration stipulated herein is adequate and reasonable for the size and scope of the project.

**ARTICLE 3 - CONTRACT PRICE.** The District shall pay to the Contractor as full consideration for the faithful performance of the contract, subject to any additions or deductions as provided in the contract documents, and including any applicable sales, use or other taxes or costs, the sum of: One Hundred Eighteen Thousand Two Hundred Forty Five Dollars (\$118,245.00), the following amounts stipulated in the bid.

**ARTICLE 4 - COMPONENT PARTS OF THE CONTRACT.** The contract entered into by this Agreement consists of the following contract documents (referred to herein as the contract of the contract documents), all of which are component parts of the contract as if herein set out in full or attached hereto:

- Notice to Contractors Calling for Bids
- Information for Bidders
- Bid, as accepted
- Designation of Subcontractors
- List of Subcontractor's DIR Registration Numbers
- Noncollusion Affidavit
- Agreement
- Bid Bond
- Performance Bond
- Payment Bond for Public Works
- Recycled Content Certification
- Contractor Fingerprinting Requirements
- Asbestos-Free Materials Certification
- Drug-Free Workplace Certification
- Contractor's Certificate Regarding Workers' Compensation
- General Conditions and Special Conditions
- Project Manual and Specifications
- Certification of Contractor and Subcontractor Division of Industrial Relations Registration

All of the above-named contract documents are intended to be complementary. Work required by one of the above-named contract documents and not by others shall be done as if required by all. This agreement shall supersede any prior agreement of the parties.

IN WITNESS WHEREOF, this Agreement has been duly executed by the above-named parties, on the day and year first above written.

CONTRACTOR:  
  
License No. \_\_\_\_\_  
By \_\_\_\_\_  
Its \_\_\_\_\_

DISTRICT:  
National School District  
  
By \_\_\_\_\_  
Its \_\_\_\_\_  
Governing Board Date \_\_\_\_\_

(Corporate Seal)

Agenda Item: **16.F. Approve contract #CT3627 with Matrix Energy Services, Incorporated to perform energy efficient retrofitting at the District Office and El Toyon School.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: Matrix Energy, Incorporated (Matrix) will install T8 LED lamps at the District Office and El Toyon School, at no cost to the District under the San Diego Gas and Electric (SDG&E) Business Energy Solutions Program.

Comments: This current retrofit will replace the existing T8 Fluorescent Lamps (25 watts) with T8 LED Lamps (12 watts), which are more energy efficient.

On April 24th, 2019, the Governing Board approved installation of T8 LED lamps at seven (7) schools (Olivewood, Las Palmas, Rancho de la Nación, John Otis, Lincoln Acres, Kimball, and Ira Harbison Schools). El Toyon School and the District Office were not included at that time because this free program is available only to sites every five (5) years and these sites had not met the requisite time since last upgrade. They have now met the requisite time. Finally, Central and Palmer Way Schools were not included in these free upgrades because their lights were upgraded in 2018 under Proposition 39 California Clean Energy Jobs Act funding.

Recommended Motion: Approve contract #CT3627 with Matrix Energy Services, Incorporated to perform energy efficient retrofitting at the District Office and El Toyon School.

Financial Impact: None  
Savings to the District of \$15,705 for District Office, and \$23,865.00 for El Toyon School.

Attachments: CT3627



2019 SDG&E's Business Energy Solutions program  
Customer Authorization Form

**Program Summary**

San Diego Gas & Electric's ("SDG&E's") Business Energy Solutions program ("Program") offers energy assessments, energy efficient equipment upgrades and installation at a discounted cost to qualified small and mid-sized non-residential customers within SDG&E's service area. Customers on non-residential rates that do not have monthly electrical demand over 200kW during the most recent twelve month period are eligible for the Program. SDG&E selected participating contractors through a competitive bid process to deliver the services in the Program. The participating contractors have been assigned ZIP Code areas and customer segments by SDG&E and may directly contact qualified customers.

**Authorization**

By signing this Authorization Form, the customer identified below ("Customer" or "You") agrees to participate in the Program and authorizes the participating contractor identified below to perform an Energy Assessment and provide a report to Customer. The Energy Assessment will be performed at no-cost and will include recommendations for energy efficiency upgrades. Do not sign this form if You do not want to participate in this Program. If You choose to implement the energy efficiency upgrades recommended in the Energy Assessment, You will be required to sign an additional authorization form that includes the costs for which You will be responsible.

CUSTOMER INFORMATION	
Business Name	National City Schools Offices
Contact Name/Title	Chris Carson, Assistant Superintendent
Account Number	3790263225
Phone Number	(619) 336-7770
Service Account Name as billed by SDG&E	NATIONAL SCHOOL DIST
Service Account Street Address	1500 N Ave
Service Account City and Zip Code	National City 91950

This Customer Authorization Form is entered into by the Customer listed above in connection with SDG&E's **Business Energy Solutions program** (Program). I, Chris Carson a representative of Customer, am duly authorized to sign this Authorization Form on behalf of Customer. Customer hereby authorizes Matrix Energy Services (Contractor) to conduct an Energy Assessment of Customer's facility located at the address listed above. Customer understands that Contractor has been selected by SDG&E to perform the Energy Assessment and the implementation of energy efficiency recommendations included in the Energy Assessment ("Work"). Customer agrees that all of the Work shall be subject to the terms and conditions of this Authorization and of the Program.

Customer agrees to provide Contractor reasonable access to Customer's facility for the Work, including the Energy Assessment and replacement and/or installation of the recommended energy efficiency measures. Customer further agrees to provide SDG&E reasonable access to Customer's Facility for all inspections or verifications of such Work as may be required by SDG&E in its sole discretion. Customer acknowledges that Program funding is limited and is available on a first-come, first-served basis until funding is no longer available or the Program is terminated.

Customer must meet the following requirements to be eligible for the Program: (1) Customer's facility must be a nonresidential facility located within SDG&E's service area; (2) The Customer must pay the Public Purpose Programs Charge ("PPP") on the SDG&E electric meter billing where the Work is to be performed; and (3) Customer and all Work must meet all other Program requirements, terms and conditions.

Customer certifies by signing below that Customer has not and will not receive any funds from any other energy conservation program funded by the PPP for the same energy-saving components installed under this Program. Customer acknowledges that connected load at Customer's facility could increase if the Work involves replacing burned out or missing lamps.

SDG&E makes no warranty, expressed or implied, with respect to the Work, including without limitation the implied warranties of merchantability and fitness for a particular purpose. Customer agrees to hold harmless SDG&E, its officers, directors, affiliates and employees, from and against any and all liability, damages, losses, claims, demands, actions, costs, including attorneys' fees and expenses and all court or arbitration or other dispute resolution costs, or any of them, resulting from, arising out of, or in any way directly connected with Work performed by Contractor. Customer agrees to hold solely the Contractor responsible for any and all claims, losses, liabilities, damages and expenses, including attorneys' fees and costs, which Customer may incur as a result of the Work. Items installed are warranted by Contractor for one year, as detailed in the warranty document provided by the Contractor.

Customer agrees that SDG&E may provide Customer's contact information and energy usage data to Contractor (and other SDG&E Contractors necessary to implement, evaluate and measure the Program) for the exclusive purpose of carrying out the Work and the Program. Customer acknowledges that Contractor has been authorized to contact Customer only with regard to performing the Work, and that any other services, installations, improvements or equipment provided to Customer by Contractor have not been authorized by SDG&E. SDG&E assumes no responsibility or liability for such other services, installations, improvements or equipment.

If the California Public Utilities Commission ("CPUC") requests review of Your project, SDG&E will provide the CPUC with all of the information requested without further notification to You. If You refuse to allow the CPUC, its staff or its contractors and/or consultants to have access to Your data, You will not be allowed to participate, and You will be ineligible to receive any program incentives and/or required to reimburse SDG&E for any incentives paid. In the event Your project is selected for review, SDG&E will mark Your data as confidential before submitting Your files to the CPUC in accordance with California Public Utilities Code Section 583 and CPUC General Order 66-C.

AGREED AND ACCEPTED	
Customer Signature	Date

Participating Contractors: Matrix Energy Services Staples Energy Willdan Energy Solutions

Have You participated in a SDG&E program in the last 5 years? \_\_\_\_\_  
 If yes, what was the name of the program and what year did You participate? \_\_\_\_\_  
 What measures or equipment was installed? Please provide details. \_\_\_\_\_

The Business Energy Solutions program is funded by California ratepayers and administered by SDG&E under the auspices of the California Public Utilities Commission through a contract awarded to the above named contractors. California customers who choose to participate in this program are not obligated to purchase any additional services offered by the contractor. The trademarks used herein are the property of their respective owners. For more information, please contact SDG&E's Energy Service Center at 1-800-644-6133.

White – Contractor Canary – Customer

Last Updated 1/2019



2019 SDG&E's Business Energy Solutions program  
Project Installation Authorization Form

**CUSTOMER INFORMATION**

Business Name	National City Schools Offices
Contact Name/Title	Chris Carson, Assistant Superintendent
Account Number	3790263225
Phone Number	(619) 336-7770
Service Account Name as billed by SDG&E	NATIONAL SCHOOL DIST
Service Account Street Address	1500 N Ave
Service Account City and Zip Code	National City 91950

Shown below is the agreed-upon scope of work based on the results of the Energy Assessment performed by Matrix Energy Services, Inc. (Contractor)

ID	Location	Product	Note	Unit	Cost (\$)	Discount (\$)	Co-Pay (\$)	Quantity	Total Cost (\$)	Total Discount (\$)	Total Co-Pay (\$)	Payback Period (Mo.)
463991	District Office Complex	LED-T8, 4' 4 Lamp, 12 Watt, Color: 4100K		Lamp	\$15.00	\$15.00	\$0.00	24	\$360.00	\$360.00	\$0.00	0
463991	District Office Complex	LED-T8, 4' 3 Lamp, 12 Watt, Color: 4100K		Lamp	\$15.00	\$15.00	\$0.00	501	\$7,515.00	\$7,515.00	\$0.00	0
463991	District Office Complex	LED-T8, 4' 2 Lamp, 12 Watt, Color: 5000K		Lamp	\$15.00	\$15.00	\$0.00	522	\$7,830.00	\$7,830.00	\$0.00	0

Product Costs include tax, delivery, installation, removal and disposal of old equipment (as applicable) and clean-up.

<b>Total Project Cost</b> \$15,705.00	<b>Total Incentive</b> \$15,705.00	<b>Total Customer Co-Pay</b> \$0.00	<b>Total Co-Pay Percentage</b> 0.0%
<b>Total Estimated Annual Energy Savings (\$)</b> \$9,840.33	<b>Total Estimated Annual Energy Savings (kWh)</b> 39,361	<b>Estimated Payback (Mo.)</b> 0	

Make Checks Payable To:  
Accounts Receivable  
Matrix Energy Services, Inc.  
3221 Ramos Cir.  
Sacramento, CA 95827



**Program Summary**

San Diego Gas & Electric's ("SDG&E's") Business Energy Solutions program ("Program") offers energy assessments, energy efficient equipment upgrades and installation at a discounted cost to qualified small and mid-sized non-residential customers within SDG&E's service area. Customers on non-residential rates that do not have monthly electrical demand over 200kW during the most recent twelve month period are eligible for the Program. SDG&E selected participating contractors through a competitive bid process to deliver the services in the Program. The participating contractors have been assigned ZIP Code areas and customer segments by SDG&E and may directly contact qualified customers.

**Authorization**

By signing this Authorization Form, the customer identified below ("Customer" or "You") agrees to participate in the Program and authorizes the participating contractor identified below to perform an Energy Assessment and provide a report to Customer. The Energy Assessment will be performed at no-cost and will include recommendations for energy efficiency upgrades. Do not sign this form if You do not want to participate in this Program. If You choose to implement the energy efficiency upgrades recommended in the Energy Assessment, You will be required to sign an additional authorization form that includes the costs for which You will be responsible.

CUSTOMER INFORMATION	
Business Name	El Toyon School
Contact Name/Title	Chris Carson, Assistant Superintendent
Account Number	6240282451
Phone Number	(619) 336-7770
Service Account Name as billed by SDG&E	NATIONAL SCHOOL DIST
Service Account Street Address	2000 Division St E
Service Account City and Zip Code	National City 91950

This Customer Authorization Form is entered into by the Customer listed above in connection with SDG&E's **Business Energy Solutions program** (Program). I, Chris Carson a representative of Customer, am duly authorized to sign this Authorization Form on behalf of Customer. Customer hereby authorizes Matrix Energy Services (Contractor) to conduct an Energy Assessment of Customer's facility located at the address listed above. Customer understands that Contractor has been selected by SDG&E to perform the Energy Assessment and the implementation of energy efficiency recommendations included in the Energy Assessment ("Work"). Customer agrees that all of the Work shall be subject to the terms and conditions of this Authorization and of the Program.

Customer agrees to provide Contractor reasonable access to Customer's facility for the Work, including the Energy Assessment and replacement and/or installation of the recommended energy efficiency measures. Customer further agrees to provide SDG&E reasonable access to Customer's Facility for all inspections or verifications of such Work as may be required by SDG&E in its sole discretion. Customer acknowledges that Program funding is limited and is available on a first-come, first-served basis until funding is no longer available or the Program is terminated.

Customer must meet the following requirements to be eligible for the Program: (1) Customer's facility must be a nonresidential facility located within SDG&E's service area; (2) The Customer must pay the Public Purpose Programs Charge ("PPP") on the SDG&E electric meter billing where the Work is to be performed; and (3) Customer and all Work must meet all other Program requirements, terms and conditions.

Customer certifies by signing below that Customer has not and will not receive any funds from any other energy conservation program funded by the PPP for the same energy-saving components installed under this Program. Customer acknowledges that connected load at Customer's facility could increase if the Work involves replacing burned out or missing lamps.

SDG&E makes no warranty, expressed or implied, with respect to the Work, including without limitation the implied warranties of merchantability and fitness for a particular purpose. Customer agrees to hold harmless SDG&E, its officers, directors, affiliates and employees, from and against any and all liability, damages, losses, claims, demands, actions, costs, including attorneys' fees and expenses and all court or arbitration or other dispute resolution costs, or any of them, resulting from, arising out of, or in any way directly connected with Work performed by Contractor. Customer agrees to hold solely the Contractor responsible for any and all claims, losses, liabilities, damages and expenses, including attorneys' fees and costs, which Customer may incur as a result of the Work. Items installed are warranted by Contractor for one year, as detailed in the warranty document provided by the Contractor.

Customer agrees that SDG&E may provide Customer's contact information and energy usage data to Contractor (and other SDG&E Contractors necessary to implement, evaluate and measure the Program) for the exclusive purpose of carrying out the Work and the Program. Customer acknowledges that Contractor has been authorized to contact Customer only with regard to performing the Work, and that any other services, installations, improvements or equipment provided to Customer by Contractor have not been authorized by SDG&E. SDG&E assumes no responsibility or liability for such other services, installations, improvements or equipment.

If the California Public Utilities Commission ("CPUC") requests review of Your project, SDG&E will provide the CPUC with all of the information requested without further notification to You. If You refuse to allow the CPUC, its staff or its contractors and/or consultants to have access to Your data, You will not be allowed to participate, and You will be ineligible to receive any program incentives and/or required to reimburse SDG&E for any incentives paid. In the event Your project is selected for review, SDG&E will mark Your data as confidential before submitting Your files to the CPUC in accordance with California Public Utilities Code Section 583 and CPUC General Order 66-C.

AGREED AND ACCEPTED	
Customer Signature	Date

Participating Contractors: Matrix Energy Services Staples Energy Willdan Energy Solutions

Have You participated in a SDG&E program in the last 5 years? \_\_\_\_\_

If yes, what was the name of the program and what year did You participate? \_\_\_\_\_

What measures or equipment was installed? Please provide details. \_\_\_\_\_

The Business Energy Solutions program is funded by California ratepayers and administered by SDG&E under the auspices of the California Public Utilities Commission through a contract awarded to the above named contractors. California customers who choose to participate in this program are not obligated to purchase any additional services offered by the contractor. The trademarks used herein are the property of their respective owners. For more information, please contact SDG&E's Energy Service Center at 1-800-644-6133.



2019 SDG&E's Business Energy Solutions program  
Project Installation Authorization Form

**CUSTOMER INFORMATION**

Business Name	El Toyon School
Contact Name/Title	Chris Carson, Assistant Superintendent
Account Number	6240282451
Phone Number	(619) 336-7770
Service Account Name as billed by SDG&E	NATIONAL SCHOOL DIST
Service Account Street Address	2000 Division St E
Service Account City and Zip Code	National City 91950

Shown below is the agreed-upon scope of work based on the results of the Energy Assessment performed by Matrix Energy Services, Inc. (Contractor)

ID	Location	Product	Note	Unit	Cost (\$)	Discount (\$)	Co-Pay (\$)	Quantity	Total Cost (\$)	Total Discount (\$)	Total Co-Pay (\$)	Payback Period (Mo.)
463991	School	LED-T8, 4' 4 Lamp, 12 Watt, Color: 5000K		Lamp	\$15.00	\$15.00	\$0.00	1272	\$19,080.00	\$19,080.00	\$0.00	0
463991	School	LED-T8, 4' 3 Lamp, 12 Watt, Color: 5000K		Lamp	\$15.00	\$15.00	\$0.00	258	\$3,870.00	\$3,870.00	\$0.00	0
463991	School	LED-T8, 4' 2 Lamp, 12 Watt, Color: 5000K		Lamp	\$15.00	\$15.00	\$0.00	52	\$780.00	\$780.00	\$0.00	0
463991	School	LED-T8, 4' 1 Lamp, 12 Watt, Color: 5000K		Lamp	\$15.00	\$15.00	\$0.00	9	\$135.00	\$135.00	\$0.00	0

Product Costs include tax, delivery, installation, removal and disposal of old equipment (as applicable) and clean-up.

<b>Total Project Cost</b> \$23,865.00	<b>Total Incentive</b> \$23,865.00	<b>Total Customer Co-Pay</b> \$0.00	<b>Total Co-Pay Percentage</b> 0.0%
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<b>Total Estimated Annual Energy Savings (\$)</b> \$14,953.17	<b>Total Estimated Annual Energy Savings (kWh)</b> 59,813	<b>Estimated Payback (Mo.)</b> 0
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Make Checks Payable To:  
**Accounts Receivable**  
**Matrix Energy Services, Inc.**  
3221 Ramos Cir.  
Sacramento, CA 95827



Agenda Item: **16.G. Approve contract #CT3633 with Blackboard to provide website template, hosting, and Americans with Disabilities Act compliance.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: On August 23, 2017, the Governing Board approved Contract #CT3419, with Blackboard. This contract was to provide the District with the current website hosting using one of Blackboard's standard templates. This allows for ease of upgrading the website when necessary.

Beginning in January 2018, all school district websites were required by law to be Americans with Disabilities Act (ADA) compliant. National School District has been working to ensure compliance via manual processes. With the approval of this contract extension, Blackboard will provide the District with an upgrade to their platform, with the Ally function. Ally will scan daily for non-compliant pages and documents on our website, thus helping to ensure Americans with Disabilities Act (ADA) compliance.

Implementation of Ally will include virtual training for up to 20 staff members. This is for two (2) days of training.

The total cost of this contract is \$18,962.40.

Recommended Motion: Approve contract #CT3633 with Blackboard to provide website template, hosting, and Americans with Disabilities Act compliance.

Financial Impact: Annual Website contract costs: \$12,362.40  
Annual Ally contract costs: \$6,600  
Additional staffing costs: \$10,000  
Other costs: \$0  
General Fund

Attachments:  
CT3633

VOID IF EXECUTED AFTER: June 30, 2019  
CUSTOMER: National School District

# Blackboard

This Blackboard Order Form ("Order Form") by and between **Blackboard Inc.** ("Blackboard") and **National School District** ("Customer") details the terms of Customer's use of the products and services set forth below ("Product and Pricing Summary"). This Order Form, together with the Blackboard Master Agreement located at <http://agreements.blackboard.com/bbinc/blackboard-new-master-agreement-all-products.aspx> and incorporated by this reference, form the entire agreement between the parties in respect of the products and services set forth in the Product and Pricing Summary.

Notwithstanding anything to the contrary in any purchase order or other document provided by Customer, any product or service provided by Blackboard to Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Blackboard Master Agreement. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Order Form represent and warrant that he or she is authorized to execute the Agreement on behalf of Customer or Blackboard, as applicable.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

## A. Software & Services Product and Pricing Summary

Qty	Product Code	Product or Service	Initial Term Period #1 Effective Dates	Initial Term Period #1 (USD)
1	WCM-ALY-IMPL-P	WCM ALLY IMPL BUNDLE, 4,001 - 8,000 Users	07-01-2019 - 06-30-2020	\$6,600.00
1	WCM-ALY-CE	ALLY FOR WEB COMMUNITY MANAGER		
1	WCM-ALY-IMPL	ALLY IMPLEMENTATION FOR WCM		
12	WCM-ESSN	BLACKBOARD WCM ESSENTIAL, 1 - 2,000 Users	07-01-2019 - 06-30-2020	\$12,362.40
			<b>Total</b>	<b>\$18,962.40</b>

## B. Terms

- The Initial Term of this Order Form shall be as specified in the Product and Services Pricing Summary above.

2. Unless otherwise specified in the Product or Service Description above, this Order Form shall be renewed automatically for successive periods of one (1) year (each a "Renewal Term") after the expiration of the Initial Term and any subsequent Renewal Term, unless Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable.
3. Effective Date: July 01, 2019

### C. Payment Terms

1. All initial and subsequent payments shall be due Net 30. Unless otherwise stated, all prices are in United States currency.
2. Blackboard shall invoice Customer for the amounts due in respect of the first year of the Initial Term on or about 07-01-2019.
3. Sales Tax: If applicable, a copy of your Sales Tax Direct Pay Certificate or your Sales Tax Exemption Certificate must be returned with this Order Form.

### D. Special Provisions

In Process

Sales Approved: Chris Prince
Initial: 

Customer: National School District
Signature:
Name:
Title:
Date:
Is a Purchase Order (PO) required for the purchase or payment of the products on this Order Form?
No
Yes - Please complete below
PO Number:
PO Amount:
Attach PO :

Blackboard Inc.
Signature: 
Name: Bill Jones
Title: Deputy General Counsel
Date: June 07, 2019

In Process

Attach Tax Exemption:

In Process

## Statement of Work

Customer Name	National School District
Blackboard Customer ID	329249
Blackboard Sales Contact	Chris Prince
Proposal Prepared By	Chris Prince
Regional Director	Lindsey Fishback
Prepared Date	06/05/2019
Target Application(s)	Ally for WCM

### 1. Engagement Summary

The client has requested support from Blackboard in order to ...

The client has requested that Blackboard provide consultants (each a “Consultant”) to perform services in connection with this project.

The Blackboard Consulting Service to be provided will be:

- **Web Community Manager Ally Implementation and Report Administration Orientation**

### 2. Customer Environment Technical Overview

*Describe the customer's technical environment as impacted by this project.*

*Briefly describe the impacted platforms, how they are hosted and key integrations with other enterprise systems.*

### 3. General Scope of Consulting Services

#### 3.1 Project Management

Project Management facilitates communication within Blackboard and with the customer related to this engagement, and coordinates Blackboard’s activities for this engagement. The goal of Project Management is that project objectives and milestones are met in a timely and cost effective manner.

To achieve these outcomes, Blackboard will appoint a Project Manager who will be responsible for the overall engagement delivery, documentation, status reporting, and resource management.

## 3.2 Consulting Services

### ***Service Title***

Web Community Manager Ally Implementation and Report Administration Orientation

### ***Service Description***

The Ally Technical Implementation and Report Orientation service is designed to provide basic technical configuration of Ally.

The service also includes an orientation for administrators and accessibility staff wishing to access, navigate and interpret the reports.

### ***Service Deliverables***

- Platform Installation
- Administration Orientation
- Orientation for Basic Interpretation of Reports

### ***Working Products***

Working Products are artifacts, used by Blackboard, that demonstrate progress toward a deliverable; however, they are not themselves deliverables.

Where agreed Working Products may be made available to the client after delivery.

- System Configuration
- Training Agenda

### ***Customer Assumptions and Requirements***

- Customer is currently running Blackboard Web Community Manager
- High level of participation from client IT and administration resources
- Timely response from the Customer project leadership with regard to scheduling the orientation workshop
- All work to be performed remotely

## 4. Customer Responsibilities

Blackboard's Consulting model assumes active participation from the Customer team.

The Customer is responsible for staffing resources on the project that have the necessary functional and technical knowledge to successfully execute required tasks.

The Customer will staff the resources set forth below. This includes a Customer representative to be the primary point of contact for the Blackboard Project Manager.

Blackboard

Global Consulting Services

The nominated customer representative shall have full authority to make all decisions regarding project scope, overall timeline, and related project costs, as well as ensuring the necessary Customer project personnel, resources, etc. are available to successfully complete the project(s).

## 5. Resource Requirements

In order to complete this project, Blackboard proposes the following projected staffing model.

The staffing model may vary as dictated by individual client and project needs.

### 5.1 Blackboard Team

Blackboard will provide the following team:

Role	Activities and Responsibilities
Director	Responsible for general oversight and project quality. Serves as a client escalation point and co-ordinates additional input from specialists and subject matter experts.
Project Manager	Responsible for management of project tasks, schedule and resources.
Technical Consultant	Expert in the technical aspects of the Blackboard tools. Responsible for the delivery of technical project activities and coordination with the customer's technical team.
Functional Consultant	Expert in the standard functionality of the Blackboard tools. Responsible for the delivery of functional project activities and coordination with the customer's functional I team.

### 5.2 Customer Team

The customer will provide the following team:

Role	Activities and Responsibilities
Customer Representative	Single contact point for Blackboard, able to make decisions regarding project scope, overall timeline, and related project costs, as well as ensuring the necessary Customer project personnel, resources, etc. are available to successfully complete the project.
Project Manager	Responsible for management of project tasks, schedule and resources.



System Administrator	Provide the necessary access to the systems and services, configured as per the specification provided by the Blackboard Team.
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## 6. Professional Fees, Expenses and Terms

### 6.1 Consulting Services Pricing

The pricing for the Consulting Services to be provided is detailed below:

#### Pricing Table

Service Title	Product Code	Term of Service	Price
Web Community Manager Ally Implementation and Report Administration Orientation	WCM-ALY-IMPL	One Year Firm and Fixed Price	

#### Invoicing Schedule

Service Title	Product Code	Invoicing
Web Community Manager Ally Implementation and Report Administration Orientation	WCM-ALY-IMPL	Invoiced on Contract Signature

### 6.2 Expenses Related to Consulting Services

Blackboard will invoice Customer for travel costs and other expenses incurred in connection with this SOW. These expenses are not included in the Services Pricing section. Blackboard will make reasonable efforts to manage travel costs without compromising project objectives.

### 6.3 Cancellation of Onsite Workshops or Visits

In the event the Customer chooses to cancel a scheduled on-site training workshop or consulting visit within two (2) weeks of the scheduled event, Blackboard Consulting may invoice the Customer for the following:

- For on-site training workshops, the full price of the workshop plus any incurred travel change fees
- For on-site consulting visits, the cost of all consultant hours scheduled for the site visit plus incurred travel change fees.

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## **6.4 Cancellation of Synchronous Online Training, Workshops or Meetings**

In the event the Customer chooses to cancel a scheduled synchronous online training workshop or consulting engagement within two (2) days of the scheduled event, Blackboard Consulting may invoice the Customer for the scheduled days at the then current rate for the scheduled consultant(s).

## **7. Project Timeline**

The project plan will be drafted, agreed to, and tracked with the Customer during or after the planning phase. Timing and dependencies are identified as outputs from planning sessions and a formal plan will be drafted and tracked in partnership with the Customer Representative or Project Lead.

## **8. Change Control**

Changes to scope, resources, staffing, or timeline may impact the pricing set forth herein. In the event a change occurs, the parties may capture and assess the impact and relevant implications through the project change control process. In this process, the parties will agree on a Project Change Request ("PCR") document. Any PCR must be approved by both Customer and Blackboard.

## **9. General Engagement Assumptions**

Blackboard's approach, timeline, team structure, and professional fees are based on the assumptions below. Variance from these assumptions will be considered a request to change the scope of services performed under this SOW subject to the Blackboard Professional Services Schedule between Customer and Blackboard, and may affect the actual schedule and cost of the project.

- Pricing estimates outlined herein expire 30 days from the date on which this Statement of Work is presented to the customer.
- All pricing and discounts for work not initiated are valid for 90 days from the executed Statement of Work date.
- This agreement covers only the activities as described.
- Staffing and scheduling for project roles/positions will begin once the Statement of Work is signed and Purchase Order is received.
- Payment for any software licenses is not contingent on or related to payment or performance for professional services.
- The Customer will provide Blackboard with access to the appropriate physical and technical environments in the timeframes confirmed with Blackboard Project Manager to successfully complete the effort outlined in this document.
- Any scheduling estimates are based on the assumption that the Customer will respond to any decision required from the Customer within 5 business days.

- The Customer will complete a review of all submitted draft working products, or set of working products, in five business days unless otherwise agreed to in writing.
- The Customer shall assign a representative to be the primary point of contact for the Blackboard Project Manager. This representative shall have full authority to make all decisions regarding project scope, overall timeline, and related projects costs, as well as ensuring the necessary customer project personnel, resources, etc. are available to complete the project(s).
- Quality involvement and working products from the Customer are critical to the project. The Customer's representative shall be responsible for coordinating all meetings that involve Customer and third-party contractor staff members, working products, and information requests within the agreed upon timeframes.
- The Customer is responsible for providing subject matter experts to assist in identifying business rules, resolving process discrepancies and answering ad hoc questions. The subject matter expert will be made available as needed during the course of the engagement and will be responsible for soliciting input from additional Customer personnel as needed.
- The Customer must facilitate the hardware and software configuration and environment(s), either managed or self-hosted, that can support the functional/technical services included in this proposal.
- All interfacing systems in the environment(s) designated for functional testing will be available.
- Third-party products and services, except as expressly noted above, Customer will separately procure and provide all third-party products and services in a timely manner to support the Services as defined in this Statement of Work. Blackboard is not responsible for making changes to the configuration or data contained or used in third-party systems, including but not limited to the Customer's Student Information System.
- Working Products are artifacts, used by Blackboard, that demonstrate progress toward a deliverable; however, they are not themselves deliverables.
- Time and Materials Services are estimated and billed based upon a maximum eight (8) hour workday per Consultant and a maximum forty (40) hour work week per Consultant. Where applicable the Time and Materials billing rate for the Consultants shall be at the rates set forth in the Rate Table in this document section Consulting Services Pricing.
- The customer shall pay all outstanding invoices from any previous Blackboard agreements greater than thirty (30) days, prior to beginning work under this document.
- The estimates above were developed based on the estimated project duration. In the event the project exceeds the duration and crosses a new fiscal year, rate may be adjusted accordingly based on the effort expended in the new fiscal year.
- Except as otherwise stated in this Agreement with regard to the Consulting Services performed hereunder, Blackboard reserves the right to change the services it offers to its customers generally and related rates at any time.

## Blackboard

## Global Consulting Services

- For Time and Materials Consulting Services related to this project, as outlined in the document, all fees and expenses shall be billed on a monthly basis and such bills shall be due and payable Net 30.
- All Consulting Services related to this Project, as outlined in this document, shall be billed according to the Invoicing Schedule as outlined in this document section Consulting Services Pricing.
- All reasonable travel, meals and lodging expenses shall be billable at cost and all such expenses shall be borne solely by Customer.
- Following delivery of services under this agreement, the project will commence close out activities and close no later than 4 weeks following the date of final delivery of the services, unless the parties otherwise agree in writing signed by all parties.

## 10. Training Services

The following assumptions / requirements apply to Training Services to be provided by Blackboard Consulting.

- Blackboard, upon request of Customer, shall provide Training Services to Customer. Upon acceptance of this Agreement, Blackboard will designate a Project Manager/Coordinator to schedule training event. Events are typically scheduled 4-6 weeks in advance. Schedules for facilitated and non-facilitated asynchronous online training course are published to the Blackboard Inc. website.
- Onsite training may be eligible for synchronous remote delivery upon request of Customer, however, a single method of delivery must be chosen. Splitting delivery methods is strictly prohibited
- Onsite or synchronous remote class size is restricted to a maximum of 15 Authorized End Users (as defined in Customer's Software Schedule) to maintain an effective instructor-student ratio.
- Requests for additional participants will be reviewed on a case by case basis and, if approved, will be subject to a fee equal to 10% of the listed price of the training and may require additional materials and delivery days.
- Facilitated, asynchronous online training course/workshop class sizes are restricted to a maximum of 20 Authorized End Users (as defined in Customer's Software Schedule) to maintain an effective instructor-student ratio.
- Participants in facilitated, asynchronous online training courses should expect to spend eight to fifteen hours per week reading assignments, completing exercises, and participating in Discussion Board forums. The Customer must provide the name(s) and email address(es) of each participant in advance of the course start date.
- Onsite Training events are only for Customer's on-campus, internal use. Training events may not be video recorded.

- Remote Synchronous events delivered using Collaborate may be recorded. The recordings are intended for participants who attended the training and need review or for those who missed the training but were part of the 15 person roster. Recordings are not for wide distribution or consumption. They must not be posted on a public website or even made available to the clients' larger teacher population. They may not be sold or otherwise distributed for the purpose of profit and remain the intellectual property of Blackboard, Inc.
- Onsite classes are structured as a hands-on/active training seminar held in a computer classroom unless otherwise agreed. To ensure the best learning experience, Customers must provide:
  - A computer lab containing one computer for each student.
  - A high bandwidth Internet connection from each computer.
  - A video projection device capable of 1024x768 resolution attached to a "lead" computer.
- Access to the locally installed version of Blackboard software or a Blackboard Managed Hosting installation.
- Please ensure that all computers meet the Blackboard Learn supported browser and operating system requirements as outlined in Blackboard Learn's customer materials and websites.
- Each participant must possess basic Web navigation and file management skills, internet access, and an email address.

Agenda Item: **16.H. Adopt Resolution #18-19.40 authorizing contracting pursuant to cooperative bid and award documents from the Glendale Unified School District piggyback contract bid (Bid No. P-13-18/19 Apple Computer Products, Services, and Related Items).**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Glendale Unified School District conducted a cooperative bid process for Apple Computers Products, Services, and Related Items. The bid was awarded to Apple Computer Corporation, with an effective date of the bid of October 16, 2018, and may be extended for an additional four (4) years through October 16, 2023. The award allows incorporated participating public agencies an opportunity to lease and/or purchase Apple Computer Products, Services, and Related Items for the successful bidder.

The contract was extended by the Glendale Unified School District for the 2019-2020 school year.

Comments: Authorize the assistant Superintendent of Business Services to utilize the Glendale Unified School District piggyback Bid #P-13-18/19 for purchase of Apple Computer Products, Services and Related Items for the 2019-2020 school year.

Recommended Motion: Adopt Resolution #18-19.40 authorizing contracting pursuant to cooperative bid and award documents from the Glendale Unified School District piggyback contract bid (Bid No. P-13-18/19 Apple Computer Products, Services, and Related Items).

Attachments:  
Resolution #18-19.40

# National School District

## Resolution

#18-19.40

### **AUTHORIZING CONTRACTING PURUANT TO COOPERATIVE BID AND AWARD DOCUMENTS FROM THE GLENDALE UNIFIED SCHOOL DISTRICT**

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

**WHEREAS**, the Glendale Unified School District has conducted a cooperative bid process that incorporated participating public agencies to allow the lease and/or purchase of Apple Computer Products, Services, and Related Items at the same price and upon the same terms and conditions as the awarding agency pursuant to Sections 20118 and 20652 of the Public Contract Code of California, and the above-mentioned agency waived their right to require school districts to draw warrants for such purchases or contracts in favor of the awarding.

**WHEREAS**, the above-mentioned agency's governing body awarded the bid to Apple Computer Corporation,

**WHEREAS**, this Board has determined it to be in the best interest of the District to purchase or contract for Apple Computer Products, Services, and Related Items from the bid awarded by the before mentioned agency.

**NOW, THEREFORE IT IS RESOLVED, ORDERED AND DECLARED** that National School District may lease and/or purchase Apple Computer products, Services, and Related Items utilizing the above-mentioned bid. It is hereby authorized and approved and is subject to all terms, conditions and documents as specified in the Glendale Unified School District bid and award documents.

**BE IT FURTHER RESOLVED, ORDERED AND DECLARED** that Christopher Carson, Assistant Superintendent of Business Services is hereby authorized to execute the necessary contract documents naming the District as the contracting party.

Resolution #18-19.40  
June 26, 2019  
Page 2

**PASSED AND ADOPTED** by the Governing Board of National School District of San Diego County, California, this 12th day of June 2019, by the following vote

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA    )  
  )ss  
COUNTY OF SAN DIEGO   )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

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Secretary to the Governing Board



Agenda Item: **16.I. Adopt Resolution #18-19.42 authorizing National School District to participate in the CalSAVE program for the acquisition of materials, equipment, and supplies.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding prices. One alternative is the CalSAVE, a cooperative purchasing organization. In addition, Education Code Section 17595 authorizes districts to purchase materials, equipment, or supplies through the Department of General Services.

Comments: CalSAVE helps California's schools and public agencies buy the latest technology, instructional resources and other products for less money and with more efficiency. CalSAVE leverages the statewide buying power of California's school and public agencies to secure the lowest possible price. These contracts may be used to purchase a variety of technology equipment and software, including but not limited to monitors, laptops, and PC's.

Recommended Motion: Adopt Resolution #18-19.42 authorizing National School District to participate in the CalSAVE program for the acquisition of materials, equipment, and supplies.

Attachments:  
Resolution #18.19-42

# National School District Resolution

#18-19.42

## AUTHORIZING CONTRACTING PURSUANT TO VENDOR PARTNERSHIP WITH CALSAVE

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

**WHEREAS**, The CalSAVE program is sponsored by Epylon on behalf of the California County Superintendents Educational Services Association, and

**WHEREAS**, The CalSAVE program, will give the District the opportunity to access these competitive processes when appropriate. This will save the District the time and money to go out for a formal bid when the purchase does not exceed \$10,000, and

**WHEREAS**, this Board has determined it to be in the best interests of the District to purchase from CalSAVE, and

**BE IT RESOLVED** by the Governing Board of National School District as follows:

1. The District requests participation in the purchase of materials, equipment, and supplies through the CalSAVE program.
2. The District will make all purchases in its own name for public use only.
3. The District will be responsible for payment directly to the Vendor and for any tax liability and will hold the State of California harmless therefrom.
4. Such purchases can be made by the Department upon the same terms, conditions and specifications and at a price lower than the District can obtain through its normal acquisition procedures since the contracted price is lower than the District estimate, etc.
5. The District's participation in the CalSAVE contracts is in the best interest of the District to leverage the statewide buying power of California's school and public agencies to secure the lowest price.



Agenda Item: **16.J. Adopt Resolution #18-19.44 authorizing National School District to participate in the Sourcewell public contract, for the purchase of supplies, materials and equipment.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding prices. One alternative is Sourcewell, a cooperative purchasing organization. In addition, Education Code Section 17595 authorizes districts to purchase materials, equipment, or supplies through the Department of General Services.

Comments: Sourcewell provides contract pricing on a wide variety of technology and electronic devices and software. They include Adobe licenses, CDWG (laptops, PC's, monitors, etc) and Konica copier contracts. Sourcewell also provide contracts for playground equipment, including Miracle brand equipment used in many of the District schools.

Recommended Motion: Adopt Resolution #18-19.44 authorizing National School District to participate in the Sourcewell public contract, for the purchase of supplies, materials and equipment.

Attachments:  
Resolution #18-19.44

# National School District Resolution

#18-19.44

## AUTHORIZING CONTRACTING PURSUANT TO COOPERATIVE BID AND AWARD DOCUMENTS FROM SOURCEWELL

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

**WHEREAS**, The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding process, and

**WHEREAS**, One alternative is the Sourcewell program. This will save the District the time and expense of having to go out for a formal bid, and

**WHEREAS**, Education Code Section 17595 authorizes districts to purchase materials, equipment through the Department of General Services, and

**BE IT RESOLVED** by the Governing Board of National School District as follows:

1. The District requests participation in the purchase of materials, equipment, and supplies through Sourcewell program.
2. The District will make all purchases in its own name for public use only.
3. The District will be responsible for payment directly to the Vendor and for any tax liability and will hold the State of California harmless therefrom.
4. Such purchases can be made by the Department upon the same terms, conditions and specifications and at a price lower than the District can obtain through its normal acquisition procedures since the contracted price is lower than the District estimate, etc.
5. The Districts participation in the Sourcewell contracts is in the best interest of the District due to time schedule, quality, cost of developing specifications, price, etc.

Resolution #18-19.44  
June 26, 2019  
Page 2

**PASSED AND ADOPTED** by the Governing Board of National School District of San Diego County, California, this 26th day of June 2019, by the following vote

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA    )  
  )ss  
COUNTY OF SAN DIEGO   )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

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Secretary to the Governing Board

Agenda Item: **16.K. Adopt Resolution #18-19.45 authorizing National School District to participate in the North County Educational Purchasing Consortium (NCEPC) program for the acquisition of materials, equipment and supplies.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding prices. One alternative is the North County Educational Purchasing Consortium (NCEPC) program.

North County Educational Purchasing Consortium (NCEPC) is a San Diego County based purchasing consortium encompassing most school districts in the county. The District will continue to comply with the California Public Contract Code, which requires solicitation of public bids for the installation of equipment pursuant to Public Contract Code 20110.

Comments: The North County Educational Purchasing Consortium (NCEPC) program is designed, as in any public purchasing cooperative, to achieve cost-effective and efficient acquisition of quality products and services. North County Educational Purchasing Consortium (NCEPC) leverages the buying power for participating school districts. The District uses the North County Educational Purchasing Consortium (NCEPC) often for a variety of purchases. Examples include but are not limited to Toshiba copier contracts, HP Laptops, paper goods and dairy products for the Child Nutrition Services, janitorial supplies, and many other things.

Recommended Motion: Adopt Resolution #18-19.45 authorizing National School District to participate in the North County Educational Purchasing Consortium (NCEPC) program for the acquisition of materials, equipment and supplies.

Attachments:  
Resolution #18-19.45

# National School District Resolution

#18-19.45

## AUTHORIZING CONTRACTING PURSUANT TO NORTH COUNTY EDUCATIONAL PURCHASING CONSORTIUM (NCEPC)

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

**WHEREAS**, The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding process, and

**WHEREAS**, One alternative is the North County Educational Purchasing Consortium (NCEPC) program. This will save the District the time and expense of having to go out for a formal bid, and

**WHEREAS**, Education Code Section 17595 authorizes districts to purchase materials, equipment through the Department of General Services, and

**BE IT RESOLVED** by the Governing Board of National School District as follows:

1. The District requests participation in the purchase of materials, equipment, and supplies through the North County Educational Purchasing Consortium (NCEPC) program.
2. The District will make all purchases in its own name for public use only.
3. The District will be responsible for payment directly to the Vendor and for any tax liability and will hold the State of California harmless therefrom.
4. Such purchases can be made by the Department upon the same terms, conditions and specifications and at a price lower than the District can obtain through its normal acquisition procedures since the contracted price is lower than the District estimate, etc.
5. The Districts participation in the NCEPC contracts is in the best interest of the District due to time schedule, quality, cost of developing specifications, price, etc.



Resolution #18-19.45  
June 26, 2019  
Page 2

**PASSED AND ADOPTED** by the Governing Board of National School District of San Diego County, California, this 26th day of June 2019, by the following vote

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA    )  
  )ss  
COUNTY OF SAN DIEGO    )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

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Secretary to the Governing Board

Agenda Item: **16.L. Adopt Resolution #18-19.47 authorizing National School District to participate in the National Association of State Procurement Officials (NASPO) Valuepoint program for the acquisition of materials, equipment and supplies.**

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding prices. One alternative is the National Association of State Procurement Officials (NASPO) Valuepoint, a cooperative purchasing organization. In addition, Education Code Section 17595 authorizes districts to purchase materials, equipment, or supplies through the Department of General Services.

Comments: National Association of State Procurement Officials (NASPO) ValuePoint conducted a formal competitive bid process through a participating state agency for Wireless Communications and Equipment. Verizon is an awarded vendor and allows the District to utilize the competitive pricing awarded on this contract.

Recommended Motion: Adopt Resolution #18-19.47 authorizing National School District to participate in the National Association of State Procurement Officials (NASPO) Valuepoint program for the acquisition of materials, equipment and supplies.

Attachments:  
Resolution #18-19.47

# National School District Resolution

#18-19.47

## AUTHORIZING CONTRACTING PURSUANT TO THE NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO) VALUEPOINT Cooperative Purchasing Organization

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

**WHEREAS**, The Public Contract code contains certain exceptions to the cooperative bidding requirements that provide an alternative way in which to make purchases without utilizing the competitive bidding process, and

**WHEREAS**, One alternative is the NASPO ValuePoint Cooperative Purchasing Organization. This will save the District the time and expense of having to go out for a formal bid, and

**WHEREAS**, Education Code Section 17595 authorizes districts to purchase materials, equipment through the Department of General Services, and

**BE IT RESOLVED** by the Governing Board of National School District as follows:

1. The District requests participation in the purchase of materials, equipment, and supplies through the NASPO ValuePoint program.
2. The District will make all purchases in its own name for public use only.
3. The District will be responsible for payment directly to the Vendor and for any tax liability and will hold the State of California harmless therefrom.
4. Such purchases can be made by the Department upon the same terms, conditions and specifications and at a price lower than the District can obtain through its normal acquisition procedures since the contracted price is lower than the District estimate, etc.
5. The Districts participation in the NASPO ValuePoint contracts is in the best interest of the District to leverage the statewide buying power of California's school and public agencies to secure the lowest price.

Resolution #18-19.47  
June 26, 2019  
Page 2

**PASSED AND ADOPTED** by the Governing Board of National School District of San Diego County, California, this 26th day of July 2019 by the following vote

AYES:

NOES:

ABSTAIN:

ABSENT:

None

STATE OF CALIFORNIA    )  
  )ss  
COUNTY OF SAN DIEGO   )

I, Leighangela Brady, Ed.D., Secretary to the Governing Board of National School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

\_\_\_\_\_  
Secretary to the Governing Board

Agenda Item:	<b>16.M. Accept gifts.</b>
Speaker:	Christopher Carson, Assistant Superintendent, Business Services
Rationale:	<ol style="list-style-type: none"> <li>1. \$425.00 from Rancho de la Nación Book Fair Committee to Rancho de la Nación School for literacy support.</li> <li>2. \$1,583.38 from Las Palmas PTA to Las Palmas School for field trip transportation.</li> <li>3. \$474.32 from Central PTA to Central School for field trip transportation.</li> <li>4. \$50.00 from Target Corporation to Palmer Way School for 6th grade camp.</li> <li>5. \$663.47 from Scholastic Book Fairs to Olivewood School for any school needs.</li> </ol>
Quick Summary / Abstract:	<ul style="list-style-type: none"> <li>• Rancho de la Nación Book Fair Committee has an interest in supporting youth.</li> <li>• Las Palmas PTA works throughout the year to support various programs at Las Palmas School and National School District.</li> <li>• Central PTA works throughout the year to support various programs at Central School and National School District.</li> <li>• Target Corporation is committed to giving money back toward education.</li> <li>• Scholastic Books Fairs is a community partner with an interest in supporting youth.</li> </ul>
Comments:	National School District appreciates the support of individuals and organizations that contribute to the enhancement of the District's educational programs. These gifts are in keeping with the criteria of Board Policy 3290.
Recommended Motion:	Accept gifts.
Financial Impact:	N/A

Agenda Item: **17. BOARD WORKSHOP**

Agenda Item:

**18. BOARD/CABINET COMMUNICATIONS**

Agenda Item: **19. ADJOURNMENT**