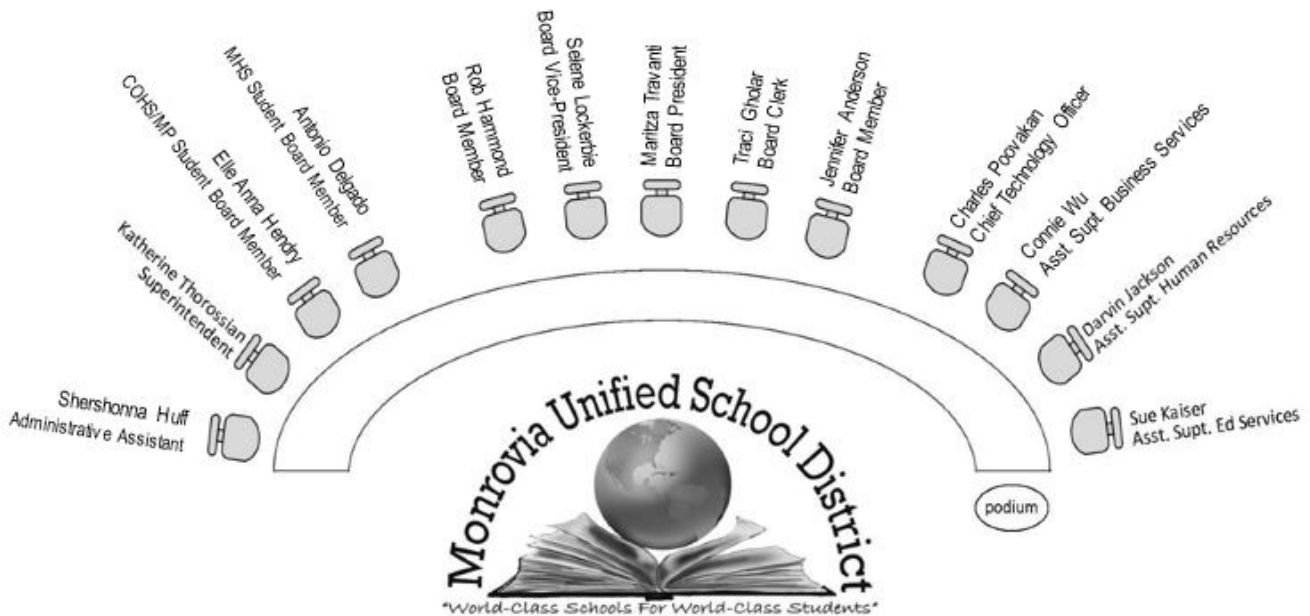




In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Superintendent's Office (626) 471-2010, twenty-four hours prior to the meeting so that reasonable arrangements can be made. The Administration Center Board Room is wheelchair accessible.



In accordance with a recent amendment to the Ralph M. Brown Act, public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Administration Office located at 325 E. Huntington Drive, Monrovia, Ca 91016, during regular business hours (8:00am to 4:00pm.)



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

325 E. Huntington Drive Monrovia, California 91016

**BOARD OF EDUCATION CLOSED SESSION
Wednesday, March 10, 2021
6:00 p.m. - Virtual Zoom Meeting**

**BOARD OF EDUCATION OPEN SESSION
Wednesday, March 10, 2021
7:00 p.m. - Virtual Zoom Meeting**

CORONAVIRUS DISEASE (COVID-19) ADVISORY

In response to the COVID-19 pandemic, the Board of Education will be conducting its meetings virtually until further notice. This means that public access to the physical meeting will be eliminated; however, remote public participation is allowed and encouraged.

You may submit public comments via email before each meeting. Please send all public comments to publiccomments@monroviashools.net, to be read during public comments. Lengthy public comments may be summarized in the interest of time.

If you would like to watch or listen to the meeting from home:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99 or Giggle Fiber Channel 87-2)
- 2) Livestream online at www.foothillsmedia.org/MUSD

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING (6:00 p.m.)

1. Call to Order
2. Public Comments for items on the Closed Session agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).
2. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
3. Confer with legal counsel regarding pending litigation (Government Code 54956.9)

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. RECONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (7:00 p.m.)

1. Meeting called to order by presiding chairperson, _____ at _____ pm.

2. Pledge of Allegiance by Bradoaks ESA

3. Roll Call:

Maritza Travanti, Board President _____ Katherine Thorossian, Superintendent _____
Selene Lockerbie, Board Vice-President _____ Sue Kaiser, Asst. Supt. Ed. Svcs. _____
Traci Gholar, Board Clerk _____ Darwin Jackson, Asst. Supt. HR _____
Jennifer Anderson, Board Member _____ Connie Wu, Asst. Supt. Bus. Svcs. _____
Rob Hammond, Board Member _____ Charles Poovakan, CTO _____
COHS/MP Student Board Member Elle Anne Hendry _____

4. Report on Closed Session held this date

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

2. Approve the Minutes of the Regular Board of Education Mtg. on February 24, 2021.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti _____

[BM Mins - 022421.pdf](#)

3. Approve the Minutes of the Special Board of Education Mtg. on March 2, 2021.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti _____

[BM Minutes - 030221.pdf](#)

4. Approve the Minutes of the Special Board of Education Mtg. on March 3, 2021.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti _____

[BM Mins - 030321.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education and Chamber of Commerce would like to congratulate the following employees on being recipients of Monrovia Unified School District's "**Employee of the Month**" for the month of **March**:

- **Sherrill Clapsaddle, Clerical Assistant I- Bradoaks ESA**

- **Jill Levensgood, Teacher - Bradoaks ESA**
- **Tom Bogdon, Office Manager - Wild Rose ES**
- **Sharon Naugle, Teacher - Wild Rose ES**

2. The Board of Education would like to congratulate the following seniors from Canyon Oaks High School & Mountain Park School who have committed to joining the below colleges or trade schools:

COHS:

Jose Alvarado Contreras	Citrus College
Jose Castaneda	Citrus College
David Cervantes	Pasadena City College
Angel Chacon-Luzardo	Citrus College
Jesse Chavez	Citrus College
Justine Delgado	Cal State LA
Kayla Lawson	Citrus College
Amber Leon	Citrus College
Christa Lopez	Barber School
Jeremy Robinson	Pasadena City College
Emoni Waiters	UEI/MCAS

Mountain Park:

Maria Bautista	Citrus College
Cashai Boon	Citrus College
Alexa Cisneros	Citrus College
Casey Fernandez	Army
Natalie Jimenez	Citrus College
Hailey Kinyon	Citrus College
Andrew Limbach	Pasadena City College
Brendan Miller	Citrus College
Jessica Perez	Citrus College
Madelyn Santana	Cosmetology School

3. Board Member Reports
4. Student Board Member Report
5. Report from the Superintendent

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please send all public comments to publiccomments@monroviashools.net. You may indicate whether you wish to have your comment read during public comments, or if about an agenda item, during that item's place on the agenda. Please be sure to include your name, email, and best method of contact to reach you to follow-up.

1. Public Comments for items not on the Agenda In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

2. Public Comments for items on the Open Session Agenda

H. INFORMATIONAL REPORTS AND PRESENTATIONS

1. TEACHING AND LEARNING PANDEMIC UPDATE. (Dr. Katherine Thorossian, Superintendent). The Board of Education will receive the latest updates impacting education during the 2020-21 school year.

I. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: _____

Approval of Consent Agenda:

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti____

EDUCATIONAL SERVICES

1. 20/21-1082 - LOS ANGELES COUNTY OFFICE OF EDUCATION CONTRACT FOR POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS) CONSULTING AND TRAINING SERVICES

The Board of Education is requested to approve a contract with the Los Angeles County Office of Education (LACOE) for Positive Behavior Interventions and Supports (PBIS) Consulting and Training Services from July 1, 2021, through June 30, 2022.

[LACOE - PBIS Contract - 20875.pdf](#)

2. 20/21-1084 - LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) CONTRACT FOR PROFESSIONAL DEVELOPMENT AS PART OF THE EVERY STUDENT SUCCEEDS ACT (ESSA) SUICIDE PREVENTION AND ONGOING RESILIENCY TRAINING (SPORT) PROJECT.

The Board of Education is requested to approve the contract with LACOE for the MUSD Suicide Prevention and Ongoing Resiliency Training (SPORT) team to attend a one-day virtual professional development training.

[LACOE - ESSA PD - Contract #136000.pdf](#)

3. 20/21-1085 - MEMORANDUM OF UNDERSTANDING WITH CITRUS COMMUNITY COLLEGE DISTRICT FOR USE OF FACILITIES AND OFFERING OF CREDIT RECOVERY COURSES IN SUMMER PROGRAM

The Board of Education is requested to approve a Memorandum of Understanding between Citrus Community College and Monrovia Unified School District for reimbursement of the employment of certificated and classified staff members, and for the offering of specific credit recovery online courses during the summer of 2021.

[Citrus College - MUSD Summer School MOU 2021.pdf](#)

4. 20/21-1088 - LOS ANGELES COUNTY OFFICE OF EDUCATION CONTRACT FOR THE TECHNOLOGY ENHANCED ARTS AND LEARNING (TEAL) PROJECT

The Board of Education is requested to ratify a contract with the Los Angeles County Office of Education (LACOE) for the Technology Enhanced Arts and Learning (TEAL) Project from February 22, 2021 through June 30, 2021.

[LACOE - TEAL Project.pdf](#)

BUSINESS SERVICES

5. 20/21-2095 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$1,654,910.11 issued November 27, 2020 through December 11, 2020, and payments in the amount of \$259,669.31 issued February 11, 2021 through February 25, 2021.

[BA Item 2095\(b-e\) Purchase Order Rpt 3-10-21.pdf](#)

6. 20/21-2097 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[BA Item 2097\(b\) Budgetary Transfers 3-10-21.pdf](#)

7. 20/21-2098 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2021-13.

[Acceptance of Gifts #2021-13 03-10-21.pdf](#)

HUMAN RESOURCES

8. 20/21-3044 - PERSONNEL ASSIGNMENTS

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #14.

[2021-03-10 Personnel Report 14.pdf](#)

BOARD BUSINESS

9. 20/21-5052 - BOARD POLICY 5144, *DISCIPLINE & ACCOMPANYING ADMINISTRATIVE*

REGULATION

The Board of Education is requested to approve Board Policy 5144, Discipline, and its accompanying administrative regulation as recommended by the MUSD Policy Review Committee.

[BP 5144 -Discipline - 2nd Reading PRC Review.pdf](#)

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Sue Kaiser, Ed.D., Asst. Supt. of Educational Svcs.

1. 20/21-1083 - SCHOOL ACCOUNTABILITY REPORT CARDS (SARC's) FOR MONROVIA UNIFIED SCHOOL DISTRICT SCHOOLS

The Board of Education is requested to approve the School Accountability Report Card (SARC) for each of the following schools: Bradoaks Elementary Science Academy, Mayflower Elementary School, Monroe Elementary School, Plymouth Elementary School, Wild Rose School of Creative Arts, Clifton Middle School, Santa Fe Computer Science Magnet School, Monrovia High School, Canyon Oaks High School, and Mountain Park School for the 2020/2021 academic school year.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti____

2. 20/21-1087 - NEW COURSE OFFERING FOR HIGH SCHOOL STUDENTS: POPULAR SINGING

The Board of Education is requested to approve Popular Singing as a new course offering for high school students.

Motion by _____, seconded by _____ Vote _____

Board Member Anderson____, Board Member Gholar____, Board Member Hammond____

Board Member Lockerbie____, Board President Travanti____

[Course Description - Popular Singing.pdf](#)

BUSINESS SERVICES – Connie Wu, Asst. Superintendent of Business Svcs.

3. 20/21-2100 - SECOND INTERIM REPORT FOR THE 2020-21 FISCAL YEAR

The Board of Education is requested to approve a positive certification that the Monrovia Unified School District will be able to meet its financial obligations for the 2020-21 and the subsequent two fiscal years.

Motion by _____, seconded by _____ Vote _____

Board Member Anderson____, Board Member Gholar____, Board Member Hammond____

Board Member Lockerbie____, Board President Travanti____

[2020-21 Second Interim Report Narrative.pdf](#)

TECHNOLOGY – Charles Poovakan, Chief Technology Officer

4. 20/21 - 4015 - ADDENDUM TO AGREEMENT WITH CROWN CASTLE FIBER FOR ISP UPGRADE

The Board of Education is requested to approve an addendum to an agreement with Crown Castle Fiber to upgrade the District's Internet Service Provider (ISP) bandwidth from 3 Gbps (Gigabits per second) to 5 Gbps (Gigabits per second).

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti____

[Monrovia Change Order 3GB to 5GB Upgrade SO2021-69389.pdf](#)

5. 20/21- 4016 - AWARD OF CONTRACT TO NETXPERTS FOR E-RATE BASIC MAINTENANCE

The Board of Education is requested to accept this E-Rate Basic Maintenance Proposal and award a contract to NetXperts, Effective July 1, 2021 through June 30, 2024.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti____

BOARD BUSINESS – Katherine Thorossian, Ed.D., Superintendent of Schools

6. 20/21-5055 - CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA) DELEGATE ASSEMBLY ELECTION, SUBREGION 23-A

The Board of Education will discuss electing a delegate to represent Subregion 23-A, in the California School Boards Association (CSBA) Delegate Assembly, to serve a two-year term commencing April 1, 2021 through March 31, 2023.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar__

Board Member Lockerbie____, Board President Travanti_____

[CSBA Delegate Assembly SubRegion 23A.pdf](#)

7. 20/21-5056 - BOARD DISCUSSION TO RENAME THE MONROVIA HIGH SCHOOL WELLNESS CENTER IN MEMORY OF SUSAN HIRSCH

The Board of Education will discuss renaming the Wellness Center at Monrovia High School after former administrator Susan Hirsch.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar__

Board Member Lockerbie____, Board President Travanti_____

8. 20/21-5057 - PROFESSIONAL SERVICES AGREEMENT WITH EXECUTIVE SEARCH FIRM LEADERSHIP ASSOCIATES

The Board of Education is requested to approve an agreement with Leadership Associates to lead the search for the next Superintendent of Monrovia Unified School District.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar__

Board Member Lockerbie____, Board President Travanti_____

[Leadership Associates Service Agmt -MUSD Supt. Search.pdf](#)

9. 20/21-5058 - PENDING BOARD ISSUES

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues 031021.pdf](#)

K. OLD BUSINESS

- March 24, 2021; 7:00 p.m. - Regular Board of Education Meeting
- April 10, 2021; 7:00 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Open Houses:

- Clifton MS - March 22, 2021
- COHS/MP - March 25, 2021
- CELC - March 25, 2021
- MHS - March 29-April 1, 2021
- Monroe - April 1, 2021

Other Dates to Calendar

- LCAP Meetings (Eng & Spanish) - March 17, 2021; 10am, 1pm & 6pm
- Professional Development Day (Pupil Free Day) - March 19, 2021
- Cesar Chavez Day (All Sites Closed) - April 2, 2021
- Spring Break (All Sites Closed) - April 5-9, 2021

M. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

2. Approve the Minutes of the Regular Board of Education Mtg. on February 24, 2021.

RECOMMENDATION

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti _____

Rationale:

ATTACHMENTS

- [BM Mins - 022421.pdf](#)



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016**

BOARD OF EDUCATION CLOSED SESSION

Wednesday, February 24, 2021

6:30 p.m. - Virtual Zoom Meeting

BOARD OF EDUCATION OPEN SESSION

Wednesday, February 24, 2021

7:00 p.m. - Virtual Zoom Meeting

UNADOPTED MINUTES

CORONAVIRUS DISEASE (COVID-19) ADVISORY

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- 2) Livestream online at www.foothillsmedia.org/MUSD

A. CONVENED BOARD OF EDUCATION OPEN SESSION MEETING (6:30 p.m.)

1. Meeting was Called to Order at 6:31 p.m.
2. Public Comments for items on the Closed Session agenda
There were none.

B. CONVENED BOARD OF EDUCATION CLOSED SESSION at 6:32 p.m.

1. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).
2. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

C. ADJOURNED BOARD OF EDUCATION CLOSED SESSION at 6:58 p.m.

D. RECONVENED REGULAR BOARD OF EDUCATION OPEN SESSION (7:00 p.m.)

1. Meeting was called to order by Board President Travanti at 7:07 p.m.
2. Pledge of Allegiance led by Clifton MS

3. Roll Call:

Maritza Travanti, President	Present	Katherine Thorossian, Superintendent	Present
Selene Lockerbie, Vice Pres.	Present	Sue Kaiser, Asst. Supt., Ed Services	Present
Traci Gholar, Clerk	Present	Darvin Jackson, Asst. Supt., HR	Present

Jennifer Anderson, Member Present Connie Wu, Asst. Supt. of Bus. Svcs. Present
Robert Hammond, Member Present Charles Poovakan, Chief Tech. Officer Present
MHS Student Board Member Antonio Delgado Present

4. Report on Closed Session held this date
No action was taken.

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

Agenda Item #'s I.8 & J.1 were pulled from this agenda. Agenda Item # J5 was moved up on the agenda to follow Public Comments.

2. Approve the Minutes of the Regular Board of Education Mtg. on February 10, 2021.

Motion by Board Member Anderson, seconded by Board Member Hammond, **Vote 5-0**
Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y,
Board Member Lockerbie – Y, Board President Travanti – Y

BM Minutes - February 10, 2021

[BM Mins - 021021.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. Board Member Reports

- **Board President Travanti** informed the community about a new recognitions section that will begin in March recognizing senior signing commitments to various universities and trade schools.
- **Board President Travanti** also informed the community regarding a letter she penned to LA County Supervisor Kathryn Barger on behalf of the Class of 2021, asking that conversations begin to create a memorable graduation experience for exiting seniors.

2. Student Board Member Report

3. Report from the Superintendent

- **Dr. Thorossian** informed the Board and community about the Welcome Mandarin Dual Immersion students event that occurred on February 23, 2021. **Dr. Thorossian** also shared about the TK/Kindergarten Preview night that occurred on February 25, 2021.

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please send all public comments to publiccomments@monroviaschools.net. You may indicate whether you wish to have your comment read during public comments, or if about an agendized item, during that item's place on the agenda. Please be sure to include your name, email, and best method of contact to reach you to follow-up.

1. **Public Comments for items not on the Agenda** - In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

- MUSD parents and community members **Kris Blanton, Heather Castle & Deepa Fernandes** addressed the Board regarding issues with staff, questions about the reopening of schools and allocation of CARES ACT funding.

2. **Public Comments for items on the Open Session Agenda**
There were none.

The Board of Education received for first reading Board Policy 5144, Discipline, and its accompanying administrative regulation as recommended by the MUSD Policy Review Committee.

[BP 5144 - Discipline \(1st Read PRC Review\).pdf](#)

H. INFORMATIONAL REPORTS AND PRESENTATIONS

TEACHING AND LEARNING PANDEMIC UPDATE. (*Dr. Katherine Thorossian, Superintendent*).

The Board of Education received the latest updates impacting education during the 2020-21 school year.

1. DUAL IMMERSION PROGRAM UPDATE. (*Dr. Sue Kaiser, Asst. Supt. of Ed. Services*).

The Board of Education received an informational report on the latest updates being made to the Dual Immersion program.

2. 2021-22 PRELIMINARY REVENUE PROJECTION REPORT. (*Connie Wu, Asst. Supt. of Business Services*).

The Board of Education received a Preliminary Revenue Projection Report for the General Fund for the 2021-22 school year.

[2021-22 Preliminary Revenue Projection Report.docx](#)

3. 2021-22 ENROLLMENT AND CERTIFICATED STAFFING PROJECTION. (*Connie Wu, Asst. Supt. of Business Services*).

The Board of Education received the 2021-22 Enrollment and Certificated Staffing Projection.

[2021-22 Enrollment and Staffing Narrative.pdf](#)

I. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: **Agenda Item #1.8 was pulled.**

Approval of Consent Agenda:

Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**
Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y,
Board Member Lockerbie – Y, Board President Travanti – Y

EDUCATIONAL SERVICES

1. 20/21 - 1079 - SCHOOL COUNSELOR CANDIDATE PRACTICUM/FIELDWORK AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS (CSUDH)

The Board of Education approved an agreement with CSUDH that will allow school counseling fieldwork student(s) to work under the direct and continuing supervision of a CSUDH supervisor.

[CSUDH Agreement re School Counseling Fieldwork Intern - 20210224.pdf](#)

2. 20/21 - 1081 - RENEWAL OF CONTRACT WITH NAVIANCE, INC.

The Board of Education approved a contract with Naviance, Inc., a college and career readiness program that helps students connect their academic progress with their post- high school goals. Effective from April 22, 2021 through April 21, 2026.

[Naviance Contract 20210212.pdf](#)

BUSINESS SERVICES

3. 20/21-2083 - DISTRICT CASH RECEIPTS

The Board of Education received District cash receipts; Deposit Report No. 22 through No. 24

deposited February 5, 2021 through February 16, 2021 for a total amount of \$868,901.44.

[BA Item 2083\(b\) Deposit Rpts #22-#24 2-24-21.pdf](#)

4. 20/21-2084 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education approved the budgetary adjustments as submitted.

[BA Item 2084\(b\) Budgetary Transfers 2-24-21.pdf](#)

5. 20/21-2088 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education ratified purchase orders in the amount of \$323,168.08 issued November 13, 2020 through November 27, 2020, and payments in the amount of \$6,240,622.98 issued January 27, 2021 through February 10, 2021.

[BA Item 2088\(b-e\) Purchase Order Rpt 2-24-21.pdf](#)

6. 20/21-2089 - ACCEPTANCE OF GIFTS

The Board of Education accepted the gifts as described in Acceptance of Gifts Report No. 2021-12.

[Acceptance of Gifts #2021-12 02-24-21.pdf](#)

7. 20/21-2090 - PROFESSIONAL SERVICE AGREEMENTS

The Board of Education approved the Professional Service Agreements report #9 for the Monrovia Unified School District.

[Professional Service Agmts #9.pdf](#)

8. 20/21-2093 - LEASE AGREEMENT WITH RICOH CORPORATION

The Board of Education approved a one year (60 months) lease agreement with purchase option, from Ricoh Corporation for the lease and option to purchase two (2) Ricoh MP6002SP Configurable P model digital network copier/printers.

[BA Item 2093\(b\) Ricoh Copier Lease Agreement 2-24-21.pdf](#)

9. 20/21-2094 - CUMULATIVE OBJECT SUMMARY REPORTS

The Board of Education received the final District Cumulative Object Summary report for the month of January 2021.

[BA Item 2094\(b\) Cumulative Object Summary Rpt - January 2021 2-24-21.pdf](#)

HUMAN RESOURCES

10. 20/21-3041 - PERSONNEL ASSIGNMENTS

The Monrovia Unified School District Board of Education approved Personnel Assignments Report #13.

[2021-02-24 Personnel Report 13.pdf](#)

11. 20/21-3042 - CONFERENCE /IN-SERVICE ATTENDANCE AND TRAVEL

The Monrovia Unified School District Board of Education approved Travel and Conference Report #2.

[02242021TravelConference.pdf](#)

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES - Sue Kaiser, Ed.D., Asst. Supt. of Educational Svcs.

1. 20/21-1083 - SCHOOL ACCOUNTABILITY REPORT CARDS (SARC's) FOR MONROVIA UNIFIED SCHOOL DISTRICT SCHOOLS

The Board of Education is requested to approve the School Accountability Report Card (SARC) for each of the following schools: Braddock Elementary Science Academy, Dayflower Elementary School, Monroe Elementary School, Plymouth Elementary School, Wild Rose School of Creative Arts, Clifton Middle School, Santa Fe Computer Science Magnet School, Monrovia High School, Canyon Oaks High School, and Mountain Park School for the 2020/2021 academic school year.

BUSINESS SERVICES – Connie Wu, Asst. Superintendent of Business Services

2. 20/21-2091 - RESOLUTION PROCLAIMING MARCH 8 - 12, 2021, AS "NATIONAL SCHOOL BREAKFAST WEEK"

The Board of Education adopted Resolution No. 2021-13 proclaiming the week of March 8-12, 2021, as "National School Breakfast Week", and declaring that National Breakfast Week breakfast will continue to be offered free for all K-12 Monrovia Unified School District students and for neighboring community children through the Seamless Summer Option meal program offered amidst the COVID-19 pandemic.

Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**
Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y,
Board Member Lockerbie – Y, Board President Travanti – Y
[BA Item 2091\(b\) #2021-13 National School Breakfast Week 2-24-21.pdf](#)

3. 20/21-2092 - REQUEST FOR SURPLUS SALE & RECYCLE OF OBSOLETE INSTRUCTIONAL MATERIALS

The Board of Education approved a surplus sale and the recycling of obsolete instructional materials no longer in use by the District.

Motion by Board Member Gholar, seconded by Board Member Anderson, **Vote 5-0**
Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y,
Board Member Lockerbie – Y, Board President Travanti – Y

HUMAN RESOURCES - Darvin Jackson, Ed.D., Asst. Supt. of Human Resources

4. 20/21-3043 – APPROVAL OF COMPREHENSIVE SCHOOL SAFETY PLANS

The Board of Education approved the Comprehensive School Safety Plans for the 2021-22 SY.

Motion by Board Member Lockerbie, seconded by Board Member Hammond, **Vote 5-0**
Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y,
Board Member Lockerbie – Y, Board President Travanti – Y
[2021-2022 Comprehensive School Safety Plans for 02242021.pdf](#)

- **Board Vice-President Lockerbie requested that plans for a safety corridor around all MUSD schools begin to be presented in the summer of 2021.**

BOARD BUSINESS – Katherine Thorossian, Ed.D., Superintendent of Schools

6. 20/21-5049 - BOARD UPDATE AND DISCUSSION ON SUPERINTENDENT SEARCH

The Board of Education discussed where they were in the process of filling the upcoming superintendent vacancy at the end of the school year and discuss next steps and scheduled a Special Board meeting on March 3, 2021, to interview executive search firms.

7. 20/21-5050 - PENDING BOARD ISSUES

The Board of Education received status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues 022421.pdf](#)

K. OLD BUSINESS

- March 10, 2021; 7:00 p.m. - Regular Board of Education Meeting
- March 24, 2021; 7:00 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Open Houses

- Santa Fe CSMS - March 4, 2021
- Clifton MS - March 22-23, 2021
- COHS/MP - March 24-25, 2021

- CELC - March 25, 2021

Other Dates to Calendar

- All Staff In-Service (Pupil Free Day) - March 5, 2021
- Professional Development Day (Pupil Free Day) - March 19, 2021

M. Board President Travanti ADJOURNED the REGULAR BOARD OF EDUCATION OPEN SESSION MEETING in memory of JaiAnna Shafer Armington at 9:20 p.m.

Dr. Katherine Thorossian, Superintendent & Secretary of the Board

Traci Gholar, Board Clerk

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

3. Approve the Minutes of the Special Board of Education Mtg. on March 2, 2021.

RECOMMENDATION

Motion by _____, seconded by _____ Vote _____
Board Member Hammond ____, Board Member Anderson ____, Board Member
Gholar ____
Board Member Lockerbie ____, Board President Travanti ____

Rationale:

ATTACHMENTS

- [BM Minutes - 030221.pdf](#)



MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016

SPECIAL BOARD OF EDUCATION OPEN SESSION

Tuesday, March 2, 2021

6:00 p.m. - Virtual Zoom Meeting

UNADOPTED MINUTES

CORONAVIRUS DISEASE (COVID-19) ADVISORY

In response to the COVID-19 pandemic, the Board of Education will be conducting its meetings virtually until further notice. This means that public access to the physical meeting will be eliminated; however, remote public participation is allowed and encouraged.

You may submit public comments via email before each meeting. Please send all public comments to publiccomments@monroviaschools.net, to be read during public comments. Lengthy public comments may be summarized in the interest of time.

If you would like to watch or listen to the meeting from home:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99 or Giggle Fiber Channel 87-2)
- 2) Livestream online at www.foothillsmedia.org/MUSD

A. CONVENED SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING (GC54959)

1. Meeting was called to order Board President Travanti at 6:03 p.m.

2. Pledge of Allegiance

3. Roll Call:

Maritza Travanti, President Present Katherine Thorossian, Superintendent Present
Selene Lockerbie, Vice Pres. Present
Traci Gholar, Clerk Present
Jennifer Anderson, Member Present
Robert Hammond, Member Present

4. Public Comments for items on the Special Board of Education Meeting Agenda

The Board of Education received numerous comments from parents, teachers, and members of the community, both in favor of and opposed to the hybrid instructional model proposed by the Elementary task force.

B. ACTION ITEMS

1. **20/21-5051 - BOARD DISCUSSION ON PROPOSED HYBRID MODEL OF INSTRUCTION AS RECOMMENDED BY THE ELEMENTARY TASK FORCE**

The Board of Education discussed the recommended hybrid model of instruction for the reopening of Elementary schools throughout Monrovia Unified School District.

- **The Board of Education directed that the proposed hybrid instruction model be revised by the elementary task force, to reflect full days of instruction, from 8am-3pm, a minimum of two (2) days per week.**

C. ADJOURNED the SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING at 8:02 p.m.

Dr. Katherine Thorossian, Superintendent & Secretary of the Board

Traci Gholar, Board Clerk

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

4. Approve the Minutes of the Special Board of Education Mtg. on March 3, 2021.

RECOMMENDATION

Motion by _____, seconded by _____ Vote _____

Board Member Hammond ____, Board Member Anderson ____, Board Member
Gholar ____

Board Member Lockerbie ____, Board President Travanti ____

Rationale:

ATTACHMENTS

- [BM Mins - 030321.pdf](#)



MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016

SPECIAL BOARD OF EDUCATION CLOSED SESSION

Wednesday, March 3, 2021

5:45 p.m. - Virtual Zoom Meeting

SPECIAL BOARD OF EDUCATION OPEN SESSION

Wednesday, March 3, 2021

6:00 p.m. - Virtual Zoom Meeting

UNADOPTED MINUTES

CORONAVIRUS DISEASE (COVID-19) ADVISORY

In response to the COVID-19 pandemic, the Board of Education will be conducting its meetings virtually until further notice. This means that public access to the physical meeting will be eliminated; however, remote public participation is allowed and encouraged.

You may submit public comments via email before each meeting. Please send all public comments to publiccomments@monroviaschools.net, to be read during public comments. Lengthy public comments may be summarized in the interest of time.

If you would like to watch or listen to the meeting from home:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99 or Giggle Fiber Channel 87-2)
- 2) Livestream online at www.foothillsmedia.org/MUSD

A. CONVENED SPECIAL BOARD OF EDUCATION OPEN SESSION (GC54959)

1. Meeting was Called to Order at 5:31 p.m.
2. Public Comment for items on the Special Board of Education Closed Session Agenda
There were none.

B. CONVENED SPECIAL BOARD OF EDUCATION CLOSED SESSION at 5:32 p.m.

1. Public Employee Discipline/Dismissal/Release/Assignment - Superintendent (Government Code Section 54957)

C. RECESSED SPECIAL BOARD OF EDUCATION CLOSED SESSION at 6:03 p.m.

D. RECONVENED SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING (GC54959)

1. Meeting was called to order by Board President Travanti at 6:05 p.m.
2. Pledge of Allegiance
3. Roll Call:
Maritza Travanti, President Present Katherine Thorossian, Superintendent Present
Selene Lockerbie, Vice Pres. Present
Traci Gholar, Clerk Present
Jennifer Anderson, Member Present
Robert Hammond, Member Present

3. Report out of Closed Session
No action was taken.

4. Public Comments for items on the Special Board of Education Open Session Agenda

There were none.

E. EXECUTIVE SEARCH FIRM INTERVIEWS - *Superintendent Search Process*

1. The Board of Education interviewed executive search firms to potentially lead the search to fill MUSD's upcoming Superintendent vacancy.

- The Cosca Group
- Leadership Associates
- McPherson & Jacobson, LLC

[The Cosca Group Superintendent Search.pdf](#)

[Leadership Associates MUSD Supt Search 022621.pdf](#)

[McPherson & Jacobson LLC for Monrovia Unified School District.pdf](#)

2. Board Deliberations on Executive Search Firm Interviews

Motion by Board Member Hammond to move forward with Leadership Associates to lead MUSD's Superintendent search, seconded by Board Member Anderson Vote 4-1

Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar - Y, Board Member Lockerbie – N, Board President Travanti – Y

F. ADJOURNED SPECIAL BOARD OF EDUCATION CLOSED SESSION at 8:46 p.m.

G. RECONVENED SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING at 8:46 p.m.

H. ADJOURNED SPECIAL BOARD OF EDUCATION OPEN SESSION MEETING at 8.46 p.m.

Dr. Katherine Thorossian, Superintendent & Secretary of the Board

Traci Gholar, Board Clerk

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

1. 20/21-1082 - LOS ANGELES COUNTY OFFICE OF EDUCATION CONTRACT FOR POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS) CONSULTING AND TRAINING SERVICES

RECOMMENDATION

The Board of Education is requested to approve a contract with the Los Angeles County Office of Education (LACOE) for Positive Behavior Interventions and Supports (PBIS) Consulting and Training Services from July 1, 2021, through June 30, 2022.

Rationale:

The Positive Behavior Interventions and Supports (PBIS) training offered by the Los Angeles County Office of Education (LACOE) provides District schools a comprehensive three-tier training comprised of professional development, coaching, and networking. Combined, this three-tier training will support and build upon the previous training provided by Educational Services, thereby galvanizing their PBIS program towards full implementation at their school site.

Background:

During the 2014-15 school year, PBIS training was initiated to all school PBIS leadership teams. This was a beginning step in supporting the full implementation of PBIS as listed in the Local Control Accountability Plan, Goal 3 - Student Engagement. LACOE's training provides an opportunity for Monrovia High School staff to participate with other high schools throughout Los Angeles County.

Budget Implication (\$ Amount):

The cost per school is \$4,500 per year for an estimated total of \$45,000, which covers up to ten (10) district schools. This expense will be paid from Supplemental and Concentration Funds as part of the LCAP Goal 3 allocation.

Legal References:

Education Code 17604 requires that all contracts be approved by the Governing Board.

Account:

01.4-07301.0-11100-10000-5850-60003300

Additional Information:

A copy of the LACOE Contract is attached.

ATTACHMENTS

- [LACOE - PBIS Contract - 20875.pdf](#)

**LOS ANGELES COUNTY OFFICE OF EDUCATION POSITIVE
BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)
CONSULTING AND TRAINING SERVICES
2021-2022 SCHOOL YEAR**

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, hereinafter referred to as "LACOE," and **Monrovia Unified School District**, hereinafter referred to as "LEA," mutually agree as follows:

1. BASIS OF CONTRACT

LACOE's Division of Student Support Services provides a variety of services for school districts within the County of Los Angeles. LEA has requested that LACOE provide Positive Behavior Interventions and Supports (PBIS) consulting and training to District leadership teams, site administrators and coaches as specified in Exhibit A-PBIS Training Scope and Sequence and Service Option selected by the LEA. Service Options to be provided are contained in Attachment 1 and/or Attachment 2, attached hereto, incorporated herein, and made a part hereof. LEA will provide LACOE with a list of all participating schools and notify LACOE if any changes occur. LEA will register workshops via LACOE's Organization Management System (OMS). All work shall be coordinated with LACOE's project director, Sheari Taylor.

2. TERM AND TERMINATION OF CONTRACT

This Contract is effective upon full execution and shall be in effect from July 1, 2021, through June 30, 2022. The Contract may be terminated at LACOE's convenience upon written notification.

3. REVISING SERVICE OPTION

Both parties understand that during the fiscal year, revisions may be made to the **Attachments**. In these instances, LACOE shall issue to LEA a revised **Attachment** to reflect those changes which shall be signed, dated and returned by LEA.

4. COST AND PAYMENT

This Contract contains detailed costs on **Attachment 1 and/or Attachment 2**. LEA shall make payment to LACOE within thirty (30) days of receipt of invoice.

5. ASSIGNMENT

LEA shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of LACOE. If prior written consent is not given by LACOE to assign, transfer, or encumber this Contract, such action shall be deemed automatically void.

6. INDEMNIFICATION

LEA agrees to defend, indemnify, save, and hold harmless LACOE from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys' fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of LACOE. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

LACOE agrees to defend, indemnify, save, and hold harmless the LEA from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorneys' fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from

or is connected with the sole negligence or error or omission of the LEA. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

1. INSURANCE

LEA and LACOE shall take out and maintain such general liability, property damage, and workers' compensation insurance as is required to protect their interests, which insurance shall be primary insurance, contributing with and not supplemental to, the coverage that the other party may carry; and, upon request, each party shall provide the other party a certificate of insurance, along with originals of endorsements naming the other party as additional insured.

2. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, LACOE is an independent contractor and not an officer, employee or agent of the LEA. LACOE shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of the LEA.

3. MODIFICATION

The Contract shall not be modified or amended without mutual written consent of the parties. If any actual or physical deletions or changes appear on the face of the Contract, such deletions or changes shall only be effective if the initials of both contracting parties appear beside such deletion or change.

4. SEVERABILITY/WAIVER

- a. If any provision of this Contract is determined to be illegal, unenforceable, or invalid, such act shall in no way affect the validity of any other provision in this Contract.
- b. No waiver of any provision of this Contract shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

5. COVENANT AGAINST CONTINGENT FEES

District/Public Agency warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon a Contract or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies retained by District/Public Agency for the purpose of securing business. For breach or violation of this warranty, LACOE shall have the right to immediate termination of this Contract and, at its sole discretion, deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or commission fee.

6. EMPLOYEE FINGERPRINTING

During the entire term of the Contract, District/Public Agency, including all subcontractors, shall fully comply with the provisions of the Education Code Section 45125.1.

7. TUBERCULOSIS TESTING

Contracting Entity's employees and/or employees of subcontractors must have a current tuberculosis (TB) assessment to determine that the employee is free from active tuberculosis as required by Education Code Section 49406. Those employees whose TB screening test is reactive (positive) shall be required to submit a chest x-ray and a radiological report to rule out active TB.

8. AMENDMENTS

The Contract may be amended by mutual written consent of the parties.

9. INTEGRATION

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written. This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

1. FAILURE TO COMPLY

In the event LEA fails to perform in accordance with the indemnification or insurance requirement clauses of this Contract, makes inaccurate certifications as a part of this contract or contracting process, or otherwise breaches any other clause of this Contract, LACOE, the Los Angeles County Board of Education and the individuals thereof, and all officers, agents, employees, representatives, and volunteers shall be entitled to recover all legal fees, costs, and other expenses incident to securing performance or incurred as a consequence of nonperformance.

2. ATTORNEY’S FEES

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, except as set forth in the “Failure to Comply” in this contract, each party shall bear its own attorney’s fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

3. GOVERNING LAW/FORUM SELECTION

This Contract is made, entered into and executed in Los Angeles County, California, and the parties agree that any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. This Contract shall be construed, and all disputes hereunder shall be settled, in accordance with the laws of the State of California.

4. NOTICES

Any notices to be given pursuant to this Contract shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

LACOE:
Contracts Unit
LOS ANGELES COUNTY OFFICE OF EDUCATION
9300 Imperial Highway, ECW-133
Downey, CA 90242-2890

LEA:
Mailing Address is LEA’s School or District Office
Attn: Assistant Superintendent/CFO

5. NO THIRD PARTY OBLIGATIONS

The execution and delivery of this Contract shall not be deemed to confer any rights upon, nor obligate any parties thereto, to any person or entity other than the parties hereto.

6. ORDER OF PRECEDENCE

Except as specifically provided elsewhere in this Contract, conflicting provisions of this Contract shall prevail in the following order of precedence: (1) the provisions in the body of this Contract, (2) the exhibits or attachments of the Contract, if any; (3) all other documents cited in this Contract or incorporated by reference.

7. COMPLIANCE WITH LAW

LEA shall comply with all applicable federal, state, and local laws, statutes, ordinances, rules, regulations, policies, and procedures in performing under this Contract. LEA warrants that it has all licenses, permits, certificates and credentials required by law to perform the work specified under this Contract and shall, upon request by LACOE, provide evidence of same.

8. FORCE MAJEURE

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault or negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension. Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy, insurrection, acts of the federal government or any unit of state or local government in sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes or delays in transportation, to the extent that such circumstances are not caused by the party’s willful or negligent acts or

omissions, and to the extent that they are beyond the party's reasonable control.

9. NON-DISCRIMINATION AND NON-SEGREGATION

During the performance of this Contract, both parties hereby agree to comply with all Federal, state and local laws respecting non-discrimination in employment and non-segregation of facilities including, but not limited to requirements set out in 41 CFR 60-1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporated by reference.

10. INCORPORATION BY REFERENCE

Any exhibits referenced herein shall be incorporated and made a part of this Contract.

11. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were so inserted and included.

12. RECORD RETENTION AND INSPECTION

LEA agrees that LACOE shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent records pertaining to this Contract. All records shall be kept and maintained by LEA and made available to LACOE during the entire term of this Contract and for a period not less than five (5) years after final payment hereunder by LACOE.

13. TOBACCO AND MARIJUANA-FREE SCHOOLS AND FACILITIES

When at LACOE-owned or LACOE-leased buildings, both parties hereby agree to comply with the Los Angeles County Board of Education's Policy 3513.3 which states: The Los Angeles County Board of Education recognizes the health hazards associated with smoking and the use of tobacco and marijuana products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. The County Board prohibits the use of tobacco and marijuana products at any time in Los Angeles County Office of Education-owned or leased buildings, on LACOE property and in LACOE vehicles.

14. ALCOHOL AND DRUG-FREE WORKPLACE

Both parties hereby certify under penalty of perjury under the laws of the State of California that District/Public Agency will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. seq.), and the Los Angeles County Board of Education's Alcohol and Drug-Free Workplace Policy 4020.

15. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this contractual instrument, LEA certifies to the best of its knowledge and belief that it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
- b. Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 35.2 above, of this certification; and,
- d. Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

1. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/signature; and/or other commonly accepted, widely used, commercially acceptable signature methods. This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

LOS ANGELES COUNTY
OFFICE OF EDUCATION

LEA
School/District Name:

Monrovia Unified School District

By: _____
Terri Lyttaker
Controller

By: _____

Typed or Printed Name

Title: _____

Date: _____
ROC 3/1/21

Date: _____

After signature is secured and contract is executed, please return the following:

- A. Signature Page 5 (this page).**
- B. Completed and signed Attachment 1 and/or Attachment 2.**

Please send via email to:

pbis@lacoed.edu

EXHIBIT A- PBIS TRAINING SCOPE AND SEQUENCE

Tier I	Tier II	Tier III
<p>YEAR 1 TRAINING – STRAND J</p> <p>District Leadership Team:</p> <ul style="list-style-type: none"> Awareness Training <p>Site Tier I Team: 3 Sessions – TFI 1.1-1.15</p> <ul style="list-style-type: none"> Teams Statement of Purpose Schoolwide / Classroom Behavior Matrix Data Action Planning <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>	<p>YEAR 1 TRAINING – STRAND G</p> <p>Site Tier II Team: 3 Sessions – TFI 2.1-2.13</p> <ul style="list-style-type: none"> CICO Decision Rules CICO System Build, DPR CICO Usage Levels <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>	<p>YEAR 1 TRAINING – STRAND D</p> <p>Site Tier III Team: 3 Sessions – TFI 3.1-3.17</p> <ul style="list-style-type: none"> Tier III Overview & ABCs of Behavior FBA/ Competing Behavior Pathway (Continuum) Writing Brief FBA & BIP <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>
<p>YEAR 2 TRAINING – STRAND I</p> <p>PBIS Site Tier I Team: 3 Sessions – TFI 1.1-1.15</p> <ul style="list-style-type: none"> Positive & Supportive Classroom Management Culturally Responsive Schools & Enhancing Equity Building Family Partnerships <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>	<p>YEAR 2 TRAINING – STRAND E</p> <p>Site Tier II Team: 3 Sessions – TFI 2.1-2.13</p> <ul style="list-style-type: none"> CICO Identifications & Layering SAIG Progress Monitoring ABCs / Function of Behavior, Readiness for Tier III <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>	<p>YEAR 2 TRAINING – STRAND C</p> <p>Site Tier III Team: 3 Sessions – TFI 3.1-3.17</p> <ul style="list-style-type: none"> FBA / Behavior Intervention Plan (BIP) Fluency of Behavior Intervention Plan Family Group Decision Making <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>
<p>YEAR 3 TRAINING – STRAND H</p> <p>PBIS Site Tier I Team: 3 Sessions – TFI 1.1-1.15</p> <ul style="list-style-type: none"> Social Emotional Learning Trauma Informed Care Bullying-Behavior Prevention & Restorative Practices Readiness for Tier II <p>Site Administrator & Coach: Coaching & Leadership</p> <ul style="list-style-type: none"> Implementation Tools & Resources Systems Change <p>District Coach: District Coaches Network 3 Sessions</p> <ul style="list-style-type: none"> Districtwide Implementation Support <p><i>Unlimited Consultation and Technical Assistance</i></p>	<p>Annually - \$4500 per school</p> <p>Customized Trainings by Topic</p> <p>PBIS: A Multi-Tiered System of Support</p> <p>Social Emotional Learning</p> <p>Trauma Informed Practices</p> <p>Restorative Practices</p> <p>Enhancing Equity: Challenging Implicit Bias</p> <p>PBIS in a Virtual World</p> <p>Culturally Responsive Schools/Classrooms</p> <p>Classroom Management in a Virtual World</p> <hr/> <p>Customized Topic Events</p> <p>Custom Contracts Negotiable</p> <p><i>Trainings available upon request, or please visit our website at www.LACOE.edu</i></p>	<p>PBIS provides a Multi-Tiered System of Support (MTSS) for school sites to organize evidence-based behavioral interventions into an integrated continuum that enhances academic, social emotional, and behavioral outcomes for all students.</p>

2021–2022 PBIS Training Scope and Sequence

All Trainings are aligned to the SWPBIS Tiered Fidelity Inventory (TFI) version 2.1

**LOS ANGELES COUNTY OFFICE OF EDUCATION POSITIVE
BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)
CONSULTING AND TRAINING SERVICES
2021-2022 SCHOOL YEAR
Service Options Attachment 1**

Positive Behavior Interventions and Supports (PBIS) is a multi-tiered system of supports (MTSS) for school sites to organize evidence based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students.

The premise of PBIS is that continual teaching, modeling, recognizing, and reinforcing of positive student behavior will reduce unnecessary discipline and promote a positive climate of greater productivity, safety, and learning. PBIS schools apply a multi-tiered approach to prevention, using disciplinary data and principles of behavior analysis to develop school-wide, targeted, and individualized interventions and supports to improve school climate.

1. **LEA/ORGANIZATION** (please type or print):

2. **LACOE- ASSIGNED CONTRACT #:** C-20875:21:22

3. **SERVICE OPTION** (please select Option A or B):

Multimedia Services membership is available to LEA Members with pricing based on a per student formula by school site and is the standard academic discounted pricing as reflected on your custom quote.

A. Strands A through I Trainings: Cost \$4,500.00 per school per year

_____ (type selected Training Strand)

_____ (type number of schools participating)

B. Customized Presentation: (A quote for customized presentation will be provided as Attachment 2.)

4. **FISCAL YEAR COVERED UNDER THIS ATTACHMENT:** 2021-2022

5. **LIST OF PARTICIPATING SCHOOLS & CONTACTS:**

Please provide a school site contact for each LEA school in the categories below. The role of this contact is to provide current staff list information so we may update accounts, coordinate workshops, distribute information about special opportunities, etc. **If this contract is for more than three schools, please attach a separate list providing one contact per school site.**

<u>SCHOOL</u>	<u>CONTACT NAME</u>	<u>PHONE NUMBER</u>	<u>EMAIL</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1. MEMBER LIAISON:

Please provide the name of LEA/ school-site person to whom all contract-related correspondence is sent. This person is often the contract's signatory, but may be a designee.

Name: _____

Title: _____

Phone: _____

Email: _____

FAX: _____

Street Address: _____

City, State, Zip: _____

Authorized School/District Administrator Signature

Date

Terri Lyttaker, Controller

Date

**LOS ANGELES COUNTY OFFICE OF EDUCATION POSITIVE
BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)
CONSULTING AND TRAINING SERVICES
2021-2022 SCHOOL YEAR**

Quote for Customized Presentation, Attachment 2

LACOE- ASSIGNED CONTRACT #: C-20875:21:22

1. Description of Training

2. Breakdown of Fees and Total Cost

\$ _____

\$ _____

\$ _____

TOTAL AMOUNT \$ _____

3. LIST OF PARTICIPATING SCHOOLS & CONTACTS:

Please provide a school site contact for each LEA school in the categories below. The role of this contact is to provide current staff list information so we may update accounts, coordinate workshops, distribute information about special opportunities, etc. **If this contract is for more than three schools, please attach a separate list providing one contact per school site.**

<u>SCHOOL</u>	<u>CONTACT NAME</u>	<u>PHONE NUMBER</u>	<u>EMAIL</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Authorized School/District Administrator Signature

Date

Terri Lyttaker, Controller

Date

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

2. 20/21-1084 - LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) CONTRACT FOR PROFESSIONAL DEVELOPMENT AS PART OF THE EVERY STUDENT SUCCEEDS ACT (ESSA) SUICIDE PREVENTION AND ONGOING RESILIENCY TRAINING (SPORT) PROJECT.

RECOMMENDATION

The Board of Education is requested to approve the contract with LACOE for the MUSD Suicide Prevention and Ongoing Resiliency Training (SPORT) team to attend a one-day virtual professional development training.

Rationale:

As part of the Every Student Succeeds Act (ESSA) Suicide Prevention and Ongoing Resiliency Training (SPORT) project, the District will send the SPORT team to attend a one-day virtual professional development training and upon completion of the project, the District will receive a stipend of \$500.

Budget Implication (\$ Amount):

Upon completion of the training, a stipend from LACOE will be released to the District in the amount of \$500.00.

Additional Information:

Education Code Section 17604 requires the Governing Board to approval all contracts.

ATTACHMENTS

- [LACOE - ESSA PD - Contract #136000.pdf](#)



CONTRACT NUMBER	AMENDMENT NUMBER
136000:20:21	

This Contract is made and entered into this 12th day of January 2021 by and between the Los Angeles County Office of Education (hereinafter referred to as "LACOE" and Monrovia Unified School District (hereinafter referred to as "Contractor/Consultant/District").

CONTRACTOR/CONSULTANT/DISTRICT	CONTACT NAME
Monrovia Unified School District	Connie Wu
STREET ADDRESS, CITY, STATE, ZIP CODE	CONTACT EMAIL ADDRESS
325 E. Huntington Dr., Monrovia, CA 91016	cwu@monroviaschools.net

Scope of Work:

As part of the Every Student Succeeds Act (ESSA) Suicide Prevention and Ongoing Resiliency Training (SPORT) project, the District will send your SPORT team to attend a one-day virtual professional development training and upon completion of the project deliverables (reference Exhibit B), a stipend of \$500.00 will be released to the the District.

Fees:

[] LACOE Income [x] LACOE Expenditure

Payment Terms \$500.00/project

Covered Expenses (Original itemized receipts required)

Travel	\$ n/a
Mileage	\$ n/a
Lodging/Meals	\$ n/a
Other (Specify)	\$ n/a

Total Amount of Increase/Decrease (*if amendment) \$

TOTAL NOT TO EXCEED \$ 500.00

Agreement For Services

- 1. Contractor/Consultant/District agrees to perform services (or to pay for LACOE services) as specified on this document, on the dates as specified for the rates indicated.
2. This Contract shall be effective on 1/15/2021 and remain in effect through 6/30/2021, unless early termination occurs in accordance with the terms of this Contract or extended by a written amendment to this Contract. Services shall not begin without a fully executed Contract.
3. The parties agree to comply with this Agreement/Amendment and the following exhibits which are, by reference, incorporated herein and made part of this Agreement/Amendment.

The marked provisions below are incorporated herein and made part of the Contract.

- [x] Exhibit A - Terms and Conditions DE 2.0 viewable at www.lacoe.edu/contracts
[x] Exhibit B - Additional Scope of Work (if applicable)
[] Exhibit -
[] Exhibit -
[] All other terms and conditions remain the same.
[] Employee of a Public Entity: If Consultant is currently employed by a public entity, and will be employed by that public entity during the time in which Consultant will perform work on this Contract, Consultant represents that, prior to entering into this Contract, Consultant notified the public entity of the work proposed to be performed under this Contract and obtained approval from the public entity in accordance with the public entity's policies regarding outside employment and/or conflicts of interest.

- Public Retirement System Retiree:** Contractor must disclose to LACOE if the Contractor or any of the Contractor's employees working under this Contract have retired from the California State Teachers' Retirement System ("CalSTRS") or the California Public Employees' Retirement System ("CalPERS"). Pursuant to California Education Code Section 24214 and 24214.5, there are post-retirement limitations on earnings if Contractor's employees have retired from CalSTRS and hours worked limitations if Contractor's employees have retired from CalPERS. If Contractor's employees have retired from either CalSTRS or CalPERS, Contractor should be aware that LACOE is required to report all payments under this and any additional Agreements in any given year.
- Insurance Requirements in Addition to Section 5 :** Without limiting the Contractor's, its officers, agents, employees, subcontractors, representatives' and volunteers' (collectively hereinafter in this Section referred to as Contractor's) indemnification of LACOE, its governing boards and commissions and the individuals thereof, and all its officers, agents, employees, representatives and volunteers (collectively hereinafter in this Section referred to as LACOE), and as a material condition of this Contract, the Contractor shall procure and maintain at its sole expense, and shall require and cause all of its subcontractors and independent contractors to procure and maintain without expense to LACOE, insurance as required below for the duration of this Contract and any extended period specified.

5.1 Minimum Scope and Limits of Insurance

- 5.1.1 Commercial General Liability Coverage,** "occurrence" form only, to include bodily injury and property damage for premises and operations, contractual liability, independent contractors, personal and advertising injury, and wrongful termination with a combined single limit not less than \$ _____ per occurrence and an annual general aggregate limit not less than \$ _____. The policy shall be endorsed to name LACOE, its governing boards and commissions and the individuals thereof, and all its officers, agents, employees, representatives and volunteers, as additional insureds.
- 5.1.2 Business Automobile Liability Coverage,** with limits as required by the State of California.
- 5.1.3 Workers Compensation Insurance,** with limits as required by the Labor Code of the State of California and Employers Liability insurance limits of \$1,000,000 per accident.

5.2 Endorsements

The Contractor shall furnish LACOE with certificates of insurance evidencing insurance coverage for as indicated above, with an additional insured endorsement showing that LACOE, its Officers, Agents, Employees, Volunteers, and Board is named as an additional insured as to commercial general liability coverage. The certificates and endorsements are to be signed by a person employed and authorized by the insurer to bind coverage on its behalf and shall specifically reference this Contract. The certificates of insurance and endorsements are to be received by LACOE within thirty (30) calendar days of full execution of this Contract. LACOE reserves the right to require complete, certified copies of all required insurance policies at any time. Certificates of insurance shall be faxed to (951) 766-2299, upload to <http://www.ebixcerts.com>, emailed to Lacoe@ebix.com, or mailed to:

Los Angeles County Office of Education
Insurance Compliance
P. O. Box 100085-LA
Duluth, GA 30096

5.3 Other Insurance Provisions

The Contractor shall cause its insurance policies to be amended to state the following:

- 5.3.1 The Contractor's insurance coverage shall be primary insurance with respects to LACOE. Any insurance or self-insurance maintained by LACOE shall be in excess of the Contractor's insurance and shall not contribute to it.
- 5.3.2 All rights of subrogation against LACOE for injury (including death), damage or loss arising from performance or nonperformance of LACOE pertaining to this Contract are waived.
- 5.3.3 Coverage shall not be suspended, voided, cancelled or reduced in coverage or in limits except after thirty (30) calendar days prior written notice by certified mail, return receipt requested, has been given to LACOE.
- 5.3.4 Contractor shall be obligated to renew its insurance policies as necessary and to provide new certificates of insurance from time to time, so that LACOE is continuously in possession of evidence of the Contractor's insurance in accordance with the foregoing provisions.

Acknowledgement and Agreement (I have read this agreement and agree to its terms.)



CONTRACTOR'S NAME AND TITLE (PRINT)	SIGNATURE	DATE
LACOE DESIGNEE NAME AND TITLE (PRINT) Terri Lyttaker, Controller	SIGNATURE	DATE

Contracts Section Use Only	
AGENDA DATE 01/11/2021	CONTRACT ISSUED BY MLC

LOS ANGELES COUNTY OFFICE OF EDUCATION

LACOE EXPENDITURE CONTRACT WITH DISTRICT/PUBLIC AGENCY
STANDARD TERMS & CONDITIONS

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, is hereinafter referred to as "LACOE." The District/Public Agency as identified on the Contract is hereinafter referred to as "District/Public Agency."

1. BASIS OF CONTRACT AND SCOPE OF WORK

LACOE has determined that assistance is required to perform work specified in this Contract. District/Public Agency has the required background, training and expertise to perform the work to be done and agrees to do so in accordance with the terms and conditions of this Contract. All work shall be coordinated with LACOE's project director.

2. TERM OF CONTRACT

This Contract's dates of services are as specified in the Contract.

3. PAYMENT

LACOE shall pay District/Public Agency an amount not to exceed the amount specified on the Contract for work performed hereunder. Any work performed by the District/Public Agency in excess of this amount shall be considered as having been done at no additional cost to LACOE, unless this Contract is so amended by written amendment. Payment shall be made upon completion and acceptance of the work performed and within thirty (30) days of receipt of an approved invoice. Invoices can be emailed to; accounts_payable@lacoe.edu or mailed to the attention of the Accounts Payable Unit.

4. INDEMNIFICATION

District/Public Agency agrees to defend, indemnify, save, and hold harmless LACOE from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of LACOE. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

LACOE agrees to defend, indemnify, save, and hold harmless the District/Public Agency from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of the District/Public Agency. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

5. INSURANCE

District/Public Agency shall maintain such general liability, property damage, workers' compensation, and auto insurance as is required to protect District/Public Agency and LACOE as their interests may appear.

6. NOTICES

Any notices to be given pursuant to this Contract shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

LACOE:
Contracts Section
LOS ANGELES COUNTY OFFICE OF EDUCATION
9300 Imperial Highway, ECW Building
Downey, CA 90242-2890

District/Public Agency:
Mailing Address is District/Public Agency Office

7-10. SECTIONS RESERVED (Intentionally left blank.)

11. COVENANT AGAINST CONTINGENT FEES

District/Public Agency warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon a Contract or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies retained by District/Public Agency for the purpose of securing business. For breach or violation of this warranty, LACOE shall have the right to immediate termination of this Contract and, at its sole discretion, deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or commission fee.

12. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, District/Public Agency is an Independent Contractor and not an officer, employee or agent of LACOE. District/Public Agency shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of LACOE. District/Public Agency warrants its compliance with the criteria established by the U.S. Internal Revenue Service (I.R.S.) and the California Employment Development Department (EDD) for qualification as an Independent Contractor Agency including, but not limited to, being hired on a temporary basis, having some discretion in scheduling time to complete contract work, working for more than one employer at a time, and acquiring and maintaining its own office space and equipment.

13. ASSIGNMENT

District/Public Agency shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of LACOE. If prior written consent is not given by LACOE to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, District/Public Agency shall not subcontract the work to be performed pursuant to this Contract without prior written approval of LACOE. The names and qualifications of subcontractors or others whom District/Public Agency intends to employ, other than those identified, shall be submitted to LACOE for prior written approval.

14. INTEGRATION

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written. This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

15. MODIFICATION

The Contract shall not be modified or amended without mutual written consent of the parties. If any actual or physical deletions or changes appear on the face of the Contract, such deletions or changes shall only be effective if the initials of both contracting parties appear beside such deletion or change.

16. ORDER OF PRECEDENCE

Except as specifically provided elsewhere in this Contract, conflicting, vague and/or ambiguous provisions of this Contract shall prevail in the following order of precedence: (1) the provisions in the body of this Contract, (2) the exhibits of the Contract, if any; (3) all other documents cited in this Contract or incorporated by reference.

17. SEVERABILITY/WAIVER

17.1. If any provision of this Contract is determined to be illegal, unenforceable, or invalid, such act shall in no way affect the validity of any other provision in this Contract.

17.2. No waiver of any provision of this Contract shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

18. AMENDMENTS

The Contract may be amended by mutual written consent of the parties.

19. TERMINATION

The Contract may be terminated by LACOE upon written notification.

20. FAILURE TO COMPLY

In the event District/Public Agency fails to perform in accordance with the indemnification or insurance requirement clauses of this Contract, makes inaccurate certifications as a part of this contract or contracting process, or otherwise breaches any other clause of this Contract, LACOE, the Los Angeles County Board of Education and the individuals thereof, and all officers, agents, employees, representatives, and volunteers shall be entitled to recover all legal fees, costs, and other expenses incident to securing performance or incurred as a consequence of nonperformance.

21. ATTORNEY'S FEES

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, except as set forth in the "Failure to Comply" in this contract, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

22. COMPLIANCE WITH LAW

District/Public Agency shall comply with all applicable federal, state, and local laws, statutes, ordinances, rules, regulations, policies, and procedures in performing under this Contract. District/Public Agency warrants that it has all licenses, permits, certificates and credentials required by law to perform the work specified under this Contract and shall, upon request by LACOE, provide evidence of same.

23. FORCE MAJEURE

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault or negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension. Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy, insurrection, acts of the federal government or any unit of state or local government in sovereign capacity, fires, floods, epidemics, quarantine

restrictions, strikes, freight embargoes or delays in transportation, to the extent that such circumstances are not caused by the party's willful or negligent acts or omissions, and to the extent that they are beyond the party's reasonable control.

24. GOVERNING LAW/FORUM SELECTION

This Contract is made, entered into and executed in Los Angeles County, California, and the parties agree that any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. The parties further agree this Contract shall be construed, and all disputes hereunder shall be settled, in accordance with the laws of the State of California.

25. INCORPORATION BY REFERENCE

Any exhibits referenced herein shall be incorporated and made a part of this Contract.

26. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were so inserted and included.

27. RECORD RETENTION AND INSPECTION

District/Public Agency agrees that LACOE shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent records pertaining to this Contract. All records shall be kept and maintained by District/Public Agency and made available to LACOE during the entire term of this Contract and for a period not less than five (5) years after final payment hereunder by LACOE.

28. NO THIRD PARTY OBLIGATIONS

The execution and delivery of this Contract shall not be deemed to confer any rights upon, nor obligate any parties thereto, to any person or entity other than the parties hereto.

29. LACOE BUDGET/GRANT FUNDS CONTINGENCY

This section is applicable only to Contracts in which LACOE is expending funds: If any portion(s) of LACOE's financial budget affecting the contractual time period of this agreement does not appropriate sufficient funds for these contracted services and/or related programs, or if grant funds related to these contracted services and/or related programs are not available for any reason whatsoever, this agreement shall be of no further force and effect. In this event, LACOE shall have no liability to pay any funds to District/Public Agency under this agreement, and the District/Public Agency shall not be obligated to perform any provisions of this agreement. In such instances, particularly when partial funding remains available, LACOE shall have the option to either terminate this agreement with no liability occurring to LACOE, or LACOE may offer an amendment to this agreement to reflect the reduced availability of funds.

30. NON-DISCRIMINATION AND NON-SEGREGATION

During the performance of this Contract, both parties hereby agrees to comply with all Federal, state and local laws respecting non-discrimination in employment and non-segregation of facilities including, but not limited to requirements set out in 41 CFR 60-1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporated by reference.

31. TOBACCO AND MARIJUANA-FREE SCHOOL AND FACILITIES

When at LACOE-owned or LACOE-leased buildings, both parties hereby agree to comply with the Los Angeles County Board of Education's Policy 3513.3 which states: The County Board recognizes the health hazards associated with smoking and the use of tobacco and/or marijuana products including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. The County Board prohibits the use of tobacco and/or marijuana products at any time in LACOE-owned or leased buildings, on LACOE property and in LACOE vehicles.

32. ALCOHOL AND DRUG-FREE WORKPLACE

Both parties hereby certify under penalty of perjury under the laws of the State of California that District/Public Agency will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. seq.), and the Los Angeles County Board of Education's Alcohol and Drug-Free Workplace Policy 4020.

33. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this contractual instrument, District/Public Agency certifies to the best of its knowledge and belief that it and its principals:

- 33.1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
- 33.2. Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- 33.3. Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 35.2 above, of this certification; and,
- 33.4. Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

34. SB 1343 SEXUAL HARASSMENT PREVENTION TRAINING

If Contractor employs five (5) or more employees, Contractor must provide at least two (2) hours of sexual harassment prevention training and education to all supervisory employees and one (1) hour of such training to all non-supervisory employees. Contractor must also provide sexual harassment prevention training to its temporary or seasonal employees within thirty (30) calendar days after the hire date or within one hundred (100) hours worked if the employee will work for less than six (6) months. Training and education must be provided once every two (2) years thereafter, pursuant to California Senate Bill 1343.

LACOE reserves the right to request for certification of such training and to terminate this Contract if the Contractor fails to comply with this section.

35. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/signature; and/or other commonly accepted, widely used, commercially acceptable signature methods. This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

EXHIBIT B

Returning Districts



Scope of Work:

The Los Angeles County Office of Education (LACOE) will provide local educational agencies with high quality capacity-building professional development related to aligning their suicide prevention policies to AB 2246, AB 1767, and their Multi-Tiered System of Support (MTSS) to address students' multiple social-emotional learning needs. The project, the Every Student Succeeds Act (ESSA) Suicide Prevention and Ongoing Resiliency Training (SPORT) project will focus on LGBTQ+ youth, our most vulnerable population.

Districts will send your **SPORT Team** to small group coaching sessions. Optimal participation will consist of mental health professionals, counselors, teachers, MTSS/SEL support staff, and administrators. The overall focus and intent of the ESSA SPORT Coaching Series is to develop the knowledge and skills to provide high-quality professional development, focusing on the inclusion of LGBTQ+ youth, families, and school community in their multi-tiered system of support through small group coaching sessions.

The ESSA SPORT Team Responsibilities:

- Members of the ESSA SPORT team will attend at least 4 of the Customized Coaching sessions.
- Support project collaboration by participating in evaluations and surveys
- Communicate with at least one stakeholder group (i.e., staff, crisis team, families/caregivers, district personnel, or Board Members) the applicable suicide prevention and intervention information learned during training for identified stakeholder group. *Please email documentation to reily_marcia@lacoed.edu
- Complete a short, one page "Things to Consider" reflection sheet regarding forming a District Crisis Team

Participating Districts will receive:

- No-Cost ESSA SPORT Coaching Sessions
 - Each session is 60 minutes
 - There will be an array of topics supporting district wide implementation and capacity building for suicide prevention
- A \$500.00 stipend when the deliverables (Team Responsibilities) are met

At no-cost, districts/schools will have access to:

- Online learning modules related to suicide prevention and student resiliency
- Customized virtual coaching sessions and pre-recorded presentations geared toward delivering content to district and stakeholder groups

- Implementation support
- Receive coaching support from mental health specialists, technology, and MTSS
 - Los Angeles County Office of Education (LACOE)
 - Center for Distance and Online Learning (CDOL)
- Be equipped with customized tools that include curriculum, training videos, and online Student Mental Well-Being (SMWB) modules to reduce the stigma surrounding mental health, respond to early signs of mental health challenges, and make referrals to their MTSS/SEL support staff
- Be supported through development and initial implementation of their local community plan

About the Professional Development:

- Customized ESSA SPORT Coaching Sessions (offered late spring)
- The Customized Coaching Session Topics include the following:
 - Forming and Supporting Crisis Teams for Suicide Prevention
 - Providing Virtual Assessments
 - Engaging Parents and Caregivers in Suicide Prevention and Resiliency
 - Suicide Prevention Training for School Staff
 - Tier 1 Supports and Awareness for Suicide Prevention in a Virtual Setting
 - Tier 2 & 3 Supports & Interventions for Suicide Prevention in a Virtual Setting
 - Providing Postvention – After a Suicide

Payment Schedule – One (1) Payment

- Deliverables Stipend – Upon completion of the project deliverables, a stipend of \$500.00 will be released to the district to cover the costs associated with completing the suicide prevention training. For example: cost of supplies, teacher release time, and substitute pay
- Documentation of training session to each stakeholder group must be emailed to reily_marcia@lacoed.edu

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

3. 20/21-1085 - MEMORANDUM OF UNDERSTANDING WITH CITRUS COMMUNITY COLLEGE DISTRICT FOR USE OF FACILITIES AND OFFERING OF CREDIT RECOVERY COURSES IN SUMMER PROGRAM

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding between Citrus Community College and Monrovia Unified School District for reimbursement of the employment of certificated and classified staff members, and for the offering of specific credit recovery online courses during the summer of 2021.

Rationale:

Citrus Community College has offered to provide a summer school credit recovery program for secondary students on the campus of Monrovia High School. The credit recovery program will provide 29 sections to our secondary students who need additional credits or grade point recovery to meet graduation requirements. Each class will have a minimum ending enrollment of 26 students. At the conclusion of summer school, MUSD will bill Citrus College for the fees of \$20.00 per student, per class (a minimum of \$520 per class) attending the summer session for instructional materials, supplies, and the use of textbooks. Other administrative costs will also be billed to Citrus to cover all costs of the program.

Background:

Citrus has been participating in our Summer School Credit Recovery programs for the past several years. Approval of this agreement will enable Citrus College to continue to provide the credit recovery program for our secondary students.

Budget Implication (\$ Amount):

Estimated expenses will be \$13,722.93, plus administrative costs, and will be paid from the General Fund. Citrus College will reimburse the General Fund for all costs associated with this program.

Legal References:

Education Code Section 37252.

Additional Information:

A copy of the Memorandum of Understanding is attached.

ATTACHMENTS

- [Citrus College - MUSD Summer School MOU 2021.pdf](#)

MEMORANDUM OF UNDERSTANDING-- NONCREDIT EDUCATION AGREEMENT

The Citrus Community College District ("College") and the Monrovia Unified ("District") agree to the following; with respect to the Noncredit Education Agreement ("Agreement"):

1. COLLEGE RESPONSIBILITIES

- a. The College shall be solely responsible for determining and administering the educational program offered by it pursuant to the Agreement, and for offering and/or canceling classes. All persons employed by the College shall be selected and hired solely by the College, shall be its employees exclusively and shall be subject solely to its direction, control, compensation, and discharge. The College shall bear all liabilities and expenses imposed by law or contract incident to such employment, including, but not limited to, workers' compensation insurance, unemployment insurance, Social Security contributions, if applicable, and tax withholdings.
- b. The College will name and provide a program coordinator/director that will serve as the contact to the District and work with the identified High School (HS) administrator to ensure the program runs smoothly and all details are covered.
- c. The College will hire all instructors providing they meet the minimum qualifications. All instructors will be paid by the College.
- d. The College will hire all substitutes providing they meet the minimum qualifications for the subject they will substitute. All substitutes will be paid by the College.
- e. The College will provide a mandatory orientation meeting prior to the first day of instruction. Date and time to be arranged by the College in consultation with the District.
- f. The College shall provide the District with a complete accounting of the enrollment of persons attending classes. Classes must maintain a minimum enrollment of 26 students throughout the term. The College reserves the right to cancel a class or program in case of insufficient enrollment, or at the discretion of the College. Changes to the minimum enrollment for specific classes shall be by mutual written agreement and made a part of this MOU.
- g. The College will provide the District with all required documentation and forms; including, but not limited to, course outlines of record, applications, registration cards, attendance rosters, timecards and instructional sheets.

2. DISTRICT RESPONSIBILITIES

- a. The District will name a HS administrator to serve as the contact to the College.
- b. When requested by the College, the District will provide a list of classes for the term being scheduled, including the requested number of sections, dates, hours and the subjects to be taught.
- c. The District will provide the College with a list of instructor and substitute hires, including transcripts, credentials and TB results, for all District instructors who will be teaching in the noncredit program. It is imperative that instructors selected to teach can commit to the entire term of the class. Each instructor must be assigned to a specific section and each instructor and substitute must meet minimum qualifications for that specific subject. Each instructor and substitute must complete the hiring process through the College Human Resource Office prior to the first day of instruction. Otherwise, the instructor or substitute

will not be allowed to teach the class.

- d. Each HS Administrator and all necessary support staff must attend a mandatory training session prior to the first day of instruction. Registration and attendance methods will be reviewed. The training session will be held on the Citrus College campus. The date and time of the orientation will be determined by the College in consultation with the District.
- e. Each HS instructor being hired by the College, including the necessary support staff and administrator, must attend a mandatory orientation meeting prior to the first day of instruction. Registration and attendance methods will be reviewed. A review of the payroll process will also be included. The date and time of the orientation will be determined by the College in consultation with the District.
- f. Each HS instructor must submit a course syllabus for the class he/she has been assigned. The syllabus must contain student learning outcomes. A template will be provided to all instructors at the mandatory orientation meeting. The High School Administrator will forward an electronic file of each course syllabus to the College Program Coordinator three (3) days prior to the first day of instruction. Failure to submit a course syllabus will result in the cancellation of the class.
- g. Minimum enrollment in each section is 26 students, excluding non-residents. The District must maintain a class minimum of 26 students in each section. If the class minimum drops below this number, the instructor of the class must contact the HS administrator who will then contact the program coordinator/director at the College. A decision will be made whether or not the class will continue.
- h. The District will have each student complete a noncredit application online. All applications must be completed according to the timeline outlined under Section 3.
- i. The District will have each student complete a High School Student Registration Authorization Form using the fillable PDF provided by the College. The District must check and ensure the forms are accurate and complete, and include all required signatures. All documents must be submitted according to the timeline outlined under Section 3.
- j. The District will provide the College with a roster for each section that includes the class section number, student ID number, and student name. The College will use the roster to register students in the selected class(es). The District must check and ensure the rosters are accurate and complete, and include all required information. All documents must be submitted according to the timeline outlined under Section 3.
- k. The District must submit all changes to enrollment by the third day of instruction. Changes to enrollment must be submitted using the registration roster template outlined in Section 2.j.
- l. The District will allow access to all students who complete the required application and registration documentation needed to enroll in a noncredit class and will not impose any additional requirements and/or restrictions on enrollment.
- m. The District will allow the College and the Noncredit Counseling Coordinator to schedule a classroom visit for each section offered during the summer term. Classroom presentation will include a review of the assessment, orientation and advisement requirements of matriculation to the College, an overview of the College's certification programs, associate degree requirements, and transfer requirements, and a summary of support services available to students.
- n. The District will keep daily attendance for each section. Attendance sheets must be

submitted to the College within ten (10) calendar days of the final class meeting. Attendance sheets must be signed by the instructor and include all students in attendance, daily attendance hours and an attendance total for the session. Accurate and neat records must be kept. The District must ensure the forms are accurate and correct prior to submitting them to the College.

- o. High School Student Registration Authorization Forms, registration, and/or attendance forms that are incomplete, missing information, contain inaccurate information, are unsigned, or illegible will be returned to the District for correction. In addition, the College shall bill at a rate of \$35 per hour against the final invoice for the time needed to process any and all corrections. The College will provide the District with an invoice identifying the additional hours needed to process incomplete, missing, inaccurate, unsigned and illegible forms at the conclusion of the term and will reduce the final payment by invoiced amount.
- p. The schedule must be created so all curriculum hours are met. The District must ensure all holidays and district closures are excluded from the schedule. Classes are required to meet on all scheduled days for the term. Changes to the schedule must be submitted and approved by the College five days (5) prior to the term start date.
- q. The District will ensure hours submitted on timecards reflect the actual hours worked per day. The HS administrator must sign the timecards.
- r. At the conclusion of the class, each HS instructor must input noncredit progress indicators and semester attendance hours into the College's data management system.
- s. All courses taught at the high school must have a minimum of one student learning outcome assessed and documented. See Attachment A for sample of Citrus College Student Learning Outcomes and Assessment Report Form. This form will be made available electronically to the District. Student Learning Outcomes and Assessment Report Forms must be submitted to the College, with the attendance sheets, within ten (10) calendar days of the final class meeting.
- t. At the conclusion of the educational services rendered, the District shall send the College an invoice identifying the facilities, instructional materials, miscellaneous equipment and supplies, administrative, and clerical costs identified in Section 5 of this agreement. Such invoice shall be paid to the District by the College within sixty (60) days of receiving the invoice.

3. DATES FOR SUBMISSION OF ENROLLMENT DOCUMENTATION

January 1st	High School Student Registration Authorization Form (link to fillable PDF) provided to District
May 23 rd	Registration roster template provided to District
May 7 th	DEADLINE for all online applications to be submitted
May 23 rd	DEADLINE for submission of online of completed High School Student Registration Authorization Forms
May 28th	Admissions and Records Office completes registration process, provides the Program Coordinator with enrollment numbers
June 2nd	The College will notify the District of class cancellations due to low enrollment (see Section 2.g. for minimum enrollment number)

April 9th

Last day for new teachers to submit a Citrus College application

4. DATES, CLASSES AND RESPONSIBLE PERSONNEL

Term Dates	First Session: June 17-July 2 (12 days) Second Session: July 6-July 21 (12 days) days; no class July 5th) Time: 7:30am - 12:20pm
Total number of sections	29
Class Titles to be offered (Citrus COR)	<ol style="list-style-type: none"> 1. NC 210A Freshman English A (3 sections) 2. NC 210B Freshman English B (3 sections) 3. NC211A Sophomore English A (2 section) 4. NC 211B Sophomore English B (2 section) 5. NC 215A World History A (2 sections) 6. NC 215B World History B (2 sections) 7. NC 217 Economics (1 section) 8. NC 218A Biology A (2 sections) 9. NC 218B Biology B (2 sections) 10. NC 226A Integrated Math IA (1 section) 11. NC 226B Integrated Math IB (1 section) 12. NC 227A Integrated Math IIA (2 sections) 13. NC 227B Integrated Math IIB (2 sections) 14. NC 228A Integrated Math IIIA (2 sections) 15. NC 228B Integrated Math IIIB (2 sections)
College Program Coordinator/Director	Michael Wangler, Dean, Career, Technical & Continuing Education mwangler@citruscollege.edu 626-852-6403
College Program Administrative Assistant	Ivon McCraven, Director of Continuing Education imccraven@citruscollege.edu 626-852-8020
MUSD Administrator	Catherine Real, Director of Counseling, College, and Careers creal@monroviashools.net 626-471-2034
High School Site Administrator	Brian Ilharreguy, Summer School Principal bilharreguy@monroviashools.net 626-471-2864
High School Point of Contact	Kirk McGinnis kmcginnis@monroviashools.net 626-471-2880
High School Administrative Assistant	Marlene Scott mscott@monroviashools.net 626-471-2881
Date, Time and Location of Staff/Administrator Orientation	April 21, 2021 at 3 p.m. zoom meeting

1. DISTRICT CHARGES BILLABLE TO COLLEGE PER AGREEMENT

Instructional Materials	\$20 per student, per class	
Miscellaneous Equipment	None	
Administrative	Brian Ilharreguy	\$6,384

	(6 hrs per day @ \$38hr for 28 days, plus fringe)	Benefits \$1,398.10
Other Facilities	None	
Clerical	Felicia Richardson, Registrar (6 hrs per day @ \$23.36/hr for 24 days, plus fringe)	\$3,363.84 Benefits \$1,093.25
Librarian Technician	Tina McKendrick, Library Technician (5.5 hrs per day @ \$25.45/hr for 8 days, plus fringe)	\$1,119.80 Benefits \$363.94
Total Admin/Classified**		13,722.93

** Should the number of sections offered under this agreement change significantly due to insufficient enrollment, unavailability of faculty, or other cause; the administrative and clerical billable charges may be adjusted.

This Memorandum of Understanding (MOU) is effective beginning May 20, 2021 and will expire on September 30, 2021.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed by duly authorized representatives on the day and year first above written.

MONROVIA UNIFIED SCHOOL DISTRICT

CITRUS COMMUNITY COLLEGE
DISTRICT

_____ Date _____

_____ Date _____

Dr. Katherine Thorossian, Superintendent

Michael Wangler, Dean, Career/Technical
and Continuing Education

_____ Date _____

Dr. Arvid Spor, Vice President, Academic
Affairs

_____ Date _____

Claudette Dain, Vice President, Finance
and Administrative Services

ATTACHMENT A

Citrus College Student Learning Outcomes and Assessment Reporting Form

Course Number/Title:	Assessment Cycle: 2019-2020 (Summer2020)
Name:	When did you teach this course? Summer 2020

When you want to check a box, you must: 1. DOUBLE CLICK on the box 2. Set the DEFAULT VALUE to "checked" and 3. Click "ok".

Identify the SLO(s) that you will be assessing this term (only list the SLO(s) assessed, not all SLOs for the course):

- SLO#1: Demonstrate sufficient knowledge of the course content necessary to complete the requirements for high school completion and/or graduation.
- SLO#2:
- SLO#3:

Which Institutional Level Outcome does this course address?

- Academic Excellence (General Education)
- Economic Opportunity (Career/Technical Education Programs)
- Foundational Skills for Student Success (Basic Skills)

Program Level Outcomes: Students completing this course will have acquired the following competencies. Check all that apply:

- Communication
- Creative, Critical, and Analytical Thinking/Info Comp
- Technology
- Computation
- Community, Global Consciousness and Responsibility
- Discipline/Subject Area Specific

Were any sections of the course taught Distance Education? Yes No

IF YES, was the assessment method different? Yes* No *If assessment methods were different, complete an additional form

Describe the assessment tool. Check all that apply:

A suggestion is to use embedded assessment: an activity, assignment, or exam that you already use to evaluate students in the course.

- Exam (midterm, final, test)
- Class discussion or activity
- Research (lab reports)
- Quiz
- Written work (essay/assignment)
- Presentation (oral, Prezi, video)
- Homework
- Performance
- Portfolio or class project
- Skills demonstration
- Survey
- Other: [_____]

Select the criteria/criterion that determines success within the assessment tool(s):

- Blackboard alignment
- Points (for exam items)
- Regional/state exam or industry based credential
- Specified rubric
- Tabulation of survey results
- Other: [_____]
- Percentage (score or % of students)
- Quality of product

In your perception, to what extent did the students in the course meet the outcome(s) based on the tool(s) and criterion?

- Exceed
- Meet
- Somewhat Meet
- Not Meet

Explain the benchmark agreed upon for meeting the expectation:

Based on the results, might improvements be required at the course level? Yes No

If YES, check all that apply

- SLO modification
- Textbook revision
- More student engagement
- Program dialogue needed
- Curriculum revision
- Instruction method
- Assignment/activity revision
- Other: [_____]

If NO, describe the effective practice(s) confirmed by the results:

Please share any success stories about the impacts of SLO practices on student learning, achievement, and institutional effectiveness

In what ways might dialogue about the outcome(s) assessment be shared with colleagues, program, division, or campus?

- Discussion with instructors who teach the same course
- Workshop or presentation
- Program Review (goals, reflections, resource requests)
- Convocation/FLEX
- Department or division meetings
- Class discussion with students
- Other: [_____]

What, if any, assistance or resources may be needed to help you address your outcomes? (will help inform program review in Fall)

General comments/feedback about the SLO assessment results for this course (optional, but will help inform program review in Fall)

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

4. 20/21-1088 - LOS ANGELES COUNTY OFFICE OF EDUCATION CONTRACT FOR THE TECHNOLOGY ENHANCED ARTS AND LEARNING (TEAL) PROJECT

RECOMMENDATION

The Board of Education is requested to ratify a contract with the Los Angeles County Office of Education (LACOE) for the Technology Enhanced Arts and Learning (TEAL) Project from February 22, 2021 through June 30, 2021.

Rationale:

The Technology Enhanced Arts and Learning (TEAL) Project is a partnership between LACOE and the Los Angeles Arts Commission in which the Monrovia Unified School District will be a participant. The TEAL Project seeks to develop district capacity in K-5 arts integration through a blended professional development model. This contract reimburses the Monrovia Unified School District (MUSD) for substitute costs associated with teachers attending the professional development, teacher release time, and supplies.

Background:

This is a continuation of MUSD's involvement in the TEAL Project which began in 2015. This project involves four (4) teachers who will serve as the TEAL coaches, guiding teachers as they increase their knowledge and skills in the area of arts integration, and one administrator who will support and facilitate outcomes in collaboration with the TEAL support team.

Budget Implication (\$ Amount):

There will be a reimbursement of \$1,500.00 released to the District upon completion of the requirements.

Legal References:

Education Code Section 17604 requires that all contracts be approved by the Governing Board.

Additional Information:

A copy of the LACOE TEAL Contract is attached.

ATTACHMENTS

- [LACOE - TEAL Project.pdf](#)



Short Form Contract

Table with 2 columns: CONTRACT NUMBER (136065:20:21) and AMENDMENT NUMBER

This Contract is made and entered into this 22nd day of February 2021 by and between the Los Angeles County Office of Education (hereinafter referred to as "LACOE" and Monrovia Unified School District (hereinafter referred to as "Contractor/Consultant/District").

Table with 3 columns: CONTRACTOR/CONSULTANT/DISTRICT (Monrovia Unified School District), CONTACT NAME (Dr. Sue Kaiser), STREET ADDRESS, CITY, STATE, ZIP CODE (325 E. Huntington Drive, Monrovia, CA 91016), CONTACT EMAIL ADDRESS (skaiser@monroviaschools.net)

Scope of Work:

The Los Angeles County Office of Education (LACOE) has partnered with the Los Angeles County Department of Arts and Culture (LADAC) to provide high quality professional development through the Technology Enhanced Arts Learning (TEAL) Project. District will select four TEAL Coaches. District will receive total of \$1,500.00 for supplies, virtual field trips, Teaching Artists, teacher release time and substitute pay per district upon completion of the requirements per Exhibit B.

Fees:

- LACOE Income (checkbox) LACOE Expenditure (checkbox checked)

Payment Terms \$1,500.00/project

Covered Expenses (Original itemized receipts required)

Table with 2 columns: Expense Category (Travel, Mileage, Lodging/Meals, Other) and Amount (\$ n/a)

Total Amount of Increase/Decrease (*if amendment) \$

TOTAL NOT TO EXCEED \$ 1,500.00

Agreement For Services

- 1. Contractor/Consultant/District agrees to perform services...
2. This Contract shall be effective on 2/22/2021 and remain in effect through 6/30/2021...
3. The parties agree to comply with this Agreement/Amendment and the following exhibits...

The marked provisions below are incorporated herein and made part of the Contract.

- Exhibit A - Terms and Conditions DE 2.0 viewable at www.lacoe.edu/contracts
Exhibit B - Additional Scope of Work (if applicable)
Exhibit -
Exhibit -
All other terms and conditions remain the same.
Employee of a Public Entity: If Consultant is currently employed by a public entity...

- Public Retirement System Retiree:** Contractor must disclose to LACOE if the Contractor or any of the Contractor's employees working under this Contract have retired from the California State Teachers' Retirement System ("CalSTRS") or the California Public Employees' Retirement System ("CalPERS"). Pursuant to California Education Code Section 24214 and 24214.5, there are post-retirement limitations on earnings if Contractor's employees have retired from CalSTRS and hours worked limitations if Contractor's employees have retired from CalPERS. If Contractor's employees have retired from either CalSTRS or CalPERS, Contractor should be aware that LACOE is required to report all payments under this and any additional Agreements in any given year.
- Insurance Requirements in Addition to Section 5 :** Without limiting the Contractor's, its officers, agents, employees, subcontractors, representatives and volunteers' (collectively hereinafter in this Section referred to as Contractor's) indemnification of LACOE, its governing boards and commissions and the individuals thereof, and all its officers, agents, employees, representatives and volunteers (collectively hereinafter in this Section referred to as LACOE), and as a material condition of this Contract, the Contractor shall procure and maintain at its sole expense, and shall require and cause all of its subcontractors and independent contractors to procure and maintain without expense to LACOE, insurance as required below for the duration of this Contract and any extended period specified.

5.1 Minimum Scope and Limits of Insurance

- 5.1.1 Commercial General Liability Coverage,** "occurrence" form only, to include bodily injury and property damage for premises and operations, contractual liability, independent contractors, personal and advertising injury, and wrongful termination with a combined single limit not less than \$ _____ per occurrence and an annual general aggregate limit not less than \$ _____. The policy shall be endorsed to name LACOE, its governing boards and commissions and the individuals thereof, and all its officers, agents, employees, representatives and volunteers, as additional insureds.
- 5.1.2 Business Automobile Liability Coverage,** with limits as required by the State of California.
- 5.1.3 Workers Compensation Insurance,** with limits as required by the Labor Code of the State of California and Employers Liability insurance limits of \$1,000,000 per accident.

5.2 Endorsements

The Contractor shall furnish LACOE with certificates of insurance evidencing insurance coverage for as indicated above, with an additional insured endorsement showing that LACOE, its Officers, Agents, Employees, Volunteers, and Board is named as an additional insured as to commercial general liability coverage. The certificates and endorsements are to be signed by a person employed and authorized by the insurer to bind coverage on its behalf and shall specifically reference this Contract. The certificates of insurance and endorsements are to be received by LACOE within thirty (30) calendar days of full execution of this Contract. LACOE reserves the right to require complete, certified copies of all required insurance policies at any time. Certificates of insurance shall be faxed to (951) 766-2299, upload to <http://www.ebixcerts.com>, emailed to Lacoe@ebix.com, or mailed to:

Los Angeles County Office of Education
Insurance Compliance
P. O. Box 100085-LA
Duluth, GA 30096

5.3 Other Insurance Provisions

The Contractor shall cause its insurance policies to be amended to state the following:

- 5.3.1 The Contractor's insurance coverage shall be primary insurance with respects to LACOE. Any insurance or self-insurance maintained by LACOE shall be in excess of the Contractor's insurance and shall not contribute to it.
- 5.3.2 All rights of subrogation against LACOE for injury (including death), damage or loss arising from performance or nonperformance of LACOE pertaining to this Contract are waived.
- 5.3.3 Coverage shall not be suspended, voided, cancelled or reduced in coverage or in limits except after thirty (30) calendar days prior written notice by certified mail, return receipt requested, has been given to LACOE.
- 5.3.4 Contractor shall be obligated to renew its insurance policies as necessary and to provide new certificates of insurance from time to time, so that LACOE is continuously in possession of evidence of the Contractor's insurance in accordance with the foregoing provisions.

Acknowledgement and Agreement (I have read this agreement and agree to its terms.)



CONTRACTOR'S NAME AND TITLE (PRINT)	SIGNATURE	DATE
LACOE DESIGNEE NAME AND TITLE (PRINT) Terri Lyttaker, Controller	SIGNATURE	DATE

Contracts Section Use Only	
AGENDA DATE 01/11/2021	CONTRACT ISSUED BY MLC

LOS ANGELES COUNTY OFFICE OF EDUCATION

LACOE EXPENDITURE CONTRACT WITH DISTRICT/PUBLIC AGENCY
STANDARD TERMS & CONDITIONS

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, is hereinafter referred to as "LACOE." The District/Public Agency as identified on the Contract is hereinafter referred to as "District/Public Agency."

1. BASIS OF CONTRACT AND SCOPE OF WORK

LACOE has determined that assistance is required to perform work specified in this Contract. District/Public Agency has the required background, training and expertise to perform the work to be done and agrees to do so in accordance with the terms and conditions of this Contract. All work shall be coordinated with LACOE's project director.

2. TERM OF CONTRACT

This Contract's dates of services are as specified in the Contract.

3. PAYMENT

LACOE shall pay District/Public Agency an amount not to exceed the amount specified on the Contract for work performed hereunder. Any work performed by the District/Public Agency in excess of this amount shall be considered as having been done at no additional cost to LACOE, unless this Contract is so amended by written amendment. Payment shall be made upon completion and acceptance of the work performed and within thirty (30) days of receipt of an approved invoice. Invoices can be emailed to; accounts_payable@lacoe.edu or mailed to the attention of the Accounts Payable Unit.

4. INDEMNIFICATION

District/Public Agency agrees to defend, indemnify, save, and hold harmless LACOE from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of LACOE. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

LACOE agrees to defend, indemnify, save, and hold harmless the District/Public Agency from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of the District/Public Agency. The provisions of this clause shall not be limited to the availability or collectability of insurance coverage.

5. INSURANCE

District/Public Agency shall maintain such general liability, property damage, workers' compensation, and auto insurance as is required to protect District/Public Agency and LACOE as their interests may appear.

6. NOTICES

Any notices to be given pursuant to this Contract shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

LACOE:
Contracts Section
LOS ANGELES COUNTY OFFICE OF EDUCATION
9300 Imperial Highway, ECW Building
Downey, CA 90242-2890

District/Public Agency:
Mailing Address is District/Public Agency Office

7-10. SECTIONS RESERVED (Intentionally left blank.)

11. COVENANT AGAINST CONTINGENT FEES

District/Public Agency warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon a Contract or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies retained by District/Public Agency for the purpose of securing business. For breach or violation of this warranty, LACOE shall have the right to immediate termination of this Contract and, at its sole discretion, deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or commission fee.

12. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, District/Public Agency is an Independent Contractor and not an officer, employee or agent of LACOE. District/Public Agency shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of LACOE. District/Public Agency warrants its compliance with the criteria established by the U.S. Internal Revenue Service (I.R.S.) and the California Employment Development Department (EDD) for qualification as an Independent Contractor Agency including, but not limited to, being hired on a temporary basis, having some discretion in scheduling time to complete contract work, working for more than one employer at a time, and acquiring and maintaining its own office space and equipment.

13. ASSIGNMENT

District/Public Agency shall not in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Contract or any portion hereof of any interest herein, in whole or in part, without the prior written consent of LACOE. If prior written consent is not given by LACOE to assign, transfer, or encumber this Contract, such action shall be deemed automatically void. In addition, District/Public Agency shall not subcontract the work to be performed pursuant to this Contract without prior written approval of LACOE. The names and qualifications of subcontractors or others whom District/Public Agency intends to employ, other than those identified, shall be submitted to LACOE for prior written approval.

14. INTEGRATION

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written. This Contract shall not be amended in any way except by a writing expressly purporting to be such an amendment, signed and acknowledged by both of the parties hereto.

15. MODIFICATION

The Contract shall not be modified or amended without mutual written consent of the parties. If any actual or physical deletions or changes appear on the face of the Contract, such deletions or changes shall only be effective if the initials of both contracting parties appear beside such deletion or change.

16. ORDER OF PRECEDENCE

Except as specifically provided elsewhere in this Contract, conflicting, vague and/or ambiguous provisions of this Contract shall prevail in the following order of precedence: (1) the provisions in the body of this Contract, (2) the exhibits of the Contract, if any; (3) all other documents cited in this Contract or incorporated by reference.

17. SEVERABILITY/WAIVER

17.1. If any provision of this Contract is determined to be illegal, unenforceable, or invalid, such act shall in no way affect the validity of any other provision in this Contract.

17.2. No waiver of any provision of this Contract shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

18. AMENDMENTS

The Contract may be amended by mutual written consent of the parties.

19. TERMINATION

The Contract may be terminated by LACOE upon written notification.

20. FAILURE TO COMPLY

In the event District/Public Agency fails to perform in accordance with the indemnification or insurance requirement clauses of this Contract, makes inaccurate certifications as a part of this contract or contracting process, or otherwise breaches any other clause of this Contract, LACOE, the Los Angeles County Board of Education and the individuals thereof, and all officers, agents, employees, representatives, and volunteers shall be entitled to recover all legal fees, costs, and other expenses incident to securing performance or incurred as a consequence of nonperformance.

21. ATTORNEY'S FEES

Should either party be required to file any legal action or claim to enforce any provision of this Contract or resolve any dispute arising under or connected to this Contract, except as set forth in the "Failure to Comply" in this contract, each party shall bear its own attorney's fees and costs in bringing such an action and any judgment or decree rendered in such a proceeding shall not include an award thereof.

22. COMPLIANCE WITH LAW

District/Public Agency shall comply with all applicable federal, state, and local laws, statutes, ordinances, rules, regulations, policies, and procedures in performing under this Contract. District/Public Agency warrants that it has all licenses, permits, certificates and credentials required by law to perform the work specified under this Contract and shall, upon request by LACOE, provide evidence of same.

23. FORCE MAJEURE

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault or negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension. Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy, insurrection, acts of the federal government or any unit of state or local government in sovereign capacity, fires, floods, epidemics, quarantine

restrictions, strikes, freight embargoes or delays in transportation, to the extent that such circumstances are not caused by the party's willful or negligent acts or omissions, and to the extent that they are beyond the party's reasonable control.

24. GOVERNING LAW/FORUM SELECTION

This Contract is made, entered into and executed in Los Angeles County, California, and the parties agree that any legal action, claim or proceeding arising out of or connected with this Contract shall be filed in the applicable court in Los Angeles County, California. The parties further agree this Contract shall be construed, and all disputes hereunder shall be settled, in accordance with the laws of the State of California.

25. INCORPORATION BY REFERENCE

Any exhibits referenced herein shall be incorporated and made a part of this Contract.

26. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were so inserted and included.

27. RECORD RETENTION AND INSPECTION

District/Public Agency agrees that LACOE shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent records pertaining to this Contract. All records shall be kept and maintained by District/Public Agency and made available to LACOE during the entire term of this Contract and for a period not less than five (5) years after final payment hereunder by LACOE.

28. NO THIRD PARTY OBLIGATIONS

The execution and delivery of this Contract shall not be deemed to confer any rights upon, nor obligate any parties thereto, to any person or entity other than the parties hereto.

29. LACOE BUDGET/GRANT FUNDS CONTINGENCY

This section is applicable only to Contracts in which LACOE is expending funds: If any portion(s) of LACOE's financial budget affecting the contractual time period of this agreement does not appropriate sufficient funds for these contracted services and/or related programs, or if grant funds related to these contracted services and/or related programs are not available for any reason whatsoever, this agreement shall be of no further force and effect. In this event, LACOE shall have no liability to pay any funds to District/Public Agency under this agreement, and the District/Public Agency shall not be obligated to perform any provisions of this agreement. In such instances, particularly when partial funding remains available, LACOE shall have the option to either terminate this agreement with no liability occurring to LACOE, or LACOE may offer an amendment to this agreement to reflect the reduced availability of funds.

30. NON-DISCRIMINATION AND NON-SEGREGATION

During the performance of this Contract, both parties hereby agrees to comply with all Federal, state and local laws respecting non-discrimination in employment and non-segregation of facilities including, but not limited to requirements set out in 41 CFR 60-1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporated by reference.

31. TOBACCO AND MARIJUANA-FREE SCHOOL AND FACILITIES

When at LACOE-owned or LACOE-leased buildings, both parties hereby agree to comply with the Los Angeles County Board of Education's Policy 3513.3 which states: The County Board recognizes the health hazards associated with smoking and the use of tobacco and/or marijuana products including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. The County Board prohibits the use of tobacco and/or marijuana products at any time in LACOE-owned or leased buildings, on LACOE property and in LACOE vehicles.

32. ALCOHOL AND DRUG-FREE WORKPLACE

Both parties hereby certify under penalty of perjury under the laws of the State of California that District/Public Agency will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. seq.), and the Los Angeles County Board of Education's Alcohol and Drug-Free Workplace Policy 4020.

33. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this contractual instrument, District/Public Agency certifies to the best of its knowledge and belief that it and its principals:

- 33.1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
- 33.2. Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- 33.3. Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 35.2 above, of this certification; and,
- 33.4. Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

34. SB 1343 SEXUAL HARASSMENT PREVENTION TRAINING

If Contractor employs five (5) or more employees, Contractor must provide at least two (2) hours of sexual harassment prevention training and education to all supervisory employees and one (1) hour of such training to all non-supervisory employees. Contractor must also provide sexual harassment prevention training to its temporary or seasonal employees within thirty (30) calendar days after the hire date or within one hundred (100) hours worked if the employee will work for less than six (6) months. Training and education must be provided once every two (2) years thereafter, pursuant to California Senate Bill 1343.

LACOE reserves the right to request for certification of such training and to terminate this Contract if the Contractor fails to comply with this section.

35. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/signature; and/or other commonly accepted, widely used, commercially acceptable signature methods. This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

EXHIBIT B



Scope of Work- Transformative SEL TEAL (Returning District)

The Los Angeles County Office of Education (LACOE) has partnered with the Los Angeles County Department of Arts and Culture (LADAC) to provide high quality professional development through the Technology Enhanced Arts Learning (TEAL) Project. The goal of Transformative SEL TEAL is to increase students' equitable access to the arts by expanding TK-8 teachers' capacity to provide culturally relevant, integrated arts instruction which centers on Antiracism & Transformative SEL for all students. Transformative SEL TEAL provides interactive, experiential professional development focused on integrating the arts and SEL into culturally relevant practices, anti-racist pedagogy, and CASEL's Transformative SEL Framework. Strengthened by virtual learning assets, technical support, and customized virtual coaching, TEAL helps teachers build the knowledge and skills to embed the arts into classroom curriculum, while improving both academic and social-emotional outcomes for students.

Districts will select **four Transformative SEL TEAL Mentors**, who have previously been trained in TEAL Projects. Optimal participation will consist of an administrator, TK-8 teacher, Multi-Tiered Systems of Support (MTSS)/Positive Behavioral Interventions and Supports (PBIS) staff member, counselor, school mental health professional, and/or a representative of the Expanded Learning Staff (ELS).

This team will work together to become successful arts integration mentors for other TK-8 teachers in their Local Educational Agency (LEA). Participants will increase knowledge to promote student well-being, creativity, increase knowledge of antiracism, Transformative SEL, and cultural diversity through a MTSS-Arts Integration model.

Transformative SEL TEAL Mentoring Teams will:

- Select 4 Transformative SEL TEAL Mentors
- Attend a synchronous/asynchronous no-cost, 2-day virtual professional development, Transformative SEL TEAL Conference.
- Contribute deeper mentorship by strategic systematic planning to build capacity through culturally inclusive arts integration, anti-racists pedagogy, and Transformative SEL practices.
- Have access to virtual customized instructional support, webinars and online professional learning community.
- Support project collaboration with the LACOE-Center for Distance and Online Learning (CDOL) support team, by participating in surveys and evaluation(s).
- Be equipped with the TEAL Virtual Introductory Tool for TK-8 Educators, customized tools/resources and support to increase equitable capacity in the areas of culturally inclusive and diverse arts integration embedded with social emotional learning competencies.
- Curate and submit a minimum of 1 TEAL Story (written, audio, video, presentation, etc.) and supporting media (photos, videos, etc.) of how TEAL has been implemented and/or adapted and its impact on equity in arts education.
- Provide necessary documentation to CDOL but not limited to the following:
 - Transformative SEL TEAL Meeting/Activity Log
 - Transformative SEL TEAL Meeting/Activity Sign-In Sheets

- Transformative SEL TEAL Strategic Planning Tool
- Surveys/Evaluations
- Participate in project data collection, project evaluations by and completing exit surveys.
- A stipend is provided upon fulfillment of the contract.

Transformative SEL TEAL Administrator Responsibilities:

Provide TEAL Project support and facilitate outcomes in collaboration with the LACOE-CDOL Leadership:

- The administrator is invited to attend Day 1 or 2 of the no-cost professional development to engage in culturally inclusive arts integration and SEL activities.
- Guide and support Transformative SEL TEAL Mentors as they increase their knowledge and skills in the area of integrating the arts and SEL into culturally relevant practices, anti-racist pedagogy, and CASEL’s Transformative SEL Framework.
- With LACOE-CDOL support, provide access to the TEAL modules by providing staff email addresses and necessary project evaluation data.
- Support, collaborate, and communicate with LACOE-CDOL Leadership to ensure successful TEAL project implementation.

Each district will receive:

- A total of \$1500.00 for supplies, virtual field trips, Teaching Artists, teacher release time and substitute pay per district upon project completion.
- No-cost, 2-day synchronous/asynchronous virtual TEAL Conference for TK-8 Transformative SEL TEAL Mentors
- Access to CDOL Help Desk for technical assistance
- At no-cost, districts will have access to:
 - TEAL website, online learning modules, culturally inclusive arts integration and SEL virtual assets.
 - TEAL Virtual Introductory Tool for TK-8 Educators that expands cultural representation and racial diversity
 - Minimum 10 hours per district of customized instructional support
 - Webinars and an online professional learning community
 - Educational integration specialists in arts, technology, MTSS/PBIS, and teaching artists from:
 - Los Angeles County Office of Education (LACOE)
 - Los Angeles Department of Arts and Culture (LADAC)
 - Los Angeles County Arts Ed Collective.

* The \$1500 will be released to the district upon completion of project requirements by June 30, 2021, when all TEAL project requirements are met.

About the 2-Day Professional Development

- Virtual Conference Dates: TBD

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

5. 20/21-2095 - PURCHASE ORDERS AND PAYMENT OF BILLS

RECOMMENDATION

The Board of Education is requested to ratify purchase orders in the amount of \$1,654,910.11 issued November 27, 2020 through December 11, 2020, and payments in the amount of \$259,669.31 issued February 11, 2021 through February 25, 2021.

Rationale:

In accordance with the California Education Code 42647, the Board of Education shall approve all payments and purchase orders. All payments and purchase orders submitted have been processed following the accounting practices upheld by the California School Accounting Manual.

Background:

Purchase orders are generated by the Purchasing Department for goods and services in order to encumber available funds prior to being submitted to the Fiscal Services Department for payment. After verification of the receipt of goods or services in accordance with the order as placed, the payment for such goods or services is processed. Voluntary deductions and fringe benefit payments are issued after the payroll reconciliation of employee and employer authorized contributions. The payroll warrants are issued only to those employees who have been approved through the Personnel Assignment Report process.

Budget Implication (\$ Amount):

All payments are paid from the appropriate fund balances, maintaining the integrity of the budget.

Legal References:

California Education Code 42647 states that the Board of Education shall approve all payments and purchase orders.

Additional Information:

Copies of the detailed Purchase Order and Warrant Summary reports are attached.

ATTACHMENTS

- [BA Item 2095\(b-e\) Purchase Order Rpt 3-10-21.pdf](#)

February 25, 2021

SUBMITTED FOR RATIFICATION: March 10, 2021

PRINTED: November 27, 2020 – December 11, 2020

Purchase Order: P20-1512, P21-0082, P21-0553, P21-0629 – P21-0694

Purchase orders printed out of sequence:

Change Orders: P21-0039, P21-0324

Purchase orders excluded from sequence: None

Fund Summary

General Fund (01)	\$	1,654,504.94
Fund (13)		369.27
Fund (63)		35.90
Total.....	\$	<u>1,654,910.11</u>

RECOMMENDED: March 10, 2021

Includes Purchase Orders dated 11/27/2020 - 12/11/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-1512	WAXIE ENTERPRISES, INC.	0050	Restock	01-4370	5,615.30
P21-0082	SPYDER3D LLC	0014	CTE MHS Pathways	01-4410	40,248.34
P21-0553	AMAZON.COM	0001	Littlefield International Funds	01-4210	52.67
P21-0629	SCHOOL SPECIALTY ATTN: DEBORAH HOBART	0014	Hamilton Flex - PhonesXL Headsets for Teens	01-4310	71.81
P21-0630	Harbor freight	0014	MHS- Open PO for Auto Class Supplies 20/21	01-4310	1,000.00
P21-0631	ERNIE'S AUTO PARTS ACCT. # EAE 5660	0014	MHS- Open PO for Auto Class Supplies 20/21	01-4310	1,000.00
P21-0632	HOME DEPOT	0014	MHS- Open PO for Auto Class Supplies 20/21	01-4310	1,000.00
P21-0633	Lourdes Martinez	0052	Reimbursement for catering supplies	13-4390 63-4710	369.27 35.90
P21-0634	AMAZON.COM	0003	custodial supplies	01-4390	23.96
P21-0635	CURRICULUM ASSOCIATES, INC.	0003	iReady school wide licenses	01-5841	13,031.55
P21-0636	AMAZON.COM	0007	Safety Goggles for Covid 19/Safety Team	01-4310	132.23
P21-0637	Center for Vision Devpmt Optmy	0015	Vision Therapy Services for Sp Ed Student	01-5810	7,436.00
P21-0638	Whole Child Therapy Inc	0015	OT Services for Sp Ed Student	01-5850	12,600.00
P21-0639	TIAA Bank	0015	Copier Lease for Special Ed Annex Office	01-5610	1,965.00
P21-0640	SCHOLASTIC INC.	0001	Scholastic News	01-4210	536.69
P21-0641	Forecast 5 Analytics, Inc.	0014	5Cast, 5Sight and 5Lab Licenses	01-5850	92,420.33
P21-0642	BOYS & GIRLS CLUB OF THE FOOTHILLS	0014	Learning Pods	01-5850	75,000.00
P21-0643	AMPLIFY	0014	Science Curriculum for Mtn Pk	01-4110	17,482.13
P21-0644	AMPLIFY	0014	Science Curriculum for Clifton	01-4110	141,094.33
P21-0645	AMPLIFY	0014	Science Curriculum for SF	01-4110	97,287.51
P21-0646	TCI	0014	HSS Materials for Mountain Park	01-4110	3,896.60
P21-0647	TCI	0014	HSS Materials for Wild Rose	01-4110	39,408.59
P21-0648	TCI	0014	HSS Materials for Plymouth	01-4110	49,252.09
P21-0649	TCI	0014	HSS Materials for Monroe	01-4110	58,714.11
P21-0650	TCI	0014	HSS Materials for Mayflower	01-4110	53,562.44
P21-0651	TCI	0014	HSS Materials for Bradoaks	01-4110	40,360.55
P21-0652	DEMCO	0008	library supplies	01-4390	250.86
P21-0653	Arey Jones Educational	0003	chromebooks for student use	01-4440	15,472.70
P21-0654	DELL MARKETING L.P. ATTN: Teri ssa	0003	PTA purchased computer monitors	01-4440	405.15
P21-0655	IXL Learning Inc	0007	1 Year IXL Classroom License for students	01-5841	1,057.30
P21-0656	CharacterStrong, LLC	0007	Virtual Educator Training	01-5220	54.02
P21-0657	TITO MORAGA	0022	Repairs	01-5850	32,000.00
P21-0658	CITY OF MONROVIA	0040	Police False Alarm	01-5819	800.00
P21-0659	LEXIA READING CORE 5	0001	Renewal for Lexia	01-5841	6,000.00
P21-0660	Californians Dedicated to Educ	0001	Registration Fees	01-5220	170.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 4

Includes Purchase Orders dated 11/27/2020 - 12/11/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P21-0661	e3 Diagnostics	0015	Hearing Equipment Calibration	01-5630	630.00
P21-0662	LACOE - LA COUNTY SCIENCE OLYM PIAD - GARY WIDDISON	0015	LACOE Training for District Nurse	01-5220	250.00
P21-0663	ERIN ILER	0003	Reimbursement	01-4310	236.17
				01-4340	72.27
P21-0664	SCHOOL SERVICES OF CALIFORNIA	0012	Workshop Fees for 2021 Governor's Budget Workshop	01-5220	240.00
P21-0665	Walmart Business/GECD	0015	Supplies for Workability Program	01-4310	2,572.98
				01-4490	1,014.29
P21-0666	HOUGHTON MIFFLIN CO.	0014	NGSS Textbooks for MHS	01-4110	85,746.93
P21-0667	HOUGHTON MIFFLIN CO.	0014	NGSS Textbooks for COHS	01-4110	7,040.84
P21-0668	HOUGHTON MIFFLIN CO.	0014	NGSS Textbooks for Mtn Pk	01-4110	6,145.36
P21-0669	Discovery Education, Inc.	0014	NGSS Textbooks for Mountain Park	01-4110	9,671.13
P21-0670	Discovery Education, Inc.	0014	NGSS Textbooks for Wild Rose	01-4110	75,810.11
P21-0671	Discovery Education, Inc.	0014	NGSS Textbooks for Plymouth	01-4110	102,896.33
P21-0672	Discovery Education, Inc.	0014	NGSS Textbooks for Monroe	01-4110	111,716.33
P21-0673	Discovery Education, Inc.	0014	NGSS Textbooks for Mayflower	01-4110	100,404.68
P21-0674	Discovery Education, Inc.	0014	NGSS Textbooks for Bradoaks	01-4110	75,774.83
P21-0675	AMAZON.COM	0008	AP Eng Lit & Comp	01-4110	740.00
P21-0676	APPLE COMPUTER, INC.	0022	Apple Teacher laptops	01-4440	133,137.83
P21-0677	CDW-G COMPUTER CTRS, INC.	0022	Phone replacement parts	01-4390	73.75
P21-0678	AMAZON.COM	0022	Splitter for thermostat setup	01-4390	22.03
P21-0679	Forsyte IT Solutions	0022	Support of RDS	01-5844	25,792.00
P21-0680	Identity Automation	0022	Renewal Subscription and Rostering Setup	01-5844	22,331.75
P21-0681	AMS.NET, Inc.	0022	Network Assessment	01-5844	32,200.00
P21-0682	California IT in Education	0022	Data Policy	01-5844	3,000.00
P21-0683	LEARNING A-Z	0004	RAZPLUS.com license for Susana Reveles	01-5841	209.95
P21-0684	LEARNING A-Z	0004	RAZPLUS.com license for Karen Jarrett	01-5841	209.95
P21-0685	Guided Readers, Inc.	0004	Guided Readers License for Dana Williams	01-5841	167.00
P21-0686	VERNIER SOFTWARE & TECHNOLOGY	0008	Classroom License -AP Physics C and 2	01-5841	200.00
P21-0687	IMPRINTABILITY JENNIFER STONE	0014	TUPE Santa Fe/Clifton-Club Live Promotional Items	01-4310	750.00
P21-0688	FRONTLINE TECHNOLOGIES	0050	Escape Software License & Maintenance Plan	01-5630	11,090.72
P21-0689	GBC / MAINTENANCE AGREEMENTS A TTN: MICHELINE RODGERS/EMA	0005	Service renewal agreement for laminator	01-5630	619.29
P21-0690	U.S. POSTMASTER / POST-OFFICE	0040	Postage to Mail MHS Report Cards	01-5920	756.70
P21-0691	U.S. POSTMASTER / POST-OFFICE	0040	Postage to Mail MHS Report Cards	01-5920	754.90

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2 of 4

Includes Purchase Orders dated 11/27/2020 - 12/11/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P21-0692	Heinemann	0004	Virtual Resources from unitsofstudy.com	01-5841	200.00
P21-0693	PARADIGM HEALTH CARE SERVICES	0015	CRCS Services for LEA Medi-Cal Billing	01-5810	25,000.00
P21-0694	Arey Jones Educational	0022	Board Laptops	01-4440	5,675.83
Total Number of POs			69	Total	1,652,961.38

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	1	5,615.30
		Total Fiscal Year 2020	5,615.30
01	General Fund	67	1,646,940.91
13	Cafeteria Fund	1	369.27
63	Enterprise Fund	1	35.90
		Total Fiscal Year 2021	1,647,346.08
		Total	1,652,961.38

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes Purchase Orders dated 11/27/2020 - 12/11/2020

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P21-0146	10,000.00	11-5890	Adult Education Fund/Other Services	5,000.00
P21-0384	1,337.00	01-5630	General Fund/Repairs	1,234.45-
P21-0421	5,570.00	01-5821	General Fund/Attorneys fees	5,000.00-
			Total PO Changes	<u>1,234.45-</u>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

**RATIFICATION OF WARRANTS
RECOMMENDED FOR BOARD APPROVAL**

March 10, 2021

ACCOUNTS PAYABLE:

DATE ISSUED: February 11, 2021 through February 25, 2021

Batch Numbers:	124-130	\$259,669.31
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TOTAL DISTRICT ACCOUNTS:	<u>\$ 259,669.31</u>
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Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

6. 20/21-2097 - BUDGETARY TRANSFERS AND REVISIONS

RECOMMENDATION

The Board of Education is requested to approve the budgetary adjustments as submitted.

Rationale:

Due to the fact that actual information regarding all income and expenditures is not available when the Adopted Budget is approved, periodically budgetary adjustments must be made.

Background:

There are two major types of adjustments that affect the status of the budget: Budget Transfer- 1) Transfers between major expenditure classifications with no change in revenues and no change in ending fund balances. Budget Revision- 2) Increases or decreases in income and expenditures that result from: - Augmented or reduced entitlements in federal and state projects. - Approval of grant letters for federal and state programs. - Recertification of state apportionments. - Miscellaneous income receipts. - Miscellaneous expenditure adjustments.

Budget Implication (\$ Amount):

No impact on fund balance. (See additional information)

Legal References:

California Education Code 42600 states that the total amount budgeted for each major classification of school district expenditures shall be the maximum amount which may be expended for that classification of expenditures for the school year. Transfers may be made between expenditure classifications at any time with approval of the board of education.

Account:

N/A

Additional Information:

These budget transfers between expenditure classifications have no impact on the fund balance. Increases and decreases in expenditures in these budget revisions are off-set by revenue adjustments or are taken from the prior year restricted ending balances and have no impact on the unrestricted fund balance.

ATTACHMENTS

- [BA Item 2097\(b\) Budgetary Transfers 3-10-21.pdf](#)

**FISCAL SERVICES DEPARTMENT
Fiscal Year 2020 - 2021**

Board Report:
Budget Revision

Board Meeting Date:
3/10/2021

GENERAL FUND #01.0

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED LOCAL RESOURCES			
#90109.0 - DONATIONS - SITES			
BRADOAKS			
Books and Supplies	\$1,049.00	\$1,049.00	Budget Allocation
MAYFLOWER			
Books and Supplies	\$0.00	\$0.00	Budget Allocation
MONROE			
Books and Supplies	\$500.00	\$500.00	Budget Allocation
Svcs/Other Operations			
PLYMOUTH			
Books and Supplies	\$160.00	\$160.00	Budget Allocation
WILD ROSE			
Books and Supplies	\$0.00	\$0.00	Budget Allocation
CLIFTON			
Books and Supplies	\$5,937.00	\$5,937.00	Budget Allocation
SANTA FE			
Books and Supplies	\$1,145.00	\$1,145.00	Budget Allocation
MHS			
Books and Supplies	\$155.00	\$155.00	Budget Allocation
CANYON OAKS			
Books and Supplies	\$15.00	\$15.00	Budget Allocation
WAREHOUSE			
Books and Supplies	\$87.00	\$87.00	Budget Allocation
# 90112.0 - DONATIONS - MONROVIA ELEMENTARY OLYMPIC			
Services/Other Operations	\$680.00	\$680.00	Budget Allocation
#90114.0 - DONATIONS - CABINET DEPTS.			
SUPERINTENDENT			
Books and Supplies	\$1,100.00	\$1,100.00	Budget Allocation
BUSINESS SERVICES			
Books and Supplies	\$1,000.00	\$1,000.00	Budget Allocation
# 90124.0 - DONATIONS - ARTS PROGRAM			
Books and Supplies	\$550.00	\$550.00	Budget Allocation
# 90125.0 - DONATIONS - PTA			
MONROE			
Books and Supplies	\$22,181.00	\$22,181.00	Budget Allocation
WILDROSE			
Books and Supplies	\$1,000.00	\$1,000.00	Budget Allocation

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
# 90210.0.0 - USE OF FACILITIES			
MAYFLOWER			
Books and Supplies	\$20.00	\$20.00	Budget Allocation
# 90221.0 - LKT - PAC - MHS			
DRAMA			
Books and Supplies	\$1,466.00	\$1,466.00	Budget Allocation
CUSTODIAL			
Books and Supplies	\$1,466.00	\$1,466.00	Budget Allocation
# 90305.0 - STUDENT FEE COLLECTION			
CLIFTON			
TEXT BOOKS			
Books and Supplies	\$671.00	\$671.00	Budget Allocation
# 90609.0 - THE ART OF TEACHING			
MAYLOWER			
Books and Supplies	\$3,000.00	\$3,000.00	Budget Allocation
# 90621.0 - INDUCTION PROGRAM			
Books and Supplies	\$2,500.00	\$2,500.00	Budget Allocation
# 90622.0 - EDIBLE GARDEN GRANT			
BRADOAKS			
Books and Supplies	\$1,000.00	\$1,000.00	Budget Allocation
# 90623.0 - OUTDOOR DISCOVERY SCIENCE			
BRADOAKS			
Books and Supplies	\$1,450.00	\$1,450.00	Budget Allocation
# 90624.0 - EQUITABLE INNOVATION GRANT			
DISTRICTWIDE			
Services/Other Operations	\$3,762.00	\$3,762.00	Budget Allocation
Total Restricted Local Resources	<u>\$50,894.00</u>	<u>\$50,894.00</u>	
<u>TOTAL BUDGET REVISION</u>	<u>\$50,894.00</u>	<u>\$50,894.00</u>	

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
Fiscal Year 2020 - 2021**

Board Report:
Budget Revision

Board Meeting Date:
3/10/2021

**CHILD DEVELOPMENT CENTER FUND
FUND #12.0**

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED LOCAL RESOURCES			
#90612.0 - QUALITY IMPROVEMENT GRANT			
Books and Supplies	\$4,000.00	\$4,000.00	Budget Allocation
Total Restricted Local Resources	<u>\$4,000.00</u>	<u>\$4,000.00</u>	
<u>TOTAL BUDGET REVISION</u>	<u>\$4,000.00</u>	<u>\$4,000.00</u>	

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
Fiscal Year 2020 - 2021**

Board Report:
Budget Revision

Board Meeting Date:
3/10/2021

**FOOD SERVICES FUND
FUND #13.0**

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED LOCAL RESOURCES			
#90620.0 - GENYOUTH GRANT			
Books and Supplies	\$18,000.00	\$18,000.00	Budget Allocation
Total Restricted Local Resources	<u>\$18,000.00</u>	<u>\$18,000.00</u>	
<u>TOTAL BUDGET REVISION</u>	<u>\$18,000.00</u>	<u>\$18,000.00</u>	

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

7. 20/21-2098 - ACCEPTANCE OF GIFTS

RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2021-13.

Rationale:

The Board of Education welcomes and appreciates donations of educationally suitable material items, monetary donations, and/or in-kind donations that can be used for the benefit of Monrovia Unified School District students or staff and are consistent with the District's curriculum, vision and philosophy.

Budget Implication (\$ Amount):

Material donations are to be no cost to the District, and monetary donations increase site donation accounts.

Legal References:

Board Policy #3290 requires Board approval of gifts.

Additional Information:

Acceptance of Gifts Report attached.

ATTACHMENTS

- [Acceptance of Gifts #2021-13 03-10-21.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
 Acceptance of Gifts Report No. 2021-13
 Board Meeting 20210310

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Check	Paul A. Escoto	\$120.00	To be used for the benefit of the students and staff at Clifton Middle School.	Jennifer Jackson, Principal Clifton Middle School	D0224046	Increases site donation account
2	Check	Paul A. Escoto	\$120.00	To be used for the benefit of the students and staff at Clifton Middle School.	Jennifer Jackson, Principal Clifton Middle School	D0224047	Increases site donation account
3	Check	Clifton Middle School PTSA	\$250.00	To be used towards the purchase of Chromebooks for Clifton Middle School	Jennifer Jackson, Principal Clifton Middle School	D0224048	Increases site donation account
4							
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Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

8. 20/21-3044 - PERSONNEL ASSIGNMENTS

RECOMMENDATION

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #14.

Rationale:

All personnel assignments are routinely reviewed and approved by the Board of Education.

Legal References:

Education Code sections 35161, 44830-44831, 45103-45139; and Board Policy 4000 Series.

Additional Information:

ATTACHMENTS

- [2021-03-10 Personnel Report 14.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #14

EMPLOYMENTS, SUPPLEMENTAL HOURS/SPECIAL ASSIGNMENTS, LEAVES, TERMINATIONS, OTHER

A. Employments

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
None										

B. Supplemental Hours/Special Assignments

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
1 # Anthony	Flucker	Teacher	Pathways brochure developmnt-Revision to assignment 003964 approved 8/12/20	8/19/20-6/9/21	Educ Services	NTE 10 hrs	C-35500.0	003967	\$27.00/hr	100%
2 # Kevin	Mercado	Teacher	Revision to assignment 003810 approved 7/22/20	8/19/20-6/9/21	MHS	NTE 50 hrs	C-35500.0	003965	\$32.00/hr	100%

C. Leaves of Absences

First Name	Last Name	Classification	Action	Effective	Site
None					

D. Terminations

First Name	Last Name	Classification	Action	Effective	Site
3 Sable	Esparza	School Psychologist	Resignation	6/30/21	PPS
4 Leslie	Fraijo	Teacher	Retirement	6/10/21	Wild Rose
5 # Lisa	Minami-Lin	Dir of Student Support Services	Retirement	2/26/21	PPS
6 Rainy	Shao	Teacher	Resignation	6/30/21	Plymouth
7 Pamela	Thompson	Teacher	Retirement	6/10/21	MHS

E. Other

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
8 # Ashley	Carroll	Teacher	Change of funding	8/18/2020	Plymouth		G-00000.0	000199	E-8	100%
9 # Mackenzie	Salsman	Teacher	Change of funding	8/18/2020	Mayflower		C-90609.0	003997	E-4	100%

E. Other - Volunteers

First Name	Last Name	Classification	Action	Effective	Site
10 # Walter	Sobolewsky	Volunteer I	Approve	2/24/21-6/30/21	MA

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #14

EMPLOYMENTS, LEAVES OF ABSENCE, RESIGNATIONS, CHANGES OF STATUS, OTHER (CLASSIFIED)

A. Employments

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
1	# Daniel	Ohri	System Analyst	Technology	Employ	\$6513.29/mo	25-S	1	8 hr./d.; 12 mo./yr.	3/2/2021	003846	G 00000.0	100%

B. Supplemental Hours/Special Assignments

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
2	# Cynthia	Allen	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$21.95/hr.	20	6	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
3	# Maria	Avila	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$21.95/hr.	20	6	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
4	# Stuart	Cowie	Instructional Aide - Special Education Extra Hours	District Office	Employ: CPI Training.	\$16.70/hr.	17	2	NTE: 3 hours total	1/25/2021	003842	C 65000.0	100%
5	# Jonathan	Gomez	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$18.00/hr.	20	2	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
6	# Olga	Hernandez	Instructional Assistant - Special Education Extra Hours	District Office	Employ: CPI Training.	\$19.39/hr.	21	3	NTE: 1 hour total	1/25/2021	003842	C 65000.0	100%
7	# Carolyn	Liming	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$18.91/hr.	20	3	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
8	# Krystal	Lira	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$18.91/hr.	20	3	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
9	# Martha	Moncada	Substitute School Office Manager	Monroe	Employ: To substitute as needed during the 2020-21 school year.	\$21.41/hr.	19	6	Hourly, as needed	1/20/21-6/30/21	003989	C 07102.0	100%
10	# Bernice	Paramo	Clerical I Extra Hours	Plymouth	Employ: Pupil, family, community engagement (Primary Language Communication)	\$17.56/hr.	17	3	Hourly, as needed	2/1/21-6/16/21	003382	C 07102.0	100%
11	# Aya	Puffer	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$21.95/hr.	20	6	NTE: .5 hour total	1/25/2021	003842	C 65000.0	100%
12	# Martha	Solorzano	Instructional Assistant - Behavior Extra Hours	District Office	Employ: CPI Training.	\$21.95/hr.	20	6	NTE: .3 hour total	1/25/2021	003842	C 65000.0	100%

C. Leaves of Absence

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

D. Resignations

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

E. Changes of Status

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

F. Other

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
13	# Andrew	Barajas	Walk-on Coach	MHS	Employ: Boys Varsity Soccer Head Coach	\$2300. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
14	# Giovanni	De Anda	Walk-on Coach	MHS	Employ: Boys JV Soccer Head Coach	\$1800. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
15	# Michael	Knowles	Walk-on Coach	MHS	Employ: Varsity Track Head Coach	\$3130. stipend paid over 7 months	11/1/20-5/31/21	000206	C 00701.0	100%
16	# Fui-Lin	Kum	Classified Stipend	MHS	Employ: Website updates	\$400. stipend paid over 3 months	3/1/21-5/31/21	001256	C 00701.0	100%
17	# Samuel	Morris	Walk-on Coach	MHS	Employ: Boys JV Basketball Head Coach	\$2348. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
18	# Samuel	Morris	Walk-on Coach	MHS	Employ: Boys Frosh Basketball Head Coach	\$2348. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
19	# Nolan	Shaheed	Walk-on Coach	MHS	Employ: Cross Country Head Coach	\$3130. stipend paid over 5 months	10/1/20-2/28/21	000206	C 00701.0	100%
20	# Gamal	Smalley	Walk-on Coach	MHS	Employ: Girls Varsity Basketball Head Coach	\$2683. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
21	# Gamal	Smalley	Walk-on Coach	MHS	Employ: Girls JV Basketball Head Coach	\$2348. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%
22	# Michael	Williams	Walk-on Coach	MHS	Employ: Boys Varsity Soccer Assistant Coach	\$1000. stipend paid over 5 months	1/1/21-5/31/21	000206	C 00701.0	100%

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

9. 20/21-5052 - BOARD POLICY 5144, *DISCIPLINE & ACCOMPANYING ADMINISTRATIVE REGULATION*

RECOMMENDATION

The Board of Education is requested to approve Board Policy 5144, Discipline, and its accompanying administrative regulation as recommended by the MUSD Policy Review Committee.

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, the Policy Review Committee has completed its review of Board policy 5144, Discipline, and its accompanying administrative regulation. The committee is presenting the updated policy to the Board of Education for approval.

Background:

At the July 22, 2020 Board of Education meeting, the Board approved the formation of a Policy Review committee that would provide open workshop settings for members of the Monrovia community to express their opinions regarding the policies, procedures and practices of the District. Since then, the Policy Review Committee has begun the work of reviewing these policies, procedures and practices for possible structural inequity, and recommends to the Board of Education solutions to remove barriers to equity in Board policy and practice. The proposed policy is the first reviewed by the committee and is being presented for approval.

ATTACHMENTS

- [BP 5144 -Discipline - 2nd Reading PRC Review.pdf](#)

DISCIPLINE

The Governing Board is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures.

The Superintendent or designee shall develop and/or adopt effective, age-appropriate strategies for maintaining a positive school climate and correcting student misbehavior at district schools. The strategies shall focus on providing students with needed supports; communicating clear, appropriate, and consistent expectations and consequences for student conduct; and ensuring equity and continuous improvement in the implementation of district discipline policies and practices.

In addition, the Superintendent or designee's strategies for correcting student misconduct shall reflect the Board's preference for the use of positive interventions and alternative disciplinary measures over exclusionary discipline measures.

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, shall be imposed only when required or permitted by law or when other means of correction have been documented to have failed. (Education Code 48900.5)

School personnel and volunteers shall not allow any disciplinary action taken against a student to result in the denial or delay of a school meal. (Education Code 49557.5)

Seclusion and behavioral restraint are prohibited as a means of discipline and shall not be used to correct student behavior except as permitted pursuant to Education Code 49005.4 and in accordance with district regulations. (Education Code 49005.2)

The Superintendent or designee shall create a model discipline matrix that lists violations and the consequences for each as allowed by law.

The administrative staff at each school may develop and/or adopt disciplinary rules to meet the school's particular needs consistent with law, Board policy, and district regulations. The Board, at an open meeting, shall review the approved school discipline rules for consistency with Board policy and state law. Site-level disciplinary rules shall be included in the district's comprehensive safety plan. (Education Code 22282, 35291.5)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary strategies, staff shall consider the effect of each option on the student's health, well-being, and opportunity to learn.

Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the district's nondiscrimination policies.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing the skills needed to effectively implement the disciplinary strategies adopted for district schools, including, but not limited to, **sensitivity training in the following areas:**

- Race
- Color
- Gender
- Sex
- National origin
- Implicit bias
- Cultural responsiveness

Training in consistent school and classroom management skills, effective accountability and positive intervention techniques, and development of strong, cooperative relationships with **students and** parents/guardians.

District goals for improving school climate, based on suspension and expulsion rates, surveys of students, staff, and parents/guardians regarding their sense of school safety, and other local measures, shall be included in the district's local control and accountability plan, as required by law.

Reviewed: February 24, 2021

~~Adopted: November 13, 2019~~

DISCIPLINE

Site-Level Rules

Site-level rules shall be consistent with district policies and administrative regulations. In developing site-level disciplinary rules, the principal or designee shall solicit **diverse viewpoints**, participation, and advice of at least one representative selected by each of the following groups: (Education Code 35291.5)

1. Parents/guardians.
2. Teachers.
3. School administrators.
4. School security personnel, if any.
5. For middle school and high school, students enrolled in the school.

Annually, site-level discipline rules shall be reviewed and, if necessary, updated to align with any changes in district discipline policies or goals for school safety and climate as specified in the district's local control and accountability plan. A copy of the rules shall be filed with the Superintendent or designee for inclusion in the comprehensive safety plan.

Site administration shall communicate school rules to parents, guardians, and students clearly and in an age-appropriate manner.

It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291)

Disciplinary Strategies

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Except when a student's presence causes a danger to themselves or others or they commit a single act of a grave nature or an offense for which suspension or expulsion is required by law, suspension or expulsion shall be used only when other means of correction have failed to bring about proper conduct.

Students posing a safety concern, including but not limited to violations of Education Code 48900 (a-e), shall be escorted to the designated location/office to be seen by an administrator/designee.

Having exhausted alternative means of correction, students shall be sent to the designated location/office to be seen by an administrator/designee.

Disciplinary strategies (alternative means of correction) may include, but are not limited to:

- **Mentoring programs**
- Discussion or conference between school staff and the student and the student's parents/guardians
- Referral of the student to the school counselor or other school support service personnel for case management and counseling
- Convening of a study team, guidance team, resource panel, or other intervention related team to assess the behavior and develop and implement an individual plan to address the behavior in partnership with the student and the student's parents/guardians
- When applicable, referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program or a Section 504 plan
- Enrollment in a program for teaching prosocial behavior or anger management
- Participation in a restorative justice program with trained Restorative Justice Personnel.
- A positive behavior support approach with tiered interventions that occur during the school day on campus
- Participation in a social and emotional learning program that teaches students the ability to understand and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships, and handle challenging situations capably
- Participation in a program that is sensitive to the traumas experienced by students,

focuses on students' behavioral health needs, and addresses those needs in a proactive manner

- After-school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups
- Recess restriction as provided in the section below entitled "Recess Restriction"
- Detention after school hours as provided in the section below entitled "Detention After School"
- Community service as provided in the section below entitled "Community Service"
- In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities
- Reassignment to an alternative educational environment
- Suspension and expulsion in accordance with law, Board policy, and administrative regulation

When, by law or district policy, other means of correction are required to be implemented before a student could be suspended or expelled, **and any other means of correction implemented shall be documented and retained in the student's records.** (Education Code 48900.5)

Recess Restriction

Teachers may restrict a student's recess time only when they believe that this action is the most effective way to bring about improved behavior. When recess restriction may involve the withholding of physical activity from a student, the teacher shall try other disciplinary measures before imposing the restriction. Recess restriction shall be subject to the following conditions:

1. The student shall be given adequate time to use the restroom and get a drink or eat lunch, as appropriate.

2. The student shall remain under a certificated employee's supervision during the period of restriction.
3. Teachers shall inform the principal and parent of any recess/lunch restrictions they impose.

Detention After School

Students may be detained for disciplinary reasons up to one hour after the close of the maximum school day, or until the departure of the school bus to which they have been assigned if applicable.

The student shall not be detained unless the principal or designee notifies the parent/guardian.

In cases where the school bus departs more than one hour after the end of the school day, students may be detained until the bus departs.

Students shall remain under the supervision of a certificated employee during the period of detention.

Students may be offered the choice of serving their detention on Saturday rather than after school.

Community Service

As part of or instead of disciplinary action, the Board, Superintendent, principal or principal's designee may, at their discretion, require a student to perform community service during non-school hours on school grounds, or with written permission of the student's parent/guardian off school grounds. Such service may include, but is not limited to, community or school outdoor beautification, campus betterment, and teacher, peer or youth assistance programs.

This community service option is not available for a student who has been suspended, pending expulsion, pursuant to Education Code 48915. However, if the recommended expulsion is not implemented or the expulsion itself is suspended, then the student may be required to perform community service for the resulting suspension.

Notice to Parents/Guardians and Students

The Superintendent or designee shall provide written notice of the rules related to discipline to transfer students at the time of their enrollment in the district.

The Superintendent or designee shall also provide written notice of disciplinary rules to transfer students at the time of their enrollment in the district.

Reviewed: February 24, 2021

~~Adopted: November 13, 2019~~

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

1. 20/21-1083 - SCHOOL ACCOUNTABILITY REPORT CARDS (SARC's) FOR MONROVIA UNIFIED SCHOOL DISTRICT SCHOOLS

RECOMMENDATION

The Board of Education is requested to approve the School Accountability Report Card (SARC) for each of the following schools: Bradoaks Elementary Science Academy, Mayflower Elementary School, Monroe Elementary School, Plymouth Elementary School, Wild Rose School of Creative Arts, Clifton Middle School, Santa Fe Computer Science Magnet School, Monrovia High School, Canyon Oaks High School, and Mountain Park School for the 2020/2021 academic school year.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti_____

Rationale:

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

Legal References:

Education Code Section 35256 requires that the SARCs be made available in paper copy and on the internet on or before February 1st of each year.

Additional Information:

The School Accountability Report Card for each school is on file in the Educational Services Department, and will be posted on the District website at www.monroviaschools.net, under the "Educational Services" tab.

ATTACHMENTS

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

2. 20/21-1087 - NEW COURSE OFFERING FOR HIGH SCHOOL STUDENTS: POPULAR SINGING

RECOMMENDATION

The Board of Education is requested to approve Popular Singing as a new course offering for high school students.

Motion by _____, seconded by _____ Vote _____

Board Member Anderson____, Board Member Gholar____, Board Member Hammond____

Board Member Lockerbie____, Board President Travanti____

Rationale:

As part of MUSD Career Technical Education Program, and in keeping with LCAP Goal 1.6, to increase the number of students who successfully enter and complete high school college-and-career ready and increasing enrollment in higher-level courses, this Music course is being presented for approval. Development of basic techniques and skills appropriate for singing various styles of commercial and popular music. Emphasis will be on fundamental singing techniques, song interpretation, and the joy of performing. Some music technology and the business of music will also be discussed. Solo and ensemble singing performances are included.

Background:

This course description has been adopted from Citrus College's catalog course description for MUSC 100, Styles, Technique, and the Soul of Popular Singing. It is a semester-long course that will earn MUSD students two (2) units of transferable college credit while simultaneously earning five (5) units of elective credit at Monrovia High School.

Budget Implication (\$ Amount):

All instructional materials for this class are open source with no associated costs to the students.

Legal References:

Education Code Section 41580, College Readiness Block Grant.

Account:

Additional Information:

A copy of the Popular Singing course description is attached.

ATTACHMENTS

- [Course Description - Popular Singing.pdf](#)



Course Description

A. COVER PAGE

1. Course Title Popular Singing	9. Subject Area <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Laboratory Science <input type="checkbox"/> Language other than English <input checked="" type="checkbox"/> Visual & Performing Arts (for 2003) <input type="checkbox"/> College Prep Elective <input type="checkbox"/> Career Technical Education (CTE)
2. Transcript Title / Abbreviation Popular Singing	
3. Transcript Course Code / Number GF451/GS451	
4. School Monrovia High School	
5. District Monrovia Unified School District	
6. City Monrovia, CA	10. Grade Level(s) 9-12
7. School / District Web Site www.monroviaschools.net	11. Seeking "Honors" Distinction? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. School Contact Name: Fil Lujan Title/Position: Associate Principal Phone: (626) 471-2885 Fax: (626) 471 - 2810 E-mail: flujan@monroviaschools.net	12. Unit Value <input checked="" type="checkbox"/> 0.5 (half year or semester equivalent) <input type="checkbox"/> 1.0 (one year equivalent) <input type="checkbox"/> 2.0 (two year equivalent) <input type="checkbox"/> Other: _____
	13. Date of School Board Approval
14. Was this course previously approved by UC? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, year removed from list? Under what course title?	
15. Is this course modeled after an UC-approved course from another school? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, which school(s)? This course was modeled after Citrus College course MUSC 100, a 2-unit, CSU transferable course	
16. Pre-Requisites	
17. Co-Requisites	
18. Brief Course Description – Development of basic techniques and skills appropriate for singing various styles of commercial and popular music. Emphasis will be on fundamental singing techniques, song interpretation, and the joy of performing. Some music technology and the business of music will also be discussed. Solo and ensemble (back-up) singing performances are included. 36 lecture hours, 18 lab hours.	

B. COURSE CONTENT

19. Course Goals and/or Major Student Outcomes

Students will:

Upon satisfactory completion of the course, students will be able to:

Competencies

Creative, Critical, and Analytical Thinking Discipline/Subject Area Specific Content Material

Outcome

Correctly analyze, interpret and execute the placement, distinguishing articulation and phrasing of soul singing characteristics in beginning-medium levels.

Assessment

Assessed by daily individual testing and instructor's evaluation of class members' performances, critiques of each other's command of precision, style projection and phrasing responsibilities.

Competencies

Discipline/Subject Area Specific Content Material

Outcome

Project their individual parts with an understanding and control of sectional balance and blend, and recognize balance and blend by the other individuals in sections of the ensemble.

Assessment

Assessed by daily individual and sectional testing and instructor's evaluation of class members' individual, sectional and ensemble balance and blend.

20. Course Objectives

Students will be able to:

1. Demonstrate proper vocal technique as it applies to popular song
2. Demonstrate knowledge of the psychology of performance
3. Demonstrate vocal improvisation as it applies to commercial styles
4. Demonstrate appropriate terminology when communicating with other musicians and industry professionals

21. Course Outline

1. Proper Vocal Technique
2. Application of Proper Vocal Techniques as it Applies to Popular Songs
3. Psychology of Performance
4. Goal-Setting in Vocal Technique
5. Song Interpretation and Stylization a. Development of one's own unique style

6. Vocal Improvisation
7. Selection of Appropriate Repertoire Commensurate with Ones Voice and Performance Environment
8. Professional Terminology and Marketing the Individual's Vocal Skills

Lab Content

1. Listening Analysis
2. Vocal Technique
3. Instrument Technique
4. Rehearsal Technique
5. Preparation for final performance

22. Texts & Supplemental Instructional Materials

Is this material/text an Open Educational Resource (OER)? Yes

Description Web sources such as YouTube, sheet music sites, etc.

23. Key Assignments

Suggested reading other than required textbook:

Technical articles, journals, or on-line resources related the specific course content.

Examples of Outside Assignments: Students will read specific course content related articles, journals, or on-line resource material and provide a written assessment of the content and its value to their continued education in the styles, techniques, and the soul of popular singing.

Examples of Required Writing Assignments: Students will write an essay explaining their specific career goals and what specific skills are required to attain that career goal.

24. Instructional Methods and/or Strategies

Audio Visual Presentations
 Class Activities
 Class Discussions
 Collaborative Group Work
 Field Experience/Internship
 Group Discussions
 Guest Speakers
 Guided Instruction
 Laboratory
 Lecture
 Other (Specify)

Other Methods
 Lecture/Seminar
 Work Experience

25. Assessment Methods and/or Tools

Multiple measures may include, but are not limited to, the following typical classroom assessment techniques/required assignments:

Class Participation
Class Work
Exams/Tests
Group Projects
Home Work
Lab Activities
Quizzes

Additional assessment information
SKILL DEMONSTRATION

C. HONORS COURSES ONLY

Please refer to instructions

26. Indicate how this honors course is different from the standard course.

D. OPTIONAL BACKGROUND INFORMATION

Please refer to instructions

27. Context for Course (optional)

28. History of Course Development (optional)

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

3. 20/21-2100 - SECOND INTERIM REPORT FOR THE 2020-21 FISCAL YEAR

RECOMMENDATION

The Board of Education is requested to approve a positive certification that the Monrovia Unified School District will be able to meet its financial obligations for the 2020-21 and the subsequent two fiscal years.

Motion by _____, seconded by _____ Vote _____

Board Member Anderson_____, Board Member Gholar_____, Board Member Hammond_____

Board Member Lockerbie_____, Board President Travanti_____

Rationale:

Pursuant to the Criteria and Standards established by Education Code (EC) section 42130 and 42131, the Board of Education of a school district is required to certify at least twice a year to the District's ability to meet its financial obligations for the remainder of the current fiscal year and for the subsequent two fiscal years. This Second Interim Report, as required by the State Financial Management Reporting System, has been prepared to reflect actual revenues and expenditures to date for all operating funds in the District as of January 31, 2021, and updated Budget Projections for the rest of the 2020-21 fiscal year. It includes the required Multi-Year Budget Projections for 2021-22 and 2022-23 for the General Fund, and the District Certification.

Background:

In his 2021-22 preliminary budget, Governor Newsom projected a 3.84% Cost of Living Adjustment (COLA) for the Local Control Funding Formula (LCFF), and a 1.50% COLA for Special Education, the Mandate Block Grant, Child Nutrition and Preschool funding. This is an increase from the previous projection of a zero COLA. The Multi-Year projection in this Second Interim Report has been updated to reflect this proposed increase. A portion of the LCFF revenue represents Supplemental and Concentration (S & C) Grant that must be used to increase services to Free and Reduced Price Meal students, English Learners, and Foster Youth. S & C spending is specified in the District's Learning Continuity and Attendance Plan (LCAP). All known adjustments to the District's 2020-21 budget and 2021-22 and 2022-23 budget projections since the First Interim Report are included. In accordance with the State adopted Criteria and Standards, the attached information reveals that we are able to meet our financial obligations for the current and subsequent two fiscal years. However, due to continuing declining enrollment, increasing cost for employee pension costs every year for both CalSTRS and CalPERS, Health and Welfare costs, Special Education encroachment, and LCFF funding increases based on COLA only, the District is projecting deficit spending in future years. In addition, great uncertainty exists regarding the future of the economy, school district funding, and the costs of re-opening schools for in-person learning. As a result, it may be a challenge to

present a balanced three year budget, as required by Education Code, when the District adopts its 2021-22 Budget in June.

Budget Implication (\$ Amount):

The Second Interim Report includes the following major budget adjustments to the Board Approved 2020-21 First Interim Report: Revenues: • The projected COLA for 2021-22 and 2022-23 have been increased to 3.84% and 1.28% respectively from the previous projection of zero COLA in both years, according to School Service of California’s COLA projections. • Federal CARES Act and ESSER revenue and associated expenditures have been moved from the Unrestricted General Fund to the Restricted General Fund • Increased local revenue of \$130,994 for Medi-Cal Administrative Activities (MAA) revenue that is always budgeted as received • A reduction in projected interest earnings in all three years due to declining interest rates Expenditures: • A decrease of \$235,000 for reduced extra hours and substitutes in 2020-21 only during distance • Adjustments for all known changes in salaries and benefits • Decreased current year S & C expenditures; the unexpended amount is reserved for expenditure in future years for increased services to Free and Reduced Price Meal students, English Learners, and Foster Youth. A decrease in the Required 3% Reserve of \$9,848, due to the decrease in S & C expenditures and for the projected decrease in extra hours and substitutes.

Legal References:

EC section 42130 and 42131.

Additional Information:

The Second Interim Report begins with a narrative detailing assumptions used in the 2020-21 Combined General Fund Budget, and the Unrestricted General Fund Three-Year Projection. A narrative is provided for all other funds of the District. Following the narrative are: • A Three-Year Projection of the Unrestricted General Fund Budget • The 2020-21 Second Interim Combined General Fund Budget • An Enrollment Analysis and an ADA Analysis • Budgets for Other District Funds In addition, the Second Interim Report contains reports from the SACS Financial Reporting Software, including: • The District Certification and Criteria and Standards Report, as required by the State Financial Management Reporting System • A Three-Year Projection of the Unrestricted, Restricted and Combined General Fund • A 2020-21 Budget Report for each District Fund • Supplemental reports

ATTACHMENTS

- [2020-21 Second Interim Report Narrative.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21

**SECOND INTERIM
REPORT**

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21 SECOND INTERIM REPORT

SUMMARY

The Second Interim Report, as required by the State Financial Management Reporting System and Education Code (EC) Sections 42130 and 42131, has been prepared with a summary of the current operating budget, actual revenues and expenditures as of January 31, 2021, and updated Budget Projections for rest of the 2020-21 fiscal year. The report includes the required Multi-Year Budget Projections for 2021-22 and 2022-23 for the General Fund. The applicable funds are: the combined General Fund (Unrestricted and Restricted), the Adult Education Fund, the Child Development Fund, the Food Services Fund, the Deferred Maintenance Fund, the Capital Facilities Fund (Developer Fees), the Special Reserve Fund (Capital Outlay Funds), the Debt Service Fund (C.O.P. – Mountain Avenue), the Fee Based Fund, and the Self-Insurance Fund for Workers' Compensation.

This narrative report discusses the assumptions used for the General Fund Three-Year Budget Projection, summarizes all other funds, and addresses any significant changes since the Board approved First Interim Report of December 9, 2020.

THREE YEAR MULTI YEAR PROJECTION

Pursuant to the Criteria and Standards established by EC section 42130 as amended by EC section 33127, the Board of Education of a school district is required to certify at least twice a year to the district's ability to meet its financial obligations for the remainder of the current fiscal year and for the subsequent two fiscal years. One of the Criteria and Standards is the requirement to maintain a Reserve for Economic Uncertainties of at least 3% of general fund expenditures at the end of each of these fiscal years. If the district's ending balance in any fiscal year is insufficient to provide this 3% reserve, the Board of Education must submit either a "qualified" or a "negative" certification.

In accordance with the state adopted Criteria and Standards, the attached summary review reveals that we are able to meet our financial obligations for the current and subsequent two fiscal years.

2020-21 SECOND INTERIM REPORT

The Three-Year Budget Projections are based on the following assumptions:

- 2020-21 Local Control Funding Formula (LCFF) Cost of Living Adjustment (COLA) of zero
- LCFF funding with a projected COLA of 3.84% in 2021-22 and 1.28% in 2022-23, as recommended by School Service of California (SSC).
- Transfer of \$250,000 in LCFF revenue to the Adult Education Fund in all three years
- LCFF Supplemental and Concentration Grant (S&C) funding of \$6,348,639 in 2020-21, \$6,733,740 in 2021-22 and \$6,534,489 in 2022-23
 - Actual 2019-20 Second Period (P-2) Average Daily Attendance (ADA) of 5,132.98, and estimated 2020-21 P-2 ADA of 4,972.64, 2021-22 P-2 ADA of 4,912.86, and 2022-23 P-2 ADA of 4,865.86, as illustrated on page Education Code allows districts with declining enrollment to receive funding based on the greater of prior year or current year ADA
 - Pursuant to the provisions of Senate Bill 98, for 2021-22 only districts with declining receive funding based on the greater of prior prior year (2019-20) or current year ADA
- Due to projected declining enrollment, the District's projected LCFF funding is based on 2019-20 ADA for 2020-21 and 2021-22, and 2021-22 ADA for 2022-23
- An actual unduplicated student count (English Language Learners, Foster Youth, and students eligible for Free or Reduced Price Meals) of 60.68% in 2020-21, and a projected unduplicated student count of 59.95% for 2021-22 and 2022-23
- California School-Based Medi-Cal Administrative Activities (SMAA) funds of \$197,522 received in 2020-21 only
- Unrestricted Lottery revenue of \$150.00 per ADA in all years
- Restricted Lottery revenue of \$49.00 per ADA in all years
- Mandate Block Grant revenue of \$213,309 in 2020-21, \$215,773 in 2021-22, and \$210,554 in 2022-23
- COLA for Special Education funding of zero in 2020-21, 1.50% in 2021-22, and 1.28% in 2022-23
- All staffing and benefit changes included for the current year

2020-21 SECOND INTERIM REPORT

- A decrease of 3 teacher FTEs in 2021-22 for continued projected declining enrollment
- A decrease of 2 additional teacher FTEs in 2022-23 for continued projected declining enrollment
- Projected salary step and longevity increases and estimated column advances for all employees in all years
- Estimated certificated staff attrition in 2021-22 and 2022-23
- No projected district premium cost contribution increase in Health and Welfare expenditures in 2021-22 nor 2022-23
- A State Teachers Retirement System (STRS) employer contribution rate of 16.15% in 2020-21, decreasing to 15.92% in 2021-22 and increasing to 18.00% in 2022-23.
- A Public Employees Retirement System (PERS) employer contribution rate of 20.70% in 2020-21, with projected increases to 23.00% in 2021-22 and 26.30% in 2022-23
- No other benefit rate changes in any year
- PARS Retirement Incentive payments of \$304,409 in 2020-21 and 2021-22 only, as 2021-22 will be the last of the five annual payments
- Board election costs of \$98,743 in 2020-21 and \$120,000 in 2022-23
- \$64,527 per year in expenditures in all years for the LACOE BEST project to upgrade LACOE PeopleSoft and HRS programs used by the District for Accounting, Human Resources and Payroll
- Routine Restricted Maintenance (RRM) expenditures budgeted at the minimum amount of 3% of total General Fund expenditures in all three years
- Expenditure increases of \$25,000 in 2021-22 and an additional \$25,000 in 2022-23 for City of Monrovia water rate increases
- Carry-over funding from 2019-20 is budgeted for expenditure in 2020-21

2020-21 SECOND INTERIM REPORT

UNRESTRICTED GENERAL FUND

The Approved 2020-21 Operating Budget is the First Interim Budget approved by the Board of Education on December 9, 2020 and all subsequent budget transfers.

Revenue: Total unrestricted revenue, including transfer of LCFF funds to Adult Education, is from the First Interim Report Budget

Local Control Funding Formula (LCFF) and Transfer Out
There are no changes from the First Interim Report Budget.

Federal Revenue
Revenue is reduced by \$910,109 for CARES Act ESSER revenue (and the associated expenditures) moved from the Unrestricted General Fund to the Restricted General Fund

Other State Revenue
There are no changes from the First Interim Report Budget.

Local Income
The revenue budget is increased by a total of \$80,049 for MAA revenue received, offset by a reduction in projected interest and facilities rental income.

Expenditures: The expenditure budget has decreased by \$1,041,451 from the First Interim Report Budget.

Certificated Salaries
The salary budget has decreased \$597,939 for teacher salaries moved to Restricted CARES Act ESSER funding from the Unrestricted General Fund.

Classified Salaries
Salary budgets are decreased by a total of \$117,329, mostly for reduced extra hours and substitute costs due to distance learning, and for vacant positions.

Employee Benefits
The budget has decreased \$264,590 for the salary changes above.

2020-21 SECOND INTERIM REPORT

Books and Supplies

The increase of \$14,195 is mostly due to costs for personal protective equipment.

Services and Other Operating Expenses

The increase of \$30,434 is for utility expenses and for adjustments in S and C expenditures.

Capital Outlay

The increase of \$2,010 is for network server equipment.

Other Outgo/Debt Service

The increase of \$8,412 is for an MUSD student in a State school

Inter-Program/Fund Costs

The decrease of \$116,644 is for Indirect Costs on Federal CARES act funding and other categorical program budgets.

Other Financing Sources/Uses:

Transfers Out to Debt Service

There is no change from the First Interim Report Budget.

Contributions to Restricted Programs

The decrease of \$251,132 is for adjustments in Special Education expenses for extra hours, substitutes, transportation and other costs, which results a reduction in the general fund contribution.

2020-21 SECOND INTERIM REPORT

RESTRICTED GENERAL FUND

New programs and program budget revisions since the First Interim Report Budget are submitted for Board approval as received. All approved budget revisions through January 31 are included in the Board Approved Operating Budget.

Adjustments to the revenue and expenditure accounts are for maintenance and special education. All other categorical programs have revenues that support expenditures, thus requiring no Unrestricted General Fund support. Expenditure budgets for the carryover of all 2019-20 restricted ending balances and unearned (deferred) revenues are included in this budget.

Lease and Rental revenues are reserved for facilities improvements.

ADULT EDUCATION FUND

The Adult Education Fund contains the programs for the Monrovia Community Adult School. The Adult Education Fund receives LCFF revenue transferred from the District General Fund for COP debt service, for high school credit recovery classes including summer school, and for other services provided to K-12 students that cannot be paid for with Adult Education funds. Also included are program fee income, revenue for Federal English as a Second Language (ESL) programs, and interest earnings. Revenues and expenditures for the Adult Education Block Grants are included. The budget has been updated for known revenue, salary, benefit and other changes since the First Interim Budget.

CHILD DEVELOPMENT FUND

The Child Development Fund contains the State Preschool and Child Development programs. The budget has been updated for known revenue, salary, benefit and other changes since the First Interim Budget.

2020-21 SECOND INTERIM REPORT

FOOD SERVICES FUND

The Food Services Fund includes revenues and expenditures for the National School Lunch program, the School Breakfast program, the Adult and Child After-School Feeding Program, the Summer Feeding program. Also included this year are funds received for the CARES Act ESSER COVID Child Nutrition Reimbursement Program. Revenue and expenditures budgets have been updated for known changes since the First Interim Budget.

DEFERRED MAINTENANCE FUND

The Deferred Maintenance fund was originally established to record the revenues and expenditures of State Deferred Maintenance funds and District matching funds. With the elimination of the State Deferred Maintenance Funds, this fund is now used for maintenance and facilities projects. Revenue in the Deferred Maintenance Fund consists of interest earnings.

CAPITAL FACILITIES FUND (DEVELOPER FEES)

The Capital Facilities Fund receives its revenue from developer fees and interest earnings. The fees collected are restricted to expenditures for new construction or reconstruction of facilities. Revenue budgets are updated to reflect Developer Fee revenue received. Expenditures are budgeted for the cost of developer fee collection and facility needs as the result of student population growth.

SPECIAL RESERVE FUND (CAPITAL OUTLAY FUND)

The Special Reserve Fund was established in 1993-94 to record funds received pursuant to the Cooperative Tax Sharing Agreement between the Monrovia Redevelopment Agency (MRA) and the District. Local redevelopment agencies were dissolved by State law in 2012. Revenue is budgeted for interest earnings, and for MRA Successor Agency funds actually received. The annual transfer in from the General Fund for repayment of the funds borrowed internally to finance the purchase of 5 school buses in 2018-19 is also budgeted. Revenue has been budgeted for income received from the MRA Successor Agency through the County of Los Angeles. Expenditures are for final expenses of the completed Prop 39 HVAC projects at Plymouth and Clifton.

2020-21 SECOND INTERIM REPORT

DEBT SERVICE FUND (C.O.P. – MOUNTAIN AVENUE)

The Debt Service Fund was established in 1997-98 to retain Certificates of Participation (COP) funds used as a debt payment reserve for repayment of the Certificates of Participation (COP) issued in April, 1998. Revenues are budgeted for interest earnings and for Inter-Fund Transfers In from the General Fund and the Adult Education. Expenditures are budgeted for semi-annual debt service payments on the COP.

FEE BASED FUND

The Fee Based Fund was first established in 2011-12 to include revenues and expenditures for catering operations of the Food Services Department. Revenues and expenditures of the International Student Program and the Louise K. Taylor Performing Arts Center are also included in this fund. The budgets have been adjusted to reflect actual salaries and benefits and other known changes since the First Interim Budget.

SELF-INSURANCE FUND FOR WORKERS' COMPENSATION

The Self-Insurance Fund for Workers' Compensation was established in 2018-19. The fund contains carryover funds from the District's Workers' Compensation premium reserve transferred from the San Gabriel Valley Self Insurance Authority (JPA) as a result of its dissolution. Revenue is for interest earnings. No expenditures are budgeted.

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21

SECOND INTERIM REPORT

MULTI-YEAR BUDGET PROJECTION

**2020-21 SECOND INTERIM BUDGET
UNRESTRICTED GENERAL FUND (INCLUDING S & C)
MULTI-YEAR PROJECTION**

	COLA 0.00% 2020-21 UNRESTRICTED	3.84% 2021-22 UNRESTRICTED	1.28% 2022-23 UNRESTRICTED
BEGINNING BALANCE JULY 1	\$8,384,972	\$9,032,846	\$8,522,294
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$51,128,683	\$53,382,773	\$51,821,858
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)	(\$250,000)	(\$250,000)
FEDERAL INCOME	\$0	\$0	\$0
OTHER STATE INCOME	\$1,000,036	\$985,437	\$972,855
LOCAL REVENUES	\$569,516	\$391,994	\$381,994
TOTAL REVENUES	\$52,448,235	\$54,510,204	\$52,926,707
EXPENDITURES			
CERTIFICATED SALARIES	\$21,297,406	\$22,310,829	\$22,433,453
CLASSIFIED SALARIES	\$6,135,764	\$6,653,453	\$6,696,754
EMPLOYEE BENEFITS	\$10,811,007	\$11,383,574	\$11,723,685
BOOKS & SUPPLIES	\$929,630	\$921,767	\$919,581
SERVICES & OTHER OPERATING EXPENSES	\$4,865,493	\$5,349,200	\$5,327,331
CAPITAL OUTLAY	\$75,196	\$0	\$0
OTHER OUTGO	\$85,599	\$85,599	\$85,599
INTERPROGRAM/FUND COSTS	(\$1,381,290)	(\$1,156,469)	(\$1,156,469)
TOTAL EXPENDITURES	\$42,818,805	\$45,547,953	\$46,029,934
REVENUES OVER EXPENDITURES	\$9,629,430	\$8,962,251	\$6,896,773
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$73,893	\$73,470	\$73,047
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$8,907,663	\$9,399,333	\$9,780,013
NET INCREASE (DECREASE)	\$647,874	(\$510,552)	(\$2,956,287)
ENDING BALANCE June 30	\$9,032,846	\$8,522,294	\$5,566,007
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000	\$20,000	\$20,000
STORES	\$200,000	\$200,000	\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000	\$2,000	\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,107,479	\$2,029,434	\$2,051,321
RESERVE FOR LCFF S & C CARRYOVER (Estimate)	\$1,800,000	\$1,800,000	\$1,800,000
UNASSIGNED/UNAPPROPRIATED	\$4,903,367	\$4,470,860	\$1,492,686

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21

SECOND INTERIM REPORT

COMBINED GENERAL FUND

**MONROVIA UNIFIED SCHOOL DISTRICT
2020-21 SECOND INTERIM BUDGET
COMBINED GENERAL FUND**

	2020-21 UNRESTRICTED	2020-21 RESTRICTED	2020-21 COMBINED
BEGINNING BALANCE JULY 1	\$8,384,972	\$800,496	\$9,185,468
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$51,128,683		\$51,128,683
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)		(\$250,000)
FEDERAL INCOME	\$0	\$7,357,251	\$7,357,251
OTHER STATE INCOME	\$1,000,036	\$6,059,883	\$7,059,919
LOCAL REVENUES	\$569,516	\$4,609,921	\$5,179,437
TOTAL REVENUES	\$52,448,235	\$18,027,055	\$70,475,290
EXPENDITURES			
CERTIFICATED SALARIES	\$21,297,406	\$6,159,246	\$27,456,652
CLASSIFIED SALARIES	\$6,135,764	\$4,072,254	\$10,208,018
EMPLOYEE BENEFITS	\$10,811,007	\$8,220,730	\$19,031,737
BOOKS & SUPPLIES	\$929,630	\$4,000,869	\$4,930,499
SERVICES & OTHER OPERATING EXPENSES	\$4,865,493	\$2,839,658	\$7,705,151
CAPITAL OUTLAY	\$75,196	\$155,254	\$230,450
OTHER OUTGO	\$85,599	\$666,621	\$752,220
INTERPROGRAM/FUND COSTS	(\$1,381,290)	\$1,107,829	(\$273,461)
TOTAL EXPENDITURES	\$42,818,805	\$27,222,461	\$70,041,266
REVENUES OVER EXPENDITURES	\$9,629,430	(\$9,195,406)	\$434,024
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$73,893	\$134,136	\$208,029
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$8,907,663	(\$8,907,663)	\$0
NET INCREASE (DECREASE)	\$647,874	(\$421,879)	\$225,995
ENDING BALANCE June 30	\$9,032,846	\$378,617	\$9,411,463
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000		\$20,000
STORES	\$200,000		\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000		\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,107,479		\$2,107,479
RESERVE FOR CARRYOVER (Estimate)	\$0	\$191,438	\$191,438
RESERVE FOR LCFF S & C CARRYOVER (Estimate)	\$1,800,000		\$1,800,000
FACILITIES RESERVE FROM LEASES AND RENTALS	\$0	\$187,179	\$187,179
UNASSIGNED/UNAPPROPRIATED	\$4,903,367	\$0	\$4,903,367

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21

SECOND INTERIM REPORT

ENROLLMENT AND ATTENDANCE

MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
ENROLLMENT ANALYSIS
SUMMARY

GRADE LEVEL	CBEDS 2016-17	CBEDS 2017-18	CBEDS 2018-19	CBEDS 2019-20	CBEDS 2020-21	Projected 2021-22	Projected 2022-23
Early TK	16	14	14	23	14	14	14
Transitional K	58	74	49	70	75	75	75
K	382	383	399	372	327	351	351
1	367	371	399	413	361	404	399
2	377	372	357	382	396	346	388
3	417	366	363	364	365	388	338
Mountain Park ISP TK - 3	3	1	1	0	30	12	12
SDC TK - 3	43	55	53	47	59	59	59
SELPA SDC TK - 3	13	12	10	15	8	8	8
Non-Public School SDC TK - 3	1	1	1	1	0	0	0
Total TK-3	1677	1649	1646	1687	1635	1657	1644
4	435	420	363	352	350	354	375
5	394	431	389	364	354	346	353
6	399	392	422	395	356	350	342
Mountain Park ISP 4 - 6	6	5	2	0	4	4	4
SDC 4 - 6	39	39	44	45	35	35	35
SELPA SDC 4 - 6	7	8	9	9	7	7	7
Non-Public School SDC 4 - 6	3	0	1	3	5	5	5
Total 4-6	1283	1295	1230	1168	1111	1101	1121
7	392	385	369	425	382	347	342
8	410	389	395	381	402	377	339
Mountain Park ISP 7 - 8	4	4	6	2	13	13	13
SDC 7 - 8	19	21	19	16	20	20	20
SELPA SDC 7 - 8	6	8	8	7	8	8	8
Non-Public School SDC 7 - 8	4	4	4	2	1	1	1
Total 7-8	835	811	801	833	826	766	723
9	401	436	416	404	394	422	396
10	429	404	430	403	391	379	406
11	419	402	347	407	387	386	373
12	378	389	367	327	367	328	326
Canyon Oaks Continuation	74	76	97	76	35	35	35
Mountain Park ISP 9 - 12	35	25	29	27	41	41	41
SDC 9 - 12	50	47	47	43	37	37	37
SELPA SDC 9 - 12	5	5	5	4	3	3	3
Non-Public School SDC 9 - 12	15	10	14	13	14	14	14
Adult Transition Program	15	14	13	12	9	9	9
Total 9-12	1821	1808	1765	1716	1678	1654	1640
TOTAL TK - 12	5,616	5,563	5,442	5,404	5,250	5,178	5,128
% of Prior Year	96.20%	99.06%	97.82%	99.30%	97.15%	98.63%	99.03%

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT**

P-2 ADA AS A PERCENTAGE OF CBEDS ENROLLMENT - 2017-18 Through 2022-23

GRADE LEVEL	Actual 2017-18			Actual 2018-19			Actual 2019-20			Actual 2020-21			Projected 2021-22			Projected 2022-23		
	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%
Regular Ed Grades TK - 3	1580	1500.62	95.0%	1581	1490.89	94.3%	1624	1522.53	93.8%	1538	1450.00	94.3%	1578	1488.00	94.3%	1565	1476.00	94.3%
Mountain Park ISP Grades TK - 3	1	1.00	100.0%	1	0.90	90.0%	0	0.00	0.0%	30	27.00	90.0%	12	10.80	90.0%	12	10.80	90.0%
Special Ed Grades TK - 3	55	47.35	86.1%	53	51.76	97.7%	53	60.28	113.7%	59	53.10	90.0%	59	53.10	90.0%	59	53.10	90.0%
SELPA Special Ed Grades TK - 3	12	10.43	86.9%	10	10.41	104.1%	9	6.72	74.7%	8	7.20	90.0%	8	7.20	90.0%	8	7.20	90.0%
Extended Year Special Ed TK - 3	N/A	9.50	N/A	N/A	4.77	N/A	N/A	4.57	N/A	N/A	4.57	N/A	N/A	4.57	N/A	N/A	4.57	N/A
NPS Grades TK - 3	1	0.81	81.0%	1	0.72	72.0%	1	0.89	89.0%	0	0.00	0.0%	0	0.00	0.0%	0	0.00	0.0%
Extended Year NPS TK - 3	N/A	0.27	N/A	N/A	0.11	N/A	N/A	0.00	N/A	N/A	0.00	N/A	N/A	0.00	N/A	N/A	0.00	N/A
Total Grades TK - 3	1,649	1,569.98	95.2%	1,646	1,559.56	94.7%	1,687	1,594.99	94.5%	1,635	1,541.87	94.3%	1,657	1,563.67	94.4%	1,644	1,551.67	94.4%
Regular Ed Grades 4 - 6	1243	1184.12	95.3%	1174	1122.14	95.6%	1111	1067.78	96.1%	1060	1013.00	95.6%	1050	1004.00	95.6%	1070	1023.00	95.6%
Mountain Park ISP Grades 4 - 6	5	5.68	113.6%	2	2.53	126.5%	0	0.07	0.0%	4	4.00	90.0%	4	4.00	90.0%	4	4.00	90.0%
Special Ed Grades 4 - 6	39	38.48	98.7%	44	42.16	95.8%	45	38.65	85.9%	35	31.50	90.0%	35	31.50	90.0%	35	31.50	90.0%
SELPA Special Ed Grades 4 - 6	8	7.36	92.0%	9	8.29	92.1%	9	8.37	93.0%	7	6.45	92.1%	7	6.51	93.0%	7	6.51	93.0%
Extended Year Special Ed 4 - 6	N/A	3.09	N/A	N/A	4.58	N/A	N/A	4.13	N/A	N/A	4.13	N/A	N/A	4.13	N/A	N/A	4.13	N/A
NPS Grades 4 - 6	0	0.00	N/A	1	3.73	373.0%	3	2.99	99.7%	5	4.50	90.0%	5	4.50	90.0%	5	4.50	90.0%
Extended Year NPS Grades 4-6	N/A	0.70	N/A	N/A	0.23	N/A	N/A	0.33	N/A	N/A	0.33	N/A	N/A	0.33	N/A	N/A	0.33	N/A
Total Grades 4 - 6	1,295	1,239.43	95.7%	1,230	1,183.66	96.2%	1,168	1,122.32	96.1%	1,111	1,063.91	95.8%	1,101	1,054.97	95.8%	1,121	1,073.97	95.8%
Regular Ed Grades 7 - 8	774	747.66	96.6%	764	728.38	95.3%	806	765.18	94.9%	784	747.00	95.3%	724	690.00	95.3%	681	649.00	95.3%
Mountain Park ISP Grades 7 - 8	4	4.80	120.0%	6	7.58	126.3%	2	3.57	178.5%	13	11.70	90.0%	13	11.70	90.0%	13	11.70	90.0%
Special Ed Grades 7 - 8	21	17.85	85.0%	19	16.78	88.3%	16	16.33	102.1%	20	18.00	90.0%	20	18.00	90.0%	20	18.00	90.0%
SELPA Special Ed Grades 7 - 8	8	7.09	88.6%	8	7.59	94.9%	7	6.59	94.1%	8	7.20	90.0%	8	7.20	90.0%	8	7.20	90.0%
Extended Year Special Ed 7 - 8	N/A	1.88	N/A	N/A	1.83	N/A	N/A	1.63	N/A	N/A	1.83	N/A	N/A	1.63	N/A	N/A	1.63	N/A
NPS Grades 7 - 8	4	4.06	101.5%	4	3.47	86.8%	2	3.26	163.0%	1	0.90	90.0%	1	0.90	90.0%	1	0.90	90.0%
Extended Year NPS Grades 7-8	N/A	1.24	N/A	N/A	0.22	N/A	N/A	0.30	N/A	N/A	0.22	N/A	N/A	0.30	N/A	N/A	0.30	N/A
Total Grades 7 - 8	811	784.58	96.7%	801	765.85	95.6%	833	796.86	95.7%	826	786.85	95.3%	766	729.73	95.3%	723	688.73	95.3%
Regular Ed Grades 9-12	1631	1539.61	94.4%	1560	1473.27	94.4%	1541	1463.22	95.0%	1539	1453.00	94.4%	1515	1439.00	95.0%	1501	1426.00	95.0%
Canyon Oaks Continuation 9 - 12	76	66.19	87.1%	97	81.65	84.2%	76	60.94	80.2%	35	29.46	84.2%	35	28.06	80.2%	35	28.06	80.2%
Mountain Park ISP Grades 9 - 12	25	17.62	70.5%	29	22.29	76.9%	27	27.95	103.5%	41	36.90	90.0%	41	36.90	90.0%	41	36.90	90.0%
Special Ed Grades 9 - 12	47	43.71	93.0%	47	42.00	89.4%	43	37.44	87.1%	37	33.30	90.0%	37	33.30	90.0%	37	33.30	90.0%
Adult Transition Program	14	9.89	70.6%	13	10.57	81.3%	12	10.29	85.8%	3	2.44	81.3%	9	7.72	85.8%	9	7.72	85.8%
SELPA Special Ed Grades 9 - 12	5	4.66	93.2%	5	4.02	80.4%	4	3.69	92.3%	14	12.60	90.0%	3	2.70	90.0%	3	2.70	90.0%
Extended Year Special Ed 9 - 12	N/A	3.89	N/A	N/A	4.35	N/A	N/A	3.55	N/A	N/A	3.55	N/A	N/A	3.55	N/A	N/A	3.55	N/A
NPS Grades 9 - 12	10	11.27	112.7%	14	11.12	79.4%	13	11.07	85.2%	9	8.10	90.0%	14	12.60	90.0%	14	12.60	90.0%
Extended Year NPS Grades 9 - 12	N/A	2.40	N/A	N/A	0.54	N/A	N/A	0.66	N/A	N/A	0.66	N/A	N/A	0.66	N/A	N/A	0.66	N/A
Total Grades 9 - 12	1,808	1,699.24	94.0%	1,765	1,649.81	93.5%	1,716	1,618.81	94.3%	1,678	1,580.01	94.2%	1,654	1,564.49	94.6%	1,640	1,551.49	94.6%
Total TK - 12	5563	5293.23	95.2%	5442	5158.88	94.8%	5404	5132.98	95.0%	5250	4972.64	94.7%	5178	4912.86	94.9%	5128	4865.86	94.9%

Enrollment is Census Day (CBEDS) enrollment as of the first Wednesday in October each year.
 Period 2 Average Daily Attendance (P-2 ADA) is cumulative attendance data from the first day of school through the district's P-2 ADA cutoff in late March.
 For programs with increased enrollment during the year, cumulative P-2 ADA can be more than 100% of October CBEDS enrollment.

MONROVIA UNIFIED SCHOOL DISTRICT

2020-21

SECOND INTERIM REPORT

OTHER DISTRICT FUNDS

**MONROVIA UNIFIED SCHOOL DISTRICT
ADULT EDUCATION FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$343,253	\$372,497
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$267,540	\$205,145
OTHER STATE INCOME	\$1,603,326	\$1,555,599
OTHER LOCAL REVENUES	\$376,154	\$185,235
TRANSFER IN FROM GENERAL FUND	\$250,000	\$250,000
TOTAL FUND REVENUES	\$2,497,020	\$2,195,979
EXPENDITURES		
CERTIFICATED SALARIES	\$1,136,954	\$905,690
CLASSIFIED SALARIES	\$100,268	\$102,531
EMPLOYEE BENEFITS	\$580,488	\$510,839
BOOKS & SUPPLIES	\$45,640	\$58,965
SERVICES & OTHER OPR EXPENSE	\$360,621	\$379,791
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS	\$95,227	\$88,052
TOTAL EXPENDITURES	\$2,319,198	\$2,045,868
REVENUE OVER EXPENSE	\$177,822	\$150,111
TRANSFERS OUT TO DEBT SERVICE (COP)	\$148,578	\$147,787
NET INCREASE (DECREASE)	\$29,244	\$2,324
ENDING BALANCE JUNE 30	\$372,497	\$374,821

**MONROVIA UNIFIED SCHOOL DISTRICT
CHILD DEVELOPMENT CENTER FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$153,411	\$161,378
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME	\$1,181,910	\$1,080,580
OTHER LOCAL REVENUES	\$46,802	\$42,699
TOTAL FUND REVENUES	\$1,228,712	\$1,123,279
EXPENDITURES		
CERTIFICATED SALARIES	\$354,297	\$357,190
CLASSIFIED SALARIES	\$370,259	\$336,224
EMPLOYEE BENEFITS	\$360,258	\$344,339
BOOKS & SUPPLIES	\$9,628	\$49,307
SERVICES & OTHER OPR EXPENSE	\$7,451	\$8,524
CAPITAL OUTLAY	\$48,000	
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS	\$70,852	\$74,705
TOTAL EXPENDITURES	\$1,220,745	\$1,170,289
REVENUE OVER EXPENSE	\$7,967	(\$47,010)
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$7,967	(\$47,010)
ENDING BALANCE JUNE 30	\$161,378	\$114,368

**MONROVIA UNIFIED SCHOOL DISTRICT
FOOD SERVICES FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$40,306	\$114,031
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$2,146,986	\$2,645,547
OTHER STATE INCOME	\$139,598	\$110,000
OTHER LOCAL REVENUES	\$464,554	\$110,500
TOTAL FUND REVENUES	\$2,751,138	\$2,866,047
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES	\$1,010,775	\$1,051,444
EMPLOYEE BENEFITS	\$439,094	\$465,942
BOOKS & SUPPLIES	\$1,032,308	\$1,198,642
SERVICES & OTHER OPR EXPENSE	\$64,829	\$74,973
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS	\$130,407	\$110,704
TOTAL EXPENDITURES	\$2,677,413	\$2,901,705
REVENUE OVER EXPENSE	\$73,725	(\$35,658)
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$73,725	(\$35,658)
ENDING BALANCE JUNE 30	\$114,031	\$78,373
COMPONENTS OF ENDING FUND BALANCE		
STORES	\$81,524	\$40,000
UNAPPROPRIATED RESERVE	\$32,507	\$38,373

**MONROVIA UNIFIED SCHOOL DISTRICT
DEFERRED MAINTENANCE FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$533,807	\$322,962
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$7,830	\$1,810
TOTAL FUND REVENUES	\$7,830	\$1,810
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPR EXPENSE	\$218,675	\$3,750
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$218,675	\$3,750
REVENUE OVER EXPENSE	(\$210,845)	(\$1,940)
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	(\$210,845)	(\$1,940)
ENDING BALANCE JUNE 30	\$322,962	\$321,022

**MONROVIA UNIFIED SCHOOL DISTRICT
CAPITAL FACILITIES FUND
(DEVELOPER FEES)
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$1,368,111	\$1,380,712
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$80,922	\$400,950
TOTAL FUND REVENUES	\$80,922	\$400,950
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES	\$1,423	
SERVICES & OTHER OPR EXPENSE	\$2,893	\$11,729
CAPITAL OUTLAY	\$64,005	
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$68,321	\$11,729
REVENUE OVER EXPENSE	\$12,601	\$389,221
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$12,601	\$389,221
ENDING BALANCE JUNE 30	\$1,380,712	\$1,769,933

**MONROVIA UNIFIED SCHOOL DISTRICT
SPECIAL RESERVE FUND
(CAPITAL OUTLAY FUNDS)
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$4,748,538	\$4,623,027
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$878,716	\$397,142
TRANSFER IN FROM GENERAL FUND	\$134,136	\$134,136
TOTAL FUND REVENUES	\$1,012,852	\$531,278
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES	\$14	
SERVICES & OTHER OPR EXPENSE	\$121,596	\$4,969
CAPITAL OUTLAY	\$1,016,753	
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$1,138,363	\$4,969
REVENUE OVER EXPENSE	(\$125,511)	\$526,309
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	(\$125,511)	\$526,309
ENDING BALANCE JUNE 30	\$4,623,027	\$5,149,336

**MONROVIA UNIFIED SCHOOL DISTRICT
DEBT SERVICING FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$0	\$26
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$26	\$4
TOTAL FUND REVENUES	\$26	\$4
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPR EXPENSE		
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE	\$222,868	\$221,710
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$222,868	\$221,710
REVENUE OVER EXPENSE	(\$222,842)	(\$221,706)
INTERFUND TRANSFERS IN	\$222,868	\$221,680
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$26	(\$26)
ENDING BALANCE JUNE 30	\$26	\$0

**MONROVIA UNIFIED SCHOOL DISTRICT
FEE BASED FUND
UNAUDITED ACTUALS AND SECOND INTERIM REPORT
2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$158,973	\$106,908
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$308,684	\$195,279
TOTAL FUND REVENUES	\$308,684	\$195,279
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES	\$34,070	\$1,860
SERVICES & OTHER OPR EXPENSE	\$326,679	\$205,096
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$360,749	\$206,956
REVENUE OVER EXPENSE	(\$52,065)	(\$11,677)
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	(\$52,065)	(\$11,677)
ENDING BALANCE JUNE 30	\$106,908	\$95,231

**MONROVIA UNIFIED SCHOOL DISTRICT
 SELF-INSURANCE FUND FOR WORKERS' COMPENSATION
 UNAUDITED ACTUALS AND SECOND INTERIM REPORT
 2019-20/2020-21**

	ACTUAL 2019-20	BUDGET 2020-21
BEGINNING BALANCE JULY 1	\$2,545,584	\$987,431
REVENUE SOURCES		
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$2,574,395	\$5,500
TOTAL FUND REVENUES	\$2,574,395	\$5,500
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPR EXPENSE	\$4,132,548	
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$4,132,548	\$0
REVENUE OVER EXPENSE	(\$1,558,153)	\$5,500
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	(\$1,558,153)	\$5,500
ENDING BALANCE June 30	\$987,431	\$992,931

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

4. 20/21 - 4015 - ADDENDUM TO AGREEMENT WITH CROWN CASTLE FIBER FOR ISP UPGRADE

RECOMMENDATION

The Board of Education is requested to approve an addendum to an agreement with Crown Castle Fiber to upgrade the District's Internet Service Provider (ISP) bandwidth from 3 Gbps (Gigabits per second) to 5 Gbps (Gigabits per second).

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar__

Board Member Lockerbie____, Board President Travanti_____

Rationale:

Increasing our bandwidth from 3 Gbps (Gigabits per second) to 5 Gbps will provide for better support of video conferencing and distance learning when students come back to school. The District would like to move forward with this upgrade, effective immediately, with E-Rate eligibility starting July 1st, 2021.

Background:

The District filed for an E-Rate Form 470 and issued an RFP to solicit proposals for ISP services. The District received four proposals with Crown Castle Fiber submitting the most competitive proposal for 3 Gbps of bandwidth on a 3 year contract. There are also provisions that allow us to move up in bandwidth during the contract. The original contract was Board approved March 11, 2020.

Budget Implication (\$ Amount):

The upgrade will increase from \$2,400 / month to \$3,000 / month. After E-Rate, the approximate cost is \$600 per month.

Account:

The cost will be paid out of general funds.

ATTACHMENTS

- [Monrovia Change Order 3GB to 5GB Upgrade SO2021-69389.pdf](#)

Licensee or Customer Contact Detail	
Licensee or Customer	MONROVIA SCHOOL DISTRICT
Address & Contact	Address 325 E HUNTINGDON DR City, State MONROVIA, CA 91016 Phone N/A Fax (000) 000-0000
	Name SUN: MONROVIA SCHOOL DISTRICT (303665) Email Billing Address 325 East Huntington Drive Phone - City, State MONROVIA, CA 91016 Fax
	Technical Contact Name Charles Poovakan Primary Phone 6264712015 E-mail cpoovakan@monroviashools.net Alternate Phone


Product Detail	
Internet *	Product Type Dedicated Internet Access Bandwidth 5Gbps Total MRC \$3,000.00 Total NRC \$0.00 Service Level IP IPv4 Block /26 - /25
	* Internet Service is subject to Provider's Acceptable Use Policy posted at http://fiber.crowncastle.com at the bottom of the page.
	Install Lead Time 30 Days Comments Upgrade existing DIA circuit from 3GB to 5GB for remainder of contract term. Existing Product ID S239058

Location A Product Details	Connector 10 Gbps
Location A	325 E Huntington Dr, 1st Floor, Monrovia, CA 91016

Order Summary		Account Exec										
Pricing & Contract Terms	Salesperson Mitra Loehr Term (Months) 24											
	Client Service Mgr Shannon Stanton											
	Order Contact Charles Poovakan Contact Email cpoovakan@monroviashools.net											
		<table border="1"> <thead> <tr> <th></th> <th>NRC *</th> <th>MRC*</th> </tr> </thead> <tbody> <tr> <td>Internet</td> <td>\$0.00</td> <td>\$3,000.00</td> </tr> <tr> <td>Total</td> <td>\$0.00</td> <td>\$3,000.00</td> </tr> </tbody> </table>		NRC *	MRC*	Internet	\$0.00	\$3,000.00	Total	\$0.00	\$3,000.00	
	NRC *	MRC*										
Internet	\$0.00	\$3,000.00										
Total	\$0.00	\$3,000.00										
*Pricing shown does not reflect applicable taxes and fees.												

ORDER ACCEPTANCE

This Order Form is entered into between Provider (or "Company") and Customer (or "Licensee") effective as of the date of the last signature below, and is subject to the provisions of the Master Telecommunications License Agreement or other master agreement between the parties dated _____ ("Agreement"), which is incorporated herein by reference. In the event the date in the previous sentence is blank, or the Agreement is no longer in effect, then this Order Form will be governed by the "Crown Castle Terms and Conditions Version 4.0" available at <https://fiber.crowncastle.com/crown-castle-telecommunications-license-terms-and-conditions.pdf> ("Online Terms"). In addition, if Company and Licensee have not executed a Supplement or Service Level Agreement applicable to the type of product contemplated by this Order Form, then the product-specific portion of the Online Terms applicable to the product under this Order Form shall apply.

Licensee or Customer		Company or Provider	
	MONROVIA SCHOOL DISTRICT		Crown Castle Fiber LLC
Signature		Signature	
Name/Title	Dr. Katherine Thorossian	Name/Title	
Date	March 2, 2021	Date	

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

5. 20/21- 4016 - AWARD OF CONTRACT TO NETXPERTS FOR E-RATE BASIC MAINTENANCE

RECOMMENDATION

The Board of Education is requested to accept this E-Rate Basic Maintenance Proposal and award a contract to NetXperts, Effective July 1, 2021 through June 30, 2024.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti_____

Rationale:

The District filed for an E-Rate Form 470 and issued an RFP to solicit proposals for Basic Maintenance. The District would like to move forward with NetXperts, starting July 1, 2021 with the contract ending June 30, 2024 contingent upon E-Rate approval. This will allow us to fix specified E-Rate eligible equipment and infrastructure on an as-needed basis.

Background:

The District has aging infrastructure. Majority of fiber optic and data cabling date back to the early 2000s. Our network infrastructure is also in need of eligible basic maintenance services.

Budget Implication (\$ Amount):

The contract amount is not to exceed \$114,977.94 for 3 years. The District anticipates the E-Rate program cover up to \$91,998.35 of the cost. The Technology Services Budget funds the balance of the cost, not to exceed \$23,000.

Additional Information:

CMAS Contract # 3-17-70-0622S

ATTACHMENTS

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

6. 20/21-5055 - CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA) DELEGATE ASSEMBLY ELECTION, SUBREGION 23-A

RECOMMENDATION

The Board of Education will discuss electing a delegate to represent Subregion 23-A, in the California School Boards Association (CSBA) Delegate Assembly, to serve a two-year term commencing April 1, 2021 through March 31, 2023.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar____

Board Member Lockerbie____, Board President Travanti_____

Rationale:

The California School Boards Association (CSBA) Delegate Assembly meets twice each year. The assembly sets CSBA's general policy direction and fulfills a critical governance role within the association. Delegates act as liaisons between CSBA and local board members in their regions, as well as other delegates and the CSBA director for their region. Delegates serve two year terms that begin April 1st.

Background:

The Delegate Assembly is a vital link in the CSBA governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. The Delegate Assembly provides policy direction for the association, elects officers and directors, and ensures that the association reflects the interests of school districts and county offices of education. The Delegate Assembly consists of: More than 270 elected board members from CSBA's 21 geographic regions - 34 members of the Board of Directors - Past presidents of CSBA serving on local school boards - The immediate past president of the California County Boards of Education As described in Article III, Section 1, of CSBA's Bylaws, the Delegate Assembly has the following powers and duties: - Adopt the policy platform every two years. The policy platform provides a broad framework for implementing the association's vision, mission and strategic directions, and as such guides the association's policy and political leadership activities - Adopt policies and positions as needed to supplement the policy platform - Provide testimony or input on critical issues during special hearings at Delegate Assembly meetings - Elect the association's officers and Board of Directors - Serve on standing committees, councils, task forces, and focus groups - Adopt the corporate bylaws - Provide two-way communication with local board members - Provide advocacy on behalf of children, public education, school boards and the Association - Support and participate in the association's activities and events.

ATTACHMENTS

- [CSBA Delegate Assembly SubRegion 23A.pdf](#)

REGION 23 – 12 Delegates (11 elected/1 Appointed◆)

Director: Helen Hall (Walnut Valley USD)

Below is a list of all elected or appointed Delegates from this Region.

Los Angeles County: San Gabriel Valley & East Los Angeles

Subregion 23-A

Suzie Abajian (South Pasadena USD), term expires 2021

Jennifer Freemon (Glendale USD), term expires 2021

Gregory Krikorian (Glendale USD), term expires 2022

Gary Scott (San Gabriel USD), term expires 2022

Subregion 23-B

Adam Carranza (Mountain View ESD), term expires 2021

David Diaz (El Monte Union HSD), term expires 2021

Elizabeth Rivas (El Monte City SD), term expires 2022

Subregion 23-C

Cory Ellenson (Glendora USD), term expires 2022

Steven Llanusa (Claremont USD), term expires 2022

Christina Lucero (Baldwin Park USD), term expires 2021

Eileen Miranda Jimenez (West Covina USD), term expires 2021

Roberta Perlman (Pomona USD)◆, appointed term expires 2021

County

Los Angeles

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 15, 2021**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2021 DELEGATE ASSEMBLY BALLOT
SUBREGION 23-A
(Los Angeles County)

Number of vacancies: 2 (Vote for no more than 2 candidates)

Delegates will serve two-year terms beginning April 1, 2021 - March 31, 2023

**denotes incumbent*

Suzie Abajian (South Pasadena USD)*

Jennifer Freemon (Glendale Unified SD)*

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

Delegate Assembly Appointed Biosketch Form for 2021



Deadline: Thursday, January 7, 2021

Please submit completed form via e-mail to nominations@csba.org no later than anuary 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691.

Your signature indicates your consent to serve as a Delegate.

Signature: *Jennifer Freemon* Date: 11/20/2020

Name: Jennifer Freemon CSBA Region & subregion #: 23-A
 District or COE: Glendale Unified School District Years on board: 5.5
 Profession: Educator Contact Number (Cell Home Bus.): 818-388-1251
 Primary E-mail: jfreemon@gusd.net
 Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2019

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I am a passionate public education advocate who is committed to full and fair state funding for public schools. I would like to continue as a delegate to empower school Boards in their efforts to build and maintain quality public schools at the local level. I am excited to bring several years of public school teacher experience to the delegate assembly. Moreover, I have served as a leader on multiple community organizations, including my role on the Glendale USD Board. Some experiences I bring to the delegate assembly center around budget and charter school challenges, and a variety of community issues around district boundaries and facility improvements bonds.

Please describe your activities and involvement on your local board, community, and/or CSBA.

My local Board serves 26000 students and is actively engaged in advocacy on many levels. Together, we passed a \$285 million facilities bond. Collectively, we approve and monitor a \$300 million annual budget. As a Board member, I am engaged with our staff in the examination of academic programs such as our dual immersion and CTE programs. I serve on various Board appointed subcommittees that strengthen our district. I serve as a Cub Scout leader, school volunteer, and am actively addressing the issue of homelessness in the region. Moreover, I am a CSBA Masters in Governance graduate and regular CSBA AEC attendee.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The single biggest issue facing governing Boards across the state is funding. School Boards are facing STRS/PERS obligations, increased needs for mental health services, rising special education costs, and increased services to meet LCAP goals. If that weren't enough, we are now faced with the nearly insurmountable challenge of COVID-19. We need to find ways to use our inadequate funding to pivot to distance learning, create entirely new health and safety systems for our districts, and then be ready to keep students and staff safe and virus free when they return. CSBA should lead the state in advocating for full and fair state funding. Additionally, CSBA has the ability to work with partner organizations to build unified voice to change the state budget priorities. CSBA is able to help districts connect and share best practices on budget management and meeting the needs of students.

Jennifer Freemon
Member, Board of Education
Glendale Unified School District
(818) 388-1251 ▪ jfreemon@gusd.net

Jennifer Freemon was first elected to the Glendale Unified School District Board of Education in 2015 and re-elected in 2020. Prior to her election on the board, she served as a middle school teacher and high school coach in the district for several years. She has three children currently attending GUSD schools, one in elementary school, one in middle school, and one in high school.

Ms. Freemon started her career in education after completing her Bachelor of Arts and Master of Arts in Teaching from Occidental College. She began in the Glendale Unified School District teaching middle school social studies. Over the years she taught, she was the head aquatics coach for Hoover High School, coaching and managing the boys and girls swim and water polo programs. She also had the opportunity to lead the AVID program at the middle school.

After teaching in the district, Ms. Freemon moved into children and family ministry. She served as the Coordinator for Children and Youth at the First United Methodist Church of Glendale. Her duties included program management, curriculum development, and general leadership for all the church programs involving children and youth.

This year, Ms. Freemon returned to teaching to follow her passion, and is currently a middle school teacher for the Los Angeles Unified School District. Most recently, she was named "Educator of the Year" by the Crescenta Valley Chamber of Commerce.

In the community, Ms. Freemon is a Cub Scout leader for Pack 313 and a regular team parent and coach for the various AYSO, Baseball, Track, and Volleyball teams on which her children participate. She is a regular volunteer and organizer for Family Promise, which provides housing and support to displaced families. She is the team leader for the local Sierra Service Project team, who go to areas in need to build and repair homes. Ms. Freemon is also an experienced PTA board member, having served in many roles over the years. She has been the president, treasurer, membership chair, committee chair, legislative chair, and parliamentarian for the elementary and middle school PTAs, in non-pandemic times. She has also been the council health and welfare VP, and is currently the legislative chair at the elementary school PTA.

On the School Board, Ms. Freemon has completed her Masters in Governance training. She has served on many district committees including the World Languages Committee, LCAP Committee, Superintendent Facility Advisory Committee, Glendale Educational Foundation board representative, Crescenta Valley Legislative Committee, Glendale Civic Leaders Roundtable, and the Five Star Education Coalition.

Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state “see résumé.” Do not re-type this form. It is the candidate’s responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m.. on January 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: *Suzie Abajian*

Date: December 1, 2020

Name: Suzie Abajian

CSBA Region & subregion #: 23 A

District or COE: South Pasadena Unified School District

Years on board: _____

Profession: Educator/Administrator Contact Number (Cell Home Bus.): 818-720-0107

Primary E-mail: suzieabajian@gmail.com

Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2016

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I would like to continue being involved in CSBA's governance structure. I am committed to ensuring that CSBA advocates for the interests of our school districts in Region 23. I have been an active member of the CSBA Delegate Assembly for the past 4 years and have participated in CSBA's Legislative Action Day in Sacramento. I have also participated in organizing one of the local CSBA PAC fundraisers. Additionally, I have been actively involved in local and statewide campaigns for full and fair funding for public education and for providing culturally responsive curricula for CA students such as Luis Alejo's AB2016 that has enabled CDE to begin the process of developing a statewide framework for Ethnic Studies.

Please describe your activities and involvement on your local board, community, and/or CSBA.

During my tenure on the SPUSD Board, we passed a \$98 million bond measure to upgrade and modernize our school district facilities and we renewed/expanded our parcel tax to support our vast offerings of educational programs in the Arts and CTE. I was actively involved in both campaigns and have raised awareness in my community regarding educational funding issues in CA. Also, during my tenure, we implemented and expanded two Dual Language Immersion programs, a Multicultural Literature Course for 9th graders and expanded our course offerings in STEAM. In 2019, I was elected and served my term as the school board president. In addition to my leadership within our district I have also served on the 5-Star Educational Coalition board.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The biggest challenges facing governing boards in California today is the physical safety and social-emotional well being of students and staff throughout the COVID-19 crisis, the learning loss for our most vulnerable student populations as a result of school closures and the challenges of online instruction, and the continued funding crisis for CA public schools. The way that CSBA can address the COVID-19 related issues is through collaboration with legislators and labor partners in CA and advocating for statewide solutions while keeping in mind local needs and local control. In terms of the continued funding issues, CSBA can continue pushing for legislation and ballot measures that will change the volatile funding stream for CA schools.

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

7. 20/21-5056 - BOARD DISCUSSION TO RENAME THE MONROVIA HIGH SCHOOL WELLNESS CENTER IN MEMORY OF SUSAN HIRSCH

RECOMMENDATION

The Board of Education will discuss renaming the Wellness Center at Monrovia High School after former administrator Susan Hirsch.

Motion by _____, seconded by _____ Vote _____

Board Member Hammond____, Board Member Anderson____, Board Member Gholar__

Board Member Lockerbie____, Board President Travanti_____

ATTACHMENTS

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

8. 20/21-5057 - PROFESSIONAL SERVICES AGREEMENT WITH EXECUTIVE SEARCH FIRM LEADERSHIP ASSOCIATES

RECOMMENDATION

The Board of Education is requested to approve an agreement with Leadership Associates to lead the search for the next Superintendent of Monrovia Unified School District.

Motion by _____, seconded by _____ Vote _____
Board Member Hammond____, Board Member Anderson____, Board Member Gholar____
Board Member Lockerbie____, Board President Travanti_____

Rationale:

At the March 3, 2021, Special Board of Education meeting, the Board interviewed three (3) executive search firms to potentially lead MUSD's search for its next superintendent. At the conclusion of those interviews, the Board voted to move forward with Leadership Associates to lead this effort. The proposed agreement details the services to be provided to Monrovia Unified School District.

Background:

With the announcement of Superintendent Dr. Katherine Thorossian's intent to retire at the end of the school year, this left the Board of Education with the important task of employing a new superintendent. Approval of this contract with Leadership Associates will initiate MUSD's search for its next superintendent and ensure a smooth transition of leadership.

Budget Implication (\$ Amount):

Total cost of this agreement is \$25,000 to paid from General Funds.

Additional Information:

The proposed agreement is attached.

ATTACHMENTS

- [Leadership Associates Service Agmt -MUSD Supt. Search.pdf](#)



SERVICES AGREEMENT

LEADERSHIP ASSOCIATES
www.leadershipassociates.org
3905 State Street #7-407
Santa Barbara, CA 93105
(805) 364-2775

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this **10th day of March 2021** between LEADERSHIP ASSOCIATES, hereinafter called the Contractor, and **MONROVIA UNIFIED SCHOOL DISTRICT**, hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will conduct a Superintendent search, as delineated in the attached Summary of Services.

The District agrees to pay the Contractor **TWENTY-FIVE THOUSAND DOLLARS (\$25,000)** for services provided. Payment is to take place in two increments: **(1) \$12,500** upon completion of stakeholder input, and **(2), \$12,500** upon selection of a finalist. The Contractor will submit invoices to the District for each of the payment increments. Payments are due within 30 days of receipt of invoice.

Remittance payable/forwarded to: Leadership Associates
Attn: Linda Hunt
50-855 Washington Street #C-205
La Quinta, CA 92253

The Contractor is to perform the above services beginning March 11, 2021.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES
Taxpayer ID#: 68-0383653

DISTRICT:
MONROVIA UNIFIED SCHOOL DISTRICT

By: David Verdugo
Name: David Verdugo, Ed.D.
Title: Lead Consultant
Date: March 10, 2021

By: _____
Name: _____
Title: _____
Date: _____

SUMMARY OF SERVICES

**MONROVIA UNIFIED SCHOOL DISTRICT
SUPERINTENDENT SEARCH**

I. TOTAL FEE TO CONDUCT SEARCH: \$25,000 (all-inclusive)

This fee includes:

- All expenses incurred by consultants
- All consultations with the Board
- Development and posting of the position description announcing the position
- Cost of advertising in EdCal (Two consecutive publications)
- Acceptance of applications and responding to all inquiries regarding the position
- Recruitment of candidates and extensive background checks
- Gathering of community and staff input and providing Board with a written report, including online survey
- Coordination of logistics of the search:
 - scheduling appointments
 - notification of unsuccessful candidates
 - scheduling community visit
- Assisting in the development of interview questions and supporting the Board with the interview process
- Assisting the Board's administrative assistant throughout the process with templates, checklists, online posting updates and sample agenda language
- Acting as an advisor to the Board of Education
- Assisting the new superintendent and Board through transition and community verification process, if conducted

II. GUARANTEE

- Should the new superintendent leave within one year, Leadership Associates will conduct a new search at no cost except for travel and advertising expenses, provided the Board majority remains the same.

Agenda Item Details

Meeting Date: 2021-03-10 19:00:00

AGENDA ITEM TITLE:

9. 20/21-5058 - PENDING BOARD ISSUES

RECOMMENDATION

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

Rationale:

To provide a schedule for updates regarding issues that are critical for the Board of Education as part of their priorities and goals.

Background:

The Board will revise this document as they see fit. Items will be deleted as they are completed.

Additional Information:

Plans to begin the development of a safety corridor around MUSD schools has been added to this schedule.

ATTACHMENTS

- [Pending Board Issues 031021.pdf](#)

Subject: PENDING BOARD ISSUES

Prepared by: Katherine F. Thorossian, Ed. D., Superintendent

Action desired:

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

Rationale:

This agenda item affords an opportunity for the Board of Education to review the status of items that have been scheduled for Board consideration, raise issues or questions that have not been scheduled for discussion, and place issues in priority order for attention, consistent with the Board Vision.

Issue/Question/Request	Status	Next steps
Supt. Performance Objectives	Establish performance objectives for Superintendent Evaluation.	Prior year objectives to continue as assumed
Review of Vision & Goals	Review Vision & Goals and progress on the Strategic Plan.	Prior year goals to continue as assumed
Inter-district transfers	Report on number of transfers in and out of the district at Board Meeting and, if needed, in a Study Session.	Regularly in Bd updates

Issue/Question/Request	Status	Next steps
Cyclical Reports (continued)		
<p>Student Achievement: standards & plans for closing the achievement gap; investigation of model practices, demographic data, and multiple measures of achievement.</p>	<p>Educational Services Board Meeting Reports:</p> <p>4/14/21 • Carl Perkins Application • Multiple Measures Report</p> <p>4/28/21 • Summer School 2021 Plans</p> <p>5/26/21 • Class of 2021 Report • Homeless & Foster Youth Report (Board Update)</p> <p>6/9/21: • Annual LCAP Public Review • Multiple Measures Report w/ LCAP data • GATE Program Report (Board Update)</p> <p>6/23/21: • Music/Art Community Theater Report</p>	
CGI Math Update	Provide a program update to the Board of Education	September 2021
Technology Projects	Staff technology standards & teaching plan – working with Educational Services.	Continuous
E-Rate	E-rate funding approval annually.	Jan/Feb/Mar
Safety, Emergency Prep, & Discipline	Update information: Safety, Emergency Preparedness Annually Oct/Nov/Dec.	Next report Fall 2021
Athletic Coach Certification & Training	Athletic coach certification and concussion training annually. Next training: August 2021	Annually in August

Issue/Question/Request	Status	Next steps
Cyclical Reports (Continued)		
Budget/ Enrollment/Staffing	<p><u>2020-21 Budget Preparation Calendar:</u></p> <ul style="list-style-type: none"> • March 24, 2021: 2019-20 Audit Report • May 12, 2021: 2020-21 Student Attendance Report based on P-2 ADA Report • May 26, 2021: 2021-22 Governor’s May Budget Revision (Board Update) • June 9, 2021: 2021-22 Adopted Budget Public Hearing • June 23, 2021: 2021-22 Budget Adoption 	
Board Walks (Board site visits)	Elementary and secondary schools will be scheduled for 2020-21 SY	Dates to be determined
Adult Ed Update	Update on status of Adult Education program. Next report Fall 2021	Annually in fall
Redevelopment/ Pass Through Funds	Board update after District receives information from the County.	Upon receipt of funds
Village Extended Day Program	Board Report on Village Program - Even years in Spring.	Next report Spring 2022

Issue/Question/Request	Status	Next steps
Long Range Plans		
Legislative Policy	<ul style="list-style-type: none"> Review legislative policy changes/updates Special Education funding 	2020-21 SY
Facilities Needs Assessment Prioritized List	<ul style="list-style-type: none"> Receive recommendations about the Facilities Master Plan needs assessment 	Facilities Advisory Committee will convene in Spring 2021
Jt. Meeting with Monrovia City Council	<ul style="list-style-type: none"> To collaborate and discuss matters of importance to both the City of Monrovia and the District 	Working on potential dates
State of the Schools	<ul style="list-style-type: none"> Plans in progress 	Date for 2021-22 SY State of the Schools Address TBD
Solar Panel Options	<ul style="list-style-type: none"> Revisit solar panel options throughout the District 	Seeking funding options
Amigos de los Rios	<ul style="list-style-type: none"> Status report on the results of the Prop 68 grant 	In progress
Lobbyist Efforts for MUSD	<ul style="list-style-type: none"> Discuss efforts of lobbyist group on behalf of the District 	Continue to seek grant opportunities
BP 6157, Distance Learning	<ul style="list-style-type: none"> Update on how the policy has integrated into the learning environment 	End of 2020-21 SY
CELC/ Cognitive Toolbox Update	<ul style="list-style-type: none"> Receive update on the status of the program 	End of 2020-21 SY
Safety Corridor Plans for MUSD schools	<ul style="list-style-type: none"> Plans to create a "safety corridor" in and around school sites are being discussed with MPD 	Plans underway; Progress report to be received in Summer 2021

Issue/Question/Request	Status	Next steps
Long Range Plans		
Regular Policy Review	District Vision – 0000; Community Relations – 1000; Administration – 2000; Board Operations – 8000; Board Bylaws – 9000	2020-21
	Business Policies	2020-21
	Human Resources Policies	2020-21
	Educational Services Policies	2020-21
	Pupil Personnel Services	2020-21