

# LAKESIDE UNION SCHOOL DISTRICT

*Office of the Superintendent*  
12335 Woodside Avenue  
Lakeside, California 92040  
(619) 390-2600

**December 19, 2024**

Closed Session: 5:00 p.m.

Open Session: 6:00 p.m.

## **NOTICE OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES**

Members of the public who require disability modification or accommodation in order to participate in the meeting should contact the Superintendent's Office at (619) 390-2606 or in writing, at least twenty-four (24) hours before the meeting. (Government Code section 54954.2).

If you wish to speak under Public Comment, complete the **Public Comment Form**. Advance written information regarding the subject will be appreciated so that all might be better informed regarding the matter. In the interest of time and order, presentations from the public are limited to four (4) minutes per person.

### **A. CALL TO ORDER AND ROLL CALL – 5:00PM**

### **B. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3) Public Comment Form**

Opportunity for Members of the Public to address the Board on any item on the agenda. In the interest of time and order, presentations from the public are limited to four (4) minutes per person. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comment or Public Hearings, follow the directions for speaking to agenda items as listed above.

### **C. CLOSED SESSION**

1. Conference with Legal Counsel—Existing Litigation pursuant to paragraph 1 of subdivision D of Government Code § 54956.9 (DIR RCI-CM-1026841).
2. Conference with Labor Negotiator, Lisa Davis, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6
2. Public Employee Evaluation, Superintendent, pursuant to Government Code §54957.

### **D. OPENING PROCEDURES – 6:00PM**

1. Reconvene
2. Welcome Visitors
3. Closed Session Report
4. The Pledge of Allegiance will be led by students from the DREAM Academy and Lakeside Early Advantage Preschool Program. Following the pledge, Principal Brooke Dexheimer and Manager Robyn Bowman will share highlights from their school/programs.

### **E. OATH OF OFFICE**

Newly elected members of the Lakeside Union School District Board of Trustees (Autumn Ellenson and Lara Hoefler Moir) will take the oath of office as administered by Dr. Rhonda Taylor.

### **F. ORGANIZATION OF THE BOARD**

1. The Board will select a member to serve as President for the upcoming year.

**Please Note:** Board Agendas, Back-up Documentation, and Attachments are available at the Lakeside Union School District Office (12335 Woodside Avenue, Lakeside, CA) upon request or can be viewed at [www.lsusd.net](http://www.lsusd.net).

Lakeside Union School District  
Board of Trustees Organizational Agenda  
December 19, 2024

2. The Board will select a member to serve as Vice President, to act in the absence of the President, for the upcoming year.
3. The Board will select a member to serve as Clerk for the upcoming year.

G. TRUSTEE REPORTS AND COMMENTS

Trustees will report and comment as desired.

H. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON ANY ITEM DESCRIBED IN THIS NOTICE (GOVERNMENT CODE SECTION 54954.3) **Public Comment Form**

Opportunity for Members of the Public to address the Board on any item on the agenda. In the interest of time and order, presentations from the public are limited to four (4) minutes per person. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comment or Public Hearings, follow the directions for speaking to agenda items as listed above.

I. RECOGNITIONS

The LUSD School District and Board of Trustees would like to recognize Karen Fleck with East County Schools Federal Credit Union with a plaque for her long-standing commitment to the schools in Lakeside and wish her well in retirement.

J. PUBLIC HEARING/ACTION ITEM

1. **PUBLIC HEARING:** The Governing Board will conduct a public hearing to receive input from the public regarding the Financial Disclosure of the Collective Bargaining Agreement with the California School Employees Association and its Chapter 240 for the 2024-25 school year.
2. Approval is requested of the Disclosure of the Collective Bargaining Agreement for the Tentative Agreement between the District and the California School Employees Association and its Chapter 240 in the approximate amount of \$255,687.00 including fringe benefits for the 2024-25 school year.
3. Approval is requested of the Tentative Agreement with the California School Employees Association and its Chapter 240 to resolve negotiations for the 2024-25 school year.

K. ITEMS OF BUSINESS

- 1.1 Designate consent agenda items.

Note: Consent agenda items are generally routine items of business. The Board will designate those items to be approved as a whole, unless a member of the public requests consideration of an item on an individual basis. The Board will review and act on the remaining items of business.

- 1.2 Discussion/adoption of consent agenda items.

SUPERINTENDENT

- 2.1 **Adoption** is requested of the minutes of the regular board meeting of November 14, 2024.
- 2.2 **Adoption** is requested of the 2025 Board Meeting and Study Session Calendar. Regular board meetings are proposed for the following dates: January 16, February 13, March 13, April 3, May 8, June 12, June 26 (in lieu of June 19), July 10, August 14, September 11, October 9, November 13, and December 11.

HUMAN RESOURCES

- 3.1 **Approval/Ratification** is requested of Personnel Assignment Order 2025-07.
- 3.2 **Approval** is requested of a Memorandum of Understanding with the University of Scranton for field placements and on-the-job training.
- 3.3 **Approval** is requested of a Memorandum of Understanding with Point Loma Nazarene University to allow a certificated employee to participate in Administrative Fieldwork.

EDUCATION SERVICES

- 4.1 **Acknowledgment that** Lakeside Union School District has met the standard of appropriately credentialed teachers with 89.4% of teachers holding a clear credential.
- 4.2 **Approval** of Out of State travel for School Psychologist Shelly Enyart to attend the National Association of School Psychologists Convention in Seattle, WA, February 17-22, 2025, at an approximate cost of \$2,500.
- 4.3 **Approval/Ratification** of out-of-state travel for Audrey Lent at the National Association of Agricultural Educators in San Antonio, Texas, December 5-6, at an approximate cost of \$1,011.96.

BUSINESS SERVICES

- 5.1 **Approval** is requested of the following monthly business reports: A) Commercial Warrants; B) Revolving Cash; C) Purchase Orders and Change Orders; and D) Purchase Card Expenditures.
- 5.2 **Approval** is requested of an update to the salary schedule for classified staff, including a 0.80% on-schedule increase and a 0.20% one-time off-schedule payment, retroactive to July 1, 2024, per the tentative agreement, in the approximate cost of \$255,687.
- 5.3 **Approval** is requested of the new Wellness Policy for the Child Nutrition Department.
- 5.4 **Approval** is requested of change orders # 4, and 5 to GEM Industrial for the Lakeview ESS project at the cost of \$19,276.83.
- 5.5 **Approval** is requested of change orders #2, and #3 to GEM Industrial for the Lakeside Farms ESS project at the cost of \$14,071.62.
- 5.6 **Approval** is requested of the following contracts for the 2024-25 school year: A) Diligent (Supt), B) Left Coast Scales (SPED), C) Rachel's Challenge (LMS), D) Boys to Men (LMS), E) Psychology Consultation Group/PEC (SPED), AMN Allied Services LLC (SPED), Matthew Upton (Child Nutrition), Dave Bang & Associates (Child Nutrition).
- 5.7 **Approval** is requested of the following donations for the 2024-25 school year: Mr. Jim Yakes (TDS Library Donation) and East County Posse (Gift Cards to Foster Youth).

L. BOARD POLICIES, ADMINISTRATIVE REGULATIONS AND/OR EXHIBITS

- 6.1 **Adoption** is requested of Board Policy and Administrative Regulation 0510: School Accountability Report Card.
- 6.2 **Adoption** is requested of Board Policy 4040 and Exhibit E (1): Employee Use of Technology
- 6.3 **Adoption** is requested of Board Policy and Administrative Regulation 6112: School Day.
- 6.4 **Adoption** is requested of Board Bylaw 9010: Public Statements.

M. DISCUSSION ITEMS

1. Enrollment Report for Month 3 (October 14 through November 18, 2024)
2. District Committees for the 2024-25 School Year
3. 2<sup>nd</sup> Reading is requested of Board Administrative Regulation 3517 and Exhibit E (1): Facilities Inspection
4. 1<sup>st</sup> reading is requested of Board Policy and Regulation 4161/4261/4361: Leaves

N. REPORTS TO THE BOARD

1. Union Representatives:
  - A. **Kerry Strong**, will present comments as the Lakeside Teachers Association President.
  - B. **David Myers**, will present comments as the California School Employees Association President.
2. District Superintendents:
  - A. **Lisa Davis** will present business and operations updates.
  - B. **Robin Ballarin** will present human resources updates.
  - C. **Dr. Natalie Winspear** will present educational services updates.
  - D. **Dr. Rhonda Taylor** will present closing comments.

O. ADJOURNMENT

Respectfully Submitted,

*Rhonda L. Taylor, Ed.D.*  
Superintendent

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Disclosure of the Collective Bargaining Agreement for the Tentative Agreement between the District and the California School Employees Association and its Lakeside Chapter 240 to resolve negotiations for the 2024-25 school year.

**Background (Describe purpose/rationale of the agenda item):**

Government Code 3547.5 requires local educational agencies to publicly disclose the provisions of all collective bargaining agreements before entering into a written agreement. The major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public-school employer under the agreement for current and subsequent years, shall be disclosed at a public meeting of the public-school employer.

**Fiscal Impact (Cost):**

\$255,687 including fringe benefits.

Fund 01 - \$208,466, Fund 12 - \$23,735, Fund 13 - \$23,486

**Funding Source:**

General Fund, Child Development, Child Nutrition

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Informational</b>       | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>          | <input type="checkbox"/> <b>Ratification</b>                           |
| <input checked="" type="checkbox"/> <b>Approval</b> | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>            |  |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Lisa Davis, Assistant Superintendent



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**San Diego County Office of Education**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Lakeside Union School District
Name of Bargaining Unit:	CSEA Lakeside Chapter 240
Certificated, Classified, Other:	Classified

The proposed agreement covers the period beginning: July 1, 2024 and ending: June 30, 2025  
(date) (date)

If this agreement is part of a multi-year agreement, indicate all fiscal years covered by the agreement. Enter the on-schedule % increase for each fiscal year. (Do not report off-schedule increases in this section)

Fiscal Year	2024-25		
% Increase	0.80%		

The Governing Board will act upon this agreement on: December 19, 2024

(date)

Budget Revisions to be adopted by: (no later than 45 days after approval) February 2, 2025

(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  Fund 01- General Fund		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for ongoing costs, multiyear and overlapping agreements)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2024-25	Year 2 Increase/(Decrease) 2025-26	Year 3 Increase/(Decrease) 2026-27
1.	<b>Salary Schedule</b> On-Schedule increase	\$ 9,371,123	74,968.99 0.80%	75,569.00 0.80%	77,836.00 0.82%
2.	<b>Step &amp; Column</b> Increase or decrease in the cost of step & column as a result of the settlement	\$ 281,134	0.00%	2,267.00 0.81%	2,285.00 0.81%
3.	<b>Other Compensation</b> Stipends, Off-schedule payments, Longevity, Overtime, Differential, one-time bonuses, etc.		18,742.25		
4.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 3,400,781	\$ 34,008 1.00%	\$ 28,675 0.83%	\$ 29,837 0.86%
5.	<b>Health/Welfare Plans</b>	\$ 2,309,217	99,489.00 4.31%	99,489.00 4.13%	99,489.00 3.97%
6.	<b>Total Bargaining Unit Compensation</b> Add Items 1 through 5 to equal 6	\$ 15,362,255	\$ 208,466 1.36%	\$ 206,000 1.32%	\$ 209,447 1.33%
7.	<b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	165.27			
8.	<b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 92,952	\$ 1,261 1.36%	\$ 1,246 1.32%	\$ 1,267 1.33%

Will this agreement trigger a "Me Too" agreement with another bargaining unit? No

**Impact on Other Funds**

Will this agreement have an impact on any other funds?	Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2024-25	Year 2 Increase/(Decrease) 2025-26	Year 3 Increase/(Decrease) 2026-27
No <a href="#">Adult Education Fund</a>				
Yes <a href="#">Child Development Fund</a>	866,181	23,735	12,723	12,726
Yes <a href="#">Cafeteria Fund</a>	847,105	23,486	12,716	12,720
No <a href="#">Other Enterprise Fund</a>				
No <a href="#">Other Fund</a>				

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

9. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and other comments and explanations as necessary.

Effective July 1, 2024, the on-schedule salary increase is 0.80%. A one-time off-schedule bonus of 0.20% is also included for 2024-25. Negotiated in the 23-24 FY, Health benefit plans that employees choose that are over what the district plans pay (lowest cost plan), effective January 1, 2025, will go from District/Employee 50/50 to District/Employee 75/25. Percentage change is approximately 1.12%, dependent on plan choice for 2025. The approximate cost reduction percentage for employees is 0.34%.

10. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

The proposed agreement includes no additional steps, columns, or ranges added to the salary schedule(s).

**B. Proposed Negotiated Changes in Non-Compensation items** (class size adjustments, staff development days, teacher prep time, etc.)

Article 9: Duty Hours - clarification of existing language. Within the article, there were inconsistencies with the wording. Article 21: Promotion - 21.1 Clarification of existing language. Within the article, there were inconsistencies with the wording and redundancy.

**C. What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

The proposed agreement does not include any specific impacts on instructional and support programs to accommodate the settlement.

Will the increase in costs as a result of the agreement necessitate budget reductions in the current or subsequent two fiscal years?

YES  NO

If yes, please specify the amount of the budget reductions necessary for each fiscal year

2024-25	2025-26	2026-27

## Public Disclosure of Proposed Collective Bargaining Agreement

Lakeside Union School District  
CSEA Lakeside Chapter 240

### D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

The proposed agreement does not include any contingency language. There are no reopeners included in the proposed agreement.

### E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

The proposed agreement includes no major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

### F. Source of Funding for Proposed Agreement:

#### 1. Current Year

The source of funding for this proposed agreement will come from the following sources: General Fund 01 (Unrestricted and Restricted), Child Development Fund 12, and Child Nutrition Fund 13.

#### 2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

The funding for ongoing costs of the proposed agreement will be funded in subsequent years from the following sources: General Fund 01 (Unrestricted and Restricted), Child Development Fund 12, and Child Nutrition Fund 13.

#### 3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

The proposed agreement is not a multiyear agreement.



**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit: **Unrestricted General Fund**  
**CSEA Lakeside Chapter 240**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of Sept. 12, 2024)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 50,932,325			\$ 50,932,325
Federal Revenue 8100-8299	\$ 100,000		\$ -	\$ 100,000
Other State Revenue 8300-8599	\$ 1,214,961			\$ 1,214,961
Other Local Revenue 8600-8799	\$ 1,438,200		\$ -	\$ 1,438,200
<b>TOTAL REVENUES</b>	\$ 53,685,486		\$ -	\$ 53,685,486
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 22,468,004			\$ 22,468,004
Classified Salaries 2000-2999	\$ 6,640,194	\$ 52,954		\$ 6,693,148
Employee Benefits 3000-3999	\$ 13,258,667	\$ 81,398		\$ 13,340,065
Books and Supplies 4000-4999	\$ 984,817		\$ -	\$ 984,817
Services and Other Operating Expenditures 5000-5999	\$ 3,210,970		\$ -	\$ 3,210,970
Capital Outlay 6000-6999	\$ 619,506		\$ -	\$ 619,506
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 331,587			\$ 331,587
7400-7499				
Transfers of Indirect Costs 7300-7399	\$ (772,905)		\$ -	\$ (772,905)
<b>TOTAL EXPENDITURES</b>	\$ 46,740,840	\$ 134,352	\$ -	\$ 46,875,192
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699		\$ -		\$ -
Contributions 8980-8999	\$ (9,631,212)	\$ -	\$ -	\$ (9,631,212)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (2,686,566)	\$ (134,352)	\$ -	\$ (2,820,919)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 6,537,352			\$ 6,537,352
Audit Adjustments/Other Restatements 9793/9795				\$ -
<b>ENDING FUND BALANCE</b>	\$ 3,850,785	\$ (134,352)	\$ -	\$ 3,716,433
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ 85,000	\$ -	\$ -	\$ 85,000
Restricted 9740				
Committed 9750-9760		\$ -	\$ -	\$ -
Assigned 9780	\$ 1,465,785	\$ (134,352)	\$ -	\$ 1,331,433
Reserve for Economic Uncertainties 9789	\$ 2,300,000		\$ -	\$ 2,300,000
Unassigned/Unappropriated Amount 9790	\$ (0)	\$ (0)	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit: **Restricted General Fund**  
CSEA Lakeside Chapter 240

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of Sept. 12, 2024)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 417,692		\$ -	\$ 417,692
Federal Revenue 8100-8299	\$ 2,346,595		\$ -	\$ 2,346,595
Other State Revenue 8300-8599	\$ 7,231,764		\$ -	\$ 7,231,764
Other Local Revenue 8600-8799	\$ 5,346,727			\$ 5,346,727
<b>TOTAL REVENUES</b>	\$ 15,342,778		\$ -	\$ 15,342,778
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 7,933,030		\$ -	\$ 7,933,030
Classified Salaries 2000-2999	\$ 5,411,801	\$ 40,757	\$ -	\$ 5,452,559
Employee Benefits 3000-3999	\$ 9,384,052	\$ 52,098	\$ -	\$ 9,436,150
Books and Supplies 4000-4999	\$ 1,301,061		\$ -	\$ 1,301,061
Services and Other Operating Expenditures 5000-5999	\$ 2,202,120			\$ 2,202,120
Capital Outlay 6000-6999	\$ 1,259,460			\$ 1,259,460
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 742,095		\$ -	\$ 742,095
7400-7499				
Transfers of Indirect Costs 7300-7399	\$ 639,410		\$ -	\$ 639,410
<b>TOTAL EXPENDITURES</b>	\$ 28,873,028	\$ 92,855	\$ -	\$ 28,965,884
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -		\$ -
Contributions 8980-8999	\$ 9,631,212	\$ -	\$ -	\$ 9,631,212
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (3,899,038)	\$ (92,855)	\$ -	\$ (3,991,894)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 14,224,620			\$ 14,224,620
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 10,325,582	\$ (92,855)	\$ -	\$ 10,232,726
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ 10,325,582	\$ (92,856)	\$ -	\$ 10,232,727
Committed 9750-9760				
Assigned Amounts 9780				
Reserve for Economic Uncertainties 9789		\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ (0)	\$ 0	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Combined General Fund CSEA Lakeside Chapter 240			
Object Code	Column 1 Latest Board- Approved Budget Before Settlement (As of Sept. 12, 2024)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)	
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,350,017	\$ -	\$ 51,350,017	
Federal Revenue	8100-8299	\$ 2,446,595	\$ -	\$ 2,446,595	
Other State Revenue	8300-8599	\$ 8,446,725	\$ -	\$ 8,446,725	
Other Local Revenue	8600-8799	\$ 6,784,927	\$ -	\$ 6,784,927	
<b>TOTAL REVENUES</b>		\$ 69,028,264	\$ -	\$ 69,028,264	
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 30,401,034	\$ -	\$ 30,401,034	
Classified Salaries	2000-2999	\$ 12,051,995	\$ 93,712	\$ 12,145,707	
Employee Benefits	3000-3999	\$ 22,642,718	\$ 133,496	\$ 22,776,214	
Books and Supplies	4000-4999	\$ 2,285,878	\$ -	\$ 2,285,878	
Services and Other Operating Expenditures	5000-5999	\$ 5,413,090	\$ -	\$ 5,413,090	
Capital Outlay	6000-6999	\$ 1,878,966	\$ -	\$ 1,878,966	
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	\$ 1,073,682	\$ -	\$ 1,073,682	
Transfers of Indirect Costs	7300-7399	\$ (133,495)	\$ -	\$ (133,495)	
<b>TOTAL EXPENDITURES</b>		\$ 75,613,868	\$ 227,208	\$ 75,841,076	
<b>OTHER FINANCING SOURCES/USES</b>					
Transfer In and Other Sources	8900-8979	\$ -	\$ -	\$ -	
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	
Contributions	8980-8999	\$ -	\$ -	\$ -	
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (6,585,604)	\$ (227,208)	\$ (6,812,812)	
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 20,761,971		\$ 20,761,971	
Audit Adjustments/Other Restatements	9793/9795	\$ -		\$ -	
<b>ENDING FUND BALANCE</b>		\$ 14,176,367	\$ (227,208)	\$ 13,949,159	
<b>COMPONENTS OF ENDING FUND BALANCE:</b>					
Nonspendable	9711-9719	\$ 85,000	\$ -	\$ 85,000	
Restricted	9740	\$ 10,325,582	\$ (92,856)	\$ 10,232,727	
Committed	9750-9760	\$ -	\$ -	\$ -	
Assigned	9780	\$ 1,465,785	\$ (134,353)	\$ 1,331,433	
Reserve for Economic Uncertainties	9789	\$ 2,300,000	\$ -	\$ 2,300,000	
Unassigned/Unappropriated Amount	9790	\$ (0)	\$ 0	\$ (0)	

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 12 - Child Development Fund**

Bargaining Unit: CSEA Lakeside Chapter 240

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of Sept. 12, 2024)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ 339,913			\$ 339,913
Other Local Revenue 8600-8799	\$ 2,434,220		\$ -	\$ 2,434,220
<b>TOTAL REVENUES</b>	\$ 2,774,133		\$ -	\$ 2,774,133
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 137,926		\$ -	\$ 137,926
Classified Salaries 2000-2999	\$ 931,874	\$ 8,676	\$ -	\$ 940,549
Employee Benefits 3000-3999	\$ 501,389	\$ 15,059		\$ 516,448
Books and Supplies 4000-4999	\$ 75,000		\$ -	\$ 75,000
Services and Other Operating Expenditures 5000-5999	\$ 242,328		\$ -	\$ 242,328
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 755		\$ -	\$ 755
Transfers of Indirect Costs 7300-7399	\$ 26,398		\$ -	\$ 26,398
<b>TOTAL EXPENDITURES</b>	\$ 1,915,670	\$ 23,735	\$ -	\$ 1,939,405
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -		\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 858,463	\$ (23,735)	\$ -	\$ 834,728
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 3,915,395			\$ 3,915,395
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 4,773,858	\$ (23,735)	\$ -	\$ 4,750,123
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ 4,773,858	\$ (23,735)	\$ -	\$ 4,750,123
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ -	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 13 - Cafeteria Fund  
CSEA Lakeside Chapter 240**

Bargaining Unit:

Object Code		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of Sept. 12, 2024)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 1,239,000			\$ 1,239,000
Other State Revenue	8300-8599	\$ 1,847,000			\$ 1,847,000
Other Local Revenue	8600-8799	\$ 187,000		\$ -	\$ 187,000
<b>TOTAL REVENUES</b>		\$ 3,273,000		\$ -	\$ 3,273,000
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries	2000-2999	\$ 1,008,338	\$ 8,485		\$ 1,016,823
Employee Benefits	3000-3999	\$ 451,149	\$ 15,001		\$ 466,150
Books and Supplies	4000-4999	\$ 1,525,000		\$ -	\$ 1,525,000
Services and Other Operating Expenditures	5000-5999	\$ (1,006)		\$ -	\$ (1,006)
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs)	7100-7299	\$ 500		\$ -	\$ 500
Transfers of Indirect Costs	7300-7399	\$ 107,097		\$ -	\$ 107,097
<b>TOTAL EXPENDITURES</b>		\$ 3,091,078	\$ 23,486	\$ -	\$ 3,114,564
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979		\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -		\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 181,922	\$ (23,486)	\$ -	\$ 158,436
<b>BEGINNING FUND BALANCE</b>					
Audit Adjustments/Other Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 4,534,499	\$ (23,486)	\$ -	\$ 4,511,014
<b>COMPONENTS OF ENDING FUND BALANCE:</b>					
Nonspendable	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted	9740	\$ 4,534,499	\$ (23,486)		\$ 4,511,013
Committed	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ 0	\$ -	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Unrestricted General Fund MYP**

Bargaining Unit:

CSEA Lakeside Chapter 240

Object Code	2024-25	2025-26	2026-27
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 50,932,325	\$ 51,610,177	\$ 51,851,235
Federal Revenue 8100-8299	\$ 100,000	\$ 100,000	\$ 100,000
Other State Revenue 8300-8599	\$ 1,214,961	\$ 1,191,894	\$ 1,144,943
Other Local Revenue 8600-8799	\$ 1,438,200	\$ 1,438,200	\$ 1,438,200
<b>TOTAL REVENUES</b>	<b>\$ 53,685,486</b>	<b>\$ 54,340,271</b>	<b>\$ 54,534,378</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 22,468,004	\$ 20,880,107	\$ 19,920,900
Classified Salaries 2000-2999	\$ 6,693,148	\$ 6,658,862	\$ 6,659,996
Employee Benefits 3000-3999	\$ 13,340,065	\$ 13,017,693	\$ 12,705,114
Books and Supplies 4000-4999	\$ 984,817	\$ 1,043,682	\$ 1,054,682
Services and Other Operating Expenditures 5000-5999	\$ 3,210,970	\$ 3,526,122	\$ 3,442,084
Capital Outlay 6000-6999	\$ 619,506	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 331,587	\$ 687,110	\$ 687,110
Transfers of Indirect Costs 7300-7399	\$ (772,905)	\$ (789,958)	\$ (789,958)
Other Adjustments			\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 46,875,192</b>	<b>\$ 45,023,617</b>	<b>\$ 43,679,928</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (9,631,212)	\$ (9,265,333)	\$ (9,349,066)
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (2,820,919)</b>	<b>\$ 51,321</b>	<b>\$ 1,505,384</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 6,537,352	\$ 3,716,433	\$ 3,767,754
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	<b>\$ 3,716,433</b>	<b>\$ 3,767,754</b>	<b>\$ 5,273,138</b>
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 85,000	\$ 85,000	\$ 85,000
Restricted 9740			
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,131,433	\$ 1,382,754	\$ 2,888,138
Reserve for Economic Uncertainties 9789	\$ 2,500,000	\$ 2,300,000	\$ 2,300,000
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Restricted General Fund MYP**

Bargaining Unit:

CSEA Lakeside Chapter 240

Object Code	2024-25	2025-26	2026-27
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 417,692	\$ 417,692	\$ 417,692
Federal Revenue 8100-8299	\$ 2,346,595	\$ 2,228,072	\$ 2,228,072
Other State Revenue 8300-8599	\$ 7,231,764	\$ 7,232,816	\$ 7,215,626
Other Local Revenue 8600-8799	\$ 5,346,727	\$ 5,146,727	\$ 5,146,727
<b>TOTAL REVENUES</b>	\$ 15,342,778	\$ 15,025,307	\$ 15,008,117
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 7,933,030	\$ 6,945,917	\$ 7,010,604
Classified Salaries 2000-2999	\$ 5,452,559	\$ 4,926,208	\$ 4,867,142
Employee Benefits 3000-3999	\$ 9,436,150	\$ 8,859,426	\$ 9,235,413
Books and Supplies 4000-4999	\$ 1,301,061	\$ 868,857	\$ 868,857
Services and Other Operating Expenditures 5000-5999	\$ 2,202,120	\$ 1,518,349	\$ 1,520,711
Capital Outlay 6000-6999	\$ 1,259,460	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 742,095	\$ 19,992	\$ 19,992
Transfers of Indirect Costs 7300-7399	\$ 639,410	\$ 656,463	\$ 656,463
Other Adjustments			
<b>TOTAL EXPENDITURES</b>	\$ 28,965,884	\$ 23,795,211	\$ 24,179,182
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ 9,631,212	\$ 9,265,333	\$ 9,349,066
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (3,991,894)	\$ 495,428	\$ 178,002
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 14,224,620	\$ 10,232,726	\$ 10,728,154
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 10,232,726	\$ 10,728,154	\$ 10,906,156
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ -	\$ -	\$ -
Restricted 9740	\$ 10,270,033	\$ 10,728,154	\$ 10,906,156
Committed 9750-9760			
Assigned 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Combined General Fund MYP**

Bargaining Unit: CSEA Lakeside Chapter 240

Object Code	2024-25	2025-26	2026-27
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCCFF Revenue 8010-8099	\$ 51,350,017	\$ 52,027,869	\$ 52,268,927
Federal Revenue 8100-8299	\$ 2,446,595	\$ 2,328,072	\$ 2,328,072
Other State Revenue 8300-8599	\$ 8,446,725	\$ 8,424,710	\$ 8,360,569
Other Local Revenue 8600-8799	\$ 6,784,927	\$ 6,584,927	\$ 6,584,927
<b>TOTAL REVENUES</b>	<b>\$ 69,028,264</b>	<b>\$ 69,365,578</b>	<b>\$ 69,542,495</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 30,401,034	\$ 27,826,024	\$ 26,931,504
Classified Salaries 2000-2999	\$ 12,145,707	\$ 11,585,069	\$ 11,527,137
Employee Benefits 3000-3999	\$ 22,776,214	\$ 21,877,119	\$ 21,940,527
Books and Supplies 4000-4999	\$ 2,285,878	\$ 1,912,539	\$ 1,923,539
Services and Other Operating Expenditures 5000-5999	\$ 5,413,090	\$ 5,044,471	\$ 4,962,795
Capital Outlay 6000-6999	\$ 1,878,966	\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 1,073,682	\$ 707,102	\$ 707,102
Transfers of Indirect Costs 7300-7399	\$ (133,495)	\$ (133,495)	\$ (133,495)
Other Adjustments	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 75,841,076</b>	<b>\$ 68,818,829</b>	<b>\$ 67,859,109</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (6,812,812)</b>	<b>\$ 546,749</b>	<b>\$ 1,683,386</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 20,761,971	\$ 13,949,159	\$ 14,495,909
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	<b>\$ 13,949,159</b>	<b>\$ 14,495,909</b>	<b>\$ 16,179,295</b>
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 85,000	\$ 85,000	\$ 85,000
Restricted 9740	\$ 10,270,033	\$ 10,728,154	\$ 10,906,156
Committed 9750-9760	\$ -	\$ -	\$ -
Assigned 9780	\$ 1,094,126	\$ 1,382,755	\$ 2,888,139
Reserve for Economic Uncertainties 9789	\$ 2,500,000	\$ 2,300,000	\$ 2,300,000
Unassigned/Unappropriated Amount 9790	\$ 0	\$ (0)	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**



**Public Disclosure of Proposed Collective Bargaining Agreement**

Lakeside Union School District  
CSEA Lakeside Chapter 240

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		2024-25	2025-26	2026-27
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 75,841,076	\$ 68,818,829	\$ 67,859,109
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 75,841,076	\$ 68,818,829	\$ 67,859,109
d.	Projected P-2 ADA	4,280	4,195	4,096
e.	State Standard Minimum Reserve Percentage for this District	3.00%	3.00%	3.00%
f.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line e, or \$69,000)	\$ 2,275,232	\$ 2,064,565	\$ 2,035,773

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 2,500,000	\$ 2,300,000	\$ 2,300,000
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 0	\$ 0	\$ 0
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ 260	\$ 260	\$ 260
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 2,500,260	\$ 2,300,260	\$ 2,300,260
f.	Reserve for Economic Uncertainties Percentage	3.30%	3.34%	3.39%

3. Do unrestricted reserves meet the state minimum reserve amount?

2024-25	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2025-26	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2026-27	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

**Public Disclosure of Proposed Collective Bargaining Agreement**

**J. CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year-All Funds

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	255,687
\$	(255,687)

Subsequent Years- All Funds

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	466,332
\$	(466,332)



**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Certifications**

I hereby certify  I am unable to certify

- The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.
- The costs incurred by the school district as a result of this agreement can be met by the district during the term of the agreement.


  
 \_\_\_\_\_  
 District Superintendent (Signature) Date

I hereby certify  I am unable to certify

- The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.
- The costs incurred by the school district as a result of this agreement can be met by the district during the term of the agreement.


  
 \_\_\_\_\_  
 Chief Business Official (Signature) Date

Contact Person: Samantha Orahood Telephone Number: 619.390.2604

Parent/Teacher Organization Contact Information (attach additional page if more space is needed) E-mail address

\_\_\_\_\_

\_\_\_\_\_

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Approval of the Tentative Agreement with the District and the California School Employees Association and its Lakeside Chapter 240 (CSEA).

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested of the Tentative Agreement between the District and the CSEA to resolve negotiations for the 2024-2025 school year. The tentative agreement includes changes to:

Article 9: Duty Hours, Updated Language

Article 10: An on salary schedule increase of .80%, retroactive to July 1, 2024, and a one-time, off-schedule payment of .20%.

Article 21: Promotion, Updated Language

**Fiscal Impact (Cost):**

See details in the Collective Bargaining Disclosure

**Funding Source:**

General Fund, Child Nutrition Fund, Child Development Fund

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification                           |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption            |   |

---

**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Principal/Department Head Signature



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

# **TENTATIVE AGREEMENT**

Between the

Lakeside Union School District (LUSD)

and

California School Employees Association (CSEA) and its Lakeside Chapter  
No. 240

on Reopeners for the 2024-25 fiscal year

October 10, 2024

The Lakeside Union School District (LUSD) and the California School Employees Association (CSEA) and its Lakeside Chapter No. 240 agree to the following reopeners for the 2024-2025 school year subject to ratification by the District Governing Board and CSEA and its Chapter No. 240

## **ARTICLE 10: SALARIES**

**10.1** The salary schedule will be increased by 0.80%, across the board, retroactive to July 1, 2024.

CSEA bargaining unit members will also receive a 0.20% one-time, off-schedule bonus.

## **ARTICLE 9: DUTY HOURS**

Tentative agreement on Article 9 is attached and is incorporated by this reference.

## **ARTICLE 21: PROMOTION**

Tentative agreement on Article 21 is attached and is incorporated by this reference.

## **COMPLETION OF NEGOTIATIONS**

This Tentative Agreement closes bargaining between the parties on reopeners for the 2024-2025 school year.

**Lakeside Union School District  
Tentative Agreement  
between  
California School Employees Association  
and its  
Lakeside Chapter # 240  
September 12, 2024 Time: 10:30 am**

**ARTICLE 9: DUTY HOURS** [Status quo except as below]

**9.5 Overtime:** shall be compensated at a rate of pay equal to time-and-one-half (1 ½) of the regular rate of pay of the employee involved, once the employee has worked in excess of an eight (8) hour day and in excess of forty (40) hours in any workweek. Overtime is defined as time worked in excess of an ~~normal~~ eight (8) hour day and in excess of forty (40) hours in any workweek.

An employee shall be compensated for any work required to be performed on the sixth and seventh day following the commencement of the workweek. ~~at a rate of one-and-one-half (1 ½) times the regular rate of pay of the assigned employee. An employee will be paid at the overtime rate in addition to regular pay for hours worked on holidays.~~

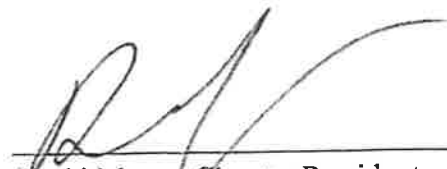
9.5.1 All hours worked ~~beyond the workweek of five (5)~~ on the sixth consecutive days of work up to eight (8) hours shall be compensated ~~at the overtime rate one-and-one-half (1 ½) commencing on the sixth consecutive day of work~~ the regular rate of pay.

9.5.2 All hours worked on the seventh consecutive day of work up to eight (8) hours shall be compensated at double (2) the regular rate of pay.

9.5.3 All hours worked in excess of eight (8) hours on the sixth and seventh consecutive day shall be compensated at two-and-one-half (2 ½) times the regular rate of pay.


9.5.4 All hours worked on holidays designated by this Agreement shall be compensated at two-and-one-half (2 ½) times the regular rate of pay.

[SIGNATURES CONTINUED ON FOLLOWING PAGE]




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David Myers, Chapter President  
For CSEA, Chapter 240



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Joni Collins  
CSEA Labor Relations Representative



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Lisa Davis, Assistant Superintendent, Business Services  
For the Lakeside Union School District


Date Ratified by the Lakeside Union School District Board of Trustees: \_\_\_\_\_

**Lakeside Union School District  
Tentative Agreement  
between  
California School Employees Association  
and its  
Lakeside Chapter # 240  
September 12, 2024 Time: 10:30 am**

**ARTICLE 21: PROMOTION**

- 21.1 The District shall determine the qualifications of individuals seeking promotions and may in its sole discretion select the best qualified individual for such vacancy. ~~When qualifications are deemed to be equal, the District will give consideration to prior experience, length of service in the District, skills and abilities in other areas, special recognition from the District or from other employees, compatibility with a supervisor of the vacant position and co-workers, training, experience and background which relate to the skills and qualifications required for the vacant position and any special abilities a particular employee may have and bring to the position.~~ A bargaining unit member who receives a promotion shall serve a six (6) month probationary period in the new position classification. If the District determines that the employee has not successfully served sufficient to meet the District's expectations during the probationary period, the employee ~~will may, at the discretion of the District, be returned to either~~ shall be returned to the classification from which the employee was promoted or, at the discretion of the District, to his/her original position. ~~or a position in the same classification, which may result in the bumping displacement, or layoff of less senior employee pursuant, Education Code, 45113 (a) A permanent employee who accepts a promotion and fails to complete the probationary period for that promotional position, shall be employed in the classification from which the employee was promoted.~~

  
\_\_\_\_\_  
David Myers, Chapter President  
For CSEA, Chapter 240

  
\_\_\_\_\_  
Joni Collins  
CSEA Labor Relations Representative

[SIGNATURES CONTINUED ON FOLLOWING PAGE]




\_\_\_\_\_  
Lisa Davis, Assistant Superintendent, Business Services  
For the Lakeside Union School District

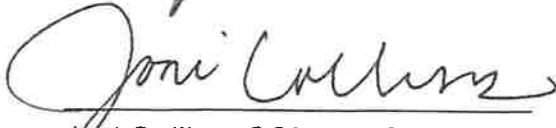
Date Ratified by the Lakeside Union School District Board of Trustees: \_\_\_\_\_




The parties will initiate negotiations on a successor agreement in the spring of 2025.


**For CSEA:**

  
\_\_\_\_\_  
David Myers, President

  
\_\_\_\_\_  
Jeni Collins, CSEA LRR

**For the District:**

  
\_\_\_\_\_  
Lisa Davis, Asst. Supt., Business

  
\_\_\_\_\_  
Robin Ballarin, Asst. Supt. HR

**Board Approval Date:**

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Approval of Board Minutes

**Background (Describe purpose/rationale of the agenda item):**

It is recommended to approve the following minutes of the Governing Board Meetings below with any necessary modifications:

\*November 14, 2024

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

N/A

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification                           |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

  
Rachel Camarero, Executive Assistant

**Approved for Submission to the Governing Board:**

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

Administration:

RHONDA L. TAYLOR, Ed.D.  
*Superintendent*  
NATALIE WINSPEAR, Ed.D.  
*Assistant Superintendent*  
LISA DAVIS  
*Assistant Superintendent*  
ROBIN BALLARIN  
*Assistant Superintendent*



Board of Trustees:

JIM BENNETT  
AUTUMN ELLENSON  
ANDREW HAYES  
LARA HOEFER MOIR  
RON KASPER

*Minutes of the Regular Meeting of the Board of Trustees*

November 14, 2024  
District Administration Center

- |  |  |
|--|--|
| <p>A. The regular meeting of the Lakeside Union School District Board of Trustees was called to order at 5:30 p.m. by Andrew Hayes, President with the following members present: Lara Hoefer Moir, Vice President; Jim Bennett, Clerk; Autumn Ellenson, Member; and Ron Kasper, Member. Also in attendance were: Dr. Natalie Winspear, Assistant Superintendent; Robin Ballarin, Assistant Superintendent and Lisa Davis, Assistant Superintendent. Dr. Rhonda Taylor was absent from the meeting. Rachel Camarero was present to record the minutes.</p>   | <p>Call to Order</p>   |
| <p>B. There were no requests to speak to the Board prior to closed session.</p>  | <p>Public<br/>Comments</p>   |
| <p>C. At 5:30 p.m., the Governing Board moved to closed session to discuss the following: 1) Conference with Labor Negotiator, Lisa Davis, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6; 2) Conference with Legal Counsel regarding Existing Litigation pursuant to Government Code §54956.9.</p>   | <p>Closed Session</p>  |
| <p>D. The Board reconvened at 6:00 p.m. President Hayes welcomed visitors and reported on closed session items:</p> <ol style="list-style-type: none"> <li>1. No action was taken on Conference with Labor Negotiator, Lisa Davis, regarding the Lakeside Teachers Association, pursuant to Government Code §54957.6.</li> <li>2. No action was taken on Conference with Legal Counsel regarding Existing Litigation, pursuant to Government Code §54956.9.</li> </ol>   | <p>Reconvene<br/>Welcome Visitors</p> <p>Closed Session<br/>Report</p> |
| <p>Future Farmers of America (FFA) students from Lakeside Middle School formally opened the meeting and led the pledge of allegiance. The show choir beautifully sang the Star Spangled Banner. Following the pledge, Principal Steve Mull and Jim Mietzel shared highlights from the school and programs.</p>   | <p>Flag Salute<br/>Lakeside Middle<br/>School Spotlight</p>            |
| <p>E. Clerk Bennett congratulated Member Ellenson and Vice President Hoefer Moir on recent election outcomes and looks forward to working together in the next couple of year.</p> <p>Member Ellenson commented on the great campaign run by President Hayes for State Assembly and despite loss, looking forward to working on the school board together.</p> <p>Member Kasper congratulated Member Ellenson and Vice President Hoefer Moir, glad to have President Hayes here. He remarked at the great time he had attending the Lakeview, Lakeside Farms and Lemon Crest fall festivals. He also attended Lakeside's Trunk or Treat at the Rodeo grounds and was able to talk with several of the District's bus drivers regarding the new electric buses.</p> | <p>Trustee Reports<br/>and Comments</p>                                |

E. TRUSTEE REPORTS & COMMENTS (CONTINUED)

Vice President Hoefler Moir gave her congratulations to all on the elections. She had the opportunity to attend the National FFA conference in Indiana and connected with other middle schools there to help the LMS FFA program to continue to grow.

President Hayes gave congratulations to Member Ellenson and Vice President Hoefler Moir. He commented on the ongoing cement silo issue and has forwarded over the comments from the Air Pollution Control for further review to the County. He is looking forward to attending the CSBA conference in December and is happy to continue serving the students of Lakeside.

F. There were no requests to speak to the Board.

Public  
 Comments

G. 1. At 6:27 p.m., the Governing Board opened a public hearing to receive input from the public regarding the findings contained in the annual and five-year developer fees report for fiscal year 2023-2024. Hearing no comments, President Hayes closed the hearing at 6:27 p.m.

Public Hearing:  
 Developer Fees

2. It was moved by Vice President Hoefler Moir and seconded by Member Ellenson to adopt Resolution No. 2025-08, to adopt the findings contained in the annual and five-year developer fees report for fiscal year 2023-2024. Motion carried unanimously 5:0 (Ayes: Bennett, Ellenson, Hayes, Hoefler Moir, Kasper).

Adopt Resolution  
 No. 2025-08:  
 Developer Fees

H. It was moved by Member Ellenson and seconded by Clerk Bennett to designate all Items of Business to the consent agenda with the exception of Items 2.2, 5.1, 6.4. The motion carried unanimously to designate Items of Business 2.1, 2.3, 2.4, 2.5, 3.1, 3.2, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 6.1, 6.2, 6.3, and 6.5 to the consent agenda.

Consent Agenda

1.1 It was moved by Member Ellenson and seconded by Member Cook to adopt the following items of business:

Items of  
 Business

1.2 There was no discussion on items.

Discussion

SUPERINTENDENT

2.1 A motion to adopt the minutes of the regular board meeting of October 10, 2024.

Adopt Minutes

2.3 A motion to approve, per Education Code §35143 and 7200, to hold the annual organizational meeting for 2024, between December 13 and December 27, inclusive. A recommendation to set Thursday, December 19, 2024, at 6:00 p.m. in the boardroom of the District Administration Center located at 12335 Woodside Avenue in Lakeside, California, as the date, time, and place of the organizational meeting.

Approve  
 Organizational  
 Meeting

2.4 A motion to approve Out-of-State travel for seven administrators to attend Courageous Principals in Dallas, Texas January 31, 2025-February 2, 2025.

Approve Out-of-  
 State Travel

2.5 A motion to approve the 2025-2026 revised school calendar to make necessary changes to errors in days of the week (August 2025) and start dates for principals and 11-month employees.

Approve revised  
 2025-2026  
 School Calendar

HUMAN RESOURCES

3.1 A motion to approve/ratify Personnel Assignment Order 2025-06.

Approve PAO

H. ITEMS OF BUSINESS (CONTINUED)

- 3.2 A motion to approve the agreement with Spring Arbor University and Lakeside Union School District for an intern to work with our school nurses. Approve Spring Arbor Agreement

BUSINESS SERVICES

- 4.1 A motion to approve the following monthly business reports: A) Commercial Warrants; B) Purchase Orders and Change Orders; and C) Purchase Card Expenditures. Approve Bus Reports
- 4.2 A motion to approve a Memorandum of Understanding between the District and California School Employee Association and its Chapter 240 regarding CSESAP (Summer Assistance Program) for the 2025-26 school year. The approximate cost of the program is \$27,000. MOU CSEA CSESAP
- 4.3 A motion to approve an adjustment to the Confidential Salary Schedule to move the current \$200/month stipend for the Executive Assistant to the base pay to be creditable through CalPERS. Retro payment will be issued to the previous Executive Assistant and current Executive Assistant for any increases related to the stipend. Approve Confidential Salary Schedule
- 4.4 A motion to approve the 2024-25 Agricultural Career Technical Education Incentive Grant in the amount of \$15,660.35. Approve Ag Tech Grant
- 4.5 A motion to approve Change Order #3, Gem Industrial, for the Lakeview Extended Student Services building in the amount of \$5,201.47. Approve Change Order #3-Gem, Lakeview
- 4.6 A motion to approve Change Orders #8-15, Gem Industrial, for the Central Kitchen Project in the amount of \$57,078.14. Approve Change Orders #8-15, Gem, Central Kitchen
- 4.7 A motion to approve the following annual contracts for the 2024-2025 school year: A) San Diego County Health and Human Services Agency (Ed Services), B) Edison Fire Protection (Child Nutrition), C) Southern Indian Health (Pupil Services), D) Connect 4 Kids (SPED), E) Rizalyn Remotigue (Mileage Reimbursement), F) Joceyln McCullough (Mileage Reimbursement), G) Ernest Almendarez (SPED), H) Rancho Coastal Speech Addendum (SPED), I) Margan Barrigan-Husted (Lindo Park, National School Lunch Program/Child and Adult Care Food Program (Child Nutrition)). Approve Annual Contracts
- 4.8 A motion to approve the following gifts to the District: A) Kelsey Thomas/Blackbaud Giving Fund-\$650, B) Kasey Collins-Variou school supplies, C) Grocery Outlet-30 backpacks to LMS, D) East County Federal Credit Union-30 backpacks to District, E) PTA-RV Donation (homework folders), F) PTA RV Donation (student planners). Approve District Donations
- 4.9 A motion to approve the following fundraisers for Lakeview Elementary for the 2024-25 school year: Charleston Wrap, See's Candy, Fall Carnival, Spring Fundraiser-Fun Run, Kona Ice, Chuck E Cheese Family Night, San Diego Gulls Family Night. Approve Lakeview Fundraisers

BOARD POLICIES, ADMINISTRATIVE REGULATIONS AND/OR EXHIBITS

- 6.1 A motion to approve Board Policy and Administrative Regulation 1114: District Sponsored Social Media. BP/AR 1114

H. ITEMS OF BUSINESS (CONTINUED)

- |     |  |   |
|-----|--|---|
| 6.2 | A motion to approve Board Policy 3580: District Records  | BP/AR 3580  |
| 6.3 | A motion to approve Administrative Regulation and Exhibit E (1) 4119.12/4219.12/4319.12 Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures. | AR and Exhibit E (1)<br>4119.12/4219.12/<br>4319.12 |
| 6.5 | A motion to approve Board Policy 3400: Management of District Assets/Accounts. A motion to approve Resolution 2025-09: Asset Capitalization Threshold.             | BP 3400 and<br>Approve<br>Resolution 2025-<br>09    |

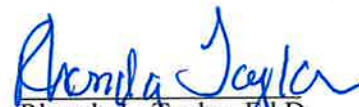
Motion carried unanimously 5:0 (Ayes: Bennett, Ellenson, Hayes, Hoefler Moir, Kasper).

PULLED ITEMS

- |     |   |  |
|-----|---|--|
| 2.2 | <u>It was moved</u> by Vice President Hoefler Moir and seconded by Member Ellenson to nominate a representative in the coming months for the California School Boards Association’s Delegate Assembly before January 7, 2025. Motion carried unanimously 5:0 (Ayes: Bennett, Ellenson, Hayes, Hoefler Moir, Kasper).  | CSBA Delegate<br>Assembly<br>Nomination  |
| 5.1 | <u>It was moved by</u> Member Ellenson and Vice President Hoefler Moir to adopt Expeditionary Learning, English Language Arts curriculum for the middle schools. Clerk Bennett offered thanks to the Dr. Winspear and Education Services for their hard work in approving the curriculum. Motion carried unanimously 5:0 (Ayes: Bennett, Ellenson, Hayes, Hoefler Moir, Kasper).  | Approve<br>Expeditionary<br>Learning<br>Curriculum   |
| 6.4 | Board Policy 4033: Lactation Accommodation was pulled and “tabled” for further discussion at a different time.  | BP 4033 Pulled   |
| I.  | <ol style="list-style-type: none"> <li>1. Review of Enrollment Report for Month 2 from September 16 – October 11, 2024. There were no comments.</li> <li>2. Review of the Quarterly Investment Reports, San Diego County Treasury Investment Pool as of quarter ended on September 30, 2024.</li> <li>3. Review of zero Williams complaints filed.</li> <li>4. Board President proposed to move discussion of Committee Representation to the December Board Organizational Meeting.</li> <li>5. The Board reviewed the Diligent Online Agenda System and agreed it would streamline and offer better transparency, searchable format for board documents. The Board agreed to move forward with Diligent.</li> </ol> | Enrollment<br>Report<br>Quarterly<br>Investment Rpt<br>Williams Report<br>District<br>Committee<br>Representation<br>Diligent Online<br>Agenda |
| 6.  | First reading of Board Policy and Administrative Regulation 0510: School Accountability Report Card. The Board will adopt at the next regular meeting.  | BP/AR 0510   |
| 7.  | First reading of Administrative Regulation and Exhibit E (1) 3517: Facilities Inspection. This will come back for a second reading.   | AR/E 3517  |
| 8.  | First reading of Board Policy and Exhibit E (1) 4040: Employee Use of Technology. The Board will adopt at the next regular meeting.   | BP/E 4040  |
| 9.  | First reading of Board Bylaw 9010: Public Statements. The Board will adopt at the next regular meeting.   | BB 9010  |

I. DISCUSSION ITEMS (CONTINUED)

- |   |                      |
|---|----------------------|
| 10. First reading of Board Bylaw 6112: School Day. The Board will adopt at the next regular meeting.  | BB 6112              |
| J. 1A. Kerry Strong, LTA President, was not in attendance.  | LTA President        |
| 1B. David Myers, CSEA President, was not in attendance.   | CSEA President       |
| 2A. Lisa Davis, Assistant Superintendent, had no formal report.   | Lisa Davis           |
| 2B. Robin Ballarin, Assistant Superintendent, had no formal report.   | Robin Ballarin       |
| 2C. Dr. Natalie Winspear, Assistant Superintendent, stated report cards would go out next week and staff is administering the Healthy Kids Survey with results to come. She remarked that cycle 1 with Math Transformations was complete and survey from staff has been positive. She showed a video of Lindo Park students visiting the Central Kitchen and seeing the new food accelerator. | Dr. Natalie Winspear |
| K. President Hayes asked if there was any further business to come before the board. There being none, the president declared the regular board meeting adjourned at 7:18 p.m.  | Adjournment          |

  
Rhonda L. Taylor, Ed.D.  
Secretary to the Board

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Jim Bennett  
Clerk of the Board

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

2025 Board Meeting and Study Session Calendar

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested of the 2025 Board Meeting and Study Session Calendar. Regular Meetings are proposed for the following dates: January 16, February 13, March 13, April 3, May 8, June 12, June 26 (in lieu of June 19), July 10, August 14, September 11, October 9, November 13, December 11.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

N/A

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion    | <input type="checkbox"/> Ratification                           |
| <input type="checkbox"/> Approval      | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption      |   |

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**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Rachel Camarero, Executive Assistant



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_



Administration:

RHONDA L. TAYLOR, Ed.D.  
*Superintendent*  
NATALIE WINSPEAR, Ed.D.  
*Assistant Superintendent*  
LISA DAVIS  
*Assistant Superintendent*  
ROBIN BALLARIN  
*Assistant Superintendent*



Board of Trustees:

JIM BENNETT  
AUTUMN ELLENSON  
ANDREW HAYES  
LARA HOEFER MOIR  
RON KASPER

**Schedule of Regular Board Meetings and Board Study Sessions for 2025**

	<u>Regular Meetings</u>	<u>Special Board Meetings</u>
January	16*	
February	13	
March	13	
April	3*	
May	8	
June	12	*4:30 p.m.
June	26*	*4:30 p.m.
July	10	*4:30 p.m.
August	14	7*
September	11	18*
October	9	
November	13	
December	11	

*Regular meetings are scheduled for the second Thursday of each month at 6:00 p.m. (unless noted by \*) in the Multipurpose Room at the District Administrative Center, 12335 Woodside Avenue, Lakeside, California 92040.*

*Adopted by the Governing Board December*

# LAKE SIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date: December 19, 2024**

**Agenda Item: 2025-07**

Approval/Ratification of Personnel Assignment Order 2025-07:

**Background (Describe purpose/rationale of the agenda item):**

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

**Recommended Action:**

**Informational**

**Discussion**

**Approval**

**Denial**

**Ratification**

**Explanation:** [Click here to enter text.](#)

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**Originating Department/School:** Human Resources

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



\_\_\_\_\_  
**Principal/Department Head Signature**



\_\_\_\_\_  
**Dr. Rhonda Taylor, Superintendent**

This form must be typed written and have all signatures before it will be placed on the agenda. All agenda item requests must be submitted for approval 10 days prior to the board meeting.

**LAKESIDE UNION SCHOOL DISTRICT**  
**BOARD OF TRUSTEES BOARD MEETING, December 19, 2024**  
**Personnel Assignment Order – 2025-07**

**BACKGROUND:**

The following personnel appointments, changes of status, leave requests, resignations, dismissals, and consultant requests are submitted for Board consideration. Italicized information indicates a change.

**Certificated Staff**

**A. New Hire:**

Employee	Assignment/Location	Class/Step	New Annual Salary	Effective Date

**B. Provisional Internship Permit:**

Employee	Assignment/Location	Reason	Recommendation	Effective Date

**C. New Hire Certificated Management:**

Employee	Assignment/Location	Range/Step	Effective Date

**E. LAO:**

Employee	Location	Position	Reason	Effective Date

**F. Reduction of FTE:**

Employee	Location	Position	Effective Date	Recommendation

**G. Resignation:**

Employee	Assignment/Location	Reason	Effective Date

**H. Retirement:**

Employee	Assignment/Location	Effective Date

## Classified Staff

### I. New Hire:

Employee	Location	Position/Class/Step	New Monthly Salary	Effective Date
Acosta, Cynthia	LMS	CSS	\$765.61	12/02/2024
Parcell, Taylor	LP	IA-II-Sped	\$2,249.68	12/2/2024
Parsons, Kelly	LP	IA-I-Sped	\$1,032.83	12/2/2024

### J. Change of Status/Location:

Employee	Location	Position	Previous Monthly Salary	New Monthly Salary	Effective Date
Greer, Jamin	Technology	Information Technology Specialist	\$3,926.70	\$4,468.23	12/2/2024

### K. Management Position:

Employee	Location	Position/Range/Step	Effective Date

### L. Resignation/Termination:

Employee	Location	Position	Reason	Effective Date
Grassa, Sofia	LF	Child Dev Assist	N/A	12/3/2024
Lester, Ragen	LP	CSS	N/A	12/21/2024

### M. Return from Leave (FMLA):

Employee Name	Location	Position	Effective Date

### N. Short Term Staff Agreement

Employee	Title	Start/End Date	Job Duties	Hourly Rate

### **RECOMMENDATION:**

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date: December 19, 2024**

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**Agenda Item:**

Memorandum of Understanding with University of Scranton and LUSD.

**Background (Describe purpose/rationale of the agenda item):**

To provide students of University of Scranton field placements for educational and on-the-job training experiences through LUSD.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification     |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation:     |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** Human Resources

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



**Robin Ballarin, Asst. Superintendent of HR**



**Dr. Rhonda Taylor, Superintendent**

**THE UNIVERSITY OF SCRANTON  
AFFILIATION SITE AGREEMENT**

**THIS AGREEMENT**, effective the 7th day of November, 2024, is by and between The University of Scranton, a Pennsylvania non-profit corporation having its principal place of business at 800 Linden Street, Scranton, PA (" University ") and Lakeside Union School District ("Facility"), with principal offices located 12335 Woodside Avenue, Lakeside, CA 92040.

**WITNESSETH:**

**WHEREAS**, the University is a fully accredited University that offers curricula leading to a baccalaureate and graduate degrees in various professional disciplines; and

**WHEREAS**, clinical education, fieldwork, practicum, internship and residency requirements ("field experience") are an integral part of the above-mentioned disciplines; and

**WHEREAS**, the University, through the Leahy College of Health Sciences, desires to provide students with an enhanced educational experience by using the appropriate facilities and personnel offered by the Facility for the implementation of the field experience phase of the curriculum for its students; and

**WHEREAS**, the Facility desires to collaborate with the University to establish the educational objectives for the field experience, devise methods for their implementation and evaluate the effectiveness of each, and is willing to make its employees and premises available for such purposes.

**NOW THEREFORE**, in consideration of the mutual promises contained herein, the University and Facility, intending to be legally bound, agree as follows:

**A. PURPOSE**

The purpose of the Affiliation Site Agreement is to define the rules and responsibilities of the University and the Facility in the planning and implementation of the field experience. Both parties agree to cooperate in the implementation of the provisions described herein in order to attain a maximally effective experience that is beneficial to both parties. It is understood that the Facility shall retain authority and responsibility for all individuals under its care.

**B. JOINT RESPONSIBILITIES**

1. Neither party shall discriminate against any student on the basis of race, religion, color, sex, age, national origin, disability, gender identity or expression, sexual orientation, veteran status or other status protected by law.

2. The University will be responsible for determining the schedule of student assignments. Such schedule and assignments shall be subject to the approval of the designated field experience education coordinator at the Facility. The University and Facility will mutually agree upon the number of students who will participate in each rotation.
3. Withdrawal of a student from an assignment may be requested by the Facility or the University. The party requesting such withdrawal shall notify the other in writing of the request and the reason(s) for the request. The student may return to the Facility only when and if the situation is resolved to the mutual satisfaction of the University and the Facility.
4. Each party will provide the other with relevant rules, regulations and procedures, including updates, which will be applicable to the field experience.
5. The University and the Facility will cooperate in the establishment of the field experience education objectives for the affiliation, the methods for their implementation and the evaluation of their effectiveness. The University and the Facility will maintain ongoing communication to coordinate the planning and assessment of this program.
6. Neither party will consider the student an employee or agent of the Facility, but rather a student in the field experience phase of his/her professional education at the University.
7. Both parties agree to comply with the provisions of the Family Education Rights and Privacy Act, 20 USC §1232 et seq. ("FERPA"). Any and all information provided by University and defined as an "education record" according to FERPA, or such information defined as "directory information" about which a student has elected to opt out of disclosure, is subject to FERPA's restrictions on use and re-disclosure by Facility and those acting on its behalf, as further set forth at 34 CFR 99 et seq.
8. Both parties agree that the field experience is an extension of the academic experience of the student(s) and that the work anticipated by this field experience constitutes a practical application of the material taught in the classroom.
9. The parties agree that the field experience is designed to benefit the student principally.
10. The parties agree that the student has not been guaranteed employment at the termination of the field experience by the facility. This is not to preclude the hiring of the student, but it is understood that this is not the expectation or quid pro quo of the field experience.

11. Both parties agree that the student is not entitled to wages.

**C. RESPONSIBILITIES OF THE UNIVERSITY**

1. The University shall be responsible for decisions regarding administration of the overall educational program, including student dismissal, curriculum philosophy, evaluation, admissions, graduation, faculty appointments, and compliance with educational standards established by the University and accrediting bodies.
2. The University will assign to the Facility only those students who have satisfactorily completed the required course of study and any prerequisites for the field experience at Facility, and who meet the Facility's standards of health and ability.
3. The University agrees to review the student's log of activities and time spent at the Facility.
4. The University agrees to establish and maintain regular and ongoing communication with the Facility's designated representative on any issues pertinent to the field experience.
5. The University will identify the Coordinator to act as a liaison between the University and Facility. The Coordinator will provide the Facility with all necessary information prior to and during the field experience and will plan appropriate visits, and consultation conferences, onsite if practicable, or via telecommunication. In addition, the Coordinator will be available to discuss any problems or answer any questions that may arise at the Facility.
6. The University will advise assigned students and faculty of their responsibilities under this Agreement and for compliance with all pertinent rules, policies, procedures and regulations of the Facility, including any applicable accreditation standards, required dress, hours of attendance and required departmental programs (including after-hours programs), as designated by Facility.
7. The University agrees to adhere to applicable standards set by regulatory agencies and as articulated by the Facility to the University. The University shall reasonably cooperate with Facility on any requests from regulatory agencies for additional information.
8. The University shall provide and maintain bodily injury, property damage, and professional liability insurance with a minimum limit of \$1,000,000 per occurrence and an annual aggregate of \$3,000,000 per occurrence. The University agrees to furnish the Facility with evidence of such insurance upon



Facility's request. Students of the University will likewise carry professional liability insurance.

9. The University agrees to indemnify and hold harmless Facility, its agents and employees from and against claims, demands, actions settlements, or judgments, including attorneys' fees and litigation expenses, based upon or arising out of activities related to this Agreement to the extent that such claims, demands, actions, settlements or judgments are caused by the negligent acts or omissions of the University, its agents, employees, or students.
10. The University will ensure that students and faculty are informed of their responsibilities to respect the confidentiality of Facility records.
11. If required, the University shall require students to maintain adequate health insurance throughout the field experience, proof of which shall be furnished to the Facility upon request.
12. The University shall require all students to remain current on all health screening and background clearances as are required by Facility's policies and guidelines. University shall supply documentation of all clearances upon Facility's request.
13. The University acknowledges that the Facility, if a health care facility, has sole authority over clinical care and full discretion to remove immediately any student who Facility deems is not performing appropriately, is not fully complying with a rule, policy, procedure or practice of the Facility, or in any way could jeopardize the delivery of health care services.
14. The University will ensure that students and faculty are informed of their responsibilities to respect the confidentiality of Facility records and will follow agency policy, as applicable, on compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

**D. RESPONSIBILITIES OF THE FACILITY**

1. The Facility will designate a supervisor to implement and plan the field experience and to interact with the University as mutually agreed.
2. The Facility will assist any student requiring emergency medical care in the case of injury or illness while on duty at the Facility. The cost for such treatment shall be borne by the student or his/her medical insurance, if applicable.
3. The Facility will allow access to a cafeteria and library to the extent Facility has such services and it is permitted by Facility's policies. Additionally, Facility will provide reasonable study and storage space, if practicable.

4. The Facility will provide the student with a copy of the Facility rules and pertinent regulations with which the student is expected to comply, and advise the University of any changes to those policies of the Facility which may affect the field experience.
5. The Facility will advise the University Coordinator at least mid-term when a student's placement changes or of any serious deficiency noted in the ability of the student to progress toward achievement of the stated objectives of the field experience. The Facility will immediately notify the University in writing of any situation, problem, or deficit that may affect a student's successful completion of the field experience.
6. The Facility will provide an evaluation of each assigned student's performance in the field experience, utilizing forms supplied by the University.
7. The Facility agrees and acknowledges that it has the right, exercised with the consent of the University, to terminate any field experience where the University student's health or performance is detrimental to the stated objectives of the field experience.
8. The Facility shall maintain appropriate comprehensive general liability and professional liability insurance. The Facility agrees to furnish the University with evidence of such insurance upon University's request.
9. The Facility agrees to indemnify and hold harmless the University, its trustees, agents and employees from and against any and all claims, demands, actions, settlements, or judgments, including attorneys' fees and litigation expenses, based upon or arising out of activities described in this Agreement, to the extent that such claims, demands, actions, settlements, or judgments are occasioned by the negligent acts or omissions of the Facility, its agents or employees.
10. The Facility shall maintain the confidentiality of all student records produced by it or furnished to it by the University and will not disclose such records except to the University, the student or as required by law and in accordance with the requirements of FERPA set forth in Paragraph B 7, above.
11. The Facility will provide students with the opportunity for learning experiences, such as collaboration meetings, staff meetings, in-services, special lectures and similar activities as available and at the discretion of Facility's field experience supervisor.
12. The Facility represents and warrants that the student is not displacing a regular employee at the site.
13. The work of the student at the site is a collaboration and it is recognized that the student will require supervision to a degree that the student is not producing work product for the Facility that the Facility would otherwise obtain from a regular employee.

14. The Facility will advise the University in a timely fashion of any changes in its personnel, operation or policies which may impact upon the field experience.

**E. GENERAL TERMS OF AGREEMENT**

1. The term of this Agreement shall commence on the effective date and shall expire three (3) years after the effective date. This Agreement may be automatically renewed for additional one (1) year term(s), not to exceed a total of five (5) years, including the original term, upon the same terms and conditions contained herein or as mutually agreed to by the parties. Either party shall notify the other party of its intention not to renew the agreement, no later than ninety (90) days prior to the scheduled date of renewal.
2. This Agreement represents the full and complete understanding of the parties. It may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid, it shall be reduced to writing and signed by the designated representative of the University and Facility. Such amendments are to be attached as addenda to the Agreement and will have the same force as the Agreement itself.
3. Any notice to be provided under this Agreement shall be sent by registered, return receipt mail to the following names and addresses:

For the University:   The University of Scranton  
800 Linden Street  
Scranton, PA 18510  
Attn. David Angeloni  
(570) 941 5518


For the Facility:     Lakeside Union School District  
12335 Woodside Avenue  
Lakeside, CA 92040  
Attn: Lisa Mendoza, Human Resources Technician

With a copy to:     Victoria H. Castellanos, Dean  
The University of Scranton  
800 Linden Street  
Scranton, PA 18510

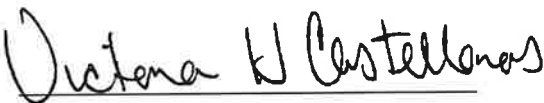
4. This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to conflict of laws principles.
5. By signing below the individuals certify they are authorized to sign the Affiliation Agreement on behalf of their institutions and fully agree to comply with its terms.
6. It is agreed that a copy of this Agreement or Exhibit(s) and Amendments thereto, bearing a facsimile (faxed) version of a party's signature shall have the same force and effect as an original document bearing the party's original signature.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date set forth below.

**FACILITY:**

By:   
Name: Lisa Davis  
Title: Asst. Superintendent  
Date: \_\_\_\_\_

**THE UNIVERSITY OF SCRANTON**

By:   
Name: Victoria H. Castellanos, Ph.D.  
Title: Dean, Leahy College of Health Sciences  
Date: 11/7/2024

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date: December 19, 2024**

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**Agenda Item:**

Memorandum of Understanding with Point Loma Nazarene University and LUSD.

**Background (Describe purpose/rationale of the agenda item):**

This is to allow for a current certificated employee with the Lakeside Union School District and is an Admin Credential Candidate to complete their Admin Credential Program via PLNU with one of our Admin as a District mentor.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification     |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation:     |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** Human Resources

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



**Robin Ballarin, Asst. Superintendent of HR**



**Dr. Rhonda Taylor, Superintendent**

**POINT LOMA NAZARENE UNIVERSITY  
SCHOOL OF EDUCATION**

**Administrative Fieldwork Placement Agreement with Cooperating School District**

This Administrative Fieldwork Agreement (“Agreement”) is entered into between Point Loma Nazarene University (“PLNU” or “University”) and the **Lakeside Union School District** (the “District”).

Whereas, the University’s Preliminary Administrative Services credential (PASC) and Clear Administrative Services Credential (CASC) curriculum requires candidates to complete fieldwork under the supervision of a University Supervisor or Coach and a District provided supervisor; and

Whereas, the District wishes to aid in the educational development of the University’s Administrative students and is willing to make its premises, faculty, and students available for fieldwork; and

Whereas, the parties wish to document the guidelines, policies, and procedures for the placement of University Administrative students in fieldwork within the District on the campus where the candidate is employed or another scheduled site within the District if there is not a qualified District Supervisor on their campus;

Now, therefore, the parties agree as follows:

**I. Duties of the District**

- A. The District will support University Preliminary and Clear Administrative students for fieldwork. The District reserves the right to choose a District Supervisor if one is not available on the candidates site of employment.
- B. The District will accept Preliminary and Clear Administrative Candidates for fieldwork practice for the times and durations set forth by the University and agreed to by the District. The District reserves the right to accept only the number of Fieldwork Candidates it deems to be feasible considering available District faculty at any given time.
- C. The Administrative Fieldwork Candidate's other duties may include, but are not limited to, classroom observation, teacher support, assessment of student growth and needs, observation of evaluation processes, and other day-to-day functions and duties. Additional assignments outside of the confines of the office and classrooms may include, but are not limited to, lunchroom supervision, playground supervision, hallway duty, bus duty, faculty meetings, Individualized Education Program (IEP) meetings, professional development meetings, parent-teacher conferences and family engagement activities, working with individual and small groups of students as well as administrative duties as needed. Fieldwork is completed on-site as on the job administrative work assignments.
- D. The District will support the University’s Preliminary Administrative Services candidates in completing their three cycle submissions of the CalAPA as required by the state of

California, to include but are not limited to, data collection, instructional observations, equity gap analysis, leading professional learning teams to develop problems of practice, and video recordings of specific meetings.

- E. Fieldwork Candidates are required to follow the academic calendar of the District.
- F. The District shall appoint a certified and cleared Administrator to supervise the Preliminary or Clear Administrative candidate ("Site Supervisor or District Mentor").
  - 1. The Site Supervisor or District Mentor shall be a full-time administrator of the District's faculty.
  - 2. The Site Supervisor or District Mentor must have a minimum of 3 years administrative experience, and have been employed by the District for at least one year.
  - 3. The Site Supervisor or District Mentor must hold a clear administrative credential.
  - 4. The Site Supervisor or District Mentor must approve of having a Preliminary or Clear Administrative candidate assigned to them.
  - 5. The Site Supervisor or District Mentor must meet all requirements of applicable credentialing agencies, including the California Commission on Teacher Credentialing ("CCTC").
- G. The University's Program Director shall also designate an appropriate person to supervise or coach the Administrative Candidate (the "University Supervisor or Coach") in accordance with all CCTC requirements. The PLNU Site Supervisor will guide, counsel, instruct, and supervise the Administrative Candidate. The PLNU Supervisor's or Coaches major responsibilities include, but are not limited to:
  - 1. Conferencing with Site Supervisors or District Mentors to whom the Administrative Candidates are assigned about the expectations of the University and District.
  - 2. Providing the Site Supervisor or District Mentor with University resources for supervising a Preliminary or Clear Administrative Candidate.
  - 3. Serving as the first point of contact for the University.
  - 4. Monitoring the Preliminary or Clear Administrative Candidate's progress.
  - 5. Observing, critiquing, and conferencing with the Preliminary or Clear Administrative Candidate at least four times during each Administrative Fieldwork placement.
  - 6. Providing frequent feedback to the Preliminary or Clear Administrative Candidate and Site Supervisor or District Mentor regarding progress, problems, and recommendations.

7. Being available to address the needs of both the Preliminary or Clear Administrative Candidate and the Site Supervisor or District Mentor.
8. Following consultation with the District or Site Supervisor, issuing a final grade to the Preliminary or Administrative Candidate.

## **II. Removal of Administrative Candidates**

The District will notify the University in writing, prior to taking any action against an Administrative Candidate regarding any concerns or complaints about an Administrative Candidate's performance or unsatisfactory conduct in the field placement. In such cases, the District will cooperate with the University to address the issues, including without limitation steps to further train the Administrative Candidate and remediate the concerns. Except in circumstances where an Administrative Candidate presents an immediate threat to the health and safety of the District's students or personnel, the District shall not remove an Administrative Candidate from its facilities or fieldwork without engaging in the process described above.

## **III. FERPA**

Prior to the start of their placement, the University shall provide training to Fieldwork Candidates concerning the Family Educational Rights and Privacy Act of 1974, as amended ("FERPA") and its implementing regulations. As part of this training, the University shall instruct Administrative Candidates about their legal obligation to comply with FERPA and its implementing regulations with respect to confidential information the Administrative Candidate encounters during his/her fieldwork placement.

## **IV. Background Checks**

For each Preliminary or Clear Administrative Candidate, the University shall require a completed criminal background check that complies with the minimum requirements set by the State of California. Prior to an Preliminary or Clear Administrative Candidate beginning their field experience, the University shall review the results and exclude from participation any candidate whose background check would preclude the candidate from serving in the planned field experience. Additionally, all Preliminary or Clear Administrative Candidates will be required to obtain and maintain a valid and current Certificate of Clearance from the CCTC before beginning their Preliminary or Clear Administrative field experience and for the duration of their field experience.

## **V. Non-Discrimination**

The parties agree that neither will unlawfully discriminate in the selection of, or acceptance or participation by, any Administrative Candidate pursuant to this Agreement on the basis of race, creed, color, national origin, religion, sex, disability, age, veterans' status, marital status, citizenship, or any other characteristic protected by law.

## **VI. Compliance with Other Laws**

The University and District shall comply with all Federal, State, and local laws and regulations that are applicable to the subject matter of this Agreement.

## **VII. General Liability Insurance**

Both parties shall maintain in force during the term of this Agreement, bodily injury, property damage, and professional liability insurance, with coverage of at least \$1,000,000 per occurrence and an annual aggregate of \$3,000,000 per occurrence, insuring itself and its agents and employees for their acts, failures



to act, or negligence rising out of, or caused by, the activity which is the subject of this Agreement. Each party will provide the other proof of such insurance upon request.

**VIII. Mutual Indemnification**

Each party shall indemnify, defend and hold harmless the other party, the other party's affiliates, and their respective trustees, directors, officers, employees, students, faculty, agents, representatives, successors and assigns (collectively "Indemnified Parties") against all damages, claims, actions, liabilities, losses and other expenses, including without limitation reasonable attorney's fees, expert witness fees, consultant fees and other costs, incurred by or asserted against Indemnified Parties, whether or not a lawsuit or other proceeding is filed ("Claims"), that in any way arise out of or relate to (a) the indemnifying party's acts, omissions, negligence or willful misconduct with respect to its performance under this Agreement; and/or (b) the indemnifying party's non-compliance with any applicable Federal, State or local laws, rules or regulations with respect to its performance under this Agreement; provided, however, that an indemnifying party's indemnity hereunder shall not apply or extend to any acts or omissions of the other party or its representatives.

Except in instances where, during the term of this Agreement, the District provides any University student subject to this Agreement, any form of compensation whatsoever not otherwise provided for in this Agreement; University agrees to indemnify District for any benefits paid by the District to or on behalf of any University student in the event the District becomes obligated to provide workers compensation benefits to a University student for an injury arising from any activity pursuant to this Agreement.

**IX. Applicable Law**

This Agreement shall be governed by and construed in accordance with the law of the State of California and federal law.

**X. Severability**

In the event any provision of this Agreement is held by a court to be illegal, void, or otherwise unenforceable, all other provisions of this Agreement shall continue in full force and effect to the maximum extent permitted by law.

**XI. Term/Termination**

The initial term of this Agreement will be for three (3) academic years and shall extend from **June 25, 2024 through August 31, 2027**. This Agreement may be extended for two successive one (year) academic year periods, not to exceed five years from the date of execution of this agreement, by mutual written consent of the parties.

Either party may terminate this Agreement, with or without cause, by providing 60 days' written notice to the other party. However, in the event either party terminates the Agreement, Administrative Candidates that have already been placed shall be permitted to complete their placement unless the Administrative Candidate is otherwise removed pursuant to Section II of this Agreement.

**XII. Additional Terms**

- A. This Agreement is not intended to create any rights or interests for any other person or entity other than the University or District.
- B. Neither party may assign this Agreement, nor the duties and responsibilities contained herein, without the prior written consent of the other party.

- C. The University and District are independent entities and neither shall have, nor exercise, any control over the means, manner, or method by which the other performs its obligations under this Agreement. Nothing in this Agreement is intended or shall be construed to create an agency relationship, employment relationship, or joint venture between the parties. Neither party may use the other's name in a manner that is reasonably likely to suggest that the two are related without first obtaining the written consent of the other party. Furthermore, neither party intends for this Agreement to alter in any way their respective rights or their legal obligations.
- D. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior or contemporaneous communications, negotiations, and agreements, written or oral, regarding the subject matter hereto. No modification of or amendment or waiver to this Agreement will be effective unless in writing and signed by each of the parties.
- E. Failure by either party at any time to require strict performance of any provision of this Agreement shall not constitute a waiver of that provision nor in any way limit enforcement of the provision. [signatures on this page].

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates set forth below.

**For Point Loma Nazarene University:**

Name: G. James Daichendt, Ed.D.  
 Title: Provost and Chief Academic Officer  
 Address: Point Loma Nazarene University  
 3900 Lomaland Drive  
 San Diego, CA. 92106

*G. James Daichendt* 12/5/24  
 Authorized Signature Date

**PLNU Contact:**

Name: Deborah E. Erickson, Ed.D.  
 Title: Dean, School of Education  
 Address: Point Loma Nazarene University  
 4007 Camino Del Rio South, Suite 400  
 San Diego, CA 92108

**For the District:**

Name (print): Lisa Davis  
 Address (print): 12335 Woodside Ave. Lakeside, CA 92040

Title: Assistant Superintendent

  
Authorized Signature Date

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Appropriately Credentialed Teachers - LCAP

**Background (Describe purpose/rationale of the agenda item):**

Education Services is required to annually provide information to the local governing board regarding appropriately assigned teachers. LUSD has met this standard with 89.4% of teachers holding clear credentials.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

N/A

**Recommended Action:**

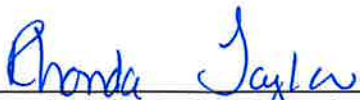
- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification                           |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**  **Approved for Submission to the Governing Board:**

  
\_\_\_\_\_  
**Principal/Department Head Signature**

  
\_\_\_\_\_  
**Dr. Rhonda Taylor, Superintendent**

**Reviewed by Cabinet Member** 

Education Services is required to annually provide information to the local governing board regarding appropriately assigned teachers. LUSD has met this standard with 89.4% of teachers holding clear teaching credentials.

**STANDARD MET**

**Basics: Teachers, Instructional Materials, Facilities**

This measure addresses the percentage of appropriately assigned teachers; students' access to curriculum-aligned instructional materials; and safe, clean and functional school facilities.

As applicable, 100% of all school sites promptly address any complaints or other deficiencies identified throughout the academic year and provide information annually on progress meeting this standard to the local governing board at a regularly scheduled meeting and reports to educational partners and the public through the Dashboard.

**Appropriately Assigned Teachers**

Name	Total Teaching Full-Time Equivalent (FTE)	Clear (% of teaching FTE)	Comparison to Statewide Average
LEA	222.55	89.4%	Above
County	23,206.43	86%	Above
Statewide	277,698.04	83.2%	n/a

# LAKESIDE UNION SCHOOL DISTRICT

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Governing Board Meeting Date: December 19, 2024

Agenda Item: **outside of state conference approval**

Background (Describe purpose/rationale of the agenda item): School psychologist Shelly Enyart has requested to attend the National Association of School Psychologists (NASP) convention in Seattle, Washington scheduled to be held February 17 thru the 22nd. She will bring back information to share with our school psychologist team. This is being paid for with Medi Cal funds which are generated by the providers.

Fiscal Impact (Cost): \$2,500

Funding Source: Medi Cal funds/Special Education

Addresses Emphasis Goal(s):

**#1: X Academic Achievement    #2: Social Emotional**

**Recommended Action:**

- Informational
- Discussion
- Approval
- Adoption
- Denial/Rejection
- Ratification
- Explanation: Click here to enter text.

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**Originating Department/School:** Education Services

**Submitted/Recommended By:**

Danielle Clark

  
Principal/Department Head Signature

**Approved for Submission to the Governing Board:**

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** 

# LAKESIDE UNION SCHOOL DISTRICT

## EMPLOYEE TRAVEL AUTHORIZATION FORM

EMPLOYEE NAME Shelly Enyart TRAVEL DATES 2/17 to 2/22  
DEPARTMENT/SITE Lakeside Middle School DEPARTURE TIME 8:05:00 AM  
DESTINATION (City,State) Seattle, WA RETURN TIME 7:30:00 PM

BUSINESS PURPOSE (check one):

- Conference       Training       Meeting

CONFERENCE/TRAINING/MEETING NAME: National Association of School Psychologists

RATIONALE of TRAVEL: Training in the fields of school psychology

*\* Copy of conference agenda/itinerary must be submitted with authorization*

### EMPLOYEE REIMBURSABLE EXPENDITURE ITEMS

		Estimated Cost
<input checked="" type="checkbox"/>	Registration	\$269.00
<input type="checkbox"/>	Transportation	
<input type="checkbox"/>	Personal Vehicle	
	Mileage	Miles @ \$0.670 /Mile
		\$0.00
		*roundtrip mileage total
	From:	
	To:	
		<i>*A detailed map/directions must be attached</i>
	<u>                        </u>	I certify I have a current CA driver's license and CURRENT
	<u>initial</u>	liability insurance.
<input type="checkbox"/>	Rental Car	Days @ /Day
	Rental Mileage	Miles @ \$0.670 /Mile
		\$0.00
		\$0.00
		*roundtrip mileage total
	From:	
	To:	
		<i>*A detailed map/directions must be attached</i>
	<u>                        </u>	I certify I have a current CA driver's license and CURRENT
	<u>initial</u>	liability insurance.
<input checked="" type="checkbox"/>	Other Transportation (Airfare/Taxi/Shuttle/Uber/Lyft)	\$200.00
<input checked="" type="checkbox"/>	Meals (Per Diem)	
	Breakfast	4 Days @ \$17.00 /Day
		\$68.00
	Lunch	5 Days @ \$18.00 /Day
		\$90.00
	Dinner	5 Days @ \$34.00 /Day
		\$170.00
<input type="checkbox"/>	Other Expenses	
<b>Total Reimbursable Expenditures</b>		<b>\$797.00</b>

### SITE/DEPARTMENT EXPENDITURE ITEMS

		Estimated Cost
<input type="checkbox"/>	Registration	
<input type="checkbox"/>	REQ/PO	
<input type="checkbox"/>	Site/Dept. PCard	
<input checked="" type="checkbox"/>	Airfare	\$480.96
<input type="checkbox"/>	Site/Dept. PCard	
<input type="checkbox"/>	District Travel PCard	
<input checked="" type="checkbox"/>	Lodging	4 Nights @ \$249.00 /Night
		\$1,175.28
<input type="checkbox"/>	Site/Dept. PCard	
<input type="checkbox"/>	District Travel PCard	
<input type="checkbox"/>	Other Expenses	
<input type="checkbox"/>	REQ/PO	
<input type="checkbox"/>	Site/Dept. PCard	
<input type="checkbox"/>	District Travel PCard	
<b>Total Site/Department Expenditures</b>		<b>\$1,656.24</b>

Special Remarks (transportaion shared with, etc.)

**Total Estimated Expenditures** \$2,453.24







Shelly Enyart <senyart@lsusd.net>

**Fwd: NASP 2025 Registration Confirmation and Receipt - 707439**

1 message

**Shelly Enyart** <senyart@yahoo.com>  
To: senyart@lsusd.net

Tue, Dec 3, 2024 at 5:56 PM

Sent from my iPhone

Begin forwarded message:

**From:** nasregistration@spargoinc.com  
**Date:** November 20, 2024 at 4:36:13 PM PST  
**To:** senyart@yahoo.com  
**Subject:** NASP 2025 Registration Confirmation and Receipt - 707439



**VIEW CONFIRMATION ON YOUR PHONE**

**Registration Confirmation and Receipt**  
**NASP 2025 Annual Convention**  
**February 18-21, 2025**  
**Seattle, WA**

**Confirmation Number:** 707439  
**Date of Registration:** 11/20/2024

Changes

Click here to make updates to your registration and/or make a housing reservation.

**Registration Type:** Attendee  
**Name:** Shelly Enyart  
**Company:**  
**Address:** 1221 Bonita Way  
**City/State/Zip:** El Cajon, CA 92019  
**Country:** USA  
**Phone:** (858) 337-9788  
**Email:** sjenyart@yahoo.com

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Thank you for registering for the NASP 2025 Annual Convention. We are very excited about this year's in-person program and are confident that you will have a rewarding and enjoyable experience.

This is your official registration confirmation/receipt. Please print and retain it for your records; you will not receive any other registration confirmation/receipt. Please review the important information included below:

#### Events

REGISTRATION  
FULL - Convention Registration  
Date: 02/18/25-02/21/25  
\$269.00

#### Payment Information

Payment Type: CCD Payment  
Reference: VISA  
4xxx6121 Exp: 01/26  
Payment Amount: \$269.00

Amount Due: \$269.00  
Amount Paid: \$269.00  
Balance Due: \$0.00

#### COVID-19 Precautions on Site in Seattle

The NASP 2025 Annual Convention is proceeding as a live event with the expectation that all individuals on site in Seattle do their part to stop the spread of the COVID-19 virus. NASP is putting preventative measures in place, and all individuals who attend the convention should be fully vaccinated. If you have not been vaccinated, you should not attend the convention in person. Additional COVID-related procedures may be implemented by NASP, the city of Seattle, and the official NASP convention facilities to protect the health and safety of all convention attendees. Any such preventive measures will be strictly enforced. The hotel properties and convention center have regular cleaning protocols in place and provide hand sanitizing

stations. NASP will continue to monitor the COVID-19 pandemic and federal, state, and local guidance. Please visit the 2025 Convention section of the NASP website for additional information and updates.

### **On-Site Registration (Required for ALL convention attendees)**

*Please note that ALL convention attendees must check in at the on-site NASP Convention Registration Area to receive their name badges, registration materials, and any applicable session/event tickets.*

### **On-Site Registration Location:**

The NASP Convention Registration Area will be located in the Summit Lobby on Level 1 of the Seattle Convention Center Summit, 900 Pine St, Seattle, WA 98101.

### **On-Site Registration Hours:**

4:00◆7:00 p.m., Monday, February 17, 2025

7:00 a.m.◆5:00 p.m., Tuesday, February 18◆Friday, February 21, 2025

For additional convention registration information, send an email message to [naspregration@spargoinc.com](mailto:naspregration@spargoinc.com) or call 800-811-5947 (U.S.) or 571-549-4526 (International).

### **Code of Conduct**

The National Association of School Psychologists is committed to providing safe, productive, and welcoming in-person and virtual convention environments in which diverse participants may learn, network, and enjoy the company of colleagues within atmospheres of mutual respect. Convention attendees share responsibility to create and maintain such environments for the benefit of all in-person and virtual convention participants. By participating in the NASP 2024 Annual Convention, attendees agree to adhere to this important Code of Conduct. If NASP determines that an attendee has violated the Code of Conduct, NASP shall have the right to take any action deemed necessary and appropriate, including, without limitation, immediate removal from the 2024 convention without warning or refund as well as inability to attend any future NASP in-person or virtual meeting.

### **Hotel Information**

Convention housing: Email [nasphousing@spargoinc.com](mailto:nasphousing@spargoinc.com) or call 800-811-5947 (U.S.) or 571-549-4526 (International).

### **Session Handouts**

***Please note that, in accordance with NASP's green policy, hard copies of educational session handouts will not be provided on site during the convention.*** Session handouts will be available online to download/print before, during, and after the convention. Downloading your handouts is easy! Simply login to the 2025 Convention section of the NASP website at [www.nasponline.org/NASP2025](http://www.nasponline.org/NASP2025) click on Convention Program, and then click on Session Handouts.

### **Internet Service**

Please note that, while complimentary Internet access will be available in all lobbies and common areas within the official convention hotels, ***Internet access will not be available in meeting rooms.***

### **ADA Accommodation**

NASP welcomes our colleagues with disabilities to the convention. To provide appropriate accommodation, as described under the Americans with Disabilities Act (ADA) of 1990, attendees with a disability covered under the ADA (Public Law 101-336, Section 102) who require accommodation should write to NASP to request the specific accommodation required. Send your correspondence to Director of Meetings and Conventions Glenn M. Reighart by email to [greighart@naspweb.org](mailto:greighart@naspweb.org). ***Please send your request immediately after registering for the convention*** to provide sufficient time to help ensure the availability of accommodation services. Please note that NASP cannot guarantee accommodation for individuals who do not register for the

convention and request accommodation by **Wednesday, January 8, 2025**. Please do not write requests for accommodation on the registration form.

### **Registration Changes and Additions**

NASP Convention Workshops, Documented Sessions, and special events can be added, changed, or canceled online. If you registered online, visit <https://www.show.jspargo.com/nasp25/change> to make changes to your registration. If you registered by mail, call NASP Registration at (800) 811-5947 or (571) 549-4526, or e-mail your request to [naspregristration@spargoinc.com](mailto:naspregristration@spargoinc.com).

### **Registration Cancellations**

Registrations, including those for NASP Convention Workshops, Documented Sessions, and Special Events, may be canceled by written request only, either mailed to SPARGO, Inc., 11208 Waples Mill Road, Suite 112, Fairfax, VA 22030, or e-mailed to [naspregristration@spargoinc.com](mailto:naspregristration@spargoinc.com). **For registration fees (including those for NASP Convention Workshops, Documented Sessions, and Special Events) to be refunded, cancellations must be received on or before Wednesday, January 8, 2025.** Please note that NASP cannot be responsible for airline schedule changes or cancellations and will not be able to issue refunds resulting from changes in travel arrangements.

Refunds will be processed based on the original form of payment. Credit card refunds will be processed within 7-10 business days. Check refunds will be processed in U.S. dollars within approximately one month after the convention. *Please note that a \$50 administrative fee will be deducted from all refunds.*

Individuals interested in submitting cancellations and registration fee refund requests **after the January 8, 2025, deadline**, may send an email message to [convention@naspweb.org](mailto:convention@naspweb.org) or a letter addressed to the Meetings and Conventions Department at NASP Headquarters, 4340 East West Highway, Suite 402, Bethesda, MD 20814. ***Please note that any available documentation that may be appropriate to support late refund requests must be included with the written correspondence.*** Written registration fee refund requests will be considered on a case-by-case basis after the convention. Responses to late cancellation refund requests will not be received until approximately four weeks after the convention.

### **NASP Registration Center Information**

NASP 2025 Annual Convention Registration Center  
11208 Waples Mill Road, Suite 112  
Fairfax, VA 22030

**Phone:** 800-811-5947 or 571-549-4526

**Fax:** 703-563-2715

**Email:** [naspregristration@spargoinc.com](mailto:naspregristration@spargoinc.com)



## Reservation Summary

 Logout

✓ Your reservation has been created. A confirmation email will be sent to [sjenyart@yahoo.com](mailto:sjenyart@yahoo.com). Please note: Confirmation emails may be delayed on high-volume days. **If you have not received a confirmation email within 24 hours, please check your spam folder; otherwise contact [nasphousing@spargoinc.com](mailto:nasphousing@spargoinc.com) (mailto:nasphousing@spargoinc.com).**



**Hyatt Regency Seattle (Reservation ID: K7W9676)**

**Room Type / Rate: Double/Double: 2 people (2 beds) - \$249.00**

Hotel Tax: 15.7 % per night

Tourism Fee: 2.3 % per night

Check-in

**Feb 17, 2025**

Check-out

**Feb 21, 2025**

About the Hotel

Name

Shelly Enyart

Company/Organization

Lakeside Union School District

Address

1221 Bonita Way

El Cajon, CA 92019

Phone

858-337-9788 (tel:858-337-9788)

Email Address

sjenyart@yahoo.com

Room Type / Rate

Double/Double: 2 people (2 beds) - \$249.00

Additional Guests

*Not Specified*

Preferences

King Bed

Loyalty Program Information

*Not Specified*

Payment Guarantee

VISA \*\*\*\*\*6121

Expires: January 2026

Shelly Enyart

*Please note: Room types are not guaranteed. Room rates are per night and do not include taxes and fees which are subject to change. Hotel may charge an additional fee for more than two (2) occupants per room.*

The estimated total for your hotel is **\$1,175.28** including room rate, taxes and fees.



(Calendar.aspx) **Important MS Outlook Calendar Reminder:**

If you set up an Outlook appointment for your hotel reservation, you must manually update it with any revisions that may have been made online.

## Related Links

Need a roommate? [Click here](#)

(<https://show.jspargo.com/RoommateLocator/Registration/Default.aspx?showid=41>) to add yourself or search the NASP Roommate Locator

(<https://show.jspargo.com/RoommateLocator/Registration/Default.aspx?showid=41>).

 [View Cancellation Policy](#)

 [Download to Calendar \(Calendar.aspx\)](#)

 [Print this Page](#)

## Hotel Waitlists

**+** Add to waitlist (ManageWaitList.aspx)

You are currently not waitlisted at any of the hotels.

## Confirmation

You will receive an email confirmation of this reservation. **Print the confirmation for your records. This is the only confirmation you will receive.** If you have questions regarding your reservation or you do not receive an email confirmation, please contact the NASP 2025 Housing Center at [nasphousing@spargoinc.com](mailto:nasphousing@spargoinc.com) (<mailto:nasphousing@spargoinc.com>).

2025 Annual Convention Housing Center | 11208 Waples Mill Road, Suite 112, Fairfax, VA 22030

Phone: +1-800-811-5947 (tel:+1-800-811-5947) or +1-571-549-4526 (tel:+1-571-549-4526) | Fax: +1-703-563-2715

(tel:+1-703-563-2715) | Email: [nasphousing@spargoinc.com](mailto:nasphousing@spargoinc.com) (<mailto:nasphousing@spargoinc.com>)

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NATIONAL ASSOCIATION OF  
**School Psychologists**

## Program Schedule

*Please note dates and times are subject to change. All listed times are in Pacific Daylight Time.*

### **Monday, February 17**

4:00–7:00 p.m.      **Registration**

### **Tuesday, February 18**

7:00 a.m.–5:00 p.m.      **Registration**

8:00–9:00 a.m.      **Welcome Orientation**

9:00 a.m.–12:15 p.m.      **Workshops**

10:00 a.m.–5:50 p.m.      **Educational Sessions**

1:30–4:45 p.m.      **Workshops**

9:00 p.m.–12:00 a.m.      **Welcome Party**

### **Wednesday, February 19**

7:00 a.m.–5:00 p.m.      **Registration**

8:00–10:20 a.m.      **Educational Sessions**

11:00 a.m.–12:30 p.m.      **General Session/Keynote**



12:30–4:30 p.m.	<b>Exhibit Hall Food Court Open</b>
12:30–6:30 p.m.	<b>Exhibit Hall Open</b>
1:00–6:30 p.m.	<b>Poster Sessions</b>
2:30–5:45 p.m.	<b>Workshops</b>
2:30–5:50 p.m.	<b>Educational Workshops</b>

### **Thursday, February 20**

7:00 a.m.–5:00 p.m.	<b>Registration</b>
8:00 a.m.–5:50 p.m.	<b>Educational Sessions</b>
9:00 a.m.–12:15 p.m.	<b>Workshops</b>
9:00 a.m.–5:00 p.m.	<b>Exhibit Hall Open</b>
9:30 a.m.–5:00 p.m.	<b>Poster Sessions</b>
10:00 a.m.–2:00 p.m.	<b>Exhibit Hall Food Court Open</b>
1:30 p.m.–4:45 p.m.	<b>Workshops</b>

### **Friday, February 21**

7:00 a.m.–5:00 p.m.	<b>Registration</b>
8:00 a.m.–4:50 p.m.	<b>Educational Sessions</b>
8:30–11:45 a.m.	<b>Workshops</b>
9:00 a.m.–1:00 p.m.	<b>Exhibit Hall Open</b>
9:00–1:00 p.m.	<b>Exhibit Hall Food Court Open</b>
9:30 a.m.–1:00 p.m.	<b>Poster Sessions</b>

12:45 p.m.–4:00 p.m. **Workshops**

### **National Association of School Psychologists**

4340 East West Highway, Suite 402, Bethesda, MD 20814

P: 301-657-0270 | Toll Free: 866-331-NASP | F: 301-657-0275

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# LAKE SIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 2024

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**Agenda Item:**

Out of State FFA Conference-

**Background (Describe purpose/rationale of the agenda item):**

Audrey Lent will be presenting at the National Association of Ag Educators Conference in San Antonio, Texas

**Fiscal Impact (Cost):**

1011.96

**Funding Source:**

LMS

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input checked="" type="checkbox"/> Ratification                |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** LMS

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



\_\_\_\_\_  
**Principal/Department Head Signature**



\_\_\_\_\_  
**Rhonda Taylor, Superintendent**

**Reviewed by Cabinet Member** \_\_\_\_\_

This form must be typed written and have all signatures before it will be placed on the agenda. All agenda item requests must be submitted for approval 10 days prior to the board meeting.

# LAKESIDE UNION SCHOOL DISTRICT

## EMPLOYEE TRAVEL AUTHORIZATION FORM

EMPLOYEE NAME Audrey Lent TRAVEL DATES 12/5-12/6/24  
 DEPARTMENT/SITE Lakeside Middle School DEPARTURE TIME \_\_\_\_\_  
 DESTINATION (City,State) San Antonio, Texas RETURN TIME \_\_\_\_\_

BUSINESS PURPOSE (check one):

Conference

CONFERENCE/TRAINING/MEETING NAME: National Association of Ag. Educators Conference

RATIONALE of TRAVEL: I have been selected to present a workshop on behalf of the National FFA. The workshop will offer valuable professional development, focusing on best practices in agricultural education and fostering student engagement through experiential learning. Presenting at this national conference provides a unique opportunity to share the innovative strategies and successful practices that I have developed and implemented with our FFA chapter. Additionally, this experience will allow me to bring back new ideas and resources that can directly benefit our program, align with district goals, and support the success of our students in agricultural education. By connecting with other leaders in the field, I will also strengthen our network of resources and partnerships, ultimately enhancing the educational experience for our students.

*\* Copy of conference agenda/itinerary must be submitted with authorization*

### EMPLOYEE REIMBURSABLE EXPENDITURE ITEMS

	Estimated Cost
Registration	\$340.00
Transportation	
Personal Vehicle	
Mileage	0.00 Miles @ \$0.655 /Mile
*roundtrip mileage total	\$0.00
From: <u>Lakeside, CA</u>	
To: <u>San Antonio, TX</u>	
<i>*A detailed map/directions must be attached</i>	
<div style="display: flex; justify-content: space-between;"> <span>AL</span> <span>I certify I have a current CA driver's license and</span> </div> <div style="display: flex; justify-content: space-between;"> <span>initial</span> <span>CURRENT liability insurance.</span> </div>	
Rental Car	Days @ /Day \$0.00
Rental Mileage	Miles @ \$0.670 /Mile \$0.00
*roundtrip mileage total	
From: _____	
To: _____	
<i>*A detailed map/directions must be attached</i>	
<div style="display: flex; justify-content: space-between;"> <span>AL</span> <span>I certify I have a current CA driver's license and</span> </div> <div style="display: flex; justify-content: space-between;"> <span>initial</span> <span>CURRENT liability insurance.</span> </div>	
Other Transportation (Airfare/Taxi/Shuttle/Uber/Lyft)	\$469.96
Meals (Per Diem)	
Breakfast	0 Days @ \$17.00 /Day \$0.00
Lunch	1 Days @ \$18.00 /Day \$18.00
Dinner	1 Days @ \$34.00 /Day \$34.00
Other Expenses	
<u>Lodging and Airport Shuttle</u>	\$150.00
<b>Total Reimbursable Expenditures</b>	<b>\$1,011.96</b>

### SITE/DEPARTMENT EXPENDITURE ITEMS

	Estimated Cost
Registration	\$0.00
REQ/PO	
Site/Dept. PCard	
Airfare	\$0.00
Site/Dept. PCard	
District Travel PCard	
Lodging	\$0.00
Site/Dept. PCard	Nights @ /Night
District Travel PCard	

Other Expenses

REQ/PO  
Site/Dept. PCard  
District Travel PCard

Total Site/Department Expenditures \$0.00

Special Remarks (transportaion shared with, etc.)

Total Estimated Expenditures \$1,011.96

Cash Advance (if applicable) \$0.00

**AUTHORIZATION**

I certify that my travel is necessary and directly related to school business. I agree that I will present registration, lodging, transportation and all other *original* receipts which will be required within ten (10) days of my return.

Traveler



Date 11/11/2024

Supervisor



Date 11/02/24

Business Office

\_\_\_\_\_

Date \_\_\_\_\_

Out-of-State travel must be approved by the Board.

Board Approval

\_\_\_\_\_

Date

\_\_\_\_\_

**FUNDING**

0100-0000000-0000-7200-5200010-189-670

Fund-Resource-Goal-Function-Object-Site-Unit

0100-0952-100-0000-1000-5200010-350-250

\*The Travel Authorization Form (TA) should be completed at least fifteen (15) working days prior to travel. All required documentation must be submitted with the TA. The TA must be signed by the employee and the supervisor authorizing travel funding before being submitted to the Business Services personel (Director of

\*\*All out of state travel is subject to Board approval prior to the travel date.

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** DECEMBER 19, 2024

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**Agenda Item:**

COMMERCIAL WARRANT LISTING SHEET – for the period 10/25/2024 THRU 11/22/2024

**Background (Describe purpose/rationale of the agenda item):**

This is a required monthly report - per Board Policy #3300, "the Governing Board shall review all warrants issued by the district at their monthly Board meeting".

**Fiscal Impact (Cost):**

\$ 1,346,898.40

**Funding Source:**

General, ASB, Child Development, Child Nutrition, Bond, & Charter Schools (Barona, RVCS)

**Addresses Emphasis Goal(s):**

#1: Academic Achievement       #2: Social Emotional       #3: Physical Environments

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification   |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: <a href="#">Click here to enter text.</a> |
| <input type="checkbox"/> Adoption            |   |

---

**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
\_\_\_\_\_  
Lisa Davis, Assistant Superintendent

  
\_\_\_\_\_  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	028179	ALBERTSONS	10/28/2024	SUPPLIES	928.49
0100	028180	AMERICAN FIDELITY ADMIN. SERVICES, LLC	10/28/2024	ACA Reporting Services	1,378.80
0100	028181	DION & SONS, INC.	10/28/2024	FUEL	4,155.89
0100	028182	MULTI-HEALTH SYSTEMS INC.	10/28/2024	ONLINE FORMS	475.00
0100	028183	MANDARIN MATRIX INC	10/28/2024	CURRICULUM	6,300.00
0100	028487	CLARK SECURITY PRODUCTS	10/30/2024	MOT SUPPLIES/PARTS	842.87
0100	028489	SYCAMORE LANDFILL	10/30/2024	DISPOSTAL SERVICE	700.16
0100	028491	WAXIE SANITARY SUPPLY	10/30/2024	CUSTODIAL SUPPLIES	1,289.05
0100	028610	AMAZON CAPITAL SERVICES, INC.	11/4/2024	SUPPLIES	28,841.68
0100	028747	COAST MUSIC THERAPY INC.	11/6/2024	SPED SERVICES	312.50
0100	028870	AZUMA TECH SYSTEMS INC.	11/12/2024	MOT SERVICES	8,300.00
0100	028871	MATH TRANSFORMATIONS	11/12/2024	CURRICULUM TRAINING	85,000.00
0100	028873	CAL PACIFIC TRUCK CENTER, LLC	11/12/2024	MOT SUPPLIES	382.45
0100	028874	DION & SONS, INC.	11/12/2024	FUEL	4,783.53
0100	028876	Image One Corporation	11/12/2024	SOFTWARE FOR CN	11,590.78
0100	028878	NWEA	11/12/2024	MAP GROWTH K-12 SUBSCRIPTION	157,677.00
0100	028880	WAXIE SANITARY SUPPLY	11/12/2024	CUSTODIAL SUPPLIES	11,766.14
0100	029025	CURRICULUM ASSOCIATES LLC	11/14/2024	CURRICULUM	332.77
0100	029123	ALBERTSONS	11/18/2024	SUPPLIES	740.82
0100	029124	AZUMA TECH SYSTEMS INC.	11/18/2024	MOT SERVICES	4,882.10
0100	029129	OMNI GRAPHICS	11/18/2024	PRINTING	77.58
0100	029130	WAXIE SANITARY SUPPLY	11/18/2024	CUSTODIAL SUPPLIES	21,293.68
0100	029227	RON COOK	11/20/2024	MEDIA SERVICES	1,800.00
0100	029228	CURRIER & HUDSON	11/20/2024	LEGAL FEES	5,650.00
0100	029229	CURRICULUM ASSOCIATES LLC	11/20/2024	CURRICULUM	215.79
0100	029230	NINYO & MOORE	11/20/2024	PROFESSIONAL CONSULTING	24,157.50
0100	14217464	AGRICULTURAL PEST CONTROL	10/28/2024	MOT SERVICES	125.00
0100	14217465	ALLIED REFRIGERATION INC	10/28/2024	MOT SUPPLIES/PARTS	770.66
0100	14217469	CALIFORNIA IT IN EDUCATION	10/28/2024	2024 CONFERENCE REGISTRATION -	2,620.00
0100	14217470	COX COMMUNICATIONS	10/28/2024	NETWORK	10,064.16
0100	14217471	EL CAJON FORD	10/28/2024	MOT PARTS/SERVICE	77.18
0100	14217472	HAWTHORNE EDUC. SERVICES, INC.	10/28/2024	PROFESSIONAL SERVICES	120.30

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14217473	IMPERIAL SPRINKLER SUPPLY, INC.	10/28/2024	MOT SUPPLIES/PARTS	846.65
0100	14217474	LAKESIDE WATER DISTRICT	10/28/2024	WATER	1,967.11
0100	14217475	MODULARHOSE.COM	10/28/2024	SUPPLIES	51.00
0100	14217476	OFFICE DEPOT, INC.	10/28/2024	ED SVCS Office Supplies	211.14
0100	14217478	RAYO WHOLESALE	10/28/2024	MOT SUPPLIES/PARTS	43.09
0100	14217479	SPARKLETTES	10/28/2024	BOTTLED WATER	588.08
0100	14217481	VERIZON WIRELESS	10/28/2024	CELL SERVICE	1,957.43
0100	14217482	WILKINSON HADLEY KING & CO LLP	10/28/2024	FINAL AUDIT 2022-23	1,910.00
0100	14218599	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	10/31/2024	LEGAL FEES	12,246.01
0100	14218600	AG PARTS WORLDWIDE, INC.	10/31/2024	MOT PARTS/SERVICE	3,331.63
0100	14218601	APRIL K ROBINSON	10/31/2024	TUTORING SERVICE	5,081.00
0100	14218602	ASCEND SERVICES, INC.	10/31/2024	SPED SERVICES	7,540.80
0100	14218604	Catherine Orvin	10/31/2024	Teacher Induction	1,000.00
0100	14218606	CRISP ENTERPRISES, INC. CRISP IMAGING	10/31/2024	PRINTING	75.06
0100	14218607	DAVE BANG ASSOCIATES INC OF CA	10/31/2024	PLAY EQUIPMENT	924.29
0100	14218608	EVERYDAY SPEECH LLC	10/31/2024	ANNUAL CURRICULUM RENEWAL	2,471.94
0100	14218610	NO TEARS LEARNING INC.	10/31/2024	TK BOOKLETS	1,600.09
0100	14218611	Jennifer Collado-Perez	10/31/2024	PARENT MILEAGE REIMBURSEMENT	702.16
0100	14218612	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	10/31/2024	COPIER LEASE/COPIES	359.21
0100	14218613	LEADER SERVICES	10/31/2024	LEADER SERVICES	3,428.98
0100	14218615	PADLET-WALLWISHER, INC.	10/31/2024	PADLET NOTE TAKING SYSTEM	2,000.00
0100	14218616	JOHN QUINTERO	10/31/2024	REIMBURSEMENT	173.60
0100	14218617	ROBOTICS EDUCATION & COMPETITION FOUND.	10/31/2024	1ST ANNUAL EL CAPITAN ROBOTICS	310.00
0100	14218619	SCHOLASTIC INC	10/31/2024	BOOKS	329.67
0100	14218620	SOLIAN HEALTH LLC	10/31/2024	SPED SERVICES	7,052.50
0100	14218621	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/31/2024	SUPPLIES	736.31
0100	14218623	SPECIALIZED THERAPY SERVICES	10/31/2024	SPED SERVICES	745.35
0100	14218624	SUNBELT STAFFING	10/31/2024	SPED SERVICES	5,365.28
0100	14218625	TEACHERS CURRICULUM INSTITUTE	10/31/2024	SOCIAL STUIDES CURRICULUM	16,000.00
0100	14218626	VERBAL BEHAVIOR ASSOCIATES, INC.	10/31/2024	SPED SERVICES	35,215.20
0100	14218627	WELLS FARGO VENDOR FINANCIAL SERVICES	10/31/2024	COPIER LEASE	634.03
0100	14220109	CITY OF SAN DIEGO	11/4/2024	AED EXPENSE	31.85
0100	14220111	IMAGINE LEARNING, LLC	11/4/2024	EL EDUCATION STUDENT MODULES -	3,970.63



BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14220112	LEADER SERVICES	11/4/2024	MAY 2024 MEDICAID SERVICES	10,137.12
0100	14221387	AGRICULTURAL PEST CONTROL	11/7/2024	MOT SERVICES	730.00
0100	14221388	ALLIED REFRIGERATION INC	11/7/2024	MOT SUPPLIES/PARTS	214.38
0100	14221389	ALLIANCE FOR AFRICAN ASSISTANCE	11/7/2024	ED SVCS Translation Services	144.78
0100	14221390	ALPHA STUDIO DESIGN GROUP	11/7/2024	ARCHITECT FEES	16,141.74
0100	14221392	A-Z BUS SALES INC.	11/7/2024	TRANSPORTATION PART	353.07
0100	14221393	BEVERLY JIMENEZ	11/7/2024	CONFERENCE REIMBURSEMENT	256.09
0100	14221394	BEST VALUE GLASS	11/7/2024	MOT SUPPLIES/PARTS	156.24
0100	14221397	MICHELLE MIKULANIS-BROWN	11/7/2024	REIMBURSEMENT	98.92
0100	14221398	CAMEO PAPER & JANITORIAL	11/7/2024	Custodial supply	520.81
0100	14221401	CALIFORNIA QUALITY PLASTICS	11/7/2024	MOT SUPPLIES/PARTS	942.85
0100	14221404	EDCO DISPOSAL CORPORATION	11/7/2024	GARBAGE AND RECYCLING SERVICE	8,091.05
0100	14221405	ELIZABETH UPCHURCH	11/7/2024	REIMBURSEMENT	12.90
0100	14221406	ENABLING DEVICES	11/7/2024	SUPPLIES	409.90
0100	14221407	FERGUSON ENTERPRISES, INC	11/7/2024	MOT SUPPLIES/PARTS	484.75
0100	14221414	GRAINGER	11/7/2024	MOT SUPPLIES/PARTS	1,998.50
0100	14221415	NO TEARS LEARNING INC.	11/7/2024	CLASS SUPPLIES	898.31
0100	14221416	LESLIE HARDIMAN	11/7/2024	REIMBURSEMENT	27.64
0100	14221418	IMPERIAL SPRINKLER SUPPLY, INC.	11/7/2024	MOT SUPPLIES/PARTS	265.32
0100	14221419	VICTORIA JONES	11/7/2024	REIMBURSEMENT	9.68
0100	14221421	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	11/7/2024	COPIER LEASE/COPIES	1,687.11
0100	14221423	LAKESIDE WATER DISTRICT	11/7/2024	LEAPP/SPED	2,347.87
0100	14221425	MELISSA MANN	11/7/2024	REIMBURSEMENT	104.00
0100	14221426	CASEY MCNELLEN	11/7/2024	REIMBURSEMENT	37.21
0100	14221429	Motor Machine Supply	11/7/2024	VALVE JOB ON BUS 8	1,600.00
0100	14221430	AMANDA NELSON	11/7/2024	REIMBURSEMENT	40.60
0100	14221431	OLDCASTLE INFRASTRUCTURE, INC.	11/7/2024	MOT SUPPLIES/PARTS	227.36
0100	14221432	PARTS AUTHORITY LLC	11/7/2024	MOT SUPPLIES/PARTS	145.76
0100	14221434	LAKESIDE UNION SCHOOL DISTRICT	11/7/2024	REVOLVING CASH	15,504.22
0100	14221435	SAFETY-KLEEN SYSTEMS, INC.	11/7/2024	TRANSPORTATION PARTS/SUPPLIES	782.36
0100	14221436	SAN DIEGO COUNTY OFFICE OF ED	11/7/2024	ANNUAL CBO FORUM	250.00
0100	14221437	SAN DIEGO FENCE COMPANY	11/7/2024	MOT SUPPLIES/PARTS	1,836.00
0100	14221438	RUSSELL SIGLER, INC.	11/7/2024	MOT SUPPLIES/PARTS	1,520.91

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14221439	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	11/7/2024	MOT SUPPLIES/PARTS	104.26
0100	14221441	TEACHERS CURRICULUM INSTITUTE	11/7/2024	CURRICULUM	16,409.47
0100	14221444	WELLS FARGO VENDOR FINANCIAL SERVICES	11/7/2024	COPIER LEASE	83.32
0100	14221445	ERIKA WOOLSEY	11/7/2024	REIMBURSEMENT	105.24
0100	14221446	RAMONA YAKES	11/7/2024	REIMBURSEMENT	94.94
0100	14223208	AMANDA COLLINS	11/12/2024	CONFERENCE REIMBURSEMENT	1,554.85
0100	14223210	Fusion Learning, Inc.	11/12/2024	CURRICULUM	12,050.00
0100	14223211	LAKESIDE EQUIPMENT	11/12/2024	MOT EQUIPMENT RENTAL	785.12
0100	14223212	AUDREY LENT	11/12/2024	REIMBURSEMENT	113.58
0100	14224522	JOHNNY TUAN NGUYEN	11/14/2024	REIMBURSEMENT	148.15
0100	14224523	ASSOCIATION OF CALIFORNIA SCHOOL ADMIN	11/14/2024	CONFERENCE REGISTRATION	1,358.00
0100	14224524	AMPLIFY EDUCATION, INC.	11/14/2024	CURRICULUM	14,898.83
0100	14224525	AGRICULTURAL PEST CONTROL	11/14/2024	MOT SERVICES	730.00
0100	14224526	AIRGAS USA, LLC	11/14/2024	MOT SUPPLIES/PARTS	237.18
0100	14224528	AMERI-MEX PLUMBING INC	11/14/2024	MOT SUPPLIES/PARTS	1,034.26
0100	14224529	AT&T	11/14/2024	PHONE SERVICE	2,988.73
0100	14224530	Bradley Glover	11/14/2024	ART ACTIVITIES	612.95
0100	14224534	CONSULTING & INSPECTION SERVICES, LLC	11/14/2024	PROJECT INSPECTIONS SERVICE	13,110.00
0100	14224535	CORODATA SHREDDING, INC.	11/14/2024	SHREDDING SERVICE	36.75
0100	14224536	COX COMMUNICATIONS	11/14/2024	NETWORK	20,310.24
0100	14224538	CRISP ENTERPRISES, INC. CRISP IMAGING	11/14/2024	PRINTING	30.60
0100	14224541	EL CAJON FORD	11/14/2024	TRANSPORTATAION PARTS	43.94
0100	14224542	Gander Publishing Inc.	11/14/2024	WORKSHOP PROGRAM KIT	471.34
0100	14224543	IMPERIAL SPRINKLER SUPPLY, INC.	11/14/2024	MOT SUPPLIES/PARTS	66.55
0100	14224545	JOSTENS	11/14/2024	PICTURES	215.50
0100	14224547	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	11/14/2024	COPIER LEASE/COPIES	1,381.46
0100	14224550	LEVEL LEARNING, INC.	11/14/2024	TDS 12 MONTH SUBSCRIPTION	4,290.00
0100	14224551	NATIONAL BUSINESS FURNITURE	11/14/2024	TECH OFFICE FURNITURE	11,250.15
0100	14224552	DAVIS CONSULTING CORPORATION	11/14/2024	Printer Management	1,578.00
0100	14224553	OREILLY AUTO PARTS	11/14/2024	MOT PARTS/SERVICE	1,272.59
0100	14224556	RAYNE OF SAN DIEGO	11/14/2024	WATER SERVICE	35.00
0100	14224557	RANCHO COASTAL SPEECH THERAPY, INC.	11/14/2024	SPED SERVICES	2,250.00
0100	14224558	ROBOTICS TECHNOLOGIES, INC	11/14/2024	SUPPLIES	134.71

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14224559	MELODEE RUPE	11/14/2024	ERATE CONSULTING	3,764.00
0100	14224560	RIVERSIDE ASSESSMENTS, LLC	11/14/2024	COGAT ONLINE TESTING LICENSES	4,032.00
0100	14224562	SHRED IT	11/14/2024	SHREDDING SERVICE	155.60
0100	14224563	School Leadership Alliance Foundation	11/14/2024	COURAGEOUS PRINCIPALS	5,665.00
0100	14224564	SMART & FINAL	11/14/2024	SUPPLIES	1,446.06
0100	14224565	SOUTHWEST SCHOOL & OFFICE SUPPLY	11/14/2024	SUPPLIES	1,405.87
0100	14224566	Tony Gomez Tree Service & Landscape Inc	11/14/2024	TREE SERVICE	4,350.00
0100	14224567	WELLS FARGO VENDOR FINANCIAL SERVICES	11/14/2024	COPIER LEASE	804.01
0100	14224568	WINTERGARDENS SMOG & TUNE	11/14/2024	CAR SMOGS	52.00
0100	14224569	WPS	11/14/2024	SPED SUPPLIES	113.79
0100	14225872	John D Dungan III	11/18/2024	REIMBURSEMENT	21.42
0100	14225874	3 CHORDS EPIC SPECIAL EDUCATION STAFFING	11/18/2024	SPED SERVICES	14,105.60
0100	14225875	THE EVAL GROUP	11/18/2024	SPED SERVICES	17,296.00
0100	14225876	SKYGROUP INVESTMENTS, LLC	11/18/2024	STEM FIELD TRIP	3,250.00
0100	14225878	LCS - TRAINING	11/18/2024	SPED SERVICES	658.33
0100	14225880	PAYTONS TRUE VALUE HARDWARE	11/18/2024	MOT SUPPLIES	1,392.66
0100	14225881	LAKESIDE UNION SCHOOL DISTRICT	11/18/2024	REVOLVING CASH	9,782.17
0100	14225882	SAN DIEGO GAS & ELECTRIC	11/18/2024	GAS AND ELECTRIC	22,124.08
0100	14225883	School Leadership Alliance Foundation	11/18/2024	COURAGEOUS PRINCIPALS REFRESHE	1,260.00
0100	14225885	SPARKLETTS	11/18/2024	BOTTLED WATER	1,020.44
0100	14225886	SUNBELT STAFFING	11/18/2024	SPED SERVICES	4,288.83
0100	14225888	TREETOP PRODUCTS, LLC	11/18/2024	STEEL FRAME PICNIC TABLES	4,016.72
0100	14227238	Sheila E Remers	11/21/2024	REIMBURSEMENT	257.86
0100	14227240	Kip Lynn Frazer	11/21/2024	REIMBURSEMENT	54.27
0100	14227241	4IMPRINT, INC.	11/21/2024	PRINTING SERVICE	157.57
0100	14227242	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	11/21/2024	LEGAL FEES	8,550.00
0100	14227243	dba ALL FOUR STRINGS	11/21/2024	MUSIC REPAIRS/SUPPLIES	1,113.33
0100	14227244	ASELTINE SCHOOL	11/21/2024	NPS TUITION	23,102.25
0100	14227246	SUZANNE BASS	11/21/2024	REIMBURSEMENT	84.70
0100	14227247	Bradley Glover	11/21/2024	LEADING ART ACTIVITIES	172.50
0100	14227248	DEBORAH CARRAWAY	11/21/2024	REIMBURSEMENT	85.52
0100	14227249	CATHERINE ANDREWS	11/21/2024	REIMBURSEMENT	30.72
0100	14227253	DANIELLE LOPEZ	11/21/2024	Teacher Induction	1,000.00

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
0100	14227254	DEPARTMENT OF JUSTICE	11/21/2024	HR Fingerprinting	375.00
0100	14227255	MICHELLE FURMAN, M.S., P.T	11/21/2024	SPED SERVICES	4,117.00
0100	14227259	LAKESIDE WATER DISTRICT	11/21/2024	WATER SERVICE	1,537.65
0100	14227260	LAMIA MATTI	11/21/2024	REIMBURSEMENT	19.50
0100	14227262	MARIANA MESNIK	11/21/2024	SPED SERVICES	5,535.60
0100	14227264	NEXT DAY PRINTED TEES	11/21/2024	TDS PE CLOTHES 2024/25	4,789.49
0100	14227265	NEW HAVEN YOUTH AND FAMILY SERVICES	11/21/2024	SPED SERVICES	780.65
0100	14227266	OAK GROVE INSTITUTE FOUNDATION INC	11/21/2024	NPS TUITION ROOM/BOARD	31,203.50
0100	14227267	RAYNE OF SAN DIEGO	11/21/2024	WATER SERVICE	76.00
0100	14227268	RIFTON EQUIPMENT	11/21/2024	SPED EQUIPMENT	5,131.60
0100	14227269	SAN DIEGO GAS & ELECTRIC	11/21/2024	GAS AND ELECTRIC	48,578.51
0100	14227270	SARA SPRECCO	11/21/2024	REIMBURSEMENT	10.68
0100	14227271	SHRED IT	11/21/2024	SHREDDING SERVICE	161.69
0100	14227272	SMART & FINAL	11/21/2024	SUPPLIES	190.48
0100	14227273	SUNBELT STAFFING	11/21/2024	SPED SERVICES	2,662.85
0100	14227277	VERIZON WIRELESS	11/21/2024	CELL SERVICE	1,937.76
0100	14227278	NATALIE GARCIA WOOD	11/21/2024	REIMBURSEMENT	827.00
0100	14227279	KERI WUTZKE	11/21/2024	CONFERENCE REIMBURSEMENT	97.99
<b>0100 TOTAL</b>				<b>GENERAL</b>	<b>937,961.38</b>
0800	028610	AMAZON CAPITAL SERVICES, INC.	11/4/2024	SUPPLIES	1,691.21
0800	14220110	DARIN CURTIS	11/4/2024	REIMBURSEMENT	372.84
0800	14227252	DARIN CURTIS	11/21/2024	ASB REIMBURSEMENT	1,834.98
0800	14227263	CLIFFORD MULL	11/21/2024	ASB REIMBURSEMENT	719.31
<b>0800 TOTAL</b>				<b>ASB</b>	<b>4,618.34</b>
1200	028179	ALBERTSONS	10/28/2024	SUPPLIES	11.50
1200	028610	AMAZON CAPITAL SERVICES, INC.	11/4/2024	SUPPLIES	7,470.68
1200	028874	DION & SONS, INC.	11/12/2024	FUEL	102.58
1200	14217470	COX COMMUNICATIONS	10/28/2024	NETWORK	83.10
1200	14217479	SPARKLETTS	10/28/2024	BOTTLED WATER	33.67
1200	14218627	WELLS FARGO VENDOR FINANCIAL SERVICES	10/31/2024	COPPIER LEASE	106.82
1200	14221386	Arcenia Z Jiron	11/7/2024	REIMBURSEMENT	5.49
1200	14221395	ROBYN BOWMAN	11/7/2024	CONFERENCE REIMBURSEMENT	219.35
1200	14221404	EDCO DISPOSAL CORPORATION	11/7/2024	GARBAGE AND RECYCLING SERVICE	132.28

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
1200	14221420	KELLI MORRISSEY	11/7/2024	CONFERENCE REIMBURSEMENT	190.00
1200	14221422	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	11/7/2024	COPIER LEASE/COPIES	531.29
1200	14221423	LAKESIDE WATER DISTRICT	11/7/2024	MONTHLY WATER	112.39
1200	14221427	CHERLYN MEAS	11/7/2024	REIMBURSEMENT	8.49
1200	14221433	PRICE CHOPPER WRISTBANDS	11/7/2024	WRISTBANDS	3,593.91
1200	14224535	CORODATA SHREDDING, INC.	11/14/2024	SHREDDING SERVICE	5.00
1200	14224536	COX COMMUNICATIONS	11/14/2024	NETWORK	166.44
1200	14224540	TIMOTHY D ARMSTRONG	11/14/2024	PRINTING	180.16
1200	14225882	SAN DIEGO GAS & ELECTRIC	11/18/2024	GAS AND ELECTRIC	589.22
1200	14225885	SPARKLETTS	11/18/2024	BOTTLED WATER	62.85
1200	14227239	Arcenia Z Jiron	11/21/2024	REIMBURSEMENT	15.88
1200	14227245	DONNA BAKER	11/21/2024	ESS REFUND	757.00
1200	14227261	MICHELLE MALOTT	11/21/2024	ESS REFUND	837.20
1200	14227269	SAN DIEGO GAS & ELECTRIC	11/21/2024	GAS AND ELECTRIC	913.60
<b>1200 TOTAL</b>				<b>CHILD DEVELOPMENT</b>	<b>16,128.90</b>
1300	028181	DION & SONS, INC.	10/28/2024	FUEL	441.62
1300	028184	SYSCO FOODS SERVICES	10/28/2024	CN Broadline	2,438.26
1300	028610	AMAZON CAPITAL SERVICES, INC.	11/4/2024	CN Broadline	323.04
1300	028610	AMAZON CAPITAL SERVICES, INC.	11/4/2024	CN Supplies	2,093.91
1300	028874	DION & SONS, INC.	11/12/2024	CN FUELS	602.72
1300	028879	SYSCO FOODS SERVICES	11/12/2024	CN Broadline	2,926.96
1300	028880	WAXIE SANITARY SUPPLY	11/12/2024	CN Supplies	532.77
1300	029127	SAN DIEGO RESTAURANT SUPPLY	11/18/2024	MILK COOLER	3,488.29
1300	029128	TEMPERATURE DESIGN REFRIGERATION	11/18/2024	CN Repair/Rental	166.00
1300	14217467	CALIFORNIA DEPT OF EDUCATION	10/28/2024	CN Produce	243.75
1300	14217468	CALIFORNIA DEPT OF EDUCATION	10/28/2024	CN Produce	770.25
1300	14217479	SPARKLETTS	10/28/2024	CN BOTTLED WATER	32.18
1300	14217480	ULINE, INC	10/28/2024	SUPPLIES	377.92
1300	14217481	VERIZON WIRELESS	10/28/2024	CELL SERVICE	50.98
1300	14218599	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	10/31/2024	CN Legal Fees	3,515.00
1300	14218603	LEONOR BLACKMAN	10/31/2024	LUNCH REFUND	35.00
1300	14221400	COUNTY BURNER & MACHINERY CORP	11/7/2024	EQUIPMENT AND REPAIRS	1,277.84
1300	14221402	CULLIGAN	11/7/2024	WATER SERVICE	64.54

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
1300	14221403	DOMINOS PIZZA	11/7/2024	CN Broadline	20,413.80
1300	14221409	GARCIAS PUEBLA MERCADO	11/7/2024	CN Broadline	1,404.00
1300	14221410	GOLD STAR FOODS INC	11/7/2024	NUTRITION	95,846.67
1300	14221417	HUBERT COMPANY, LLC	11/7/2024	EQUIPMENT	438.90
1300	14221440	SMART & FINAL	11/7/2024	CN Broadline	111.88
1300	14221443	WEBBS RV SUPPLY	11/7/2024	SUPPLIES	31.20
1300	14223209	Edison Fire Protection Co	11/12/2024	EDISON FIRE	304.50
1300	14224527	AMERICAN PRODUCE DISTRIBUTORS	11/14/2024	CN Produce	35,215.85
1300	14224529	AT&T	11/14/2024	PHONE SERVICE	20.13
1300	14224533	CHEMSEARCH	11/14/2024	CN Services	938.63
1300	14224537	COZZINI BROS, INC	11/14/2024	CN Repair/Rental	45.00
1300	14224539	DASSI FAMILY FARM	11/14/2024	CN Produce	2,640.00
1300	14224544	IMPERIAL DADE	11/14/2024	CN Supplies	4,241.94
1300	14224546	K GRAPHICS POSTERS	11/14/2024	CN Services	486.00
1300	14224555	INDIVIDUAL FOODSERVICE	11/14/2024	CN Supplies	6,364.87
1300	14225880	PAYTONS TRUE VALUE HARDWARE	11/18/2024	CN Supplies	12.90
1300	14225884	SMART & FINAL	11/18/2024	CN Broadline	98.30
1300	14225885	SPARKLETTTS	11/18/2024	CN BOTTLED WATER	21.70
1300	14227251	COUNTY OF SAN DIEGO, DEH	11/21/2024	CN Services	3,658.00
1300	14227257	HOLLANDIA DAIRY	11/21/2024	DAIRY	28,027.90
1300	14227274	KRISTIE SUMMERS	11/21/2024	REIMBURSEMENT	10.99
1300	14227277	VERIZON WIRELESS	11/21/2024	CELL SERVICE	50.96
<b>1300 TOTAL</b>				<b>CHILD NUTRITION</b>	<b>219,765.15</b>
2519	028875	PACIFIC MOBILE STRUCTURES, INC.	11/12/2024	Rental	891.10
2519	029125	NATIONAL CONSTRUCTION RENTALS, INC.	11/18/2024	Month-to-Month Bathroom Traile	2,015.50
2519	14225877	GEM INDUSTRIAL	11/18/2024	Tech Original Contract	26,771.22
<b>2519 TOTAL</b>				<b>CAPITAL FACILITIES</b>	<b>29,677.82</b>
4000	028877	NINYO & MOORE	11/12/2024	TDS Fencing SPECIAL INSPECTION	600.50
4000	14221390	ALPHA STUDIO DESIGN GROUP	11/7/2024	ARCHITECT FEES	800.00
4000	14221399	CONSULTING & INSPECTION SERVICES, LLC	11/7/2024	TDS FENCING	2,530.00
<b>4000 TOTAL</b>				<b>SPECIAL RESERVE</b>	<b>3,930.50</b>
6200	028486	AMAZON CAPITAL SERVICES, INC.	10/30/2024	SUPPLIES	5,719.72
6200	028488	RON COOK	10/30/2024	MEDIA SERVICES	2,250.00

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
6200	028871	MATH TRANSFORMATIONS	11/12/2024	BICS CURRICULUM TRAINING	25,500.00
6200	028872	RON COOK	11/12/2024	MEDIA SERVICES	750.00
6200	14217466	Barona Band of Mission Indians	10/28/2024	FUEL	141.57
6200	14217477	PROCOPIO CORY HARGREAVES	10/28/2024	PROFESSIONAL SERVICES	1,171.26
6200	14221408	FRANKLIN COVEY	11/7/2024	SUPPLIES	456.88
6200	14221442	U.S. BANK CORPORATE PYMT SYS	11/7/2024	BICS CREDIT CARD	7,071.12
6200	14225879	MARCELLA CHRISTINE NINO	11/18/2024	CONSULTING SERVICES	3,631.25
6200	14225889	EDNA VAZQUEZ	11/18/2024	SPED SERVICES	9,183.12
6200	14227275	Technical Support For Special Education,	11/21/2024	SPED SERVICES	3,840.00
<b>5200 TOTAL</b>				<b>BARONA CHARTER</b>	<b>59,714.92</b>
6201	029231	WAXIE SANITARY SUPPLY	11/20/2024	RVCS M&O Supplies	241.78
6201	14217479	SPARKLETTTS	10/28/2024	BOTTLED WATER	157.10
6201	14218597	24 HOUR FIRE PROTECTION CO	10/31/2024	SUPPLIES	921.75
6201	14218598	POSITIVE CHANGE COUNSELING CENTER	10/31/2024	SPED SERVICES	28,980.00
6201	14218605	CDW GOVERNMENT, INC.	10/31/2024	TECH DEVICES	2,807.91
6201	14218609	GROSSMONT UNION HIGH SCHOOL DISTRICT	10/31/2024	OFF SITE BREAKFAST/LUNCH MEALS	4,233.00
6201	14218614	National Association of Biology Teachers	10/31/2024	NATIONAL ASSOCIATION OF BIOLOG	415.00
6201	14218618	RIVER VALLEY CHARTER SCHOOL PTO	10/31/2024	REIMBURSEMENT	344.63
6201	14218621	SOUTHWEST SCHOOL & OFFICE SUPPLY	10/31/2024	RVCS Supplies	1,718.89
6201	14218628	WILKINSON HADLEY KING & CO LLP	10/31/2024	PROGRESS BILL FOR 2023-24 AUDI	3,600.00
6201	14218629	ZOOM VIDEO COMMUNICATIONS, INC.	10/31/2024	EDUCATION ANNUAL	1,800.00
6201	14221391	ANECO PEST MANAGEMENT	11/7/2024	PEST SERVICES	495.00
6201	14221396	ZACHARY BOWMAN	11/7/2024	REIMBURSEMENT	23.66
6201	14221404	EDCO DISPOSAL CORPORATION	11/7/2024	GARBAGE AND RECYCLING SERVICE	296.21
6201	14221423	LAKESIDE WATER DISTRICT	11/7/2024	WATER SERVICE	664.70
6201	14221424	JAMIE LYKINS	11/7/2024	REIMBURSEMENT	15.46
6201	14221428	MICHAEL MCELMAN	11/7/2024	REIMBURSEMENT	93.18
6201	14224529	AT&T	11/14/2024	PHONE SERVICE	103.57
6201	14224531	BRIGHAM YOUNG UNIVERSITY	11/14/2024	HSS Enrollment 2024-25	760.00
6201	14224532	CHARTER SCHOOLS DEVELOP. CTR.	11/14/2024	CSDC MEMBERSHIP	920.00
6201	14224536	COX COMMUNICATIONS	11/14/2024	NETWORK	990.00
6201	14224549	Literacy First Charter Schools	11/14/2024	LEAGUE DUES	600.00
6201	14224561	RIVER VALLEY CHARTER SCHOOL PTO	11/14/2024	MILEAGE REIMBURSEMENT	27.60

BOARD WARRANT REPORT 10/25/2024 - 11/22/2024

Fund	Warrant ID	Vendor Name	Payment Date	Invoice Item Description	Amount Charged to Fund
6201	14224570	XEROX FINANCIAL SERVICES, LLC	11/14/2024	RVCS Copier Lease 2024-25	1,566.84
6201	14225873	CALIFORNIA COAST CREDIT UNION	11/18/2024	RVCS CREDIT CARD	4,313.23
6201	14225882	SAN DIEGO GAS & ELECTRIC	11/18/2024	GAS AND ELECTRIC	6,746.53
6201	14225885	SPARKLETTS	11/18/2024	BOTTLED WATER	310.61
6201	14225887	TEXTBOOK WAREHOUSE LLC	11/18/2024	CURRICULUM	615.47
6201	14225890	YOUNG, MINNEY & CORR LLP	11/18/2024	PROFESSIONAL SERVICES	35.00
6201	14227250	CITY OF SANTEE	11/21/2024	GAME FEES	2,889.00
6201	14227256	GROSSMONT UNION HIGH SCHOOL DISTRICT	11/21/2024	RVCS Child Nutrition Services	5,332.00
6201	14227258	DALEAN HOLLOWAY	11/21/2024	REIMBURSEMENT	739.17
6201	14227276	TEXTBOOK WAREHOUSE LLC	11/21/2024	BOOKS	2,344.10
<b>5201 TOTAL</b>				<b>RIVER VALLEY CHARTER</b>	<b>75,101.39</b>
				<b>GRAND TOTAL</b>	<b>\$ 1,346,898.40</b>



# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

REVOLVING CASH FUND REGISTER

**Background (Describe purpose/rationale of the agenda item):**

LISTING OF ALL TRANSACTIONS (PAYROLL MISCELLANEOUS, OVERAGE CHECK) FOR THE PERIOD OF 10/17/24 – 11/15/24, PRIOR TO BOARD MEETING.

**Fiscal Impact (Cost):**

\$ 25,445.41

**Funding Source:**

GENERAL FUND

**Addresses Emphasis Goal(s):**

#1: Academic Achievement       #2: Social Emotional       #3: Physical Environments

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification                           |
| <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input type="checkbox"/> Adoption            |   |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
\_\_\_\_\_  
Lisa Davis, Assistant Superintendent

  
\_\_\_\_\_  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

LAKESIDE UNION SCHOOL DISTRICT  
RCF 2425-0005 - RCF 2425-0007

#	Date	Ck#	PAYEE / EMP ID#	Memo/Description	Check Amount
RCF 2425-0005	10/30/2024	40354	EMP# 527169	Overage warrant March 2024 JN#1352457	818.52
RCF 2425-0005	10/31/2024	40355	EMP# 600176	Oct 2024 Payroll check errored out	4,641.60
RCF 2425-0005	10/31/2024	40356	EMP# 482145	American Fidelity Disability Adjustment	16.56
RCF 2425-0005	10/31/2024	40357	EMP# 647752	American Fidelity Disability Adjustment	170.70
RCF 2425-0005	10/31/2024	40358	EMP# 116009	American Fidelity Disability Adjustment	325.08
RCF 2425-0005	10/31/2024	40359	EMP# 409958	Oct 2024 payroll-No acct found	9,531.76
RCF 2425-0006	11/4/2024	40360	EMP# 666844	Oct 2024 paycheck - Unable to locate account	1,336.63
RCF 2425-0006	11/4/2024	40361	EMP# 292535	Oct 2024 payroll - STRS excess contribution Account closed	21.44
RCF 2425-0006	11/5/2024	40362	EMP# 258335	ESY Retro didn't process	224.94
RCF 2425-0006	11/6/2024	40363	EMP# 535702	Longevity Retro	1,597.21
RCF 2425-0006	11/6/2024	40364	EMP# 391757	Leave Without Pay Error	583.96
RCF 2425-0006	11/7/2024	40365	LUSD - RCF (County)	Accidentally deposited a County Ck for \$1,786.77 into the RCF account	0.00
RCF 2425-0006	11/12/2024	40366	EMP# 649431	October 2024 Payroll Errored Out	5,642.99
RCF 2425-0006	11/13/2024	40367	B. Lamb - Parent of TdS Student	TdS 6th Grade Camp Refund	375.00
RCF 2425-0007	11/15/2024	40368	EMP# 638250	Overage Warrant April 2024 JN#1361298	159.02
					\$ 25,445.41

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Ratification of Purchase Orders and Change Orders Listing (October 16, 2024, to November 15, 2024)

**Background (Describe purpose/rationale of the agenda item):**

The Governing Board must ratify all purchase orders and change orders that have been created pursuant to the authority granted under Education Code 17605 and Board Policy 3300 that authorizes staff to purchase supplies, materials, equipment, and services up to the amounts specified in Public Contract Code 20111. In addition, the Governing Board should review and ratify all purchase orders and change orders from October 16, 2024, to November 15, 2024 are attached.

**Fiscal Impact (Cost):**

\$679,661.35

**Funding Source:**

General Fund Total: \$623,051.29, Transportation Total: \$10,775.00 Child Nutrition Total: \$35,435.03, Special Reserve Fund: \$10,400.03

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Informational</b> | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>    | <input checked="" type="checkbox"/> <b>Ratification</b>                |
| <input type="checkbox"/> <b>Approval</b>      | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>      |  |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Lisa Davis, Assistant Superintendent



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_



OCT 16, 2024 - NOV 15, 2024 CHANGE ORDERS

PO No.	Supplier	PO Ref	Fund	Site/Dept	Total
10774	AMAZON CAPITAL SERVICES, INC.	C/O PO 10774	0100	Winter Gardens	2,000.00
10779	OFFICE DEPOT, INC.	C/O PO 10779	0100	Winter Gardens	-2,000.00
10718	AMAZON CAPITAL SERVICES, INC.	C/O PO 10718	0100	Lemon Crest	-2,594.39
10622	KYOCERA DOCUMENT SOLUTIONS WEST, LLC	C/O PO 10622	0100	Lemon Crest	-1,086.00
10718	AMAZON CAPITAL SERVICES, INC.	C/O PO 10718	0100	Lemon Crest	-1,100.00
10802	MATH TRANSFORMATION	C/O PO 10802	0100	Dream	-4,000.00
10802	MATH TRANSFORMATION	C/O PO 10802	0100	Dream	4,000.00
10517	COMPETITIVE METALS	C/O PO 10517	0100	Maintenance & Operations	2,500.00
					<u>-2,280.39</u>

**TOTAL CHANGE ORDERS \$ (2,280.39)**

**TOTAL (01) GENERAL FUND PO's -2,280.39**  
**TOTAL (15) TRANSPORTATION FUND PO's 0.00**  
**TOTAL (12) CHILD DEVELOPMENT FUND PO's 0.00**  
**TOTAL (13) CHILD NUTRITION FUND PO's 0.00**  
**TOTAL (40) SPECIAL RESERVE FUND PO's 0.00**

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Ratification of P Card expenditure transactions for the month of October 2024.

**Background (Describe purpose/rationale of the agenda item):**

It is recommended that the Governing Board approve/ratify expenditure transactions charged to District P Cards for October 2024.

**Fiscal Impact (Cost):**

**\$17,692.43**

**Funding Source:**

General Fund Total: \$14,665.96, Child Development Fund Total: \$2,300.93, Child Nutrition Fund Total: \$725.54

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Informational</b>       | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>          | <input checked="" type="checkbox"/> <b>Ratification</b>                |
| <input checked="" type="checkbox"/> <b>Approval</b> | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>            |  |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Lisa Davis, Assistant Superintendent



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_



# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** 12/19/24

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**Agenda Item:**

Approve salary schedules for classified staff, retro to July 1, 2024.

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested of updated classified salary schedule based on the .80% increase and .20% one time off schedule, on the tentative agreement. This would be retroactive to July 1, 2024.

**Fiscal Impact (Cost):**

General Fund 01: \$255,687

Child Development Fund 12: \$23,735

Child Nutrition Fund 13: \$23,486

**Funding Source:**

General Fund, Child Nutrition, Child Development

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <b>Informational</b> | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>               | <input type="checkbox"/> <b>Ratification</b>                           |
| <input type="checkbox"/> <b>Approval</b>                 | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>                 |  |

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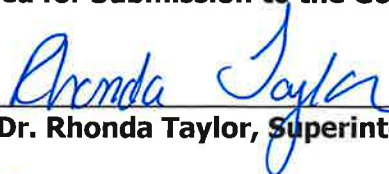
**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Lisa Davis, Assistant Superintendent



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_





**STEP INCREASES:**

All bargaining unit members progress one step annually on July 1 (Tentative Agreement 11/12/2019)

**HOURLY RATES:**

Are determined by dividing the annual salary by 2,080.

**ANNIVERSARY  
INCREMENT:**

Per Article 10.9 of the CSEA Contract:

Beginning with the 10th year of continuous employment, 5% per month will be added to employees' salary. An additional 5% of the base salary will be added every five years thereafter.

Longevity: The District shall provide additional compensation for longevity as follows:

Bargaining unit employees hired before September 11, 2014, will receive compensation for longevity in accordance with "Anniversary Increment" provision in the Classified Salary Schedule. Bargaining unit employees hired on or after September 11, 2014, will receive compensation for longevity in accordance with "Anniversary Increment" provision in the Classified Salary Schedule except that longevity Anniversary Increments shall cease after the bargaining unit employees' 25th year.

The parties agree that seniority shall not be affected by any of the above changes.

**DIFFERENTIAL PAY:**

Per Article 9.10 of the Contract:

Employees whose normal work day requires employment after 6:00 p.m. but before 5:00 a.m. shall receive a 2.0% shift differential for each hour regularly scheduled and actually worked during these hours.

Custodians shall be eligible for this shift differential beginning at 5:00 p.m.

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date: December 19, 2024**

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**Agenda Item:**

Wellness Policy Review and Adoption

**Background (Describe purpose/rationale of the agenda item):**

Approve the new Wellness Policy for the Child Nutrition Department and Board Policy.

**Fiscal Impact (Cost):**

None

**Funding Source:**

None

**Recommended Action:**

- |  |   |
|--|---|
| <input type="checkbox"/> Informational       | <input type="checkbox"/> Denial/Rejection                       |
| <input type="checkbox"/> Discussion          | <input type="checkbox"/> Ratification                           |
| <input type="checkbox"/> Approval            | <input type="checkbox"/> Explanation: Click here to enter text. |
| <input checked="" type="checkbox"/> Adoption |   |

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**Originating Department/School:** Child Nutrition

**Submitted/Recommended By:**

Kristie Summers, CN Director



\_\_\_\_\_  
Principal/Department Head Signature

**Approved for Submission to the Governing Board:**



\_\_\_\_\_  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member**



Administration:

RHONDA L. TAYLOR, Ed.D.  
*Superintendent*  
NATALIE WINSPEAR, Ed.D.  
*Assistant Superintendent*  
LISA DAVIS  
*Assistant Superintendent*  
ROBIN BALLARIN  
*Assistant Superintendent*



Board of Trustees:

JIM BENNETT  
AUTUMN ELLENSON  
ANDREW HAYES  
LARA HOEFER MOIR  
RON KASPER

## Lakeside Union School District

### Local School Wellness Policy

#### *Preamble*

Lakeside USD (hereto referred to as the District) is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

Research shows that two components, good nutrition, and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables, and dairy products, is associated with lower grades among students. In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education, and extracurricular activities – do better academically.<sup>1</sup>

This policy outlines the District’s approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in the District have access to healthy foods throughout the school day—both through reimbursable school meals and other foods available throughout the school campus—in accordance with Federal and state nutrition standards;
- The District recognizes the importance of developing policies in line with the most currently available scientific data and research;
- Students receive quality nutrition and physical education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during, and after school;

- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- The District establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the policy and its established goals and objectives.

This policy applies to all students, staff, and schools in the District.

## **I. District Wellness Committee (DWC)**

### ***Committee Role and Membership***

The DWC will convene a representative district wellness committee that meets at least three times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level wellness policy (heretofore referred as “wellness policy”).

The District’s Wellness Committee membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals; school administrators; school board members; health professionals; teachers; Supplemental Assistance Program Education coordinators; and the general public. To the extent possible, the DWC will include representatives from each school site and reflect the diversity of the community.

### ***Leadership***

The Child Nutrition Director or designee(s) will convene the DWC and facilitate the development of and updates to the wellness policy and will ensure each school’s compliance with the policy.

## **II. Wellness Policy Implementation, Monitoring, Accountability, and Community**

### **Engagement**

#### ***Implementation Plan***

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible for

making what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness.

This wellness policy and the progress reports can be found at the Lakeside Union School District website and at each school location.

### ***Recordkeeping***

The District will retain records to document compliance with the requirements of the wellness policy. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating compliance with community involvement requirements, including
  - (1) Efforts to actively solicit DWC membership from the required stakeholder groups;
  - (2) These groups' participation in the development, implementation, and periodic review and update of the wellness policy;
- Documentation of annual policy progress reports for each school under its jurisdiction;
  - Documentation demonstrating compliance with public notification requirements, including:
    - (1) Methods by which the wellness policy, annual progress reports, and triennial assessments are made available to the public; and
    - (2) Efforts to actively notify families about the availability of wellness policy.

### ***Annual Progress Reports***

The district will compile and publish an annual report to share basic information about the wellness policy and any updates available to the local school wellness policy. It will also report on the progress of the schools within the district in meeting wellness goals. This annual report will be published around the same time each year and will include information from each school within the District. This report will include, but is not limited to:

- The website address for the wellness policy and/or how the public can receive/access a copy of the wellness policy;
- A description of each school's progress in meeting the wellness policy goals;
- A summary of each school's events or activities related to wellness policy implementation;
- The name, position title, and contact information of the designated district policy leader(s) identified in Section I; and

- Information on how individuals and the public can get involved with the DWC or School Wellness Committee (SWC).

The District will actively notify households/families of the availability of the annual report.

The DWC will establish and monitor goals and objectives for the district's schools, which are specific and appropriate for each instructional unit.

### ***Revisions and Updating the Policy***

The DWC will update or modify the wellness policy based on the results of the annual progress reports and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerge; and new federal or state guidance or standards are issued.

### ***Triennial Assessment***

The district shall conduct an assessment of the Local School Wellness Policy every three years and the Child Nutrition Director or designee shall inform the public of the district's progress towards meeting the goals of the wellness policy, including the availability of the triennial district assessment. (Education Code 49432; 42 USC 1758b; 7 CFR 210.31).

### ***Community Involvement, Outreach, and Communications***

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation, and periodic review and update of the wellness policy through a variety of means appropriate for that district. The district will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, the availability of child nutrition programs and how to apply them, and a description of and compliance with Smart Snacks in school nutrition standards. The district will use electronic mechanisms; such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating other important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually.

### III. Nutrition

#### *School Meals*

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams trans-fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any other available programs for which it is eligible. All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and federal statutes and regulations.
- Promote healthy food and beverage choices

Schools are encouraged to provide at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated. Students are served lunch at a reasonable and appropriate time of day.

#### *Water*

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus. The District will make drinking water available where school meals are served during mealtimes.

#### ***Foods Not Intended for Consumption at School: Competitive Foods and Beverages, Celebrations and Rewards***

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day and up to 30 minutes after the end of the school day support healthy eating and reflect the District's Commitment to state and federal nutrition standards and meet or exceed the Smart Snacks in School standards. The District intends that students with medical conditions and allergies are not put at risk and that the District is allied with parents in feeding children in a healthy way.



1. Students or adults selling food during the school day should have received training and be provided with resources to be able to determine whether the items are intended for consumption during the school day. All such sales must comply with state or local health department requirements.
2. Classroom parties and celebrations should not be held during school meal periods.
3. Students or adults providing food for parties and celebrations should be aware that foods that comply with the USDA and California state nutrition standards are the most appropriate for a school setting.
4. Students or adults providing food as a reward should be aware that foods that comply with the USDA and California state nutrition standards are the most appropriate for a school setting.
5. Food and beverages should not be withheld as a punishment.
6. The principal may determine any special circumstances in which non-compliant foods should be made available to students during the school day. These should be limited to infrequent events.
7. Classroom celebrations which include food that does not comply with the USDA and California state nutrition standards should be limited to no more than twice per school year.

***United States Department of Agriculture Smart Snacks in School Criteria***

For elementary school-aged children, the item must be a fruit, vegetable, dairy, protein, or whole grain-rich food items; or foods with a fruit, vegetable, dairy, protein, or whole grain item as its first ingredient; or combination foods containing at least one-quarter cup of fruit or vegetable that meets the following standards:

1. Not more than 35 percent of its total calories shall be from fat. This shall not apply to individually sold portions of nuts, nut butters, seeds, or seed butters,
2. Reduced-fat cheese or part-skim mozzarella cheese packaged for individual sale, eggs, fruits, vegetables that have not been deep fried, seafood, or a dried fruit and nut and seed combination.
3. Less than 10 percent of its total calories shall be from saturated fat. This shall not apply to reduced-fat cheese or part-skim mozzarella cheese packaged for individual sale, eggs, nuts, nut butters, seeds, seed butters, or a dried fruit and nut and seed combination.
4. Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugar. This shall not apply to fruits or

vegetables that have not been deep fried, or a dried fruit and nut and seed combination.

5. Contains less than 0.5 grams of trans fat per serving.
6. Contains not more than 200 milligrams of sodium per item, package, or container sold to a pupil.
7. Contains not more than 200 calories per individual food item.

• For middle school-aged children, the item must be a fruit, vegetable, dairy, protein, or whole grain-rich food items; or foods with a fruit, vegetable, dairy, protein, or whole grain item as its first ingredient; or combination foods containing at least one-quarter cup of fruit or vegetable that meet all of the following standards:

1. Not more than 35 percent of its total calories shall be from fat. This does not apply to the sale of nuts, nut butters, seeds, seed butters, reduced-fat cheese or part-skim mozzarella cheese packaged for individual sale, eggs, fruits, vegetables that have not been deep fried, seafood, or a dried fruit and nut and seed combination.
2. Less than 10 percent of its total calories shall be from saturated fat. This shall not apply to reduced-fat cheese or part-skim mozzarella cheese packaged for individual sale, eggs, nuts, nut butters, seeds, seed butters, or a dried fruit and nut and seed combination.
3. Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugars. This shall not apply to the sale of fruits, vegetables that have not been deep fried, or a dried fruit and nut and seed combination.
4. Contains less than 0.5 grams of trans fat per serving.
5. Contains not more than 200 milligrams of sodium per item, package, or container sold to a pupil.
6. Contains not more than 200 calories per individual food item.

***A competitive entrée must meet the following criteria***

- Contains not more than 400 calories per entrée item.
- Not more than 35 percent of its total calories shall be from fat.
- Contains less than 0.5 grams trans-fat per serving.
- Is offered in the same or smaller portion sizes as in the Federal National School Lunch Program or Federal School Breakfast Program.

From midnight before to 30 minutes after the end of the official school day, at each middle school or high school, a competitive entrée sold by the district food service department but not the day, or the day after, it is served on the Federal National School

Lunch Program or federal School Breakfast Program menu, or a competitive entrée sold by any other entity, shall meet the following standards:

- Not more than 35 percent of its total calories shall be from fat.
- Less than 10 percent of its calories shall be from saturated fat.
- Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugar.
- Contains less than 0.5 grams of trans fat per serving.
- Contains not more than 480 milligrams of sodium.
- Contains not more than 350 calories.

### ***Beverages***

From midnight before to 30 minutes after the end of the official school day, at each elementary or middle school, the only competitive beverages that may be sold to a pupil are the following:

(A) Fruit-based drinks that are composed of no less than 50 percent fruit juice and have no added sweetener in a maximum serving size of 8 fluid ounces for elementary school or 12 fluid ounces for middle school

(B) Vegetable-based drinks that are composed of no less than 50 percent vegetable juice and have no added sweetener in a maximum serving size of 8 fluid ounces for elementary school or 12 fluid ounces for middle school.

(C) Plain water or plain carbonated water.

(D) One-percent-fat unflavored milk, nonfat flavored or unflavored milk, soy milk, rice milk, almond milk, and other similar nondairy milk in a maximum serving size of 8 fluid ounces for elementary school or 12 fluid ounces for middle school.

(E) A beverage shall not contain caffeine with the exception of trace amounts of naturally occurring caffeine substances.

### ***Fundraising***

Many extracurricular programs rely on fundraisers to support their activities. Food items that do not comply with the standards in Education Code 49431.2 may be permitted in any of the following circumstances:

- The sale takes place off and away from school premises.

- The sale takes place on school premises at least one-half hour after the end of the school day.
- The sale occurs during a school-sponsored student activity after the end of the school day.

Fundraising may take place during school hours if the following guidelines listed below are met:

1. The student organization shall sell only one food item per sale.
2. The specific nutritious food item is approved by the Superintendent or designee.
3. The sale does not begin until after the close of the regularly scheduled midday food service period.
4. The sale during the regular school day is not of food items prepared on the premises.
5. There are no more than four such sales per year per school.
6. The food sold is a dessert-type food, such as pastry, ice cream, or fruit.
7. The food sold is not one sold in the district's food service program at that school during that school day.

### ***Nutrition Promotion***

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students, and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs.

### ***Nutrition Education***

The District aims to teach, model, encourage, and support healthy eating by students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects;
- Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities;
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods;

- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
- Teach media literacy with an emphasis on food and beverage marketing; and
- Include nutrition education training for teachers and other staff.

### ***Food and Beverage Marketing in Schools***

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA and California state school nutrition standards. Fundraisers that are held off-site and outside of school hours may be advertised. Food advertising and marketing is defined as an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos, or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors.
- Corporate brand, logo, name, or trademark on school equipment, such as marquees, message boards, scoreboards, or backboards.
- Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by the District.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product.

#### IV. Physical Activity

Children and adolescents should participate in 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive, school-based physical activity program (CSPAP) that includes the following components: physical education, recess, classroom-based physical activity, and walk and bicycle to and from school. Schools will ensure that these varied opportunities are in addition to, and not as a substitute for, physical education.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

#### Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All District elementary students in each grade will receive physical education for at least 60-89 minutes per week throughout the school year. All District secondary students are required to take the equivalent of one academic year of physical education.

#### *Recess (Elementary)*

The District recognizes that recess provides a necessary break in the day for optimizing children's development and that cognitive processing and academic performance depend on regular breaks from concentrated class work.

All elementary schools will offer no less than 15 minutes of recess on all or most days during the school year. This policy may be waived on early dismissal or late arrival days.

**Outdoor recess** will be offered when the weather is feasible for outdoor play. In the event that the school or district must conduct **indoor recess**, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable. Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active and will serve as role models by being physically active alongside the students whenever feasible.

That law, Senate Bill 291, defines what “recess” really means: free, unstructured time to play and socialize. It also requires that elementary students receive at least 30 minutes every day and makes it illegal for educators to take that time away as punishment.

### ***Active Academics***

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies, and others) and do their part to limit sedentary behavior during the school day. The District will support classroom teachers in incorporating physical activity and employing kinesthetic learning approaches into core subjects. Teachers will serve as role models by being physically active alongside the students whenever feasible.

### ***Before and After School Activities***

The District offers opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. The District will encourage students to be physically active before and after school.

### ***Active Transport***

The District will support active transport to and from school, such as walking or biking.

## **V. Other Activities that Promote Student Wellness**

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

### ***Community Partnerships***

The District will develop, enhance, or continue relationships with community partners in support of this wellness policy’s implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

### ***Community Health Promotion and Engagement***

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

### ***Free and Reduced Priced Meals***

The District and schools will make every effort to eliminate any social stigma associated with and prevent the overt identification of students eligible for, free and reduced-price school meals.

### ***Professional Learning***

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

[1] Bradley, B, Green, AC. Do Health and Education Agencies in the United States Share Responsibility for Academic Achievement and Health? A Review of 25 years of Evidence About the Relationship of Adolescents' Academic Achievement and Health Behaviors, *Journal of Adolescent Health*. 2013; 52(5):523–532.

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national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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To file a program discrimination complaint, a Complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax:  
(833) 256-1665 or (202) 690-7442; or
3. email:  
[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

This institution is an equal opportunity provider.

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Approve Change Orders to GEM Industrial for Lakeview ESS

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested to the GEM Industrial for Lakeview ESS, Change Orders #s:

C/O #4	Install fence line & gate in front of ESS new bldg.to secure area for student safety.	\$15,702.09
C/O #5	Install concrete collars around shade structure footings to protect students from injury and sharp corners.	\$3,574.74

**Fiscal Impact (Cost):**

**\$19,276.83**

**Funding Source:**

ELOP

**Recommended Action:**

- Informational
- Discussion
- Approval
- Adoption
- Denial/Rejection
- Ratification
- Explanation: Click here to enter text.

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**Originating Department/School:** Maintenance, Operations and Transportation

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Principal/Department Head Signature

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** 

**GEM  
Industrial Inc**

General Contractor Lice # 235465 B C10  
16902 Rio Maria Rd, Lakeside, CA 92040  
(858) 486-1758 (858) 668-0609 Fax

**Change Order Request**

From: Doug MacLachlan Date: 11/15/2024

C.O.R. #: 4

**Job Name:** Lakeview ES ESS

**RFI # \_\_\_ or ASI # 1**

**Description:** Fencing per ASI 1

	<b>EXTRA:</b>	<b>CREDIT:</b>
1. Labor	<u>\$6,297.92</u>	<u>\$0.00</u>
2. Burden @ 33%	<u>\$2,078.31</u>	<u>\$0.00</u>
3. Labor Total:	<u>\$8,376.23</u>	<u>\$0.00</u>
4. Material w/ Tax:	<u>\$3,460.03</u>	<u>\$0.00</u>
5. Tool & Equipment:	<u>\$1,550.00</u>	<u>\$0.00</u>
6. Subtotal	<u>\$13,386.26</u>	<u>\$0.00</u>
7. General Contractor's overhead and Profit not to exceed 15% of item # 6 if contractor performed the work.	<u>\$2,007.94</u>	<u>\$0.00</u>
8. Subcontractor Cost:		<u>\$0.00</u>
9. If subcontractor preformed the work General Contractor's Overhead & Profit not exceed 5% of item 8.	<u>\$0.00</u>	<u>\$0.00</u>
10 Subtotal:	<u>\$15,394.20</u>	<u>\$0.00</u>
11 Bond not to exceed 2% of item #10:	<u>\$307.88</u>	<u>\$0.00</u>
12 <b>TOTAL:</b>	<u>\$15,702.09</u>	
<b>Total Change Order:</b>	<u>\$15,702.09</u>	

**APPROVED:**  
 Date: \_\_\_\_\_

*Douglas MacLachlan* Date: 11/15/2024  
Contractor

 Date: 11/18/2024  
Alpha Studio Design Group

Project: Lakeside Farms ESS Relo		Description: Fencing					
Task	Labor	Labor Cost	Material	Material Cost	Equipment	Equipment Cost	Subcontract Cost
<b>Core Footings</b>	Labor (\$70.92 X 12 Hours)	\$ 851.04			Coring Machine and Truck	\$ 400.00	
<b>Dig Footings</b>	Labor (\$70.92 X 8 Hours)	\$ 567.36			Vac Trailer	\$ 350.00	
	Operator Group 4 (\$ 95.75 X 8 Hours)	\$ 766.00	Dump fees	\$ 200.00	Truck and Toolage (\$200.00 X 1 Day)	\$ 200.00	
<b>Set Post</b>	Cement Mason (\$78.65 X 16 Hours)	\$ 1,258.40	Concrete	\$ 210.00	Truck and Toolage (\$200.00 X 1 Day)	\$ 200.00	
			Post -Master Halco	\$ 754.17			
<b>Stretch Fence</b>	Labor (\$70.92 X 24 Hours)	\$ 1,702.08	Links and Hardware - Mater Halco	\$ 925.86	Truck and Toolage (\$200.00 X 1 Day)	\$ 200.00	
<b>Install Gates</b>	Labor (\$70.92 X 8 Hours)	\$ 567.36			Truck and Toolage (\$200.00 X 1 Day)	\$ 200.00	
	Carpenter (73.21 X 8 Hours)	\$ 585.68	Panic Bar	\$ 1,150.00			
			1" Mesh	\$ 220.00			
		\$ 6,297.92		\$ 3,460.03		\$ 1,550.00	\$ -

**REMIT TO**  
 Master-Halco, Inc.  
 PO Box 207543  
 Dallas TX 75320-7543  
 United States



MASTERHALCO.COM

**INVOICE**  
**251302600**

**Recipient 346358**  
 GEM Industrial Electric, Inc.  
 16902 Rio Maria Road  
 Lakeside CA 92040-1178

**CO no** 1002475072  
**Delivery method** Customer Will Call on Del Date  
**PO# / Job Name** LAKEVIEW ELEM  
**Delivery number** 7006667597  
**Payment terms / Cash disc term**  
 30 days net 0.5% 15 days

**Customer Name** Matt  
**Delivery date** 11/13/24  
**Due date** 12/13/24

Invd qty	Item number	Name	U/M	Sales price	Amount
72	033022	2 7/8" x 24' DQ40 Galv Pipe ASTM F1043 Group IC	FT	4.38	315.36
48	033017	2 3/8" x 24' DQ40 Galv Pipe ASTM F1043 Group IC	FT	2.83	135.84
147	033005	1 5/8" x 21' PE DQ40 Galv Pipe ASTM F1043 Group IC	FT	1.67	245.49

<b>Order tot disc</b> USD	0.00
<b>Order total</b> USD	696.69
<b>Sales tax</b> USD	57.48
<b>Invoice total</b> USD	754.17
<b>To pay USD</b>	<b>754.17</b>

**Delivery Address** GEM Industrial Electric, Inc., 485 Raleigh Ave , El CAJON CA 92020-3137, United States

San Diego 153

MH Phone (619) 590-2967

Page 1 of 2

**Payment Discount is 3.48 if paid by 11/28/24**

<b>Payer 346358</b>	<b>Invoice no</b>	251302600
<b>Customer Name</b>	<b>To pay</b>	754.17
GEM Industrial Electric, Inc.	<b>Due date</b>	12/13/24
<b>REMIT TO</b>	<b>Check Number</b>	_____
Master-Halco, Inc.	<b>Check Amount</b>	_____
PO Box 207543		
Dallas TX 75320-7543 United States		

**REMIT TO**  
 Master-Halco, Inc.  
 PO Box 207543  
 Dallas TX 75320-7543  
 United States



**SUMMARY INVOICE**  
**251303191**

ER 3

**Recipient 346358**  
 GEM Industrial Electric, Inc.  
 16902 Rio Maria Road  
 Lakeside CA 92040-1178

**Order number**  
 1002476669

**PO# / Job Name**  
 LAKEVIEW ELEMENTRY

**Customer Name**  
 Matt

**Payment terms / Cash disc term**  
 30 days net 0.5% 15 days

**Due date**  
 12/13/24

Delivery number	7006671922		Delivery date	11/13/24		
Invd qty	Item number	Name	U/M	Sales price	Amount	
5	011604	2 3/8" PS Std Cap	EA	0.76	3.80	
20	010405	2 7/8" Hvy Brace Band 1/8" x 1"	EA	0.91	18.20	
10	010404	2 3/8" Hvy Brace Band 1/8" x 1"	EA	0.74	7.40	
70	010205	2 7/8" Hvy Tension Band 1/8" T x 1" W	EA	1.02	71.40	
14	013705	3/16" x 3/4" x 70" Tension Bar	EA	2.66	37.24	
30	012506	1 5/8" PS Std Rail End	EA	1.00	30.00	
200	010704	3/8 x1 1/2 Carriage Bolt w/Nut	EA	0.18	36.00	
100	023501	9ga Tension Wire Class 3	LB	1.09	109.00	
200	023588	6 1/2" 9ga Steel Tie Cls 3	EA	0.20	40.00	
200	023584	8 1/2" 9ga Steel Tie Cls 3	EA	0.20	40.00	
8	023602	9ga Steel Hog Ring Cls3	LB	2.46	19.68	
10	011605	2 7/8" PS Std Cap	EA	0.98	9.80	
100	055635	2" x 9ga x 6' KK 1.2oz GBW 50' Roll ASTM A 392 Cls 1	FT	3.71	371.00	
1	070500	8" Button Nose Pliers-Crescent	EA	30.42	30.42	

**Delivery Address** GEM Industrial Electric, Inc., 485 Raleigh Ave , EI CAJON CA 92020-3137, United States

San Diego 153

MH Phone (619) 590-2967

Page 1 of 3

**Payment Discount is 4.28 if paid by 11/28/24**

**Payer 346358**

**Invoice no** 251303191

**Customer Name**

**To pay** 925.86

GEM Industrial Electric, Inc.

**Due date** 12/13/24

**REMIT TO**

Master-Halco, Inc.  
 PO Box 207543  
 Dallas TX 75320-7543 United States

**Check Number** \_\_\_\_\_

**Check Amount** \_\_\_\_\_

**REMIT TO**  
 Master-Halco, Inc.  
 PO Box 207543  
 Dallas TX 75320-7543  
 United States



**SUMMARY INVOICE**  
**251303191**

**Recipient 346358**  
 GEM Industrial Electric, Inc.  
 16902 Rio Maria Road  
 Lakeside CA 92040-1178

**Order number** 1002476669  
**PO# / Job Name** LAKEVIEW ELEMENTRY  
**Payment terms / Cash disc term**  
 30 days net 0.5% 15 days

**Customer Name** Matt  
**Due date** 12/13/24

Invd qty	Item number	Name	U/M	Sales price	Amount
2	015603	2 7/8" PS 180° Ind Hinge	EA	7.84	15.68

**Order tot disc** USD 0.00  
**Order total** USD 839.62

**Delivery number** 7006673095      **Delivery date** 11/13/24

Invd qty	Item number	Name	U/M	Sales price	Amount
2	015603	2 7/8" PS 180° Ind Hinge	EA	7.84	15.68

**Order tot disc** USD 0.00  
**Order total** USD 15.68

**Sales tax** USD 70.56  
**Invoice total** USD 925.86

**To pay USD 925.86**

**Delivery Address** GEM Industrial Electric, Inc., 485 Raleigh Ave , El CAJON CA 92020-3137, United States

San Diego 153

MH Phone (619) 590-2967

Page 2 of 3

**Payment Discount is 4.28 if paid by 11/28/24**

**Payer 346358**

**Invoice no** 251303191

**Customer Name**

**To pay** 925.86

GEM Industrial Electric, Inc.

**Due date** 12/13/24

**REMIT TO**  
 Master-Halco, Inc.  
 PO Box 207543  
 Dallas TX 75320-7543 United States

**Check Number** \_\_\_\_\_

**Check Amount** \_\_\_\_\_

**GEM  
Industrial Inc**

General Contractor Lice # 235465 B C10  
16902 Rio Maria Rd, Lakeside, CA 92040  
(858) 486-1758 (858) 668-0609 Fax

**Change Order Request**

From: Doug MacLachlan

Date: 11/15/2024

C.O.R. #: 5

**Job Name:** Lakeview ES ESS

**RFI #\_ or ASI # \_\_\_\_\_**

**Description:** Install concrete collars around shade structure post

	<b>EXTRA:</b>	<b>CREDIT:</b>
1. Labor	\$1,887.60	\$0.00
2. Burden @ 33%	\$622.91	\$0.00
3. Labor Total:	\$2,510.51	\$0.00
4. Material w/ Tax:	\$537.01	\$0.00
5. Tool & Equipment:		\$0.00
6. Subtotal	\$3,047.52	\$0.00
7. General Contractor's overhead and Profit not to exceed 15% of item # 6 if contractor performed the work.	\$457.13	\$0.00
8. Subcontractor Cost:		\$0.00
9. If subcontractor preformed the work General Contractor's Overhead & Profit not exceed 5% of item 8.	\$0.00	\$0.00
10 Subtotal:	\$3,504.65	\$0.00
11 Bond not to exceed 2% of item #10:	\$70.09	\$0.00
12 <b>TOTAL:</b>	\$3,574.74	
<b>Total Change Order:</b>	\$3,574.74	

**APPROVED:**  Date: \_\_\_\_\_

*Douglas MacLachlan* Date: 11/15/2024  
Contractor

 Date: 11/18/2024



Project: Lakeside Farms ESS Relo		Description: Concrete Collars					
Task	Labor	Labor Cost	Material	Material Cost	Equipment	Equipment Cost	Subcontract Cost
Forms	Cement Mason (\$78.65 X 8 Hours)	\$ 629.20	Sono Tubes/ Concrete	\$ 537.01			
Concrete Place & Finish	Cement Mason (\$78.65 X 16 Hours)	\$ 1,258.40					
		\$ 1,887.60		\$ 537.01		\$ -	\$ -

# WHITE CAP®

White Cap, L.P.  
PO Box 4944  
Orlando, FL 32802-4944

## BRANCH ADDRESS

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(619) 590-2001  
430 RALEIGH AVE  
EL CAJON CA 92020  
SAN DIEGO

# INVOICE

INVOICE NUMBER
50029148568
INVOICE DATE
11/12/2024
CUSTOMER PO NUMBER

TO VIEW AND PAY ONLINE GO TO:
<a href="http://whitecap.billtrust.com">http://whitecap.billtrust.com</a>
ENROLLMENT TOKEN:
MZS WXX GWB

ACCOUNT # 115220

TERRITORY:  
SHIP TO: 10001101986

MAKE CHECKS PAYABLE TO:
White Cap, L.P.
P.O. Box 6040
CYPRESS, CA 90630-0040

GEM INDUSTRIAL ELECTRIC, INC  
16902 RIO MARIA ROAD  
LAKESIDE CA 92040

STOCK/ YARD  
16902 RIO MARIA ROAD  
LAKESIDE CA 92040

ORDER DATE	ORDER NO.	ORDERED BY	ACCOUNT MANAGER	TAKEN BY
11/12/2024	62855398	NORMAN LAFRENIERE	SPRECCO, DANIEL	HYATT, MATTHEW-DAVID
BRANCH	ACCT JOB NO.	TERMS	SHIP VIA / ROUTING	CUSTOMER JOB NO.
036	10001101986	2% 10TH NET 11TH	5. WALK IN	STOCK YARD

LINE	PART NUMBER	DESCRIPTION	QTY ORD	UNIT PRICE	QTY BKO	QTY SHP	EXTENDED PRICE	TAX AMT
0	HDRDESC	..... DELIVERY TAG#: 32237678 .....	1	0	0	1	0.00	
1	433RSCA55	<del>55LB BAG BLUE CEMENT ALL-GROUT RAPID SET</del>	<del>6</del>	<del>38.41 BAG</del>	<del>0</del>	<del>6</del>	<del>230.46</del>	<del>19.6</del>
2	433CM9045K	90LB BAG 4500PSI CONCRETE MIX 35/PLT	35	8.82 BAG	0	25	220.50	18.1
3	128CF18SRG	18" SONOTUBE RAINGUARD COLUMN FORM SOLD/FOOT	6	14.31 FT	0	6	85.86	7.0
4	128CF18SRG	..... PLEASE CUT SIX PIECES AT 1 FOOT EACH 18" SONOTUBE RAINGUARD COLUMN FORM SOLD/FOOT ..... PLEASE CUT	12	14.31 FT	0	12	171.72	14.1
5	LABOR	SIX PIECES AT 2 FEET EACH LABOR CHARGE	1	18.00 EA	0	1	18.00	1.4

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RECEIVED BY: NORMAN LAFRENIERE

SIGNATURE COPY ON FILE

TOTAL GROSS	496.08	-814.7
TOTAL TAX	40.93	-67.2
TOTAL SHIPPING AND HANDLING		0.0
TOTAL INVOICE	537.01	881.9

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Approve Change Orders to GEM Industrial for Lakeside Farms ESS

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested to the GEM Industrial for Lakeside Farms ESS, Change Orders #s:

C/O #2	Insert concrete mow curb around the building. <b>NOT APPROVED</b>	15,830.81
C/O #3	Install additional asphalt next to turf area to provide student safe access and remove dirt path to kinder playground. <b>APPROVED</b>	14,071.62

**Fiscal Impact (Cost):**

**\$14,071.62**

**Funding Source:**

ELOP

**Recommended Action:**

- Informational**
- Discussion**
- Approval**
- Adoption**
- Denial/Rejection**
- Ratification**
- Explanation:** Click here to enter text.

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**Originating Department/School:** Maintenance, Operations and Transportation

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Principal/Department Head Signature

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** 

**GEM  
Industrial Inc**

General Contractor LICE # 235465 B C10  
16902 Rio Maria Rd, Lakeside, CA 92040  
(858) 486-1758 (858) 668-0609 Fax

**Change Order Request**

From: Doug MacLachlan

Date: 10/1/2024

C.O.R. #: 2

**Job Name:** Lakeside Farms ESS

**RFI #\_ or PCO #** \_\_\_\_\_

**Description:** Add mow curb and landings around building

	<b>EXTRA:</b>	<b>CREDIT:</b>
1. Cement Mason (\$78.65 X 80 Hours)	<u>\$6,292.00</u>	<u>\$0.00</u>
2. Burden @ 33%	<u>\$3,602.00</u>	<u>\$0.00</u>
3. Labor Total:	<u>\$9,894.00</u>	<u>\$0.00</u>
4. Material w/ Tax: Forms, rebar ad caulking \$427 Concrete (\$200.00 X 6 yards)	<u>\$1,627.00</u>	<u>\$0.00</u>
5. Tool & Equipment: Concrete Pump	<u>\$1,975.00</u>	<u>\$0.00</u>
6. Subtotal	<u>\$13,496.00</u>	<u>\$0.00</u>
7. General Contractor's overhead and Profit not to exceed 15% of item # 6 if contractor performed the work.	<u>\$2,024.40</u>	<u>\$0.00</u>
8. Subcontractor Cost:	<u>\$0.00</u>	<u>\$0.00</u>
9. If subcontractor preformed the work General Contractor's Overhead & Profit not exceed 5% of item 8.	<u>\$0.00</u>	<u>\$0.00</u>
10 Subtotal:	<u>\$15,520.40</u>	<u>\$0.00</u>
11 Bond not to exceed 2% of item #10:	<u>\$310.41</u>	<u>\$0.00</u>
12 <b>TOTAL:</b>	<u>\$15,830.81</u>	<u>\$0.00</u>
<b>Total Change Order:</b>	<u>\$15,830.81</u>	

*Dream Unit AS to DO*

*Sticking 10-4-24  
w/ original plans  
MR*

**APPROVED:** \_\_\_\_\_ Date: \_\_\_\_\_

*Douglas MacLachlan* Date: 10/2/2024  
Contractor

**GEM  
Industrial Inc**

General Contractor Lice # 235465 B C10  
16902 Rio Maria Rd, Lakeside, CA 92040  
(858) 486-1758 (858) 668-0609 Fax

**Change Order Request**

From: Doug MacLachlan Date: 11/15/2024

C.O.R. #: 3

**Job Name:** Lakeside Farms ESS

**RFI #\_ or ASI # \_\_1\_\_**

**Description:** Additional asphalt next to turf area

**EXTRA:**

**CREDIT:**

1. Labor

\$2,037.76

\$0.00

2. Burden @ 33%

\$672.46

\$0.00

3. Labor Total:

\$2,710.22

\$0.00

4. Material w/ Tax:

\$200.00

\$0.00

5. Tool & Equipment:

\$1,348.00

\$0.00

6. Subtotal

\$4,258.22

\$0.00

7. General Contractor's overhead and Profit  
not to exceed 15% of item # 6 if contractor  
performed the work.

\$638.73

\$0.00

8. Subcontractor Cost:

\$8,475.00

\$0.00

9. If subcontractor preformed the work General Contractor's  
Overhead & Profit not exceed 5% of item 8.

\$423.75

\$0.00

10 Subtotal:

\$13,795.70

\$0.00

11 Bond not to exceed 2% of item #10:

\$275.91

\$0.00

12 **TOTAL:**

\$14,071.62

\$0.00

**Total Change Order:**

\$14,071.62

**APPROVED:**

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

*Douglas MacLachlan*

Date: 11/15/2024

Contractor

Date: 11/20/2024

AlphaStudio Design Group

Project: Lakeside Farms ESS Relo		Description: Additional Asphalt next to turf area					
Task	Labor	Labor Cost	Material	Material Cost	Equipment	Equipment Cost	Subcontract Cost
Grade and compact subgrade	Labor (\$70.92 X 10 Hours)	\$ 709.20	Dump Fees	\$ 200.00	Bobcat (\$65.00 X 6 Hours)	\$ 408.00	
	Operator Group 3 (\$ 93.76 X 6 Hours)	\$ 562.56			Mini Ex (\$65.00 X 8 Hours)	\$ 520.00	
	Operator Group 4 (\$ 95.75 X 8 Hours)	\$ 766.00					
Base and Asphalt - Kirk Paving							\$ 795.00
		\$ 2,037.76		\$ 200.00		\$ 928.00	\$ 795.00



8722 Winter Gardens Blvd.  
Lakeside, CA 92040

CA Contractors  
License #749206

SBE #2001432  
SLBE #11KP0127  
DIR# 100002341

# Estimate/Contract

<b>Customer Name &amp; Address</b>		<b>Estimate Date</b>	<b>Estimate Number</b>	
Gem Industrial ATTN: Doug MacLachlan Jr. 16902 Rio Maria Road. Lakeside, CA 92040		11/14/2024	17963	
<b>Project</b>				
Change Order #1				
<b>Customer Phone</b>	<b>Customer Fax</b>	<b>Customer E-mail</b>		<b>Rep</b>
858-486-1758	858-668-0609	Doug MacLachlan <Doug.JR@gemindustrialin...>		JON
<b>Description</b>		<b>Quantity</b>	<b>Measure</b>	<b>Total</b>
Lakeside Farms Elementary School 11915 Lakeside Ave Lakeside, CA 92040  Change Order #1 Request: Additional 3" AC on 6" C2B areas around new curbs, planters, & play structure areas  If the above price(s) is(are) acceptable, please sign this estimate below and return it to our office.				8,475.00
(SIGNATURE) _____				
<b>Total</b>			<b>\$8,475.00</b>	
Crackfill is a temporary fix, cracks will continue to expand & migrate. Upon curing, crackfill has the potential to settle into cracks, this will make the crack visible and is a normal occurrence.				
If oil spots are not remediated before seal coat placement, there is a very high chance that the seal coat will not adhere to these areas.				
Terms: Net 30, unless otherwise specified above. All past due amounts are subject to a service charge at the maximum rate allowed by state law plus costs of collection, including attorney fees if incurred, at the highest rate legally available.				
We recommend 24 hrs cure time (closed to traffic). Opening sealed areas less than minimum specified time may cause premature wear to quality of materials & workmanship. If base is found to be unacceptable at depth, additional excavation & installation of new base may be needed, in which case additional costs will be charged at "T&M" +15% overhead & profit, upon approval of onsite superintendent. Kirk Paving, Inc. is not liable for damage or injury to pedestrians or vehicles in barricaded construction areas. When seal coating, paving & striping contractor places barricades, roped off areas, safety cones, delineators, etc. around all work areas. If animals or people walk, drive through or around our barricades & ropes, tracking materials onto sidewalks, carpets, etc., Contractor will not be responsible.				
<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>		
(619) 938-9958	(619) 938-0767	info@kirkpaving.us		

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Approval of contracts for 2024-25 school year.

**Background (Describe purpose/rationale of the agenda item):**

Approval of attached contracts for the 2024-25 school year with various vendors.

**Fiscal Impact (Cost):**

See attached list.

**Funding Source:**

General Fund

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Informational</b>       | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>          | <input type="checkbox"/> <b>Ratification</b>                           |
| <input checked="" type="checkbox"/> <b>Approval</b> | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>            |  |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
\_\_\_\_\_  
Lisa Davis, Assistant Superintendent

  
\_\_\_\_\_  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_



Diligent	Subscription/ Services/ Order Form	V2025-87	SUPT	11/22/2024	6/30/2029	\$500 one time fee/ \$6,120.00 Services
Left Coast Scales	Addendum - Calpads/SEIS Training for SPED staff	I2025-08A	SPED	7/1/2024	6/30/2025	\$875.00
Rachel's Challenge	Live Program - Presentations	V2025-85	LMS	11/25/2024	1/9/2025	\$3,600.00
Boys to Men	MOU Mentoring Services Agreement	V2025-86	LMS	7/1/2024	6/30/2025	\$5,500.00
Psychology Consultation Group Corp. DBA PEC (Psyced Consultants)	Psychological Assessments	I2025-31	SPED	12/16/2024	6/30/2025	Not to Exceed \$20,000
AMN Allied Services LLC	Master Contract	V2025-88	SPED	7/1/2024	6/30/2025	See Rate Sheet
Matthew Upton Lecturer Performer Agreement	Professional Development	L2025-004	CN	1/31/2025	1/31/2025	\$3,900.00
Dave Bang & Associates of California	Provide & Install Lunch Tables for WG, Dream, and TDS	V2025-89	CN	11/19/2024	1/24/2025	\$77,580.00

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Donations to the District

**Background (Describe purpose/rationale of the agenda item):**

Approval is requested of the attached donation list to the Lakeside Union School District.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

N/A

**Recommended Action:**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Informational</b> | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>    | <input type="checkbox"/> <b>Ratification</b>                           |
| <input type="checkbox"/> <b>Approval</b>      | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>      |  |

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**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

  
Rachel Camarero, Executive Assistant

**Approved for Submission to the Governing Board:**

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Board Donation Report**

**Month of Donation:**

December 2024

<b>School Site/Dept.</b>	<b>Organization/Person</b>	<b>Amount of Donation</b>	<b>Item</b>
<b>School Site Donations</b>	TDS	\$200.00	Library Donation
	District	Approx. \$1,900	Gift Cards to Foster Youth

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Adoption of Board Policy and Administrative Regulation 0510: School Accountability Report Card

**Background (Describe purpose/rationale of the agenda item):**

Adoption is requested of Board Policy and Administrative Regulation 0510: School Accountability Report Card. Policy updated to reflect that when 15 percent or more of a school's students speak a single primary language other than English, the school accountability report card (SARC) is required to be translated into that other language. Additionally, policy updated to reflect that the SARC is required to be provided in an understandable and uniform format and, to the extent practicable, provided in a language that parents/guardians can understand.

Last updated: 09/17/2012

New: Administrative Regulation 0510 - School Accountability Report Card New regulation provides required contents of the school accountability report card.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

Click here to enter text.

**Addresses Emphasis Goal(s):**

- #1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- Informational**                                       **Denial/Rejection**  
 **Discussion**                                         **Ratification**  
 **Approval**     **Explanation:** Click here to enter text.  
 **Adoption**

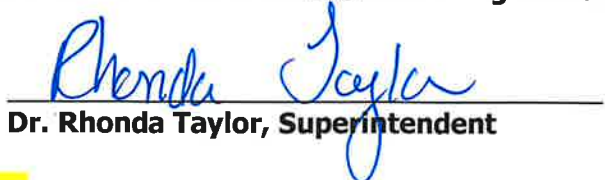
**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Rachel Camarero, Executive Assistant



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Policy 0510: School Accountability Report Card**

Status: DRAFT

Original Adopted Date: 09/17/2012 | Last Reviewed Date: 09/17/2012

The Governing Board recognizes its responsibility to inform parents/guardians and the community about the conditions, needs, and progress at each district school and to provide data by which parents/guardians can make meaningful comparisons between schools. The process of gathering and analyzing data also provides opportunities for school and district staff to review achievements and identify areas for improvement.

The Board shall annually issue a school accountability report card (SARC) for each school site. (Education Code 35256)

In preparing the district's report cards, the Superintendent or designee may choose to use or adapt the model template provided by the California Department of Education. If the model template is not used, the Superintendent or designee shall ensure that data is reported in a manner that is consistent with the definitions for school conditions as provided in the template. At least every three years, the Board shall compare the content of the district's SARCS to the state's model template, recognizing that variances are allowed by law as necessary to meet local needs. (Education Code 33126.1, 35256)

The Board shall annually approve the SARCs for all district schools and shall evaluate the data contained in the SARCs as part of the Board's regular review of the effectiveness of the district's programs, personnel, and fiscal operations.

The Superintendent or designee shall develop strategies for communicating the information contained in the SARCs to all stakeholders, including opportunities for staff and the community to discuss their content.

**Notification and Dissemination of SARCs**

Annually, on or before February 1 of each year, the Superintendent or designee shall publicize the issuance of the SARCs, make the SARCs available on the district's website, and notify parents/guardians that hard copy shall be provided upon request. (Education Code 33126, 35256, 35258)

Additionally, when 15 percent or more of a school's students speak a single primary language other than English, the SARC shall be translated into that other language. (Education Code 48985)

In addition, the SARC shall be provided in an understandable and uniform format and, to the extent practicable, provided in a language that parents/guardians can understand. (Education Code 33126, 35256, 20 USC 6311)

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**Regulation 0510: School Accountability Report Card**

Status: DRAFT

Original Adopted Date: Pending

**Contents**

Each year the principal or designee at each school shall prepare a school accountability report card (SARC), which shall include, but is not limited to: (Education Code 33126)

1. Student achievement by grade level, as measured by the results of the statewide assessment
2. Progress toward reducing dropout rates, including the one-year dropout rate listed in the California Basic Educational Data System (CBEDS) for the school over the most recent three-year period, and the graduation rate, as defined by the State Board of Education, over the most recent three-year period when available pursuant to Education Code 52052
3. Estimated expenditures per student and types of services funded, including the actual salaries of personnel assigned to the school

The assessment of estimated expenditures per student shall be reported in total, in subtotal by restricted and by unrestricted source, and include a reporting of the average of actual salaries paid to certificated instructional personnel at that school.

4. Progress toward reducing class sizes and teaching loads, including the average class size and the distribution of class sizes at the school by grade level, using CBEDS for the most recent three-year period
5. The total number of the school's fully credentialed teachers, the number of teachers relying upon emergency credentials, the number of teachers working without credentials, any assignment of teachers outside their subject areas of competence, misassignments, including misassignments of teachers of English learners, and the number of vacant teacher positions for the most recent three-year period
6. The quality and currency of textbooks and other instructional materials, including whether textbooks and other materials meet state standards, the ratio of textbooks per student, and the year the textbooks were adopted
7. The availability of sufficient textbooks and other instructional materials, as determined pursuant to Education Code 60119, for each student, including English learners, in each of the areas of the core curriculum areas of reading/language arts, mathematics, science, and history/social science; world language and health; science laboratory equipment for grades 9 to 12, inclusive, as appropriate; and visual and performing arts

If the Governing Board determines, pursuant to Education Code 60119, that there are insufficient textbooks or instructional materials, or both, it shall include information for each school in which an insufficiency exists, identifying the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area identified above.

8. The availability of qualified personnel to provide counseling and other student support services, including the ratio of academic counselors per student
9. Safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair
10. The annual number of school days dedicated to staff development for the most recent three-year period
11. Suspension and expulsion rates for the most recent three-year period
12. The Academic Performance Index, which is reflected in the California School Dashboard, including the disaggregation of student subgroups identified in Education Code 52052, the decile rankings, and a comparison of schools
13. Contact information for organized opportunities for parent/guardian involvement
14. For secondary schools, the percentage of graduates who have passed course requirements for entrance to the University of California and the California State University, including the course requirements for high school

graduation pursuant to Education Code 51225.3, and the percentage of students enrolled in those courses, as reported by CBEDS

15. The number of advanced placement courses offered, by subject

16. Career technical education (CTE) data measures, including:

a. A list of programs offered by the district that students at the school may participate in and are aligned to the model curriculum standards adopted pursuant to Education Code 51226 and program sequences offered by the district

The list shall identify which courses are conducted by a regional occupational center or program and those that are conducted directly by the district.

b. A list of the district's primary representative of the CTE advisory committee and the industries represented

c. The number of students participating in CTE

d. The percentage of students that complete a CTE program and earn a high school diploma

e. The percentage of CTE courses that are sequenced or articulated between a school and postsecondary education schools

Additionally, each SARC shall also include the following information: (Education Code 41409.3)

1. The beginning, median, and highest salary paid to teachers in the district, as reflected in the district's salary scale

2. The average salary for school-site principals in the district

3. The salary of the Superintendent

4. The percentage expended for the salaries of administrative personnel, as specified

5. The percentage expended for the salaries of teachers

6. For Items #1-5 above, the statewide average in districts of the same size and type based on information provided by the State

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

#### State References

CA Constitution Article 16, Section 8.5(e)

Ed. Code 1240

Ed. Code 17002

Ed. Code 17014

Ed. Code 17032.5

Ed. Code 17070.15

Ed. Code 17089

Ed. Code 33126

Ed. Code 33126.1

Ed. Code 33126.15

#### Description

[Allocations to State School Fund](#)

[County superintendent of schools; duties](#)

[State School Building Lease-Purchase Law, including definition of good repair](#)

[Plan for building maintenance](#)

[Portable classroom maintenance](#)

[School Facilities Act; definitions](#)

[Portable classroom maintenance](#)

[School accountability report card](#)

[School Accountability Report Card model template](#)

[School Accountability Report Card template](#)

**State References**

Ed. Code 33126.2  
 Ed. Code 35256  
 Ed. Code 35256.1  
 Ed. Code 35258  
 Ed. Code 41409  
 Ed. Code 41409.3  
 Ed. Code 46112  
 Ed. Code 46113  
 Ed. Code 46117  
 Ed. Code 46141  
 Ed. Code 51225.3  
 Ed. Code 52052  
 Ed. Code 60119  
 Ed. Code 60600-60618  
 Ed. Code 60640-60648.5  
 Ed. Code 60800

**Federal References**

20 USC 6311

**Management Resources References**

California Department of Education Publication  
 California Department of Education Publication  
 California Department of Education Publication  
 U.S. DOE Guidance  
 Website  
 Website  
 Website

**Cross References**

0420  
 0420  
 0420.4  
 0420.4  
 0450  
 0450  
 0500  
 1000  
 1100  
 1112

**Description**

[Secretary of Education school accountability report card study](#)  
[School Accountability Report Card](#)  
[Information required in the School Accountability Report Card](#)  
[Internet access to the School Accountability Report Card](#)  
[Calculation of statewide averages](#)  
[Salary information required in the School Accountability Report Card](#)  
[Minimum school day for grades 1 through 3](#)  
[Minimum school day for grades 4 through 8](#)  
[Minimum kindergarten school day](#)  
[Minimum school day \(high school\)](#)  
[High school graduation requirements](#)  
[Accountability: numerically significant student subgroups](#)  
[Textbook sufficiency](#)  
[General provisions](#)  
[California Assessment of Student Performance and Progress](#)  
[Physical fitness testing](#)

**Description**

State plan

**Description**

[Adjusted Cohort Graduation Rate Federal Program Monitoring Instrument](#)  
[SARC Preparation Guide for Public Schools](#)  
[Frequently Asked Questions about the School Accountability Report Card](#)  
[Opportunities and Responsibilities for State and Local Report Cards under the Elementary and Secondary Education Act of 1965, as Amended by the Every Student Succeeds Act, September 2019](#)  
[CSBA District and County Office of Education Legal Services](#)  
[California Department of Education, School Accountability Report Card](#)  
[U.S. Department of Education](#)

**Description**

[School Plans/Site Councils](#)  
[School Plans/Site Councils](#)  
[Charter School Authorization](#)  
[Charter School Authorization](#)  
[Comprehensive Safety Plan](#)  
[Comprehensive Safety Plan](#)  
[Accountability](#)  
[Concepts And Roles](#)  
[Communication With The Public](#)  
[Media Relations](#)



**Cross References**

1113-E PDF(1)

1113

1113

1114-E PDF(1)

1114

1114

3517-E PDF(1)

3517

3517

5145.6-E PDF(1)

5145.6

6000

6142.7

6142.7

6162.5

6190

9000

**Description**[District And School Websites](#)[District And School Websites](#)[District And School Websites](#)[District-Sponsored Social Media](#)[District-Sponsored Social Media](#)[District-Sponsored Social Media](#)[Facilities Inspection - Exhibit 1](#)[Facilities Inspection](#)[Facilities Inspection](#)[Parent/Guardian Notifications](#)[Parent/Guardian Notifications](#)[Concepts And Roles](#)[Physical Education And Activity](#)[Physical Education And Activity](#)[Student Assessment](#)[Evaluation Of The Instructional Program](#)[Role Of The Board](#)

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Adoption of Board Policy 4040 and Exhibit 4040-E(1): Employee Use of Technology

**Background (Describe purpose/rationale of the agenda item):**

Adoption is requested of Board Policy 4040 and Exhibit 4040-E (1). Board Policy 4040 - Employee Use of Technology Policy updated to provide guidance related to the appropriate use of artificial intelligence (AI) by employees. Additionally, policy updated to expand the Governing Board's philosophical statement related to the recognition that technological resources enhance employee performance to include the enrichment of curriculum and the enhancement of student learning. In addition, policy updated to include "software as a service" and "AI apps" in the definition of "district technology," specify the prohibited and permitted uses of technology, and provide for professional development in the appropriate use of technology resources. Policy also updated to (1) add material related to the regular review of current guidance regarding cybersecurity, data privacy, and digital media awareness and incorporate recommended practices into the districts processes and procedures, and (2) provide that employees may access their mobile or other communications device if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm their safety. Exhibit(1) 4040 - Employee Use of Technology Exhibit introduced to incorporate by reference the accompanying Board policy, BP 4040 - Employee Use of Technology. Additionally, exhibit introduced to include that districts may not prevent or restrict access to an employee's mobile or other communications device(s) if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety. In addition, exhibit up introduced to include internet searches, browsing history, and use of artificial intelligence in the list of district technology that districts may monitor and record, and expand the list of security problems an employee may become aware of, and is then required to report, to include a cyberattack or phishing.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

[Click here to enter text.](#)

**Addresses Emphasis Goal(s):**

- #1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

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**Recommended Action:**

- Informational
- Discussion
- Approval
- Adoption
- Denial/Rejection
- Ratification
- Explanation: Click here to enter text.

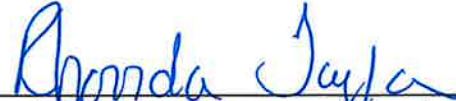
**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



Rachel Camarero, Executive Assistant



Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Policy 4040: Employee Use Of Technology**

Status: DRAFT

Original Adopted Date: 09/17/2012 | Last Revised Date: 12/10/2015 | Last Reviewed Date: 12/10/2015

The Governing Board recognizes that technological resources can enhance employee performance by offering effective tools to assist in providing a quality instructional program, facilitating communications with parents/guardians, students, and the community, supporting district and school operations, improving access to and exchange of information; enriching curriculum; and enhancing student learning.

*District technology* includes, but is not limited to, computer hardware, software, or software as a service provided or paid for by the district, whether accessed on or off site or through district-owned or personally owned equipment or devices, including tablets and laptops; computer servers, wireless access points (routers), and wireless computer networking technology (wi-fi); the Internet; email; applications (apps), including artificial intelligence (AI) apps; telephones, cellular or mobile telephones, smartphones, smart devices, and wearable technology; or any wireless communication device, including radios.

Employees shall review the prohibited and permitted uses of technology as specified in Board Policy 5131.9 - Academic Honesty, be responsible for the appropriate use of technology, and use district technology primarily for purposes related to their employment consistent with board policies and administrative regulations.

An employee may use technology, including AI apps, to assist the employee in the performance of the employee's professional duties, including, but not limited to, the following specific tasks: developing syllabi, creating curriculum, reviewing student work, suggesting instructional strategies, and researching academic content or instructional techniques. Any employee using technology, including AI, shall review and be responsible for any final product or document; not share confidential student records with a third party, such as an AI app, except as permitted by law; use the technology in accordance with Board Policy 6162.6 - Use of Copyrighted Materials, and in a manner otherwise consistent with law, board policies, and administrative regulations. If an employee is unsure about the appropriate use of technology, the employee shall confer with the Superintendent or designee before using.

As determined by the Superintendent or designee, employees shall receive professional development in the appropriate use of these resources, including in the use of AI apps.

The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology, including the use of AI apps. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the Acceptable Use Agreement.

Employees shall not use district technology to access, post, submit, publish, display or otherwise engage with harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, board policy or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that prevents access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 6777; 47 USC 254)

The Superintendent or designee shall regularly review current guidance regarding cybersecurity, data privacy, and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, the monitoring and response to cyberattacks, ensuring data privacy, and managing suspicious and/or threatening digital media content, in accordance with Board Policy 3580 - District Records.

To ensure proper use, the Superintendent or designee may monitor employee usage of technological resources, including the accessing of email and stored files. Monitoring may occur at any time without advance notice or consent. When passwords are used, they must be known to the Superintendent or designee so that he/she may have

system access.

The Superintendent or designee shall annually notify employees in writing that they have no reasonable expectation of privacy in the use of any district technology, as defined above, even when using their personal devices. To ensure proper use, the Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent and for any reason allowed by law.

In addition, employees shall be notified that records, including communications, maintained on any personal accounts or devices used to conduct district business are subject to disclosure at the district's request, and pursuant to a subpoena or other lawful request.

Employees shall report any security problem or misuse of district technology to the Superintendent or designee.

Inappropriate use of district technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, board policy and administrative regulation.

Employees may access their mobile or other communications device if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety. (Labor Code 1139)

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**Exhibit 4040-E(1): Employee Use Of Technology**

Status: DRAFT

Original Adopted Date: Pending

**ACCEPTABLE USE AGREEMENT  
AND RELEASE OF DISTRICT FROM LIABILITY (EMPLOYEES)**

The Lakeside Union School District authorizes district employees to use district technology, as defined in Board Policy 4040 - Employee Use of Technology. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all employees to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that employees may access through the system. However, the district shall not prevent or restrict access to an employee's mobile or other communications device(s) if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use, or misuse, of the system.

Each employee who is authorized to use district technology shall sign this Agreement, which indicates that the employee has read and understands this Agreement and Board Policy 4040 - Employee Use of Technology.

**Employee Obligations and Responsibilities**

Employees are expected to use district technology safely, responsibly, and primarily for work-related purposes and in accordance with the accompanying board policy and applicable copyright laws. Any incidental personal use of district technology shall not interfere with district business and operations, the work and productivity of any district employee, or the safety and security of district technology. The district is not responsible for any loss or damage incurred by an employee as a result of the employee's personal use of district technology.

The employee in whose name district technology is issued is responsible for its proper use at all times. Employees shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Employees shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, employees shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.

Employees are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, create, or otherwise use material that is discriminatory, defamatory, obscene, sexually explicit, harassing, intimidating, threatening, or disruptive
2. Disclose or in any way cause to be disclosed confidential or sensitive district, employee, or student information without prior authorization from a supervisor, including sharing confidential information or personally identifiable information with an open artificial intelligence system
3. Engage in personal commercial or other for-profit activities without permission of the Superintendent or designee
4. Engage in unlawful use of district technology for political lobbying
5. Infringe on copyright, license, trademark, patent, or other intellectual property rights

6. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission, changing settings on shared computers)
7. Install unauthorized software
8. Engage in or promote unethical practices or violate any law or board policy, administrative regulation, or district practice

### **Privacy**

Since the use of district technology is intended for use in conducting district business, no employee should have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, Internet searches, browsing history, use of artificial intelligence, communications sent or received from district technology, or other uses within the jurisdiction of the district. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Employees should be aware that, in most instances, their use of district technology (such as web searches or emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by an employee on district technology does not create a reasonable expectation of privacy.

### **Personally Owned Devices**

If an employee uses a personally owned device to access district technology or conduct district business, the employee shall abide by all applicable board policies, administrative regulations, and this Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

### **Records**

Any electronically stored information generated or received by an employee which constitutes a district or student record shall be classified, retained, and destroyed in accordance with Board Policy/Administrative Regulation 3580 - District Records, Board Policy/Administrative Regulation 5125 - Student Records, or other applicable policies and regulations addressing the retention of district or student records.

### **Reporting**

If an employee becomes aware of any security problem (including, but not limited to, a cyberattack, phishing, or any compromise of the confidentiality of any login or account information), or misuse of district technology, the employee shall immediately report such information to the Superintendent or designee.

### **Consequences for Violation**

Violations of the law, board policy, or this Agreement may result in revocation of an employee's access to district technology and/or discipline, up to and including termination. In addition, violations of the law, board policy, or this agreement may be reported to law enforcement agencies as appropriate.

### **Employee Acknowledgment**

I have received, read, understand, and agree to abide by this Agreement, Board Policy 4040 - Employee Use of Technology, and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology or when my personal electronic devices use district technology. I further understand that any violation may result in revocation of user privileges, disciplinary action, and/or appropriate legal action.

I hereby release the district, its personnel, and the Governing Board from any and all claims and damages arising from my use of district technology or from the failure of any technology protection measures employed by the district.

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
(Please print)

School/Work Site: \_\_\_\_\_

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

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# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Adoption of Board Policy and Regulation 6112: School Day

**Background (Describe purpose/rationale of the agenda item):**

Adoption is requested of Board Policy and Regulation 6112: School Day (New Policy to LUSD). Board Policy 6112 - School Day Policy updated to reflect NEW LAW (SB 291, 2023) and NEW LAW (SB 153, 2024) which require districts that maintain any of grades K-6 to provide at least one or more periods of recess that total at least 30 minutes on regular instructional days and 15 minutes on early release days. Additionally, policy updated to add availability of equipment to the list of considerations when the Superintendent or designee is establishing the instructional schedule for secondary schools in order to account for sufficient technology and other equipment that is integral to the instructional program. Administrative Regulation 6112 - School Day Regulation updated to clarify the instructional minute requirements for students in grades 9-12 who are in the independent study program, Additionally, regulation updated to delete adult education from the list of programs that have a minimum school day of 180 minutes since adult education programs are now governed by regions with consortia made up of community colleges, county offices of education and/or districts that determine how adult education will be designed and implemented.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

Click here to enter text.

**Addresses Emphasis Goal(s):**

- #1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- Informational**                                       **Denial/Rejection**  
 **Discussion**                                         **Ratification**  
 **Approval**     **Explanation:** Click here to enter text.  
 **Adoption**

**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Rachel Camarero, Executive Assistant

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Policy 6112: School Day**

Status: DRAFT

**Original Adopted Date:** Pending

The Governing Board shall fix the length of the school day in accordance with law. (Education Code 46100)

At each school, the length of the school day shall be the same for all students, except as otherwise permitted by law. For any student with a disability, the length of the school day shall be as specified in the student's individualized education program or Section 504 plan.

Unless there is a field trip or other educational program, the daily schedule for grades K-6 shall include at least one or more periods of recess of at least 30 minutes on regular instructional days and 15 minutes on early release days. During this time, students shall be provided supervised opportunities, outdoors when weather and air quality permit unless space is not sufficient in which case recess may be held indoors, to engage in unstructured physical activity, play, organized games, and/or social engagement with peers, and may be provided a snack. (Education Code 49056)

*Educational Program* means the entire school-sponsored offering for students, including in-class and out-of-class activities. (Education Code 49056)

In establishing the daily instructional schedule for each secondary school, the Superintendent or designee shall give consideration to course requirements and curricular demands, availability of school facilities and equipment, and applicable legal requirements.

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

Prior to implementing a block or alternative schedule that will allow secondary students to attend school for fewer school days than the total number of school days for which the school is in session, the Board shall consult in good faith, in an effort to reach agreement with the certificated and classified employees of the school, parents/guardians of the students who would be affected by the change, and the community at large. Such consultation shall include at least one public hearing for which the Board shall give adequate notice to the employees and to the parents/guardians of affected students. (Education Code 46162)

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State References**

**Description**

Ed. Code 37202	<a href="#">Equal time in all schools</a>
Ed. Code 37670	<a href="#">Year-round schools</a>
Ed. Code 46010	<a href="#">Total days of attendance</a>
Ed. Code 46100	<a href="#">Length of school day</a>
Ed. Code 46110-46120	<a href="#">Attendance in kindergarten and elementary schools</a>
Ed. Code 46120	<a href="#">Expanded learning opportunities</a>
Ed. Code 46140-46148	<a href="#">Attendance in junior high and high schools</a>
Ed. Code 46148	<a href="#">School day for middle and high school</a>
Ed. Code 46160-46162	<a href="#">Alternative schedule for junior high and high school: public hearing with notice</a>
Ed. Code 46170	<a href="#">Continuation schools: minimum day</a>
Ed. Code 46180	<a href="#">Opportunity schools: minimum day</a>
Ed. Code 46191	<a href="#">Attendance for adults in correctional facilities</a>

**Regulation 6112: School Day**

Status: DRAFT

Original Adopted Date: Pending

**Kindergarten/Transitional Kindergarten**

Kindergarten and transitional kindergarten (TK) classes in district schools may be maintained for different lengths of time, either at the same or different school sites. (Education Code 37202)

The average school day for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions. If fewer than 40 students are enrolled in kindergarten classes, the district may request approval of the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each. (Education Code 46114, 46115, 46117, 46119)

In any school day, kindergarten and/or TK students shall not be kept in school for longer than four hours, excluding recesses, except where the school is operating an early primary program pursuant to Education Code 8970-8974 or an expanded learning opportunity program pursuant to Education Code 46120. (Education Code 46111, 46115, 46120)

In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met: (Education Code 8973)

1. The Governing Board has declared that the extended-day kindergarten program does not exceed the length of the primary school day
2. The extended-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential, and developmentally appropriate educational program

Under an extended day kindergarten program, recess may be counted as instructional minutes for purposes of determining the maximum school day if it occurs under teacher supervision.

In any multitrack year-round school operating pursuant to Education Code 37670, the kindergarten school day may be up to 265 minutes, excluding recesses. (Education Code 46111)

The Superintendent or designee shall annually report to the California Department of Education as to whether the district's kindergarten and TK programs are offered full day, part day, or both. (Education Code 48003)

**Grades 1-8**

Except as otherwise provided by law, the school day for elementary and middle school students shall be:

1. At least 230 minutes for students in grades 1-3, unless the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)
2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

In determining the number of minutes for purposes of compliance with the minimum school day for students in grades 1-8, both noon intermissions and recesses shall be excluded. (Education Code 46115)

The school day for a middle school shall begin no earlier than 8:00 a.m. (Education Code 46148)

## **Grades 9-12**

The school day for a high school shall begin no earlier than 8:30 a.m. (Education Code 46148)

The school day for students in grades 9-12, including students in the independent study program, shall be at least 240 minutes. (Education Code 46141, 46142)

However, the school day may be less than 240 minutes when authorized by law. Programs that have a minimum school day of 180 minutes include, but are not necessarily limited to:

1. Continuation high school or classes (Education Code 46141, 46170)
2. Opportunity school or classes (Education Code 46141, 46180)
3. Regional occupational center (Education Code 46141, 52325)
4. Work experience education program approved pursuant to Education Code 51760-51769.5 (Education Code 46141, 46144)

A student in grade 12 who is enrolled in work experience education and is in the last semester or quarter before graduation may, upon written request by the student's parent/guardian or the student, if 18 years of age or over, be permitted to attend school for less than 180 minutes per school day if all requirements for graduation would be completed, except physical education courses, in less than 180 minutes each day. (Education Code 46147)

5. Concurrent enrollment in a community college pursuant to Education Code 48800-48802 or, for students in grades 11-12, part-time enrollment in classes of the California State University or University of California, provided academic credit will be awarded upon satisfactory completion of enrolled courses (Education Code 46146)
6. An early college high school or middle college high school, provided the students are enrolled in community college or college classes in accordance with Item #5 above (Education Code 46141, 46146.5)
7. Special day or Saturday vocational training program conducted under a federally approved plan for career technical education (Education Code 46141, 46144)

For an evening high school operated pursuant to Education Code 51720-51724, the number of days, specific days of the week, and number of hours during which the program shall be in session may be determined by the Board. (Education Code 46141, 51721)

Students in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses each quarter. This requirement shall not apply to students enrolled in regional occupational centers or programs, courses at accredited postsecondary institutions, independent study, special education programs in which the student's individualized education program establishes a different number of courses, continuation education classes, work experience education programs, or any other course of study authorized by the Board that is equivalent to the approved high school course of study. (Education Code 46145)

### **Alternative Block Schedule for Secondary Schools**

In order to establish a block or other alternative schedule or to accommodate career technical education and regional occupational center/program courses, the district may authorize students to attend fewer than the total number of days in which school is in session provided that students attend classes for at least 1,200 minutes during any five school day period or 2,400 minutes during any 10 school day period. (Education Code 46160)

An early college high school or middle college high school may be scheduled so that students attend classes for at

least 900 minutes during any five-school day period or 1,800 minutes during any 10-school day period. (Education Code 46160)

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

### State References

	Description
Ed. Code 37202	<a href="#">Equal time in all schools</a>
Ed. Code 37670	<a href="#">Year-round schools</a>
Ed. Code 46010	<a href="#">Total days of attendance</a>
Ed. Code 46100	<a href="#">Length of school day</a>
Ed. Code 46110-46120	<a href="#">Attendance in kindergarten and elementary schools</a>
Ed. Code 46120	<a href="#">Expanded learning opportunities</a>
Ed. Code 46140-46148	<a href="#">Attendance in junior high and high schools</a>
Ed. Code 46148	<a href="#">School day for middle and high school</a>
Ed. Code 46160-46162	<a href="#">Alternative schedule for junior high and high school; public hearing with notice</a>
Ed. Code 46170	<a href="#">Continuation schools; minimum day</a>
Ed. Code 46180	<a href="#">Opportunity schools; minimum day</a>
Ed. Code 46191	<a href="#">Attendance for adults in correctional facilities</a>
Ed. Code 46200-46208	<a href="#">Incentives for longer instructional day and year</a>
Ed. Code 48200	<a href="#">Compulsory full-time education</a>
Ed. Code 48663	<a href="#">Community day school; minimum school day</a>
Ed. Code 48800-48802	<a href="#">Concurrent enrollment in community college</a>
Ed. Code 49056	Recess
Ed. Code 51222	<a href="#">Physical education; instructional minutes</a>
Ed. Code 51720-51724	Evening high school for minors
Ed. Code 51760-51769.5	<a href="#">Work experience education</a>
Ed. Code 52325	<a href="#">Regional occupational center; minimum day</a>
Ed. Code 8970-8974	<a href="#">Early primary program, including extended-day kindergarten</a>

### Management Resources References

	Description
California Department of Education Publication	<a href="#">Conducting Individualized Determinations of Need</a>
California Department of Education Publication	<a href="#">AA &amp; IT Independent Study FAQs</a>
State Board of Education Policy Statement	99-03 Physical Education (PE) Requirements for Block Schedules, July 2006
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">WestEd</a>
Website	<a href="#">National Association for Sport and Physical Education</a>
Website	<a href="#">State Board of Education</a>
Website	<a href="#">U.S. Department of Education</a>
Website	<a href="#">California Department of Education</a>
WestEd Publication	Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Adoption of Board Bylaw 9010: Public Statements

**Background (Describe purpose/rationale of the agenda item):**

Adoption is requested of Board Bylaw: Public Statements. Bylaw updated to focus on public statements by Governing Board spokespersons made on behalf of the Board or by individual Board members. Additionally, bylaw updated to permit a Board spokesperson to disclose confidential information or information received in closed session when authorized by law. In addition, by law updated to reflect NEW COURT DECISION (Lindke v. Freed), in which the U.S. Supreme Court held that a district official who limits or prevents critics from speaking, such as by blocking them on social media or deleting their posts, violates the First Amendment only if the official (1) has been granted the power to speak on behalf of the district and (2) claims to be actually exercising that power. Bylaw also updated to suggest that a Board member make clear when they are speaking as an individual, and not on behalf of the district, such as by adding a disclaimer to the member's social media page. Last Updated: 9/17/2012

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

Click here to enter text.

**Addresses Emphasis Goal(s):**

- #1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

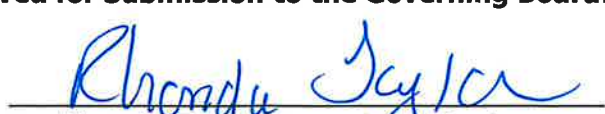
- Informational**                                       **Denial/Rejection**  
 **Discussion**                                         **Ratification**  
 **Approval**                                          **Explanation:** Click here to enter text.  
 **Adoption**

**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Rachel Camarero, Executive Assistant

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Bylaw 9010: Public Statements**

**Status:** DRAFT

**Original Adopted Date:** 09/17/2012 | **Last Reviewed Date:** 09/17/2012

The Governing Board recognizes the responsibility of Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the district to freely express their views and encourages open discussion of issues during the Board meeting. The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the district.

When speaking to community groups, the media, or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.

**Board Spokesperson**

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative or with respect to a specific issue or topic, representative as designated by the Board or Board President.

When speaking for the Board, a spokesperson shall exercise restraint and tact and communicate in a manner that promotes public confidence in the Board's leadership.

Board spokespersons shall not disclose confidential information or information received in closed session except when authorized by a majority of the Board or by law (Government Code 54963).

**Statements by Individual Board Members**

When speaking to community groups, members of the public, or the media, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify when a viewpoint is held by an individual Board member rather than the Board as a whole. For example, a Board member may include a disclaimer on the Board member's personal social media account that the Board member is expressing personal viewpoints and not those of the Board or the district.

Board members who opt to express their opinions on district matters, whether in-person or online, are expected to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for district students and the community.

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# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19th, 2024

**Agenda Item:**

Enrollment Report Month 3 (10/14/2024 – 11/8/2024)

**Background (Describe purpose/rationale of the agenda item):**

**Fiscal Impact (Cost):**

**Funding Source:**

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <b>Informational</b> | <input type="checkbox"/> <b>Denial/Rejection</b>                       |
| <input type="checkbox"/> <b>Discussion</b>               | <input type="checkbox"/> <b>Ratification</b>                           |
| <input type="checkbox"/> <b>Approval</b>                 | <input type="checkbox"/> <b>Explanation:</b> Click here to enter text. |
| <input type="checkbox"/> <b>Adoption</b>                 |  |

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**Originating Department/School:** Business Services

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**



\_\_\_\_\_  
Lisa Davis, Assistant Superintendent



\_\_\_\_\_  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_



LAKESIDE UNION SCHOOL DISTRICT							MONTH 3				10/14/2024 - 11/8/2024			DATE:11/27/2024
												M3	M3	
												24/25	23/24	
SCHOOL	TK	K	1	2	3	4	5	6	7	8	TOTAL	TOTAL	VARIANCE	
LAKESIDE FARMS	76	103	92	102	109	96	86				664	671	-7	
LAKEVIEW	46	102	93	96	123	95	113				668	662	6	
LEMON CREST	26	58	60	73	74	68	76				435	445	-10	
LINDO PARK	25	56	57	67	58	77	73				413	434	-21	
RIVERVIEW				102	125	118	122				467	499	-32	
WINTER GARDENS	103	119	45								267	295	-28	
LAKESIDE MIDDLE								245	256	224	725	677	48	
TIERRA DEL SOL								238	258	214	710	755	-45	
DREAM ACADEMY	0	23	15	13	14	13	13	18	11	10	130	83	47	
NPS/RTC	0	0	1	0	1	1	1	1	1	2	8	6	2	
DISTRICT TOTAL	276	461	363	453	504	468	484	502	526	450	4,487	4,527	-40	
<b>YEAR OVER YEAR COMPARISON</b>														
MONTH	AUG M0	AUG M1	SEP M2	OCT M3	NOV M4	DEC M5	JAN M6	FEB M7	MAR M8	APR M9	MAY M10	JUN M11		
2024-2025	4,501	4,504	4,500	4,487										
2023-2024	4,544	4,543	4,543	4,527	4,517	4,473	4,485	4,479	4,464	4,470	4,467	4,453		
2022-2023	4,566	4,519	4,517	4,535	4,531	4,513	4,543	4,527	4,532	4,528	4,516	4,497		
2021-2022	4,522	4,511	4,515	4,562	4,553	4,529	4,526	4,471	4,482	4,479	4,472	4,466		
2020-2021	4,655	4,674	4,673	4,668	4,665	4,659	4,654	4,659	4,642	4,659	4,661	4,652		
2019-2020	-	4,985	4,986	4,966	4,966	5,042	5,036	5,031	5,036	5,031	5,018	5,015		
2018-2019	-	5,073	5,054	5,054	5,046	5,098	5,110	5,098	5,090	5,081	5,070	5,028		
2017-2018	-	5,164	5,179	5,161	5,153	5,211	5,208	5,183	5,159	5,151	5,135	5,101		
2016-2017	-	5,051	5,039	5,045	5,031	5,103	5,091	5,080	5,059	5,071	5,050	5,023		
2015-2016	-	5,087	5,100	5,083	5,077	5,138	5,124	5,139	5,121	5,107	5,081	5,056		
2014-2015	-	5,003	5,005	4,010	4,992	4,986	5,040	5,008	5,021	5,015	5,006	-		
BARONA INDIAN CHARTER SCHOOL		GRADE	TK/K	1	2	3	4	5	6	7	8	TOTAL		
			15	14	9	8	9	15	5	9	3	87		
RIVER VALLEY CHARTER SCHOOL		GRADE	7	8	9	10	11	12				TOTAL		
			29	39	43	46	41	36				234		

**Committees**

<b>2024-25</b>	<b>Jim</b>	<b>Autumn</b>	<b>Andrew</b>	<b>Lara</b>	<b>Ron</b>	<b>All</b>
<b>Benefits</b>			X	Alt		
<b>Calendar</b>	Alt	X				
<b>Interviews</b>						X
<b>Wellness</b>	Alt			X		

As needed

# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

Second Reading of Board Regulation 3517: Facilities Inspection and Exhibit 3517-E(1):  
Facilities Inspection

**Background (Describe purpose/rationale of the agenda item):**

A second reading is requested of Board Regulation 3517 and Exhibit 3517-E(1): Facilities Inspection. Administrative Regulation 3517 - Facilities Inspection, regulation updated to reflect NEW LAW (SB 760, 2023) which (1) authorizes districts to temporarily close a restroom due to a documented student safety concern, an immediate threat to student safety, or the need to repair the facility, and (2) requires, starting July 1, 2026, any school that has more than one female and more than one male restroom designated exclusively for student use to provide and maintain one all gender restroom for student use, as specified. Additionally, regulation updated to reflect NEW LAW (AB230, 2023) which extends the requirement to stock the school's restrooms with menstrual products for use in connection with the menstrual cycle free of charge to include schools that serve students in any of grades 3-12. Exhibit(1) 3517 - Facilities Inspection Exhibit updated to reflect NEW LAW (AB 230, 2023) which extends the requirement to stock the school's restrooms with menstrual products for use in connection with the menstrual cycle free of charge to include schools that serve students in any of grades 3-12. Last updated: 11/10/2022

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

Click here to enter text.

**Addresses Emphasis Goal(s):**

**#1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

**Informational**                                       **Denial/Rejection**  
 **Discussion**                                         **Ratification**  
 **Approval**                                          **Explanation:** Click here to enter text.  
 **Adoption**

**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Rachel Camarero, Executive Assistant

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Regulation 3517: Facilities Inspection**

Status: DRAFT

Original Adopted Date: 09/17/2012 | Last Revised Date: 11/10/2022 | Last Reviewed Date: 11/10/2022

The Superintendent or designee shall inspect school facilities to ensure that they are maintained and in good repair. At a minimum, the Superintendent or designee shall assess those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including, but not limited to, the following: (Education Code 17002, 35292.5)

1. Gas Leaks: Gas systems and pipes appear and smell safe, functional, and free of leaks.
2. Mechanical Systems: Heating, ventilation, and air conditioning systems, as applicable, are functional and unobstructed; appear to supply an adequate amount of air to all classrooms, workspaces, and facilities; and maintain interior temperatures within normally acceptable ranges.
3. Windows and Doors: Windows and doors are intact, functional, and open, close, and lock as designed, unless there is a valid reason they should not function as designed.
4. Fences and Gates: Fences and gates are intact, functional, and free of holes and other conditions that could present a safety hazard to students, staff, or others. Locks and other security hardware function as designed.
5. Interior Surfaces (walls, floors, ceilings): Interior surfaces are free of safety hazards from tears, holes, missing floor and ceiling tiles, torn carpet, water damage, or other cause. Ceiling tiles are intact. Surfaces display no evidence of mold or mildew.
6. Hazardous Materials: Hazardous and flammable materials are stored properly. No evidence of peeling, chipping, or cracking paint is apparent. No indicators of mold, mildew, or asbestos exposure are evident. There does not appear to be evidence of hazardous materials that may pose a threat to the health and safety of students or staff.
7. Structures: Posts, beams, supports for portable classrooms and ramps, and other structures appear intact, secure, and functional as designed. Ceilings and floors are not sloping or sagging beyond their intended design. There is no visible evidence of severe cracks, dry rot, mold, or damage that undermines structural components.
8. Fire Safety and Emergency Equipment: Fire sprinklers, fire extinguishers, emergency alarm systems, and all emergency equipment and systems appear to be functioning properly. Fire alarm pull stations are clearly visible. Fire extinguishers are current and placed in all required areas, including every classroom and assembly area. Emergency exits are clearly marked and unobstructed.
9. Electrical Systems: Electrical systems, components, and equipment, including switches, junction boxes, panels, wiring, outlets, and light fixtures, are securely enclosed, properly covered and guarded from student access, and appear to be working properly.
10. Lighting: Interior and exterior lighting appears to be adequate and working properly. Lights do not flicker, dim, or malfunction, and there is no unusual hum or noise from light fixtures.
11. Pest/Vermin Infestation: No visible or odorous indicators of pest or vermin infestation are evident.
12. Drinking Fountains: Interior and exterior drinking fountains are functional, accessible, and free of leaks. Drinking water pressure is adequate. Fountain water is clear and without unusual taste or odor, and moss, mold, or excessive staining is not evident.
13. Restrooms: Restrooms and restroom fixtures are fully operational, maintained and cleaned regularly, and stocked at all times with supplies (including toilet paper, soap, and paper towels or functional hand dryers,) in accordance with Education Code 35292.5. The school keeps all restrooms open during school hours when students are not in classes and keeps a sufficient number of restrooms open during school hours when students are in classes, except when necessary to temporarily close a restroom for due to a documented student safety concern, an immediate threat to student safety or to the need to repair the facility.

~~In addition~~ Additionally, any school serving students in any of grades 6-12 shall, at all times, stock and make available and accessible free of cost, an adequate supply of menstrual products in every women's and all-

gender restroom, and in at least one men's restroom. The district shall post in a prominent and conspicuous location in every restroom required to stock menstrual products a notice regarding this requirement that includes an email address and telephone number, a designated individual responsible for maintaining the requisite supply of menstrual products. (Education Code 35292.6)

In addition, starting July 1, 2026, any school that has more than one female and more than one male restroom designated exclusively for student use shall provide and maintain at least one all-gender restroom for student use. The district shall use signage that identifies the bathroom facility as being open to all genders and is in accordance with 24 CCR 11B-703; ensure that is available for use consistent with the requirements specified above and is unlocked, unobstructed, easily accessible by any student, and consistent with existing access to sex-segregated restrooms; stock the bathroom facility with menstrual products in accordance with Education Code 35292.6, as specified above; and ensure that the bathroom facility is available during school hours and school functions when students are present. The district shall post in a prominent and conspicuous location outside at least one all-gender restroom a notice regarding these requirements that includes contact information for the staff member designated as the point of contact responsible for implementing such requirements.

14. Sewers: The sanitary sewer system controls odors as designed, displays no signs of stoppage, backup, or flooding in school facilities or on school grounds, and appears to be functioning properly.
15. Roofs: Roofs, gutters, roof drains, and downspouts appear to be functioning properly and are free of visible damage and evidence of disrepair when observed from the ground from inside and outside the building
16. Drainage: School grounds do not exhibit signs of drainage problems, such as visible evidence of flooded areas, eroded soil, water damage to asphalt playgrounds or parking areas, or clogged storm drain inlets.
17. Playground/School Grounds: Playground equipment—( including exterior fixtures, seating, tables, and equipment), and school grounds, fields, walkways, and parking lot surfaces are functional and free of significant cracks, trip hazards, holes, deterioration that affects functionality or safety, and other health and safety hazards.
18. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to have been cleaned regularly and are free of accumulated refuse and unabated graffiti. Restrooms, drinking fountains, and food preparation or serving areas appear to have been cleaned each day that school is in session.

~~In addition~~ Additionally, to ensure the health and safety of students, the Superintendent or designee shall provide for the testing of drinking water on campus and of the soil and painted surfaces of school facilities for the presence of lead and/or other harmful substances, in accordance with state and federal standards.

The Superintendent or designee shall ensure that any necessary repairs or removal of hazards identified during the inspection are made in a timely and expeditious manner.

An assessment of the safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair as defined in Education Code 17002, shall be reported on the school accountability report card. (Education Code 33126)

Any complaint alleging a school facility condition that poses an emergency or urgent threat to the health or safety of students or staff, or alleging that a school restroom is not clean, maintained, stocked, or kept open, shall be addressed in accordance with AR Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures.

The Superintendent or designee shall provide the Governing Board with regular reports regarding the district's facility inspections and updates of any visits to district schools by the County Superintendent of Schools to review school facilities.

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**Exhibit 3517-E(1): Facilities Inspection**

Status: DRAFT

Original Adopted Date: Pending

**NOTICE REGARDING MENSTRUAL PRODUCTS**

Education Code 35292.6 requires that:

- a. On or before the start of the 2024-25 school year, a public school, including a school operated by a school district, county office of education, or charter school, maintaining any combination of classes from grades 3 to 12, inclusive, shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom
- b. A public school described in subdivision (a) shall not charge for any menstrual products provided to pupils
- c. A public school described in subdivision (a) shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section

This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.

- d. For purposes of this section, "menstrual products" means menstrual pads and tampons for use in connection with the menstrual cycle
- e. This section shall become operative on July 1, 2024

The name and contact information for the individual responsible for maintaining the requisite supply of menstrual products is:

[Redacted]

(name and/or title/position)

[Redacted]

(telephone number)

[Redacted]

(email address)

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# LAKESIDE UNION SCHOOL DISTRICT

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**Governing Board Meeting Date:** December 19, 2024

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**Agenda Item:**

First Reading of Board Policy and Regulation 4161/4261/4361: Leaves

**Background (Describe purpose/rationale of the agenda item):**

A first reading is requested of Board Policy and Regulation 4161: Leaves Policy updated to add employees have the right to take leave for Maternity, parental leave and reproductive loss and for bereavement. Also added leave language for Administrative and Supervisory Personnel in regards to leaves. Regulation updated to clarify that one of the conditions for the district to terminate the employment of a certificated employee who was on leave of absence for 20 or more consecutive working days after April 30 of the previous school year, is for the employee to continue to be absent from work for 20 consecutive working days beginning from the date the employee was to report to work. Last Updated in LUSD: 9/17/2012.

**Fiscal Impact (Cost):**

N/A

**Funding Source:**

Click here to enter text.

**Addresses Emphasis Goal(s):**

- #1:** Academic Achievement       **#2:** Social Emotional       **#3:** Physical Environments

**Recommended Action:**

- Informational**                                       **Denial/Rejection**  
 **Discussion**                                       **Ratification**  
 **Approval**                                       **Explanation:** Click here to enter text.  
 **Adoption**

**Originating Department/School:** Superintendent

**Submitted/Recommended By:**

**Approved for Submission to the Governing Board:**

  
Rachel Camarero, Executive Assistant

  
Dr. Rhonda Taylor, Superintendent

**Reviewed by Cabinet Member** \_\_\_\_\_

**Policy 4161: Leaves**

Status: DRAFT

Original Adopted Date: 09/17/2012 | Last Reviewed Date: 09/17/2012

The Governing Board shall provide for paid and unpaid leaves of absence for employees in accordance with law, Board policy, administrative regulation, and collective bargaining agreements.

The Board recognizes the following justifiable reasons for employee absence: Employees have the right to take leaves as authorized by law and/or collective bargaining agreements, including, but not limited to:

1. Personal illness or injury
2. Industrial accident or illness
3. Family care and medical leave
4. Military service
5. Personal necessity and personal emergencies
6. Disability leave for certificated employees in accordance with Education Code 44986
7. Vacations for classified staff and certificated management staff, as applicable
8. Sabbaticals for purposes of study or training related to the employee's job duties
9. Attendance at work-related meetings and staff development opportunities
10. Compulsory leave
11. Maternity, parental leave, and reproductive loss for both certificated and classified staff, as applicable under state law.
12. Bereavement

**Long-Term Leaves**

With board approval, an employee may receive a leave of absence, without pay and without accruing seniority or service credit, for a period of up to one school year. Applications for long-term leave shall be made in writing and shall state the purpose for which leave is requested. All long-term leave agreements shall be in writing and shall state the terms and conditions of the leave, including the conditions governing the employee's return.

At the end of a long-term leave, the employee shall be reinstated to a similar position as that employee held at the time the leave was granted, unless otherwise agreed upon.

The Board shall consider any written request by an employee to return to work prior to the expiration of the leave.

**Administrative and Supervisory Personnel**

Certificated administrative and supervisory employees who are not subject to the district's bargaining agreement for certificated employees shall generally be entitled to those leave provisions provided in the bargaining agreement for other certificated employees unless otherwise specified in individual contract, memorandums of understanding, Board policy, administrative regulation, or law.

Classified administrative and supervisory employees who are not subject to the district's bargaining agreement for classified employees shall generally be entitled to those leave provisions provided in the bargaining agreement for other classified employees unless otherwise specified in individual contract, memoranda of understanding, Board policy, administrative regulation, or law.

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

### State References

Ed. Code 22850-22856

Ed. Code 44018

Ed. Code 44036-44037

Ed. Code 44043.5

Ed. Code 44800

Ed. Code 44842

Ed. Code 44940

Ed. Code 44962-44988

Ed. Code 45059

Ed. Code 45190-45210

Fam. Code 297-297.5

Gov. Code 12945.1-12945.21

Gov. Code 20990-21013

Gov. Code 3543.1

Gov. Code 3543.2

Lab. Code 230-230.2

Lab. Code 230.3

Lab. Code 230.4

Lab. Code 230.8

Lab. Code 233

M&V Code 395-395.9

M&V Code 395.10

### Federal References

29 USC 2601-2654

38 USC 4301-4334

### Management Resources References

Website

### Cross References

2121

4112.1

4112.42

4112.42

4118

4118

4131

4141

### Description

[Pension benefits: STRS members on military leave](#)

[Compensation for employees on active military duty](#)

[Leaves of absence for judicial and official appearances](#)

[Catastrophic leave](#)

[Effect of active military service on status of employees](#)

[Reemployment notices: certificated employees](#)

[Compulsory leave of absence for certificated persons](#)

[Leave of absence: certificated](#)

[Employee ordered to active military/naval duty: computation of salary](#)

[Leaves of absence: classified](#)

[Rights, protections, benefits under the law: registered domestic partners](#)

[California Family Rights Act](#)

[Pension benefits: PERS members on military leave](#)

[Rights of employee organizations](#)

[Scope of representation](#)

[Leaves for victims of domestic violence, sexual assault or specified felonies](#)

[Leave for emergency personnel](#)

[Leave for volunteer firefighters](#)

[Time off to visit child's school](#)

[Leave to attend to family illness](#)

[Military leave](#)

[Leave when spouse on leave from military deployment](#)

### Description

[Family Care and Medical Leave Act](#)

Uniformed Services Employment and Reemployment Rights Act of 1994

### Description

[CSBA District and County Office of Education Legal Services](#)

### Description

[Superintendent's Contract](#)

[Contracts](#)

[Drug And Alcohol Testing For School Bus Drivers](#)

[Drug And Alcohol Testing For School Bus Drivers](#)

[Dismissal/Suspension/Disciplinary Action](#)

[Dismissal/Suspension/Disciplinary Action](#)

[Staff Development](#)

[Collective Bargaining Agreement](#)

**Cross References**

4154

4154

4159

4161.1

4161.11

4161.2

4161.3

4161.5

4161.8

4212.42

4218

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4261.1

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4361.1

4361.11

4361.2

4361.5

4361.8

**Description**[Health And Welfare Benefits](#)[Health And Welfare Benefits](#)[Employee Assistance Programs](#)[Personal Illness/Injury Leave](#)[Industrial Accident/Illness Leave](#)[Personal Leaves](#)[Professional Leaves](#)[Military Leave](#)[Family Care And Medical Leave](#)[Drug And Alcohol Testing For School Bus Drivers](#)[Dismissal/Suspension/Disciplinary Action](#)[Dismissal/Suspension/Disciplinary Action](#)[Collective Bargaining Agreement](#)[Health And Welfare Benefits](#)[Health And Welfare Benefits](#)[Employee Assistance Programs](#)[Personal Illness/Injury Leave](#)[Industrial Accident/Illness Leave](#)[Personal Leaves](#)[Military Leave](#)[Family Care And Medical Leave](#)[Administrative And Supervisory Personnel](#)[Administrative And Supervisory Personnel](#)[Contracts](#)[Drug And Alcohol Testing For School Bus Drivers](#)[Staff Development](#)[Staff Development](#)[Health And Welfare Benefits](#)[Health And Welfare Benefits](#)[Employee Assistance Programs](#)[Personal Illness/Injury Leave](#)[Industrial Accident/Illness Leave](#)[Personal Leaves](#)[Military Leave](#)[Family Care And Medical Leave](#)

**Regulation 4161: Leaves**

Status: DRAFT

Original Adopted Date: 09/17/2012 | Last Reviewed Date: 09/17/2012

**Failure to Return to Service After Leave**

The district may terminate the ~~case employment~~ of a certificated employee who was on leave of absence for 20 or more consecutive working days after April 30 of the previous school year, ~~the district may terminate the employment of such an employee~~ if all of the following circumstances exist: (Education Code 44842)

1. The employee fails to report for duty, without good cause, at the beginning of the school year after having notified the Governing Board of his/her ~~the~~ intention to remain in service with the district in accordance with Education Code 44842.
2. The district had specifically notified the employee, at least five days in advance, of the time and place at which the employee was to report to work.
3. The employee continues to be absent from work for 20 consecutive days, beginning from the date the employee was to report to work.
4. The employee did not request or was not granted a leave of absence authorized by the Board.

~~In any such case, the district may terminate the employee's employment on the day following 20 consecutive days of absence. (Education Code 44842)~~

**Use of Leaves by Classified Employees**

A classified employee may interrupt or terminate vacation leave in order to begin another type of paid leave without a return to active service, as long as the employee provides adequate notice and relevant supporting information regarding the basis for such interruption or termination. (Education Code 45200)

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