

CENTER JOINT UNIFIED SCHOOL DISTRICT

www.centerusd.org

Local Control Accountability Plan Goals:

1. CJUSD Students will be challenged and supported to achieve academic success in a clean, safe environment
2. CJUSD students will be College and Career ready
3. CJUSD students and families will be engaged and informed regarding the educational process and opportunities

BOARD OF TRUSTEES REGULAR MEETING

**District Board Room, Room 503
Wilson C. Riles Middle School
4747 PFE Road, Roseville, CA 95747**

Wednesday, April 20, 2016 - 6:00 p.m.

STATUS

- I. **CALL TO ORDER & ROLL CALL - 5:30 p.m.**
- II. **ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
 1. Public Employee Performance Evaluation (Certificated) Superintendent (G.C.§54957)
 2. Conference with Labor Negotiator, David Grimes, Re: CSEA and CUTA (G.C. §54957.6)
 3. Student Expulsions/Readmissions (G.C. §54962)
- III. **PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION**
- IV. **CLOSED SESSION - 5:30 p.m.**
- V. **OPEN SESSION - CALL TO ORDER - 6:00 p.m.**
- VI. **FLAG SALUTE**
- VII. **ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Info/Action
- VIII. **ADOPTION OF AGENDA** Action
- IX. **STUDENT BOARD REPRESENTATIVE REPORTS (3 minutes each)** Info
 1. Center High School - Paige Brannam
 2. McClellan High School – Alexandra Musgrave
 3. Global Youth Charter School - Angel Lopez

Note: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Superintendent's Office at (916) 338-6409 at least 48 hours before the scheduled Board meeting. [Government Code §54954.2] [Americans with Disabilities Act of 1990, §202.]

NOTICE: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the schedule meeting, can be viewed at Center Joint Unified School District, Superintendent's Office, located at 8408 Watt Avenue, Antelope, CA. For more information please call 916-338-6409.

- X. ORGANIZATION REPORTS** (3 minutes each) Info
1. CUTA - Heather Woods, President
 2. CSEA - Marie Huggins, President

- XI. COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA** Public Comments Invited
- Anyone may address the Board regarding any item that is within the Board's subject matter jurisdiction. However, the Board may not discuss or take action on any item which is not on this agenda except as authorized by Government Code Section 54954.2. A speaker shall be limited to 3 minutes (Board Policy 9323). All public comments on items listed on this agenda will be heard at the time the Board is discussing that item.*

- XII. BOARD / SUPERINTENDENT REPORTS** (10 minutes) Info

- XIII. CONSENT AGENDA** (5 minutes) Action
- NOTE: The Board will be asked to approve all of the following items by a single vote, unless any member of the Board asks that an item be removed from the consent agenda and considered and discussed separately.*

- | | | |
|------------------|-----|---|
| Governance | 1. | Approve Adoption of Minutes from March 16, 2016 Regular Meeting |
| Personnel | 2. | Approve Certificated Personnel Transactions |
| ↓ | 3. | Approve Classified Personnel Transactions |
| ↓ | 4. | Approve Resolution # 11/2015-16: Request for Teacher Authorization to Teach Industrial and Technology Education for the 2015-16 School Year |
| ↓ | 5. | Approve CSEA Revised Articles:
Article XI, Transportation
Article XXI, Early Retirement |
| ↓ | 6. | Approve CSEA Job Descriptions:
Noon Duty Aides
CALPADS/Data Technician |
| Special Ed. | 7. | Ratify 2015/2016 Individual Services Agreements:
2015/16-240-247, 251-272 Bright Futures
2015/16-248 Easter Seals
2015/16-249 Placer Learning Center
2015/16-250 CTEC |
| ↓ | 8. | Ratify 2015/2016 and 2016/2017 Humboldt County Office of Education/Personal Data Wizard |
| Curr & Instr | 9. | Approve DELAC Membership |
| ↓ | 10. | Approve Surplus Books |
| Facilities & Op. | 11. | Approve Safe School and Emergency Preparedness Plan - Dudley |
| ↓ | 12. | Approve Disposal of Surplus Equipment:
Toro Zero Turn Mower 72" Deck/Grounds mod-74269/Serial # 250000804 |
| ↓ | 13. | Approve Amendment #2 - CPM Contract for Program Management Services for Prop 39 and Technology Upgrade |
| ↓ | 14. | Approve Resolution #12/2015-16: Authorization for Participation in the Zero-Emission School Bus Deployment Project and Designation of Authorized Signatories for the Project |
| ↓ | 15. | Approve Amendment #1 to Contract with ACS Controls for Energy Services Design Build Contractor for HVAC Energy Conservation Projects |
| ↓ | 16. | Approve Amendment #1 to contract with ACS Controls for Energy Services Design Build Contractor for Lighting Energy Conservation Projects |
| Business | 17. | Approve Payroll Orders: July 2015 - March 2016 |
| ↓ | 18. | Approve Supplemental Agenda (Vendor Warrants): March 2016 |

- XIV. BUSINESS ITEMS**
- Governance
- A. **Resolution #13/2015-16: Declaring an Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to Consolidate This Election with Any Other Election Conducted on Said Date; and Requesting Election Services by the County Clerk - Placer County** Action
- ↓
- B. **Resolution #14/2013-14: Resolution Calling for General District Election - Sacramento County** Action
- XV. ADVANCE PLANNING** Info
- a. *Future Meeting Dates:*
- i. *Special Meeting: Wednesday, May 4, 2016 @ 6:00 p.m. - Center High School Theater, 3111 Center Court Lane, Antelope, CA 95843*
- ii. *Regular Meeting: Wednesday, May 18, 2016 @ 6:00 p.m. - District Board Room - Room 503, located at Riles Middle School, 4747 PFE Road, Roseville, CA 95747*
- b. *Suggested Agenda Items:*
- XVI. CONTINUATION OF CLOSED SESSION (Item IV)** Action
- XVII. ADJOURNMENT** Action

CJUSD Mission:

Students will realize their dreams by developing communication skills, reasoning, integrity, and motivation through academic excellence, a well-rounded education, and being active citizens of our diverse community.

Center Joint Unified School District

Dept./Site: Superintendent's Office	AGENDA REQUEST FOR:
To: Board of Trustees	Action Item <u> X </u>
Date: April 20, 2016	Information Item <u> </u>
From: Scott A. Loehr, Superintendent	#Attached Pages <u> </u>
Principal's Initials: <u> </u>	

CONSENT AGENDA

SUBJECT: Adoption of Minutes

The minutes from the following meeting are being presented:

March 16, 2016 Regular Meeting

RECOMMENDATION: The CJUSD Board of Trustees approve the presented minutes.

CENTER JOINT UNIFIED SCHOOL DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

District Board Room, Room 503
Wilson C. Riles Middle School
4747 PFE Road, Roseville, CA 95747

Wednesday, March 16, 2016

MINUTES

OPEN SESSION - CALL TO ORDER - President Pope called the meeting to order at 5:30 p.m.

ROLL CALL - Trustees Present: Mrs. Anderson , Mr. Hunt, Mrs. Kelley, Mrs. Pope,
Mr. Wilson

Administrators Present: Scott Loehr, Superintendent
Craig Deason, Assist. Supt., Operations & Facilities
Jeanne Bess, Director of Fiscal Services
David Grimes, Director of Personnel/Student Services

ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

1. Public Employee Performance Evaluation (Certificated) Superintendent (G.C.§54957)
2. Conference with Labor Negotiator, David Grimes, Re: CSEA and CUTA (G.C. §54957.6)
3. Student Expulsions/Readmissions (G.C. §54962)

PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION

CLOSED SESSION - 5:30 p.m.

OPEN SESSION - CALL TO ORDER – 6:03 p.m.

FLAG SALUTE - led by Doug Hughey

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION – the Board met in Closed Session and no action was taken. During Open Session, the following action was taken:

3. Student Expulsions/Readmissions (G.C. §54962)
Student Expulsion 15/16.06 – Recommendation approved.

Motion: Wilson **Vote:** General Consent
Second: Kelley

Student Expulsion 15/16.07 – Recommendation approved.

Motion: Wilson **Vote:** General Consent
Second: Kelley

ADOPTION OF AGENDA - There was a motion to approve the adoption of the agenda as amended:
pull Consent Agenda Items # 3 & 20

Motion: Wilson **Ayes:** Anderson, Hunt, Kelley, Pope, Wilson
Second: Hunt **Noes:** None

STUDENT BOARD REPRESENTATIVE REPORTS

1. Center High School - Paige Brannam was not available to report.
2. McClellan High School - Alexandra Musgrave
 - leadership club has had interactive activities for the students at lunch.
 - the basketball team is enjoying a winning streak of 4 wins and no losses, making them leaders in the league. There is one more regular season game this Friday. When they return from break, they will compete in the playoff round, and final games will be on April 8th. They play at the Hardwood Palace in Rocklin.
 - Open House will be held on Tuesday, April 5 from 6-7pm. Parents, district staff, and Board members are all invited to attend.
 - Mrs. Coronado has arranged a Senior trip to SkyZone in Rocklin on April 28.
3. Global Youth Charter School - Angel Lopez
 - this Friday students will be performing songs, dance and stand up comedy.
 - April 15 there will be a Masquerade Ball in the Ken Thomas Gym.
 - they raised \$2,000 from the candy fundraiser this past month; money raised will be used for a school-wide field trip in late April.
 - Spring Break is in 2 days.

ORGANIZATION REPORTS

1. CUTA - Heather Woods, President, noted that Spring Break is in 2 days. She thanked everyone who was in attendance at the Every 15 Minutes program at CHS. Dudley had a Talent Show that was a huge success, and they also had a fundraiser last night at McDonald's. North Country and Oak Hill entered some entries in the SEVAs; that event will be May 10th. She has been told that the entries are documentaries, including one about Center and the history of Center. Both Center HS and North Country performed Peter Pan. North Country did a Tree Circus. Oak Hill had a Wild Things assembly. Spinelli had a very successful St. Baldrick's fundraiser. A Touch of Understanding is making its way around the district and has been given rave reviews. Riles MS had a college AVID trip. They also just had the Nightmare on Puberty Street assembly. She noted that there is so much positive feedback coming from the 6th graders coming to Riles and the 8th graders going to Center. Trustee Pope asked what a Tree Circus is. Mrs. Lord noted that it was an assembly on ecology.
2. CSEA - Marie Huggins, President, noted that CSEA is in transition again; there will be a new Labor Rep coming to them in the next few days. Labor Rep Lindsey Jones has transitioned out of CSEA, taking a job at California State University LA. The union is in the process of ratifying six articles in their contract, one being an MOU regarding a holiday change from February to September for 2 years so that the teachers could do some professional development and it would be a day off for classified. She noted that Scott Sabella, Groundskeeper, will be retiring at the end of this month. There will be a party for him later this month, and he will be featured in next month's newsletter.

REPORTS/PRESENTATIONS

1. **Social Studies Report** – Mrs. Jones, Mr. Chamberlain & Mrs. Woods discussed the items that will be covered in the year long US Government class (1st and 2nd semesters) and changes to the Community Service. Mr. Chamberlain noted that they will be able to cover everything in the textbook, and not have to shave anything off. Mrs. Woods noted that they usually skip the last standards or briefly touch on them. This opportunity allows them to add on to what they have been doing. She also noted that instead of Community Service being outside of the curriculum as it has been, they've added 3 more units to it and added it to the Government class. Community Service requirements would be due at the end of the 3rd quarter and at the end of the 4th quarter will be the Community Service Presentations. Trustee Kelley asked if they would be needing judges for the Community Service

REPORTS/PRESENTATIONS (continued)

Presentations. It was noted that the students will just be scored on their ability to present, and whether their Community Service was done or not done. Mrs. Woods noted that they would definitely invite them to watch the presentations in the class. Trustee Pope asked if they could be notified when there will be a mock trial. Mrs. Jones noted that for AP Government it will be different; they will take a current Supreme Court case that is being addressed by the Supreme Court that has not had a decision handed down yet and the students are going to sit down and put together the whole thing and make a decision themselves. They will wait and see when the decision is made and compare what they decided with what the Supreme Court decided. Mrs. Chamberlain noted that their focus on Community Service won't necessarily be off campus; his goal is for them to put some of those hours back on the campus. Trustee Wilson inquired on whether they are teaching more on the common core level with critical thinking or are they just teaching state standards. Mrs. Woods noted that in high school their hands are tied less with common core. Mrs. Woods also noted that they are trying to help with critical thinking and writing skills. Mrs. Woods and Mr. Loehr noted that the state standards are our guide. When Common Core comes out it will become our guide. Trustee Anderson asked how much of the Government process will they actually get into. Mrs. Jones noted that they will cover all of the branches and she will have more time to cover it fully.

BOARD/SUPERINTENDENT REPORTS

Mrs. Kelley

- wished everyone a good break.

Mrs. Anderson

- thanked everyone for the well wishes.

Mr. Wilson

- thanked both the middle school and high school for the good job that was done on the event for Daniel Comer, which he attended.

- noted that the high school is offering so many new courses next year. He noted that it is really nice knowing that when his child graduates they will have had a greater opportunity than he had. He noted that he really likes where we are going.

Mr. Hunt - had nothing to report

Mrs. Pope

- attended the CHS Crab Feed for Boosters

- noted that the Antelope Community Carnival was last weekend. It rained and poured; not much money was made, but was a fun event. They are trying to move it to a later month when there would be better weather.

- attended the Daniel Comer benefit. She thanked Mrs. Frisch for letting that happen.

- attended the "Every 15 Minutes" presentation; happy she went. She thanked Mrs. Shiro and her team for putting that on.

- attended "A Bite of Reality" at CHS, presented by Schools Credit Union; thanked Mr. Jordan for allowing this to be done on campus.

- thanked Mr. Deason for getting the Rex Fortune property plowed.

BOARD/SUPERINTENDENT REPORTS (continued)

Mr. Loehr

- noted that with "A Bite of Reality" students were saying "Oh no, I have kids. That's going to cost me more money." He noted that it was a great event.
- noted that Mrs. Lawson is working with a team on the ELA adoption for next year.
- noted that he has met with Mr. Deason, and they have had a lot of discussions, exploring options on how we are going to fund new schools and things like that. They had a discussion with CFW regarding some different options.
- judged the Antelope Lions Club speech contest; there weren't any students from Center, but the students did an outstanding job.
- noted that he is looking forward to Spring Break.

Mrs. Pope

- attended the St. Baldrick's fundraiser at Spinelli yesterday.
- Mrs. Schneider noted that this was the 3rd time that Mrs. Luigi has held the event at Spinelli. She has been doing it for many, many years and Mrs. Luigi's son that survived childhood cancer was there. There were 40 some students that shaved, and as of today they have raised over \$8,000.00. Trustee Pope noted that it's an important event and she does a great job.

COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA - none

CONSENT AGENDA

1. Approved Adoption of Minutes from February 17, 2016 Regular Meeting
2. Approved Adoption of Minutes from February 17, 2016 Special Meeting
3. *This item was pulled for separate consideration.*
4. Approved Certificated Personnel Transactions
5. Approved Classified Personnel Transactions
6. Ratified 2015/2016 Individual Services Agreements:
 - 2015/16-233 Easter Seals
 - 2015/16-234 American River Speech
 - 2015/16-235-236 Bright Futures
 - 2015/16-237 CCHAT
 - 2015/16-238 CTEC
 - 2015/16-239 Jabbergym
7. Approved Memorandum of Understanding – Agreement #0932 between Sacramento County Office of Education and CJUSD: 2016 SCOE Let's Get Started with California's ELD Standards Workshop
8. Approved 2015-16 Consolidated Application
9. Approved Safe School and Emergency Preparedness Plan - Global
10. Approved Contract with ACS Controls for Energy Services Design Build Contractor for HVAC Energy Conservation Projects
11. Approved Contract with ACS Controls for Energy Services Design Build Contractor for Lighting Energy Conservation Projects
12. Approved Contract with Conti Corporation dba Conti MEP Corporation for Center High School Theater & Video Production A/V & Control Upgrade Project
13. Approved Seventh Amendment to Agreement for the Purchase and Sale of Real Property and Escrow Instructions
14. Approved Resolution #7/2015-16: Adoption of Uniform Public Construction Cost Accounting Procedures
15. Approved Resolution #8/2015-16: Adoption of Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act

CONSENT AGENDA (continued)

- 16. Approved Professional Services Agreement: Hugh R. Davison
- 17. Approved Decotech Systems, Inc. Response to Request for Proposal #2016-102 for Internet Router/Equipment
- 18. Approved Decotech Systems, Inc. Response to Request for Proposal #2016-103 for Network Equipment
- 19. Approved Payroll Orders: July 2015 - February 2016
- 20. *This item was pulled for separate consideration.*

Motion: Wilson
Second: Kelley

Ayes: Anderson, Hunt, Kelley, Pope, Wilson
Noes: None

CONSENT AGENDA ITEMS PULLED FOR SEPARATE CONSIDERATION

- 3. Approved Resolution # 10/2015-16: Resolution for Missed Meeting

Motion: Wilson
Second: Hunt

Ayes: Hunt, Kelley, Pope, Wilson
Noes: None
Abstain: Anderson

- 20. Approved Supplemental Agenda (Vendor Warrants): February 2016

Motion: Hunt
Second: Kelley

Ayes: Anderson, Hunt, Kelley, Pope
Noes: None
Abstain: Wilson

BUSINESS ITEMS

A. APPROVED - Second Reading: Board Policies/Regulations/Exhibits

- Replace BP 2121 - Superintendent's Contract
- Revise BP 4030 - Nondiscrimination in Employment
- Add AR 4030 - Nondiscrimination in Employment
- Delete AR 4031 - Complaints Concerning Discrimination in Employment
- Replace BP 4121 - Temporary/Substitute Personnel
- Replace AR 4261.1 - Personal Illness/Injury Leave
- Add BP 5111.1 - District Residency
- Replace AR 5111.1 - District Residency
- Delete AR 5111.12 - Residency Based on Parent/Guardian Employment
- Replace BP/AR 5141 - Health Care and Emergencies
- Replace BP/AR 6173 - Education for Homeless Children
- Replace AR 6173.1 - Education for Foster Youth
- Replace BP 6179 - Supplemental Instruction

Minor Revisions:

- AR 4032 - Reasonable Accommodation
- BP 4119.11/4219.11/4319.11 - Sexual Harassment
- BP 5117 - Interdistrict Attendance
- BP 5123 - Promotion/Acceleration/Retention
- AR 5125 - Student Records
- BP 6142.92 - Mathematics Instruction
- BP 6177 - Summer Learning Programs

Motion: Anderson
Second: Kelley

Ayes: Anderson, Hunt, Kelley, Pope
Noes: Wilson

BUSINESS ITEMS (continued)

B. APPROVED - Auditor Selection For Fiscal Years 2015/16, 2016/17, and 2017/18

Ms. Bess noted that we have completed 6 years with Goodell Porter Sanchez & Bright as our auditors. She has really enjoyed the professionalism and the readiness from them to help us out. She contacted the county and asked if we could keep them again. The county said that we could, but to go ahead and request bids and see what else is out there. She sent out the requests for proposals; we received four back. She is recommending that we remain with Goodell Porter Sanchez & Bright. Not only are they the most economical, but we have a long standing relationship with them. They have completed more audits than the other firms that submitted with us, and she feels that it is the best thing for the district. She asked that the Board approve this contract. Trustee Pope asked if there would be a different team that would come review. Mrs. Bess noted that Michelle Hansen would still be the main point of contact and will handle the day to day, but John Goodell would do the final review and sign off as the auditor. Trustee Anderson asked why the cost went up \$1,000.00 per year. Mrs. Bess noted that from last year to this year it didn't go up. It does go up just under \$1,000 in the second and third years, but still comes out under the other bids. Trustee Pope asked Mrs. Bess if she was comfortable in her decision. Mrs. Bess note noted that she was very comfortable. Trustee Kelley asked if there would be any problem with implications of impropriety, having the same auditor year after year, or that the fact that we went out for bid precludes there being a problem of somebody saying this isn't right. Ms. Bess noted that she doesn't see that there will be any problem because we went to the county office first and they are the ones that have final approval on our selection. She also noted that there are some districts that have been with that firm for 10 or more years.

Motion: Wilson
Second: Kelley

Vote: General Consent

C. APPROVED - Second Interim Report For Fiscal Year 2015/16

Ms. Bess noted that this is the last formal report that she brings before the year-end closing. It describes all of the expenses through January 31 and where we are at. The only significant change to this, as opposed to the First Interim Report, is the receipt of one-time money that is coming in from the mandate claim. That was added to the revenues and is being held in reserve as we decide exactly how that money should be spent. Other than that, everything remains the same. We are fully reserved, and then some. Trustee Kelley asked what the dollar amount was on the one-time money. Ms. Bess noted that it was \$2.2 million. Trustee Kelly also asked if that was separate from the general fund money, not reflected in these numbers. Mrs. Bess noted that it is reflected on the state revenue line for unrestricted on the multi-year projections. Trustee Kelley noted that one month we had a \$5.5 million revenue and asked if that was where that money was coming from. Ms. Bess noted that in January, not only did we receive our regular apportionment, but we also received the bulk of our property taxes, the rest floating in around April and May. Between those 2, that combined almost \$6 million. Trustee Kelley noted that if its not part of the norm, then maybe we are not as good at positive spending as she though we were. Ms. Bess noted that property taxes is ongoing money. The total amount that the district receives in total is a combination of property tax money and state aid. When the property tax money goes up then the amount of state aid will go down. It was noted that we are doing well. Trustee Kelley inquired on the Transfer to Charter Schools and Property Taxes line item. Mrs. Bess noted that she tries to have it passed out by the end of the year. Trustee Kelley asked how the finding at the charter school is affecting our Second Interim. Mrs. Bess noted that it is not. She noted that the \$48,500 that the charter school is responsible for paying back each year is taken out of the apportionments due the charter school. When we build a budget, she automatically takes out whatever their apportionment is going to be for the year based on their ADA and reduce it by \$48,500. Mr. Loehr noted that with the closing of Antelope View, we placed money in reserve from the charter school money and are holding it for when we need to pay it. When they closed they had enough money to pay off that finding. Trustee Pope thanked Ms. Bess for taking enough money out to pay the finding.

BUSINESS ITEMS (continued)

Motion: Kelley
Second: Anderson

Vote: General Consent

ADVANCE PLANNING

a. *Future Meeting Dates:*

i. *Regular Meeting: Wednesday, April 20, 2016 @ 6:00 p.m. - District Board Room - Room 503, located at Riles Middle School, 4747 PFE Road, Roseville, CA 95747*

b. *Suggested Agenda Items: Mr. Loehr noted that we may need to schedule another meeting*

ADJOURNMENT – 6:55 p.m.

Motion: Wilson
Second: Anderson

Vote: General Consent

Respectfully submitted,

Scott A. Loehr, Superintendent
Secretary to the Board of Trustees

Nancy Anderson, Clerk
Board of Trustees

Adoption Date

Center Joint Unified School District

		AGENDA REQUEST FOR:	
Dept./Site:	Personnel Department	Action Item	X
Date:	April 20, 2016	Information Item	-
To:	Board of Trustees	# Attached Pages	1
From:	David Grimes, Director of Personnel and Student Services		

CONSENT AGENDA

Subject: Certificated Personnel Transactions

Resignation

David J. Grimes, Dudley Elementary School

Retirements

Gloria Payne, Dudley Elementary School
 Laura Sambucetti, North Country Elementary School

Recommendation: Approve Certificated Personnel Transactions as Submitted

Resignation

David J. Grimes has resigned from his position as Special Education Teacher, Dudley Elementary School, effective end of day on May 26, 2016.

Retirements

Gloria Payne has submitted her intent to retire from her position as Second Grade Teacher, Dudley Elementary School, effective end of day on May 26, 2016.

Laura Sambucetti has submitted her intent to retire from her position as part time Fourth Grade Teacher, North Country Elementary School, effective end of day on May 26, 2016.

Center Joint Unified School District

		AGENDA REQUEST FOR:	
Dept./Site:	Personnel Department	Action Item	<u>X</u>
Date:	April 20, 2016	Information Item	-
To:	Board of Trustees	# Attached Pages	<u>1</u>
From:	David Grimes, ^{<i>DG</i>} Director of Personnel and Student Services		

CONSENT AGENDA

Subject: Classified Personnel Transactions

Retirement

Linda Bender, Workability Program Coordinator

New Hire

Joseph Vazquez, Groundskeeper

Promotion

Cyndy Mitchell, Interim Transportation Supervisor/Trainer
Nina Nord, Interim Relief Driver

Recommendation: Approve Classified Personnel Transactions as Submitted

Linda Bender will retire from her position as Workability Program Coordinator effective April 29, 2016.

Joseph Vazquez has been hired as a Groundskeeper effective April 11, 2016.

Cyndy Mitchell has been promoted to Interim Transportation Supervisor/Trainer effective March 28, 2016.

Dina Nord has been promoted to Interim Relief Driver effective March 29, 2016.

AGENDA ITEM # XIII-4

Center Joint Unified School District

Dept./Site: Personnel Department	AGENDA REQUEST FOR:	
Date: April 20, 2016	Action Item	<u>X</u>
To: Board of Trustees	Information Item	
From: David Grimes  Director of Personnel and Student Services	# Attached Pages	<u>1</u>

SUBJECT: <u>RESOLUTION NO. #11/2015-16</u>
<p>Attached for Board review and action is Resolution No. #11/2015-16, Request for Teacher Authorization to teach Industrial and Technology Education for the 2015-16 school year.</p>
<p>Recommendation: Approve Resolution No. #11/2015-16 as Submitted</p>

CONSENT AGENDA

AGENDA ITEM # XIII-4

CENTER JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION #11/2015-16

Authorization to Teach Industrial and Technology Education

WHEREAS, Education Code Section 44263 allows, by resolution of the Governing Board, the holder of a Teaching Credential to teach, with his or her consent, a single subject class in which he or she has 18 semester hours of coursework or nine semester hours of upper division or graduate course work in the single subject to be taught, and

WHEREAS, Benjamin Klatt holds a Single Subject with a Supplementary Authorization in Industrial Arts Teaching Credential and has completed 18 semester hours of coursework in the subject area of Industrial and Technology Education;

THEREFORE, BE IT RESOLVED, that Benjamin Klatt is authorized to teach Industrial and Technology Education in the schools of the Center Joint Unified School District in accordance with Education Code Section 44263 and its provision for such teaching. This authorization shall be in effect for the **2015-16** school year.

PASSED AND ADOPTED by the Center Joint Unified School District Governing Board at its regular meeting of April 20, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

I HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed, and adopted as stated.

ATTEST:

Delrae Pope, President
Board of Trustees

Scott A. Loehr, Secretary to the Board of Trustees

Center Unified School District

		AGENDA REQUEST FOR:	
Dept./Site:	Personnel Department	Action Item	<u> X </u>
Date:	April 20, 2016	Information Item	_____
To:	Board of Trustees	# Attached Pages	_____
From:	David Grimes, Director of Personnel/Student Services		

SUBJECT:	CSEA
REVISED ARTICLES	
ARTICLE XI, TRANSPORTATION AND ARTICLE XXI, EARLY RETIREMENT	
<p>David Grimes, Director of Personnel/Student Services, is requesting approval of revised Article XI, Transportation and Article XXI, Early Retirement of the CSEA Bargaining Agreement. The revised articles had been mutually agreed upon by both CJUSD and CSEA, and ratified by CSEA membership on March 18, 2016.</p>	
RECOMMENDATION:	Approve Revised Articles

CONSENT AGENDA

DISTRICT RESPONSE
01/27/16

ARTICLE XI

TRANSPORTATION

T.A. 1 Jan 27, 2016
David Hummer
Marie Huggins
JRH 1/27/16

A. Work Schedule

1. The District shall determine the number of annual work/duty days based on the necessary days as determined by the District.
 - a. Each employee is to be available for any open/extra assignments from the department to fulfill contracted/scheduled hours.
2. The District shall publish a calendar identifying the transportation work/duty days as determined by the district at the beginning of each school year 182 days.
3. School Bus Driver schedules/routes shall be calculated in 15 minute increments.
4. The District shall determine and provide drivers with a set schedule.
5. Bus drivers are expected to be at their assigned work sites as scheduled.

B. Route Bidding Assignments and Procedures

1. The District shall determine/maintain all routes and bus assignments.
2.
 - a. Route bidding will occur during the Transportation Department calendared school year as determined/established by the district within the last fifteen (15) workdays of September following the beginning of the school year.
 - b. Bidding of summer routes will occur prior to the District's last student attendance day.
3. The days and time of Route Bidding shall be posted in the Transportation office five (5) days prior to bidding.
4. The posted routes will contain clock-in and out times, the run time, the area and schools which the route services. The route will be available to drive not less than forty-eight (48) hours prior to bidding.
5. When additional runs are permanently assigned to routes, they will be assigned by both seniority and availability to accommodate the additional times without exceeding eight (8) hours.

DISTRICT RESPONSE
01/27/16

6. Permanent route vacancies or route increases of thirty (30), minutes or more will follow route bidding assignment and procedures.
7. Route bidding shall occur in the order of seniority.
8. Any bus driver who will be absent from Route bidding may submit a bid by written proxy, listing all routes in order of preference.
9. After a driver has selected a route through the bidding process their schedule and salary determination shall be changed to reflect the new route no later than the effective date of the route change.

C. Post Route Bidding Preparation

1. Bus Drivers shall be allotted time and expected to familiarize themselves with their route by driving the route in the appropriate type bus prior to the first day of school.
2. The dispatcher will communicate Special Ed Route schedules to the parent/guardian of the student prior to the first day of school.
3. The dispatcher will maintain updates to the route and communicate all changes to the parent/guardian throughout the school year.

D. Vacancies-Temporary

1. Any extra runs or temporary assignments will be offered in following order:
 - a. Available part-time (less than eight (8) hours per day) drivers on a rotating seniority basis. A driver is available if their regular route does not overlap with departure or return time of the extra run.
 - b. Un-routed bus drivers
 - c. In the event the extra run is declined by all drivers then it may be assigned on a reverse seniority basis.

E. Safety

1. The District shall establish protocol and communicate that protocol to School bus drivers regarding school lock downs.
2. The District shall communicate when a school goes into a lock down to all on duty bus drivers.

F. Certification

DEAL 1/27/16
MFA 1/31/16
PFA 1/27/16

DISTRICT RESPONSE
01/27/16

1. All Drivers shall be required to demonstrate proficiency on all buses as allowed on their School Bus Certificate and may be required to drive any bus as permitted.
2. All Drivers are responsible to maintain all necessary credentials and keep them current.
3. The District shall be responsible for providing a minimum of two (2) hours of T-01 training per month. Calendar for monthly training is to be published at the beginning of each school year.
4. Drivers shall annually be paid for up to 10 hours of T-01 training provided by the District.
5. The District shall cover the cost of Certificate Renewal Testing with the CHP.
6. The District shall cover the cost for the DL-51 medical exam.
7. The District shall allow necessary release time from duties in order to update the DL-51 exam. For such release time, the employee will provide no less than 48 hours advance notice to his/her immediate supervisor.
8. The District shall annually make available, American Red Cross First Aid training.
9. In the event the District requires an employee to have immunizations, and or screenings for infectious diseases, the district shall incur the expense and allow for the necessary release time.

Handwritten notes:
1/27/16
1/27/16
1/27/16

ARTICLE XXI EARLY RETIREMENT

T.A. id Jan 27, 2016
Rec'd Admin
Marie Huggins
AD
1/27/16

A. Eligibility for early retirement shall be subject to the following conditions.

1. The employee shall have twenty (20) years of continuous District service.
2. The employee shall be at least fifty-five (55).
3. Once electing to participate, the employee shall not return to District service except as a substitute.
4. The employee shall be eligible to receive the same District paid health, dental and vision, Employee Only, health benefit options or cash-in-lieu as covered by the current CSEA/CJUSD Agreement.
5. District paid Employee Only benefits options or cash-in-lieu shall be effective for a maximum of five (5) years or to age sixty-five (65), whichever comes first.

B. 1. The District will permit its retired employees to remain in the District-offered health care plan of their choice and for which they are eligible at their own expense. Arrangements for advance payment shall be made with the Business Office.

2. Retired employees electing the above are required to join Medicare if eligible. The District will provide information regarding medical supplementary coverage.

C. If an employee is considering early retirement, he/she is encouraged to review health benefit options and eligibility with the Personnel Department at least six (6) months in advance.

D. Outside the Coverage Area – Stipend Option

1. A retiree who otherwise qualifies for the benefits outlined in Section A of this Article, but who lives outside the coverage area of all medical plans offered by the District, shall be provided, for the sole purpose of assisting with healthcare premiums, a monthly monetary stipend. The monthly stipend amount shall not exceed the actual premium cost of the retiree-only medical insurance, or the District's least-expensive monthly premium contribution toward an employee only HMO (not high deductible) provided to current classified employees, whichever is less.

2. The "outside the coverage area" stipend option will be offered only to those retirees who live outside the coverage area of ALL HMO options (not high deductible) offered by the District to current classified employees.

3. In addition to the basic qualifications listed in Section A of this Article, eligibility for the "outside the coverage area" stipend will require the retiree to provide the following to the District on an annual basis: a. Written verification of current address showing residency outside the coverage area. b. Written verification of current medical coverage including monthly premium cost. c. Written verification that the retired employee is named as the primary policyholder of the coverage.

E. Timeline for Implementation of Section B

1. The benefits provided for retirees under Section B of this Article shall be granted only to those who retired from the District on or after January 1, 2016.

2. Implementation of Section B of this Article will commence beginning January 15, 2016. No retroactive premium payments or stipends for months prior to this date will be provided by the District.

3. The employee shall be allowed to enroll in retiree coverage within 30 days of losing active employee coverage, but if the retiree does not enroll in a district health plan during this enrollment period, the retiree may be denied further opportunity to do so.

WJA 1/27/16
-PMN 1/27/16
AD 1/27/16

Center Unified School District

		AGENDA REQUEST FOR:
Dept./Site:	Personnel Office	
Date:	April 20, 2016	Action Item <u> X </u>
To:	Board of Trustees	Information Item
From:	David Grimes <i>DGMS</i> Director of Personnel/Student Services	# Attached Pages

SUBJECT:	CSEA
	JOB DESCRIPTIONS
	NOON DUTY AIDES
	AND
	CALPADS/DATA TECHNICIAN
	<p>David Grimes, Director of Personnel/Student Services, is requesting approval of the attached Noon Duty Aides and CALPADS/DATA Technician Job Descriptions. Both CJUSD and CSEA have tentatively agreed to the job descriptions, ratified by their membership on March 18, 2016.</p>
RECOMMENDATION:	Approve Job Descriptions

CONSENT AGENDA

CENTER JOINT UNIFIED SCHOOL DISTRICT

T.A.'d 12/14/15
David Harrison
12/14/15
Kendall Higgins

JOB TITLE: Noon Duty Aide

DESCRIPTION OF BASIC RESPONSIBILITIES

To monitor and supervise students at meal and recess times to ensure their health and safety and exercise responsibility for their conduct.

SUPERVISOR: Principal or Assistant Principal

TYPICAL DUTIES:

1. Monitors individuals and small groups of students, and/or playground activities for the purpose of providing a safe environment.
2. Maintains safety and order of students within assigned areas such as playgrounds, cafeteria, classrooms, hallways, and restrooms while enforcing school rules/regulations.
3. Advises students of rules and regulations and proper conduct and behavior.
4. Anticipates and intervenes to prevent situations that may endanger students' welfare or safety.
5. Supervise student restrooms for safety measures.
6. Assists students to line up in designated areas at end of lunch/recess period. Monitors students until teachers arrive. Escort students from classrooms to other classrooms as needed.
7. Reports violations of student conduct to designated authority in a timely manner.
8. May issue disciplinary slips, writes up warnings and discipline referrals, and/or refers problems to teacher/Principal, escorts students to site Administrator for misconduct as required.
9. Directs non-students or adults off school grounds without proper visitor pass.
10. Follows established procedures in case of accident, injury, or illness.
11. Performs other related duties similar to the above in scope and function as required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Age appropriate method of tutoring and motivating students;
- Use of proper English and grammar;
- Children's recreational activities, games, etc.

Ability to:

- Maintain a firm but patient and courteous attitude toward students;
- Maintain a positive and safe environment;
- Follow district and school policies related to conduct, safety, and welfare of students in assigned areas;
- Communicate tactfully and effectively with children;
- Understand and communicate effectively in both oral and written forms;
- Effectively supervise students on school playgrounds and other areas as assigned;
- Exercise tact, diplomacy, and good judgment in dealing with students.

EDUCATION, EXPERIENCE AND REQUIREMENTS:

- High School Diploma or equivalent.
- TB test clearance.
- Criminal Justice Fingerprint clearance.

DM 12/14/15
SL 12/14/15
P.A. 12/14/15

CENTER JOINT UNIFIED SCHOOL DISTRICT

JOB TITLE: CALPADS/DATA TECHNICIAN

T.A.'d
Feb. 24, 2016
Daniel Huggins
A.D. 2/24/16
Ramarie Huggins 2/24/16

DESCRIPTION OF BASIC RESPONSIBILITIES

Under direction of assigned administrator, performs a variety of data of technical and analytical data integration as it relates to State CALPADS mandates, requiring independent judgment and discretion; performs essential job duties and responsibilities and other related duties as may be assigned.

SUPERVISOR: Technology Coordinator

TYPICAL DUTIES:

1. Be familiar with computer programming techniques;
2. Operate a computer to input and extract data from automated information management, storage, and retrieval systems;
3. Understand, analyze, evaluate and validate CALPADS Reports and submissions;
4. Reconcile data between student information system and CALPADS system;
5. Responsible for all accurate and timely CALPADS submissions and reporting;
6. Communicate effectively with all levels of district and site personnel; attend/conduct ongoing meetings with staff that are involved with CALPADS;
7. Serves as district CALPADS representative;
8. Organize and prepare application software documentation, procedural documentation, and operation instructions;
9. Make necessary corrections or refers data to those responsible for submission for correction;
10. Provide details about data and data relationships to help prepare specifications for collecting, maintaining, and reporting information;
11. Use a variety of tools to monitor and evaluate data in the district's student systems;
12. Perform complex and technical clerical work involving reviews and audits of a variety of materials requiring familiarity with policies, practices, and procedures;
13. Use technical knowledge and knowledge of district data resources to consult with school sites and other divisions to solve sophisticated data problems;
14. Responsible for the creation, scheduling, and documentation of custom extracts and ad-hoc reports;
15. Work independently without direct supervision;
16. Maintain certified State reports;
17. Design and execute specialized complex queries using a variety of databases and software;
18. Monitor the integrity of assessment databases;
19. Perform data extracts and imports for State/Federal Data Reporting processing;
20. Update Student Information System related data;
21. Perform other related duties as may be required.

EMPLOYMENT STANDARDS:

Knowledge of:

- Operation of district database systems, CALPADS system, and other Microsoft applications;
- Basic logic and /or programming principles;
- Correct English usage, spelling, grammar and punctuation;
- Report preparation and formats;
- Technology related to electronic submission of data to the CDE, CALPADS, and other organizations;
- Logical steps in computer operating systems and record management.

Ability to:

- Audit and reconcile data of more than average difficulty;
- Type or keyboard at a net corrected speed of 45 net words per minute;
- Set priorities and meet deadlines;
- Communicate effectively both orally and in writing;
- Analyze and interpret state reports and provide feedback on methods to correct errors;
- Compile complex statistical reports;
- Understand and carry out oral and written directions;
- Detect errors in printed output and troubleshoot query problems;
- Interpret an extensive variety of technical instructions;
- Develop and maintain effective working relationships with those contacted in the course of work;
- Ability to work under pressure, meet deadlines, and establish priorities;
- Learn and utilize new and current technologies.

EDUCATION, EXPERIENCE AND REQUIREMENTS:

Education: Equivalent to graduation from high school and possession of the knowledge and abilities listed above. College level or technical training in data processing and computer programming preferred.

Experience: Three (3) or more years of extensive experience working with databases supporting specific purpose applications and support services, and acting as a resource for problem identification and resolution concerning data issues; Three (3) or more years of increasing responsibility supporting a specific purpose applications environment in a school district is preferred.

REQUIRED LICENSES AND/OR CERTIFICATES

If driving a vehicle is required in the course of work, operator must possess a valid California Driver's License and maintain possession of such license during the course of employment; have an acceptable driving record; and must be insurable at standard rates by the District's insurance carrier and maintain such insurability.

T. A. d 2/24/16
P. A. d
A. V. 2/24/16
i. abutli

PHYSICAL CHARACTERISTICS:

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out the essential duties and responsibilities of the position.

Physical Demands: Sitting (up to continuously); stand, walk. Bend, stoop, look up/down (Occasionally); push, pull, twist, squat, climb stairs (infrequently); repetitive hand activities within close reach, such as keyboard; mouse, handwriting, files and phone (continuously); lift/carry office supplies up to 10 pounds (occasionally); to 30 pounds (infrequently); use seeing, hearing and speaking.

Working Conditions: Indoors office setting; Exposure to: inside/outside temperature swings, moderate noise from office equipment; office dust and fumes or airborne particles.

Reasonable accommodations may be made to enable a person with a disability to perform the essential duties and responsibilities of the position.

Range P

January 22, 2016

T. A. id 2/29/16
David Hummer
[Signature] 2/24/16
[Signature] 2/24/16

Center Joint Unified School District

AGENDA REQUEST FOR:

Dept./Site: Special Education

Date: April 20, 2016

Action Item X

To: Board of Trustees

Information Item

From: Scott Loehr, Superintendent

Attached Pages

Initials: *S.L.*

SUBJECT: 2015/2016 Individual Services Agreements

Please ratify the following Individual Services Agreements for special education students to receive services at nonpublic schools/agencies during the 2015/16 fiscal year.

2015/16-240-247, 251-272	Bright Futures	\$34,366.00
2015/16-248	Easter Seals	\$ 1,627.50
2014/15-249	Placer Learning Center	\$12,589.60
2015/16-250	CTEC	\$ 516.00

RECOMMENDATION: CJUSD Board of Trustees to ratify Individual Services Agreements for the 2015/2016 school year.

CONSENT AGENDA

Center Joint Unified School District

AGENDA REQUEST FOR:		
Dept./Site:	Special Education	
Date:	April 20, 2016	Action Item <u> X </u>
To:	Board of Trustees	Information Item
From:	Scott Loehr, Superintendent for Linda Bender, Workability Coordinator	# Attached Pages <u> 5 </u>
	Initials: _____	

SUBJECT:	2015/2016 and 2016/17 Humboldt County Office of Education/Personal Data Wizard
<p>Please approve the Memorandum of Understanding (MOU) between Humboldt County Office of Education and Center JUSD, to provide usage of an interactive website that allows WorkAbility students to create resumes, cover letters, thank you letters, and annual budgets. It also provides the user with study tests for the California Driver's License, Armed Services Vocational Assessment Battery and a sample Employment Test. In addition, the site has several documents to download that are very useful for the student transitioning into independent adult life.</p> <p>The term of the Agreement is from January 29, 2016 to June 30, 2017., to be used in the 2015/16 and 2016/17 fiscal years.</p>	
RECOMMENDATION:	CJUSD Board of Trustees to ratify 2015/16 Humboldt County Office of Education/Personal Data Wizard

CONSENT AGENDA

SERVICES AGREEMENT

This Services Agreement ("Agreement") is entered into between the Humboldt County Office of Education, ("HCOE"), and the Center JUSD WorkAbility Program, a public agency of the State of California ("Agency").

Recitals

This Agreement is based upon the following facts and understandings of the parties:

- A. HCOE has developed the Personal Data WizardSM ("PDWSM"). PDWSM is an interactive website that allows a user with a password to create a resume, cover letter, thank you letter, and annual budget. It also provides the user with study tests for the California Driver's License, Armed Services Vocational Assessment Battery, and a sample Employment Test. In addition, the site has several documents to download that are useful for the student transitioning into independent adult life.
- B. HCOE is willing to make PDWSM available to other educational institutions serving students who could benefit from using PDWSM.
- C. Agency is an educational institution serving students who could benefit from using Personal Data WizardSM and wishes HCOE to furnish the services described in this Agreement.

Agreement

Based on the above recitals and in consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

- 1. Services to be Performed by HCOE. Subject to the terms and conditions of this Agreement, HCOE shall provide the services identified in Attachment 1 to Agency and any of its students it authorizes to use the Services ("User") in exchange for payment of the fees and costs described in Section 2.
- 2. Fees. For the services identified in Attachment 1 for up to 75 students, Agency will pay HCOE the sum of \$212,50.00. (\$100.00 Service Fee plus \$1.00 per password) (See Attachment 2.)
- 3. Agency's Obligations. In addition to the other terms and conditions set forth in this Agreement, Agency shall comply with the requirements described in Attachment 3. Agency also understands and agrees that it is responsible for ensuring that the Agency's and each User's communication and computer systems meet the requirements identified in Attachment 4 and for enforcement of the User Agreement and Acceptable Use Policy set forth in Attachment 5. Agency also understands that for optimum performance of the PDWSM, the Agency's and each User's communication and computer system meet the requirements identified in Attachment 4.
- 4. Term.
 - A. The term of this Agreement is from January 29, 2016 to June 30, 2017, subject to B., C., and D. below.
 - B. This Agreement may be terminated by mutual agreement at any time or by 15 business days advance written notification by one party to the other.
 - C. HCOE may terminate this Agreement with immediate effect based upon any of the following:

(1) Failure to abide by or enforce as to its Users the acceptable use policy set forth in Attachment 5;

(2) Failure to cure any late payment within 30 days; or

(3) Other material breach of this Agreement.

D. If HCOE determines that any User has violated the Acceptable Use Policy set forth in Attachment 5, HCOE may, in its sole discretion, temporarily suspend or terminate that User's privileges to use PDWSM.

5. **Additional Terms and Conditions.** This Agreement is also subject to the additional terms and conditions identified in Attachment 6.

6. **Entire Agreement.** This document, including its Attachments 1 through 6, which are available for review and downloading at www.hrop.org/wizard (click on Service Agreement and Service Agreement Attachments), constitutes the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter described in the Recitals, and supersedes all prior and contemporaneous understandings or agreements of the parties. Each Party represents that Attachments 1 through 6. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement.

7. **Authority to Enter Into Agreement.** Each Party represents and warrants that it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated by it, and has taken all action necessary to authorize the execution, delivery and performance of the Agreement. Each person signing below warrants that he/she has full power and authority to bind the entity or agency under which her/his signature appears.

IN WITNESS WHEREOF, each of the parties has caused this Agreement to be duly executed by its authorized representative this ____ day of _____, 20____.

Dated: _____

HCOE

By: _____

Name: Scott Keele
Title: PDA Administrator
Address: 901 Myrtle Ave. Eureka, CA 95501
FAX No.: (707)445-7180
Email: skeele@humboldt.k12.ca.us
Phone: (707)445-7115

Dated: 1/29/2016

Agency

By: _____

Name: Shawna Pacheco
Title: WorkAbility Job Developer
Address: 3111 Center Court Lane
FAX No.: 916-338-6370
Email: spacheco@centerusd.org
Phone: 916-338-6378

Attachment 1

Services to be Provided

1. **Services Provided to Users.** The Personal Data WizardSM (PDWSM) is an interactive website that allows a user with a password to create a resume, cover letter, thank you letter, and annual budget. It also provides the user study tests for the California Driver's License, Armed Services Vocational Assessment Battery, and a sample Employment Test. In addition, the site has several documents to download that are useful for the student transitioning into independent adult life. The PDWSM is continually being updated and refined. It is anticipated that new items will be put on the site throughout the year and, in some cases, items may be modified or discontinued without prior notification. The following are brief descriptions of the services which are currently provided to students of the Agency for whom a password has been requested and paid for by the Agency and assigned by HCOE, subject to the other terms and conditions of this Agreement:

a. **Create a Resume:**

After putting personal information onto the data page, the system will generate a basic resume. To assist in the information gathering, a number of pull-down menus are presented such as for Employment Objective. Resumes can be edited, labeled, printed, and saved at the website. For additional editing, the resumes can be transferred to Microsoft Word.

b. **Create a Cover Letter:**

The personal information will transfer to the Cover Letter data page. Additional information is required for the cover letter such as who the letter is addressed to, the date of graduation, and classes and experiences related to the job. The system will format sentences with your information. The letter has three paragraphs with three sentences. Users can click on sentences that reflect their thoughts or type in their own sentence. The system will build the letter in correct business format. The letter can be edited, saved, or transferred to your word processor.

c. **Create a Thank You Letter:**

The "thank you" letter is intended to thank the employer for the interview. The only additional needed information is the date of the interview. The "thank you" letter is one paragraph with six sentences. It also has the editing and saving capabilities.

d. **Create an Annual Budget:**

The data page asks users to fill in their wages and other monthly income. It has over 25 different items to budget for such as: rent, groceries, utilities, savings, cash, etc. The PDWSM will produce a spreadsheet that will indicate annual amounts for various items and the bottom-line balance. If it is a negative amount, the user can edit the budget until they get a \$0.00 balance. Students can weigh the differences a roommate would make in the cost of living. The budget can be labeled, saved, and printed.

e. Test Wizard:

The Test Wizard gives the user the option of three tests for study purposes. The DMV California Drivers Test has over 180 DMV questions in its database. Each time the user logs onto the test a random 15 questions will be presented. At the end of the test, the user will have the test scored and be given the correct answers. The test can be printed along with the answers for later reference. The Armed Services Vocational Assessment Battery (ASVAB), is a sample test provided by the Armed Services for study purposes. It is not intended to be a complete test or a complete study guide but an example of the questions found on the official ASVAB. The Standard Employment Test is a series of questions much like the ones found in various entry-level employment tests. It covers vocabulary, mathematics, abstract reasoning, filing, and number transcription.

f. Interest Assessment:

The interest assessment contains over 500 digital pictures of work activities. The user will be presented with two pictures and asked to select the activity they like: Activity A, Activity B, both activities, or neither activity. Each picture has a value placed on it in eight categories. The pictures are grouped in 6 different categories i.e. artistic, conventional, realistic... etc. The system will average the User's scores in each category and give the User a list of jobs that matches his/her average. Note: This is meant for career preference dialogue and career research purposes. It has not been tested for validity.

g. Files to download:

(1) Now that you are 18: This file contains information in a lesson outline regarding the changes that occur when a person moves from being a minor to becoming an adult. It talks about the different responsibilities and consequences that pertain to an adult 18 years of age. There are a few self-evaluating quizzes within the material.

(2) High School Recommendation: This file contains a form to be given to the student's teachers for their evaluation of his or her performance in class. The forms can be used as letters of recommendation along with the student's resume. Students should keep the good ones and throw out the bad ones while learning what they can do to improve in that class.

(3) Selective Service Information: This is information regarding the selective service and a male's responsibility to register at age 18 or before. The student can register online by clicking on the link to the Selective Service. It takes about 5 minutes.

(4) Buying a Used Car: This document explains some of the terminology of automobiles. It poses a number of questions a used-car buyer should ask themselves and the seller. The lesson has a self-evaluating test.

(5) Banking and Credit: This document explains how to establish credit, what happens if you lose credit, and defines some basic banking terminology. It also has a self-evaluating quiz.

(6) Blank Job Application: This is used to provide the User with a template of an application for employment. Once completely and accurately filled out and printed, the application can be used when filling out other job applications. The typed application should not to be used as an actual application for employment. The application can be

saved on disc or hard drive for editing and updating later.

(7) **Reference Request:** This is a form letter to be filled out online to request permission to use a particular person as a reference.

(8) **Letter of Recommendation Request:** This is a form letter to be filled out online to request a letter of recommendation.

(9) **Questions and Answers about SSI:** This is a series of frequently asked questions regarding SSI and cross-referenced with the appropriate SSI publication.

(10) **Preparing for the Interview:** This document has lessons in outline form on preparing for a job interview. It contains helpful hints and a list of frequently asked interview questions with an appropriate response.

2. **Services Provided to Agency.**

a. The HCOE PDWSM administrator will provide training for the Agency's PDWSM Manager (see section 5 of Attachment 3), and other employees it wishes to be trained, at the California State Department of Education's WorkAbility conferences in the fall and spring of each year. Agency understands that it is responsible for making arrangements for its PDWSM Manager and other employees it wishes to be trained to attend these conferences and for any cost associated with the attendance of its employees at these conferences.

b. HCOE will maintain a separate password-protected internet site to which the Agency's PDWSM Manager (and any Site Managers the Agency has designated) will be given access upon request. On this "Managers" internet site, HCOE will make available a PDWSM Users Guide, Site Managers Users Guide, User Manager Tool, and a File Manager tool.

c. HCOE will provide additional technical support as follows:

(1) Agency's PDWSM Manager can contact and obtain support from the PDWSM administrator (or other designated technical support staff at HCOE) via e-mail.

(2) If the problem cannot be resolved via e-mail, support would be provided via telephone calls between the Agency's PDWSM Manager and the PDWSM administrator (or other designated technical support staff at HCOE).

(3) Technical support from HCOE will be during regular business hours and days.

d. If the Agency wishes HCOE to provide training or technical support at its own location, it will be required to cover HCOE personnel costs and travel costs (e.g., mileage and per diem), and other costs associated with the service.

e. Announcements and information regarding changes, additions, or deletions to the PDWSM will be transmitted via email to each subscribing site.

Center Joint Unified School District

		AGENDA REQUEST FOR:
Dept./Site:	Curriculum & Instruction	
Date:	May 17, 2016	Action Item <u>XX</u>
To:	Board of Trustees	Information Item
From:	Tami JBeily, Coordinator of State & Federal Programs	# Attached Pages <u>1</u>
Administrator's Initials:		

SUBJECT: DELAC Membership
As required, each year the CJUSD Board must affirm the DELAC membership.
RECOMMENDATION: The Center Joint Unified School District Board of Trustees affirm the CJUSD DELAC membership

CONSENT AGENDA

2015-16 CJUSD DELAC MEMBERSHIP

Nila Frosh: NoCo
Zhanna Yushkova : NoCo
Delia Aniu: Dudley
Claudia Herrera: Dudley
Yaneth Vacquez: Dudley
Virginia Barron: CHS & NoCo
Parwana: Riles
Victor Gulbich: CHS
Elsy Miranda
Nina Klimovich: NoCo
Naderhda Shestop
Yekaterina Andreyev
Natalya Tuzlov
Claudia Herrera: Dudley
Delia Arouz: Dudley
Alla Zakharchuk: NoCo
Astretsova Ekakina: Dudley
Julio Rodriguez: NoCo
Nila Frogh: NoCo

Site/District Administrators:

Kris Schmieder – Spinelli
Kathy Lord-NoCo
Joyce Frisch - WCR
Patty Spore - OH
Scott Loehr - DO

Teachers & other staff:

Abe Smith: WCR
Lisa Miller: CHS
Rosina Kirkland: OH & Spinelli
Carin Jensen: Dudley & NoCo
Tami JBeily: DO
Nadya Galushkina: NoCo
Rosa Pena: Spinelli

Center Joint Unified School District

		AGENDA REQUEST FOR:
Dept./Site:	Instructional Services	
Date:	April 20, 2016	Action Item
To:	Board of Trustees	Information Item <u> X </u>
From:	Rebecca Lawson <i>RLS</i> Coordinator of Curriculum & Instruction	# Attached Pages 12

SUBJECT: Surplus Books
 The following books are to be recycled and or disposed due to information no longer current:
 All books are from Wilson C Riles Middle School, El Department – Total 416 Books

- Attachment #1 – High Point/EL English, 9 books
- Attachment #2a/2b – High Point/EL English, Student&Teachers Edition 74 Books
- Attachment #3 – Pearson/ELD English Writing, 56 Books
- Attachment #4 – Hampton Brown/High Point EL English, 56 Books
- Attachment #5 – Hampton Brown/High Point EL English, 63 Books
- Attachment #6 – Hampton Brown/High Point EL English, 24 Books
- Attachment #7 – Hampton Brown/High Point EL English, 1 Book
- Attachment #8 – Intervention Blackline/ EL English, 14 Books
- Attachment #9 – Hampton Brown/High Point EL English, 1 Book
- Attachment #10 – McGraw Hill SRA/Hampton Brown EL English, 49 Books
- Attachment #11– Hampton Brown/High Point EL English, 1 Book

These books were offered to book buyer, Follett Educational Services.
 They purchased 5 Hampton Brown Reading Practice Book #0-7362-1225-6.
 They also acquired on consignment, 11 Hampton Brown Language Practice Books #0-7362-1231-0.
 They are not interested in the remaining books and materials.

RECOMMENDATION: The Center Joint Unified School District Board of Trustees approves the above listed books to be recycled/discarded.

CONSENT AGENDA

Discarded/ Surplus Curriculum to be returned to District Warehouse

Publisher	Subject	Title	ISBN#	Quantity	Site
Example Davidson Castillo Staff	Social Studies	Fairfield Language The American Nation Technology	0-13-433634-8	30	CRS
The Rosetta Stone	English	Student Study Guide	1-883972-92-2	1	WCR
"	"	Workbook I	1-883972-82-5	1	"
"	"	Handbook for Teachers	1-883972-34-5	3	WCR
Rosetta Stone	English	User's Guide	1-883972-11-6	9	WCR
"	English	User's Guide Level 1-2	1-883972-022-3	1	WCR
"	English	Student Study Guide Level 1	1-883972-92-2	1	WCR
"	"	Curriculum Test Level 1	1-883972-07-2	1	WCR
"	"	Language Development English	1-883972-48-5	1	WCR
"	"	Workbook Level 1	1-883972-07-9	1	WCR
Learning Resources Audio	English	The Center for Applied Research	0-97628-970-7	1	WCR
Learning Resources Audio	English	Sanctuary California Assessment		1	WCR
400% Writing	English	Lincoln Systems Resources	0-7606-0102-X	1	WCR
"	"	" Expressive	0-7606-0103-2	1	WCR
Handwriting	"	Handwriting Me (Grand H-1)	1-56822-055-3	1	WCR
High Point	English	Hampton - Brown	0-7362-0901-2	25	WCR
Fables Poems Myths	English	Educational Assembly	0-27694-336-9	17	WCR
High Point	English	Hampton Brown	0-7362-0965-4	1	WCR
"	"	"	0-7362-0933-6	1	WCR
High Point/Practice Book	"	"	0-7362-0967-0	1	WCR
High P. Teach. Edition	"	Hampton Brown	0-7362-0966-2	1	WCR
H.P. / Teach. Edition	"	Hampton Brown	0-7362-0902-6	1	WCR
H.P. / T.E.	"	"	0-7362-0934-4	1	WCR
H.P. / T.F.	"	Hampton Brown	0-7362-1224-8	1	WCR
H. Point	"	Practice Book	0-7362-0935-2	2	WCR

(in box 11)

Submitted by: L. Lundy

Date: 2/1/16

Site Administrator Approval: [Signature]

Date: 2-1-16

District Administrator Approval: [Signature]

Date: 4-5-16

Discarded/ Surplus Curriculum to be returned to District Warehouse

Publisher	Subject	Title	ISBN#	Quantity	Site
<i>Example</i> Davidson, Castillo, Stoff	Social Studies	The American Nation	0-13-433634-8	30	CHS
Pearson	English ELD	Writing Preparation 2	0-13-199556-1	11	WCRiles
Pearson	English ELD	Writing Prep & Practice 3	0-13-243553-5	11	
Hampton Brown	"	Into English Level 2	2-1-27334-750-4	1	
"	"	High Point Basics	07362/223-X	7	
Pearson	"	Writing Prep & Practice 1	013238002-1	1	
Fairchild Lang Tech	"	Rosetta Stone Eng I	188 3972-92-2	5	
"	"	" "Lang-Web Eng I	188 3972-07-8	3	
"	"	" " " " Eng I	188 3972 48-5	4	
"	"	" " User Guide	188 3972 116	1	
"	"	" " Lang Webwork Int	" " 302	1	
"	"	" " User Guide 1 & 2	1580220223	1	
"	"	" " Hndbk for Teachers	188 3972 34-5	1	
"	"	" " Curriculum Text	188 3972 07-8	1	
"	"	" " Study Study Guide	" " 92-2	1	
"	"	" " Answer Key I	" " 47-7	2	
"	"	" " Workbook I	" " 46-9	1	
"	"	" " Quizzes & Test Answer Key	1580220649	2	
"	"	" " Answer Key II work	188-3972876	1	
"	"	" " Quizzes & Tests I	1580220630	1	

Submitted by: *[Signature]*
 Site Administrator Approval: *[Signature]*
 District Administrator Approval: *[Signature]*

Date: 2/1/16
 Date: 2-1-16
 Date: 4-5-16

Discarded/ Surplus Curriculum to be returned to District Warehouse

Publisher	Subject	Title	ISBN#	Quantity	Site
<i>Example</i> Davidson, Castillo, Stoff	Social Studies	The American Nation	0-13-433634-8	30	CHS
Holt Rinehart & Winston	English ELD	Language Skills 2nd course	0-03-051157-7	1	66C Sites
Hampton Brown	" "	High Point Rdg Prct. Book Basis	0736212256	11	
	" "	High Point Lang. Prct Book - "	0736212310	3	
	" "	" " " Teacher Ed.	" " 1232-9	1	
	" "	" " " Assessment Handbook	" " 1227-2	2	
	" "	" " " Teacher Resource book	" " 1261-2	3	
	" "	" " " Diagnosis & Placement T.E.	073621284-1	3	
	" "	" " " Student	073621282-5	13	
Longman/Pearson	/	In Contact Level 1	020157979-0	1	
" "	/	In Contact level 2	" 81-2	1	
Hampton Brown	" "	Carlos Comas at Lakeside School	073621293-0	1	
" "	" "	" " Student Journal	" " 1244-9	1	
" "	" "	" " " T.E.	" " 1307-4	1	
" "	" "	High Point Prct. Bk Level A	073620903-4	7	
" "	" "	" " Assessment handbook Level A	" " 0918-2	2	
" "	" "	" " Level A Teacher Resource	073620917-4	1	
" "	" "	" " level B "	073620949-2	1	
" "	" "	" " level B TE Grammar	073623095-5	1	
" "	" "	" " Level B Assessment handbook	073620950-6	1	
" "	" "	" " Level B Practice book	073620935-2	4	
" "	" "	" " Level B TE	073620934-4	2	
" "	" "	" " Basics TE	073621224-8	1	
" "	" "	Level A	073620902-6	1	

Submitted by: [Signature]

Site Administrator Approval: [Signature]

District Administrator Approval: [Signature]

Date: 2/1/10

Date: 2-1-10

Date: 4-5-10

Center Joint Unified School District

AGENDA REQUEST FOR:

Dept./Site: **Dudley Elementary**

Date: **April 12, 2016**

To: **Center Joint Unified School District Board of Trustees**

From: **Steve Jackson**

Principal's Initials: **SJ**

Action Item **X**

Information Item

of Attached Pages **102**

SUBJECT: 2015-2016 Safety Plan -- Dudley Elementary

CONSENT AGENDA

RECOMMENDATION: The CJUSD Board of Trustees to Approve the 2015-2016 Single School Plan for Student Achievement -- Dudley Elementary

ARTHUR S.
DUDLEY
ELEMENTARY

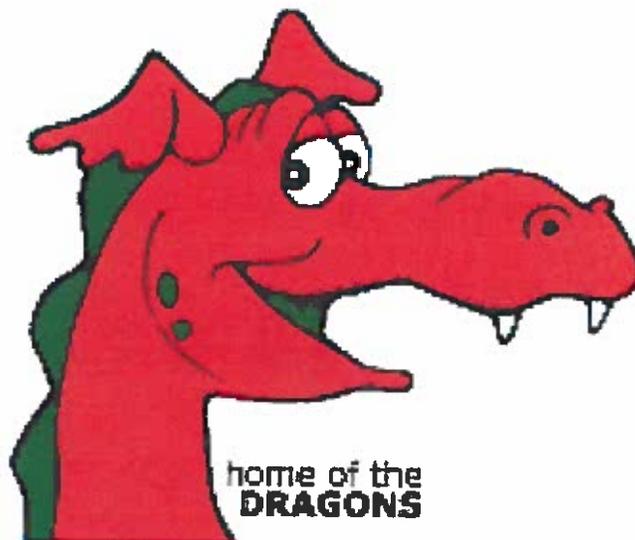
Safe School

And

Emergency Preparedness Plan

**Center Joint Unified School District
Antelope, CA**

Revised March 2016



EMERGENCY PREPAREDNESS PLAN

The Emergency Response Plan has as its primary objectives:

1. To save lives and avoid injuries;
2. To safeguard school property and records;
3. To promote a fast, effective reaction to coping with emergencies;
4. To restore conditions back to normal with minimal confusion as promptly as possible.

Attaining these objectives will require clear activation procedures and responsibilities, identification of all tasks to be performed and by whom, an organized yet flexible response, and the dedication and cooperation of all.

It is vital to the continued functioning of the school, staff, and students that we are prepared to respond effectively in times of emergencies. Such preparations will also help us meet our obligations to our community.

This plan has been developed to be used in case of an emergency. All members of the faculty and other employees should:

1. familiarize themselves with this plan,
2. be prepared to activate it immediately, and
3. perform any duties to which they are assigned to make its activation effective.

Members of the faculty shall teach the Emergency Response Plan to the students. The members of each classroom shall be instructed in the evacuation plan so they can respond immediately upon receiving the necessary warning.

Table of Contents

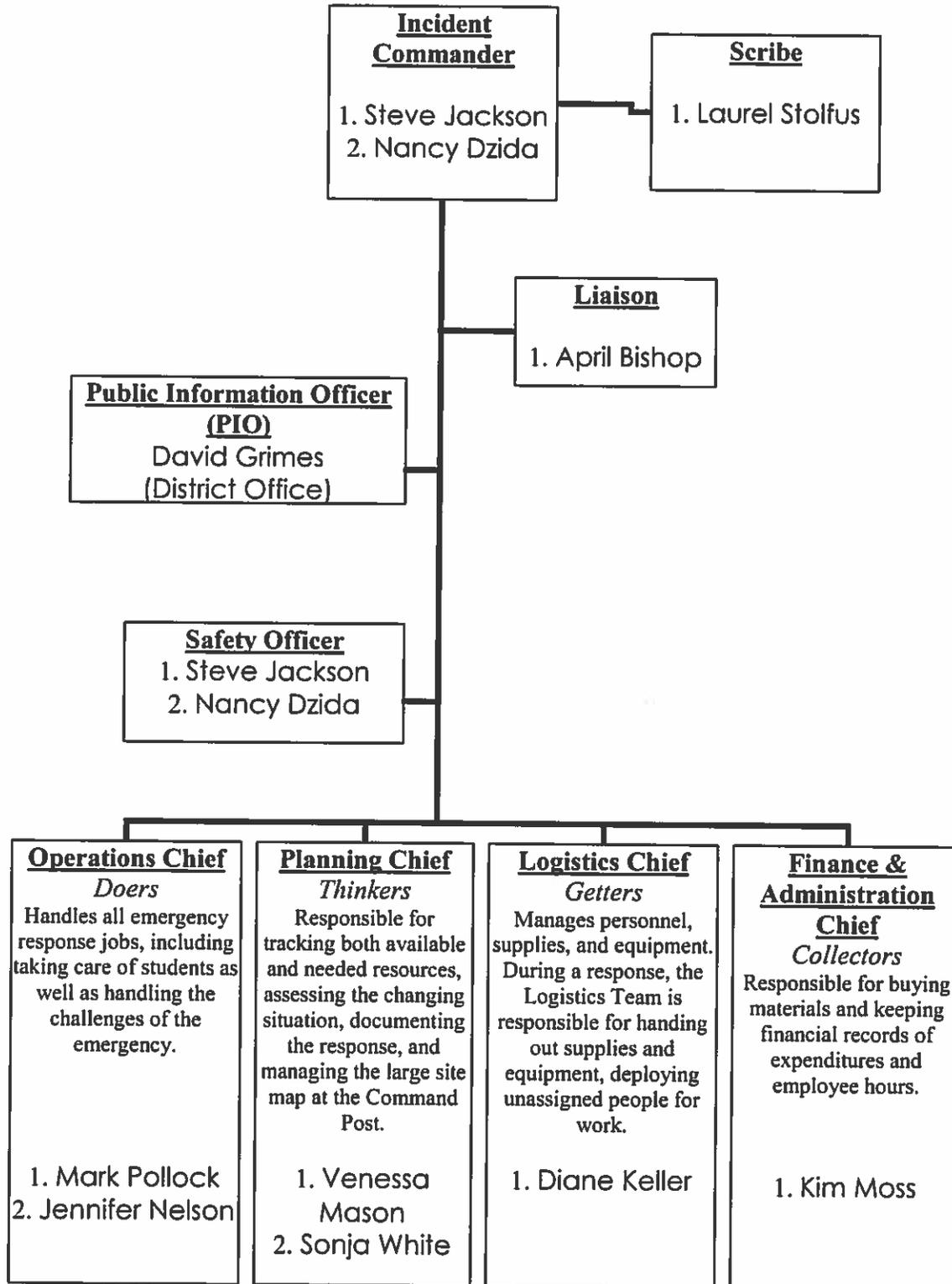
Part 1		Crisis Management	
Section 1	Incident Command System	4	
Section 2	Staging Areas.....	12	
Section 3	Lockdown Procedures	13	
Section 4	Evacuation Procedures.....	16	
Section 5	Student Release Procedures	19	
Section 6	School Partnerships.....	21	
Section 7	Resources	22	
Section 8	Communications	24	
Section 9	Crisis Phone Directory	25	
Section 10	Letters Home	26	
Section 11	Aftermath	30	
Section 12	Training and Updating	31	
Part 2		Crisis Readiness	
Section 1	Activity in the Vicinity.....	32	
Section 2	After Hours Crisis Procedures	33	
Section 3	Bomb Threat	34	
Section 4	Bus Accident	39	
Section 5	Chemicals/Biohazard/Gas Odor.....	40	
Section 6	Death/Suicide.....	41	
Section 7	Earthquake	42	
Section 8	Fire/Explosion	44	
Section 9	Flood	46	
Section 10	Gas Odor	47	
Section 11	Hostage Situation	48	
Section 12	Hostile Visitor	50	
Section 13	Kidnapping/Attempted Kidnapping	52	
Section 14	Medical Emergency	53	
Section 15	Missing Student	66	
Section 16	Public Demonstration	68	
Section 17	School Site as Mass Care and Welfare Shelter	69	
Section 18	Severe Weather.....	71	
Section 19	Shooting/Stabbing	72	
Part 3		Site Action Plan	
Section 1	District and Site Mission Statements.....	73	
Section 2	Description of School Climate	74	
Section 3	School Climate Goals.....	75	
Section 4	Description of Physical Environment	77	
Section 5	Physical Environment Goals.....	80	
Section 8	Signature Sheet.....	82	
Part 4		Appendices	
Appendix A	Staff's Classroom Telephone Numbers.....	83	
Appendix B	Utility Shut-off Map.....	85	
Appendix C	Classroom Evacuation Map	86	
Appendix D	Off Site Evacuation Map	87	
Appendix E	Emergency Operations Center (EOC) Form	89	
Appendix F	Child Abuse Reporting Law	90	
Appendix G	Child Abuse Reporting Form.....	95	
Appendix H	Uniform Complaint Procedures	96	
Appendix I	Suspendable Offenses	98	
Appendix J	Procedures to Notify Teachers of Dangerous Pupils	99	
Appendix K	Hate Crime	100	
Appendix L	Nondiscrimination/Harassment.....	101	
Appendix M	Site Dress Code, if includes "gang-related apparel"	102	

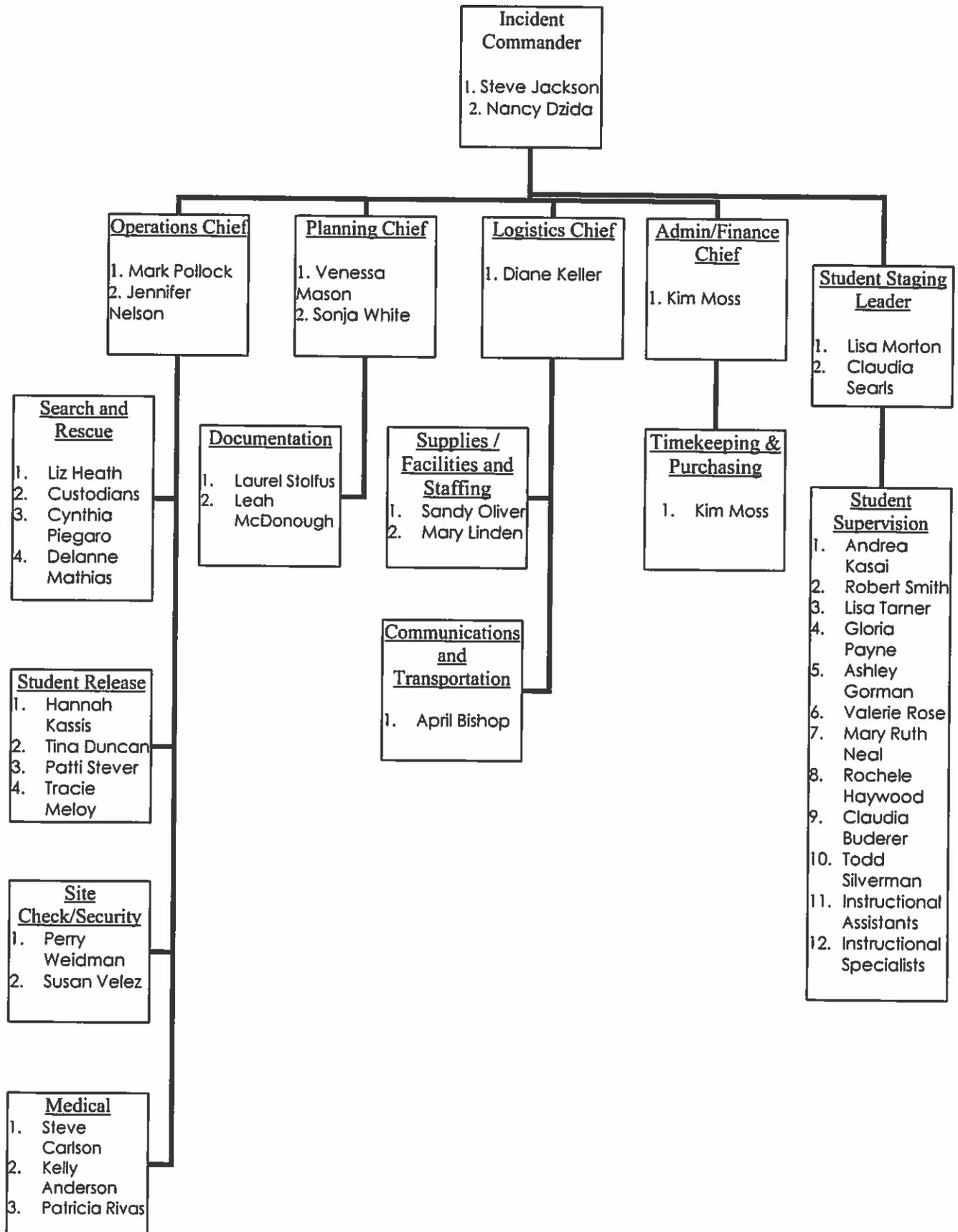
PART 1 CRISIS MANAGEMENT

SECTION 1 INCIDENT COMMAND SYSTEM

The Incident Command System (ICS) is a nationally recognized organizational structure that provides for role assignment and decision-making while planning for and reacting to critical incidents of all types. Implementing ICS will allow for all school personnel to know their area of responsibility during a crisis and to plan and practice the management of their specific role. This type of delegation limits the number of functions under any one manager, allowing each person to focus on just one or two aspects of the incident. These managers then provide information to the incident commander (principal) and help that person make informed decisions. Using this type of organizational system during a critical incident creates clear communication channels that will help limit the chaos and uncertainty associated with emergency incidents. Plans can be made, policy established, and training conducted well in advance of any emergency incident. This type of forward thinking will be needed during a critical incident and is a key component to a school being properly prepared.

Dudley Elementary School Incident Command System





Incident Command Descriptions

Incident Commander: The Incident Commander is the overall leader during an emergency incident. This person is normally the principal or assistant principal of the school. The Incident Commander makes decisions based on the information and suggestions being provided from the Liaison and ICS Section Chiefs.

- Assume Command
- Establish the Command Post
- Conduct briefings of the Command Staff
- Identify level of threat by assessing situation
- Set specific objectives and direct development of incident action plans
- Direct protective actions to stabilize the school
- Activate and oversee ICS functions
- Establish Unified Command with responding agencies
- Update EOC as situation evolves
- Approve information to send to the EOC for media briefings
- Set objectives for resumption of normal activities
- Maintain an activity log (scribe) and oversee action reports

Admin/Finance Chief

- Report to Command Post if directed to do so; otherwise, provide finance duties as secondary duty
- Keep an envelope or box for all receipts and overtime cards
- Provide a cost-accounting update for the IC as requested
- Maintain an activity log (scribe) and write after-action report
- Check attendance for that day for both students and adults

Logistics Chief: The Logistics Chief manages the team and reports directly to the Liaison. This team is responsible for obtaining any needed resource, communication, food and water, and transportation.

- Report to Command Post (immediately or upon handing off students)
- Participate in briefing sessions, helping to identify required resources and personnel or advising of their availability
- Provide equipment, supplies, personnel, busses/cars as required by Operations
- Establish and maintain communications (radios, bullhorns, etc.)
- Stage resources (or Team Leaders) so they are readily available
- Coordinate and re-assign staff to other teams as needed by Operations
- Maintain a visible chart of available resources as a reference for Ops and the IC Team
- Provide food and water as needed (and available) for staff and students
- Maintain an activity log (scribe) and write after-action report

Operations Chief: The Operations Chief manages the members of the Operations Team. The Chief reports directly to the Liaison. This group, referred to as the “Doers”, performs the “hands on” response.

- Immediately report to Command Post
- Supervise and direct activities of all groups assigned to Operations through the Team Leaders
- Identify alternate staging areas as needed (to IC and Logistics)
- Identify alternate resource requirements (to IC and Logistics)
- Deploy resources
- Make changes as necessary to action plan based upon reports from group leaders and Planning Chief
- Update IC and IC Team with status reports
- Maintain an activity log (scribe) and write after-action report

Planning Chief: The Planning Intelligence Chief will report directly to the Incident Commander and may stay with the Incident Commander throughout the crisis. This team will gather information to assist with medium/long-range planning related to the ongoing incident and school recovery issues. They will arrange for recovery/aftermath resources so that there is no gap between the end of the incident and necessary support/ services.

- Report to Command Post (immediately or upon handing off students)
- Collect EOC forms and develop a briefing on incident size and scope for IC Team.
- With Ops, gather incident information and updates from team leaders.
- Send and supervise runners, if needed, to gather incident information
- Share information needed for decision making with IC Team
- Prepare estimates of incident escalation or de-escalation for IC Team
- Report to Safety any conditions that may cause danger
- Maintain an activity log (scribe) and write after-action report

Communications: This person will work to ensure that a communication system is in place (phones, walkie-talkies, etc). They will communicate crisis progress or changes within the site and with District Office.

Documentation: This person will collect, evaluate and document information about the development of the incidents and the status of resources.

Liaison: The liaison is the link between the Incident Commander and the Section Chiefs. The liaison may provide general information to the Incident Commander but does not make command decisions. The liaison is also the contact person/link for other community agencies, such as local police and fire departments.

Medical Team: Members of this team will take roll with their own class, send in their EOC form, and then ask a supervising teacher to watch their students. They

will then report directly to the Team Leader in a pre-determined First Aid Staging Area and organize first aid supplies. The medical area should provide privacy for the injured and easy access for cars used to transport people with major injuries.

If necessary, Medical Team members will take medical supplies and report to classrooms where injuries are being reported by Search and Rescue. They will stay in communication with Operations Chief via radio.

The Medical Team will use the First Aid and START to provide treatment and continue to prioritize injuries. Students with minor injuries can be walked to the medical area for first aid treatment. The Medical Team will determine if a student needs to be transported to the hospital. Written records must be kept of any students who are to be transported. If a transported student's name is not known, use a cell phone to take a photo of that student and document where he/she was transported to. Also, get the name of the ambulance company and the badge # of the ambulance personnel.

Off-Site Evacuation Coordinator: The duties of this position focus on organizing the off-site evacuation location during an emergency situation. This includes planning the movement of the students to the location and assisting with accounting of the students once they are moved. Many aspects of this assignment involve planning for the use of a location and planning the evacuation route to safely move the students. When organizing an evacuation, consider the special needs students and plan for how those students will be moved and what assistance will be required.

Scribe: The scribe will take roll with their own class, send in the EOC form, and then ask a supervising teacher to watch his/her students. The scribe then reports to the Command Post. The scribe stays with the Incident Commander at all times. The scribe will maintain a written record of the incident including actions taken, actions reported to the Incident Commander, time, names, dates, etc.

Search and Locate: This team is responsible to "sweep" the bathrooms, hallways, and other areas for students, visitors, and staff. This team may need to search for unaccounted for people. Emergency responders will perform any major rescue efforts if necessary. Members will take roll with their own class, send in their EOC form, and then ask a supervising teacher to watch their students. Search and Rescue Team members should report to their Team Leader in a pre-determined location. It may be near (but not in) the Command Post or by the Student Staging Area. The Operations Chief will direct the Team Leader as to the location of the missing or injured. Room by room searches are not conducted by Search and Rescue until after they have gone to all the rooms with known problems and then only if it is deemed safe to do so. As Search and Rescue teams (2 each for safety) proceed, they should check back in with the Team Leader to report

progress and/or need for additional help. The Team Leader reports progress/needs to the Operations Chief.

Site Check/Security Team: Members of this team will take roll with their own class, send in their EOC form, and then ask a supervising teacher to watch their students. The Team Leader will report to the Operations Chief and then, if it is safe, send the team to check on utilities, etc. The Site Check/Security Team will notify the utility companies of a break or suspected break in utilities. The team will then proceed to the entrances where public safety and/or parents may arrive and help direct people to the Command Post or Student Reunification Areas. If neighbors arrive, the team should direct them to help support Traffic Control.

A violent crime or other situation near a school may require that the school staff take steps to quickly secure the school from outside intruders. This will involve developing specific assignments for school personnel during such an emergency and creating a check system to make sure the school is secure. This person would then act as a liaison with the agency handling the local event.

Situation Analysis: The person in charge of situation analysis will provide ongoing analysis of situation and resources status - *What if...*

Staffing Assignment Coordinator: The role of this position is to use available personnel to assist with carrying out the core functions associated with an incident. Any teacher not assigned students during an incident and any school personnel arriving at the incident should directly report to this person. Working closely with the Incident Supervisor, the person will direct staff to the areas that need assistance. Those responsible for organizing the various areas will coordinate with this person in requesting manpower during the incident. This person will keep a roster of assignments and manpower needs and make requests of administrative offices when needed.

Student Release a.k.a. Parent Reunion Coordinator: This team will supervise the release of students. They will document the persons picking up students. They must record the time, signature, and where they will be taking the student. Pictures of each child with the adult picking them up may be useful. Members will take roll with their own class, send in their EOC form, and wait to be called up. Before parents begin arriving, the Team Leader will begin setting up the Reunification Center, with support if needed, in a predetermined location. They will gather information regarding attendance from the Admin/Finance Team. When parents begin arriving, the Team Leader will call up the rest of the team and notify the Operations Chief. As more parents arrive, more teachers and classified staff will be assigned to this staging area. Students will be re-assigned to other Supervising Teachers. If evacuating the site, before leaving the school grounds, the Student Release Team will post a notice on the front door informing

parents where to pick up their children. If the front door is no longer there, the notice will be placed on the flagpole.

Student Supervision Team: This team supervises all students unless otherwise assigned. Other teachers who have designated responsibilities that take them away from their class will be reporting to a member of the Student Supervision Team before they leave their class in his care. This team will be working closely with the Student Release Team to make sure that students do not leave until their parent or adult has signed them out from the release area.

Supplies/Facilities: This person will locate and provide facilities, equipment, supplies and materials as needed.

Timekeeping & Purchasing: This person will maintain accurate records of staff hours and of purchases.

Transportation: The school staff member responsible for organizing this operation works with the district Transportation Department to coordinate the arrival of buses and the loading of students onto the proper bus. Responsibilities for this person include: arranging for buses, supervising loading and moving of buses, and arranging alternative forms of transportation as needed. The Operations Chief will direct the team to move students off campus, if necessary.

SECTION 2 STAGING AREAS

Indoor Command Post:

- 1. Main Office**
- 2. Library**

Outdoor Command Post:

- 1. Benches on side of M-4**
- 2. Gazebo behind multi-purpose room**

Triage Area:

Blacktop in front of M-9 – M-12

Parent Reunification Area:

School Parking Lot

Bus Staging Area:

Aztec Way

Media Staging Area:

Something Extra Pre-School Parking Lot

Off-Site Evacuation Location:

SECTION 3 LOCKDOWN PROCEDURES

The school lockdown procedure serves many functions during an emergency situation:

- When a lockdown is initiated, the majority of students and teachers will be taken away from the threat.
- The dangerous situation can be isolated from much of the school.
- Accounting for students can accurately take place in each classroom.
- Depending on the situation, an organized evacuation can take place away from the dangerous area.

In addition to an onsite emergency, lockdown procedures can be modified for use during a local incident in which the school population is not in direct danger. A local incident might be a sheriff or fire event nearby or an injury on school grounds that requires limiting student movement in the area.

When a lockdown is announced, several steps should take place. Someone must be assigned to the dangerous situation or area to ensure students and staff do not enter the area. Immediate notification should be made to the 911, fully explaining what is known at that time. The bells must be held and instructions to ignore the fire alarm should be given.

When ordering a lockdown, the following announcements should be made and repeated several times:

A) Classes in progress (not during lunch)

"Teachers, please secure your students in your classrooms immediately. All students report directly to your classrooms and ignore any fire alarms."

B) Class change in progress

"Teachers and students, it is necessary to begin a lockdown of classrooms. All students report directly to your next assigned class and ignore any fire alarms."

C) Lunch is in session

Add the following to either announcement:

"Students in the cafeteria, follow the instructions of the staff in the cafeteria."

Unassigned teachers should ensure that students in hallways are placed in classrooms immediately. Staff members should check restrooms and other areas where students may be found. If students are found and are not close to their classroom, students should go into the closest occupied classroom. Then teachers should stay in a locked room and notify the office of their location.

During a lockdown, special attention should be given to the areas of the school where numerous students are gathered in an unsecured environment, such as the

cafeteria, auditorium, or library. Arrangements should be made so that students in these areas can be moved to nearby locations that can be secured.

When a teacher with a class hears one of the lockdown announcements he or she should follow these directions:

1. Lock the classroom door immediately.
2. Keep all students sitting on the floor, away from the door and windows.
3. Use caution and discretion in allowing students entry into the classroom.
4. Advise the students that there is some type of emergency but you don't know what it is.
5. Take attendance and prepare a list of missing students and extra students in the room. Prepare to take this list with you when you are directed to leave the classroom.
6. If there is a phone in your classroom, do not use the telephone to call out. Lines must be kept open, unless there is an emergency situation in the classroom.
7. Ignore any fire alarm activation. The school will not be evacuated using this method.
8. Project a calm attitude to maintain student behavior.
9. When or if students are moved out of the classroom, assist them in moving as quietly and quickly as possible.
10. Remain in the room until a member of the Crisis Management Team comes to the room with directions, or a sheriff arrives with directions.

Teachers should be aware of the emotional response some students may have to a lockdown situation. For example, teachers could prepare for frightened students vomiting by keeping plastic bags and cleaning supplies available in the classroom. Another idea is to keep a supply of gum, mints, or hard candy in each room to help relax students.

Depending on the grade level, students will ask many questions that teachers will not be able to answer. Being familiar with the lockdown procedures and the role of the ICS will provide a better understanding of what is taking place and what can be expected.

As a lockdown is taking place, the Incident Command Team should ensure that several functions are taking place. Depending on the situation, the school may need to be completely secured from the inside. This will require specific individuals being assigned to lock any open doors. Notifications will continue to be made to school administration and possibly the sheriff department if the sheriff has not arrived on the scene. Any known injuries should also be reported to the administration, who will relay that information to the sheriff.

Communication via school radio is permissible as long as the incident does not involve an explosive device or a suspect in possession of a radio or scanner. The

sheriff liaison member of the Incident Command Team should be prepared to gather all known information and respond to the first arriving sheriff personnel and brief them on the situation.

Once a lockdown has been started, wait for the sheriff department to arrive before arranging for evacuation of the school. This will allow for a more secure environment during the evacuation and assist the sheriff if a tactical operation is necessary.

Special areas of concern:

Special attention should be paid to the playground area of each school. Teachers must be able to hear the lockdown announcement and an alternate lockdown location must be identified. This location can be indoors or outdoors, if students can be safely hidden on the playground. In either case the lockdown location must be determined during initial crisis planning and the information should be clearly communicated to all staff members.

SECTION 4 EVACUATION PROCEDURES

General Evacuation

Evacuation decisions are very incident-specific. If the release occurs slowly, or if there is a fire that cannot be controlled within a short time, then evacuation may be the sensible option. Evacuation during incidents involving the airborne release of chemicals is sometimes necessary. If a general evacuation is ordered, the school population will be sent home, to the off site evacuation location, or to another location. Students are evacuated by walking or on school busses. If the school has been evacuated, the response personnel will need to decide when it is safe to return. They will need to verify data collected by the monitoring crews and consider the advice of the health officials concerned.

Evacuation of School Grounds

In the event the school cannot be occupied following an evacuation, it may be necessary to evacuate the school grounds. We will evacuate to the off site evacuation location.

The principal will call the Superintendent. Before leaving the school grounds, the Student Release Team will post a notice on the front door informing parents where to pick up their children. If the front door is no longer there, the notice will be placed on the flagpole.

During evacuation, the students will walk quickly, quietly, and in single file. If busses are available, students will board {insert location}. When releasing students to the care of parents or other adults, refer to the section entitled, "Release of Students to Parents".

School Evacuation Instructions

Exit the Building

- Go to the designated assembly area.
- Immediately upon hearing the fire alarm signal or instructions to "leave the building" over the intercom, students, faculty and others in the building shall evacuate the building via prearranged evacuation route quickly, quietly and in single file. The last person out of the room shall pull the door closed, but will not lock it. All will proceed to the designated assembly area.

Teachers

- Take class lists, red/green cards and student emergency card.
- Make special provisions to assist handicapped students.
- Exit the building through assigned exit or nearest unblocked exit.
- Lead the class out of the building to pre-designated area at least 500 feet from building. Area must be free from hazards such as overhead power lines, gas lines and motor vehicle traffic.

- Take roll and report any missing students (by name) to the Student Supervision Leader at pre-designated location away from building.
- Necessary first aid should be performed.

Students

In homeroom class

- Leave all personal items in classroom.
- Follow their teacher and exit in a quiet and orderly manner.

NOT in homeroom

- Leave all personal items in classroom.
- Exit with their supervisor, or if alone, exit the nearest unblocked exit.
- Remain with the class with which they exited until it is deemed safe for the student to return to his/her regular class.

At recess / break

- During recess, students should go to their assembly area.
- Students should go to the assembly area of the next class on their schedule.

Staff Not Assigned To Classrooms

- Will follow as directed in the Incident Command System.
- Assist as directed by principal or designee.

Principal or Designee

- Report any missing persons to emergency response personnel.
- If building is determined to be safe to re-enter:
 - Determine WHEN it is safe to re-enter
 - Notify teachers by all clear signal or runner. DO NOT USE FIRE ALARM SIGNAL for re-entry.
- If building is unsafe to re-enter, evacuate the school site, using predetermined plan.

Instruct teachers to:

- Release students to responsible adults using predetermined procedure.
- Students will exit school grounds to the blacktop/field either to board busses or to walk to {insert location}.

Evacuation of Students with Disabilities

Students with sensory, developmental, cognitive and mobility disabilities will have evacuation protocol in place that meets the requirements of their Individualized Education Plan, their Health Plan and/or Americans with Disabilities Act requirements. During an evacuation:

- A pre-designated staff member will assist with the evacuation.
- The staff member will describe the situation and actions to be taken in advance of beginning the evacuation procedures.
- The staff member will use facial expressions and hand gestures as clues when describing the procedures.
- The staff member will give one direction at a time during the evacuation.
- The student will never be left unattended.

Exit Route

An emergency exit route will be posted in the classroom beside the door. All who use this room should be familiar with the fire evacuation route as it applies to that room. When you have a substitute, make sure they are aware of where this map is located and that the roll sheet and student emergency information must be taken with them during the drill.

SECTION 5 STUDENT RELEASE PROCEDURES

Early Dismissal

The ultimate responsibility for the student's safety from the school to home in cases of emergency lies with the parent or guardian. Parents should work through community emergency preparedness groups to make preparations for the safety of their own children.

If an emergency occurs during the school day, and it is believed advisable to dismiss school, students will be provided shelter and supervision at the school as long as deemed reasonable by the principal.

The school will proceed on the basis that there will be no bus transportation or telephone communication. School will not be dismissed early unless school authorities have been assured by local emergency authorities that routes are safe for student use.

Follow the "Release of Students to Parents" plan.

Release of Students to Parents

Each teacher will have a copy of the student emergency information and a list of students on a clipboard. The adults listed on this card will be the only adults the students will be released to. Any other adult showing up may stay with the student, but he/she will not be permitted to leave with them. This clipboard is to remain with the teacher during any building evacuation exercise including a fire drill.

Prior to the approved adult taking the student, a release form must be filled out and signed. (See student release form.)

Teachers must stay with the students until all their students are picked up and/or the principal or his/her replacement approves of their leaving.

STUDENT RELEASE FORM

Date _____ Time _____

Student _____

Teacher _____

Room # _____ Grade _____

PERSON CHECKING OUT STUDENT: _____

Signature _____

STUDENT RELEASE FORM

Date _____ Time _____

Student _____

Teacher _____

Room # _____ Grade _____

PERSON CHECKING OUT STUDENT: _____

Signature _____

STUDENT RELEASE FORM

Date _____ Time _____

Student _____

Teacher _____

Room # _____ Grade _____

PERSON CHECKING OUT STUDENT: _____

Signature _____

SECTION 6 SCHOOL PARTNERSHIPS

Off Site Partnership

SECTION 7 RESOURCES

Staff List/Special Skills

Staff Emergency Information

Staff Member	Phone Number	Health Concerns	Special Skills
SDC			
Smith, Robert			
Rose, Valerie			
Kindergarten			
Dzida, Nancy			
Kasai, Andrea			
Tarner, Lisa			
1st Grade			
Anderson, Kelly			
Morton, Lisa			
Skogebo, Terri			
2nd Grade			
McDonough, Leah			
Nelson, Jennifer			
Payne, Gloria			
Velez, Susan			
3rd Grade			
Oliver, Sandra			
Plegaro, Cynthia			
Pollock, Mark			
Stolfus, Laurel			
4th Grade			
Carlson, Steve			
Linden, Mary			
Searls, Claudia			
5th Grade			
Meloy, Tracie			
Mary Ruth Neal			
Weidman, Perry			
6th Grade			
Gorman, Ashley			
Kassis, Hannah			
Mathias, Delanne			
White, Sonja			

Staff Member	Phone Number	Health Concerns	Special Skills
Other Certificated			
Druliner, Barbi			
Grimes, David			
Haywood, Rochele			
Jackson, Steve			
Jensen, Carin			
Keller, Diane			
Mason, Venessa			
Silverman, Todd			
Classified			
Bishop, April			
Buderer, Claudia			
Caton, Becky			
Davis, Linda			
Duncan, Tina			
Glass, Kitty			
Heath, Liz			
Kelly, Kim			
Kraft, Laura			
Moss, Kim			
Nevarez, Hilda			
Palavivatana, Jimmy			
Renger, Victoria			
Rivas, Patricia			
Sharma, Christina			
Stever, Patti			
Stevens, Dorothy			
Tongol, Efren			
Wiley, Rebecca			
Zakharchuk, Petr			

SECTION 8 COMMUNICATIONS

It is likely that the public address system will be operational in most emergencies during which inside-the-building announcements need to be made. If it's not, communication will be by messenger(s) from the office to each teacher.

Communication between the custodial staff and the office staff will be by radio. One radio shall be assigned to each of the following people:

Principal
Secretary
Day Custodian
Night Custodian
Noon Duty Aide
Resource Teacher
Counselor
Operations Chiefs
Planning Chiefs
Logistics Chiefs
Incident Commanders

Telephone Communication

1. The school telephones may NOT be used by ANY person for outgoing calls of any kind during an emergency, except when authorized by the principal.
2. Appropriate authorities will be notified including 911, Twin Rivers Police Department, and the Superintendent.

SECTION 9 CRISIS PHONE DIRECTORY

- Sheriff/Fire Department: 911
- Twin Rivers Police Department: (916) 566-2777
- Poison Control Center, UCD Medical Center:(916) 734-3692
- Citizens Utilities (Water): (916) 568-4200
- SMUD (Electricity): (916) 456-7683
- PG&E (Gas): (916) 743-5000
- Superintendent's Office: (916) 338-6409
- Maintenance, Operations, Transportation (MOT):
 - Craig Deason, Assistant Superintendent: (916) 338-6337
 - Carol Surryhne, Assistant Superintendent's Secretary: (916) 338-6337
 - Kim Rogers, Staff Secretary: (916) 338-6417
- Child Protective Services (CPS): (916) 875-5437
- Dudley Elementary School: (916) 338-6470
- North Country Elementary School: (916) 338-6480
- Oak Hill Elementary School: (916) 338-6460
- Spinelli Elementary School: (916) 338-6490
- Wilson C. Riles Middle School: (916) 787-8100
- Center High School: (916) 338-6420
- McClellan High School: (916) 338-6445
- Antelope View Charter School: (916) 339-4690
- Global Youth Charter School: (916) 339-4680

SECTION 10 LETTERS HOME

The letters on the following pages shall be provided to families at the beginning of each school year.



Center Joint Unified School District

8408 Watt Avenue • Antelope, CA 95843-9116
(916) 338-6413 • Fax (916) 338-6322

BOARD OF TRUSTEES

Nancy Anderson
Jeremy Hunt
Kelly Kelley
Delrae M. Pope
Donald E. Wilson

Established 1858

SUPERINTENDENT

Scott A. Loehr

CJUSD Disaster Procedures

Dear Parents/Guardians:

Please review the following information regarding school and parent responsibilities for emergency school closure. Please help us to be efficient and helpful in caring for your child.

We have developed an emergency preparedness plan that outlines a variety of situations including fire, bomb threat, earthquake and the possibility of evacuation due to an unforeseen emergency. We would like parents to be advised as to what to expect while their children are in school. The following procedures will be implemented in case of an emergency:

1. In case of a fire alarm, students will be evacuated from the building. In the event of an actual fire that requires evacuation, students will be evacuated to the off-site location indicated in Part 1 Section 2: Staging Areas section of this document. If possible, notification will be sent to parents through the automatic dialing system; otherwise, parents will be informed by school officials during or after the evacuation.
2. If an emergency evacuation occurs before parents can be reached, a notice will be left on the office door informing parents where to find their children. Only parents or adults listed on the emergency information cards will be permitted to pick up students. Please make sure the information on the emergency card includes everyone you would permit to pick up your child. Bused students will only be returned home during regular times and only if it is deemed safe.
3. If there is an earthquake, students who are indoors will be kept inside until quaking stops. Students will then be evacuated from the building. Students who are outside will be directed to an open area free from hazards. If there is too much damage to use the school as shelter, see number 1.
4. Floods, power outages, severe storms or any other disaster will normally result in students being held at school in regular classes until the usual departure time or sent home as in number 2.
5. Parents should discuss the above information with their children and assure them that school personnel will care for them just as they do each day, until they can be re-united with parents.

As the new school year starts we would like to remind you that this is a good time to go over the following information with your children:

1. Practice and review emergency plans, meeting places and emergency telephone numbers regularly with your children.
2. Each year make your child's teacher aware of his/her health or physical needs that would require special action or supplies during an emergency. Make sure the office has a supply of vital medication on hand.
3. Make sure your student's information card has the name, address, and phone number of anyone you want to pick up your child during an emergency. Students will NOT be released to ANYONE not listed on this card.
4. Make sure your child is familiar with the people he/she may leave with and that they know that it is OK to leave with them in the event of an emergency.
5. Be aware that you may not be able to get to your child in the event of a large-scale emergency if you work a great distance from your child's school. Be aware that the person picking up your child may have them for several hours or even days.

If you have any questions about these procedures, please contact the school office. Thank you for your cooperation in this very important matter.

Sincerely,

Principal



Center Joint Unified School District

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SUPERINTENDENT

Scott A. Loehr

Snack Request

Dear Parents:

As part of our disaster preparedness program we ask that each child's family prepare a snack-pack to be kept at school. In the event of major disaster which might delay you from picking up your children from school, this pack will provide a source of nourishment and comfort. Please involve your children in putting together this pack and share a short explanation of its potential use. Have your child bring the bag to his/her classroom the first week of school.

In a heavy-duty 1-gallon ZIP-LOCK bag, place the items listed below:

- (1) can of fruit drink (*no pouches, no boxes because they leak*)
- (1) bottle of water
- (3) small non-perishable snack packages – please choose commercially vacuum-packed items such as beef jerky, a granola bar, a fruit roll-up, cheese and crackers or a small pull-top can of fruit with a plastic spoon
- (1) small packet of wet wipes
- (1) note of reassurance and a small picture, as these may be a source of comfort in the event of an emergency and extended separation

Please do not send items that need to be refrigerated. Items that are perishable or need to be refrigerated will be sent back home with the student.

Please make sure the bag is marked clearly with your child's name, grade, teacher and room. Packs will be returned to students at the end of the school year.

Having these supplies on-site will better enable us to care for the students in an actual emergency, and they will also be a source of comfort to them. Your child will not be permitted to take something from the kit if s/he forgets a snack or wants a drink. The kits are for true emergencies only.

If you have any questions about this program, please contact the school office. Thank you for your cooperation in this very important matter.

Sincerely,

Principal

"Respecting our traditions, while embracing new ideas"

SECTION 11 AFTERMATH

Counseling

The need for a proactive counseling program can not be overlooked. Many dangerous situations can be avoided with early intervention by trained professionals. Available resources should be identified and used on a regular basis when the first sign of depression, anger, or other alarming changes in a student is observed. During a crisis, the CMT member responsible for counseling must quickly organize a counseling program to help students, parents, faculty, and the community heal from the incident. Counselors at the effected school may handle some incidents, while other incidents could easily require the cooperation of many services. Identifying resources within the school system, county, and community should be planned and well organized before a crisis occurs.

SECTION 12 TRAINING AND UPDATING

Drills

The principal shall hold fire drills monthly and intruder alert and earthquake drills each trimester to ensure that all students, faculty members, and others are sufficiently familiar with such drills that they can be activated and accomplished quickly and efficiently. These drills shall be held at both regular and inopportune times to take care of almost any situation. Everyone in the building, including other employees, all office workers, all lunch workers, all custodial staff, and visitors must obey the instructions in the room or area they occupy when the alarm is sounded. Drills will also be carried out for quick evacuation of the multi-purpose room. The school secretary will be responsible to notify Sacramento Fire Department and Twin Rivers Police Department as necessary.

Once yearly, a full scale disaster drill will be held to give the staff an opportunity to fully implement the Incident Command System.

Training

The staff has participated in the following trainings:

- Arson Prevention (every other year – odd years)
- Bloodborne Pathogens for School Employees (every other year – even years)
- Code Red Lockdown Training (annually)
- CPR Training (every other year – even years)
- NIMMS/ICS video (discuss components annually, can watch video every other year)
- Mandated Child Abuse Reporter Training (annually)
- Triage Training (every other year – odd years)

* The Power Point Presentations on the Schools Insurance Authority website can be used in lieu of their videos. In either case, sign in sheets must be used.

PART 2 CRISIS READINESS

SECTION 1 ACTIVITY IN THE VICINITY

Upon notification of a dangerous situation near the school, several steps should be taken to protect the school population from the incident.

- Obtain as much information about the incident as you can. The Sacramento County Sheriff's Communication Center will be able to provide an overview of the incident. Call (916)874-5115.
- Convene a meeting of the Incident Command Team and discuss the situation and/or recommendations from the sheriff or fire department.
- Bring classes being conducted in trailers into the school.
- Secure the school building, if necessary.
- Coordinate with team members and faculty to ensure all doors are secured and post lookouts inside the school who can alert you to approaching danger.
- Notify the District's Central Office.
- Assign sheriff and fire liaison member of Incident Command Team to monitor situation and provide updates as needed.
- Prepare for possible lockdown or evacuation depending on the situations. Follow sheriff or fire guidance.
- If sheriff or fire have not resolved the situation by dismissal time, plans will need to be made to alter or delay dismissal of students and transportation should be contacted with information.
- Informational letter for parents should be developed in conjunction with district office and sheriff or fire officials.

SECTION 2 AFTER-HOURS CRISIS PROCEDURES

Train custodians on what role they should take during after-hours events. Ensure that custodians have access to the Twin Rivers' Police Department phone number at all times. Also, ensure that custodians carry a phone so they may be communicated with if a crisis occurs.

An After Hours cover page has been provided with the CJUSD "Facilities Use Agreement." This document asks the facility user to meet with the site administrator to discuss the location of the safety plan and to review the "Crisis Management" and "Crisis Readiness" sections of the plan. In addition, facility users must indicate with their signature that they have received and read the CJUSD Emergency Procedures poster, which is posted in all rooms at all sites. Outside facility users must have their copy of the Emergency Procedures with them at all times when using district facilities.

SECTION 3 BOMB THREAT

Because an explosive device can be controlled electronically, school radio usage should not take place inside the school during a bomb threat since radio waves could detonate the device accidentally. Radio usage can resume 300 feet away from the building, allowing for communication from the evacuation staging area. Cell phones should also not be used.

Bomb Threat Procedures

I. Office Personnel

- a. If the threat is made by any means other than telephone, immediately notify an administrator.
- b. If the threat is made by telephone, the person receiving the call is to do the following:
 - i. Mentally form a picture of the caller - is the caller male or female? Juvenile or an adult? Does the voice sound familiar? If so, who? As soon as possible, indicate your impressions on the Bomb Threat Form.
 - ii. Ask the caller three questions, in this order:
 1. When is the bomb going to explode? (The caller may or may not respond to this question. If the threat is real, chances are he/she will say something. If the caller just hangs up without any comment to your questions, the chances are great that it is a prank call.)
 2. Where is the bomb located? What kind of bomb is it? (If the caller responds to these questions, he/she will probably lie, but it will keep the caller talking and give you more time to identify him/her.)
 3. Why are you doing this? Where are you now? (The caller's answer to these questions will give you a clue as to whether or not it is a real threat. If he says he wants money, or is representing some group or organization, the chances that it is a real threat are increased. In no event suggest a reason to him by asking something like, "Do you want money?" Let the caller provide the reason.)
 - iii. Note the time the call was received and immediately notify the principal or designee.
- c. Call the Sacramento County Sheriff (911) and ask for a sheriff's unit to be dispatched to the school.

II. Administration

Make a judgment as to the validity of the threat, and react in the following manner whether or not you believe this to be a prank:

- a. Notify teachers to evacuate their rooms by announcing the bomb threat. All students should be at least 500 ft. away from the building.
- b. Wait for the sheriff's unit to arrive. Assist the officers as needed.

- c. Provide a designated employee(s) to assist law enforcement in search of suspicious objects on school grounds.
- d. Administrator must determine if students will need to evacuate the school grounds if no suspicious item is found.
- e. Maintenance, Operations, & Transportation will be called to provide busses for students, if necessary.

III. Teachers

- a. Upon receiving the notice to evacuate, have your students assemble outside your classroom in an orderly manner and wait for you.
- b. Students should take their backpacks with them.
- c. Check your room before you leave for anything out of the ordinary. Take a 360-degree sweep from eye level to floor and if you see anything suspicious, report it to an administrator.
- d. Keep your group together and walk with them to the field. Take your roll sheet and emergency information and call roll when you get there. Get your group together in an orderly manner and stay with them. You will probably be there for awhile, so take your time with these tasks and make sure students obey you perfectly.
- e. When you hear the all clear signal (announcement over the intercom or on the bullhorn) return to your classroom in an orderly manner.

IV. Custodians, Cooks, and other Classified Employees

- a. Check your work areas. Do a 360 degree visual check of your room(s) as described under "Teachers" above.
- b. Assist Administration as needed.

BOMB THREAT FORM

RECEIVING A BOMB THREAT

INSTRUCTIONS:

Be calm and courteous: LISTEN! Do not interrupt the caller. Quietly attract the attention of someone nearby, indicating to them the nature of the call. Ask the questions in the order they are listed. Complete this form as soon as the caller hangs up and the school administration has been notified.

Exact time of call: _____

Exact words of caller:

Questions to Ask

1. When is the bomb going to explode? _____
2. Where is the bomb? _____
3. What does it look like? _____
4. What kind of bomb is it? _____
5. What will cause it to detonate? _____
6. Did you place the bomb? _____
7. Why? _____
8. Where are you calling from? _____
9. What is your address? _____
10. What is your name? _____

Caller's Voice (Circle):

Calm	Disguised	Nasal	Angry	Broken
Stutter	Slow	Sincere	Lisp	Rapid
Giggling	Deep	Crying	Squeaky	Excited
Stressed	Accent	Loud	Slurred	Normal

Voice Description (Circle):

Male	Female	
Calm	Nervous	
Young	Old	Middle-Aged
Rough	Refined	

Accent: Yes No Describe _____

Speech Impediment: Yes No Describe_____

Unusual Phrases_____

Recognize Voice? If so, who do you think it was?_____

Background Noises (Circle):

Music TV
Traffic Running Motor (type)_____

Horns Whistles Bells

Machinery Aircraft Tape Recorder Other_____

Additional Information:

A. Did the caller indicate knowledge of the facility? If so, how? In what ways?_____

B. What line did the call come in on?_____

C. Is the number listed? Private number? Whose?

D. Person Receiving Call_____

E. Telephone number the call was received at_____

F. Date_____

G. Report call immediately to:_____

(Refer to bomb incident plan)

Signature_____ Date_____

THREATENING PHONE CALL FORM

Time call was received _____ Time caller hung up _____

Try to get another person on the line and record the conversation. Exact words of person: _____

Questions to ask if not already covered by caller's statement (record exact words)

1. What is your name? _____
2. What are you going to do? _____
3. What will prevent you from doing that? _____
4. Why are you doing this? _____
5. When are you doing this? _____
6. Where is the device right now? _____
7. What kind of device or material is it? _____
8. What does it look like? _____

Person receiving the call

Person monitoring the call

Department _____

Department _____

Dept Phone No. _____

Dept. Phone No. _____

Home Address _____

Home Address _____

Date: _____

SECTION 4 BUS ACCIDENT

Field Trip Preparedness for Staff Members

- School buses are required to carry a first aid kit. Make sure it is in the bus.
- Teachers who participate in a large number of field trips should be encouraged to train in CPR and first aid procedures.
- Always take a complete roster and emergency care cards of students on a field trip.
- Maintain a complete list of teachers' and chaperones' home phone numbers, emergency contacts and work phone numbers for spouse.
- Develop an emergency phone number directory for field trips. Directory should contain emergency phone numbers for the school system and main phone numbers to the school and administrative offices.

SECTION 5 CHEMICALS/BIOHAZARD/GAS ODOR

All chemicals in the building are to be identified and stored according to district policy and procedures. Safety data sheets from vendors shall be on file and available for all chemicals in the office for quick reference. All personnel involved with chemicals in any manner are to be trained in their proper use.

The fire department shall be informed by the principal once each year of all chemicals used in the building and where they are stored. In the event of a hazardous material accident in the building, the principal (or designee) will decide if and how the building will be evacuated. If any accident should occur, the fire department, Center Unified School District Superintendent, and Sacramento County Health Department should be notified.

Responders will decide whether to order people to remain indoors (shelter-in-place), rescue individuals from the area, or order a general evacuation. The "remain indoors" option will be considered when the hazards are too great to risk exposure of evacuees. Rescuing people from the hazardous area may involve supplying protective equipment for evacuees to ensure their safety. A general evacuation requires a significant amount of lead-time, which may not be available.

In order for the "in-place-shelter procedure" to be effective, the effected population must be advised to follow the guidelines listed below:

- An announcement will come over the PA system telling you that the "in-place-shelter procedure" is in effect.
- Close all doors to the outside and close and lock all windows. (Windows seal better when locked.) Seal gaps under doorways and windows with wet towels, and those around doorways and windows with duct tape (or similar thick tape) and sheets of plastic (precut and labeled before the incident). Have students assigned to specific tasks ahead of time.
- Ventilation systems should be turned off.
- Turn off all heating systems and air-conditioners.
- Seal any gaps around window type air-conditioners, exhaust fan grills, exhaust fans, and range vents, etc. with tape and plastic sheeting, wax paper, or aluminum wrap.
- Close as many internal doors as possible.
- If an outdoor explosion is possible, close drapes, curtains, and shades over windows. Avoid windows to prevent potential injury from flying glass.
- If you suspect that the gas or vapor has entered the structure you are in, hold a wet cloth over your nose and mouth.
- Tune in to the Emergency Alert System on the radio or television for information concerning the hazardous materials incident and in-place-sheltering.

SECTION 6 DEATH/SUICIDE

Definition - Death or suicide of a student, staff member or significant person close to the school where students and/or staff are affected.

Principal or designee shall:

1. Call 911.
2. Contact Superintendent.
3. Notify immediate family - parent or guardian.
4. Identify key staff members at site to disseminate information at site level.
5. Communicate behavioral expectations to staff regarding:
 - Confidentiality issues
 - Providing factual information
 - Available resources
6. Send home written information to parents on facts of incident and any follow-up services available.
7. Consult with psychologist or county office of education staff for intervention strategies including specific activities that can be used in the classroom.

If the incident causes a major disruption to school activities, evacuation may be necessary and will be determined by law enforcement, principal or designee.

SECTION 7 EARTHQUAKE

During the Quake

Keep these points in mind in the event of an earthquake:

1. If an earthquake occurs, keep calm. Don't run or panic. If you take proper precautions, the chances are you will not be hurt.
2. Remain where you are. If you are outdoors, stay outdoors. If you are indoors, stay indoors. During earthquakes, most injuries occur as people are entering or leaving buildings (from falling walls, electrical wires, etc).
3. The teacher will give the "drop and cover signal" if the bell system is not operable.
4. Everyone will get under his/her desk and cover his/her head. If a desk, table or bench (best choice) is not available, sit or stand against an inside wall or in an inside doorway. Stay away from the windows, outside walls, and outside doors.
5. If you are outside, stay away from the building, electrical wires, poles, or anything else that might shake loose and fall. Look for open space and stay low.

After the Quake

For your own safety and that of others, you should carefully do the following:

1. About two minutes after the shaking stops, the fire bell will sound. If we have lost power, the teacher will give the command to evacuate the building.
2. Use the "Building Evacuation" plan.
3. Use extreme caution in entering or working in buildings that may have been damaged or weakened by the disaster.
4. Stay away from fallen or damaged electrical wires, which may still be dangerous.
5. The custodian will check for leaking gas pipes. Do this by smell only - don't use matches or candles. If you smell gas:
 - Open all windows and doors.
 - Turn off the main gas valve at the meter.
 - Leave the building immediately.
 - Notify the gas company, police, and fire departments.
 - Don't re-enter the building until it is safe.
6. The principal will confer with the Superintendent about evacuation of the school. If necessary, follow the "Evacuation of School Grounds" policy. Do not evacuate to another building unless it has received an inspection by a qualified person.

Re-entry of Building

Follow the procedures of the re-entry instructions (after "Building Evacuation") except: the building should be inspected by a qualified person who has been trained in Building Analysis. This person will perform an inspection on structural

soundness, electrical wiring, water distribution, oil, gas, and other fuel systems, and boiler and heating systems.

A damaged structure will be occupied only after authorization by the responsible local agency. Building supervisors will be notified of the corrective actions to be taken to return building to use.

SECTION 8 FIRE/EXPLOSION

Fire

1. In the event of a natural gas fire, sound alarm and then turn off main gas valves. If the fire is small, use the fire extinguisher AFTER the gas is turned off.
2. In the event of an electrical fire, sound alarm and then turn off electricity. Do not use water or water-acid extinguishers on electrical supported fires. Only small fires should be fought with an extinguisher.
3. The person locating the fire will sound the school alarm.
4. Follow the "Building Evacuation" instructions.
5. The principal will notify the superintendent's office.
6. The office staff will notify the utility companies of a break or a suspected break in utilities.
7. Keep access road open for emergency vehicles.
8. All staff will be responsible to peek in the door of classroom on either side and make sure they were informed of the fire.
9. The custodian is responsible for checking exits daily to make sure they are functional. All exits should be obvious, maintained and clear of obstructions.

Computer Labs

All labs are to be equipped, as their needs require, for proper fire control and for emergency purposes.

Lunchrooms and Kitchens

1. Emergency preparedness to control fire in school kitchen areas:
 - Have automatic extinguishers over deep fryers and grills.
 - Have fire extinguishers for all types of fires in proper location.
 - Make sure that all of the kitchen personnel know where the extinguishers are located and how to operate them.
 - Make sure that the kitchen personnel know which exit to take in case of fire.

Whether it's a real fire or a drill, try to evacuate the building in fewer than two minutes.

Fire Drill Procedures

The secretary will call the fire department to inform them it is a drill. The principal or designee shall sound the alarm.

1. When the signal is sounded, the teaching staff will proceed to the evacuation assembly area (blacktop/field) with their classes. Staff not assigned a regular class of children will report to the same area to render any needed assistance to teachers.

2. Once each month, all teachers will instruct their classes in the correct procedures and behaviors to utilize during fire drills.
3. Once each month, a fire drill will be conducted by the school staff.
4. Students stand facing away from the building in silent lines.
5. Supervising staff will take roll. The whereabouts of all students should be known.
6. Any student in attendance at school but not with class or in a special class should be reported immediately to the Student Supervision Leader.

Silent Fire Drill / Neighborhood Disaster Plan

1. Silent fire drills and neighborhood disaster procedures will be used in the event of bell and/or intercom failure.
2. When a silent fire drill is in progress, a monitor appears at the door with a sign stating "silent fire drill." The monitor will remain until the teacher sees the sign. The procedures to follow are the same as during a regular fire drill.
3. When a silent intruder on campus drill is in progress, a monitor appears at the door with a sign stating "Duck and Cover". The monitor will remain until the teachers see the sign.

Fire Extinguishers

Fire extinguishers are placed in strategic locations as recommended by the fire department (see map). Faculty members and other staff personnel shall be instructed in the use of the fire extinguisher.

All extinguishers, unless stated, are dry chemical types which are needed to put out type A, B, and C fires which include wood, textiles, gasoline, oil, greases, and electrical fires. In discharging a fire extinguisher, it should be held upright while the pin is pulled. The lever is then pressed while aiming at the base of the fire.

Fire Extinguisher Inspections

The district maintenance department will be responsible for checking for possible building code violations and making sure all fire extinguishers are checked yearly for the following:

1. Check gauge for full charge. Report discharge or overcharge reading immediately to control office.
2. Check seal for breakage.
3. Check hose for crack, leaks, tears, etc.
4. Check casing for leaks or breakage.

SECTION 9 FLOOD

When there is a flood at the school site

- Notify parents via radio and television.
- Notify bus drivers for an early/late dismissal.
- The custodian or site security team will shut off water to prevent contaminated water from entering the school supply.
- The custodian or site security team will shut off electricity to prevent electrical shock.
- If school is a designated emergency shelter and time permits, check all supplies and provisions prior to emergency operations.

After the danger is over

Beware of contaminated food, water, broken gas lines, and wet electrical equipment. Resume classes only after a qualified person has done a building assessment (see returning to building under earthquake.)

Minor Flooding

If the school experiences minor flooding (one or a few classrooms), the class(es) affected will evacuate to another part of the building (principal will decide where to go). Classes will continue. The principal will notify the superintendent and they will jointly decide what to do next.

SECTION 10 GAS ODOR

If odors are detected outside the building, it is not necessary to evacuate the building. Call the police and fire non-emergency number to report the smell (874-5115). Call the district office.

If the odor is detected inside a school building, convene the crisis management team and evacuate the building immediately.

- Call 9-1-1
- Arrange to have the students moved to an off-site evacuation location
- The incident command system member responsible for student accounting begins the process of tracking all students
- Make sure the critical incident response kits leave the school with the students

SECTION 11 HOSTAGE SITUATION

Intruder or Hostage Situation

Organized or unorganized terrorists would usually find themselves in one or two places within the school building. Either they would penetrate into the administration office, or they would infiltrate a classroom. The administration and staff have only two "weapons" in which to combat the situation: time and specific procedures. The school staff should not attempt to disarm terrorists.

The procedures for the following situations are as follows:

Terrorist or Intruder Enters the Classroom

1. The teacher will try to make contact with the office via intercom phone.
2. If the teacher cannot get to the communication system, he/she should attempt to send a note out the door with a student. Do not take a chance if there is any doubt that the child will be seen exiting. If one is able to leave, he/she should crawl past any windows so as not to be seen.
3. Any teacher receiving the note from a student or other adult should immediately lock all doors, inform the office, and close the blinds.
4. If there is another teacher, adult, or student who can safely make a call, call the office at {insert phone number} or the administrator at {insert phone number}. The office's number should be visibly posted near phone.
5. Immediately brief the students to sit down and be quiet if you are faced with an intruder.
6. Try to obey all commands of the terrorist/intruder.
7. The office personnel upon receiving a "help" signal will verbally call for a lock down over the intercom. Teachers will immediately lock all outside doors including workroom doors and close the blinds. Students should assume the duck and cover position under their desks.
8. Office will immediately dial 911.
9. No one will evacuate the building unless instructed to do so by the principal or uniformed police officer.
10. Remain in your room until an "all clear" signal is given.
11. Any student finding himself or herself en route to a classroom from the bathroom, office, library, or another classroom needs to go to the nearest classroom or building. If the door is locked, he/she is to knock and loudly announce one's self.

Terrorist or Intruder Enters the Office

1. If the administrators, secretary, office assistants, or any other staff members are able to phone out of the school without bringing harm to themselves, they will call 911.
2. The principal or secretary will notify the Superintendent, if possible.
3. The school office personnel shall attempt to follow all commands of the terrorists.

Terrorist or Intruder Appears on Campus During Recess

1. The teacher on yard duty who first notices an armed individual (gun, knife, or other dangerous weapon) on campus will signal other adults on the playground with four short blasts on a whistle. An adult will send a student to the closest classroom door to enter and ask the teacher inside to inform the office immediately.
2. The office will announce the intruder alert. All students and teachers in classrooms will react accordingly by assuming the duck and cover position.
3. Students on the playground hearing four short whistle blasts or hearing the Duck and Cover signal will look for the nearest teacher and follow instructions. Students need to be aware that four short whistle blasts designate a problem. If the intruder has a weapon but is not firing, teachers should exit students as quickly as possible via one of the escape routes in that particular duty area.
4. Teachers will go in the opposite direction of the intruder.
5. If an intruder arrives on the playground and starts firing shots, students and teachers should drop to the ground.
6. Teachers will need to keep an eye on the intruder at all times to determine what to do next. This type of a situation is unpredictable and unfortunately cannot be covered with pre-determined procedures. The main concern is to get as many students as possible off the playground and into a safe building.

SECTION 12 HOSTILE VISITOR

Domestic or Civil Disturbance

It should be noted that the normal school routine serves to reduce the threat of civil disturbance within the school. The classroom unit keeps students in small groups where each student is more easily known and can be held responsible for his/her actions. Outsiders are generally recognized and the potential for problems can be reduced if the integrity of the individual classroom unit can be maintained.

To reduce the potential for problems, these steps are standard procedure:

1. All teachers are to be at their lines directly after the final recess bell.
2. Teachers are expected to attend assemblies and sit with their classes.
3. Teachers and administrators are available if the need for control should arise before and after school.
4. The administration is aware of substitutes in the building and teachers in adjoining classrooms are available to assist substitutes in controlling students if the need should arise. Each substitute is provided with lesson plans by the teacher who is absent, whether by direct communication, previously prepared plans, or emergency plans on file in the office.
5. Teachers are asked to report the presence of any outsider they see to the administration.

In addition to the above listed procedures, teachers and administrators should be keenly aware of the general morale of the students. An atmosphere in which students feel free to approach teachers and discuss problems is encouraged so that a close working relationship with all the different groups in the school can be achieved.

It is important to be aware of community problems, which could possibly set the stage for civil disturbance. The PTA and School Site Council organizations can be helpful in determining problems and offering assistance. A liaison with law enforcement agencies must also be maintained.

Procedure to Deal with Civil Disturbances

Violent Person:

Teachers are to be notified by intercom to close and lock classrooms until the situation is cleared by the administration and/or police. The "duck and cover" drill will be initiated. Students located in the halls shall be moved to the nearest classroom as quickly as possible. While contact is made with law enforcement, one person (determined by the administration) may attempt to establish rapport

with the person, otherwise do not confront this person; contact the office immediately. The office will call 911. Administrators will inform the Superintendent.

If it is a parent with a restraining order planning to take his/her child, allow him/her to do so if it appears that it may be dangerous to intervene. Get a description of the subject, license number, make and model of car and direction of travel. If there are any records on this person in the school office have them ready for law enforcement. See further information under the heading, "Kidnapping/Attempted Kidnapping."

Mob:

If the persons involved are from outside the school, the same procedure as used with a violent person should be implemented. If students are involved, the administration will determine the need for police assistance. If advance warning is received, steps will be taken to try to prevent the incident. In the absence of law enforcement, the administration will do whatever it believes necessary to alleviate the problem. The administration will make a written report of the entire incident.

Unidentified Person(s) Taking Control:

If an unidentified voice gives orders over the intercom threatening or calling a general assembly or asking for individuals, teachers are to close and lock their classroom doors. If an unidentified person comes to the room, he/she is to be asked for office clearance. Pick up the phone and contact the office if the person refuses to leave.

SECTION 13 KIDNAPPING/ATTEMPTED KIDNAPPING

Definition: The physical capture or attempted physical capture of a student or staff member against their will.

1. Principal or designee will contact the Sacramento Sheriff (911).
2. Principal or designee will contact the Superintendent and report the situation.
3. Principal or designee will contact the parent or guardian of the kidnapping victim.
4. Principal or designee will inform the teachers of the situation and give further instructions regarding child safety.
5. Principal or designee will inform secretary on how to respond to phone calls regarding the incident.

SECTION 14 MEDICAL EMERGENCY

Our school shall be prepared to provide basic first aid while summoning necessary emergency assistance. A list of qualified persons who have had First Aid and CPR training should be maintained by the principal. This list must be updated and distributed to the staff annually.

An emergency card will be filed in the office for each student with emergency numbers to call in case of an accident, injury, or illness. Parents will always be notified as soon as possible of any reportable accident, injury, or illness.

Any reportable accident or injury incurred on school property or during a school activity off campus will be reported in writing to the office of the principal no later than 24 hours from the occurrence. Accident forms are kept in office filing cabinet.

The general emergency number 9-1-1 will be explained each year to all school personnel, and this number will be readily visible on all telephones.

A first aid kit shall be maintained in the office and rotated. A Red Cross first aid booklet is provided with each kit. First aid procedures will follow the current American Red Cross First Aid Manual.

Although some staff members are trained in basic first aid and CPR procedures, they are not to be considered medical experts. The first aid kits are to be used only in cases of emergency.

First Aid Stations

A first aid station is always maintained in the nurse's office. In the event of a large scale emergency that requires an evacuation, a medical station will be set up by the Medical Team in a pre-determined location. If evacuation is not necessary, the nurse's station and/or the multi-purpose room will be used.

Rescue

With a non-critical or less serious injury, move the victim to the nurse's office.

With a serious or critical injury, do the following:

1. Evaluate the situation. Unless the victim is in further danger, do not move him/her.
2. Be sure the victim is breathing.
3. Control serious breathing.
4. Send a runner to notify the office.
5. Treat for shock.
6. Keep comfortable and try to maintain normal body temperature.

With non-critical illness or injury, do the following:

1. Administer first aid.
2. Notify parents for their information and action. If parents cannot be contacted, notify other adults on the emergency card.
3. If no one can be contacted, lie the student down in the nurse's office or send the student back to class if the injury doesn't warrant the need to keep a close watch on the student.
4. Keep a record of time of injury, what first aid was administered and at what time.

With critical illness or injury, do the following:

1. Administer first aid to the extent possible.
2. Call 9-1-1 if the situation is life threatening or if the child is in need of immediate medical intervention.
3. Notify parents for their action and information.
4. Keep a record of time of injury, what first aid was administered and at what time.
5. Notify the superintendent's office.
6. Complete appropriate injury, illness, or insurance report promptly.
7. Keep a record of which students were sent to the hospital.

FIRST AID INSTRUCTIONS

Abdominal Pain	Eyes
Artificial Respiration	Fainting
Bleeding	Fracture
Internal Bleeding	Frostbite
Bone Injuries	Head Injury
Breathing	Heart Attack
Rescue Breathing	Nosebleeds
Burns	Pandemic Flu Plan
Choking (Heimlich Maneuver)	Poisoning
Convulsions or Seizures	Puncture Wounds
Diabetics	Seizure
Dog Bites	Shock
Ears	Sunstroke
Electric Shock	Wounds

Abdominal Pain

Abdominal pain may be due to food poisoning, appendicitis, hernia, ulcer, gallstones, or kidney stones. The symptoms are so similar that medical assistance should be obtained if the pains continue for several hours.

Artificial Respiration

1. Steps for mouth-to-mouth artificial respiration:
 - Clear airway

- Tilt head back (unless possible neck injury - use jaw thrust)
 - Pinch nostrils
 - Seal mouth and blow
 - Watch for chest to rise
 - Listen for air to escape from mouth
 - Watch for chest to fall
 - Repeat: 12-16 times per minute in adults; 16-20 times per minute in children.
2. If victim's tongue obstructs airway:
 - Tilt the head
 - Jut the jaw forward
 3. If facial injuries make it impossible to use mouth-to-mouth method then use the manual method.
 - Use mouth-to-nose if airtight seal is impossible over victim's mouth.
 - Small child - cover both mouth and nose.
 4. Continue artificial respiration until victim begins to breathe for him/herself or until help arrives.
 5. Carbon Monoxide Poisoning or Asphyxiation (due to lack of oxygen): Check for breathing difficulties and give artificial respiration.

Bleeding

1. Apply direct pressure on the wound.
2. Elevate the wounded area if an arm or leg is bleeding.
3. Apply pressure on the supplying artery of the arm or leg if steps 1 and 2 do not stop bleeding.
4. Only as a last resort (if they will die without this), apply a tourniquet to stop the bleeding. Once applied, a tourniquet must be loosened or removed only by a doctor.

*Internal bleeding – Treat for shock

Bone Injuries

1. Dislocations: fingers, thumb, shoulder
Keep the part quiet. Immobilize shoulder with arm sling.
2. Fractures:
 - Signs of a closed fracture:
 1. Swelling
 2. Tenderness to touch
 3. Deformity
 4. Discoloration
 - Treatment (closed fracture - no bleeding or broken skin at wound)
 1. Keep broken bone ends from moving
 2. Keep adjacent joints from moving
 3. Treat for shock

- Treatment (open fracture - broken bone and broken skin)
 1. Do not move protruding bone end
 2. If bleeding, control bleeding by direct pressure on wound
 3. Treat the same as closed fracture after bleeding is controlled.
- 3. Sprains (injury to soft tissue around a joint)
 - Always immobilize
 - Elevate joint
 - Apply cold packs during first half hour
 - Treat the same as closed fractures
 - X-ray may be necessary

Breathing - Unconscious Person

Breathing is the most critical thing we must do to stay alive. A primary cause of death is lack of air!

Be careful approaching an unconscious person. He or she may be in contact with electrical current. If this is the case, turn off the electricity before you touch the victim.

There are hundreds of possible causes of unconsciousness; the first thing you must check for is breathing.

1. Try to awaken the person by firmly tapping him or her on the shoulder and shouting, "Are you all right?"
2. If there is no response, check for signs of breathing.
 - a. Be sure the victim is lying flat on the back. If you have to roll the victim over, move the entire body at one time.
 - b. Loosen tight clothing around neck and chest.
3. Open the airway:
 - a. If there are no signs of head or neck injuries, tilt the head back and lift the chin to move the tongue away from the back of the throat.
 - b. Place your ear close to the victim's mouth; listen and feel for breathing.
 - c. If you can't see, hear, or feel any signs of breathing, you must begin breathing for the victim.
 - d. Begin rescue breathing immediately. Have someone else summon professional help.

Rescue Breathing:

1. Giving mouth-to-mouth rescue breathing to an adult:
 - a. Put your hand on the victim's forehead, pinching the nose shut with your fingers. Your other hand is lifting the victim's chin to maintain an open airway.
 - b. Place your mouth over the victim's, making a tight seal.
 - c. Breathe slowly and gently into the victim until you see the chest rise. Give 2 breaths, each lasting about 1½ seconds. Pause between breaths

- to let the airflow out. Watch the victim's chest rise each time you give a breath to make sure air is going in.
- d. Check for a pulse after giving these 2 initial, slow breaths. If you feel a pulse but the victim is still not breathing, give one breath about every 5 seconds. After 10 to 12 breaths, re-check pulse to make sure the heart is still beating.
 - e. Repeat the cycle every 5 seconds, 10-12 breaths per minute, rechecking the pulse after each cycle. Continue rescue breathing until one of the following happens:
 - i. The victim begins to breathe without your help
 - ii. The victim has no pulse (begin CPR).
 - iii. Another trained rescuer takes over for you.
 - iv. You are too tired to go on.
2. Giving mouth-to-mouth rescue breathing to infants and small children:
- a. A small child's head should be tilted back gently to avoid injury. With head tilted back, pinch the nose shut. Lift the chin and check for breathing as you would for an adult. Give 2 slow breaths until the chest rises.
 - b. Check for a pulse.
 - c. Give 1 slow breath about every 3 seconds. Do this for approximately 1 minute, or 20 breaths.
 - d. Recheck the pulse and for breathing.
 - e. Call 911 if you have not already done so. Continue rescue breathing as long as a pulse is present and the child is not breathing.
 - f. Continue rescue breathing until one of the following occurs:
 - i. The child begins to breathe on his/her own.
 - ii. The child has no pulse (begin CPR).
 - iii. Another trained rescuer takes over for you.
 - iv. You are too tired to go on.

Burns

1. Degrees:
 - Skin red (1st degree)
 - Blisters develop (2nd degree). Never break open blisters.
 - Deep tissue damage (3rd degree)
2. First Aid for thermal burns (1st and 2nd degree burns) to exclude air:
 - Submerge in cold water
 - Apply a cold pack
 - Cover with a thick dressing or plastic. (Do not use plastic on face.)
 - After using cold water or ice pack, cover burned area with a thick, dry, sterile dressing and bandage firmly to exclude air.
3. First Aid for 3rd degree burns:
 - Apply a thick, dry sterile dressing and bandage to keep out air.
 - If large area, wrap with a clean sheet or towel.

- Keep burned hands and feet elevated and get medical help immediately.
 - Treat the same as shock victim, giving fluids as indicated; warmth necessary.
4. First Aid for chemical burns
 - Wash chemical away with water.
 5. Acid burn to the eye (also alkali burns)
 - Wash eye thoroughly with a solution of baking soda (1 teaspoon per 8-ounce glass of water) or plain water for 5 minutes.
 - If victim is lying down, turn head to side. Hold the lid open and pour from inner corner outward. Make sure chemical isn't washed out onto the skin.
 - Have victim close the eye, place eye pad over lid, bandage and get medical help.

Choking (Heimlich Maneuver)

If the air passage is blocked by food or other foreign material, remove it with your finger if possible. Be careful not to force it deeper into the throat. If the person is coughing, he is getting some air. But if the passage is completely blocked, he can't breathe or speak; immediately do the following:

- Stand behind a slumped-over victim; wrap your arms around his waist below the diaphragm.
- Grasp your wrist with your other hand.
- Place your fist against the victim's abdomen, slightly above the navel and below the rib cage.
- Press your fist strongly and quickly in and slightly up into his abdomen.

If the victim is on his back:

- Kneel, facing him, astride his hips.
- With one of your hands on top of the other, place the heel of the bottom hand on the victim's abdomen slightly above the navel and below the rib cage.
- Press the heel of your hand forcefully into the abdomen with a quick, upward thrust. If necessary, repeat several times.

Convulsions or Seizures

1. Symptoms

- Jerking movements
- Muscular rigidity
- Blue about the lips
- May drool
- High fever

These seizures are seldom dangerous, but they are frightening.

2. Causes

- Head injuries

- Severe infections
 - Epilepsy
3. Treatment
- Prevent patient from hurting himself
 - Loosen tight clothing
 - Do not restrain
 - If breathing stops, apply mouth to mouth resuscitation
 - Do not give liquids nor put patient in warm water
 - When the seizure is over, treat as for shock keeping patient warm

Prompt medical help is needed if the patient does not have a history of convulsive disorders.

Diabetics

Diabetics may lose consciousness when they have too little or too much insulin. Unless you are thoroughly familiar with his treatment, it is better to seek medical help rather than to attempt first aid. These people often wear some type of medical identification.

Dog/Animal Bites

1. It is extremely important that the dog/animal be identified if the person bitten is to avoid rabies shots. Secure the animal, if possible without danger to yourself, with a leash, rope or in an enclosed area. If the animal cannot be contained, attempt to remember as much as possible about the animal's description so that animal control can make a thorough search of the area.
2. Attend to the wound by washing the area with water and soap for five minutes and bandage if possible. Inform parents and refer to the family physician.
3. Notify animal control center. Give description of the animal and name and address of the victim.
4. Complete the Report of Student Accident Form.
5. Notify school nurse so that information can be recorded in the pupil's health folder.

Ears

Foreign objects usually require medical assistance. Insects may be removed by using warm mineral or olive oil. When the head is tilted, the insect and oil usually drain out.

Electric Shock

1. Do not touch the victim if he is still in contact with the electricity.
2. Turn off the main switch or pull plug.
3. Be aware of the possibility of breathing emergency.

Eyes

Contact a physician immediately if the foreign substance is metallic or abrasive. Particles can often be washed out with water or removed with the corner of a clean handkerchief.

Fainting

1. Fainting is due to a temporary decrease of blood and oxygen to the brain. It may be preceded by paleness, sweating, dizziness, disturbance of vision and nausea.
2. Place the victim in a reclining position and treat as for shock. If a victim feels faint, have him sit and place his head between his knees.

Fracture

Bone Fracture (unless in imminent danger, do not move the individual)

Closed Fracture: The signs of a closed fracture are swelling, tenderness, deformity, and discoloration. When there is a fracture (or suspected fracture):

1. Keep the injured person calm
2. Do not permit the victim to walk about.
3. Notify parent.
4. Splint fractures to prevent further injury if the victim must be transported by someone other than emergency medical personnel.
5. Call for emergency help for leg, back, neck, or hip injuries, or if parent is unable to take child for medical care.

Compound Fracture: Your objectives are to prevent shock, further injury, or infection in compound fractures (where skin has been broken).

1. Keep the injured person calm and cover him only enough to keep him from losing body heat.
2. Do not try to push the broken bone back into place if it is sticking out of the skin.
3. Do not try to straighten out a fracture or put it back into place.
4. Do not permit the victim to walk about.
5. Notify parent.
6. Splint fractures to prevent further injury if the victim must be transported by someone other than emergency medical personnel.
7. Call for emergency help for legs, back, neck, severe bleeding, hip injuries, or if parent is unable to take the child for medical care.

Frostbite

1. The frostbitten area will be slightly reddened with a tingling sensation of pain. The skin becomes grayish-yellow, glossy and feels numb. Blisters eventually appear.

2. Re-warm the area by quickly submerging it in warm water (start with 98 degrees and gradually warm to 102-103 degrees). Don't rub the area nor break the blisters.

Head Injury

1. Symptoms

- May or may not be unconscious
- Unconsciousness may be delayed one-half hour or more
- Bleeding from mouth, nose or ear
- Paralysis of one or more extremities
- Difference in size of pupils of the eyes

2. First Aid for Head Injuries:

- No stimulants or fluids
- Don't raise his feet; keep the victim FLAT
- Observe carefully for stopped breathing or blocked airway
- Get medical help immediately
- When transported, gently lay flat
- Position head to side so secretions may drool from corner of mouth
- Loosen clothing at neck

Heart Attack

A heart attack may be identified by severe chest pains, shortness of breath, paleness and perspiration. Extreme exhaustion may also accompany the attack. The patient may breathe easier if he is propped up. Mouth-to-mouth resuscitation may be needed. Medical help with oxygen may be required.

Nosebleeds

Nosebleeds can be controlled by grasping the nose firmly between the fingers and holding it for 5-10 minutes. Ice packs will also help control bleeding. Nosebleeds are usually minor, but if bleeding can't be controlled, medical help is needed. Maintain pressure on nose until a doctor is present.

Pandemic Flu Plan

Seasonal Flu:

- Caused by influenza viruses that are closely related to viruses that have previously circulated; most people will have some immunity to it.
- Symptoms include fever, cough, runny nose and muscle pain.
- Complications such as pneumonia are most common in the very young and very old and may result in death.
- Vaccine is produced each season to protect people from the three influenza strains predicted to be most likely to cause illness.

Mild to Moderate Pandemic:

- Caused by new influenza virus that has not previously circulated and can be easily spread.

- It is likely most people will have no immunity to the new virus; it will likely cause illness in high numbers of people and more severe illness and deaths than seasonal influenza.
- Symptoms are similar to seasonal flu, but may be more severe and have more serious complications.
- Healthy adults may be at increased risk for serious complications.

Severe Pandemic:

- A severe strain causes more severe illness, results in a greater loss of life and has a greater impact on society.
- Workplace absenteeism could reach up to 40% due to people being ill themselves or caring for family members.

Measures to limit the spread of flu:

- Promote hand-washing/use of antibacterial wipes, cough hygiene via modeling by school staff.
- Cover nose and mouth with a tissue or upper arm if a tissue is not available
- Dispose of used tissue in a waste basket and wash hands after coughing, sneezing or blowing nose.
- Use warm water and soap or alcohol-based sanitizers to clean hands.
- Wash hands before eating or touching eyes, nose or mouth.

Encourage vaccination of staff and students for whom the flu vaccine is recommended.

Persons developing symptoms at school should be sent home as soon as possible and instructed not to return until well.

Social distancing:

In a pandemic, the risk of getting the flu is greatest when one has close contact with an infected person. Social distancing measures may include standing three feet apart when communicating, canceling outdoor recess, and monitoring hand washing after bathroom use and after sneezing/coughing/blowing nose. Wipe phones with antibacterial wipes after each use. Limit use of headphones, keyboards and any other shared items in the classroom – wipe with antibacterial wipes after each use.

Use a bacterial spray (such as Lysol) in the classroom twice daily.

Open windows if weather permits while room is occupied or when students leave the room for lunch. Consider possible school closure for a short amount of time early in the course of a community outbreak.

Consult www.pandemicflu.gov for new and updated information.

Poisoning

1. In all oral poisoning, give liquids to dilute the poison.

2. Procedures for handling specific oral poisoning cases should be reviewed by teachers of classes in areas where poisoning may take place.

Puncture Wounds (knife and gunshot)

A puncture wound may be caused by a pointed object such as a nail, piece of glass, or knife that pierces the skin. Gunshot wounds are also considered to be puncture wounds. Generally, puncture wounds do not bleed a lot and are therefore susceptible to infection. Severe bleeding can result if the penetrating object damages internal organs or major blood vessels.

If an object is impaled in a wound, DO NOT REMOVE IT.

- Place several dressings around the object to keep it from moving.
- Bandage the dressings in place around the wound.
- Call 911 and contact parents.

A puncture wound to the chest can range from minor to life threatening. A sucking chest wound is one in which the rib cage has been penetrated and you can hear a sucking sound every time the victim takes a breath.

- Without proper care, the victim's condition will quickly worsen.
- Cover the wound with a dressing that does not allow air to pass through it.
- A plastic bag, latex glove, or plastic wrap taped over the wound will help keep air circulating through the lungs.
- Give additional care as needed. Watch for shock.
- Call 911 and contact parents.

Seizure

An alarming sight, a person experiencing a seizure may exhibit limbs jerking violently, eyes that roll upward, and breath that becomes heavy with dribbling or even frothing at the mouth. Breathing may stop in some seizures, or the victim may bite his or her tongue so severely that it blocks the airway. Do not attempt to force anything into the victim's mouth. You may cause injury to the victim or yourself.

1. During a seizure:
 - a. There is little you can do to stop a seizure.
 - b. Call for help.
 - c. Let the seizure run its course.
 - d. Help the victim to lie down and keep from falling to avoid injury.
 - e. Do not use force.
 - f. Loosen restrictive clothing.
 - g. Do not try to restrain a seizure victim.
 - h. Cushion the victim's head using folded clothing or a small pillow.
 - i. If a seizure lasts 10 minutes in a known epileptic, or 5 minutes in a person with no seizure history, call 911.

2. After a seizure:
 - a. Check to see if the victim is breathing. If not, immediately begin rescue breathing.
 - b. Check to see if the victim is wearing a MEDIC ALERT or similar bracelet. It describes emergency medical requirements.
 - c. Check to see if the victim has any burns around the mouth. This would indicate poison.
3. The victim of a seizure may be conscious but confused and not talking when the intense movement stops. Stay with the victim and be certain that breathing continues. When the victim is able to move, get medical attention.

After the seizure is over, the pupil can be taken to the office to lie down until the dazed phase is over and parents are notified. The student should be attended to continuously until fully recovered.

Very rarely a condition called "status epilepticus" occurs in which one seizure follows another for a long period of time. This is a medical emergency; call 911.

Shock

1. Shock is likely to develop in any serious injury or illness. Shock may be serious enough to cause death even though the injury itself may not be fatal. Four important symptoms of shock are:
 - Pale, cold, moist skin
 - Weak and/or rapid pulse
 - Rapid breathing
 - Altered consciousness
2. The symptoms of shock may appear immediately or may be delayed for an hour or more. Give shock care to all seriously injured persons:
 - Have the victim lie down.
 - Control any external bleeding.
 - Help the victim maintain body temperature, cover to avoid chilling.
 - Reassure the victim.
 - Elevate legs about 12 inches unless you suspect head, neck, or back injuries or broken bones involving hips or legs.
 - Do not provide anything to eat or drink.
 - Call 911.
 - Call parents.

Sunstroke

1. A person with sunstroke will have nausea, weakness, headache, cramps, pounding pulse, high blood pressure and high temperatures (up to 106

- degrees.) The armpits are dry; skin flushed initially but later turns ashen or purplish. Delirium or coma is common.
2. Medical help is crucial. While waiting for medical aid, reduce temperature with a cold bath, sponging with alcohol or water, until the temperature is down. Hospitalization should be immediate.

Wounds

An abrasion is a wound caused by scraping off the outer layer of skin. An abrasion is usually superficial with little bleeding but infection can occur unless the wound is cleaned with soap and water. Wash away from the wound.

An incision is a cut caused by a sharp object such as a knife, razor blade, or piece of glass. Bleeding is a serious problem. Medical help is often necessary in case the wound must be sewn.

A laceration is a tear or jagged, irregular wound caused by a hard object such as a rock, machine tool, bicycle or automobile. Animal bites are also lacerations. Surrounding tissue is damaged and bleeding may be profuse. A minor laceration can be cleaned with soap and water, but if the bleeding is severe, a pressure dressing may be needed. If the laceration is caused by an animal, medical help is required for testing and treatment of the animal.

A puncture wound is caused by deep penetration of a sharp object such as a pencil, nail, ice pick, bullet, spear or arrow. There may be little surface bleeding, but severe internal bleeding can result. A puncture wound is difficult to cleanse and may require a tetanus shot to guard against infection.

SECTION 15 MISSING STUDENT

Maintaining strict visitor control procedures and enforcing the requirement for employees to wear identification badges will help control unwanted and dangerous access to the school. Penal Code section 626 will help control access by outsiders to the school.

Access into Building

- All doors are to be locked during the school day, with the exception of the main entrance.
- Signs must be posted on all doors directing visitors to report to the main office.

Student Accountability

- Elementary and middle school students shall not be left alone unsupervised anywhere in the building or on school grounds during the school day.

Photo Identification Badges

- All personnel who work in or regularly visit schools in the course of business are required to wear an assigned identification badge. This regulation includes full and part-time staff, food services personnel, and bus drivers/attendants.
- Badges must be worn in a manner that makes them readily visible.

Visitor Badges and Log

- Schools must issue numbered visitor badges that include the name of the school and the current school year.
- School staff must be aware of visitor badge procedures and their responsibility in reporting violations.

In a missing child incident, assign a member of the Incident Command Team to organize a search of the school. Call 911. Record the name and contact number of person reporting the child missing. If the case involves abduction, begin gathering witness information for the sheriff. Confirm child attended school that day. Assign staff member to begin checking last known location of the child.

1. Begin gathering information on the child, including:
 - Description, including height, weight, skin color, eye color, clothing, backpack, etc.
 - Obtain photo, if available.
 - Home address, phone number, parents' contact numbers
 - Class schedule, special activities
 - Bus or walking route information
2. Contact custodial parents.
3. Convene crisis management team.
4. Begin recording events.

5. If incident is happening during the school day, consider holding the bells until the matter is either resolved or school has been completely searched for the student.
6. Notify the Center Unified District Office.
7. Obtain information on possible witnesses, friends, and last person to see student.
8. If incident occurred while student was on the way home, contact bus driver, safety patrol, crossing guard.
9. Double check circumstances. Could child have ridden the wrong bus or walked home? Did someone pick-up the child? Is the child at another activity?
10. Assist the sheriff's department with investigation.
11. Arrange for counseling of students as needed.

At any point during these steps, if the child is found, inform everyone who has been notified of the incident that the child is no longer missing.

SECTION 16 PUBLIC DEMONSTRATION

Most groups will give advance warning of a planned protest. When the warning comes:

- Identify a spokesperson for the group.
- Obtain information on when, why, how many.
- Contact the Center Unified District Office. The District Office should contact the sheriff and advise them of the situation.
- Notify faculty of the planned demonstration.
- Develop an information letter to parents.
- Continually work with the Office of Community Relations on any statements or contact with the demonstrating group.
- If demonstration occurs, curtail class changes to limit confusion.
- Do not allow students to be interviewed by media or join in demonstration.
- Assign CMT members to act as liaison with police, media, and the demonstrating group.
- Direct one staff member to handle all incoming calls.
- Prepare to establish areas where demonstrators can set up without affecting the operation of the school.
- Notify transportation of demonstration and any possible impact buses may encounter arriving at or departing from the school.

SECTION 17 SCHOOL SITE AS MASS CARE AND WELFARE SHELTER

The American National Red Cross ("Red Cross"), a not-for-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disaster strikes. The disaster relief activities of the Red Cross are made possible by the American public, as the organization is supported by private donations and facility owners who permit their buildings to be used as a temporary refuge for disaster victims.

The governing board of any school district shall grant the use of school buildings, grounds and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.

1. Use of Facility: Upon request and if feasible, the Center Joint Unified School District (CJUSD) will permit the Red Cross to use the Facility on a temporary basis as an emergency public shelter.
2. Shelter Management: The Red Cross will have primary responsibility for the operation of the shelter and will designate a Red Cross official, the Shelter Manager, to manage the sheltering activities. CJUSD will designate a Facility Coordinator to coordinate with the Shelter Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Shelter Manager (or designee) will jointly conduct a pre-occupancy survey of the Facility before it is turned over to the Red Cross. They will record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment that the Red Cross should not use while sheltering in the Facility. The Red Cross will exercise reasonable care while using the Facility as a shelter and will make no modifications to the Facility without the express written approval of CJUSD.
4. Food Services: Upon request by the Red Cross, and if such resources exist and are available, CJUSD will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate the provision of meals at the direction of and in cooperation with the Shelter Manager. The Food Service Manager will establish a feeding schedule, determine food service inventory and needs, and supervise meal planning and preparation. The Food Service Manager and Shelter Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies in the Facility before it is turned over to the Red Cross.

5. Custodial Services: Upon request by the Red Cross and if such resources exist and are available, CJUSD will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter. The Facility Coordinator will designate a Facility Custodian to coordinate the provision of cleaning and sanitation services at the direction of and in cooperation with the Shelter Manager.

6. Security: In coordination with the Facility Coordinator; the Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.

7. Signage and Publicity: The Red Cross may post signs identifying the shelter as a Red Cross shelter in locations approved by the Facility Coordinator and will remove such signs when the shelter is closed. CJUSD will not issue press releases or other publicity concerning the shelter without the express written consent of the Shelter Manager. CJUSD will refer all media questions about the shelter to the Shelter Manager.

8. Closing the Shelter: The Red Cross will notify the CJUSD or Facility Coordinator of the closing date for the shelter. Before the Red Cross vacates the Facility, the Shelter Manager and Facility Coordinator will jointly conduct a post-occupancy survey to record any damage or conditions. The Shelter Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the shelter operation.

9. Reimbursement: The Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*
- b. *Reasonable costs associated with custodial and food service personnel which would not have been incurred but for the Red Cross's use of the Facility for sheltering.*

Reasonable, actual, out-of-pocket operational costs to the extent that such costs would not have been incurred but for the Red Cross's use of the Premises.

SECTION 18 SEVERE WEATHER

If severe weather conditions develop or occur during the night or at a time when school is not in session, a decision on closing the school will be made before 7:00 a.m. If a decision is made to close school, news media will be notified and asked to announce the closure prior to 9:00 a.m. The emergency phone tree will be used to notify staff members.

If severe weather conditions develop while school is in session, the Emergency Coordinator will monitor the latest developments via radio and keep in contact with the principal. The principal will keep in contact with the superintendent's office.

If it is decided to close school, the following action will be taken:

1. The superintendent will notify radio stations and ask that a closure announcement be made which would specify the time students are to be released.
2. The principal will announce the closure to the faculty and students.
3. Staff members will be used to expeditiously evacuate the building.
4. Procedures outlined in the "Early Dismissal" plan will be followed.

SECTION 19 SHOOTING/STABBING

Assess the situation

- Is the suspect in the school?
- Has weapon been found and/or secured?
- Has suspect been identified?

In most cases, initiate lockdown procedures to isolate students from danger or send students to a secure area.

Provide information in announcement about incident and outline expectations of the teachers and staff.

Disable the bell system, if possible.

Once situation has been assessed:

- Provide first aid to the injured.
- Call 911 requesting police and medical aid to injured parties.
- Notify the Center Unified District Office.
- Provide full information about what has occurred and what is known at this time.
 - If the suspect is still in the school, attempt to identify his or her location and begin planning for evacuation once police arrive.
 - If suspect has left, secure all exterior doors to prevent re-entry.
- Explain what steps the school has taken (lockdown).
- Identify command post for police to respond.
- Isolate and separate any witnesses. Instruct witnesses to write statement of events while awaiting police.
- Gather crisis management team in command post.
- Initiate the Incident Command System.
- Gather information and emergency cards on anyone involved in the incident.
- Organize evacuation to an off-site location, if necessary, or prepare to continue with classes. Keep crime scene secure.
- Prepare written statements for telephone callers and media in cooperation with the sheriff and the District Office.
- Prepare letter for students to take home in cooperation with sheriff and the Office of Community Relations.
- Arrange for crisis counseling immediately and during subsequent days.
- Provide liaison for family members of any injured students.
- Continue to provide informational updates to students, family, and faculty during next few days to squelch rumors.

PART 3 SITE ACTION PLAN

SECTION 1 DISTRICT AND SITE MISSION STATEMENTS

Center Joint Unified School District Mission Statement

Students will realize their dreams by developing communication skills, reasoning, integrity, and motivation through academic excellence, a well rounded education, and being active citizens of our diverse community.

School Mission Statement

At Arthur S. Dudley Elementary we are dedicated to partnering with families to create a safe and respectful environment that supports student learning and development. Our mission is to guide and encourage students to meet or exceed challenging academic standards, to establish a connection to school, to be responsible and productive citizens and to be life-long learners with college as a goal for the future.

**SECTION 2 People and Programs:
Create a "caring and connected" school climate.**

DESCRIPTION OF SCHOOL CLIMATE

The School's Social Environment

Leadership at Dudley Elementary is a shared process. A proactive role is assumed in all phases of the school operation. The school staff is committed to developing Dudley Elementary toward excellence in the areas of academic and social behavior.

The principal sets a positive tone for the school, guides the staff and works closely with them on curriculum and school safety issues. The school site's organizational structure is open and flexible contributing to sensitivity concerning school safety issues and promoting a safe, orderly school environment conducive to learning.

Disaster Procedures, Routine and Emergency

A contingency plan for emergencies is contained in a handbook available to each staff member. The plan is reviewed throughout the school year. This plan also contains available district and outside agency resources, emergency disaster procedures and information on Standardized Emergency Management System (SEMS).

Classroom Organization and Structure

Dudley Elementary teachers provide a varied learning environment in their classrooms. Teachers use a variety of teaching strategies.

The teachers at Dudley Elementary are highly qualified, with many teachers holding advanced degrees. The staff is united in their desire to provide quality education for all pupils. Classrooms and teachers provide safe, orderly learning environments, enhance the experience of learning, and promote positive interactions amongst pupil and staff. Instructional time is maximized and disruptions are minimized.

The School's Cultural Environment

There is a high level of cohesiveness among the staff members at Dudley. Cooperation and support between teachers and the administration is evident. Efforts are made by the administration and staff to show concern for all pupils.

All pupils are expected to behave in a manner that promotes safety and order. Pupils are encouraged to bring problems to the principal, counselor, teacher or other staff members. The everyday goal is for the staff to be proactive rather than reactive in all situations of concern.

The academic and behavior efforts of pupils are recognized and rewarded.

SECTION 3 SCHOOL CLIMATE GOALS

The School Climate

An action plan for people and programs reflecting the school's social environment

Data to Used to Develop Objectives

Parent Safety Survey 2014- 113 responses; 2015- 23 responses; **2016- 66 responses**

- Parents are made aware of school-wide activities and events
 - 2014- 83.3% Agree or Strongly Agree
 - 2015- 91.3% Agree or Strongly Agree
 - **2016- 94% Agree or Strongly Agree**
- Parents, teachers, and community members are encouraged to participate in school activities.
 - 2014- 88.5% Agree or Strongly Agree
 - 2015- 78.3% Agree or Strongly Agree
 - **2016- 90.9% Agree or Strongly Agree**
- My child feels safe and secure at school
 - 2014- 84.9% Agree or Strongly Agree
 - 2015- 78.2% Agree or Strongly Agree
 - **2016- 93.9% Agree or Strongly Agree**

Staff Safety Survey 2014- 42 responses; 2015- 37 responses; **2016- 38 responses**

- The principal and staff show respect, consideration, and sensitivity to the students and parents.
 - 2014- 100% Agree or Strongly Agree
 - 2015- 100% Agree or Strongly Agree
 - **2016- 92.1% Agree or Strongly Agree**

California Healthy Kids Survey 2014- 234 responses district wide

- I feel like I am part of this school
 - 2014- 68% Yes. Most of the time (29%) or Yes, all of the time (39%)
- Do you feel safe at school?
 - 2014- 68% Yes. Most of the time (26%) or Yes, all of the time (42%)

Student Safety Survey 2016- 227 responses

- **I feel like I am part of this school**
 - **73.6% Yes.**
- **Do you feel safe at school?**
 - **86.8% Yes.**

Objective #1: A school environment that has in place supports for students' social-emotional needs will be provided.

- A school counselor will be employed. The counselor will provide small group and individual counseling and will lead conflict mediation. He will also provide support for staff and parents.
- The Dragon Pals program will support kindergarten through third grade students who exhibit impulsivity, shyness and/or difficulty with school adjustment.
- Second Step character education and social skills curriculum will be taught 30 minutes weekly in each classroom. The lesson focus will be highlighted and referred to throughout the week.
- The Healthy Play program, which allows students to practice conflict resolution and empathy, will be implemented at Dudley. All staff members, including lunch supervisors, will be trained to implement the program.
- Extracurricular clubs and school events will be provided to increase school connectedness.
- Behavior Contracts will be created for students with chronic behavior concerns.
- **The Dragon Brigade has been established to promote conflict resolution by a cadre of trained, 5th and 6th grade students, who use a very specific strategy to help other students resolve conflicts.**
- **The staff will prepare this school year to implement in the 2016-17 school year, Positive Behavior Intervention and Supports (PBIS) program to positively affect our school climate.**

Objective #2: Frequent communication will be maintained among staff, students and parents.

- Parents will have access to Homelink.
- The Family Handbook will be made available on the first day of school and online and will be referenced in the school newsletter and automated calls.
- The school website will provide information regarding school activities.
- The principal will send home automated calls and emails weekly. Flyers will be attached to the email.
- Two parent/teacher conferences will be held twice per year.
- Staff meeting time will be provided for staff to make parent phone calls.
- The principal will provide a new family orientation before the school year begins.
- **Each grade level will host a Family Night activity. These monthly events will increase opportunities for families to come to campus and learn more about their child's teacher and the many programs we have available at Dudley Elementary.**

SECTION 4 Place

Create a physical environment that communicates respect for learning and for individuals.

DESCRIPTION OF PHYSICAL ENVIRONMENT

The Schools' Location and Physical Environment

Dudley Elementary School is located in the Antelope area of Sacramento County that has an average crime rate and average poverty level. The immediate area around the school includes single family dwellings, apartments, and parks. There are no significant safety hazards in the immediate vicinity of the school.

Description of School Ground

Dudley Elementary School was built in the 1950's and has since received upgrades and portable classrooms. The buildings have numerous corridors which surround both a California History Center and a Nature Center. The playground is grass, concrete and asphalt and includes basketball and four square courts, a play structure, baseball diamonds and soccer goals. The gates that separate the school from the main thoroughfare are kept locked during school hours. There are several wings and clusters of classrooms including both permanent and re-locatable classrooms. Other ancillary structures include: office, cafeteria, restrooms, library, teacher work room, storage sheds and a day care facility.

During the school day, staff members and administrators shall provide campus supervision. Identified problem areas receive increased supervision to reduce discipline, crime, or other school safety concerns.

It shall be the practice of Dudley Elementary to remove all graffiti from school property before pupils arrive to begin their school day. Other acts of vandalism are promptly addressed.

Maintenance of School Buildings/Classrooms

In 2008, the school received modernization funds. Improvements included: bringing the campus up to current ADA specifications, fire/life/safety upgrades, and painting. District personnel periodically examine the school's physical facility and help eliminate obstacles to school safety. Additionally, health and fire department inspectors contribute to school safety.

The classrooms are monitored for safety and appearance by the administration and individual classroom teachers.

Internal Security Procedures

Dudley Elementary has established procedures in the following areas: California Safe School Assessment (CSSA) reporting procedures, suspension and expulsion procedures, and an inventory system.

Keeping reportable crimes at a minimum requires constant vigilance. The following strategies will be utilized in achieving this goal: provide effective school supervision, and identify and provide preventative programs and activities such as the WE TIP Hotline and security cameras.

Dudley Elementary maintains a copy of the district's sexual harassment policy in the main office/principal's office and the policy is available on request. The District's Sexual Harassment Policy contains dissemination plans, applicable definitions, reporting requirements, investigation procedures, enforcement regulations, and information related to suspension and/or expulsion for sexual harassment of or by pupils.

Included in this Safe School Plan is a school map indicating safe entrance and exit areas for pupils, parents and school employees

To ensure the safety of pupils and staff, all visitors to the campus, except pupils of the school and staff members, shall register immediately upon entering any school building or grounds when school is in session

Discipline procedures shall focus on finding the cause of problems and working with all concerned to reach the proper, lawful solutions. The school's discipline plan begins at the classroom level. Teachers shall use a visible classroom management plan to communicate classroom rules, promote positive pupil conduct, and reduce unacceptable conduct. Appropriate consequences are administered based on the seriousness of the pupil's misbehavior.

Pupils may be suspended, transferred to another school, or recommended for expulsion for certain acts. For specific student violations, a mandatory expulsion recommendation shall be submitted by the administration.

Site administrators contribute to a positive school climate, promote positive pupil behavior, and help reduce inappropriate conduct. The principal/designee uses available district and other appropriate records to inform teachers of each pupil identified under E.C. 49079.

Law enforcement is contacted and consulted to help maintain and to promote a safe and orderly school environment. Dudley Elementary employees comply with all legal mandates, regulations, and reporting requirements for all instances of suspected child abuse.

Additional internal security procedures affecting the integrity of the school facility include: school wide intercom system and two-way radios.

Community involvement is encouraged to help increase school safety.

Inventory System – Engraved ID, Security Storage

Most school-site equipment has a metal ID tag or a bar code sticker adhered to its surface. These items are inventoried annually and there is an established accountability system. Office and classroom supplies are secured.

SECTION 5 PHYSICAL ENVIRONMENT GOALS

The Physical Environment

An action plan for places reflecting the school's physical environment including crisis response procedures and policies relating to student safety

The following objectives were developed as the result of feedback from students, staff and parents on our Safe School Survey

Data to Used to Develop Objectives

Parent Safety Survey 2014- 113 responses; 2015- 23 responses; **2016- 66 responses**

- The school facilities are safe and well maintained.
 - 2014- 78.8% Agree or Strongly Agree
 - 2015- 78.3% Agree or Strongly Agree
 - **2016- 80.3% Agree or Strongly Agree**
- My child feels safe and secure at school
 - 2014- 84.9% Agree or Strongly Agree
 - 2015- 78.2% Agree or Strongly Agree
 - **2016- 93.9% Agree or Strongly Agree**

Staff Safety Survey 2014- 42 responses; 2015- 37 responses; **2016- 38 responses**

- The effects of vandalism on campus are quickly repaired.
 - 2014- 79% Agree or Strongly Agree
 - 2015- 89.1% Agree or Strongly Agree
 - **2016- 84.2% Agree or Strongly Agree**
- The school buildings and grounds are free of hazards that might cause accidental injury.
 - 2014- 74.4% Agree or Strongly Agree
 - 2015- 70.2% Agree or Strongly Agree
 - **2016- 73.7% Agree or Strongly Agree**

California Healthy Kids Survey 2014- 234 responses district wide

- Do you feel safe at school?
 - 2014- 68% Yes. Most of the time (26%) or Yes, all of the time (42%)

Student Safety Survey 2016- 227 responses

- **Do you feel safe at school?**
 - **86.8% Yes.**

Objective #1: The physical environment of Dudley Elementary will be free of hazards.

Related Activities:

- Each morning, the custodian will walk through the plant and submit work orders to the school secretary for any hazards observed to ensure a safe physical environment.

Objective #2: 100% of staff will understand the Safety Plan procedures and their role in the Incident Command System.

Related Activities:

- The parent reunification process will be included in upcoming drills.
- Students will be given injuries to act out so staff will have the opportunity to practice triage methods.
- Staff training will occur during staff meetings.
- The entire school population will participate in practice drills at least twice monthly.

Objective #3: Staff members will wear their staff badges and carry a 2-way radio whenever outside of the classroom.

Objective #4: Safety kits will be stored in each classroom.

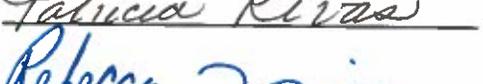
- Letters will be sent to each family requesting a bag of food, water and a letter to be shared with their child to provide comfort and reassurance in the event of a disaster.
- Fundraiser profits will be used to purchase safety kits.

SECTION 6 SIGNATURE SHEET

Dudley Elementary School's Safe School Plan was developed in accordance with SB 187 and Safe Schools, A Planning Guide for Action, published by the Department of Education. Student, parent and teacher surveys were taken into account to determine areas of greatest need. The document includes the school's personal, physical, social and cultural environment, which serves as an effective prevention plan based on parent and student surveys. Also taken into consideration are temporary restraining orders, school-generated child abuse reports, custody orders prohibiting parents from contact with a child at school, harassment complaints filed by students and staff, suspension logs and accident reports. Additionally, the District's discrimination and harassment policy, hate crime reporting procedures and the Uniform Complaint Policy are included.

A detailed crisis response plan based on the California Standardized Emergency Management System (SEMS) is included. This model was designed to centralize, organize, and coordinate emergency response among district organizations and public agencies. Specific first aid treatment is categorized in alphabetical order.

The following committee members revised and approved this comprehensive school plan:

Member	Title	Signature
<u>Steve Jackson</u>	Principal	<u></u>
<u>Mark Pollock</u>	Teacher	<u></u>
<u>Kelly Anderson</u>	Teacher	<u></u>
<u>Todd Silverman</u>	Counselor	<u></u>
<u>Patricia Rivas</u>	Library Technician	<u></u>
<u>Rebecca Wiley</u>	Parent	<u></u>

Appendix A
Staff's Classroom Telephone Numbers

Name	Room #	Extension
Kelly Anderson	A-2	2220
Steve Carlson	C-5	2208
Barbi Druliner	T-4b	2114
Tina Duncan	C-7	2210
Nancy Dzida	A-5	2223
Ashley Gorman	M-8	2235
David Grimes	A-7	2225
Rochele Haywood	T-4a	2113
Andrea Kasai	A-6	2224
Hannah Kassis	M-3	2230
Diane Keller	T-3	2203
Mary Linden	Rm. 7	2211
Venessa Mason	Rm. 8	2212
Delanne Mathias	M-7	2234
Tracie Meloy	C-3	2206
Leah McDonough	A-1	2219
Lisa Morton	A-3	2221
Mary Ruth Neal	C-4	2207
Jennifer Nelson	M-9	2226
Sandy Oliver	B-3	2215
Ruth Ortiz	Rm. 7	2211
Gloria Payne	M-12	2229
Cynthia Piegaro	B-6	2218
Mark Pollock	B-2	2214
Cheryl Pullman	M-6	2233
Valerie Rose	B-4	2216
Claudia Searls	C-6	2209
Todd Silverman	T-4c	2115
Terri Skogebo	B-1	2213
Robert Smith	A-4	2222
Laurel Stolfus	B-5	2217
Lisa Tarner	A-5	2223
Susan Velez	M-10	2227
Perry Weidman	C-2	2205
Sonja White	M-4	2231
Steve Jackson	Principal's Office	2101
April Bishop	Front Office	2104
Kim Moss	Front Office	2105
Nurse's Office		2106
Library		2109

Conference Room		2107
Claudia Buderer	A-7	2225
Kitchen		2110
Room 10--Staff Lounge		2111
C-1 Primary Computer Lab		2204
T-5 Intermediate Computer Lab		2202
CDC		339-4615

**Appendix B
Utility Shut-off Map**

Appendix C Evacuation Map

Appendix D
Off Campus Evacuation Map

Appendix E

EOC Message Form

Student & Staff Accountability Form

DATE: _____

TEACHER: _____

ROOM #: _____

FORM COMPLETED BY: _____

of students enrolled in this class:

of students marked absent in this class:

Please list students marked absent by name:

of students unaccounted for* in this class:

*You didn't mark them absent and they are not with your class at this time

Please list students unaccounted for by name:

Are there any adult staff from this room unaccounted for? _____

If so, please list by name: (include staff staying behind with injured)

of students with you but not on roster:

Please list these students by name:

of extra adults in room

Please list extra adults by name:

For Command Staff: _____ Missing students/adults recorded

EOC Message Form Data

Tally and insert into the grid below

<u>Category</u>	<u>Description</u>	<u>Number</u>
A	Fatalities	<input style="width: 80px;" type="text"/>
B	Minor Injuries (First aid only)	<input style="width: 80px;" type="text"/>
C	Injuries - Ambulance (Major + Moderate)	<input style="width: 80px;" type="text"/>
	Major (Immediate): Unable to treat on site, i.e. airway and breathing difficulties, cardiac arrest, uncontrolled or suspected severe bleeding, severe head injuries, severe medical problems, open chest or abdominal wounds, severe shock.	<input style="width: 80px;" type="text"/>
	Moderate (Delayed): Burns, major multiple fractures, back injuries with or without spinal cord damage.	<input style="width: 80px;" type="text"/>
D	Property Damages	Circle One
	Major damage: Building collapse, building leaning, major ground movement causing large cracks in ground.	Major
	Moderate damage: Falling hazards present, hazard present (toxic chemical spill, broken gas line, fallen power lines).	Moderate
	Minor damage: Dislodged overhead air duct terminals, light fixtures, suspended ceiling grid, overhead mechanical systems and broken windows	Minor

_____ Triage recorded

Appendix F

California Child Abuse and Neglect Reporting Law

The first child abuse reporting law in California was enacted in 1963. That early law mandated only physicians to report physical abuse.

Over the years, numerous amendments have expanded the definition of reportable child abuse and the persons required to report it.

It is important for mandated reporters to keep updated on periodic amendments to the law. Your local Child Abuse Prevention Council or county welfare department has current reporting law information. Also visit www.leginfo.ca.gov for updated information on the law and any other code section referenced in this material.

The California Child Abuse and Neglect Reporting Law is currently found in **Penal Code (P.C.) Sections 11164 - 11174.3**. The following is only a partial description of the law. Mandated reporters should become familiar with the detailed requirements as they are set forth in the Penal Code.

Who Are Mandated Reporters?

P.C. 11165.7 defines “mandated reporters” as any of the following:

- 1) A teacher.
- 2) An instructional aide.
- 3) A teacher’s aide or a teacher’s assistant employed by any public or private school.
- 4) A classified employee of any public school.
- 5) An administrative officer or supervisor of child welfare and attendance, or a certificated pupil personnel employee of any public or private school.

- 6) An administrator of a public or private day camp.
- 7) An administrator or employee of a public or private youth center, youth recreation program, or youth organization.
- 8) An administrator or employee of a public or private organization whose duties require direct contact and supervision of children.
- 9) Any employee of a county office of education or the California Department of Education, whose duties bring the employee into contact with children on a regular basis.
- 10) A licensee, an administrator, or an employee of a licensed community care or child day care facility.
- 11) A Head Start program teacher.
- 12) A licensing worker or licensing evaluator employed by a licensing agency as defined in P.C. 11165.11.
- 13) A public assistance worker.
- 14) An employee of a child care institution including, but not limited to, foster parents, group home personnel, and personnel of residential care facilities.
- 15) A social worker, probation officer, or parole officer.
- 16) An employee of a school district police or security department.
- 17) Any person who is an administrator or presenter of, or a counselor in, a child abuse prevention program in any public or private school.
- 18) A district attorney investigator, inspector, or local child support agency caseworker unless the investigator, inspector, or

- caseworker is working with an attorney appointed pursuant to Section 317 of the Welfare and Institutions Code to represent a minor.
- 19) A peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the Penal Code, who is not otherwise described in P.C. 11165.7.
 - 20) A firefighter, *except for volunteer firefighters*.
 - 21) A physician, surgeon, psychiatrist, psychologist, dentist, resident, intern, podiatrist, chiropractor, licensed nurse, dental hygienist, optometrist, marriage, family and child counselor, clinical social worker, or any other person who is currently licensed under Division 2 (commencing with Section 500) of the Business and Professions Code.
 - 22) Any emergency medical technician I or II, paramedic, or other person certified pursuant to Division 2.5 (commencing with Section 1797) of the Health and Safety Code.
 - 23) A psychological assistant registered pursuant to Section 2913 of the Business and Professions Code.
 - 24) A marriage, family and child therapist trainee, as defined in subdivision (c) of Section 4980.03 of the Business and Professions Code.
 - 25) An unlicensed marriage, family, and child therapist intern registered under Section 4980.44 of the Business and Professions Code.
 - 26) A state or county public health employee who treats a minor for venereal disease or any other condition.
 - 27) A coroner.
 - 28) A medical examiner, or any other person who performs autopsies.
 - 29) A commercial film and photographic print processor, as specified in subdivision (e) of P.C. 11166. For purposes of the California Child Abuse Reporting Law, "commercial film and photographic print processor" means any person who develops exposed photographic film into negatives, slides, or prints, or who makes prints from negatives or slides, for compensation. The term includes any employee of such a person; it does not include a person who develops film or makes prints for a public agency.
 - 30) A child visitation monitor. For purposes of the California Child Abuse Reporting Law, "child visitation monitor" means any person who, for financial compensation, acts as monitor of a visit between a child and any other person when the monitoring of that visit has been ordered by a court of law.
 - 31) An animal control officer or humane society officer. For purposes of the California Child Abuse Reporting Law, the following terms have the following meanings: (A) "Animal control officer" means any person employed by a city, county, or city and county for the purpose of enforcing animal control laws and regulations. (B) "Humane society officer" means any person appointed or employed by a public or private entity as a humane officer who is qualified pursuant to Section 14502 or 14503 of the Corporations Code.
 - 32) A clergy member, as specified in subdivision (d) of P.C. 11166. For purposes of the California Child Abuse Reporting Law, "clergy member" means a priest, minister, rabbi, religious practitioner, or similar functionary of a church, temple, or recognized denomination or organization.
 - 33) Any custodian of records of a clergy member, as specified in P.C. 11165.7 and subdivision (d) of Section 11166.
 - 34) Any employee of any police department, county sheriff's department, county probation department, or county welfare department.
 - 35) An employee or volunteer of a Court Appointed Special Advocate program, as defined in Rule 1424 of the Rules of the Court.
 - 36) A custodial officer as defined in Section 831.5 of the Penal Code.
 - 37) Any person providing services to a minor child under Section 12300 or 12300.1 of the Welfare and Institutions Code.

Note: Unless otherwise stated, **volunteers are not mandated reporters.**

Why Must You Report?

The primary intent of the reporting law is to protect an abused child from further abuse. Protecting the identified child may also provide the opportunity to protect other children. It is equally important to provide help for the parents. Parents may be unable to ask for help directly, and child abuse may be their way of calling attention to family problems. The report of abuse may be a catalyst for bringing about change in the home environment, which in turn may help to lower the risk of abuse in the home.

What Do You Have To Report?

Under the law, when the victim is a child (a person under the age of 18) and the perpetrator is any person (including a child), the following types of abuse must be reported by all legally mandated reporters:

- a. A physical injury inflicted by other than accidental means upon a child. **(P.C. 11165.6)**
Note that child abuse *does not* include a “mutual affray” between minors. It also *does not* include an injury caused by “reasonable and necessary force used by a peace officer acting within the course and scope of his or her employment.” **(P.C. 11165.6)**
- b. Sexual abuse of a child, including both sexual assault and sexual exploitation. “Sexual assault” includes sex acts with a child, lewd or lascivious acts with a child, and intentional masturbation in the presence of a child. “Sexual exploitation” includes preparing, selling, or distributing pornographic materials involving children; employing a minor to perform in pornography; and employing or coercing a child to engage in prostitution. **(P.C. 11165.1)**
- c. Willful harming or injuring of a child or the endangering of the person or health of a child, including inflicting or permitting unjustifiable physical pain or mental suffering. **(P.C. 11165.3)**

Note: Any mandated reporter may report any child who is suffering serious emotional damage or is at substantial risk of suffering serious emotional damage. **(P.C. 11166.05)**

- d. Willful infliction of cruel or inhuman corporal punishment or injury resulting in a traumatic condition. **(P.C. 11165.4)**
- e. Neglect of a child, whether “severe” or “general,” by a person responsible for the child’s welfare. The term “neglect” includes both acts or omissions harming or threatening to harm the child’s health or welfare. **(P.C. 11165.2)**

When Do You Have To Report?

Child abuse must be reported when a mandated reporter, “in his or her professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect.” **(P.C. 11166 (a))**

“Reasonable suspicion” occurs when “it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing, when appropriate, on his or her training and experience, to suspect child abuse or neglect.” **(P.C. 11166 (a)(1))** Although wordy, the intent of this definition is clear: if you suspect that abuse has occurred, make a report.

You must make a report immediately (or as soon as practicably possible) by telephone and you must prepare and send, fax or electronically transmit a written report within 36 hours of receiving the information regarding the incident. **(P.C. 11166 (a))** Written reports must be submitted on Department of Justice form (SS 8572), which can be downloaded from the California Attorney General’s Web site at www.ag.ca.gov (click on Child Protection Program; click on forms; click on SS 8572). The mandated reporter may include with the report any nonprivileged documentary evidence he or she possesses related to the incident.

To Whom Must You Report?

The report must be made to any police department or sheriff's department (not including a school district police or security department), county probation department, if designated by the county to receive mandated reports, or county welfare department. (P.C. 11165.9)

Any mandated reporter who knows or reasonably suspects that the home or institution in which the child resides is unsuitable for the child because of abuse or neglect shall inform the agency about the unsuitability of the home at the same time he or she reports the abuse or neglect. (P.C. 11166 (f))

When two or more persons who are required to report jointly have knowledge of a known or suspected instance of child abuse or neglect, and when there is agreement among them, a single person from the group may make the report. Any group member who knows that the report was not made, however, shall make the report. (P.C. 11166 (h))

Immunity

Mandated reporters have immunity from criminal and civil liability for any report required or authorized under the Child Abuse Reporting Law. This immunity applies even though the knowledge or reasonable suspicion of abuse was acquired outside his or her professional capacity or outside the scope of his or her employment. (P.C. 11172 (a)) And if a mandated reporter is sued for making a report, he or she may be able to receive compensation for legal fees incurred in defending against the action. (P.C. 11172 (c))

Any person who makes a report of child abuse, even though he or she is not a mandated reporter, has immunity unless the report is proven to be false and it is proven that the person either knew the report was false or made it with reckless disregard of its truth or falsity. (P.C. 11172 (a))

Additional Safeguards for Mandated Reporters

No supervisor or administrator may impede or

inhibit a mandated reporter's reporting duties or subject the reporting person to any sanction for making a report. (P.C. 11166 (i)(1))

Any supervisor or administrator who violates the above cited code section is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000), by not more than six months in a county jail, or by both a fine and imprisonment. (P.C. 11166.01(a)) If however, death or great bodily injury happens to the child as a result of the abuse, the supervisor or administrator who impeded or inhibited the report is guilty of a misdemeanor punishable by not more than one year in a county jail, by a fine not to exceed five thousand dollars (\$5,000), or by both. (P.C. 11166.01(b))

The mandated reporter's identity is confidential and may only be disclosed to specified persons and agencies. (P.C. 11167 (d)(1))

Mandated reporters and others acting at their direction are not liable civilly or criminally for photographing the victim and including the photograph with their report. (P.C. 11172 (a))

A clergy member who acquires knowledge or a reasonable suspicion of child abuse during a penitential communication is not mandated to report the abuse. For purposes of the Child Abuse Reporting Law, "penitential communication" means communication, intended to be in confidence, including, but not limited to, a sacramental confession made to a clergy member. (P.C. 11166 (d)(1))

Liability for Failure to Make A Required Report

A mandated reporter who fails to make a required report of child abuse is guilty of a misdemeanor punishable by up to six months in jail or by a \$1,000 fine or by both a fine and imprisonment. (P.C. 11166 (c)) If however, death or great bodily injury happens to the child as a result of the abuse, the mandated reporter is guilty of a misdemeanor punishable by not more than one year in a county jail, by a fine

not to exceed five thousand dollars (\$5,000), or by both. (P.C. 11166.01 (b)) He or she may also be found civilly liable for damages, especially if the child-victim or another child is further victimized because of the failure to report. (*Landeros v. Flood* (1976) 17 Cal.3d 399.)

If a mandated reporter conceals his or her failure to report abuse or "severe" neglect, the failure to report is a continuing offense until the failure is discovered by an agency specified in Section 11165.9. (P.C. 11166 (c)) Because it is a continuing offense, the statute of limitations does not start to run until the failure to report is discovered.

Responsibilities of Agencies Employing Mandated Reporters

On and after January 1, 1985, persons entering employment which makes them mandated reporters must sign statements, provided and retained by their employers, informing them that they are mandated reporters and advising them of their reporting responsibilities and of their confidentiality rights. (P.C. 11166.5 (a))

On and after January 1, 1993, any person who acts as a child visitation monitor, prior to engaging in monitoring the first visit in a case, shall sign a statement provided and retained by the court which ordered the monitor's presence to the effect that he or she has knowledge of the provisions of the Child Abuse Reporting Law and will comply with them. (P.C. 11166.5 (a))

Employers are strongly encouraged to provide their employees who are mandated reporters with training in the duties imposed by the Child Abuse Reporting Law. Training in the duties imposed by the reporting law shall include training in child abuse identification and reporting. Whether or not employers provide their employees with training, they shall provide their employees who are mandated reporters with the statement required in subdivision (a) of Section 11166.5. (P.C. 11165.7 (c)) The absence

of training shall not excuse a mandated reporter from the duties imposed by the reporting law. (P.C. 11165.7 (e))

EXCEPTION: Any person providing services to a minor child under Section 12300 or 12300.1 of the Welfare and Institution Code shall not be required to make a child abuse report unless that person has received training, or instructional material in the appropriate language, on the duties imposed by the Child Abuse Reporting Law, including identifying and reporting abuse and neglect. (P.C. 11166.5 (e))

Feedback to Mandated Reporters

After the investigation is completed or the matter reaches a final disposition, the investigating agency is obligated to inform the mandated reporter of the results of the investigation and any action the agency is taking with regards to the child or family. (P.C. 11170 (b)(2))

Changes in the law for 2007 are underlined. Please note that the California Child Abuse Reporting Law may have changed since the printing of this material. This material has been reprinted to assist mandated reporters in determining their reporting responsibilities. It is not intended to be and should not be considered legal advice. In the event there are questions about reporting responsibilities in a specific case, the advice of legal counsel should be sought.

A special thank you to Delta Dental of California for their work in developing the original material.

For additional information on child abuse prevention, you may contact:

Crime and Violence Prevention Center
California Attorney General's Office
1300 I St., Suite 1120
(916) 324-7863
www.safestate.org

Appendix H

Center Joint Unified School District
•8408 Watt Avenue, Antelope, CA 95843 • 916-338-6320 • 916-338-6329

Williams Complaints Classroom Notice

Notice to Parents, Guardians, Pupils, and Teachers Complaint Rights

Pursuant to California *Education Code* Section 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials. That means each pupil, including English learners, must have a textbook or instructional materials, or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners if present.

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

4. Pupils, including English Learners, who have not passed one or both parts of the high school exit examination by the end of the 12th grade are to be provided the opportunities to receive intensive instruction and services for up to two consecutive academic years after the completion of grade 12.
5. A complaint form may be obtained at the school office, district office, or downloaded from the school's Web site at centerusd.org. You may also download a copy of the California Department of Education complaint form from the following Web site: <http://www.cde.ca.gov/re/cp/uc>.

August 2013

Williams Complaints Form

Education Code (EC) Section 35186 created a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, and teacher vacancy or misassignment. The complaint and response are public documents as provided by statute. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the following contact information.

Response requested: Yes No

Name (Optional): _____ Mailing Address (Optional): _____

Phone Number Day (Optional): _____ Evening (Optional): _____

Issue of complaint (please check all that apply):

1. Textbooks and Instructional Materials

- A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state-adopted or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Facility Conditions

- A condition poses an urgent or emergency threat to the health or safety of students or staff, including: gas leaks, nonfunctioning heating, ventilation, fire sprinklers or air-conditioning systems, electrical power failure, major sewer line stoppage, major pest or vermin infestation, broken windows or exterior doors or gates that will not lock and that pose a security risk, abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff, structural damage creating a hazardous or uninhabitable condition, and any other emergency conditions the school district determines appropriate.
- A school restroom has not been maintained or cleaned regularly, is not fully operational and has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.
- The school has not kept all restrooms open during school hours when pupils are not in classes, and has not kept a sufficient number of restrooms open during school hours when pupils are in classes.

3. Teacher Vacancy or Misassignment

- Teacher vacancy - A semester begins and a teacher vacancy exists. (A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.)
- Teacher misassignment - A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class.
- Teacher misassignment - A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

4. High School Exit Examination (For school districts who receive intensive instruction funds)

- Pupils who have not passed the high school exit exam by the end of 12th grade were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254 (d) (4) and (5) after the completion of grade 12.

Date of Problem: _____

Location of Problem (School Name, Address, and Room Number or Location): _____

Course or Grade Level and Teacher Name: _____

Please describe the issue of your complaint in detail. You may attach additional pages if necessary to fully describe the situation. _____

Please file this complaint at the following location:

David Grimes, Director of Personnel/Student Services 8408 Watt Avenue, Antelope, CA 95843

Appendix I

Center Joint Unified School District Discipline Policies

Grounds for Suspension or Expulsion; Legislative Intent: California Education Code 48900 and Center Unified School District Board Policy 5144 (a) allow the superintendent or site administrator to suspend or recommend for expulsion a student for any violation of the following rules while on school grounds, going to or coming from school, during the lunch period whether on or off the campus, or during, or while going to, or coming from a school sponsored activity. Suspension of up to 5 days or a recommendation for expulsion may occur when the conduct is of an extreme nature.

- 1 *48900(a-1): Caused, Attempted, or Threatened Physical Injury (S)
- 2 *48900(a-2): Use of Force or Violence (S)
- 3 *48900(b): Weapons (S)
- 4 *48900(c): Drugs or Alcohol, Possession/Use of (S)
- 5 *48900(d): Drugs or Alcohol, Sale of (S)
- 6 *48900(e): Robbery/Extortion (S)
- 7 *48900(f): School Property Damage (S)
- 8 *48900(g): Property Theft (S)
- 9 *48900(h): Tobacco, Possession/Use(S)
- 10 *48900(i): Language, Obscene/Profanity (S)
- 11 *48900(j): Drugs, Paraphernalia (S)
- 12 *48900(k): Disrupted School Activities / Defiance of Authority(S)
- 13 *48900(l): Stolen Property, Possession of (S)
- 14 *48900(m): Firearm, Imitation (S)
- 15 *48900(n): Sexual Assault (S)
- 16 *48900(o): Harassment, Witness (S)
- 17 *48900(p): Soma, Selling of (S)
- 18 *48900(q): Hazing (S)
- 19 *48900(r): Bullying/Harassment (S)
- 20 *48900(t): Aids or Abets Physical Injury(S)
- 21 *48900.2: Sexual Harassment (S)(E)
- 22 *48900.3: Hate Violence (S)(E)
- 23 *48900.4: Harassment, threats, intimidation (S)(E)
- 24 *48900.7(a): Terroristic threats against school officials or property (S)(E)
- 25 *48900.7(b): Terroristic Threat (S)(E)
- 50 *48915(a-1): Caused Serious Physical injury (S)(E)
- 51 *48915(a-2): Possession of Knife or other Dangerous Object (S)(E)
- 52 *48915(a-3): Possession of any Controlled Substance (S)(E)
- 53 *48915(a-4): Robbery/Extortion (S)(E)
- 54 *48915(a-5): Assault or Battery on a School Employee (S)(E)
- 55 *48915(c-1): Firearm; Possessing, Selling or Furnishing (E)**
- 56 *48915(c-2): Brandishing a Knife (E)**
- 57 *48915(c-3): Sales of Controlled Substance (E)**
- 58 *48915(c-4a): Sexual Assault(E)**
- 59 *48915(c-4b): Sexual Battery (E)**
- 60 *48915(c-5): Possession of an Explosive (E)**

Appendix J

Center Joint Unified School District Previous Suspension/Expulsion Notification

Dated: _____

To: _____
Teacher's Name

From: _____

Re: _____
Student Name

Pursuant to Legislative Bill AB 29 and ED Code 49079, this notice is to inform you that our office has received a copy of the above named student's cumulative file. The cumulative file includes previous suspension or expulsion information during the previous three school years.

You have a right to view this information. You may check out the cumulative file from the office at your convenience. Please sign this notice indicating that you have been made aware of the prior suspensions/expulsions and of your right to view the cumulative folder. Then, return the form to my office as soon as possible.

Signature: _____

Date: _____

Appendix K

Hate Motivated Behavior

As California's population becomes more diverse, it is important that school districts provide a safe and harmonious learning environment for all students. Pursuant to Education Code 201, schools have an affirmative obligation to combat racism, sexism, and other forms of bias, as well as a responsibility to provide equal educational opportunity. Developing policy to address hate-motivated behavior is one way districts can help teach students respect and understanding of diversity.***

In its publication entitled "Hate-Motivated Behavior in Schools", the California Department of Education defines hate-motivated behavior as an act, or attempted act, motivated by hostility towards a victim's real or perceived ethnicity, national origin, immigrant status, gender, sexual orientation, religious belief, age, disability, or any other physical or cultural characteristic. Some hate-motivated behavior may also be a crime as defined in state or federal law. These crimes include, but are not limited to: bomb threats, cross burnings, destruction or defacement of property, and certain types of vandalism and assaults.***

The following optional policy is for use by districts in the implementation of a prevention strategy for hate-motivated incidents and should be modified to reflect district practice. Elements of this policy should also be integrated into existing school plans, such as the school safety and staff development plan, as well as any policies developed by the district regarding Positive School Climate and Multicultural Education; see BP 5137 and BP 6141.6, respectively.***

The Governing Board affirms the right of every student to be protected from hate-motivated behavior. It is the intent of the Board to promote harmonious relationships that enable students to gain a true understanding of the civil rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Appendix L

Nondiscrimination/Harassment

District programs and activities shall be free from discrimination, including harassment, with respect to a student's actual or perceived sex, gender, ethnic group identification, race, national origin, religion, color, physical or mental disability, age or sexual orientation.

The Governing Board shall ensure equal opportunities for all students in admission and access to the educational program, guidance and counseling programs, athletic programs, testing procedures, and other activities. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. The district may provide male and female students with separate shower rooms and sexual health and HIV/AIDS prevention classes in order to protect student modesty.

The Board prohibits intimidation or harassment of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges.

Students who harass other students shall be subject to appropriate discipline, up to and including counseling, suspension and/or expulsion. An employee who permits or engages in harassment may be subject to disciplinary action, up to and including dismissal.

The Board hereby designates the following position as Coordinator for Nondiscrimination to handle complaints regarding discrimination and inquiries regarding the district's nondiscrimination policies:

Director of Personnel
8408 Watt Avenue
Antelope, California 95843
(916) 338-6419

Any student who feels that he/she is being harassed should immediately contact the Coordinator for Nondiscrimination, the principal or any other staff member. Any student who observes an incident of harassment should report the harassment to a school employee, whether or not the victim files a complaint.

Employees who become aware of an act of harassment shall immediately report the incident to the Coordinator for Nondiscrimination. Upon receiving a complaint of discrimination or harassment, the Coordinator shall immediately investigate the complaint in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment. Where the Coordinator finds that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim.

The Coordinator shall also advise the victim of any other remedies that may be available. The Coordinator shall file a report with the Superintendent or designee and refer the matter to law enforcement where required.

Appendix M Site Dress Code

Dudley students are to adhere to the following Dress Code to maintain a safe learning environment free from distractions:

Shoes are to be worn at all times. Sandals and platform shoes are considered unsafe during P.E. and recess activities. Flip-flops may not be worn at any time during the school day. Clothing and jewelry shall be free of writing, pictures, or insignias which is/are crude, vulgar, profane or sexually suggestive, which advocate racial, ethnic, or religious prejudice, or which promote violence or the use of drugs, alcohol, or tobacco.

Non-religious head covering may not be worn indoors. The brim of any hat or visor must face forward.

Hair must not interfere with school activities. Decorative hair and/or distracting hair styles are not allowed.

Clothing that reveals undergarments may not be worn.

Clothing must completely cover one's torso. Spaghetti straps are not permitted.

Short length must be to or past the student's fingertips.

Center Joint Unified School District

AGENDA REQUEST FOR:

Dept./Site: Facilities & Operations Department

To: Board of Trustees

Action Item X

Date: April 20, 2016

Information Item

From: Craig Deason, Assist. Supt.

Attached Pages

Assist. Supt. Initials: eD

SUBJECT: Disposal of Surplus Equipment

The Facilities & Operations Department would like to surplus the following item from the Grounds Department that is no longer in use:

Toro Zero Turn Mower 72" Deck/Grounds mod-74269/Serial # 250000804

This item will be offered for sale, donation, or disposal following your approval.

Recommendation: That the Board of Trustees approves the surplus and disposal, donation, or sale of this equipment.

CONSENT AGENDA

Center Joint Unified School District

		AGENDA REQUEST FOR:
Dept./Site:	Facilities & Operations Department	
To:	Board of Trustees	Action Item <u> X </u>
Date:	April 20, 2016	Information Item <u> </u>
From:	Craig Deason, Assist. Supt.	# Attached Pages <u> 2 </u>
Assist. Supt. Initials:	<u> CD </u>	

SUBJECT:	Amendment #2 - CPM Contract for Program Management Services for Prop 39 and Technology Upgrade
Amendment #2 combines compensation for Basic Services and Expenses to a total not-to-exceed fee budget of Seventy-five Thousand Dollars (\$75,000). This amendment presents no additional costs to the contract.	
Recommendation: That the Board of Trustees approves Amendment #2 for CPM Contract for Program Management Services for Prop 39 and Technology Upgrade.	

CONSENT AGENDA

Contract Amendment #2

March 1, 2016

Agreement between Center Joint Unified School District, "District or Owner" and Capital Program Management Inc., "Program Manager or PM" (hereinafter collectively referred to as "Parties").

WHEREAS, the Parties entered into an Agreement ("Agreement") dated November 20, 2013 for Prop 39 and Technology Upgrade in connection with the renovation and new school construction program in the District; and

WHEREAS, the Parties wish to amend the Agreement.

NOW, THEREFORE, the Parties hereby agree as follows:

This is a no cost Amendment that combines compensation for Basic Services and Expenses to a total not-to-exceed fee budget of Seventy-five Thousand Dollars (\$75,000).

REPLACE Article 7, Compensation and Payment, Paragraph A, with the following:

A. Compensation for Basic Services: The Owner shall compensate the PM for performing the Basic Services described in Article 3, plus reasonable allowable expenses, within the timeframes established in Article 4 as follows:

1. A fee currently estimated to be Seventy-five Thousand Dollars (\$75,000) through December 31, 2016, to be paid as provided in subpart 7B, below. This amount is inclusive of reasonable expenses as indicated in Exhibit "B". Reimbursable expenses will be billed to the Owner at direct cost plus 5%. This is only an estimate and shall not limit the total to be paid, provided PM has complied with the requirements of this Agreement with respect to services that may cause this amount to be exceeded. To the extent this amount may be exceeded, the additional amount will be paid for as provided elsewhere in this Agreement.

NOW, THEREFORE, the Parties agree that all other terms, conditions, exhibits, and obligations of the Agreement remain in effect throughout the term of the Agreement except for those provisions of the Agreement that are directly contradicted by this Amendment, in which event the terms of the Amendment shall control.

The covenants and conditions contained in this Amendment shall apply to and bind the Parties and the heirs, legal representatives, successors and permitted assigns of the Parties.

This Amendment is executed as of the day and year first written above.

CENTER JOINT UNIFIED SCHOOL DISTRICT:

By: _____

Its: _____

Date: _____

CAPITAL PROGRAM MANAGEMENT, INC.:

By:  _____

Mr. Wallace E. Browe

Its: President

Date: 4.8.2016

Center Joint Unified School District

AGENDA REQUEST FOR:		
Dept./Site: Facilities & Operations Department		
To:	Board of Trustees	Action Item <u> X </u>
Date:	April 20, 2016	Information Item <u> </u>
From:	Craig Deason, Assist. Supt.	# Attached Pages <u> </u>
Assist. Supt. Initials: <u> CD </u>		

SUBJECT: Resolution #12/2015-16
Authorization for Participation in the Zero-Emission School Bus Deployment Project and Designation of Authorized Signatories for the Project

The attached Resolution #12/2015-16 authorizes Center Joint Unified School District to participate in the Zero-Emission School Bus Deployment Project which provides for replacement of older buses with zero-emission buses. Furthermore, the resolution provides authorization for assigning signatories for the project.

CONSENT AGENDA

**Resolution #12/2015-16
A Resolution of the Board of Education of the
Center Joint Unified School District**

Whereas, the Sacramento Metropolitan Air Quality Management District (SMAQMD) has announced the availability of funding to implement the Sacramento Region 9 Zero-Emission School Bus Deployment Project for the Environmental Protection Agency (EPA) Clean Diesel Funding Assistance Program FY 2016; and

Whereas, the Center Joint Unified School District has at least one qualifying school bus eligible for replacement under this program and has committed to purchasing at least one zero-emission bus and charger for the project; and

Whereas, the Center Joint Unified School District has affirmed its commitment to provide its cost share to this project as follows: \$33,259.00 in cash match funds from district general funds and leveraged funds in the amounts of \$115,000.00 from HVIP and \$60,000.00 from AB923 (SMAQMD); and

Now, therefore, the Board of Education of the Center Joint Unified School District does hereby resolve as follows:

The District is hereby authorized to participate in the Zero-Emission School Bus Deployment Project to replace buses with new zero-emission school buses which meet federal and state safety standards and provide improved air quality for our students and community.

The Board authorizes the Superintendent or designee as signatories.

In witness whereof, I have hereunto set my hand this 20th day of April, 2016.

**Delrae M. Pope
President,
Board of Education**

Contract Amendment #1

**ENERGY SERVICES AGREEMENT
FOR DESIGN, INSTALLATION AND COMMISSIONING
PROPOSITION 39, THE CLEAN ENERGY JOBS ACT OF 2012**

April 7, 2016

Energy Services Agreement, between Center Joint Unified School District ("District") and ACS Controls, an independent contractor (hereinafter referred to as "Contractor", and together as "Parties").

WHEREAS, the Parties entered into an Energy Services Agreement ("Agreement") dated March 16, 2016 for the Design, Installation and Commissioning of Energy Conservation Facilities funded in whole or in part through Proposition 39, The Clean Energy Jobs Act Of 2012; and

WHEREAS, the Parties wish to amend the Agreement.

NOW, THEREFORE, the Parties hereby agree to revise insurance requirements under Article 43 as follows:

REVISE as follows:

43.1.4. **Professional Liability (Errors and Omissions).** NOT USED

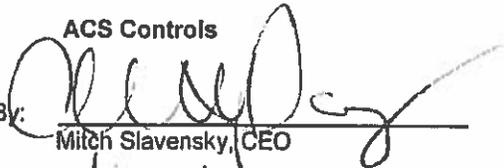
43.1.5. **Builder's Risk Insurance.** NOT USED

43.1.8 **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of no less than A- VII, unless otherwise acceptable to the District.

NOW, THEREFORE, the Parties agree that all other terms, conditions, exhibits, and obligations of the Agreement shall remain in effect throughout the term of the Agreement except for those provisions that are directly contradicted by this Amendment, in which event the terms of the Amendment shall control.

The covenants and conditions contained in this Amendment shall apply to and bind the Parties and the heirs, legal representatives, successors and permitted assigns of the Parties.

This Amendment is executed as of the day and year first written above.

ACS Controls
By: 

Mitch Slavensky, CEO

Center Joint Unified School District

By: _____
Scott Loehr, Superintendent

Date: April 7, 2016

Date: _____

Center Joint Unified School District

AGENDA REQUEST FOR:

Dept./Site: Facilities & Operations Department

To: Board of Trustees

Action Item X

Date: April 20, 2016

Information Item

From: Craig Deason, Assist. Supt.

Attached Pages 1

Assist. Supt. Initials: CD

SUBJECT: Amendment #1 to Contract with ACS Controls for
Energy Services Design Build Contractor for Lighting
Energy Conservation Projects

The Facilities and Operations Department requests approval to amend the contract with ACS Controls, low bidder, for Energy Services Design Build Contractor for Lighting Energy Conservation Projects. Amendment #1 will revise the insurance requirements in a manner more appropriate to the project.

RECOMMENDATION: That the Board of Trustees approves Amendment #1 to the contract with ACS Controls for Energy Services Design Build Contractor for Lighting Energy Conservation Projects.

CONSENT AGENDA

Contract Amendment #1

**ENERGY SERVICES AGREEMENT
FOR DESIGN, INSTALLATION AND COMMISSIONING
PROPOSITION 39, THE CLEAN ENERGY JOBS ACT OF 2012**

April 7, 2016

Energy Services Agreement, between Center Joint Unified School District ("District") and ACS Controls, an independent contractor (hereinafter referred to as "Contractor", and together as "Parties").

WHEREAS, the Parties entered into an Energy Services Agreement ("Agreement") dated March 16, 2016 for the Design, Installation and Commissioning of Energy Conservation Facilities funded in whole or in part through Proposition 39, The Clean Energy Jobs Act Of 2012; and

WHEREAS, the Parties wish to amend the Agreement.

NOW, THEREFORE, the Parties hereby agree to revise insurance requirements under Article 43 as follows:

REVISE as follows:

43.1.4. **Professional Liability (Errors and Omissions).** NOT USED

43.1.5. **Builder's Risk Insurance.** NOT USED

43.1.8 **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of no less than A- VII, unless otherwise acceptable to the District.

NOW, THEREFORE, the Parties agree that all other terms, conditions, exhibits, and obligations of the Agreement shall remain in effect throughout the term of the Agreement except for those provisions that are directly contradicted by this Amendment, in which event the terms of the Amendment shall control.

The covenants and conditions contained in this Amendment shall apply to and bind the Parties and the heirs, legal representatives, successors and permitted assigns of the Parties.

This Amendment is executed as of the day and year first written above.

ACS Controls
By: 

Mitch Slavensky, CEO

Center Joint Unified School District

By: _____
Scott Loehr, Superintendent

Date: April 7, 2016

Date: _____

Center Joint Unified School District

AGENDA REQUEST FOR:

Dept. /Site: Business Department

Date: 04/04/2016

Action Item

To: Board of Trustees

Information Item

From: Jeanne Bess

Attached Page 1

SUBJECT:

**APPROVAL OF CENTER JOINT UNIFIED SCHOOL DISTRICT
PAYROLL ORDERS**

The Governing board is asked to approve the attached payroll Orders for July 2015 through March 2016.

RECOMMENDATION: That the CJUSD Board of Trustees approve the District Payroll Orders for July 2015 through March 2016.

CONSENT AGENDA

DISTRICT PAYROLL-SUMMARIZED FOR FISCAL YEAR ENDING JUNE 30,2016

	REGULAR	VARIABLE	SPECIAL	TOTAL PAYROLL	#OF TRANSACTIONS
JULY	\$ 924,175.09	\$ 75,977.94		\$ 1,000,153.03	280
AUG	\$ 2,350,682.48	\$ 94,701.75		\$ 2,445,384.23	715
SEPT	\$ 2,356,894.49	\$ 123,106.60		\$ 2,480,001.09	771
OCT	\$ 2,382,976.30	\$ 94,057.11		\$ 2,477,033.41	774
NOV	\$ 2,378,917.29	\$ 156,054.60		\$ 2,534,971.89	811
DEC	\$ 608,031.56	\$ 89,845.43	\$ 427,605.72	\$ 1,125,482.71	1066
2-Jan	\$ 1,854,939.76			\$ 1,854,939.76	190
JAN	\$ 2,447,774.58	\$ 66,457.53		\$ 2,514,232.11	746
FEB	\$ 2,454,800.83	\$ 147,136.83		\$ 2,601,937.66	791
MARCH	\$ 2,459,810.29	\$ 150,926.52		\$ 2,610,736.81	788
APRIL				\$ -	
MAY				\$ -	
JUNE				\$ -	
SPECIAL				\$ -	

\$ 20,219,002.67	\$ 998,264.31	\$ 427,605.72	\$ 21,644,872.70	6932
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Center Joint Unified School District

AGENDA REQUEST FOR:

Dept./Site: Business Department

Date: March, 2016

To: Board of Trustees

From: Jeanne Bess

Action Item

Information Item

Attached Pages 69

SUBJECT: Supplemental Agenda – Commercial Warrant Registers

March 3, 2016 \$136,865.65, March 10, 2016 \$189,001.52,
March 17, 2016 \$222,648.90, March 23, 2016 \$344,457.03
March 31, 2016 \$405,271.29

The commercial warrant payments to vendors totals
\$ 1,298,244.39

RECOMMENDATION: That the CJUSD Board of Trustees approve the Supplemental Agenda – Vendor Warrants as presented

CONSENT AGENDA

Batch status: A All
From batch: 0048
To batch: 0048
Include Revolving Cash: Y
Include Address: N

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP	ABA num	Account num	Liq Amt	Net Amount
018067/00	ACE IT! TUTORING POWERED BY							
1722 PO-161516	03/03/2016	4001		1 01-3010-0-5800-103-1110-1000-003-832 NN P			5,857.00	5,857.00
				TOTAL PAYMENT AMOUNT				5,857.00
								5,857.00 *
011617/00	AMADOR STAGE LINES							
2058 PO-161793	03/03/2016	63075		1 01-0000-0-5810-472-0000-2700-014-000 NN F			2,125.12	2,125.12
				TOTAL PAYMENT AMOUNT				2,125.12
								2,125.12 *
010564/00	APPLE COMPUTER							
2005 PO-161727	03/03/2016	4376427174		1 01-6500-0-4300-102-5001-2700-002-000 YN F			35.64	33.00
				TOTAL PAYMENT AMOUNT				33.00
				TOTAL USE TAX AMOUNT				2.64
019504/00	B & H PHOTO-VIDEO							
1780 PO-161561	03/03/2016	106723448		1 01-0000-0-4300-112-0000-3600-007-000 NN F			698.99	618.92
1889 PO-161649	03/03/2016	107442530		1 01-9115-0-4300-115-0000-7700-007-000 YN F			237.49	219.90
1939 PO-161693	03/03/2016	107476146		1 01-0000-0-4400-238-0000-2700-010-000 YN P			72.99	72.99
1939 PO-161693	03/03/2016	107493476		1 01-0000-0-4400-238-0000-2700-010-000 YN F			667.51	609.00
				TOTAL PAYMENT AMOUNT				1,520.81
				TOTAL USE TAX AMOUNT				72.15
021669/00	BAIONI, RON							
2098 PO-161824	03/03/2016	REIMB		1 01-0000-0-4300-475-3200-2700-015-000 NN F			15.98	15.98
				TOTAL PAYMENT AMOUNT				15.98
								15.98 *
010442/00	BAR HEIN							
87 PO-160081	03/03/2016	488677		1 01-0000-0-4300-106-0000-8110-007-000 NN P			43.04	43.04
87 PO-160081	03/03/2016	488564		1 01-0000-0-4300-106-0000-8110-007-000 NN P			174.88	174.88
				TOTAL PAYMENT AMOUNT				217.92
								217.92 *
016805/00	BATES, CHERYL							
885 PO-160779	03/03/2016	FEB		1 01-6500-0-5210-102-5750-1130-003-000 NY P			43.94	43.94
				TOTAL PAYMENT AMOUNT				43.94
								43.94 *

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
014056/00	BENDER, LINDA							
2067 PO-161809	03/03/2016	TRAVEL EXPENSE		2 01-3410-0-5210-472-1110-1000-003-000 NN F			13.23	13.23
2067 PO-161809	03/03/2016	TRAVEL EXPENSE		1 01-6520-0-5210-472-5770-1110-003-000 NN F			148.35	148.35
2069 PO-161810	03/03/2016	TRAVEL EXPENSE		1 01-6520-0-5200-472-5770-1110-003-000 NN F			246.24	246.24
2069 PO-161810	03/03/2016	TRAVEL EXPENSE		2 01-6520-0-5200-472-5770-1110-003-982 NN F			277.32	277.32
TOTAL PAYMENT AMOUNT							685.14 *	685.14
016665/00	BETTS SPRING CO.							
2011 PO-161765	03/03/2016	06680080		1 01-0000-0-4300-106-0000-8110-007-000 NN F			219.33	219.33
TOTAL PAYMENT AMOUNT							219.33 *	219.33
014789/00	BISHO, VERNON							
2029 PO-161770	03/03/2016	REIMB BULBS		1 01-0000-0-4300-115-9780-8200-007-000 NN F			115.72	115.72
TOTAL PAYMENT AMOUNT							115.72 *	115.72
013988/00	BUTTES/CENTER STATE PIPE &							
46 PO-160048	03/03/2016	S008885773.001		1 01-8150-0-4300-106-0000-8110-007-000 NN P			234.06	234.06
46 PO-160048	03/03/2016	S008888771.001		1 01-8150-0-4300-106-0000-8110-007-000 NN F			190.89	234.64
TOTAL PAYMENT AMOUNT							468.70 *	468.70
020540/00	CALIFORNIA AMERICAN WATER CO							
161 PO-160147	03/03/2016	1015-220012585445		1 01-0000-0-5540-106-0000-8110-007-000 NN F			119,157.13	297.63
TOTAL PAYMENT AMOUNT							297.63 *	297.63
013942/00	CALLOWAY HOUSE							
1877 PO-161644	03/03/2016	3869278		1 01-5640-0-4300-601-9728-1000-017-083 NN F			349.07	324.81
TOTAL PAYMENT AMOUNT							324.81 *	324.81
019750/00	CAPITAL PROGRAM MGMT INC							
1214 PO-161073	03/03/2016	#8		1 01-0000-0-5800-472-0000-8110-007-990 NN P			7,299.99	7,299.99
TOTAL PAYMENT AMOUNT							7,299.99 *	7,299.99

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
021036/00	CHAT CENTER						
951 PO-160839	03/03/2016	CENTEL-16MS	1 01-6500-0-5800-102-5750-1180-002-000 NN P			104.12	104.12
TOTAL PAYMENT AMOUNT						104.12 *	104.12
020305/00	CDW GOVERNMENT INC.						
1938 PO-161692	03/03/2016	CFH8950	1 01-9115-0-4300-115-0000-7700-007-000 NN P			4,160.96	4,160.96
1938 PO-161692	03/03/2016	CFK3550	1 01-9115-0-4300-115-0000-7700-007-000 NN F			3,060.36	2,736.40
1927 PO-161698	03/03/2016	CDJ3558	1 01-5630-0-4300-601-1220-1000-017-000 NN F			75.00	75.00
1980 PO-161721	03/03/2016	CDR5195	1 01-0000-0-4300-472-0000-2700-014-000 NN P			117.97	117.97
1980 PO-161721	03/03/2016	CFC2825	1 01-0000-0-4300-472-0000-2700-014-000 NN F			20.37	20.36
TOTAL PAYMENT AMOUNT						7,110.69 *	7,110.69
022061/00	CELEBRATIONS						
2077 PO-161815	03/03/2016	63431-1	1 01-3010-0-5600-371-1110-1000-012-000 NN F			1,393.00	1,393.00
TOTAL PAYMENT AMOUNT						1,393.00 *	1,393.00
013928/00	CINTAS LOCATION 622						
189 PO-160177	03/03/2016	622597708	2 01-0000-0-4300-111-0000-8200-007-000 NN P			861.78	861.78
189 PO-160177	03/03/2016	622609164	2 01-0000-0-4300-111-0000-8200-007-000 NN P			574.52	574.52
189 PO-160177	03/03/2016	622609163	1 01-0000-0-5800-111-0000-8200-007-000 NN P			178.07	178.07
189 PO-160177	03/03/2016	622599993	1 01-0000-0-5800-111-0000-8200-007-000 NN P			178.07	178.07
TOTAL PAYMENT AMOUNT						1,792.44 *	1,792.44
021464/00	CMI EDUCATION INSTITUTE INC						
2057 PO-161789	03/03/2016	WI54702-1000	1 01-6512-0-5200-102-5001-3110-003-000 NN F			315.59	315.59
TOTAL PAYMENT AMOUNT						315.59 *	315.59
013950/00	COMMUNICATION ARTS						
2021 PO-161766	03/03/2016	SUBSCRIPTION	1 01-0000-0-4300-472-1208-1000-014-000 NN F			53.00	53.00
TOTAL PAYMENT AMOUNT						53.00 *	53.00

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount							
			FD	RESO	P	OBJE	SIT	GOAL	FUNC	RES	DEP	T9MP			

016761/00	CPM EDUCATIONAL PROGRAM														
1843 PO-161616	03/03/2016	1600495-in		1	01-0037-0-4100-103-1110-1000-003-000	NN F	494.10	500.88							
1977 PO-161733	03/03/2016	1600731-IN		1	01-0037-0-4100-103-1110-1000-003-000	NN F	583.45	577.22							
					TOTAL PAYMENT AMOUNT			1,078.10 *	1,078.10						
010236/00	CREATIVE BUS SALES														
108 PO-160103	03/03/2016	8014919		1	01-0000-0-4300-112-0000-3600-007-000	NN P	700.70	700.70							
					TOTAL PAYMENT AMOUNT			700.70 *	700.70						
021797/00	D3 SPORTS INC														
2026 PO-161768	03/03/2016	23055		1	01-0000-0-5800-472-1110-1000-014-604	NN F	1,606.50	1,606.50							
					TOTAL PAYMENT AMOUNT			1,606.50 *	1,606.50						
011166/00	DAILY JOURNAL CORPORATION														
2050 PO-161786	03/03/2016	A2840337		1	01-0000-0-5800-472-0000-8110-007-990	NN F	635.70	635.70							
					TOTAL PAYMENT AMOUNT			635.70 *	635.70						
014731/00	DAVENPORT, LARRY														
2041 PO-161780	03/03/2016	MILEAGE		1	01-3550-0-5200-472-1110-1000-014-000	NN F	69.34	69.34							
					TOTAL PAYMENT AMOUNT			69.34 *	69.34						
018951/00	DELL														
1940 PO-161685	03/03/2016	XJWM7MXN8		1	01-9115-0-4400-115-0000-7700-007-000	NN F	12,301.01	12,269.15							
1953 PO-161695	03/03/2016	XJWMJX624		1	01-9115-0-4400-115-0000-7700-007-000	NN F	1,708.69	1,675.96							
					TOTAL PAYMENT AMOUNT			13,945.11 *	13,945.11						
021794/00	EAGLE SOFTWARE INC														
512 PO-160453	03/03/2016	CONF-11967		1	01-0000-0-5200-105-0000-7200-005-000	NN F	525.00	525.00							
					TOTAL PAYMENT AMOUNT			525.00 *	525.00						

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P	ABA num OBJE SIT	Account num GOAL FUNC RES DEP T9MP	Liq Amt	Net Amount

019262/00	ENTERPRISE RENT A CAR							
2059 PO-161794	03/03/2016	3MGDGN		1	01-0472-0-5600-472-1110-4000-014-915	NN P	225.08	225.08
2059 PO-161794	03/03/2016	3MGR80		1	01-0472-0-5600-472-1110-4000-014-915	NN F	198.08	198.08
2060 PO-161795	03/03/2016	348B2S		1	01-0472-0-5600-472-1110-4000-014-915	NN P	151.19	151.19
2060 PO-161795	03/03/2016	348B67		1	01-0472-0-5600-472-1110-4000-014-915	NN F	97.19	97.19
2062 PO-161796	03/03/2016	3BSDFY		1	01-0472-0-5600-472-1110-4000-014-915	NN P	182.63	182.63
2062 PO-161796	03/03/2016	3BSLSX		1	01-0472-0-5600-472-1110-4000-014-915	NN F	128.63	128.63
TOTAL PAYMENT AMOUNT							982.80 *	982.80
017413/00	FRIDAY NIGHT LIVE/CLUB LIVE							
796 PO-161011	03/03/2016	161081		1	01-0000-0-5800-371-0000-2700-012-000	NN F	600.00	600.00
TOTAL PAYMENT AMOUNT							600.00 *	600.00
022347/00	GIVE SOMETHING BACK							
1431 PO-161260	03/03/2016	IN-0445885		1	01-0000-0-4300-105-0000-7200-005-000	NN F	462.22	462.22
1764 PO-161540	03/03/2016	IN-0468969		1	01-0000-0-5800-472-0000-2700-014-000	NN F	33.92	35.49
2022 PO-161767	03/03/2016	IN-0474039		1	01-0000-0-4300-472-1208-1000-014-000	NN F	192.20	192.19
2028 PO-161769	03/03/2016	IN-0474040		1	01-0000-0-4300-472-1284-1000-014-000	NN F	520.34	520.33
2032 PO-161772	03/03/2016	IN-0474038		1	01-0000-0-4300-103-0000-7200-003-000	NN F	25.05	25.05
2047 PO-161782	03/03/2016	IN-0474037		1	01-0000-0-4300-105-0000-7200-005-000	NN F	254.71	254.48
TOTAL PAYMENT AMOUNT							1,489.76 *	1,489.76
018821/00	GRAHAM, EUGENE							
2087 PO-161791	03/03/2016	REIMB		1	01-0000-0-4300-115-0000-7700-007-000	NN F	100.80	100.80
TOTAL PAYMENT AMOUNT							100.80 *	100.80
010602/00	HI-LINE ELECTRICAL & MECH							
718 PO-160639	03/03/2016	10440101		1	01-0000-0-4300-112-0000-3600-007-000	NN P	168.87	168.87
TOTAL PAYMENT AMOUNT							168.87 *	168.87
017002/00	HOME DEPOT CREDIT SERVICES							
1019 PO-160902	03/03/2016	21581-2205058		1	01-6382-0-4300-472-1110-1000-014-000	NN P	142.89	142.89
1019 PO-160902	03/03/2016	8594288		1	01-6382-0-4300-472-1110-1000-014-000	NN P	445.35	445.35
1019 PO-160902	03/03/2016	2594530		1	01-6382-0-4300-472-1110-1000-014-000	NN P	198.33	198.33
1019 PO-160902	03/03/2016	7564530		1	01-6382-0-4300-472-1110-1000-014-000	NN P	239.17	239.17
1019 PO-160902	03/03/2016	6290787		1	01-6382-0-4300-472-1110-1000-014-000	NN F	525.34	790.33

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
				FD RESO P OBJE	SIT GOAL FUNC	RES DEP T9MP		
			TOTAL PAYMENT AMOUNT		1,816.07 *			1,816.07
018939/00	J'S COMMUNICATIONS INC							
2070 PO-161811	03/03/2016	44704		1	01-0000-0-4300-472-0000-2700-014-000	NN F	12.45	12.45
2070 PO-161811	03/03/2016	44704		2	01-0000-0-5600-472-0000-2700-014-000	NN F	45.00	45.00
			TOTAL PAYMENT AMOUNT		57.45 *			57.45
021789/00	JABBERGYM INC							
1170 PO-161040	03/03/2016	6747		1	01-6500-0-5800-102-5750-1180-002-000	NN P	95.00	95.00
			TOTAL PAYMENT AMOUNT		95.00 *			95.00
015786/00	LERNER PUBLICATIONS							
1610 PO-161443	03/03/2016	1202553		1	01-6300-0-4200-238-1110-1000-010-000	NN P	959.27	959.27
1610 PO-161443	03/03/2016	1203742		1	01-6300-0-4200-238-1110-1000-010-000	NN F	12.88	12.92
			TOTAL PAYMENT AMOUNT		972.19 *			972.19
019019/00	LJ'S TOWING							
2071 PO-161812	03/03/2016	95660		1	01-0000-0-5800-472-1110-1000-014-603	NN F	75.00	75.00
			TOTAL PAYMENT AMOUNT		75.00 *			75.00
018215/00	LOEHR, SCOTT							
2088 PO-161817	03/03/2016	MILEAGE		1	01-6264-0-5200-101-0000-2700-002-000	NN F	223.83	223.83
			TOTAL PAYMENT AMOUNT		223.83 *			223.83
022406/00	MAXIM HEALTHCARE SERVICES INC							
1942 PO-161694	03/03/2016	3926520262		1	01-0000-0-5800-102-0000-3140-003-000	NN P	740.00	740.00
1942 PO-161694	03/03/2016	3911790262		1	01-0000-0-5800-102-0000-3140-003-000	NN P	523.20	523.20
			TOTAL PAYMENT AMOUNT		1,263.20 *			1,263.20
019545/00	MICHAEL WRIGHT							
2046 PO-161781	03/03/2016	REIMB SUPPLIES		1	01-0000-0-4300-472-1275-1000-014-000	NN F	158.53	158.53
			TOTAL PAYMENT AMOUNT		158.53 *			158.53

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

022090/00	NASCO MODESTO						
1960 PO-161708	03/03/2016	143883	1 01-0000-0-4300-472-1251-1000-014-000 NN F			84.09	84.42
			TOTAL PAYMENT AMOUNT	84.42 *			84.42
016527/00	NASSP						
2039 PO-161778	03/03/2016	M.JORDAN-MEMBER	1 01-0000-0-5300-472-1110-1000-014-000 NN F			215.00	215.00
			TOTAL PAYMENT AMOUNT	215.00 *			215.00
014273/00	NELSON, JANET						
PV-161066	03/01/2016	refund of Ins. Premium	01-0000-0-3401-100-1110-1000-000-000 NN				1,682.53
			TOTAL PAYMENT AMOUNT	1,682.53 *			1,682.53
017576/00	OFFICE DEPOT/BUS.SERVICES DIV						
1936 PO-161700	03/03/2016	8249214170014	1 01-0000-0-4300-371-1110-1000-012-000 NN F			171.41	170.61
1954 PO-161705	03/03/2016	824922527001	1 01-0000-0-4300-238-1110-1000-010-000 NN F			71.86	81.76
1996 PO-161744	03/03/2016	825923804001	1 01-0000-0-4300-103-0000-2420-003-000 NN F			58.47	58.47
			TOTAL PAYMENT AMOUNT	310.84 *			310.84
011822/00	OLARIU, STEFAN						
1541 PO-161363	03/03/2016	TRIP761	1 01-0000-0-5800-112-0000-3600-007-000 NN P			9.24	9.24
1541 PO-161363	03/03/2016	662	1 01-0000-0-5800-112-0000-3600-007-000 NN P			15.00	15.00
			TOTAL PAYMENT AMOUNT	24.24 *			24.24
014069/00	PLATT ELECTRIC SUPPLY INC						
1120 PO-160985	03/03/2016	I819446	2 01-8150-0-4300-106-0000-8110-007-000 NN P			106.79	106.79
1120 PO-160985	03/03/2016	Z012311	2 01-8150-0-4300-106-0000-8110-007-000 NN P			542.40	542.40
2064 PO-161798	03/03/2016	1809893	1 01-0000-0-4300-111-0000-8200-007-939 NN F			437.04	437.04
2065 PO-161799	03/03/2016	1815923	1 01-0000-0-4300-111-0000-8200-007-939 NN F			115.11	115.11
2102 PO-161821	03/03/2016	I880231	1 01-0000-0-4300-111-0000-8200-007-939 NN F			145.68	145.68
			TOTAL PAYMENT AMOUNT	1,347.02 *			1,347.02

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

021194/00	PRUDENTIAL OVERALL SUPPLY INC						
119 PO-160114	03/03/2016	180240869	1 01-0000-0-5600-112-0000-3600-007-000 NN P			67.89	67.89
119 PO-160114	03/03/2016	180240257	1 01-0000-0-5600-112-0000-3600-007-000 NN P			60.99	60.99
TOTAL PAYMENT AMOUNT				128.88 *			128.88
010627/00	RIVERVIEW INTERNATIONAL TRUCKS						
113 PO-160108	03/03/2016	887334	1 01-0000-0-4300-112-0000-3600-007-000 NN P			274.47	274.47
113 PO-160108	03/03/2016	237468	2 01-0000-0-5600-112-0000-3600-007-000 NN P			1,975.80	1,975.80
TOTAL PAYMENT AMOUNT				2,250.27 *			2,250.27
010552/00	SAC VAL JANITORIAL						
71 PO-160096	03/03/2016	10176987	1 01-0000-0-4300-111-0000-8200-007-000 NN P			771.92	771.92
1585 PO-161399	03/03/2016	10176643-10176165	1 01-0000-0-9320-000-0000-0000-000-000 NN P			0.00	0.00
1585 PO-161399	03/03/2016	10177324	1 01-0000-0-9320-000-0000-0000-000-000 NN P			1,057.73	1,057.73
1585 PO-161399	03/03/2016	10177347	1 01-0000-0-9320-000-0000-0000-000-000 NN P			1,865.47	1,865.47
1585 PO-161399	03/03/2016	10177416	1 01-0000-0-9320-000-0000-0000-000-000 NN P			900.79	1,168.56
TOTAL PAYMENT AMOUNT				4,863.68 *			4,863.68
010266/00	SACRAMENTO COUNTY UTILITIES						
153 PO-160140	03/03/2016	50000878608	1 01-0000-0-5540-106-0000-8110-007-000 NN P			318.93	318.93
153 PO-160140	03/03/2016	500006974207	1 01-0000-0-5540-106-0000-8110-007-000 NN P			1,674.88	1,674.88
153 PO-160140	03/03/2016	50000878546	1 01-0000-0-5540-106-0000-8110-007-000 NN P			704.12	704.12
TOTAL PAYMENT AMOUNT				2,697.93 *			2,697.93
010279/00	SARGENT-WELCH LLC						
PV-161067	03/03/2016	8043970923	01-6382-0-4300-472-1110-1000-014-000 NN				116.04
TOTAL PAYMENT AMOUNT				116.04 *			116.04
017234/00	SCHIRO, BONNIE						
2024 PO-161808	03/03/2016	REIMB	1 01-0000-0-4300-472-1110-1000-014-604 NN F			984.65	984.65
TOTAL PAYMENT AMOUNT				984.65 *			984.65

Vendor/Addr	Remit name	Tax ID num	Deposit	Type	ABA num	Account num	Liq Amt	Net Amount				
Req Reference	Date	Description	FD	RESO	P	OBJE	SIT	GOAL	FUNC	RES	DEP	T9MP
020695/00	SCHOOL OUTFITTERS											
1964 PO-161714	03/03/2016	INV11933123	1	01-9115-0-4300-115-0000-7700-007-000	NN	F	2,082.13	2,082.13				
TOTAL PAYMENT AMOUNT							2,082.13 *					
017106/00	SCHOOLS INSURANCE AUTHORITY											
FV-161068	03/03/2016	MARCH		01-0000-0-9552-000-0000-0000-000-000	NN			8,056.67				
TOTAL PAYMENT AMOUNT							8,056.67 *					
010376/00	SLAKEY BROS. INC.											
1969 PO-161716	03/03/2016	17107628-01	1	01-8150-0-4300-106-0000-8110-007-000	NN	P	213.22	213.22				
1969 PO-161716	03/03/2016	17107628-00	1	01-8150-0-4300-106-0000-8110-007-000	NN	P	251.69	251.69				
TOTAL PAYMENT AMOUNT							464.91 *					
020252/00	STAPLES ADVANTAGE											
2037 PO-161776	03/03/2016	3294120197	1	01-0000-0-4300-472-1230-1000-014-000	NN	F	357.02	357.02				
TOTAL PAYMENT AMOUNT							357.02 *					
020465/00	SUPPORTED LIFE INSTITUTE											
1536 PO-161364	03/03/2016	1/20	1	01-6500-0-5800-102-5750-1180-002-000	NN	P	774.00	774.00				
TOTAL PAYMENT AMOUNT							774.00 *					
016005/00	SWRCB FEES											
2119 PO-161827	03/03/2016	SW-0112427	1	01-8150-0-5800-106-0000-8110-007-000	NN	F	1,282.00	1,282.00				
TOTAL PAYMENT AMOUNT							1,282.00 *					
019684/00	TEXTOL SYSTEMS INC.											
1979 PO-161720	03/03/2016	236471	1	01-6500-0-4300-102-5770-1110-002-000	NN	F	55.35	53.94				
TOTAL PAYMENT AMOUNT							53.94 *					

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount						
			FD	RESO	P	OBJE	SIT	GOAL	FUNC	RES	DEP	T9MP		
018562/00	U PAY WE TRAVEL													
1930 PO-161671	03/03/2016	FEB		1	01-0000-0-5800-475-3200-1000-015-000	NN P	300.00	300.00						
			TOTAL PAYMENT AMOUNT		300.00	*		300.00						
011190/00	UNIVERSAL SPECIALTIES INC													
1099 PO-160966	03/03/2016	72647		1	01-8150-0-4300-106-0000-8110-007-000	NN P	109.46	109.46						
			TOTAL PAYMENT AMOUNT		109.46	*		109.46						
016626/00	VERHOVETCHI, RUVIM													
1661 PO-161464	03/03/2016	TRIP 904		1	01-0000-0-5800-112-0000-3600-007-000	NN P	11.92	11.92						
			TOTAL PAYMENT AMOUNT		11.92	*		11.92						
015018/00	VERHOVETCHI, VEACESLAV													
1779 PO-161560	03/03/2016	TRIP 880		1	01-0000-0-5800-112-0000-3600-007-000	NN P	13.38	13.38						
1779 PO-161560	03/03/2016	769		1	01-0000-0-5800-112-0000-3600-007-000	NN P	18.67	18.67						
1779 PO-161560	03/03/2016	891		1	01-0000-0-5800-112-0000-3600-007-000	NN P	12.80	12.80						
1779 PO-161560	03/03/2016	921		1	01-0000-0-5800-112-0000-3600-007-000	NN P	12.69	12.69						
1779 PO-161560	03/03/2016	871		1	01-0000-0-5800-112-0000-3600-007-000	NN P	7.68	7.68						
			TOTAL PAYMENT AMOUNT		65.22	*		65.22						
020672/00	WILLIAMS, CHERYL													
2076 PO-161814	03/03/2016	REIMB INK		1	01-0000-0-4300-371-0000-2700-012-000	NN F	104.75	104.75						
			TOTAL PAYMENT AMOUNT		104.75	*		104.75						
017313/00	XEROX													
1 PO-160001	03/03/2016	083269749		1	01-3010-0-5612-240-1110-1000-011-000	NN P	21.95	21.95						
			TOTAL PAYMENT AMOUNT		21.95	*		21.95						
020083/00	YOUTHLIGHT INC													
1899 PO-161676	03/03/2016	1078986		1	01-5640-0-4300-601-9728-3140-017-084	NN F	85.00	84.66						
			TOTAL PAYMENT AMOUNT		84.66	*		84.66						
			TOTAL FUND PAYMENT		85,032.01	**		85,032.01						
			TOTAL USE TAX AMOUNT		74.79									

Vendor/Addr	Remit name		Tax ID num	Deposit type	ABA num	Account num		Liq Amt	Net Amount
Req Reference	Date	Description		FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP					

010212/00	LAKESHORE LEARNING MATERIALS								
1991 PO-161739	03/03/2016	5269440216		1 11-3926-0-4300-601-4130-1000-017-000 NN F				319.76	319.76
				TOTAL PAYMENT AMOUNT		319.76 *			319.76
016825/00	NEWS FOR YOU								
1766 PO-161550	03/03/2016	7893737		1 11-3905-0-4300-601-4130-1000-017-000 NN F				41.18	42.40
				TOTAL PAYMENT AMOUNT		42.40 *			42.40
				TOTAL FUND PAYMENT		362.16 **			362.16

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP	ABA num	Account num	Liq Amt	Net Amount

011205/00	CULTURE SHOCK	YOGURT						
141 PO-160134	03/03/2016	3549		1 13-5310-0-4700-108-0000-3700-007-000 NN P			192.60	192.60
TOTAL PAYMENT AMOUNT							192.60 *	192.60
011602/00	DANIELSEN CO., THE							
1691 PO-161488	03/03/2016	95470		2 13-5310-0-4300-108-0000-3700-007-000 NN P			253.95	253.95
1691 PO-161488	03/03/2016	96060		2 13-5310-0-4300-108-0000-3700-007-000 NN P			174.90	174.90
1691 PO-161488	03/03/2016	95470		1 13-5310-0-4700-108-0000-3700-007-000 NN P			1,504.98	1,504.98
1691 PO-161488	03/03/2016	96060		1 13-5310-0-4700-108-0000-3700-007-000 NN P			2,559.13	2,559.13
TOTAL PAYMENT AMOUNT							4,492.96 *	4,492.96
011255/00	EARTHGRAINS BAKING CO INC							
131 PO-160125	03/03/2016	64-01890-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			698.92	698.92
131 PO-160125	03/03/2016	64-01891-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			807.00	807.00
131 PO-160125	03/03/2016	64-01893-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			614.84	614.84
131 PO-160125	03/03/2016	64-01894-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			225.52	225.52
131 PO-160125	03/03/2016	64-19052-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			490.86	490.86
131 PO-160125	03/03/2016	64-19639-0300-04		1 13-5310-0-4700-108-0000-3700-007-000 NN P			351.11	351.11
TOTAL PAYMENT AMOUNT							3,188.25 *	3,188.25
017342/00	EKON-O-PAC LLC							
472 PO-160444	03/03/2016	52573		1 13-5310-0-4300-108-0000-3700-007-000 NN F			547.80	538.00
TOTAL PAYMENT AMOUNT							538.00 *	538.00
021080/00	GOLD STAR FOODS INC							
130 PO-160124	03/03/2016	1604913		1 13-5310-0-4700-108-0000-3700-007-000 NN P			10,184.88	10,184.88
130 PO-160124	03/03/2016	1614624		1 13-5310-0-4700-108-0000-3700-007-000 NN P			8,966.96	8,966.96
TOTAL PAYMENT AMOUNT							19,151.84 *	19,151.84
014098/00	JEW, JEANNENE							
143 PO-160164	03/03/2016	JULY-FEB		1 13-5310-0-5210-108-0000-3700-007-000 NN P			197.73	197.73
TOTAL PAYMENT AMOUNT							197.73 *	197.73

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P OBJE	ABA num SIT GOAL FUNC	Account num RES DEP T9MP	Liq Amt	Net Amount	

016279/00	P&R PAPER SUPPLY								
133 PO-160127	03/03/2016	30070129-00		1	13-5310-0-4300-108-0000-3700-007-000	NN P	1,401.09	1,401.09	
TOTAL PAYMENT AMOUNT							1,401.09 *	1,401.09	
019993/00	PROPACIFIC FRESH								
1291 PO-161134	03/03/2016	60507		1	13-5310-0-4700-108-0000-3700-007-000	NN P	1,969.22	1,969.22	
1291 PO-161134	03/03/2016	61188		1	13-5310-0-4700-108-0000-3700-007-000	NN P	2,044.36	2,044.36	
1291 PO-161134	03/03/2016	61169		1	13-5310-0-4700-108-0000-3700-007-000	NN P	1,590.46	1,590.46	
1291 PO-161134	03/03/2016	65956		1	13-5310-0-4700-108-0000-3700-007-000	NN P	1,081.72	1,081.72	
1291 PO-161134	03/03/2016	62230		1	13-5310-0-4700-108-0000-3700-007-000	NN P	2,109.87	2,109.87	
1291 PO-161134	03/03/2016	61883		1	13-5310-0-4700-108-0000-3700-007-000	NN P	816.06	816.06	
TOTAL PAYMENT AMOUNT							9,611.69 *	9,611.69	
016043/00	SHELTONS UNLIMITED MECHANICAL								
138 PO-160131	03/03/2016	16-175066		1	13-5310-0-5612-108-0000-3700-007-000	NN P	72.00	72.00	
138 PO-160131	03/03/2016	16-03NUTRI		1	13-5310-0-5612-108-0000-3700-007-000	NN P	1,785.00	1,785.00	
TOTAL PAYMENT AMOUNT							1,857.00 *	1,857.00	
011422/00	SYSKO OF SAN FRANCISCO								
129 PO-160123	03/03/2016	603012503		3	13-5310-0-4300-108-0000-3700-007-000	NN P	1,336.10	1,336.10	
129 PO-160123	03/03/2016	602232511		3	13-5310-0-4300-108-0000-3700-007-000	NN P	841.72	841.72	
129 PO-160123	03/03/2016	603012503		3	13-5310-0-4300-108-0000-3700-007-000	NN P	1,336.10	1,336.10	
129 PO-160123	03/03/2016	603012503		1	13-5310-0-4700-108-0000-3700-007-000	NN P	2,399.69	2,399.69	
129 PO-160123	03/03/2016	602232512		1	13-5310-0-4700-108-0000-3700-007-000	NN P	362.71	362.71	
129 PO-160123	03/03/2016	602232511		1	13-5310-0-4700-108-0000-3700-007-000	NN P	2,164.31	2,164.31	
129 PO-160123	03/03/2016	603012503		1	13-5310-0-4700-108-0000-3700-007-000	NN P	2,399.69	2,399.69	
TOTAL PAYMENT AMOUNT							10,840.32 *	10,840.32	
TOTAL FUND PAYMENT							51,471.48 **	51,471.48	
TOTAL BATCH PAYMENT							136,865.65 ***	0.00	136,865.65
TOTAL USE TAX AMOUNT							74.79		
TOTAL DISTRICT PAYMENT							136,865.65 ****	0.00	136,865.65
TOTAL USE TAX AMOUNT							74.79		
TOTAL FOR ALL DISTRICTS:							136,865.65 ****	0.00	136,865.65
TOTAL USE TAX AMOUNT							74.79		

Number of warrants to be printed: 78, not counting voids due to stub overflows.

Batch status: A All

From batch: 0049

To batch: 0049

Include Revolving Cash: Y

Include Address: N

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 1
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		

021988/00	ABDO PUBLISHING COMPANY						
1866 PO-161663	03/10/2016	200606	1	01-6300-0-4200-240-1110-1000-011-000	NN F	252.07	252.07
			TOTAL PAYMENT AMOUNT			252.07 *	252.07
010669/00	ALHAMBRA & SIERRA SPRINGS						
420 PO-160427	03/10/2016	14871405	1	01-6500-0-4300-102-5001-2700-002-000	NN P	50.10	50.10
			TOTAL PAYMENT AMOUNT			50.10 *	50.10
020082/00	ALLRED, MARIE						
2166 PO-161887	03/10/2016	REIMB	1	01-9601-0-4300-601-1110-1000-017-000	NN F	158.38	158.38
			TOTAL PAYMENT AMOUNT			158.38 *	158.38
020625/00	ALLSTATE SIGN & PLAQUE CORP						
2030 PO-161764	03/10/2016	168172-1	1	01-8150-0-4300-106-0000-8110-007-000	NN P	629.00	629.00
			TOTAL PAYMENT AMOUNT			629.00 *	629.00
011617/00	AMADOR STAGE LINES						
2177 PO-161898	03/10/2016	62458	1	01-0000-0-5810-472-1110-1000-014-602	NN F	766.65	766.65
2178 PO-161899	03/10/2016	62457	1	01-0000-0-5810-472-1110-1000-014-603	NN F	1,164.45	1,164.45
2188 PO-161908	03/10/2016	63294	1	01-0000-0-5810-371-1110-1000-012-000	NN F	1,477.09	1,477.09
			TOTAL PAYMENT AMOUNT			3,408.19 *	3,408.19
010899/00	AMERICAN FIDELITY ASSURANCE						
PV-161070	03/09/2016	MARCH 31		01-0000-0-9552-000-0000-0000-000-000	NN		115.00
			TOTAL PAYMENT AMOUNT			115.00 *	115.00
016224/00	AMY ROENSPIE BCBA						
2187 PO-161907	03/10/2016	TRAVEL EXPENSE	1	01-6512-0-5200-102-5001-3110-003-000	NN F	429.40	429.40
			TOTAL PAYMENT AMOUNT			429.40 *	429.40

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 2
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date				SIT GOAL FUNC	RES DEP T9MP		

010564/00	APPLE COMPUTER							
2004	PO-161726	03/10/2016	4376686765					
				1	01-6500-0-4400-102-5001-2700-002-000	NN F	628.56	628.32
					TOTAL PAYMENT AMOUNT			628.32
								628.32

010400/00	AT&T							
160	PO-160146	03/10/2016	81008413					
				1	01-0000-0-5902-106-0000-8110-007-000	NN P	9.40	9.40
					TOTAL PAYMENT AMOUNT			9.40
								9.40

021604/00	ATLAS DISPOSAL INDUSTRIES							
152	PO-160139	03/10/2016	01-149403-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	500.77	500.77
152	PO-160139	03/10/2016	01-149398-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	1,142.22	1,142.22
152	PO-160139	03/10/2016	01-149404-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	255.31	255.31
152	PO-160139	03/10/2016	01-149402-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	378.85	378.85
152	PO-160139	03/10/2016	01-149400-01	1	01-0000-0-5550-106-0000-8110-007-000	NN P	241.07	241.07
152	PO-160139	03/10/2016	01-149397-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	568.65	568.65
152	PO-160139	03/10/2016	01-149399-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	595.45	595.45
152	PO-160139	03/10/2016	01-1031-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	168.05	168.05
152	PO-160139	03/10/2016	01-1032-0	1	01-0000-0-5550-106-0000-8110-007-000	NN P	5.00	5.00
					TOTAL PAYMENT AMOUNT			3,855.37
								3,855.37

019504/00	B & H PHOTO-VIDEO							
2035	PO-161775	03/10/2016	107821448	1	01-0000-0-4300-472-1215-1000-014-000	YN F	120.54	120.54
2035	PO-161775	03/10/2016	107821448	2	01-0000-0-4400-472-1215-1000-014-000	NN F	237.53	210.91
					TOTAL PAYMENT AMOUNT			331.45
					TOTAL USE TAX AMOUNT			9.64

019624/00	B & H VIDEO							
2061	PO-161790	03/10/2016	107924890	1	01-3010-0-4400-236-0000-2700-009-000	YN F	636.81	589.59
					TOTAL PAYMENT AMOUNT			589.59
					TOTAL USE TAX AMOUNT			47.17

021669/00	BAIONI, RON							
2167	PO-161888	03/10/2016	MILEAGE	1	01-3010-0-5210-371-0000-2700-012-000	NN F	109.08	109.08
					TOTAL PAYMENT AMOUNT			109.08
								109.08

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 3
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		
010442/00	BAR HEIN						
1675 PO-161477	03/10/2016	489665	1	01-0000-0-4300-106-0000-8110-007-000	NN P	122.26	122.26
TOTAL PAYMENT AMOUNT						122.26 *	122.26
017146/00	BROOKES PUBLISHING COMPANY						
1820 PO-161753	03/10/2016	1061498	1	01-6512-0-4200-102-5001-3110-003-000	NN F	45.90	43.45
TOTAL PAYMENT AMOUNT						43.45 *	43.45
013988/00	BUTTES/CENTER STATE PIPE &						
2136 PO-161858	03/10/2016	S008881803.001	1	01-8150-0-4300-106-0000-8110-007-000	NN P	527.60	527.60
TOTAL PAYMENT AMOUNT						527.60 *	527.60
020540/00	CALIFORNIA AMERICAN WATER CO						
161 PO-160147	03/10/2016	1015210019904293	2	01-0000-0-5540-106-0000-8110-007-000	NN P	24.23	24.23
161 PO-160147	03/10/2016	1015210021268389	2	01-0000-0-5540-106-0000-8110-007-000	NN P	2.87	2.87
161 PO-160147	03/10/2016	210019695353	2	01-0000-0-5540-106-0000-8110-007-000	NN P	2.87	2.87
161 PO-160147	03/10/2016	1015210019694008	2	01-0000-0-5540-106-0000-8110-007-000	NN P	2.87	2.87
161 PO-160147	03/10/2016	1015210018891530	2	01-0000-0-5540-106-0000-8110-007-000	NN P	3.55	3.55
TOTAL PAYMENT AMOUNT						36.39 *	36.39
011374/00	CAPITOL MECHANICAL INC						
2183 PO-161904	03/10/2016	6674	1	01-8150-0-4300-106-0000-8110-007-000	NN P	60.00	60.00
TOTAL PAYMENT AMOUNT						60.00 *	60.00
020305/00	CDW GOVERNMENT INC.						
1995 PO-161743	03/10/2016	CDW5366	1	01-6500-0-4300-102-5001-2700-002-000	NN F	66.01	65.20
2023 PO-161761	03/10/2016	CFR1197	1	01-0000-0-4300-472-0000-2700-014-000	NN F	117.14	113.67
TOTAL PAYMENT AMOUNT						178.87 *	178.87
013928/00	CINTAS LOCATION 622						
189 PO-160177	03/10/2016	622613789	1	01-0000-0-5800-111-0000-8200-007-000	NN P	176.74	176.74
TOTAL PAYMENT AMOUNT						176.74 *	176.74

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 4
<< Open >>

Vendor/Addr	Remit name		Tax ID num	Deposit type	ABA num	Account num			
Req Reference	Date	Description		FD RESO P	OBJE SIT	GOAL FUNC	RES DEP T9MP	Liq Amt	Net Amount
015699/00	CLARK SECURITY PRODUCTS								
52 PO-160053	03/10/2016	22K-138790		1	01-8150-0-4300-106-0000-8110-007-000	NN P		75.23	75.23
				TOTAL PAYMENT AMOUNT		75.23 *			75.23
021464/00	CMI EDUCATION INSTITUTE INC								
PV-161072	03/09/2016	TAX ON INV-1218060-1218062		01	6512-0-5200-102-5001-3110-003-000	NN		9.25	9.25
				TOTAL PAYMENT AMOUNT		9.25 *			9.25
010832/00	COMMERCIAL SPEEDOMETER SERVICE								
2100 PO-161820	03/10/2016	57618		1	01-0000-0-4300-112-0000-3600-007-000	NN P		71.21	71.21
2100 PO-161820	03/10/2016	57618		2	01-0000-0-5800-112-0000-3600-007-000	NN P		155.00	155.00
				TOTAL PAYMENT AMOUNT		226.21 *		155.00	226.21
015735/00	COUNTY OF SACRAMENTO								
164 PO-160149	03/10/2016	18851		1	01-0000-0-5800-106-0000-8110-007-000	NN P		25.00	25.00
				TOTAL PAYMENT AMOUNT		25.00 *			25.00
017462/00	DAVIS, SHANNON								
2090 PO-161835	03/10/2016	FEB MILEAGE		1	01-5630-0-5800-601-1220-1000-017-000	NN F		188.57	188.57
				TOTAL PAYMENT AMOUNT		188.57 *			188.57
019235/00	DUERR EVALUATION RESOURCES		942744570						
2169 PO-161890	03/10/2016	5680206		1	01-0000-0-5800-103-1110-1000-003-000	NN F		447.60	447.60
				TOTAL PAYMENT AMOUNT		447.60 *			447.60
010336/00	ECOTECH PEST MANAGEMENT INC								
1620 PO-161421	03/10/2016	10372		1	01-0000-0-5500-106-0000-8110-007-000	NN P		800.00	800.00
1620 PO-161421	03/10/2016	10371		1	01-0000-0-5500-106-0000-8110-007-000	NN P		787.00	787.00
2016 PO-161759	03/10/2016	10258		1	01-0000-0-5500-106-0000-8110-007-000	NN P		2,500.00	2,500.00
				TOTAL PAYMENT AMOUNT		4,087.00 *		2,500.00	4,087.00

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 5
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
016002/00	EDGAR, SHERRY						
2152 PO-161878	03/10/2016	REIMB	1 01-6300-0-4300-472-1110-1000-014-000 NN F			118.93	118.93
2173 PO-161897	03/10/2016	REIMB FLEX TRIM	1 01-6300-0-4300-472-1110-1000-014-000 NN F			118.79	118.79
		TOTAL PAYMENT AMOUNT		237.72 *			237.72
019262/00	ENTERPRISE RENT A CAR						
2135 PO-161876	03/10/2016	3NT1NK	1 01-0000-0-5600-472-1110-1000-014-000 NN F			141.66	141.66
2189 PO-161909	03/10/2016	3RR8CP	1 01-0472-0-5600-472-1110-4000-014-915 NN P			153.04	153.04
2189 PO-161909	03/10/2016	3RRBDV	1 01-0472-0-5600-472-1110-4000-014-915 NN F			99.04	99.04
2190 PO-161910	03/10/2016	3RF6B6	1 01-0472-0-5600-472-1110-4000-014-915 NN F			141.66	141.66
		TOTAL PAYMENT AMOUNT		535.40 *			535.40
019704/00	FRISCH, JOYCE						
2115 PO-161845	03/10/2016	REIMB	1 01-0000-0-4300-371-0000-2700-012-000 NN F			61.96	61.96
		TOTAL PAYMENT AMOUNT		61.96 *			61.96
018104/00	FRY'S ELECTRONICS						
77 PO-160075	03/10/2016	18040016	1 01-8150-0-4300-106-0000-8110-007-000 NN P			34.38	34.38
		TOTAL PAYMENT AMOUNT		34.38 *			34.38
016159/00	GARLAND, LESLI						
1126 PO-161013	03/10/2016	FEB	1 01-6500-0-5210-102-5001-2700-002-000 NN P			8.32	8.32
		TOTAL PAYMENT AMOUNT		8.32 *			8.32
011768/00	GIRARD EDWARDS ATTORNEYS AT						
2186 PO-161906	03/10/2016	inv6858	1 01-0000-0-5804-105-0000-7200-005-000 NN F			275.00	275.00
		TOTAL PAYMENT AMOUNT		275.00 *			275.00
022347/00	GIVE SOMETHING BACK						
2063 PO-161797	03/10/2016	IN-0474900	1 01-0000-0-4300-475-3200-2700-015-000 NN F			146.93	146.93
2082 PO-161807	03/10/2016	IN-0474899	1 01-0000-0-4300-472-1224-1000-014-000 NN F			374.25	374.25
		TOTAL PAYMENT AMOUNT		521.18 *			521.18

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 6
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
015040/00	GRIMES, DAVID						
2160 PO-161896	03/10/2016	REIMB LUNCH	1 01-0000-0-4300-110-0000-7200-004-000 NN F			85.46	85.46
			TOTAL PAYMENT AMOUNT	85.46 *			85.46
017747/00	HAMMER, SAMUEL						
2091 PO-161836	03/10/2016	MILEAGE-FEB	1 01-5630-0-5800-601-1220-1000-017-000 NN F			57.24	57.24
			TOTAL PAYMENT AMOUNT	57.24 *			57.24
010602/00	HI-LINE ELECTRICAL & MECH						
718 PO-160639	03/10/2016	10442946	1 01-0000-0-4300-112-0000-3600-007-000 NN P			66.45	66.45
718 PO-160639	03/10/2016	10442956	1 01-0000-0-4300-112-0000-3600-007-000 NN P			111.83	111.83
			TOTAL PAYMENT AMOUNT	178.28 *			178.28
020306/00	JW PEPPER AND SON INC						
1849 PO-161660	03/10/2016	13621529	1 01-0000-0-4300-371-1110-1000-012-000 NN P			26.86	26.86
1849 PO-161660	03/10/2016	13621211	1 01-0000-0-4300-371-1110-1000-012-000 NN P			8.55	8.55
1849 PO-161660	03/10/2016	13618377	1 01-0000-0-4300-371-1110-1000-012-000 NN P			143.10	143.10
1849 PO-161660	03/10/2016	13619611	1 01-0000-0-4300-371-1110-1000-012-000 NN F			79.46	78.42
			TOTAL PAYMENT AMOUNT	256.93 *			256.93
019801/00	KIRKLAND, ROSINA						
1745 PO-161530	03/10/2016	FEB MILEAGE	1 01-0000-0-5210-103-0000-2110-003-000 NN F			30.78	34.99
			TOTAL PAYMENT AMOUNT	34.99 *			34.99
010306/00	LIGHTSPEED SYSTEMS						
2051 PO-161787	03/10/2016	LSS006117	2 01-0000-0-5800-115-0000-7700-007-995 NN F			24,300.00	23,320.00
2051 PO-161787	03/10/2016	LSS006117	1 01-0000-0-6400-115-0000-7700-007-995 NN F			17,820.00	17,000.00
			TOTAL PAYMENT AMOUNT	40,320.00 *			40,320.00
014389/00	LOMOVA, YELENA						
887 PO-160781	03/10/2016	TRIP894	1 01-0000-0-5800-112-0000-3600-007-000 NN P			8.25	8.25
			TOTAL PAYMENT AMOUNT	8.25 *			8.25

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 7
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		
014800/00	LORD, KATHLEEN						
2182 PO-161903	03/10/2016	REIMB	1	01-6300-0-4300-236-1110-1000-009-000	NN F	23.50	23.50
TOTAL PAYMENT AMOUNT						23.50 *	23.50
017726/00	LOS ANGELES FREIGHTLINER						
105 PO-160100	03/10/2016	BN-75027-credit	1	01-0000-0-4300-112-0000-3600-007-000	NN P	0.00	0.00
105 PO-160100	03/10/2016	BN74892-CREDIT	1	01-0000-0-4300-112-0000-3600-007-000	NN P	0.00	0.00
105 PO-160100	03/10/2016	BN74912-CREDIT	1	01-0000-0-4300-112-0000-3600-007-000	NN P	92.85	92.85
105 PO-160100	03/10/2016	BN74881	1	01-0000-0-4300-112-0000-3600-007-000	NN P	135.35	135.35
105 PO-160100	03/10/2016	BN74969	1	01-0000-0-4300-112-0000-3600-007-000	NN P	24.42	24.42
TOTAL PAYMENT AMOUNT						252.62 *	252.62
021926/00	MATRE, KAREN						
2124 PO-161848	03/10/2016	REIMB-SHADE	1	01-0000-0-4300-472-0000-2700-014-000	NN F	17.55	17.55
TOTAL PAYMENT AMOUNT						17.55 *	17.55
017408/00	MCALLISTER, SAMUEL						
2162 PO-161883	03/10/2016	#0003	1	01-7220-0-5800-472-1110-1000-014-000	NN F	950.00	950.00
TOTAL PAYMENT AMOUNT						950.00 *	950.00
019545/00	MICHAEL WRIGHT						
2156 PO-161880	03/10/2016	REIMB	1	01-0000-0-4300-472-0000-2700-014-000	NN F	98.38	98.38
TOTAL PAYMENT AMOUNT						98.38 *	98.38
010125/00	MID AMERICA						
PV-161071	03/09/2016	MARCH 31		01-0000-0-9552-000-0000-0000-000-000	NN		750.00
TOTAL PAYMENT AMOUNT						750.00 *	750.00
019059/00	MILLENNIUM TERMITE & PEST						
165 PO-160150	03/10/2016	TR-71099	1	01-0000-0-5500-106-0000-8110-007-000	NN P	91.00	91.00
165 PO-160150	03/10/2016	TR-72628	1	01-0000-0-5500-106-0000-8110-007-000	NN P	57.00	57.00
165 PO-160150	03/10/2016	TR-72628	1	01-0000-0-5500-106-0000-8110-007-000	NN P	59.00	59.00
TOTAL PAYMENT AMOUNT						207.00 *	207.00

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 8
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		

017315/00	NAPA AUTO PARTS - GENUINE AUTO						
109 PO-160104	03/10/2016	048211	1	01-0000-0-4300-112-0000-3600-007-000	NN P	210.22	210.22
109 PO-160104	03/10/2016	048850	1	01-0000-0-4300-112-0000-3600-007-000	NN P	210.22	210.22
109 PO-160104	03/10/2016	048512	1	01-0000-0-4300-112-0000-3600-007-000	NN P	28.11	28.11
109 PO-160104	03/10/2016	04734201	1	01-0000-0-4300-112-0000-3600-007-000	NN P	262.70	262.70
109 PO-160104	03/10/2016	045413	1	01-0000-0-4300-112-0000-3600-007-000	NN P	13.23	13.23
TOTAL PAYMENT AMOUNT				724.48 *			724.48
016912/00	NATOMAS AUTOMOTIVE						
110 PO-160105	03/10/2016	21027	1	01-0000-0-5800-112-0000-3600-007-000	NN P	49.95	49.95
110 PO-160105	03/10/2016	21023	1	01-0000-0-5800-112-0000-3600-007-000	NN P	69.95	69.95
TOTAL PAYMENT AMOUNT				119.90 *			119.90
015787/00	O'REILLY AUTO PARTS						
111 PO-160106	03/10/2016	1333147	1	01-0000-0-4300-112-0000-3600-007-000	NN F	1,029.86	1,749.56
TOTAL PAYMENT AMOUNT				1,749.56 *			1,749.56
017576/00	OFFICE DEPOT/BUS.SERVICES DIV						
2006 PO-161750	03/10/2016	826061377001	2	01-0000-0-4300-112-0000-3600-007-000	NN F	293.36	256.47
2006 PO-161750	03/10/2016	826061377001	1	01-8150-0-4300-106-0000-8110-007-000	NN F	499.55	470.00
2034 PO-161774	03/10/2016	826766679001	1	01-0000-0-4300-472-0000-2700-014-000	NN F	96.89	96.89
TOTAL PAYMENT AMOUNT				823.36 *			823.36
014972/00	OLIVER, MELISSA						
2170 PO-161891	03/10/2016	TRAINING	1	01-6520-0-5800-472-5770-1110-003-982	NN F	350.00	350.00
TOTAL PAYMENT AMOUNT				350.00 *			350.00
014069/00	PLATT ELECTRIC SUPPLY INC						
1120 PO-160985	03/10/2016	I882647	2	01-8150-0-4300-106-0000-8110-007-000	NN P	15.37	15.37
1120 PO-160985	03/10/2016	I809857	2	01-8150-0-4300-106-0000-8110-007-000	NN P	189.76	189.76
1120 PO-160985	03/10/2016	I858942	2	01-8150-0-4300-106-0000-8110-007-000	NN P	54.22	54.22
1120 PO-160985	03/10/2016	I859128	2	01-8150-0-4300-106-0000-8110-007-000	NN P	27.11	27.11
1120 PO-160985	03/10/2016	I866704	2	01-8150-0-4300-106-0000-8110-007-000	NN P	48.10	48.10
1120 PO-160985	03/10/2016	I841713	2	01-8150-0-4300-106-0000-8110-007-000	NN P	73.19	73.19
TOTAL PAYMENT AMOUNT				407.75 *			407.75

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 9
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
014974/00	PLUMMER, RENEE'						
2133 PO-161875	03/10/2016	#604	1 01-0000-0-5800-112-0000-3600-007-000 NN F			1,425.00	1,425.00
			TOTAL PAYMENT AMOUNT	1,425.00 *			1,425.00
017245/00	PRECISION DATA PRODUCTS INC.						
2081 PO-161806	03/10/2016	2460	1 01-0000-0-4300-472-1224-1000-014-000 NN F			292.65	292.65
			TOTAL PAYMENT AMOUNT	292.65 *			292.65
017114/00	PROFESSIONAL PRIDE						
2040 PO-161779	03/10/2016	13560A	1 01-3550-0-4100-472-1110-1000-014-000 NN F			3,965.41	3,677.60
			TOTAL PAYMENT AMOUNT	3,677.60 *			3,677.60
015628/00	RAMIREZ, SOLEDAD						
2153 PO-161879	03/10/2016	REIMB	1 01-0000-0-4300-472-1230-1000-014-000 NN F			282.49	282.49
			TOTAL PAYMENT AMOUNT	282.49 *			282.49
020716/00	ROBERT A HOFFMAN						
2099 PO-161819	03/10/2016	VISION SCREEN 2016	1 01-0000-0-5800-102-0000-3140-003-000 NY P			3,927.00	3,927.00
			TOTAL PAYMENT AMOUNT	3,927.00 *			3,927.00
020981/00	SAVE MART SUPERMARKETS						
557 PO-160494	03/10/2016	2295677	1 01-6500-0-4300-102-5750-1110-002-000 NN P			4.98	4.98
557 PO-160494	03/10/2016	2295678	1 01-6500-0-4300-102-5750-1110-002-000 NN P			5.92	5.92
557 PO-160494	03/10/2016	2295679	1 01-6500-0-4300-102-5750-1110-002-000 NN P			9.74	9.74
			TOTAL PAYMENT AMOUNT	20.64 *			20.64
017234/00	SCHIRO, BONNIE						
2125 PO-161849	03/10/2016	FEB MILEAGE	1 01-0000-0-5210-472-0000-2700-014-000 NN F			45.47	45.47
			TOTAL PAYMENT AMOUNT	45.47 *			45.47

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 10
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

011500/00	SCHOOLS INSURANCE AUTHORITY						
	PV-161069	03/10/2016	MARCH				
				01-0000-0-9552-000-0000-0000-0000-0000	NN		
			TOTAL PAYMENT AMOUNT	46,735.61	*		46,735.61
010826/00	SHIFFLER EQUIPMENT SALES INC						
	1782 PO-161565	03/10/2016	1604706800				
				1 01-8150-0-4300-106-0000-8110-007-000	NN F	500.00	604.16
			TOTAL PAYMENT AMOUNT	604.16	*		604.16
017482/00	SIMPLY NOVEL						
	1997 PO-161745	03/10/2016	50391	3 01-0000-0-4200-103-0000-2420-003-000	NN F	81.42	76.10
	1997 PO-161745	03/10/2016	50391	1 01-6500-0-4200-102-5770-1110-002-000	NN F	54.07	54.07
	1997 PO-161745	03/10/2016	50391	2 01-6500-0-4200-102-5770-1120-002-000	NN F	13.37	13.37
			TOTAL PAYMENT AMOUNT	143.54	*		143.54
019571/00	SMITH, PETE						
	2126 PO-161850	03/10/2016	TRAVEL EXPENSE	1 01-0472-0-4300-472-1804-4200-014-000	NN F	215.00	215.00
	2126 PO-161850	03/10/2016	TRAVEL EXPENSES	2 01-0472-0-5600-472-1804-4200-014-000	NN F	285.93	285.93
			TOTAL PAYMENT AMOUNT	500.93	*		500.93
018221/00	SMITH-LEHMANN, REBECCA						
	2012 PO-161831	03/10/2016	REIMB	1 01-5640-0-4300-601-9728-3150-017-000	NN F	165.74	165.74
	2096 PO-161839	03/10/2016	REIMB	1 01-5640-0-4300-601-9728-3150-017-000	NN F	137.22	137.22
			TOTAL PAYMENT AMOUNT	302.96	*		302.96
010263/00	SMUD						
	154 PO-160141	03/10/2016	7000000347	1 01-0000-0-5530-106-0000-8110-007-000	NN P	48,631.20	48,631.20
			TOTAL PAYMENT AMOUNT	48,631.20	*		48,631.20
014558/00	SPURR						
	166 PO-160151	03/10/2016	71524	1 01-0000-0-5520-106-0000-8110-007-000	NN P	7,634.80	7,634.80
			TOTAL PAYMENT AMOUNT	7,634.80	*		7,634.80

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 11
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

014079/00	THYSSENKRUPP ELEVATOR CORP						
1951 PO-161712	03/10/2016	3002393234	1 01-8150-0-5600-106-0000-8110-007-000 NN P			270.00	270.00
1951 PO-161712	03/10/2016	3002392968	1 01-8150-0-5600-106-0000-8110-007-000 NN P			995.76	995.76
			TOTAL PAYMENT AMOUNT		1,265.76 *		1,265.76
020001/00	TOWNER, JENNIFER						
2128 PO-161852	03/10/2016	REIMB-BOOKS	1 01-0000-0-4200-472-1230-1000-014-000 NN F			40.08	40.08
2128 PO-161852	03/10/2016	REIMB FOOD	2 01-0000-0-4300-472-1230-1000-014-000 NN F			126.78	126.78
			TOTAL PAYMENT AMOUNT		166.86 *		166.86
018567/00	TRULITE GLASS & ALUMINUM SOL.						
70 PO-160069	03/10/2016	207208	1 01-8150-0-4300-106-0000-8110-007-000 NN P			8.72	8.72
			TOTAL PAYMENT AMOUNT		8.72 *		8.72
015018/00	VERHOVETCHI, VEACESLAV						
1779 PO-161560	03/10/2016	TRIP925	1 01-0000-0-5800-112-0000-3600-007-000 NN P			12.63	12.63
			TOTAL PAYMENT AMOUNT		12.63 *		12.63
015191/00	WACHOB, CYNTHIA						
1701 PO-161493	03/10/2016	FEB MILEAGE	1 01-6500-0-5210-102-5060-2110-002-000 NN P			148.50	148.50
			TOTAL PAYMENT AMOUNT		148.50 *		148.50
010843/00	WILCO SUPPLY						
1716 PO-161503	03/10/2016	16b2906901	1 01-8150-0-4300-106-0000-8110-007-000 NN P			335.60	335.60
			TOTAL PAYMENT AMOUNT		335.60 *		335.60
020672/00	WILLIAMS, CHERYL						
2013 PO-161832	03/10/2016	REIMB CONF FEE	1 01-5640-0-5200-601-9728-3110-017-085 NN F			45.00	45.00
2165 PO-161886	03/10/2016	REIMB	1 01-9601-0-4300-601-1110-1000-017-000 NN F			182.87	182.87
			TOTAL PAYMENT AMOUNT		227.87 *		227.87

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 01 GENERAL FUND

J5207 APY500 H.02.05 03/10/16 PAGE 12
<< Open >>

Vendor/Addr	Remit name		Tax ID num	Deposit type	ABA num	Account num			
Req Reference	Date	Description			FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP			Liq Amt	Net Amount
022348/00	WILSON, SHERRY								
2171	PO-161874	03/10/2016 E/R REIMB		1	01-0000-0-3404-112-0000-3600-000-000 NN F			50.00	50.00
					TOTAL PAYMENT AMOUNT			50.00 *	50.00
					TOTAL FUND PAYMENT			182,298.72 **	182,298.72
					TOTAL USE TAX AMOUNT			56.81	

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 09 CHARTER SCHOOLS

J5207 APY500 H.02.05 03/10/16 PAGE 13
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
010669/00	ALHAMBRA & SIERRA SPRINGS						
452 PO-160407	03/10/2016	27036624779099	1 09-0700-0-4300-503-0000-2700-018-000 NN F			43.82	102.04
			TOTAL PAYMENT AMOUNT	102.04 *			102.04
			TOTAL FUND PAYMENT	102.04 **			102.04

91 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 11 ADULT EDUCATION FUND

J5207 APY500 H.02.05 03/10/16 PAGE 14
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date				FD RESO P OBJE' SIT GOAL FUNC RES DEP T9MP			
014786/00	SCHOOL SPECIALTY							
1988 PO-161736	03/10/2016	208115888992		1	11-3926-0-4300-601-4130-1000-017-000 NN F		65.65	59.63
					TOTAL PAYMENT AMOUNT	59.63 *		59.63
018015/00	TOMPKINS, SHELLEY							
2114 PO-161844	03/10/2016	REIMB		1	11-3926-0-4300-601-4130-1000-017-000 NN F		60.68	60.68
					TOTAL PAYMENT AMOUNT	60.68 *		60.68
			TOTAL FUND	PAYMENT		120.31 **		120.31

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 13 CAFETERIA FUND

J5207 APY500 H.02.05 03/10/16 PAGE 15
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
011256/00	BERNARD FOOD INDUSTRIES INC						
1345 PO-161185	03/10/2016	730076	1 13-5310-0-4700-108-0000-3700-007-000 NN F			386.82	386.82
			TOTAL PAYMENT AMOUNT	386.82 *			386.82
011205/00	CULTURE SHOCK YOGURT						
141 PO-160134	03/10/2016	3478	1 13-5310-0-4700-108-0000-3700-007-000 NN P			160.50	160.50
			TOTAL PAYMENT AMOUNT	160.50 *			160.50
011602/00	DANIELSEN CO., THE						
1691 PO-161488	03/10/2016	96799	2 13-5310-0-4300-108-0000-3700-007-000 NN P			1,011.11	1,011.11
1691 PO-161488	03/10/2016	96799	1 13-5310-0-4700-108-0000-3700-007-000 NN P			1,452.53	1,452.53
			TOTAL PAYMENT AMOUNT	2,463.64 *			2,463.64
022364/00	HEARTLAND SCHOOL SOLUTIONS						
140 PO-160133	03/10/2016	INV3323	1 13-5310-0-5300-108-0000-3700-007-000 NN P			571.05	571.05
			TOTAL PAYMENT AMOUNT	571.05 *			571.05
015276/00	PREMIER FOOD SAFETY						
2106 PO-161840	03/10/2016	1603020350	1 13-5310-0-5200-108-0000-3700-007-000 NN P			139.00	139.00
2106 PO-161840	03/10/2016	1603020351	1 13-5310-0-5200-108-0000-3700-007-000 NN F			139.00	139.00
			TOTAL PAYMENT AMOUNT	278.00 *			278.00
021194/00	PRUDENTIAL OVERALL SUPPLY INC						
136 PO-160129	03/10/2016	180240868	1 13-5310-0-5800-108-0000-3700-007-000 NN P			77.75	77.75
136 PO-160129	03/10/2016	180237720	1 13-5310-0-5800-108-0000-3700-007-000 NN P			75.80	75.80
136 PO-160129	03/10/2016	180235662	1 13-5310-0-5800-108-0000-3700-007-000 NN P			75.80	75.80
136 PO-160129	03/10/2016	180235032	1 13-5310-0-5800-108-0000-3700-007-000 NN P			75.80	75.80
			TOTAL PAYMENT AMOUNT	305.15 *			305.15
015088/00	SLIC CO-OP						
2085 PO-161834	03/10/2016	16012	1 13-5310-0-5300-108-0000-3700-007-000 NN F			50.00	50.00
			TOTAL PAYMENT AMOUNT	50.00 *			50.00

81 CENTER UNIFIED SCHOOL DIST.
03-10-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0049 031016
FUND : 13 CAFETERIA FUND

J5207 APY500 H.02.05 03/10/16 PAGE 16
<< Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
				FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		

011422/00	SYSCO OF SAN FRANCISCO							
129 PO-160123	03/10/2016	603082322-1710748		3	13-5310-0-4300-108-0000-3700-007-000	NN P	1,148.80	1,148.80
129 PO-160123	03/10/2016	603082323-1710747		1	13-5310-0-4700-108-0000-3700-007-000	NN P	226.98	226.98
129 PO-160123	03/10/2016	603082322		1	13-5310-0-4700-108-0000-3700-007-000	NN P	889.51	889.51
TOTAL PAYMENT AMOUNT							2,265.29 *	2,265.29
TOTAL FUND PAYMENT							6,480.45 **	6,480.45
TOTAL BATCH PAYMENT							189,001.52 ***	189,001.52
TOTAL USE TAX AMOUNT							56.81	
TOTAL DISTRICT PAYMENT							189,001.52 ****	189,001.52
TOTAL USE TAX AMOUNT							56.81	
TOTAL FOR ALL DISTRICTS:							189,001.52 ****	189,001.52
TOTAL USE TAX AMOUNT							56.81	

Number of warrants to be printed: 87, not counting voids due to stub overflows.

Batch status: A All

From batch: 0050

To batch: 0050

Include Revolving Cash: Y

Include Address: N

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
				FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
019053/00	A TOUCH OF UNDERSTANDING INC		680389777					
1335	PO-161176	03/17/2016 15-16-181		1	01-9601-0-5800-601-1110-1000-017-000	NN P	1,520.00	1,520.00
					TOTAL PAYMENT AMOUNT		1,520.00 *	1,520.00
018067/00	ACE IT! TUTORING POWERED BY							
1722	PO-161516	03/17/2016 4002		1	01-3010-0-5800-103-1110-1000-003-832	NN P	3,086.88	3,086.88
					TOTAL PAYMENT AMOUNT		3,086.88 *	3,086.88
010002/00	ALDAR ACADEMY							
948	PO-160836	03/17/2016 FEB-2016		1	01-6500-0-5800-102-5750-1180-002-000	NN P	4,204.42	4,204.42
					TOTAL PAYMENT AMOUNT		4,204.42 *	4,204.42
010669/00	ALHAMBRA & SIERRA SPRINGS							
558	PO-160495	03/17/2016 4780818030616		1	01-0000-0-4300-105-0000-7200-005-000	NN P	28.52	28.52
					TOTAL PAYMENT AMOUNT		28.52 *	28.52
018533/00	ATKINSON ANDELSON LOYA RUDD							
655	PO-160582	03/17/2016 493482		2	01-0000-0-5804-105-0000-7200-005-000	NE P	6,636.95	6,636.95
					TOTAL PAYMENT AMOUNT		6,636.95 *	6,636.95
019504/00	B & H PHOTO-VIDEO							
2130	PO-161854	03/17/2016 108311345		1	01-0000-0-4300-472-1215-1000-014-000	YN F	267.82	267.82
2130	PO-161854	03/17/2016 108321784		2	01-0000-0-4400-472-1215-1000-014-000	YN F	453.54	330.16
					TOTAL PAYMENT AMOUNT		597.98 *	597.98
					TOTAL USE TAX AMOUNT		47.84	
021235/00	BECKER, LEE ANN							
354	PO-160327	03/17/2016 FEBRUARY MILEAGE		1	01-0000-0-5210-102-0000-3140-003-000	NN P	55.57	55.57
					TOTAL PAYMENT AMOUNT		55.57 *	55.57

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP	Account num	Liq Amt	Net Amount

021938/00	BIO CORPORATION							
2027 PO-161763	03/17/2016	233749		1	01-0000-0-4300-472-1275-1000-014-000	YN F	325.40	301.41
TOTAL PAYMENT AMOUNT							301.41 *	301.41
TOTAL USE TAX AMOUNT							24.11	
019075/00	BRIGHT FUTURES THERAPY							
1518 PO-161344	03/17/2016	3291		1	01-6500-0-5800-102-5750-1180-002-000	NN P	19,680.00	19,680.00
TOTAL PAYMENT AMOUNT							19,680.00 *	19,680.00
016145/00	BURGESON, JENNY							
2217 PO-161931	03/17/2016	MILEAGE		1	01-0000-0-5210-110-0000-7200-004-000	NN F	18.36	18.36
TOTAL PAYMENT AMOUNT							18.36 *	18.36
013988/00	BUTTES/CENTER STATE PIPE &							
2136 PO-161858	03/17/2016	S008909224.001		1	01-8150-0-4300-106-0000-8110-007-000	NN P	955.80	955.80
TOTAL PAYMENT AMOUNT							955.80 *	955.80
020540/00	CALIFORNIA AMERICAN WATER CO							
161 PO-160147	03/17/2016	1015-220012585414		2	01-0000-0-5540-106-0000-8110-007-000	NN P	67.69	67.69
161 PO-160147	03/17/2016	1015-210019694541		2	01-0000-0-5540-106-0000-8110-007-000	NN P	160.28	160.28
161 PO-160147	03/17/2016	220012585445		2	01-0000-0-5540-106-0000-8110-007-000	NN P	340.17	340.17
161 PO-160147	03/17/2016	220012585520		2	01-0000-0-5540-106-0000-8110-007-000	NN P	699.91	699.91
161 PO-160147	03/17/2016	220012586479		2	01-0000-0-5540-106-0000-8110-007-000	NN P	399.90	399.90
161 PO-160147	03/17/2016	220012585469		2	01-0000-0-5540-106-0000-8110-007-000	NN P	461.70	461.70
161 PO-160147	03/17/2016	220012585438		2	01-0000-0-5540-106-0000-8110-007-000	NN P	461.70	461.70
TOTAL PAYMENT AMOUNT							2,591.35 *	2,591.35
019750/00	CAPITAL PROGRAM MGMT INC							
556 PO-160501	03/17/2016	#14		1	01-6230-0-5800-106-9623-8500-007-000	NN P	3,295.25	3,295.25
1214 PO-161073	03/17/2016	#9		1	01-0000-0-5800-472-0000-8110-007-990	NN P	11,867.75	11,867.75
TOTAL PAYMENT AMOUNT							15,163.00 *	15,163.00

Vendor/Addr	Remit name		Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description		FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

021678/00	CAPITOL ACADEMY							
1018	PO-160901	03/17/2016	833	1	01-6500-0-5800-102-5750-1180-002-000	NN P	6,482.80	6,482.80
1018	PO-160901	03/17/2016	843	1	01-6500-0-5800-102-5750-1180-002-000	NN P	400.00	400.00
				TOTAL PAYMENT AMOUNT			6,882.80 *	6,882.80
018862/00	CAPITOL AUTISM SERVICES							
1883	PO-161672	03/17/2016	020116-121	1	01-6500-0-5800-102-5750-1180-002-000	NN P	125.00	125.00
				TOTAL PAYMENT AMOUNT			125.00 *	125.00
020305/00	CDW GOVERNMENT INC.							
2176	PO-161895	03/17/2016	CJX1850	2	01-0000-0-4300-115-0000-7700-007-000	NN F	452.98	446.59
2176	PO-161895	03/17/2016	CJX1850	1	01-0000-0-4400-115-0000-7700-007-000	NN F	1,735.40	1,735.40
				TOTAL PAYMENT AMOUNT			2,181.99 *	2,181.99
017019/00	CLUBZ! TUTORING							
1616	PO-161418	03/17/2016	3246	1	01-3010-0-5800-103-1110-1000-003-832	NN P	2,452.40	2,452.40
				TOTAL PAYMENT AMOUNT			2,452.40 *	2,452.40
021477/00	CUMMINGS, CATHY							
2207	PO-161926	03/17/2016	TRAVEL EXPENSE	1	01-3550-0-5200-472-1110-1000-014-000	NN F	269.36	269.36
				TOTAL PAYMENT AMOUNT			269.36 *	269.36
014858/00	DEASON, CRAIG							
2234	PO-161939	03/17/2016	REIMB PLAQUE	1	01-0000-0-5800-106-0000-8110-007-000	NN F	61.51	61.51
2234	PO-161939	03/17/2016	REIMB INVOICE PAYMT	2	01-0000-0-5800-112-0000-3600-007-000	NN F	280.00	280.00
				TOTAL PAYMENT AMOUNT			341.51 *	341.51
018507/00	DILES, JACQUELYN							
644	PO-160580	03/17/2016	MILEAGE-DEC-MARCH	1	01-0000-0-5210-105-0000-7200-005-000	NN F	31.04	31.15
				TOTAL PAYMENT AMOUNT			31.15 *	31.15

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESO P OBJE	SIT GOAL FUNC	RES DEP T9MP		
021794/00	EAGLE SOFTWARE INC							
2245 PO-161945	03/17/2016	M&S-4684		1 01-0000-0-5612-115-0000-7700-007-000	NN F		16,280.00	16,280.00
TOTAL PAYMENT AMOUNT								16,280.00
018277/00	EASTER SEAL SOCIETY OF CA. INC							
952 PO-160840	03/17/2016	JAN-16		1 01-6500-0-5800-102-5750-1180-002-000	NN P		2,415.00	2,415.00
TOTAL PAYMENT AMOUNT								2,415.00
021610/00	EATON INTERPRETING SERVICES							
2231 PO-161936	03/17/2016	224051		1 01-0000-0-5800-103-1110-1000-003-000	NN F		105.00	105.00
TOTAL PAYMENT AMOUNT								105.00
019262/00	ENTERPRISE RENT A CAR							
2221 PO-161935	03/17/2016	3PDQHF		1 01-0472-0-5600-472-1110-4000-014-915	NN P		252.08	252.08
2221 PO-161935	03/17/2016	3PDLL9		1 01-0472-0-5600-472-1110-4000-014-915	NN F		198.08	198.08
TOTAL PAYMENT AMOUNT								450.16
014243/00	GARY HENDERSON MFT							
1752 PO-161537	03/17/2016	FEB-16		1 01-6512-0-5800-102-5001-3110-003-000	NN P		1,100.00	1,100.00
TOTAL PAYMENT AMOUNT								1,100.00
022347/00	GIVE SOMETHING BACK							
2111 PO-161842	03/17/2016	IN-0477447		1 01-0000-0-4300-234-1110-1000-008-000	NN F		61.06	61.07
2144 PO-161863	03/17/2016	IN-0477446		1 01-0000-0-4300-472-1224-1000-014-000	NN F		173.96	173.96
2145 PO-161864	03/17/2016	IN-0477448		1 01-0000-0-4300-472-1251-1000-014-000	NN F		95.82	95.81
2154 PO-161871	03/17/2016	IN-0477445		1 01-6382-0-4300-472-1110-1000-014-000	NN F		201.91	201.90
2172 PO-161892	03/17/2016	IN-0478479		1 01-0000-0-4300-472-0000-2700-014-000	NN F		230.04	230.04
TOTAL PAYMENT AMOUNT								762.78
015201/00	GLOYD, MARION							
2220 PO-161916	03/17/2016	REIMB-ER		1 01-0000-0-3404-112-0000-3600-000-000	NN F		50.00	50.00
TOTAL PAYMENT AMOUNT								50.00

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		

017718/00	GUIDING HANDS INC.						
933 PO-160813	03/17/2016	3446	1	01-6500-0-5800-102-5750-1180-002-000	NN P	5,782.70	5,782.70
933 PO-160813	03/17/2016	3478	1	01-6500-0-5800-102-5750-1180-002-000	NN P	250.00	250.00
933 PO-160813	03/17/2016	3468	1	01-6500-0-5800-102-5750-1180-002-000	NN P	270.00	270.00
TOTAL PAYMENT AMOUNT				6,302.70 *			6,302.70
017002/00	HOME DEPOT CREDIT SERVICES						
92 PO-160086	03/17/2016	12133	1	01-0000-0-4300-106-0000-8110-007-000	NN P	124.97	124.97
1662 PO-161465	03/17/2016	9021752	1	01-8150-0-4300-106-0000-8110-007-000	NN P	56.98	56.98
1662 PO-161465	03/17/2016	8013222	1	01-8150-0-4300-106-0000-8110-007-000	NN P	136.84	136.84
1662 PO-161465	03/17/2016	7022028	1	01-8150-0-4300-106-0000-8110-007-000	NN P	32.38	32.38
1662 PO-161465	03/17/2016	6022095	1	01-8150-0-4300-106-0000-8110-007-000	NN P	13.24	13.24
1662 PO-161465	03/17/2016	201935-6192313	1	01-8150-0-4300-106-0000-8110-007-000	NN P	23.35	23.35
1662 PO-161465	03/17/2016	1014102	1	01-8150-0-4300-106-0000-8110-007-000	NN P	22.97	22.97
1662 PO-161465	03/17/2016	1014136	1	01-8150-0-4300-106-0000-8110-007-000	NN P	71.95	71.95
1662 PO-161465	03/17/2016	9590175	1	01-8150-0-4300-106-0000-8110-007-000	NN P	93.56	93.56
1662 PO-161465	03/17/2016	5014794	1	01-8150-0-4300-106-0000-8110-007-000	NN P	59.00	59.00
1662 PO-161465	03/17/2016	4283520	1	01-8150-0-4300-106-0000-8110-007-000	NN P	422.00	422.00
1662 PO-161465	03/17/2016	3023560	1	01-8150-0-4300-106-0000-8110-007-000	NN P	166.92	166.92
1662 PO-161465	03/17/2016	3023564	1	01-8150-0-4300-106-0000-8110-007-000	NN P	34.54	34.54
1662 PO-161465	03/17/2016	8024102	1	01-8150-0-4300-106-0000-8110-007-000	NN P	145.37	145.37
2105 PO-161826	03/17/2016	8574566	1	01-0000-0-4300-111-0000-8200-007-000	NN F	61.46	61.46
TOTAL PAYMENT AMOUNT				1,465.53 *			1,465.53
017337/00	HUMMINGBIRD NETWORKS						
2196 PO-161911	03/17/2016	227087	1	01-9115-0-4400-115-0000-7700-007-000	NN P	286.84	286.84
2196 PO-161911	03/17/2016	227127	1	01-9115-0-4400-115-0000-7700-007-000	NN P	3,572.80	3,572.80
TOTAL PAYMENT AMOUNT				3,859.64 *			3,859.64
018990/00	INTERSTATE BATTERY SYSTEM						
1290 PO-161141	03/17/2016	100030874	1	01-0000-0-4300-112-0000-3600-007-000	NN P	484.60	484.60
1290 PO-161141	03/17/2016	10090850	1	01-0000-0-4300-112-0000-3600-007-000	NN P	372.44	372.44
TOTAL PAYMENT AMOUNT				857.04 *			857.04
019317/00	JENSEN, CARIN						
2210 PO-161929	03/17/2016	JAN MILEAGE	1	01-0000-0-5210-103-0000-2110-003-000	NN F	17.93	17.93
TOTAL PAYMENT AMOUNT				17.93 *			17.93

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
020606/00	KLATT, BEN							
2232 PO-161937	03/17/2016	REIMBURSE		1 01-6382-0-4300-472-1110-1000-014-000 NN F			128.88	128.88
				TOTAL PAYMENT AMOUNT	128.88 *			128.88
017899/00	LAWSON, BECKY							
2211 PO-161919	03/17/2016	REIMB		1 01-0000-0-4300-103-0000-2110-003-000 NN F			31.67	31.67
2204 PO-161923	03/17/2016	TRAVEL EXPENSE		1 01-0000-0-5200-103-0000-2110-003-000 NN F			267.43	267.43
				TOTAL PAYMENT AMOUNT	299.10 *			299.10
014800/00	LORD, KATHLEEN							
2224 PO-161922	03/17/2016	TRAVEL EXPENSE		1 01-6264-0-5200-101-0000-2700-002-000 NN F			55.90	55.90
				TOTAL PAYMENT AMOUNT	55.90 *			55.90
017726/00	LOS ANGELES FREIGHTLINER							
105 PO-160100	03/17/2016	BN74969		1 01-0000-0-4300-112-0000-3600-007-000 NN P			24.42	24.42
				TOTAL PAYMENT AMOUNT	24.42 *			24.42
021914/00	LOY MATTISON ENTERPRISES							
61 PO-160061	03/17/2016	020116022916		1 01-0000-0-5800-106-0000-8110-007-000 NY P			1,292.50	1,292.50
				TOTAL PAYMENT AMOUNT	1,292.50 *			1,292.50
022406/00	MAXIM HEALTHCARE SERVICES INC							
1942 PO-161694	03/17/2016	3944930262		1 01-0000-0-5800-102-0000-3140-003-000 NN F			1,170.80	1,060.00
				TOTAL PAYMENT AMOUNT	1,060.00 *			1,060.00
016912/00	NATOMAS AUTOMOTIVE							
110 PO-160105	03/17/2016	20986		1 01-0000-0-5800-112-0000-3600-007-000 NN P			174.40	174.40
				TOTAL PAYMENT AMOUNT	174.40 *			174.40

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		

010253/00	NCS PEARSON INC							
2001	PO-161755	03/17/2016	10621698	1	01-0000-0-4300-103-0000-2110-003-000	NN F	191.89	176.09
				TOTAL PAYMENT AMOUNT		176.09 *		176.09
017576/00	OFFICE DEPOT/BUS.SERVICES DIV							
2033	PO-161773	03/17/2016	826767589001	2	01-6500-0-4300-102-5060-2110-002-000	NN F	148.84	147.88
2033	PO-161773	03/17/2016	8267675588001	1	01-6500-0-4300-102-5770-1120-002-000	NN F	112.44	112.44
2089	PO-161818	03/17/2016	827395022001	1	01-0000-0-4300-238-1110-1000-010-000	NN P	159.45	159.45
2089	PO-161818	03/17/2016	827395023001	1	01-0000-0-4300-238-1110-1000-010-000	NN F	6.36	6.47
2120	PO-161828	03/17/2016	827914339001	1	01-0000-0-4300-238-1110-1000-010-000	NN F	189.63	189.63
2093	PO-161837	03/17/2016	828482800001	1	01-5640-0-4300-601-9728-3150-017-000	NN F	106.08	106.08
2112	PO-161843	03/17/2016	828483273001	1	01-0000-0-4300-234-1110-1000-008-000	NN F	965.24	965.24
2139	PO-161859	03/17/2016	828481820001	1	01-0000-0-4300-236-1110-1000-009-000	NN F	446.96	446.96
2150	PO-161869	03/17/2016	828483816001	1	01-5640-0-4300-601-9728-1000-017-000	NN P	208.43	208.43
2150	PO-161869	03/17/2016	828483815001	1	01-5640-0-4300-601-9728-1000-017-000	NN F	90.25	90.26
				TOTAL PAYMENT AMOUNT		2,432.84 *		2,432.84
021401/00	PRACTI-CAL INC							
623	PO-160553	03/17/2016	334338	1	01-5640-0-5800-103-0000-3140-003-000	NN P	48.32	48.32
623	PO-160553	03/17/2016	334219	1	01-5640-0-5800-103-0000-3140-003-000	NN P	148.46	148.46
				TOTAL PAYMENT AMOUNT		196.78 *		196.78
017245/00	PRECISION DATA PRODUCTS INC.							
2146	PO-161865	03/17/2016	2483	1	01-0000-0-4300-472-1284-1000-014-000	NN F	336.03	336.03
2147	PO-161866	03/17/2016	2482	1	01-0029-0-4300-472-1110-1000-014-000	NN F	95.93	95.93
				TOTAL PAYMENT AMOUNT		431.96 *		431.96
017736/00	PRICE, KAREN							
2209	PO-161928	03/17/2016	TRAVEL EXPENSE	1	01-6500-0-5200-102-5001-2700-002-000	NN F	382.60	382.60
				TOTAL PAYMENT AMOUNT		382.60 *		382.60
021194/00	PRUDENTIAL OVERALL SUPPLY INC							
119	PO-160114	03/17/2016	180242172	1	01-0000-0-5600-112-0000-3600-007-000	NN P	67.89	67.89
119	PO-160114	03/17/2016	180241456	1	01-0000-0-5600-112-0000-3600-007-000	NN P	67.89	67.89
				TOTAL PAYMENT AMOUNT		135.78 *		135.78

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		
010552/00	SAC VAL JANITORIAL						
2066 PO-161800	03/17/2016	10179953	1	01-0000-0-9320-000-0000-0000-000-000	NN P	634.35	634.35
2066 PO-161800	03/17/2016	10179955	1	01-0000-0-9320-000-0000-0000-000-000	NN P	104.77	104.77
TOTAL PAYMENT AMOUNT						739.12 *	739.12
022018/00	SACRAMENTO AUTOGLASS & MIRROR						
1749 PO-161533	03/17/2016	ISAC016010	1	01-0000-0-4300-112-0000-3600-007-000	NN P	65.00	65.00
TOTAL PAYMENT AMOUNT						65.00 *	65.00
016337/00	SAECHOA, MUANG						
1679 PO-161478	03/17/2016	FEB MILEAGE	1	01-6500-0-5800-102-5770-3600-002-000	NN P	194.40	194.40
1679 PO-161478	03/17/2016	JAN MILEAGE	1	01-6500-0-5800-102-5770-3600-002-000	NN P	194.40	194.40
TOTAL PAYMENT AMOUNT						388.80 *	388.80
013973/00	SAMBA SAFETY						
114 PO-160109	03/17/2016	6137-201602	1	01-0000-0-5800-112-0000-3600-007-000	NN P	116.76	116.76
TOTAL PAYMENT AMOUNT						116.76 *	116.76
020981/00	SAVE MART SUPERMARKETS						
557 PO-160494	03/17/2016	2295680	1	01-6500-0-4300-102-5750-1110-002-000	NN P	19.00	19.00
TOTAL PAYMENT AMOUNT						19.00 *	19.00
018930/00	SCHOOL SPECIALTY/CLASSROOM DIR						
1755 PO-161545	03/17/2016	208115946881	1	01-5640-0-4300-601-9728-1000-017-082	NN P	24.81	24.81
1755 PO-161545	03/17/2016	308102413390	1	01-5640-0-4300-601-9728-1000-017-082	NN F	323.67	323.70
TOTAL PAYMENT AMOUNT						348.51 *	348.51
010373/00	SCHOOLS INSURANCE AUTHORITY						
686 PO-160611	03/17/2016	2016UST-KAM19	1	01-0000-0-5800-112-0000-3600-007-000	NN P	150.00	150.00
TOTAL PAYMENT AMOUNT						150.00 *	150.00

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount					
							FD RESO P	OBJE SIT	GOAL FUNC	RES DEP	T9MP		

020811/00	SHRED-IT USA LLC												
499 PO-160430	03/17/2016	9409688404		1	01-0000-0-5800-472-0000-2700-014-000	NN P	36.57	36.57					
1085 PO-160951	03/17/2016	9409688403		1	01-0000-0-5800-371-0000-2700-012-000	NN P	36.57	36.57					
TOTAL PAYMENT AMOUNT								73.14	*				73.14
018370/00	STANLEY CONVERGENT SECURITY												
1119 PO-160984	03/17/2016	13211596		1	01-8150-0-5600-106-0000-8110-007-000	NN P	383.00	383.00					
TOTAL PAYMENT AMOUNT								383.00	*				383.00
020252/00	STAPLES ADVANTAGE												
1818 PO-161597	03/17/2016	3292760337-3295518495		1	01-6512-0-4300-102-5001-3110-003-000	NN P	0.00	0.00					
1818 PO-161597	03/17/2016	3292760336		1	01-6512-0-4300-102-5001-3110-003-000	NN P	56.21	56.21					
1818 PO-161597	03/17/2016	3292760334		1	01-6512-0-4300-102-5001-3110-003-000	NN P	56.21	56.21					
1818 PO-161597	03/17/2016	3292165974		1	01-6512-0-4300-102-5001-3110-003-000	NN P	73.26	73.26					
1818 PO-161597	03/17/2016	3295230596		1	01-6512-0-4300-102-5001-3110-003-000	NN P	109.72	96.60					
TOTAL PAYMENT AMOUNT								282.28	*				282.28
020371/00	SUMNER, SHERYL												
2208 PO-161927	03/17/2016	TRAVEL EXPENSE		1	01-6500-0-5200-102-5001-2700-002-000	NN F	639.33	639.33					
TOTAL PAYMENT AMOUNT								639.33	*				639.33
022031/00	TEACHER DIRECT												
2031 PO-161771	03/17/2016	P461331300010		1	01-6500-0-4300-102-5770-1120-002-000	NN F	52.97	50.21					
TOTAL PAYMENT AMOUNT								50.21	*				50.21
011554/00	TRACTOR SUPPLY CO												
75 PO-160073	03/17/2016	100037669		1	01-8150-0-4300-106-0000-8110-007-000	NN P	44.86	44.86					
94 PO-160088	03/17/2016	200086496		1	01-0000-0-4300-106-0000-8110-007-000	NN P	15.98	15.98					
94 PO-160088	03/17/2016	200087575		1	01-0000-0-4300-106-0000-8110-007-000	NN F	62.06	51.98					
2219 PO-161921	03/17/2016	100037246		1	01-0000-0-4300-106-0000-8110-007-000	NN P	244.97	244.97					
TOTAL PAYMENT AMOUNT								357.79	*				357.79

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date				FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP			

010139/00	TROXELL COMMUNICATIONS INC							
1681 PO-161482	03/17/2016	8829056			1 01-9115-0-4400-115-0000-7700-007-000 NN F		12,146.56	12,729.48
				TOTAL PAYMENT AMOUNT	12,729.48 *			12,729.48
015190/00	TROXELL COMMUNICATIONS, INC.							
1934 PO-161690	03/17/2016	880453			3 01-0000-0-4400-238-1110-1000-010-000 NN F		3,321.00	3,321.01
1934 PO-161690	03/17/2016	880248			2 01-6300-0-4300-238-1110-1000-010-000 NN F		1,980.00	1,980.00
1934 PO-161690	03/17/2016	882456			1 01-6300-0-4400-238-1110-1000-010-000 NN F		24,646.44	24,646.44
				TOTAL PAYMENT AMOUNT	29,947.45 *			29,947.45
015018/00	VERHOVETCHI, VEACESLAV							
1779 PO-161560	03/17/2016	TRIP 753			1 01-0000-0-5800-112-0000-3600-007-000 NN P		16.23	16.23
				TOTAL PAYMENT AMOUNT	16.23 *			16.23
018071/00	VOTAW, ASHLEY							
2226 PO-161933	03/17/2016	MILEAGE			1 01-6520-0-5210-472-5770-1110-003-000 NN F		33.69	33.69
				TOTAL PAYMENT AMOUNT	33.69 *			33.69
015191/00	WACHOB, CYNTHIA							
2213 PO-161941	03/17/2016	REIMB INTERPRETING			1 01-0000-0-5800-103-1110-1000-003-000 NN F		385.00	385.00
				TOTAL PAYMENT AMOUNT	385.00 *			385.00
014057/00	WINCKLER, DEBBIE							
2216 PO-161930	03/17/2016	MILEAGE			1 01-0000-0-5210-110-0000-7200-004-000 NN F		18.36	18.36
				TOTAL PAYMENT AMOUNT	18.36 *			18.36
017313/00	XEROX							
1 PO-160001	03/17/2016	083646918			1 01-3010-0-5612-240-1110-1000-011-000 NN P		21.95	21.95
				TOTAL PAYMENT AMOUNT	21.95 *			21.95
				TOTAL FUND PAYMENT	154,346.58 **			154,346.58
				TOTAL USE TAX AMOUNT	71.95			

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date				FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP			

015800/00	DISCOUNT SCHOOL SUPPLY							
1990 PO-161738	03/17/2016	01253390101		1	11-3926-0-4300-601-4130-1000-017-000	NN F	302.76	305.72
TOTAL PAYMENT AMOUNT								305.72
								305.72
017576/00	OFFICE DEPOT/BUS.SERVICES DIV							
2036 PO-161833	03/17/2016	828481130001		1	11-0030-0-4300-601-4130-1000-017-000	NN P	52.59	52.59
2036 PO-161833	03/17/2016	828481130002		1	11-0030-0-4300-601-4130-1000-017-000	NN F	107.97	107.98
TOTAL PAYMENT AMOUNT								160.57
								160.57
TOTAL FUND PAYMENT								466.29
								466.29

81 CENTER UNIFIED SCHOOL DIST.

ACCOUNTS PAYABLE PRELIST
BATCH: 0050 03-17-16
FUND : 12 CHILD DEVELOPMEN FUND

J5496 APY500 H.02.05 03/17/16 PAGE 12
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount	
Req Reference	Date				FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
018143/00		CHILD DEVELOPMENT CENTERS INC							
1010 PO-160888	03/17/2016	5030-FEB16			1 12-5025-0-5800-100-8500-1000-005-000 NN P		19,765.92	19,765.92	
1010 PO-160888	03/17/2016	5030-FEB16			2 12-6105-0-5800-100-8500-1000-005-000 NN P		23,428.83	23,428.83	
TOTAL PAYMENT AMOUNT								43,194.75 *	43,194.75
TOTAL FUND PAYMENT								43,194.75 **	43,194.75

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date				FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP			
019834/00	BERKELEY FARMS INC							
132 PO-160126	03/17/2016	1098018			1 13-5310-0-4700-108-0000-3700-007-000 NN P		7,260.19	7,260.19
					TOTAL PAYMENT AMOUNT	7,260.19 *		7,260.19
020098/00	BIG TRAY							
137 PO-160130	03/17/2016	780279			1 13-5310-0-4400-108-0000-3700-007-000 NN P		273.24	273.24
					TOTAL PAYMENT AMOUNT	273.24 *		273.24
011205/00	CULTURE SHOCK YOGURT							
141 PO-160134	03/17/2016	3500			1 13-5310-0-4700-108-0000-3700-007-000 NN P		160.50	160.50
					TOTAL PAYMENT AMOUNT	160.50 *		160.50
011602/00	DANIELSEN CO., THE							
1691 PO-161488	03/17/2016	97266			2 13-5310-0-4300-108-0000-3700-007-000 NN P		82.40	82.40
1691 PO-161488	03/17/2016	97266			1 13-5310-0-4700-108-0000-3700-007-000 NN P		2,645.40	2,645.40
					TOTAL PAYMENT AMOUNT	2,727.80 *		2,727.80
016670/00	FATCAT BAKERY		650497567					
1983 PO-161723	03/17/2016	11301			1 13-5310-0-4700-108-0000-3700-007-000 NN P		2,100.00	2,100.00
					TOTAL PAYMENT AMOUNT	2,100.00 *		2,100.00
021080/00	GOLD STAR FOODS INC							
130 PO-160124	03/17/2016	1623932			2 13-5310-0-4300-108-0000-3700-007-000 NN P		128.33	128.33
130 PO-160124	03/17/2016	1624180			1 13-5310-0-4700-108-0000-3700-007-000 NN P		94.50	94.50
130 PO-160124	03/17/2016	1623932			1 13-5310-0-4700-108-0000-3700-007-000 NN P		7,019.98	7,019.98
					TOTAL PAYMENT AMOUNT	7,242.81 *		7,242.81
014831/00	IN HARVEST INC.							
2241 PO-161943	03/17/2016	1032591553			1 13-5310-0-4700-108-0000-3700-007-000 NN P		28.20	28.20
					TOTAL PAYMENT AMOUNT	28.20 *		28.20

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP	Account num	Liq Amt	Net Amount
017002/00	HOME DEPOT CREDIT SERVICES							
2168 PO-161889	03/17/2016	7973014			1 14-0024-0-4300-106-9605-8110-007-000 NN P		2,101.58	2,101.58
					TOTAL PAYMENT AMOUNT	2,101.58 *		2,101.58
					TOTAL FUND PAYMENT	2,101.58 **		2,101.58
					TOTAL BATCH PAYMENT	222,648.90 ***	0.00	222,648.90
					TOTAL USE TAX AMOUNT	71.95		
					TOTAL DISTRICT PAYMENT	222,648.90 ****	0.00	222,648.90
					TOTAL USE TAX AMOUNT	71.95		
					TOTAL FOR ALL DISTRICTS:	222,648.90 ****	0.00	222,648.90
					TOTAL USE TAX AMOUNT	71.95		

Number of warrants to be printed: 78, not counting voids due to stub overflows.

Batch status: A All

From batch: 0052

To batch: 0052

Include Revolving Cash: Y

Include Address: N

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 1
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
016883/00	123 OFFICE SOLUTION							
2122 PO-161846	03/23/2016	INV01560		1 01-0000-0-9320-000-0000-0000-000-000 NN F			1,481.76	1,481.76
TOTAL PAYMENT AMOUNT							1,481.76 *	1,481.76
010669/00	ALHAMBRA & SIERRA SPRINGS							
167 PO-160152	03/23/2016	4781257031016		1 01-0000-0-4300-112-0000-3600-007-000 NN F			30.74	61.49
1121 PO-160986	03/23/2016	4782453031016		1 01-8150-0-4300-106-0000-8110-007-000 NN P			117.95	117.95
2009 PO-161752	03/23/2016	4781839031016		1 01-0000-0-4300-475-3200-1000-015-000 NN P			48.50	48.50
2048 PO-161785	03/23/2016	4780794031016		1 01-0000-0-4300-110-0000-7200-004-000 NN P			58.49	58.49
TOTAL PAYMENT AMOUNT							286.43 *	286.43
014285/00	ALLAMAN, MARC							
2255 PO-161954	03/23/2016	REIMB		1 01-0000-0-4300-472-1110-1000-014-000 NN F			321.89	321.89
TOTAL PAYMENT AMOUNT							321.89 *	321.89
017075/00	AMERICAN RIVER SPEECH INC.							
950 PO-160838	03/23/2016	corrected Jan-Feb		1 01-6500-0-5800-102-5750-1180-002-000 NN P			13,436.80	13,436.80
TOTAL PAYMENT AMOUNT							13,436.80 *	13,436.80
019504/00	B & H PHOTO-VIDEO							
2052 PO-161788	03/23/2016	107921996		1 01-0000-0-4300-240-1110-1000-011-000 YN F			853.20	790.00
TOTAL PAYMENT AMOUNT							790.00 *	790.00
TOTAL USE TAX AMOUNT							63.20	
021669/00	BAIONI, RON							
2269 PO-161969	03/23/2016	REIMB		1 01-3010-0-5210-371-0000-2700-012-000 NN F			177.08	177.08
2271 PO-161970	03/23/2016	REIMB SHIPPING		1 01-3010-0-5901-371-0000-2700-012-000 NN F			22.01	22.01
TOTAL PAYMENT AMOUNT							199.09 *	199.09
015718/00	BASIC PACIFIC							
PV-161075	03/22/2016	MARCH 31,2016		01-0000-0-9552-000-0000-0000-000-000 NN				5,147.93
TOTAL PAYMENT AMOUNT							5,147.93 *	5,147.93

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE	SIT GOAL	FUNC RES DEP T9MP		
016805/00	BATES, CHERYL						
885 PO-160779	03/23/2016	march	1	01-6500-0-5210-102-5750-1130-003-000	NY P	43.94	43.94
TOTAL PAYMENT AMOUNT						43.94 *	43.94
013988/00	BUTTES/CENTER STATE PIPE &						
1136 PO-161858	03/23/2016	S008888771.003	1	01-6150-0-4300-106-0000-8110-007-000	NN P	253.80	253.80
TOTAL PAYMENT AMOUNT						253.80 *	253.80
020540/00	CALIFORNIA AMERICAN WATER CO						
161 PO-160147	03/23/2016	1015-220012586455	2	01-0000-0-5540-106-0000-8110-007-000	NN P	320.56	320.56
161 PO-160147	03/23/2016	220012586448	2	01-0000-0-5540-106-0000-8110-007-000	NN P	320.56	320.56
161 PO-160147	03/23/2016	220012585513	2	01-0000-0-5540-106-0000-8110-007-000	NN P	305.73	305.73
161 PO-160147	03/23/2016	220012585544	2	01-0000-0-5540-106-0000-8110-007-000	NN P	305.73	305.73
161 PO-160147	03/23/2016	220012585506	2	01-0000-0-5540-106-0000-8110-007-000	NN P	1,440.06	1,440.06
161 PO-160147	03/23/2016	220012586462	2	01-0000-0-5540-106-0000-8110-007-000	NN P	509.91	509.91
161 PO-160147	03/23/2016	220012586462	2	01-0000-0-5540-106-0000-8110-007-000	NN P	158.67	158.67
161 PO-160147	03/23/2016	220012586486	2	01-0000-0-5540-106-0000-8110-007-000	NN P	614.83	614.83
161 PO-160147	03/23/2016	220012585490	2	01-0000-0-5540-106-0000-8110-007-000	NN P	368.13	368.13
161 PO-160147	03/23/2016	220012585421	2	01-0000-0-5540-106-0000-8110-007-000	NN P	226.73	226.73
TOTAL PAYMENT AMOUNT						4,265.18 *	4,265.18
015743/00	CASBO						
2199 PO-161913	03/23/2016	581239	1	01-0000-0-4300-105-0000-7200-005-000	NN F	44.07	41.35
TOTAL PAYMENT AMOUNT						41.35 *	41.35
021036/00	CCHAT CENTER						
951 PO-160839	03/23/2016	CENTER2-16	1	01-6500-0-5800-102-5750-1180-002-000	NN P	2,417.18	2,417.18
951 PO-160839	03/12/2016	CENTERMS216	1	01-6500-0-5800-102-5750-1180-002-000	NN P	95.84	95.84
TOTAL PAYMENT AMOUNT						2,513.02 *	2,513.02
010407/00	CENTER UNIFIED REVOLVING FUND						
2258 PO-161957	03/23/2016	4172	1	01-0000-0-4300-101-0000-7150-002-000	NN F	38.00	38.00
2258 PO-161957	03/23/2016	4172	2	01-0000-0-4300-120-0000-7110-001-000	NN F	114.00	114.00
TOTAL PAYMENT AMOUNT						152.00 *	152.00

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 3
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Reg Reference	Date	Description	FD RESO P CBVE SIT GOAL FUNC RES DEP T9MP				
022562/00	CHRISTIAN RILEY						
2222 PO-161976	03/23/2016	REIMB	1 01-6500-0-4300-102-5770-1110-002-000 NN F			58.20	58.20
			TOTAL PAYMENT AMOUNT	58.20 *			58.20
013928/00	CINTAS LOCATION 622						
189 PO-160177	03/23/2016	622604612	2 01-0000-0-4300-111-0000-6200-007-000 NN P			1,005.40	1,005.40
			TOTAL PAYMENT AMOUNT	1,005.40 *			1,005.40
015699/00	CLARK SECURITY PRODUCTS						
52 PO-160053	03/23/2016	22K-139507	1 01-8150-0-4300-106-0000-8110-007-000 NN P			48.38	48.38
			TOTAL PAYMENT AMOUNT	48.38 *			48.38
014744/00	COMMUNITY INITIATIVES-EARLY						
2259 PO-161958	03/23/2016	SIERRA MCLEOD	1 01-0000-0-5200-238-1110-1000-010-000 NN P			99.99	99.99
2259 PO-161958	03/23/2016	VERONICA POPOVICH	1 01-0000-0-5200-238-1110-1000-010-000 NN F			99.99	99.99
			TOTAL PAYMENT AMOUNT	199.98 *			199.98
018817/00	CRIBBS, DEBRA						
2282 PO-161975	03/23/2016	E/R REIMB	1 01-0000-0-3404-103-0000-2110-000-000 NN F			50.00	50.00
			TOTAL PAYMENT AMOUNT	50.00 *			50.00
014138/00	DIESEL EMISSIONS SERVICE						
1981 PO-161722	03/23/2016	3-33960	1 01-0000-0-5800-112-0000-3600-007-000 NN P			172.13	172.13
			TOTAL PAYMENT AMOUNT	172.13 *			172.13
017005/00	FERGUSON ENTERPRISES INC.						
2151 PO-161870	03/23/2016	4641844	1 01-8150-0-4300-106-0000-8110-007-000 NN P			1,077.84	1,077.84
			TOTAL PAYMENT AMOUNT	1,077.84 *			1,077.84

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 4
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Reg Reference	Date	Description		FD RESO P CRJE SIT GOAL FUNC RES DEP TEMP			
022347/00	GIVE SOMETHING BACK						
2212 PO-161920	03/23/2016	IN-0480075	1	01-0000-0-4300-105-0000-7200-005-000	NN F	57.63	57.62
2233 PO-161938	03/23/2016	IN-0481161	1	01-0000-0-4300-472-0000-2700-014-000	NN F	386.05	386.05
TOTAL PAYMENT AMOUNT				443.67 *			443.67
015498/00	HARRIS WELDING						
1349 PO-161187	03/23/2016	01674385	1	01-8150-0-4300-106-0000-8110-007-000	NN P	71.93	71.93
TOTAL PAYMENT AMOUNT				71.93 *			71.93
021789/00	JABBERGYM INC						
1170 PO-161040	03/23/2016	6849	1	01-6500-0-5800-102-5750-1180-002-000	NN P	380.00	380.00
TOTAL PAYMENT AMOUNT				380.00 *			380.00
016750/00	JUST SEND IT POSTAL CENTER						
485 PO-160457	03/23/2016	2/1-2/29	1	01-5630-0-5800-601-1220-1000-017-000	NN F	210.00	260.00
TOTAL PAYMENT AMOUNT				260.00 *			260.00
010355/00	KAISER FOUNDATION HEALTH PLAN						
PV-161074	03/22/2016	APRIL		01-0000-0-9552-000-0000-0000-000-000	NN		163,493.29
TOTAL PAYMENT AMOUNT				163,493.29 *			163,493.29
020606/00	KLATT, BEN						
2257 PO-161956	03/23/2016	REIMB	1	01-6382-0-5200-472-1110-1000-014-000	NN F	29.58	29.58
TOTAL PAYMENT AMOUNT				29.58 *			29.58
017726/00	LOS ANGELES FREIGHTLINER						
105 PO-160100	03/23/2016	BN75334	1	01-0000-0-4300-112-0000-3600-007-000	NN P	169.25	169.25
TOTAL PAYMENT AMOUNT				169.25 *			169.25

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 5
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description		ED BESO P CRJE SIT GOAL FUNC PPS DEP TEMP			
022230/00	MANAGED HEALTH NETWORK						
38 PO-160035	03/23/2016	3200077840					
			1	01-0000-0-3401-100-1110-1000-000-000	NN P	1,195.48	1,195.48
			TOTAL PAYMENT AMOUNT			1,195.48 *	1,195.48
011781/00	NEXTED						
2265 PO-161961	03/23/2016	INV.538434					
			1	01-0000-0-5300-101-0000-7150-002-000	NN F	2,500.00	2,500.00
			TOTAL PAYMENT AMOUNT			2,500.00 *	2,500.00
017576/00	OFFICE DEPOT/BUS.SERVICES DIV						
1958 PO-161707	03/23/2016	824923275001					
			1	01-0000-0-4300-472-0000-2700-014-000	NN P	188.60	188.60
1958 PO-161707	03/23/2016	824923276001					
			1	01-0000-0-4300-472-0000-2700-014-000	NN P	325.85	325.85
1958 PO-161707	03/23/2016	824923275002					
			1	01-0000-0-4300-472-0000-2700-014-000	NN F	15.32	15.33
			TOTAL PAYMENT AMOUNT			529.78 *	529.78
014358/00	OFFER, JULIE						
2275 PO-161973	03/23/2016	REIMB					
			1	01-3010-0-4300-240-1110-1000-011-000	NN F	61.09	61.09
			TOTAL PAYMENT AMOUNT			61.09 *	61.09
016692/00	PERFORMANCE CHEVROLET						
200 PO-160188	03/23/2016	565451					
			1	01-0000-0-4300-112-0000-3600-007-000	NN F	263.14	233.39
			TOTAL PAYMENT AMOUNT			233.39 *	233.39
011345/00	PLACER LEARNING CENTER						
1937 PO-161691	03/23/2016	FEBRUARY					
			1	01-6500-0-5800-102-5750-1180-002-000	NN P	12,132.00	12,132.00
			TOTAL PAYMENT AMOUNT			12,132.00 *	12,132.00
014069/00	PLATT ELECTRIC SUPPLY INC						
1120 PO-160985	03/23/2016	I975040					
			2	01-8150-0-4300-106-0000-8110-007-000	NN P	47.09	47.09
			TOTAL PAYMENT AMOUNT			47.09 *	47.09

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 6
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Pay Reference	Date	Description		FD RESO P CRTE SIT COAL FUND RES DEP T9MP			
021194/00	PRUDENTIAL OVERALL SUPPLY INC						
119 PO-160114	03/23/2016	180242172					
			1	01-0000-0-5600-112-0000-3600-007-000	NN P	67.89	67.89
			TOTAL PAYMENT AMOUNT				67.89
014071/00	SACRAMENTO COUNTY OFFICE OF						
1890 PO-161650	03/23/2016	161167	1	01-0000-0-5200-103-0000-2110-003-000	NN F	262.50	262.50
1890 PO-161650	03/23/2016	161167	2	01-0000-0-5200-103-0000-7200-003-000	NN F	87.50	87.50
1920 PO-161696	03/23/2016	161167	1	01-0000-0-5800-103-0000-3160-003-000	NN F	140.00	140.00
2279 PO-161977	03/23/2016	161167	1	01-0000-0-5200-238-1110-1000-010-000	NN F	70.00	70.00
			TOTAL PAYMENT AMOUNT			560.00	560.00
020695/00	SCHOOL OUTFITTERS						
2174 PO-161893	03/23/2016	INV11946392	1	01-3010-0-4300-371-1110-1000-012-000	NN F	271.40	270.17
			TOTAL PAYMENT AMOUNT			270.17	270.17
014786/00	SCHOOL SPECIALTY						
2163 PO-161884	03/23/2016	308102419323	1	01-9601-0-4300-601-1110-1000-017-000	NN F	137.19	100.84
			TOTAL PAYMENT AMOUNT			100.84	100.84
016043/00	SHELTONS UNLIMITED MECHANICAL						
2266 PO-161962	03/23/2016	16-17283	1	01-8150-0-5600-106-0000-8110-007-000	NN F	118.79	118.79
			TOTAL PAYMENT AMOUNT			118.79	118.79
021105/00	SIGNATURE REPROGRAPHICS INC						
2254 PO-161953	03/23/2016	231836	2	01-0000-0-5800-106-0000-7200-007-000	NN F	245.65	245.65
2254 PO-161953	03/23/2016	230644	1	01-0000-0-5800-472-0000-8110-007-990	NN P	304.46	304.46
2254 PO-161953	03/23/2016	231315	1	01-0000-0-5800-472-0000-8110-007-990	NN P	528.95	528.95
2254 PO-161953	03/23/2016	231455	1	01-0000-0-5800-472-0000-8110-007-990	NN F	476.55	476.55
			TOTAL PAYMENT AMOUNT			1,555.61	1,555.61
018967/00	SPRINT CUSTOMER SERVICE						
175 PO-160158	03/23/2016	811116315-172	1	01-0000-0-5903-101-0000-7150-002-000	NN P	93.86	93.86
2236 PO-161940	03/23/2016	811116315-172	2	01-0000-0-5902-115-0000-7700-007-000	NN P	213.94	213.94
2236 PO-161940	03/23/2016	800006315-172	1	01-0000-0-5903-106-0000-8110-007-000	NN P	1,156.97	1,156.97

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 AFY500 H.02.05 03/23/16 PAGE 7
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount								
PO# Reference	Date	Description		FD	PRES	P	OBJE	SIT	COAL	FUNC	PES	DEP	TRMP		

018967 (CONTINUED)															
2244	PO-161944	03/23/2016	811116315-172											14.48	14.48
2246	PO-161946	03/23/2016	811116315-172											105.54	105.54
TOTAL PAYMENT AMOUNT														1,584.79 *	1,584.79
020252/00 STAPLES ADVANTAGE															
2131	PO-161855	03/23/2016	3295740636											114.17	103.37
2148	PO-161867	03/23/2016	3295740537											214.53	214.53
TOTAL PAYMENT AMOUNT														317.90 *	317.90
020465/00 SUPPORTED LIFE INSTITUTE															
1166	PO-161029	03/23/2016	FEB											64.50	64.50
1536	PO-161364	03/23/2016	FEB											1,032.50	774.00
TOTAL PAYMENT AMOUNT														838.50 *	838.50
018922/00 TRACY HO															
2200	PO-161966	03/23/2016	REIMB											315.47	315.47
TOTAL PAYMENT AMOUNT														315.47 *	315.47
018981/00 VERNIER SOFTWARE & TECHNOLOGY															
2142	PO-161861	03/23/2016	5206950											246.44	246.44
TOTAL PAYMENT AMOUNT														246.44 *	246.44
022221/00 WESTERN HEALTH ADVANTAGE															
PV-161073	03/22/2016	APRIL													
TOTAL PAYMENT AMOUNT														115,941.08 *	115,941.08
010843/00 WILCO SUPPLY															
1716	PO-161503	03/23/2016	16C1510101											290.92	290.92
1716	PO-161503	03/23/2016	16B2906901											335.60	335.60
TOTAL PAYMENT AMOUNT														626.52 *	626.52

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 01 GENERAL FUND

J5727 APY500 H.02.05 03/23/16 PAGE 8
<< Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Lig Amt	Net Amount
Reg Reference	Date				FD PESO P OBJE SIT GOAL FUND PES DEP TEMP			
022288/00	WILDMAN, SARAH							
2238	PO-161967	03/23/2016 REIMB TICKETS		1	01-3010-0-5200-371-1110-1000-012-000 NN F		398.00	398.00
					TOTAL PAYMENT AMOUNT	398.00 *		398.00
					TOTAL FUND PAYMENT	336,033.67 **		336,033.67
					TOTAL USE TAX AMOUNT	63.20		

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 13 CAFETERIA FUND

J5727 APY500 H.02.05 03/23/16 PAGE 9
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Lig Amt	Net Amount		
Req Reference	Date	Description		FD PERS P	ORTE SIT	COAL FUND	PFS DEP TRMP		
011205/00	CULTURE SHOCK YOGURT								
141 PO-160134	03/23/2016	3253		1	13-5310-0-4700-108-0000-3700-007-000	NN P	64.20		64.20
141 PO-160134	03/23/2016	3523		1	13-5310-0-4700-108-0000-3700-007-000	NN F	155.00		160.50
			TOTAL PAYMENT AMOUNT				224.70 *		224.70
021080/00	GOLD STAR FOODS INC								
130 PO-160124	03/23/2016	1632604		1	13-5310-0-4700-108-0000-3700-007-000	NN P	6,710.33		6,710.33
			TOTAL PAYMENT AMOUNT				6,710.33 *		6,710.33
021194/00	PRUDENTIAL OVERALL SUPPLY INC								
136 PO-160129	03/23/2016	180242678		2	13-5310-0-5800-108-0000-3700-007-000	NN P	77.75		77.75
			TOTAL PAYMENT AMOUNT				77.75 *		77.75
018967/00	SPRINT CUSTOMER SERVICE								
2247 PO-161951	03/23/2016	811116315-172		1	13-5310-0-5903-108-0000-3700-007-000	NN P	0.99		0.99
			TOTAL PAYMENT AMOUNT				0.99 *		0.99
			TOTAL FUND PAYMENT				7,013.77 **		7,013.77

81 CENTER UNIFIED SCHOOL DIST.
03-23-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0052 03-23-16
FUND : 14 DEFERRED MAINTENANCE FUND

J5727 APY500 H.02.05 03/23/16 PAGE 10
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Ref Reference	Date	Description	ED RESO P OBJE SIT GOAL FUND RES DEP TEMP				
011806/00	FERGUSON ENTERPRISES INC						
2206 PO-161925	03/23/2016	4643502					
			1 14-0024-0-4300-106-9606-8110-007-000 NN F			1,522.36	1,409.59
			TOTAL PAYMENT AMOUNT			1,409.59 *	1,409.59
			TOTAL FUND PAYMENT			1,409.59 **	1,409.59
			TOTAL BATCH PAYMENT			344,457.03 ***	344,457.03
			TOTAL USE TAX AMOUNT			63.20	
			TOTAL DISTRICT PAYMENT			344,457.03 ****	344,457.03
			TOTAL USE TAX AMOUNT			63.20	
			TOTAL FOR ALL DISTRICTS:			344,457.03 ****	344,457.03
			TOTAL USE TAX AMOUNT			63.20	

Number of warrants to be printed: 53, not counting voids due to stub overflows.

Batch status: A All

From batch: 0053

To batch: 0053

Include Revolving Cash: Y

Include Address: N

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 01 GENERAL FUND

J5997 APY500 H.02.05 03/31/16 PAGE 1
<< Open >>

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP	ABA num	Account num	Liq Amt	Net Amount

017749/00	!ACE TUTORING SERVICES INC							
2280 PO-161978	03/31/2016	201602		1 01-3010-0-5800-103-1110-1000-003-832 NN P			480.00	480.00
TOTAL PAYMENT AMOUNT							480.00 *	480.00
019433/00	ADI							
48 PO-160050	03/31/2016	C3BGT401		1 01-8150-0-4300-106-0000-8110-007-000 NN P			119.65	119.65
TOTAL PAYMENT AMOUNT							119.65 *	119.65
019769/00	AMERICAN EXPRESS							
1089 PO-160956	03/31/2016	0-3000		1 01-6264-0-5200-101-0000-2700-002-000 NN F			2,000.00	833.33
2075 PO-161802	03/31/2016	0-3000		1 01-6264-0-5200-101-0000-2700-002-000 NN F			144.70	144.70
2132 PO-161856	03/31/2016	0-3000		1 01-0000-0-4200-101-0000-7150-002-000 NN F			72.34	72.34
2305 PO-161994	03/31/2016	0-03000		1 01-0000-0-5300-101-0000-7150-002-000 NN F			95.00	95.00
TOTAL PAYMENT AMOUNT							1,145.37 *	1,145.37
021820/00	APPLE INC							
2159 PO-161882	03/31/2016	4378248533,4378110827		1 01-7220-0-4300-472-1110-1000-014-944 NN F			289.44	289.44
2159 PO-161882	03/31/2016	4378242984		2 01-7220-0-4400-472-1110-1000-014-944 NN F			9,973.12	9,973.12
2159 PO-161882	03/31/2016	4378117630		3 01-7220-0-5612-472-1110-1000-014-944 NN F			998.00	998.00
TOTAL PAYMENT AMOUNT							11,260.56 *	11,260.56
019504/00	B & H PHOTO-VIDEO							
2181 PO-161902	03/31/2016	108409697		1 01-0000-0-4300-115-0000-7700-007-000 YN F			496.78	459.98
TOTAL PAYMENT AMOUNT							459.98 *	459.98
TOTAL USE TAX AMOUNT							36.60	
010442/00	BAR HEIN							
1675 PO-161477	03/31/2016	491383		1 01-0000-0-4300-106-0000-8110-007-000 NN P			278.21	278.21
TOTAL PAYMENT AMOUNT							278.21 *	278.21
010407/00	CENTER UNIFIED REVOLVING FUND							
2355 PO-162013	03/31/2016	4173		1 01-0000-0-4300-105-0000-7200-005-000 NN F			245.00	245.00
PV-161076	03/31/2016	payroll		01-0000-0-3401-100-1110-1000-000-000 NN				1,500.00
TOTAL PAYMENT AMOUNT							1,745.00 *	1,745.00

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 01 GENERAL FUND

J5997 APY500 H.02.05 03/31/16 PAGE 2
<< Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESO P OBJE	ABA num SIT GOAL FUNC	Account num RES DEP T9MP	Liq Amt	Net Amount

015699/00	CLARK SECURITY PRODUCTS							
52	PO-160053	03/31/2016	22K-141241	1	01-8150-0-4300-106-0000-8110-007-000	NN P	248.23	248.23
TOTAL PAYMENT AMOUNT							248.23 *	248.23
011613/00	DITTO PRINT & COPY							
2262	PO-161960	03/31/2016	5275	1	01-0000-0-5800-105-0000-7200-005-000	NN F	120.31	120.31
TOTAL PAYMENT AMOUNT							120.31 *	120.31
010336/00	ECOTECH PEST MANAGEMENT INC							
171	PO-160155	03/31/2016	10502	1	01-0000-0-5500-106-0000-8110-007-000	NN P	712.00	712.00
TOTAL PAYMENT AMOUNT							712.00 *	712.00
017005/00	FERGUSON ENTERPRISES INC.							
2151	PO-161870	03/31/2016	46418441	1	01-8150-0-4300-106-0000-8110-007-000	NN P	1,077.84	1,077.84
TOTAL PAYMENT AMOUNT							1,077.84 *	1,077.84
022347/00	GIVE SOMETHING BACK							
2218	PO-161932	03/31/2016	IN-0481180	1	01-0000-0-9320-000-0000-0000-000-000	NN P	1,209.18	1,209.18
2288	PO-161979	03/31/2016	IN-0483461	1	01-0000-0-4300-105-0000-7200-005-000	NN F	121.67	121.69
TOTAL PAYMENT AMOUNT							1,330.87 *	1,330.87
017618/00	GOPHER SPORT							
2008	PO-161783	03/31/2016	9124727	1	01-0000-0-4300-371-1110-1000-012-000	NN F	1,242.06	1,237.21
TOTAL PAYMENT AMOUNT							1,237.21 *	1,237.21
017002/00	HOME DEPOT CREDIT SERVICES							
2155	PO-161872	03/31/2016	4973204	1	01-6382-0-4300-472-1110-1000-014-000	NN P	177.90	177.90
2155	PO-161872	03/31/2016	1024946	1	01-6382-0-4300-472-1110-1000-014-000	NN P	387.08	387.08
2155	PO-161872	03/31/2016	2025938	1	01-6382-0-4300-472-1110-1000-014-000	NN P	48.15	48.15
TOTAL PAYMENT AMOUNT							613.13 *	613.13

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 01 GENERAL FUND

J5997 APY500 H.02.05 03/31/16 PAGE 3
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

017337/00	HUMMINGBIRD NETWORKS						
2196 PO-161911	03/31/2016	227137	1 01-9115-0-4400-115-0000-7700-007-000 NN F			703.90	751.68
			TOTAL PAYMENT AMOUNT	751.68 *			751.68
021337/00	JAGUAR EDUCATIONAL						
2164 PO-161885	03/31/2016	94365P	1 01-9601-0-4300-601-1110-1000-017-000 YN F			151.52	141.16
			TOTAL PAYMENT AMOUNT	141.16 *			141.16
			TOTAL USE TAX AMOUNT	11.29			
019317/00	JENSEN, CARIN						
2287 PO-161981	03/31/2016	MILEAGE	1 01-0000-0-5210-103-0000-2110-003-000 NN F			31.76	31.76
			TOTAL PAYMENT AMOUNT	31.76 *			31.76
017726/00	LOS ANGELES FREIGHTLINER						
105 PO-160100	03/31/2016	bn75716	1 01-0000-0-4300-112-0000-3600-007-000 NN P			110.88	110.88
105 PO-160100	03/31/2016	12237	1 01-0000-0-4300-112-0000-3600-007-000 NN F			794.54	1,026.61
			TOTAL PAYMENT AMOUNT	1,137.49 *			1,137.49
022406/00	MAXIM HEALTHCARE SERVICES INC						
2290 PO-161983	03/31/2016	3995240262	1 01-0000-0-5800-102-0000-3140-003-000 NN P			2,460.00	2,460.00
2290 PO-161983	03/31/2016	3959120262	1 01-0000-0-5800-102-0000-3140-003-000 NN P			620.00	620.00
2290 PO-161983	03/31/2016	3982870262	1 01-0000-0-5800-102-0000-3140-003-000 NN P			1,583.20	1,583.20
			TOTAL PAYMENT AMOUNT	4,663.20 *			4,663.20
011066/00	MITCHELL 1						
2138 PO-161877	03/31/2016	3981829	1 01-0000-0-5600-112-0000-3600-007-000 NN F			2,700.00	2,700.00
			TOTAL PAYMENT AMOUNT	2,700.00 *			2,700.00
017778/00	PAC WEST TRAILERS CO.						
2235 PO-161949	03/31/2016	C36705	1 01-0000-0-5600-106-0000-8110-007-000 NN F			1,188.00	1,188.00
			TOTAL PAYMENT AMOUNT	1,188.00 *			1,188.00

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 01 GENERAL FUND

J5997 APY500 H.02.05 03/31/16 PAGE 5
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
016138/00	RAYTESE REEVES LEE						
2283 PO-161980	03/31/2016	REIMB	1 01-6500-0-5210-102-5750-1130-003-000 NN F			4.22	4.22
			TOTAL PAYMENT AMOUNT	4.22 *			4.22
011238/00	RELIABLE TIRE						
2017 PO-161760	03/31/2016	135683	1 01-0000-0-4300-112-0000-3600-007-000 NN P			175.00	175.00
2017 PO-161760	03/31/2016	135635	1 01-0000-0-4300-112-0000-3600-007-000 NN P			386.90	386.90
			TOTAL PAYMENT AMOUNT	561.90 *			561.90
010552/00	SAC VAL JANITORIAL						
1477 PO-161306	03/31/2016	10181923	1 01-0000-0-4300-111-0000-8200-007-000 NN F			660.05	431.87
			TOTAL PAYMENT AMOUNT	431.87 *			431.87
015769/00	SACRAMENTO COUNTY OFFICE OF ED						
1949 PO-161703	03/31/2016	161232	1 01-4035-0-5200-103-1110-1000-003-000 NN F			80.00	80.00
			TOTAL PAYMENT AMOUNT	80.00 *			80.00
010266/00	SACRAMENTO COUNTY UTILITIES						
153 PO-160140	03/31/2016	50000918618	1 01-0000-0-5540-106-0000-8110-007-000 NN P			592.54	592.54
153 PO-160140	03/31/2016	50000918556	1 01-0000-0-5540-106-0000-8110-007-000 NN P			271.18	271.18
153 PO-160140	03/31/2016	50000918485	1 01-0000-0-5540-106-0000-8110-007-000 NN P			3,066.93	3,066.93
153 PO-160140	03/31/2016	50008418859	1 01-0000-0-5540-106-0000-8110-007-000 NN P			219.06	219.06
			TOTAL PAYMENT AMOUNT	4,149.71 *			4,149.71
022449/00	SCHLOEGL-KAM, CHERYL A.						
2292 PO-161985	03/31/2016	TRAVEL EXPENSE	1 01-6500-0-5200-102-5001-2700-002-000 NN F			969.62	969.62
2292 PO-161985	03/31/2016	TRAVEL EXPENSE	2 01-6500-0-5200-102-5001-3120-002-000 NN F			130.00	130.00
			TOTAL PAYMENT AMOUNT	1,099.62 *			1,099.62
010373/00	SCHOOLS INSURANCE AUTHORITY						
1910 PO-161658	03/31/2016	WC2016-34	1 01-0000-0-9558-000-0000-0000-000-000 NN F			219,601.50	219,601.50
			TOTAL PAYMENT AMOUNT	219,601.50 *			219,601.50

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 01 GENERAL FUND

J5997 APY500 H.02.05 03/31/16 PAGE 6
<< Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
			FD	RESO P	OBJE SIT	GOAL FUNC	RES DEP	T9MP

021105/00	SIGNATURE REPROGRAPHICS INC							
2289 PO-161982	03/31/2016	232176		1	01-0000-0-5800-106-0000-7200-007-000	NN F	27.55	27.55
			TOTAL PAYMENT AMOUNT		27.55 *			27.55
020058/00	SMITH, MONICA							
2291 PO-161984	03/31/2016	TRAVEL EXPENSE		1	01-6500-0-5200-102-5001-2700-002-000	NN F	678.06	678.06
			TOTAL PAYMENT AMOUNT		678.06 *			678.06
020252/00	STAPLES BUSINESS ADVANTAGE							
2127 PO-161851	03/31/2016	3295740535		1	01-0000-0-4300-475-3200-2700-015-000	NN P	63.66	63.66
2127 PO-161851	03/31/2016	3296342560		1	01-0000-0-4300-475-3200-2700-015-000	NN F	21.61	15.29
			TOTAL PAYMENT AMOUNT		78.95 *			78.95
018233/00	TOM'S HOUSE OF HYDRAULICS							
1515 PO-161339	03/31/2016	69494		1	01-0000-0-4300-112-0000-3600-007-000	NN F	149.76	149.76
			TOTAL PAYMENT AMOUNT		149.76 *			149.76
018071/00	VOTAW, ASHLEY							
2285 PO-162001	03/31/2016	mileage		1	01-6520-0-5210-472-5770-1110-003-000	NN F	32.72	32.72
			TOTAL PAYMENT AMOUNT		32.72 *			32.72
			TOTAL FUND PAYMENT		259,399.70 **			259,399.70
			TOTAL USE TAX AMOUNT		61.64			

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 09 CHARTER SCHOOLS

J5997 APY500 H.02.05 03/31/16 PAGE 7
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				

014824/00	CALIFORNIA DEPARTMENT OF EDUC.						
2298	PO-161990	03/31/2016	C-056116	1 09-0000-0-8011-000-0000-0000-000-000	NN F	105,100.00	105,100.00
2299	PO-161991	03/31/2016	C-056111	1 09-1400-0-8012-501-0000-0000-000-000	NN F	18,737.00	18,737.00
				TOTAL PAYMENT AMOUNT		123,837.00 *	123,837.00
				TOTAL FUND	PAYMENT	123,837.00 **	123,837.00

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 13 CAFETERIA FUND

J5997 APY500 H.02.05 03/31/16 PAGE 8
<< Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
			FD	RESO P	OBJE	SIT GOAL	FUNC RES DEP	T9MP

019834/00	BERKELEY FARMS INC							
132 PO-160126	03/31/2016	1098018		1	13-5310-0-4700-108-0000-3700-007-000	NN P	4,978.26	4,978.26
			TOTAL PAYMENT AMOUNT		4,978.26 *			4,978.26
020098/00	BIG TRAY							
137 PO-160130	03/31/2016	780820		1	13-5310-0-4400-108-0000-3700-007-000	NN P	74.51	74.51
			TOTAL PAYMENT AMOUNT		74.51 *			74.51
014156/00	COUNTY OF SACRAMENTO							
781 PO-160691	03/31/2016	AR0006768		1	13-5310-0-5800-108-0000-3700-007-000	NN F	1,145.00	1,164.00
			TOTAL PAYMENT AMOUNT		1,164.00 *			1,164.00
011602/00	DANIELSEN CO., THE							
1691 PO-161488	03/31/2016	97265		2	13-5310-0-4300-108-0000-3700-007-000	NN P	100.45	100.45
1691 PO-161488	03/31/2016	97265		1	13-5310-0-4700-108-0000-3700-007-000	NN P	1,012.97	1,012.97
			TOTAL PAYMENT AMOUNT		1,113.42 *			1,113.42
017342/00	EKON-O-PAC LLC							
2307 PO-162006	03/31/2016	52692		1	13-5310-0-4300-108-0000-3700-007-000	NN F	32.00	32.00
			TOTAL PAYMENT AMOUNT		32.00 *			32.00
021080/00	GOLD STAR FOODS INC							
130 PO-160124	03/31/2016	1627012		1	13-5310-0-4700-108-0000-3700-007-000	NN P	327.88	327.88
130 PO-160124	03/31/2016	1645680		1	13-5310-0-4700-108-0000-3700-007-000	NN P	7,518.44	7,518.44
			TOTAL PAYMENT AMOUNT		7,846.32 *			7,846.32
016279/00	P&R PAPER SUPPLY							
133 PO-160127	03/31/2016	30073531-00		1	13-5310-0-4300-108-0000-3700-007-000	NN P	420.23	420.23
			TOTAL PAYMENT AMOUNT		420.23 *			420.23

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST
BATCH: 0053 3-31-16
FUND : 13 CAFETERIA FUND

J5997 APY500 H.02.05 03/31/16 PAGE 9
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P	OBJE SIT	GOAL FUNC RES DEP T9MP		
010122/00	PALFINGER LIFTGATES LLC						
2260 PO-161959	03/31/2016	ORD-2152585	1	13-5310-0-4300-108-0000-3700-007-000	NN F	281.10	281.10
TOTAL PAYMENT AMOUNT				281.10 *			281.10
016598/00	PLACER COUNTY ENVIRONMENTAL						
2309 PO-162007	03/31/2016	IN0100722	1	13-5310-0-5800-108-0000-3700-007-000	NN F	1,289.00	1,289.00
TOTAL PAYMENT AMOUNT				1,289.00 *			1,289.00
021194/00	PRUDENTIAL OVERALL SUPPLY INC						
136 PO-160129	03/31/2016	180243299	2	13-5310-0-5800-108-0000-3700-007-000	NN P	77.75	77.75
TOTAL PAYMENT AMOUNT				77.75 *			77.75
016043/00	SHELTONS UNLIMITED MECHANICAL						
138 PO-160131	03/31/2016	16-17570	1	13-5310-0-5612-108-0000-3700-007-000	NN P	150.06	150.06
138 PO-160131	03/31/2016	16-04nutri	1	13-5310-0-5612-108-0000-3700-007-000	NN P	1,785.00	1,785.00
TOTAL PAYMENT AMOUNT				1,935.06 *			1,935.06
020252/00	STAPLES BUSINESS ADVANTAGE						
2103 PO-161825	03/31/2016	3295319535	1	13-5310-0-4300-108-0000-3700-007-000	NN P	221.72	221.72
2103 PO-161825	03/31/2016	3296267205	1	13-5310-0-4300-108-0000-3700-007-000	NN F	37.88	37.88
TOTAL PAYMENT AMOUNT				259.60 *			259.60
011422/00	SYSCO OF SAN FRANCISCO						
129 PO-160123	03/31/2016	603292432	3	13-5310-0-4300-108-0000-3700-007-000	NN P	431.80	431.80
129 PO-160123	03/31/2016	603292432	1	13-5310-0-4700-108-0000-3700-007-000	NN P	1,878.81	1,878.81
129 PO-160123	03/31/2016	603292433	1	13-5310-0-4700-108-0000-3700-007-000	NN P	199.73	199.73
TOTAL PAYMENT AMOUNT				2,510.34 *			2,510.34
TOTAL FUND PAYMENT				21,981.59 **			21,981.59

81 CENTER UNIFIED SCHOOL DIST.
03-31-16

ACCOUNTS PAYABLE PRELIST J5997 APY500 H.02.05 03/31/16 PAGE 10
 BATCH: 0053 3-31-16 << Open >>
 FUND : 14 DEFERRED MAINTENANCE FUND

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date	Description	FD RESO P OBJE SIT GOAL FUNC RES DEP T9MP				
015121/00	B.J. FLOORING INC	270588058					
2270 PO-161963	03/31/2016	2009450	1 14-0024-0-4300-106-9611-8110-007-000 NN F			53.00	53.00
			TOTAL PAYMENT AMOUNT	53.00 *			53.00
			TOTAL FUND PAYMENT	53.00 **			53.00
			TOTAL BATCH PAYMENT	405,271.29 ***	0.00		405,271.29
			TOTAL USE TAX AMOUNT	61.64			
			TOTAL DISTRICT PAYMENT	405,271.29 ****	0.00		405,271.29
			TOTAL USE TAX AMOUNT	61.64			
			TOTAL FOR ALL DISTRICTS:	405,271.29 ****	0.00		405,271.29
			TOTAL USE TAX AMOUNT	61.64			

Number of warrants to be printed: 55, not counting voids due to stub overflows.

Center Joint Unified School District

		AGENDA REQUEST FOR:
Dept./Site: Superintendent's Office		Action Item <u> X </u>
To: Board of Trustees		Information Item <u> </u>
Date: April 20, 2016		# Attached Pages <u> </u>
From: Scott A. Loehr, Superintendent		
Principal/Administrator Initials: _____		

SUBJECT: Resolution #13/2015-16: Declaring an Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to Consolidate This Election with Any Other Election Conducted on Said Date; and Requesting Election Services by the County Clerk - Placer County

This resolution encompasses the following items that need to be acted upon by the Board in preparation for the November 8, 2016 election. They are:

- Consolidation with the statewide general election
- Specification of date and purpose of the election
- Positions to be filled
- Manner in which they are elected
- Candidate's Statement - number of words and payment
- Method of breaking tie vote (by lot specified)
- Reimbursement of actual costs accrued
- District boundary changes

RECOMMENDATION: CJUSD Board of Trustees approve Resolution #13/2015-16: Declaring an Election Be Held in Its Jurisdiction; Requesting the Board of Supervisors to Consolidate This Election with Any Other Election Conducted on Said Date; and Requesting Election Services by the County Clerk - Placer County.

**NOTICE OF GOVERNING BOARD MEMBER ELECTION AND/OR
NOTICE TO SUBMIT MEASURE(S) TO A VOTE OF THE VOTERS**

Resolution No. 13/2015-16

RESOLUTION OF THE GOVERNING BODY OF THE
Center Joint Unified School District

DECLARING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION
WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND
REQUESTING ELECTION SERVICES BY THE COUNTY CLERK.

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on
November 8, 2016; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members(s) who resigned and/or whose term(s) expired:

Incumbent's Name	Division Number (if applicable)	Regular/Short Term
Nancy Anderson		Regular
Delrae Pope		Regular

2. Said Directors for this District are elected in the following manner:

X At Large.

There are no divisions in the District; all voters within the District vote for all candidates.

____ By Division.

Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.

____ Qualified by Division-Elected at Large.

Directors must qualify to run by living in a specific division, but all voters within the District may vote on all candidates.

3. Said District has determined the following election particulars:

- The length of the Candidate Statement shall not exceed 200 words.
(Specify either 200 or 400 words)
- The cost of the Candidate Statement shall be paid by the Candidate.
(Specify Candidate or District)

MEASURE(S) TO BE SUBMITTED TO THE VOTERS (IF APPLICABLE)

(If this election is strictly for deciding one or more measures and no candidates are to be elected, please complete #4 through #6 below)

4. Said District _____ request that the following measure(s) be decided at this election.

(Specify does or does not)

- Said Governing Board orders the following measure(s) to be put to a vote of the residents of the District:

(See attached wording marked Exhibit(s) _____)

5. Said District has determined the following election particulars:

- In the case of a tie vote, the election shall be determined by LOT.
(Specify lot or runoff election)
- The County Clerk is requested to provide election services. If the District requests the Placer County Office of Elections to provide election services, all applicable costs will be paid for by the District.
(Specify requested or not requested)

6. The District hereby certifies that (please check one):

There have been changes to the District boundary lines since our last election as shown on the attached map and/or legal description.

There have been no District boundary changes since our last election, but the District understands that the Placer County Public Works Mapping Division will verify our District boundary lines prior to the election.

BE IT RESOLVED that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day;
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order if applicable.

PASSED AND ADOPTED by the Governing Body on April 20, 2016.

AYES:

NOES:

ABSENT:

ATTEST: _____
SECRETARY OF THE BOARD

CHAIR OF THE BOARD

(Seal)

NOTICE OF VACANCIES

To: Placer County Clerk-Registrar, Office of Elections

From: Center Unified School District

Pursuant to Elections Code Section 10509, please be advised of the following:

- 1. The District has 2 Director seat(s) facing election. The name(s) of the incumbent(s) is/are listed below

Table with 3 columns: Incumbent's Name, Division Number (if applicable), Regular/Short Term. Rows include Nancy Anderson (Regular) and Delrae Pope (Regular).

- 2. The regular term(s), if any, will expire on the first Friday of December, 2016. The short term(s), if any, will expire on the first Friday of December, 20 .

- 3. The length of the Candidate Statement shall not exceed 200 (200 or 400) words. The cost of the Candidate Statement shall be paid by the (candidate or District) candidate. In the case of a tie vote, the election shall be determined by (lot or runoff election) lot.

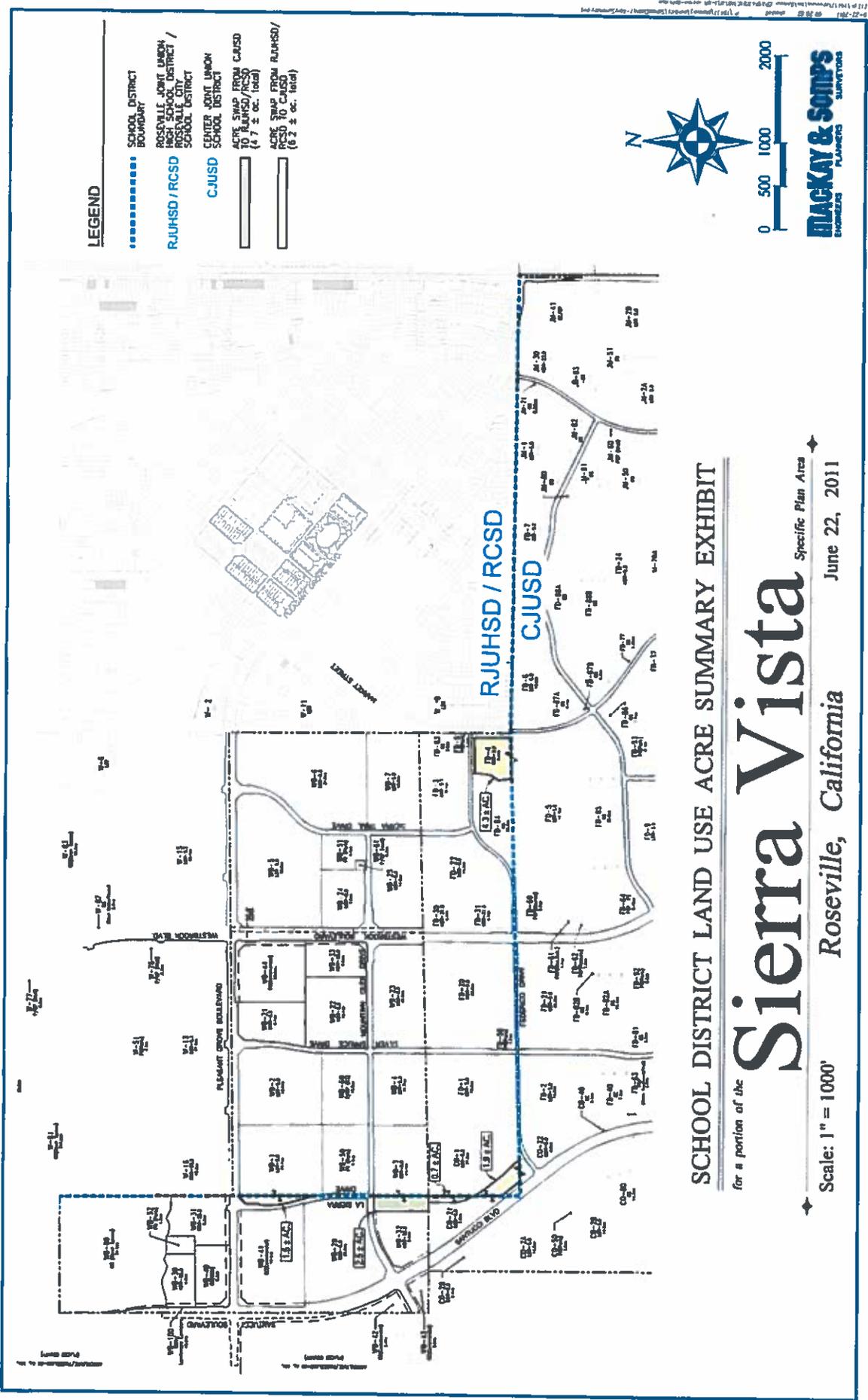
- 4. The District hereby certifies that (please check one):
 There have been changes to the District boundary lines since our last election as shown on the map and/or legal description delivered to the Placer County Office of Elections on or before July 6, 2016.

There have been no District boundary changes since our last election, but the District understands that the Placer County Mapping Division will verify our District boundary lines prior to the election.

- 5. The County Clerk is requested to provide election services. (Specify requested or not requested)

(Seal)

(Signature of District Secretary)
Scott A. Loehr, Superintendent



LEGEND

- SCHOOL DISTRICT BOUNDARY
- ROSEVILLE JOINT UNION HIGH SCHOOL DISTRICT / ROSEVILLE CITY SCHOOL DISTRICT
- RCUJHS / RCUJMS / RCUJES
- ACRE SWAP FROM CAUSD TO RCUJHS/RCSD (4.7 ± ac. total)
- ACRE SWAP FROM RCUJHS/RCSD TO CAUSD (6.3 ± ac. total)



MACKEY & SOJMS
PLANNERS SURVEYORS

SCHOOL DISTRICT LAND USE ACRE SUMMARY EXHIBIT

for a portion of the

Sierra Vista

Specific Plan Area

Roseville, California

Scale: 1" = 1000'



June 22, 2011

Center Joint Unified School District

		AGENDA REQUEST FOR:
Dept./Site:	Superintendent's Office	Action Item <u> X </u>
To:	Board of Trustees	Information Item <u> </u>
Date:	April 20, 2016	# Attached Pages <u> </u>
From:	Scott A. Loehr, Superintendent	
Principal/Administrator Initials:	<u> </u>	

<p>SUBJECT: Resolution #14/2015-16: Resolution Calling for General Election - Sacramento County</p> <p>This resolution encompasses the following items that need to be acted upon by the Board in preparation for the November 8, 2016 election. They are:</p> <ol style="list-style-type: none">1. Consolidation with the statewide general election2. Specification of date and purpose of the election3. Method of payment for candidate statements4. Candidate's Statement - number of words5. Reimbursement of actual costs accrued <p>RECOMMENDATION: CJUSD Board of Trustees approve Resolution #14/2015-16: Resolution Calling for General Election - Sacramento County.</p>
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RESOLUTION CALLING GENERAL ELECTION
RESOLUTION NO. 14/2015-16

Center Unified School District
(Name of District)

WHEREAS, an election will be held within the Center Unified School District that will affect the following county or counties Sacramento & Placer on November 8, 2016, for the purpose of electing Members of the Governing Board; and

WHEREAS, a statewide general election will be held within the County of Sacramento on the same day; and

WHEREAS, Elections Code §10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election.

THEREFORE, BE IT RESOLVED, that the Center Unified School District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled Presidential General Election with the statewide election to be held on November 8, 2016; and

BE IT FURTHER RESOLVED, that the

- Candidate pays at the Voter Registration and Elections office, or
 Candidate will be billed by the district, or
 District pays for the candidate statement

for the publication of the candidate's statement, pursuant to Elections Code §13307. The limitation on the number of words that a candidate may use in his/her candidate's statement is 200 words; and
(200 or 400)

BE IT FURTHER RESOLVED that the District agrees to reimburse the Registrar of Voters for actual costs accrued for each election, such costs to be calculated by the proration method set forth in the County's current Election Cost to Allocation Procedures.

PASSED AND ADOPTED by the following vote on April 20, 2016.

YES Votes	NO Votes	ABSENT	ABSTAIN
_____ (Number)	_____ (Number)	_____ (Number)	_____ (Number)

ATTEST:

Chair of the Board of Directors

Secretary of the Board of Directors

PUBLICATION OF NOTICE(S) OF ELECTION

Elections Code §12112 requires the publication of a "Notice of Election". The notice shall contain the date of the General District Election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office, as well as other pertinent information.

Center Unified School District
(Name of District)

Recommends that the Registrar of Voters publish:

a combined election notice with other districts.

OR

a separate/individual district notice.
(if a separate/individual district notice is requested, the district will be responsible for printing of such notice.)

Dated this 20th day of April, 2016.

District Secretary
Scott A. Loehr, Superintendent