

008 LATROBE SCHOOL DISTRICT
AUGUST 10, 2022

J16844

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUGUST 2, 2022

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0005

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

100659/00	AERIES SOFTWARE 1065 N. PACIFICENTER DRIVE SUITE 400 ANAHEIM, CA 92806														
235077 PO-230077	08/03/2022	RENEWAL 22-23/RN-8756	1	01-0000-0-4300-0000-2700-000-0000-00-100	NN	F								1,288.15	1,288.15
235077 PO-230077	08/03/2022	RENEWAL 22-23/RN-8756	2	01-0000-0-4300-0000-2700-000-0000-00-001	NN	F								1,288.15	1,288.15
235077 PO-230077	08/03/2022	RENEWAL 22-23/RN-8756	3	01-0000-0-4300-0000-2700-000-0000-00-002	NN	F								1,288.54	1,288.54
TOTAL PAYMENT AMOUNT													3,864.84 *	3,864.84	

008233/00	AMERICAN FIDELITY ASSURANCE ACCOUNT ADMIN PO BOX 268805 OKLAHOMA CITY, OK 73126-8805	730714500													
PV-230012	08/10/2022	PRODUCTS/JULY		01-0000-0-9582-0000-0000-000-0000-00-000	NN										247.84
TOTAL PAYMENT AMOUNT													247.84 *	247.84	

100839/00	AT&T PO BOX 9011 CAROL STREAM, IL 60197-9011														
235005 PO-230005	08/03/2022	BAN9391040077/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P								0.02	0.02
235005 PO-230005	08/03/2022	BAN9391040077/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P								0.02	0.02
235005 PO-230005	08/03/2022	BAN9391040077/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P								0.02	0.02
235005 PO-230005	08/03/2022	BAN9391047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P								23.30	23.30
235005 PO-230005	08/03/2022	BAN9391047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P								23.30	23.30
235005 PO-230005	08/03/2022	BAN9391047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P								23.30	23.30
235005 PO-230005	08/03/2022	BAN9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P								43.65	43.65
235005 PO-230005	08/03/2022	BAN9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P								43.65	43.65
235005 PO-230005	08/03/2022	BAN9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P								43.65	43.65
TOTAL PAYMENT AMOUNT													200.91 *	200.91	

100776/00	AT&T MOBILITY P.O. BOX 6463 CAROL STREAM, IL 60197-6463														
235006 PO-230006	08/03/2022	ACCT.287252191647/CELL PHONES	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P								119.14	119.14
TOTAL PAYMENT AMOUNT													119.14 *	119.14	

Item 5.

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount				
101365/00	BK Interactive LLC 240 Kent Ave, Suite B12 Brooklyn, NY 11249	460523721							
235076 PO-230076	08/06/2022	PASS SUBSCRIPTION 22/23	1	01-0000-0-4300-1110-1000-000-0000-00-002	NY F			336.00	336.00
235076 PO-230076	08/06/2022	PASS SUBSCRIPTION 22/23	2	01-0000-0-4300-1110-1000-000-0000-00-001	NY F			784.00	784.00
		TOTAL PAYMENT AMOUNT			1,120.00 *				1,120.00
081751/00	BLAIN STUMPF TRUCKING PO BOX 231 SHINGLE SPRINGS, CA 95682-023	680063543							
PV-230007	08/03/2022	LANDSCAPE BARK/INV.202208-5	01-8150-0-4300-0000-8100-000-0000-00-002	NN				250.97	250.97
		TOTAL PAYMENT AMOUNT			250.97 *				250.97
101071/00	CALIFORNIACHOICE BENEFIT ADMIN ATTN: ACCOUNTS RECEIVABLE PO BOX 7088 ORANGE, CA 92863-7088	330115986							
235010 PO-230010	08/02/2022	INV.4016937/SEPTEMBER MEDICAL	1	01-0000-0-9570-0000-0000-000-0000-00-000	NN P			8,539.63	8,539.63
		TOTAL PAYMENT AMOUNT			8,539.63 *				8,539.63
100915/00	CALSTRS 900 S. CAPITAL OF TEXAS HWY SUITE 350 AUSTIN, TX 78746								
PV-230013	08/10/2022	403(B) FEES/JULY	01-0000-0-5800-0000-2700-000-0000-00-100	NN				8.00	8.00
		TOTAL PAYMENT AMOUNT			8.00 *				8.00
101120/00	COMMITTEE FOR CHILDREN 2815 SECOND AVENUE SUITE 400 SEATTLE, WA 98121-3207								
235072 PO-230072	08/06/2022	INV.2036147/SUBSCRIPTION 22-23	1	01-7422-0-4300-1110-1000-000-0000-00-001	NN F			375.00	375.00
235072 PO-230072	08/06/2022	INV.2036147/SUBSCRIPTION 22-23	2	01-7422-0-4300-1110-1000-000-0000-00-002	NN F			375.00	375.00
235072 PO-230072	08/06/2022	INV.2036147/SUBSCRIPTION 22-23	3	01-3305-0-4300-5770-1120-000-0000-00-001	NN F			125.00	125.00
235072 PO-230072	08/06/2022	INV.2036147/SUBSCRIPTION 22-23	4	01-3305-0-4300-5770-1120-000-0000-00-002	NN F			125.00	125.00
		TOTAL PAYMENT AMOUNT			1,000.00 *				1,000.00

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

003583/00 CURRICULUM ASSOCIATES LLC
PO BOX 93660
ATLANTA, GA 31193-6600

235065	PO-230065	08/09/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4200-1110-1000-000-0000-00-002	NN	O			-254.66	0.00
235065	PO-230065	08/09/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4200-1110-1000-000-0000-00-002	NN	C			252.81	0.00
235065	PO-230065	08/09/2022	INV.90185288/CURRICULUM 5&6	1	01-0000-0-4200-1110-1000-000-0000-00-002	NN	F			254.66	254.66
TOTAL PAYMENT AMOUNT										254.66 *	254.66

100077/00 DISCOUNT SCHOOL SUPPLIES
PO 6013
CAROL STREAM, IL 60197-6013

235058	PO-230058	08/06/2022	ENCUMBRANCE CHANGE	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN	O			-481.87	0.00
235058	PO-230058	08/06/2022	ENCUMBRANCE CHANGE	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN	C			476.44	0.00
235058	PO-230058	08/06/2022	INV.40101/KINDER TABLE	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN	F			481.87	481.87
TOTAL PAYMENT AMOUNT										481.87 *	481.87

000126/00 EL DORADO COUNTY OFFICE OF ED
6767 GREEN VALLEY RD
PLACERVILLE, CA 95667-0000

	CL-220004	08/06/2022	AIDE BILLING/MAR		01-6500-0-7142-5750-9200-000-0000-00-100	NN	F			603.75	603.75
	CL-220006	08/06/2022	AIDE BILLING/APRIL		01-6500-0-7142-5750-9200-000-0000-00-100	NN	F			393.75	393.75
TOTAL PAYMENT AMOUNT										997.50 *	997.50

100908/00 EL DORADO DISPOSAL
A WASTE CONNECTION CO.
PO BOX 7428
PASADENA, CA 91109-7428

235013	PO-230013	08/03/2022	acct.4030-10243/MH	2	01-0000-0-5560-0000-8200-000-0000-00-002	NN	P			158.53	158.53
235013	PO-230013	08/03/2022	ACCT.4030-10260/LES	1	01-0000-0-5560-0000-8200-000-0000-00-001	NN	P			150.63	150.63
TOTAL PAYMENT AMOUNT										309.16 *	309.16

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101224/00	HANSON, MICHELLE 200 GATEWAY DRIVE #370 LINCOLN, CA 95648		814868281						
	CL-220005 08/06/2022	AUDIT 22-23 FINAL			01-0000-0-5824-0000-7191-000-0000-00-100	NY F	1,100.00		1,100.00
				TOTAL PAYMENT AMOUNT			1,100.00 *		1,100.00
083043/00	HOME DEPOT CREDIT SERVICES DEPT. 32-2540181868 P.O. BOX 78047 PHOENIZ, AZ 85062-8047								
235022	PO-230022 08/03/2022	INV.9513747/MAIN SUPPLIES		2	01-8150-0-4300-0000-8110-000-0000-00-002	NN P	23.25		23.25
				TOTAL PAYMENT AMOUNT			23.25 *		23.25
100734/00	Learning Without Tears PO BOX 791714 Baltimore, MD 21279-1714		263799871						
235056	PO-230056 08/09/2022	ENCUMBRANCE CHANGE		1	01-0000-0-4200-1110-1000-000-0000-00-001	NN O	-1,015.92		0.00
235056	PO-230056 08/09/2022	ENCUMBRANCE CHANGE		1	01-0000-0-4200-1110-1000-000-0000-00-001	NN C	929.27		0.00
235056	PO-230056 08/09/2022	INV150778/K-3 CURRICULUM		1	01-0000-0-4200-1110-1000-000-0000-00-001	NN P	1,013.67		1,013.67
235056	PO-230056 08/09/2022	INV150778/K-3 CURRICULUM		2	01-0000-0-4300-1110-1000-000-0000-00-001	NN P	130.65		130.65
				TOTAL PAYMENT AMOUNT			1,144.32 *		1,144.32
000461/00	McGraw-Hill Education Inc Lock box#71545 Chicago, IL 60694-1545		800899290						
235052	PO-230052 08/06/2022	ENCUMBRANCE CHANGE		1	01-6053-0-4100-1110-1000-000-0000-00-001	NN O	-969.12		0.00
235052	PO-230052 08/06/2022	ENCUMBRANCE CHANGE		1	01-6053-0-4100-1110-1000-000-0000-00-001	NN C	969.10		0.00
235052	PO-230052 08/06/2022	INV.43001/MY MATH K-5		1	01-6053-0-4100-1110-1000-000-0000-00-001	NN F	969.12		969.12
235052	PO-230052 08/06/2022	INV.43001/MY MATH K-5		2	01-0000-0-4100-1110-1000-000-0000-00-001	NN F	1,169.06		1,169.06
235052	PO-230052 08/06/2022	INV.43001/MY MATH K-5		3	01-0000-0-4100-1110-1000-000-0000-00-002	NN F	467.79		467.79
				TOTAL PAYMENT AMOUNT			2,605.97 *		2,605.97

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	ABA num . Account num LC1 LOC2 L3 SCH T9MPS	EE ES E-Term Liq Amt	E-ExtRef Net Amount
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300						
235028	PO-230028 08/03/2022	ACCT.4463182038-6/LES		1 01-0000-0-5540-0000-8200-000-0000-00-001 NN P		534.92	534.92
		TOTAL PAYMENT AMOUNT			534.92 *		534.92
101205/00	PARENTSQUARE INC PO BOX 841604 LOS ANGELES, CA 90084		000000000				
235073	PO-230073 08/03/2022	INV.SI-000775/ANNUAL SUBSCRIPT		1 01-0000-0-5806-0000-8300-000-0000-00-100 NN F		2,500.00	2,500.00
		TOTAL PAYMENT AMOUNT			2,500.00 *		2,500.00
101162/00	PHOENIX ENERGY SOLUTIONS 3332 HEIGHTS DRIVE SUITE 220 CAMERON PARK, CA 95682		461830102				
235075	PO-230075 08/03/2022	INV.130318-1/ANNUAL MAINT		1 01-8150-0-5806-0000-8110-000-0000-00-001 NN P		1,880.00	1,880.00
235075	PO-230075 08/03/2022	INV.130318-1/ANNUAL MAINT		2 01-8150-0-5806-0000-8110-000-0000-00-002 NN P		1,880.00	1,880.00
		TOTAL PAYMENT AMOUNT			3,760.00 *		3,760.00
100287/00	PINOTTI, JEAN 185 SPANISH STREET SUTTER CREEK, CA 95685		550744377				
	PV-230011 08/10/2022	MEDICAL REIMB-RETIREE/AUGUST		01-0000-0-3901-0000-7100-000-0000-00-100 NN			450.27
		TOTAL PAYMENT AMOUNT			450.27 *		450.27
100194/00	RENAISSANCE LEARNING P.O. BOX 64910 ST. PAUL, MN 55164-0910		391559474				
235035	PO-230035 08/03/2022	INV.5259259/AR & STAR READING		1 01-9012-0-4300-1110-1000-018-0000-00-001 YN F		774.53	774.53
235035	PO-230035 08/03/2022	INV.5259259/AR & STAR READING		2 01-9012-0-4300-1110-1000-018-0000-00-002 YN F		2,323.57	2,323.57
		TOTAL PAYMENT AMOUNT			3,098.10 *		3,098.10
		TOTAL USE TAX AMOUNT					224.61

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y	Objt	GOAL	ABA num FUNC	Account num LC1 LOC2 L3 SCH T9MPS	EE ES	E-Term Liq Amt	E-ExtRef Net Amount
100190/00	SAITMAN, JANET 4601 SUMMER CREEK COURT SHINGLE SPRINGS, CA 95682		553354664								
	PV-230009	08/10/2022	BOARD MEDICAL REIMB/AUGUST		01-0000-0-3902-0000-7100-000-0000-00-100	NN					675.00
			TOTAL PAYMENT AMOUNT				675.00 *				675.00
004410/00	SCHOLASTIC INC PO BOX 3725 JEFFERSON CITY, MO 65102-3725										
235062	PO-230062	08/03/2022	INV.M7288382/CLASS MAG 6TH GR	1	01-0000-0-4300-1110-1000-000-0000-00-002	YN P				171.31	171.31
235062	PO-230062	08/03/2022	INV.M7288498/CLASS MAG GR 5	1	01-0000-0-4300-1110-1000-000-0000-00-002	YN P				85.66	85.66
235062	PO-230062	08/03/2022	INV.M7288402/CLASS MAG 1ST GR	2	01-0000-0-4300-1110-1000-000-0000-00-001	YN P				171.31	171.31
			TOTAL PAYMENT AMOUNT				428.28 *				428.28
			TOTAL USE TAX AMOUNT								31.05
100950/00	SCHOOLS INSURANCE AUTHORITY P.O. BOX 511598 LOS ANGELES, CA 90051-8153										
	PV-230008	08/06/2022	EAP FEES-TEACHERS/AUGUST		01-0000-0-3401-1110-1000-000-0000-00-100	NN					44.50
	PV-230008	08/06/2022	EAP FEES-STAFF/AUGUST		01-0000-0-3402-0000-2700-000-0000-00-100	NN					10.03
			TOTAL PAYMENT AMOUNT				54.53 *				54.53
100717/00	STAPLES PO BOX 660409 DALLAS, TX 75266-0409										
235060	PO-230060	08/03/2022	INV.3512867850/CLASS SUPP	1	01-9012-0-4300-1110-1000-031-0000-00-002	NN F				134.78	114.58
			TOTAL PAYMENT AMOUNT				114.58 *				114.58
101177/00	STUDIES WEEKLY 1140 N 1430 W OREM, UT 84057										
235071	PO-230071	08/06/2022	INV.444706/STUDIES WKLY 5/6	1	01-0000-0-4200-1110-1000-000-0000-00-002	NN F				496.21	496.21
			TOTAL PAYMENT AMOUNT				496.21 *				496.21

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

019202/00 WATER ENVIRONMENTAL TESTING
LA. INC.
5649 MILTON RANCH RD
SHINGLE SPRINGS, CA 95682-000

235033	PO-230033	08/06/2022	WATER TESTING/JULY	1	01-0000-0-5800-0000-8200-000-0000-00-001	NN	P			148.50	148.50
235033	PO-230033	08/06/2022	WATER TESTING/JULY	2	01-0000-0-5800-0000-8200-000-0000-00-002	NN	P			148.50	148.50
TOTAL PAYMENT AMOUNT					297.00 *						297.00

101159/00 YARNELL, JAMES SCOT
1541 SHADOW HAWK DRIVE
SHINGLE SPRINGS, CA 95682

	PV-230010	08/10/2022	BOARD MEDICAL REIMB/AUGUST		01-0000-0-3902-0000-7100-000-0000-00-100	NN					462.20
TOTAL PAYMENT AMOUNT					462.20 *						462.20

TOTAL BATCH PAYMENT	35,139.15 ***	0.00	35,139.15
TOTAL USE TAX AMOUNT			255.66

TOTAL DISTRICT PAYMENT	35,139.15 ****	0.00	35,139.15
TOTAL USE TAX AMOUNT			255.66

TOTAL FOR ALL DISTRICTS:	35,139.15 ****	0.00	35,139.15
TOTAL USE TAX AMOUNT			255.66

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

35,139.15

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

District Designee

Date

8/10/2022

0006

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

101346/00 AMERICAN RIVER NATURAL HISTORY
dba EFFIE YEAW NATURE CENTER
2850 SAN LORENZO WAY
CARMICHAEL, CA 95608

235084	PO-230084	08/15/2022	INV7216/3RD FIELD TRIP	1	01-9012-0-5806-1110-1000-012-0000-00-001	NN	F	315.00	315.00
					TOTAL PAYMENT AMOUNT			315.00 *	315.00

100062/00 BANK OF AMERICA
BUSINESS CARD
P.O. BOX 15796
WILMINGTON, DE 19886-5796

235045	PO-230045	08/16/2022	CLOSE PO	1	01-0000-0-4300-1110-1000-000-0000-00-001	NN	C	1,117.32	0.00
235055	PO-230055	08/16/2022	CURRICULUM/LEARNING W/O TEARS	1	01-0000-0-4300-1110-1000-000-0000-00-001	NN	F	110.14	110.14
235059	PO-230059	08/16/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4300-1110-1000-000-0000-00-001	NN	C	720.31	0.00
235059	PO-230059	08/16/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4300-1110-1000-000-0000-00-001	NN	O	-723.44	0.00
235059	PO-230059	08/16/2022	SIPPS CHALLENGE MATERIAL	1	01-0000-0-4300-1110-1000-000-0000-00-001	NN	F	723.44	723.44
	PV-230015	08/16/2022	Projector-tkBest Buy		01-0000-0-4300-1110-1000-000-0000-00-001	NN			915.86
	PV-230015	08/16/2022	CurriculumLearning w/o T		01-6266-0-5200-1110-1000-000-0000-00-001	NN			118.15
	PV-230015	08/16/2022	Spotify-SeptSpotify		01-0000-0-4300-1110-1000-000-0000-00-002	NN			9.99
	PV-230015	08/16/2022	Garden SuppliesHome Depot		01-9012-0-4300-1110-1000-014-0000-00-001	NN			85.71
	PV-230015	08/16/2022	Adobe Acrobat-SeptAdobe		01-0000-0-4300-0000-7100-000-0000-00-100	NN			14.99
	PV-230015	08/16/2022	Daily Science BooksEvan Moore		01-0000-0-4200-1110-1000-000-0000-00-002	NN			112.58
	PV-230015	08/16/2022	Maint SuppliesCliffs Gaga Ball		01-8150-0-4300-0000-8200-000-0000-00-002	YN			45.65
	PV-230015	08/16/2022	Returned QuarryQuarry Park		01-9012-0-5835-1110-1000-012-0000-00-002	NN			-1,081.11
	PV-230015	08/16/2022	Spotify-AugustSpotify		01-0000-0-4300-1110-1000-000-0000-00-002	NN			9.99
	PV-230015	08/16/2022	Adobe Acrobat-AugustAdobe		01-0000-0-4300-0000-7100-000-0000-00-100	NN			14.99
	PV-230015	08/16/2022	Staff SuppSafeway		01-9012-0-4300-0000-2700-014-0000-00-001	NN			69.66
	PV-230015	08/16/2022	Spotify-JulySpotify		01-0000-0-4300-1110-1000-000-0000-00-002	NN			9.99
	PV-230015	08/16/2022	Adobe Acrobat-JulyAdobe		01-0000-0-4300-0000-7100-000-0000-00-100	NN			14.99
					TOTAL PAYMENT AMOUNT			1,175.02 *	1,175.02
					TOTAL USE TAX AMOUNT				3.31

100752/00 BRAINPOP LLC
P.O. BOX 28119
NEW YORK, NY 10087-8119

235081	PO-230081	08/15/2022	INV.348564/22-23 SUBSCRIPTION	1	01-9012-0-4300-1110-1000-018-0000-00-001	NN	F	1,293.52	1,293.52
235081	PO-230081	08/15/2022	INV.348564/22-23 SUBSCRIPTION	2	01-9012-0-4300-1110-1000-018-0000-00-002	NN	F	1,518.48	1,518.48
					TOTAL PAYMENT AMOUNT			2,812.00 *	2,812.00

008 LATROBE SCHOOL DISTRICT
AUGUST 16, 2022

J18107

ACCOUNTS PAYABLE PRELIST
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount				
101211/00	BorderLAN INC. 950 Boardwalk St. #300 San Marcos, CA 92078								
235079	PO-230079	08/15/2022	INV.12863/LIGHTSPEED&BLOCKING	1	01-9012-0-4300-1110-1000-018-0000-00-001	NN F		255.12	255.12
235079	PO-230079	08/15/2022	INV.12863/LIGHTSPEED&BLOCKING	2	01-9012-0-4300-1110-1000-018-0000-00-002	NN F		1,020.48	1,020.48
			TOTAL PAYMENT AMOUNT					1,275.60	1,275.60
100915/00	CALSTRS 900 S. CAPITAL OF TEXAS HWY SUITE 350 AUSTIN, TX 78746								
	CL-220007	08/16/2022	JUNE 403B FEES		01-0000-0-5800-0000-2700-000-0000-00-100	NN F		20.00	20.00
			TOTAL PAYMENT AMOUNT					20.00	20.00
101249/00	EL DORADO COUNTY CHAMBER OF COMMERCE 542 MAIN STREET PLACERVILLE, CA 95667								
235083	PO-230083	08/15/2022	LEADERSHIP PROGRAM	22-23	1 01-0000-0-5200-0000-7100-000-0000-00-100	NN F		495.00	495.00
			TOTAL PAYMENT AMOUNT					495.00	495.00
000761/00	FOLLETT SCHOOL SOLUTIONS INC. 91826 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0918								
235064	PO-230064	08/16/2022	INV.7579A/6TH MATH CONSUMABLES	1	01-0000-0-4200-1110-1000-000-0000-00-002	YN F		223.08	223.08
			TOTAL PAYMENT AMOUNT					223.08	223.08
			TOTAL USE TAX AMOUNT						16.17
000194/00	LAKESHORE 2695 E. DOMINGUEZ CARSON, CA 90895-0000								
235061	PO-230061	08/15/2022	INV.72922/PREK CURR	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN F		525.81	525.81
			TOTAL PAYMENT AMOUNT					525.81	525.81

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101129/00	OLNEY, KELLY 3128 SACRAMENTO STREET PLACERVILLE, CA 95667								
	PV-230017	08/16/2022	REIMB MY WORLD XTRA TEXTBOOK	01-0000-0-4100-1110-1000-000-0000-00-002	NN				82.14
	PV-230017	08/16/2022	REIMB SEL BOOKS	01-0000-0-4200-1110-1000-000-0000-00-001	NN				105.98
	PV-230017	08/16/2022	REIMB SEL BOOKS	01-0000-0-4200-1110-1000-000-0000-00-002	NN				105.98
	PV-230017	08/16/2022	REIMB CLASSROOM SUPPLIES	01-9012-0-4300-1110-1000-009-0000-00-002	NN				76.12
			TOTAL PAYMENT AMOUNT			370.22 *			370.22
101146/00	RESHA, CHRIS 6721 SODALITE ST EL DORADO, CA 95623								
	PV-230014	08/15/2022	REIMB CLASS SUPPLIES	01-9012-0-4300-1110-1000-001-0000-00-001	NN				69.97
			TOTAL PAYMENT AMOUNT			69.97 *			69.97
009254/00	SMALL SCHOOL DISTRICTS' ASSOCI PO BOX 276045 SACRAMENTO, CA 95827		000000000						
	235082	PO-230082	08/15/2022	MEMBERSHIP DUES 22-23	1	01-0000-0-5300-0000-7100-000-0000-00-100	NN F	825.00	825.00
				TOTAL PAYMENT AMOUNT				825.00 *	825.00
100717/00	STAPLES PO BOX 660409 DALLAS, TX 75266-0409								
	235032	PO-230032	08/16/2022	INV.3513723210/OFFICE SUPP	4	01-0000-0-4300-0000-2700-000-0000-00-001	NN P	159.32	159.32
	235032	PO-230032	08/16/2022	INV.3513723210/OFFICE SUPP	5	01-0000-0-4300-0000-2700-000-0000-00-002	NN P	159.32	159.32
	235032	PO-230032	08/16/2022	INV.3514543185/OFFICE SUPPLIES	1	01-0000-0-4300-0000-2700-000-0000-00-100	NN P	27.34	27.34
		PV-230016	08/16/2022	INV.3514753740/CLASSROOM SUPP		01-9012-0-4300-1110-1000-008-0000-00-002	NN		136.83
		PV-230016	08/16/2022	INV.3514753740/STUDENT SUPPLIE		01-9012-0-4300-1110-1000-014-0000-00-002	NN		45.47
		PV-230016	08/16/2022	INV.3514753742/CLASSROOM SUPP		01-9012-0-4300-1110-1000-008-0000-00-002	NN		18.30
				TOTAL PAYMENT AMOUNT				546.58 *	546.58
				TOTAL BATCH PAYMENT			8,653.28 ***	0.00	8,653.28
				TOTAL USE TAX AMOUNT					19.48
				TOTAL DISTRICT PAYMENT			8,653.28 ****	0.00	8,653.28
				TOTAL USE TAX AMOUNT					19.48
				TOTAL FOR ALL DISTRICTS:			8,653.28 ****	0.00	8,653.28
				TOTAL USE TAX AMOUNT					19.48

Number of checks to be printed: 12, not counting voids due to stub overflow

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


District Designee
Date 8/16/22

008 LATROBE SCHOOL DISTRICT
AUGUST 31, 2022

J23261

ACCOUNTS PAYABLE PRELIST
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount				
101336/00	49er Live Scan and Notary 76 MAIN ST PLACERVILLE, CA 95667	550740835							
	PV-230022 08/31/2022 FINGERPRINTING BACK TO SCHOOL		01-0000-0-5812-0000-7200-000-0000-00-100 NY						420.00
		TOTAL PAYMENT AMOUNT		420.00 *					420.00
101350/00	ALHAMBRA PO BOX 660579 DALLAS, TX 75266-0579								
235002 PO-230002 08/31/2022 INV.22141392/BOTTLED WATER			1 01-0000-0-5520-0000-8200-000-0000-00-001 NN P			29.17			29.17
235002 PO-230002 08/31/2022 INV.22141392/BOTTLED WATER			2 01-0000-0-5520-0000-8200-000-0000-00-002 NN P			29.18			29.18
		TOTAL PAYMENT AMOUNT		58.35 *					58.35
008233/00	AMERICAN FIDELITY ASSURANCE ACCOUNT ADMIN PO BOX 268805 OKLAHOMA CITY, OK 73126-8805	730714500							
	PV-230028 08/31/2022 PRODUCTS/AUGUST		01-0000-0-9582-0000-0000-000-0000-00-000 NN						871.01
		TOTAL PAYMENT AMOUNT		871.01 *					871.01
100880/00	ASCIP 16550 BLOOMFIELD AVE. CERRITOS, CA 90703	954260198							
235008 PO-230008 08/31/2022 DENTAL/AUGUST			1 01-0000-0-9586-0000-0000-000-0000-00-000 NN P			1,587.74			1,587.74
235008 PO-230008 08/31/2022 DENTAL/SEPTEMBER			1 01-0000-0-9586-0000-0000-000-0000-00-000 NN P			1,927.97			1,927.97
235008 PO-230008 08/31/2022 DENTAL/AUGUST-COBRA			1 01-0000-0-9586-0000-0000-000-0000-00-000 NN P			113.41			113.41
235008 PO-230008 08/31/2022 DENTAL/SEPTEMBER-COBRA			1 01-0000-0-9586-0000-0000-000-0000-00-000 NN P			113.41			113.41
235008 PO-230008 08/31/2022 VISION/SEPTEMBER			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			370.88			370.88
235008 PO-230008 08/31/2022 VISION/AUGUST			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			323.82			323.82
235008 PO-230008 08/31/2022 VISION/AUGUST-COBRA			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			23.13			23.13
235008 PO-230008 08/31/2022 VISION/SEPTEMBER-COBRA			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			23.13			23.13
235008 PO-230008 08/31/2022 VISION/AUGUST-RETIREE			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			23.13			23.13
235008 PO-230008 08/31/2022 VISION/SEPTEMBER-RETIREE			2 01-0000-0-9587-0000-0000-000-0000-00-000 NN P			23.13			23.13
		TOTAL PAYMENT AMOUNT		4,529.75 *					4,529.75

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y	OBJT GOAL FUNC LC1	LOC2 L3 SCH T9MPS	Liq Amt			Net Amount
081696/00	AT&T	000000000							
	P.O. BOX 5075								
	CAROL STREAM, IL 60197-5075								
235007 PO-230007	08/31/2022	ACCT.0518903091001/LONG DIST	2	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	17.49			17.49
235007 PO-230007	08/31/2022	ACCT.0518903091001/LONG DIST	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	17.49			17.49
235007 PO-230007	08/31/2022	ACCT.0518903091001/LONG DIST	3	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	17.49			17.49
		TOTAL PAYMENT AMOUNT				52.47 *			52.47
100839/00	AT&T								
	PO BOX 9011								
	CAROL STREAM, IL 60197-9011								
235005 PO-230005	08/31/2022	BAN9391047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	25.27			25.27
235005 PO-230005	08/31/2022	BAN9391047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	25.27			25.27
235005 PO-230005	08/31/2022	BAN9391047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	25.27			25.27
235005 PO-230005	08/31/2022	BAN9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	64.05			64.05
235005 PO-230005	08/31/2022	BAN9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	64.04			64.04
235005 PO-230005	08/31/2022	BAN9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	64.04			64.04
		TOTAL PAYMENT AMOUNT				267.94 *			267.94
100776/00	AT&T MOBILITY								
	P.O. BOX 6463								
	CAROL STREAM, IL 60197-6463								
235006 PO-230006	08/31/2022	ACCT.287252191647/CELL PHONES	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	172.54			172.54
		TOTAL PAYMENT AMOUNT				172.54 *			172.54
101026/00	CANON FINANCIAL SERVICES INC.	223056822							
	14904 COLLECTIONS CENTER DRIVE								
	CHICAGO, IL 60693-0149								
235009 PO-230009	08/31/2022	INV.29017670/COPIER COSTS	1	01-0000-0-5630-1110-1000-000-0000-00-001	NN P	236.11			236.11
235009 PO-230009	08/31/2022	INV.29017670/COPIER COSTS	3	01-0000-0-5630-0000-2700-000-0000-00-100	NN P	52.47			52.47
235009 PO-230009	08/31/2022	INV.29017670/COPIER COSTS	2	01-0000-0-5630-1110-1000-000-0000-00-002	NN P	236.12			236.12
		TOTAL PAYMENT AMOUNT				524.70 *			524.70

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ACCOUNTS PAYABLE PRELIST
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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101183/00	EDC SPORTS LEAGUE 4001 BRIGHT COURT PLACERVILLE, CA 95667		000000000						
	PV-230027 08/31/2022	SPORTS PARTICIPATION FEE 22-23		01-9012-0-5300-1133-4200-026-0000-00-001	NN			50.00	
	PV-230027 08/31/2022	SPORTS PARTICIPATION FEE 22-23		01-9012-0-5300-1133-4200-026-0000-00-002	NN			350.00	
		TOTAL PAYMENT AMOUNT				400.00 *		400.00	
000126/00	EL DORADO COUNTY OFFICE OF ED 6767 GREEN VALLEY RD PLACERVILLE, CA 95667-0000								
	CL-220010 08/31/2022	AIDE BILLING/MAY		01-6500-0-7142-5750-9200-000-0000-00-100	NN F		525.00	525.00	
		TOTAL PAYMENT AMOUNT				525.00 *		525.00	
000761/00	FOLLETT SCHOOL SOLUTIONS INC. 91826 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0918								
	235094 PO-230094 08/31/2022	INV.7654071/DESTINEY LIBRARY	1	01-5810-0-4300-0000-2420-000-0000-00-001	YN F		369.02	369.02	
	235094 PO-230094 08/31/2022	INV.7654071/DESTINEY LIBRARY	2	01-5810-0-4300-0000-2420-000-0000-00-002	YN F		433.20	433.20	
		TOTAL PAYMENT AMOUNT				802.22 *		802.22	
		TOTAL USE TAX AMOUNT						58.16	
101352/00	Fagen Friedman& Fulfrost LLP PO Box 8445 Pasadena, CA 91109-8445		421706595						
	235034 PO-230034 08/30/2022	INV.203701/PROFESSIONAL SERV	1	01-0000-0-5819-0000-7110-000-0000-00-100	NY P		305.00	305.00	
		TOTAL PAYMENT AMOUNT				305.00 *		305.00	
100034/00	HILLYARD/SACRAMENTO P.O. BOX 801400 KANSAS CITY, MO 64180-1400								
	235021 PO-230021 08/31/2022	INV.604845243/CUST SUPPLIES	1	01-0000-0-4300-0000-8200-000-0000-00-001	NN P		631.34	631.34	
	235021 PO-230021 08/31/2022	INV.604845243/CUST SUPPLIES	2	01-0000-0-4300-0000-8200-000-0000-00-002	NN P		631.35	631.35	
		TOTAL PAYMENT AMOUNT				1,262.69 *		1,262.69	

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	FD	RESC	Y OBJT GOAL FUNC LC1	LOC2	L3	SCH	T9MPS	Liq Amt	Net Amount
100853/00	HSA BANK PO BOX 939 SHEBOYGAN, WI	53082-0939									
235023	PO-230023	08/31/2022	SEPTEMBER CONTRIBUTIONS	1	01-0000-0-9570-0000-0000-000-0000-00-000	NN	P			300.00	300.00
			TOTAL PAYMENT AMOUNT							300.00 *	300.00
100875/00	HUNT & SONS INC. PO BOX 101630 PASADENA, CA	91189-1630									
235024	PO-230024	08/31/2022	INV.35161/MAINT FUEL	1	01-0000-0-4370-0000-8100-000-0000-00-001	NN	P			38.36	38.36
235024	PO-230024	08/31/2022	INV.35161/MAINT FUEL	2	01-0000-0-4370-0000-8100-000-0000-00-002	NN	P			38.37	38.37
			TOTAL PAYMENT AMOUNT							76.73 *	76.73
101367/00	LENOIL, NANCY 5570 FERNWOOD DRIVE SHINGLE SPRINGS, CA	95682									
PV-230024	08/31/2022	REFUND MILK CARDS		13-5310-0-8520-0000-0000-000-0000-00-002	NN					29.20	29.20
			TOTAL PAYMENT AMOUNT							29.20 *	29.20
100131/00	MAGNESS, SHERRY 3446 ROSEBUD DR. SHINGLE SPRINGS, CA	95682									
PV-230025	08/31/2022	REIMB CLASSROOM SUPPLIES		01-9012-0-4300-1110-1000-007-0000-00-001	NN					111.75	111.75
			TOTAL PAYMENT AMOUNT							111.75 *	111.75
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA	95899-7300									
235028	PO-230028	08/31/2022	ACCT.2549674067-8/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN	P			432.34	432.34
235028	PO-230028	08/31/2022	ACCT.3265436500-9/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN	P			728.41	728.41
			TOTAL PAYMENT AMOUNT							1,160.75 *	1,160.75

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ACCOUNTS PAYABLE PRELIST
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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			
100500/00	PEARSON, TRACY 2272 WINTERHAVEN DRIVE CAMERON PARK, CA 95682							
	PV-230023 08/31/2022	REIMB STAFF SUPPLIES	01-0000-0-4300-0000-2700-000-0000-00-001	NN				92.03
	PV-230023 08/31/2022	REIMB STAFF SUPPLIES	01-0000-0-4300-0000-2700-000-0000-00-002	NN				92.03
		TOTAL PAYMENT AMOUNT			184.06 *			184.06
101162/00	PHOENIX ENERGY SOLUTIONS 3332 HEIGHTS DRIVE SUITE 220 CAMERON PARK, CA 95682	461830102						
	235075 PO-230075 08/31/2022	CLOSE PO	1 01-8150-0-5806-0000-8110-000-0000-00-001	NN C		467.50		0.00
	235075 PO-230075 08/31/2022	CLOSE PO	2 01-8150-0-5806-0000-8110-000-0000-00-002	NN C		467.50		0.00
	235095 PO-230095 08/31/2022	INV.130401-1/AC REPAIRS	1 01-8150-0-5806-0000-8110-000-0000-00-002	NN F		2,652.50		2,652.50
	235095 PO-230095 08/31/2022	INV.130401-1/AC REPAIRS	2 01-8150-0-5806-0000-8110-000-0000-00-001	NN F		2,652.50		2,652.50
		TOTAL PAYMENT AMOUNT			5,305.00 *			5,305.00
100287/00	PINOTTI, JEAN 185 SPANISH STREET SUTTER CREEK, CA 95685	550744377						
	PV-230019 08/31/2022	MEDICAL REIMB-RETIREE/SEPT	01-0000-0-3901-0000-7100-000-0000-00-100	NN				450.77
		TOTAL PAYMENT AMOUNT			450.77 *			450.77
100190/00	SAITMAN, JANET 4601 SUMMER CREEK COURT SHINGLE SPRINGS, CA 95682	553354664						
	PV-230020 08/31/2022	BOARD MEDICAL REIMB/SEPT	01-0000-0-3902-0000-7100-000-0000-00-100	NN				675.00
		TOTAL PAYMENT AMOUNT			675.00 *			675.00
100260/00	SCHOOL SPECIALITY PO BOX 825640 PHILADELPHIA, PA 19182-5640	000000000						
	235093 PO-230093 08/31/2022	INV.308104061770/STU SUPPLIES	1 01-0000-0-4300-1110-1000-000-0000-00-002	NN P		187.46		187.46
	235093 PO-230093 08/31/2022	INV.308104061770/STU SUPPLIES	2 01-0000-0-4300-1110-1000-000-0000-00-001	NN P		503.67		503.67
		TOTAL PAYMENT AMOUNT			691.13 *			691.13

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
100717/00	STAPLES PO BOX 660409 DALLAS, TX 75266-0409								
235032	PO-230032	08/31/2022	INV.3515438966/OFF	SUPP	4	01-0000-0-4300-0000-2700-000-0000-00-001	NN P	204.75	204.75
235032	PO-230032	08/31/2022	INV.3515017389/STU	SUPP	3	01-0000-0-4300-1110-1000-000-0000-00-001	NN P	112.82	112.82
235032	PO-230032	08/31/2022	INV.3515094795/STU	SUPPLIES	3	01-0000-0-4300-1110-1000-000-0000-00-001	NN P	74.31	74.31
TOTAL PAYMENT AMOUNT							391.88 *		391.88
101270/00	SUMDOG 902 BROADWAY 6TH FLOOR NEW YORK, NY 10010								
235087	PO-230087	08/31/2022	INV.12810/4TH & 5TH	GRADE	1	01-9012-0-4300-1110-1000-018-0000-00-002	NN F	192.00	192.00
TOTAL PAYMENT AMOUNT							192.00 *		192.00
101172/00	SYNCB/AMAZON PO BOX 530958 ATLANTA, GA 30353-0958								
235085	PO-230085	08/30/2022	OUTDOOR SPEAKER/PTC		1	01-9012-0-4300-1110-1000-012-0000-00-001	NN P	605.95	605.95
235085	PO-230085	08/30/2022	OUTDOOR SPEAKER/PTC		2	01-9012-0-4300-1110-1000-012-0000-00-002	NN P	605.96	605.96
	PV-230018	08/30/2022	777535456985TK Rugs			01-6053-0-4300-1110-1000-000-0000-00-001	NN		739.82
	PV-230018	08/30/2022	446789969666Tech Supp			01-0000-0-4300-1110-1000-000-0000-00-002	NN		91.68
	PV-230018	08/30/2022	847635454774Stu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		12.86
	PV-230018	08/30/2022	856679487787/SplitClass supp			01-9012-0-4300-1110-1000-002-0000-00-002	NN		224.38
	PV-230018	08/30/2022	856679487787/SplitStu Supp			01-0000-0-4300-1110-1000-000-0000-00-002	NN		27.62
	PV-230018	08/30/2022	993665436359Class supp			01-9012-0-4300-1110-1000-009-0000-00-002	NN		55.64
	PV-230018	08/30/2022	655684965878Stu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		44.04
	PV-230018	08/30/2022	944949948478/splitMaint Supp			01-8150-0-4300-0000-8200-000-0000-00-001	NN		115.80
	PV-230018	08/30/2022	944949948478/splitMaint Supp			01-8150-0-4300-0000-8200-000-0000-00-002	NN		115.80
	PV-230018	08/30/2022	477869346345Stu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		136.64
	PV-230018	08/30/2022	973445848675Stu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		57.87
	PV-230018	08/30/2022	483677345867Tech Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		26.69
	PV-230018	08/30/2022	4436676767660ff Supp			01-0000-0-4300-0000-2700-000-0000-00-002	NN		10.67
	PV-230018	08/30/2022	466389865383Stu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		26.79
	PV-230018	08/30/2022	953934543876/splitStu Supp			01-0000-0-4300-1110-1000-000-0000-00-001	NN		47.11
	PV-230018	08/30/2022	953934543876/splitNurse Supp			01-0000-0-4300-0000-3140-000-0000-00-001	NN		34.25
	PV-230018	08/30/2022	953934543876/splitOff Supp			01-0000-0-4300-0000-2700-000-0000-00-001	NN		95.42
	PV-230018	08/30/2022	573793798349/splitWater Supp			01-8150-0-4300-0000-8110-000-0000-00-002	NN		121.53
	PV-230018	08/30/2022	573793798349/splitWater Supp			01-8150-0-4300-0000-8110-000-0000-00-001	NN		121.53
	PV-230018	08/30/2022	5778973793570ff Supp			01-0000-0-4300-0000-2700-000-0000-00-001	NN		13.93
	PV-230018	08/30/2022	448937569637Nurse Supp			01-0000-0-4300-0000-3140-000-0000-00-001	NN		32.13
	PV-230018	08/30/2022	457486683748/splitStu Supp			01-6053-0-4300-1110-1000-000-0000-00-001	NN		42.77

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

101172 (CONTINUED)

PV-230018	08/30/2022	457486683748/splitStu Supp	01-0000-0-4300-1110-1000-000-0000-00-002 NN					38.59
PV-230018	08/30/2022	755935358555Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-001 NN					35.00
PV-230018	08/30/2022	485677576397Nurse Supp	01-0000-0-4300-0000-3140-000-0000-00-001 NN					47.60
PV-230018	08/30/2022	965995878883Nurse Supp	01-0000-0-4300-0000-3140-000-0000-00-001 NN					21.42
PV-230018	08/30/2022	845759674347TK/K Printer	01-6053-0-4300-1110-1000-000-0000-00-001 NN					481.55
PV-230018	08/30/2022	454334985749Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-001 NN					158.95
PV-230018	08/30/2022	9997434848930ff Supp	01-0000-0-4300-0000-2700-000-0000-00-100 NN					27.65
PV-230018	08/30/2022	553754849654Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-001 NN					134.13
PV-230018	08/30/2022	468936845895/splitStu Supp	01-0000-0-4300-1110-1000-000-0000-00-001 NN					80.91
PV-230018	08/30/2022	468936845895/splitStu Supp	01-0000-0-4300-1110-1000-000-0000-00-001 NN					80.91
PV-230018	08/30/2022	697788966548Nurse Supp	01-0000-0-4300-0000-3140-000-0000-00-001 NN					150.13
PV-230018	08/30/2022	566587486799/splitOff Supp	01-0000-0-4300-0000-2700-000-0000-00-001 NN					20.36
PV-230018	08/30/2022	566587486799/splitOff Supp	01-0000-0-4300-0000-2700-000-0000-00-002 NN					11.79
PV-230018	08/30/2022	693683974746Athletics	01-0000-0-4300-1133-4200-000-0000-00-002 NN					514.08
PV-230018	08/30/2022	878355566637Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-002 NN					127.92
PV-230018	08/30/2022	467474346533Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-002 NN					411.55
PV-230018	08/30/2022	576553773957Stu Supp	01-9012-0-4300-1110-1000-000-0000-00-002 NN					50.95
PV-230018	08/30/2022	966656655393Nurse Supp	01-0000-0-4300-0000-3140-000-0000-00-001 NN					24.61
PV-230018	08/30/2022	954579955946Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					23.58
PV-230018	08/30/2022	789588677556Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					20.92
PV-230018	08/30/2022	545785457377/splitClass supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					15.22
PV-230018	08/30/2022	545785457377/splitElect Supp	01-9012-0-4300-1110-1000-014-0000-00-002 NN					72.59
PV-230018	08/30/2022	679549458677Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					17.05
PV-230018	08/30/2022	464459834697Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					13.89
PV-230018	08/30/2022	667788443463Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					21.44
PV-230018	08/30/2022	963794753646Class supp	01-9012-0-4300-1110-1000-008-0000-00-002 NN					123.30
PV-230018	08/30/2022	735988569659Class supp	01-9012-0-4300-1110-1000-014-0000-00-001 NN					57.90
PV-230018	08/30/2022	468656858649Stu Supp	01-9012-0-4300-1110-1000-031-0000-00-002 NN					8.57
PV-230018	08/30/2022	756378697968Stu Supp	01-9012-0-4300-1110-1000-031-0000-00-002 NN					52.53
PV-230018	08/30/2022	763349687649Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-002 NN					47.86
PV-230018	08/30/2022	763349687649Stu Supp	01-0000-0-4300-1110-1000-000-0000-00-002 NN					47.86
TOTAL PAYMENT AMOUNT				6,347.69 *				6,347.69

101364/00 TODAY'S CLASSROOM
6551 MIDDLEBRANCH AVE N.E.
CANTON, OH 44721

235068	PO-230068	08/31/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4300-1110-1000-000-0000-00-002 NN C			586.54	0.00	
235068	PO-230068	08/31/2022	ENCUMBRANCE CHANGE	1	01-0000-0-4300-1110-1000-000-0000-00-002 NN O			645.01	0.00	
235068	PO-230068	08/31/2022	INV.22-5131/SCIENCE CHAIRS	1	01-0000-0-4300-1110-1000-000-0000-00-002 NN P			645.01	645.01	
TOTAL PAYMENT AMOUNT								645.01 *		645.01

008 LATROBE SCHOOL DISTRICT
AUGUST 31, 2022

J23261

ACCOUNTS PAYABLE PRELIST
BATCH: 0007 AUGUST 30, 2022

APY500 L.00.20 08/31/22 15:40 PAGE 8
<< Held for Audit >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES	E-Term Liq Amt	E-ExtRef Net Amount
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101258/00	WALZ, SAMANTHA 3070 ROYAL DRIVE CAMERON PARK, CA 95682		000000000						
	PV-230026 08/31/2022	REIMB CULINARY SUPPLIES		01-9012-0-4300-1110-1000-024-0000-00-002	NN				424.38
		TOTAL PAYMENT AMOUNT							424.38 *

101159/00	YARNELL, JAMES SCOT 1541 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682		574180873						
	PV-230021 08/31/2022	BOARD MEDICAL REIMB/SEPT		01-0000-0-3902-0000-7100-000-0000-00-100	NN				462.20
		TOTAL PAYMENT AMOUNT							462.20 *

TOTAL BATCH PAYMENT	27,639.22 ***	0.00	27,639.22
TOTAL USE TAX AMOUNT			58.16

TOTAL DISTRICT PAYMENT	27,639.22 ****	0.00	27,639.22
TOTAL USE TAX AMOUNT			58.16

TOTAL FOR ALL DISTRICTS:	27,639.22 ****	0.00	27,639.22
TOTAL USE TAX AMOUNT			58.16

Number of checks to be printed: 29, not counting voids due to stub overflows. 27,639.22

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


District Designee


Date

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	ABA num	Account num	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300								
235028	PO-230028	09/08/2022 ACCT.44631820386/LES		1 01-0000-0-5540-0000-8200-000-0000-00-001 NN P			719.41	719.41	
				TOTAL PAYMENT AMOUNT			719.41 *	719.41	
100807/00	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC PO BOX 371887 PITTSBURGH, PA 15250-7887								
235029	PO-230029	09/08/2022 INV.3105666378/POST LEASE TX		1 01-0000-0-5902-0000-7200-000-0000-00-100 NN P			17.51	17.51	
235029	PO-230029	09/08/2022 INV.310570419/POSTAGE LEASE		1 01-0000-0-5902-0000-7200-000-0000-00-100 NN P			156.55	156.55	
				TOTAL PAYMENT AMOUNT			174.06 *	174.06	
100420/00	SERVICES GROUP- KAMPS PROPANE DEPT LA 25110 PASADENA, CA 91185-5110		000000000						
235025	PO-230025	09/08/2022 INV.22523/SERVICE FEE		2 01-0000-0-5630-0000-8200-000-0000-00-001 NN P			132.00	132.00	
235025	PO-230025	09/08/2022 INV.22523/SERVICE FEE		1 01-0000-0-5630-0000-8200-000-0000-00-002 NN P			132.00	132.00	
				TOTAL PAYMENT AMOUNT			264.00 *	264.00	
101245/00	TCI LEARNING PO BOX 6004 WHITTIER, CA 90607		000000000						
235078	PO-230078	09/08/2022 INV.96968/TEXTBOOKS & CONSUM		1 01-0000-0-4100-1110-1000-000-0000-00-002 NN P			3,036.67	3,036.67	
235078	PO-230078	09/08/2022 INV.96968/TEXTBOOKS & CONSUM		2 01-0000-0-4200-1110-1000-000-0000-00-002 NN P			43.85	43.85	
				TOTAL PAYMENT AMOUNT			3,080.52 *	3,080.52	
				TOTAL BATCH PAYMENT			10,230.07 ***	0.00	10,230.07
				TOTAL DISTRICT PAYMENT			10,230.07 ****	0.00	10,230.07
				TOTAL FOR ALL DISTRICTS:			10,230.07 ****	0.00	10,230.07
									10,230.07

Number of checks to be printed: 9, not counting voids due to stub overflows.

Pursuant to Latrobe School District policy, the
 El Dorado County Superintendent of Schools
 is hereby authorized and directed to issue
 individual warrants to the payees named herein.

District Designee

Date

El Dorado County Law Enforcement and Education
2022-2023
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made and executed for the 2022-2023 school year by and between the El Dorado County Sheriff's Office, Placerville Police Department, South Lake Tahoe Police Department, California Highway Patrol, El Dorado County Probation Department, El Dorado County District Attorney, El Dorado County Health & Human Services Agency, Shingle Springs Tribal Police, and El Dorado County Office of Education (EDCOE), on behalf of the Schools throughout the County.

Schools, Law Enforcement, and juvenile justice procedures regarding gang activity and suppression, bullying, student use, possession, and trafficking of illegal substances or what is alleged to be illegal substances, threats to school safety, and student involvement with weapons and dangerous instruments/objects are addressed in this MOU. All agencies recognize the importance of keeping our schools safe and are committed to putting forth our best efforts to achieve that goal. There is also the recognition that empowering youth to ensure ongoing open communication between youth and responsible adults at schools is critical to establishing a culture where bullying and other mistreatment between students is not tolerated. Schools and other agencies are continuing to promote an environment that fosters student engagement and acknowledge that youth have to be part of the solution in achieving safe schools. To the extent that any staff or volunteers of the parties to this MOU are mandated reporters, those staff will comply with all applicable mandated reporter laws.

SCHOOLS

Gang Activity and Gang Suppression

The Governing Board of each School District and the El Dorado County Office of Education (hereinafter collectively "Boards") desire to keep district schools and students free from the threats of harmful influence of any groups or gangs which advocate drug use, violence, racism or disruptive behavior. The designee shall maintain continual, visible supervision of school premises in order to deter gang intimidation of students and confrontations between members of different gangs. Please see the definition of Gang Membership and Associations, page 5, El Dorado County Law Enforcement section.

Hate Motivated Behavior

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

Illegal Substances

Boards have grave concern for student use, abuse, and experimentation of all forms of illegal drugs (including controlled substances) or related drugs or alcoholic beverages. School administrators shall establish effective procedures to ensure thorough investigation, evaluation, and reporting of each known case of student involvement with illegal, or what is alleged to be illegal drugs (including controlled substances) and related drugs or alcoholic beverages, in order that appropriate remedial and rehabilitative and/or disciplinary action may be imposed.

Further, it is illegal to possess marijuana or marijuana derivatives on school grounds (Cal Health & Safety Code § 11357(d) (e)). School Districts will continue to enforce the provisions of Education Code Sections 48900 et seq., which prohibit the use, possession, furnishing, or being under the influence of marijuana when related to school activity or attendance and will contact law enforcement, should a student or person on school campus possess marijuana or marijuana derivative at school. Law enforcement has agreed to confiscate any marijuana or marijuana derivative found in a student's possession, and the appropriate law enforcement action will be left to the officer's discretion, depending upon the circumstances and severity of the violation.

G.A.

School Districts will continue to enforce their policies providing for a drug free school environment as it may apply to all persons who come onto school property or otherwise are involved in functions having to do with school related activities or school attendance.

Immediate suspension and a recommendation for expulsion is the appropriate disciplinary action to take for those students who have been found selling or trafficking illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, or related drugs. Involvement in the enticement of other students to possess or use illegal, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, or related drugs or alcoholic beverages, may result in a recommendation for expulsion on a first offense. The Superintendent and/or designee(s) shall maintain open lines of communication with local Law Enforcement authorities so as to share information and provide mutual support in this effort.

For student involvement in a gang-related crime, hate crimes, threats to school safety, or for student use or possession (includes under the influence) of illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, paraphernalia and related drugs or alcoholic beverages at any school and/or school related function and/or property, the following shall occur:

1. Sheriff/Police will be notified immediately for a gang related crime, hate crimes, threats to school safety, criminal threats, use or possession of illegal drugs, or selling, trafficking, or enticement of illegal drugs. The principal shall make a determination on a case-by-case basis when a student is under the influence of alcohol as to whether Law Enforcement should be notified.
2. Parents/Guardians will be notified in a timely manner. Generally, Law Enforcement and school personnel will conference prior to contacting parents.
3. Following a review of the circumstances, if the principal or designee determines the student is responsible, an immediate suspension from school will normally be imposed. The suspension may be extended by the Superintendent or designee if circumstances warrant when a recommendation is being processed for expulsion.

Additionally, for cases involving gang activity, the following shall occur:

Depending on the jurisdiction, the School Resource Officer/Gang Prevention Officer at the Sheriff's Office or the respective Police Department(s) will be notified as part of the clearinghouse for the Gang Prevention Task Force. [Sheriff: 530-621-6572; Placerville Police: 530-642-5210; South Lake Tahoe Police: 530-542-6122]

Cyber Bullying, Cyber Threats, Illegal Sexual Conduct

The cyber world has become a greater concern in recent years. Schools and Law Enforcement have cooperated in responding to cyber issues, including, but not limited to, Law Enforcement providing training on the concerns related to on-line communication sites. Schools will contact Law Enforcement if additional training is desired. Although school officials may deal with bullying, intimidation, harassment, threats to school safety, sexual misconduct, lewd images, and other forms of peer mistreatment through disciplinary actions, Law Enforcement has additional options available.

If school officials have questions as to whether a particular incident falls within the statutes and/or regulations pertinent to cyber bullying, high schools may contact their School Resource Officer (SRO) for assistance. Elementary school officials may contact the SRO for the high school into which their students feed. School Resource Officers can confer with the District Attorney's office as needed. Listed below are the various law enforcement agencies that will respond to the respective school districts:

School Resource Officers (SRO)

Four El Dorado County Sheriff's Deputies will share School Resource Officer duties at the following schools:

Black Oak Mine Unified School District: Golden Sierra High School

El Dorado County Office of Education: Charter Alternative Programs

El Dorado Union High School District: Oak Ridge High School
Ponderosa High School
Union Mine High School
Independence High School

Law enforcement response at the school sites below will be as follows:

Lake Tahoe Unified School District: South Lake Tahoe Police Department Resource Officer. If not available, South Lake Tahoe Police Department will dispatch an officer.

El Dorado High School, Placerville Union School District: A Placerville Police Officer is assigned as the SRO for El Dorado High School, Markham Middle School, Sierra Elementary and Schnell Elementary Schools. If not available, Placerville Police Department Dispatch will dispatch an officer(s).

All other county schools will be dispatched from the El Dorado County Sheriff's Office Patrol Division. For middle and elementary schools, a patrol deputy will respond if the School Resource Officers are not available.

Weapons and Dangerous Instruments/Objects

Boards desire students and staff be free from the fear and danger presented by firearms, improvised explosive devices (IEDs), components to make explosives, and other weapons. Boards, therefore, prohibit students from possessing weapons, imitation firearms, or dangerous instruments/objects of any kind on school grounds, in school buildings, on school buses, or at a school-related or school-sponsored activity away from school.

If a student possesses, sells, or otherwise furnishes a firearm at school or at a school event, that student shall be expelled for one calendar year from the date the expulsion occurs.

Under the power granted to Boards to maintain order and discipline in the schools and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapon, dangerous instruments/objects or imitation firearm from any person on school grounds. School personnel shall use the utmost caution and safety measures when confiscating dangerous or potentially dangerous items. Explosives or suspected explosives shall be handled by law enforcement personnel or designee.

The Principal or designee shall notify Law Enforcement authorities when any student possesses a firearm or any other weapon, sells or otherwise furnishes a firearm or any other weapon, at a school event. Whenever feasible the Principal or designee shall discuss the situation with Law Enforcement prior to Law Enforcement having any interactions with the student. In addition, Law Enforcement will be notified when violence occurs on a school campus and/or it is reasonably anticipated that the violence will continue after the school day.

Plan for Providing Educational Services to Expelled Students

Pursuant to Education Code § 48926, school districts throughout El Dorado County have adopted plans for serving expelled students, including referral to El Dorado County Charter Community School and other alternative education options, as appropriate. A referral can also be initiated if additional options need to be pursued regarding appropriate services for a particular student.

Students with Disabilities

It is understood that all procedures regarding suspension and expulsion of students with disabilities shall follow state and federal laws and regulations.

EL DORADO COUNTY LAW ENFORCEMENT

Law Enforcement Agencies Website Addresses and Contact Information:

El Dorado County Sheriff's Office: edcgov.us/sheriff

Placerville Office: 530-621-5655

South Lake Tahoe Office: 530-573-3000

Placerville Police Department: placervillepd.com

Business Office: 530-642-5210

Emergency: 530-642-5280

Non-Emergency: 530-642-5298

South Lake Tahoe Police Department: cityofslt.us

Office: 530-542-6100

Shingle Springs Tribal Police

Police Department: 530-387-4994

California Highway Patrol: chp.ca.gov/home

Placerville CHP: 530-748-2450

Law Enforcement is committed to ensuring a safe environment for all students, faculty and citizens. El Dorado County Law Enforcement officers will not tolerate criminal activity by students. We will actively investigate and resolve violations of the law whether on or off campuses, particularly acts which jeopardize individual safety. Whenever feasible and when it is deemed appropriate, schools will be informed of criminal activity by students that occurs outside of the school, and it is reasonably anticipated to impact schools and their students.

It is understood that Law Enforcement will be responsible to ensure legal requirements are met with respect to interviewing a student on a school campus.

Firearms & Dangerous Weapons

1. Law Enforcement shall commit all necessary resources to reported incidents involving use and/or possession of firearms or dangerous weapons upon school grounds.
2. Officers will immediately contact known suspect(s) and eliminate any potential immediate threat by searching the suspect(s) for firearms or dangerous weapons. The search should be conducted in accordance with applicable state and federal statute and prevailing case law:
 - a. Searches by school officials and sworn peace officers working on a school campus as a School Resource Officer (SRO) are subject to the following:
 - i. search must be reasonable under the circumstances and justified, and
 - ii. search must be supported by "reasonable suspicion" that the search will uncover evidence of a crime or school rule violation.
 - b. Searches by sworn peace officers, other than School Resource Officers (SRO), are subject to the following:
 - i. Search requires a warrant unless:
 1. probable cause exists before the search, along with exigent circumstances;
 2. the officer has the informed consent of the person to be searched;
 3. the search is performed pursuant to a lawful arrest; or
 4. there is another specific/recognized exception waiving the warrant.
3. During the course of their investigation for this and any other act of criminal conduct on campus, officers will make contact with the reporting party and the administrator/designee of that campus.

Items 4-10 are law enforcement investigation related and not school specific. Officers will:

4. Identify and interview all known victims and witnesses and will assess the threat by investigating the suspect's past behavior, including police contacts and school-related problems. Officers may also search any lockers assigned to or used by the suspect;
5. Notify the suspect's parents/guardians of the incident and inquire about the history and availability of firearms at the residence;
6. Make every effort to obtain consent to search the suspect's residence/bedroom and vehicle for firearms evidence;
7. When examining the suspect's residence/bedroom and vehicle for firearms, ammunition, threatening letters, etc., take note of the residence/room/vehicle's condition and any indicators of violent, dark, or morbid themes; and
8. If evidence is seized, follow the Law Enforcement office or department's policy with respect to documentation and proper handling.
9. A written report that fully documents the investigation should be prepared. In addition to normal investigation, the report should include the following:
 - a. reaction of suspect's parents/guardians;
 - b. suspect's access to firearms;
 - c. suspect's familiarity and training with firearms if available or known;
 - d. description of suspect's bedroom and general home environment;
 - e. clearly articulate specific threats made; and
 - f. victim reactions to perceived threat.
10. Officers will remove the suspect from the school environment, if appropriate.

Gang Membership and Associations

El Dorado County Law Enforcement will not tolerate student involvement in street gangs whether as validated members, gang associates, or peripheral association.

Definition of Gang: A gang is three or more persons with a common sign, symbol or identifier who engage in a criminal gang activity, individually or collectively, with the intent to promote the gang. (186.22 P.C.)

1. *Validated gang member:* A confirmed gang member accepted by his/her peer/gang members, usually having criminal record or extensive police contact.
2. *Associate:* A person who regularly associates with gang members and wants to be recognized as a member of a gang and has demonstrated actions to try to prove themselves to become a member.
3. *Marginal Associate:* A person who dresses in gang colors and socializes with known gang members but has not yet become a regular member.
4. *Peripheral:* A person that has not yet become directly involved in criminal behavior but is occasionally seen with gang members.

Gang Graffiti, Gang Dress, Gang Paraphernalia

1. Gang graffiti is the advertisement of gangs in an area and offers intelligence for authorities. Graffiti should be photographed, gang unit notified, and then immediately removed.
2. Gang Dress, Behavior, and Gang Symbols on Students' Personal Property and/or Body: Refer to the respective local School District Dress Code Policy.

Gang Suppression Efforts and Efforts to Eliminate Hate Violence

1. An Officer from the El Dorado County Sheriff's Office, Placerville Police Department, or South Lake Tahoe Police Department will respond to all gang related crimes or hate violence which occur on school campuses.

2. Student(s) will be taken into custody for gang related crimes (a crime which is designed to advance or serve a gang name or the gang's existence) committed on school campuses. "Custody" for purposes of this policy means that the officer will ordinarily remove the student from the school grounds. The appropriate Law Enforcement action will be left to the officer's discretion depending on the circumstances and severity of the violation.
3. Gang paraphernalia related to the crime (examples: bandanas, stylized ball caps, shoelaces, weapons, etc.) will be confiscated by the officer.
4. Students, vehicles, and graffiti may be photographed by the responding officer.
5. Student interviews by Law Enforcement will occur as necessary and within the guidelines of state laws.
6. The El Dorado County Sheriff's Office, Placerville Police Department, and the South Lake Tahoe Police Department Gang Prevention Officer will remain current on all gang related activities and hate violence occurring on school grounds. The Gang Prevention Officer will serve as a clearinghouse of information for school officials, Probation Department personnel, and other allied agencies, thus affording continuity and expeditious handling of all inquiries.

Illegal Substances Suppression Efforts

1. Use or possession (includes under-the-influence) of illegal drugs, what is alleged to be illegal drugs, including controlled substances, paraphernalia, illegally possessed prescription medications, and related drugs or alcoholic beverages.
 - a. Substance, paraphernalia, or alcoholic beverage will be confiscated.
 - b. Student may be taken into custody and/or processed as appropriate if student is under the influence of any illegal drug or alcohol. This will depend on the level of influence or intoxication and the applicability of related statutes. Law Enforcement will consider the need for medical assessment and summon emergency medical personnel as necessary. The appropriate Law Enforcement action will be left to the officer's discretion depending upon the circumstances and severity of the violation.
 - c. Student may be taken into custody and processed for possession if substance or alcoholic beverage is on student's person or if an administrator or other responsible party witnesses possession. "Custody" for purposes of this policy means that the officer will ordinarily cause the student to be removed from the school grounds except in cases of an on-site School Resource Officer. This may also include citing and releasing the student to their parents. The appropriate Law Enforcement action will be left to the officer's discretion depending upon the circumstances and severity of the violation. Whenever possible, it is recommended that the officer confidentially confer with the school administrator regarding the action to be taken.
 - d. Officers may consider referring the student and family to El Dorado County Behavioral Health for an assessment of treatment needs.
 - e. Student interviews by Law Enforcement will occur as necessary and within the provisions of state laws.
2. Selling, Trafficking, or Enticement of illegal drugs or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription medications, and related drugs or alcoholic beverages, will be handled in the following manner:
 - a. Students accused of selling, trafficking, or enticing others with illegal drugs, including controlled substances, illegally possessed prescription medications, and related drugs or alcoholic beverages, may be taken into custody and processed.
 - b. Student interviews by Law Enforcement will occur as necessary and within the provisions of state law, as determined by Law Enforcement.

- c. Per their respective individual Law Enforcement Office or Department policy, any items identified or collected for evidence should be handled in such a way as to preserve the integrity of each. Evidence is often critical to the successful conclusion of an investigation and must be preserved for future court proceedings. As few people as possible should handle the evidence and the names of those who do must be documented for future reference. If at all feasible, evidence should be locked away or personally guarded until it can be turned over to Law Enforcement. For evidence, it is important to remember that to be admitted into court, its authenticity must be verified, including being able to articulate who had access to it since discovery and whether or not it has been altered from its original state.
- d. Law Enforcement has grave concern for student use, abuse, possession, and selling or enticement of all forms of illegal drugs, including controlled substances, illegally possessed prescription medications, or related drugs or alcoholic beverages. Officers will not tolerate student use, abuse, possession, and/or selling or enticement of all forms of illegal drugs and will may arrest/cite (refers to juvenile court/adult court) offenders within the parameters of the law. Student offenders will also be taken into custody when deemed a danger to self and/or others involved with a felony, or at officer discretion.

Media Coordination

Law Enforcement, to the greatest extent feasible, will attempt to coordinate information that is provided to the media regarding any school incidents, with school personnel. Press releases issued by Law Enforcement will, whenever possible, be shared with School District Administration prior to being released. Any media inquiries involving active investigations should be referred to the Law Enforcement Agency with jurisdiction of the investigation. In addition, press conferences addressing school incidents should be coordinated and, whenever possible, conducted jointly by Law Enforcement and school personnel.

PROBATION DEPARTMENT

El Dorado County Probation Department: edcgov.us/Probation/

Shingle Springs Office: 530-621-5625

South Lake Tahoe Office: 530-573-3083

The Probation Department will address all referrals, citations, bookings, and detentions from law enforcement, which may include the following responses:

1. counseling;
2. intake hearing;
3. diversion;
4. referral to District Attorney for court action;
5. informal supervision;
6. community service;
7. Juvenile Court Work Program;
8. Peer Council;
9. Traffic Court;
10. referral to El Dorado County Office of Education Charter Community School and/or Community Day School programs;
11. contact with a probation officer working on high school campus when appropriate.

The Probation Department will accept all bookings into a Juvenile Treatment Center in South Lake Tahoe and will either cite and release the minor for further proceedings or hold the minor pending a detention

hearing in court.

When referrals for threats to school safety are received, the Probation Department will review the circumstances and conduct an investigation into means, motive, and opportunity to carry out such a threat before making decisions related to continued detention and case actions.

Probation Officers on campus will cooperate with the school district and be included in developing safety procedures, providing assistance at school events and work with the SRO in truancy prevention and on campus counseling for both minors on probation and the general school population.

The Probation Department will notify the Superintendent of the respective school district, pursuant to Welfare and Institutions Code § 827 and Education Code § 48267, of any juvenile court disposition of minors involved in delinquent activity. Whenever feasible and when it is deemed appropriate, schools will be informed of delinquent activity by students that occurred outside of the school that may be reasonably anticipated to impact schools and their students. In addition, when a minor has been ordered by the Court to an educational placement, the Probation Department will use its best efforts to coordinate any proposed action with the appropriate education administrator prior to recommendation for any educational placements.

DISTRICT ATTORNEY

Upon referral of a case involving gang activity, hate motivated behavior, cyber bullying, illegal sexual conduct, and/or illegal substances, the District Attorney will pursue prosecution of violations of the law as appropriate.

1. The District Attorney's Office will prosecute any minor found in possession of a gun on school grounds.
2. The District Attorney's Office will enforce the law in any case wherein a minor is unlawfully found in possession of a firearm off a school campus.
3. Where appropriate, the District Attorney's Office will enforce violations in cases where a parent or legal guardian is found not to have exercised reasonable care, supervision, protection, and control over their minor child. Penal Code § 272 (Contributing to the Delinquency of a Minor)
4. Where appropriate, the District Attorney's Office will enforce violations against the parent or legal guardian where a juvenile is found in illegal possession of a firearm. Penal Code §12035(b) (Criminal Storage of a Firearm)
5. Where appropriate, the District Attorney's Office will coordinate and cooperate with the schools, Law Enforcement, Probation, Behavioral Health, and other county agencies in reducing and preventing illegal firearm possession by minors in the interest of public safety and the youth.

HEALTH & HUMAN SERVICES AGENCY

Health & Human Services Agency, Child Welfare Services

All reports of suspected child abuse should be made to: (844) 756-3699. Mandated reporters should identify themselves as such and advise that they need to speak with an Intake Social Worker to file a suspected child abuse report as soon as potential child abuse is suspected. Upon completion of making the verbal report of child abuse, the mandated reporter is responsible for filling out and sending in the Suspected Child Abuse Report 11166 PC Form within 36 hours. All forms can be faxed to (530) 663-8493. A copy of this report must be kept separate from the students CUM File, located in a secured area that is locked.

Upon a referral of suspected abuse or neglect, Child Welfare Services will assess the referral criteria, and if appropriate investigate, conduct an assessment of the minor(s) and family as applicable by law and regulation, and assess protection issues. It is understood that Child Welfare Services will be responsible to ensure legal requirements are met with respect to their interviewing a student on a school campus.

Child Welfare Services will make its resources available as they may become necessary and helpful on a case-by-case basis to include Mandated Reporter training or individual school site training as requested if

not available through Child Abuse Prevention Council (CAPC) and the Community Based Child Abuse Prevention (CBCAP) funding.

Health & Human Services Agency, Behavioral Health Division

Behavioral Health Access Line (Mental Health and Substance Use Disorder Services: 800-929-1955

Mental Health Crisis Telephone Number, WS: 530-622-3345, SLT: 530-544-2219

Psychiatric Emergency Response Services: 530-621-5655

Mental Health Website: edcgov.us/Government/MentalHealth

The Health & Human Services Agency, Behavioral Health Division, is committed to this effort and will provide full support.

1. When a child/adolescent is brought to a Juvenile Detention Facility for a weapons violation or criminal activity involving violence, the Probation Department may notify Behavioral Health Division for a risk assessment of the child.
2. When a child/adolescent is determined to be under the influence of an illegal drug or alcohol, Law Enforcement may refer a student to Behavioral Health Substance Use Disorder Services for assessment.
3. Behavioral Health Division will complete a mental health and substance use risk assessment of the child to evaluate the following:
 - a. Imminent risk of danger to self and others possibly requiring emergency mental health treatment.
 - b. Determine if child is likely to benefit from ongoing mental health and/or substance use treatment services and, if so, develop a treatment plan.

The conclusions of this assessment will be shared with family, guardian, and/or other agencies as legally permitted. Any release of information must comply with Welfare & Institutions Code 5328 et seq.

SHINGLE SPRINGS TRIBAL POLICE

Contacting Tribal Officials

Whenever a student who self-identifies as an enrolled member of the Shingle Springs Band of Miwok Indians ("Tribe"), is involved in a gang-related crime, hate crime, threats to school safety, or student use or possession of illegal drugs, or what is alleged to be illegal drugs, including controlled substances, illegally possessed prescription drugs, paraphernalia and related drugs or alcoholic beverages at any school and/or school related function and/or property, or possesses a firearm or any other weapon, sells or otherwise furnishes a firearm or any other weapon at school or at a school event, the appropriate law enforcement agency, based on jurisdiction (EDSO/PPD/SLTPD), will first be notified. In addition, the following step shall occur:

1. Shingle Springs Band of Miwok Indians Police Department will be notified immediately but will only respond if requested by the investigating agency and/or the student requests their presence.

Whenever a student, who self-identifies as an enrolled member of the Tribe, is expelled from school, the following Tribal departments shall be notified in order to help facilitate alternative educational options:

1. Shingle Springs Band of Miwok Indians Tribal Services Department
2. Shingle Springs Band of Miwok Indians Education Department

Gang Dress and Symbols

Cultural symbols, logos, or trademarks of the Tribe shall not be considered gang dress or symbols when worn by a student who self-identifies as an enrolled member of the Tribe. If there is a question about whether a symbol is in fact a cultural symbol of the Tribe, the following Tribal department shall be contacted:

1. Shingle Springs Band of Miwok Indians Cultural Department

Verifying Tribal Membership

For purposes of complying with the terms of this MOU, school officials may verify a student's Tribal membership by contacting any of the following Tribal officials:

1. Shingle Springs Band of Miwok Indian's Tribal Chairperson
2. Shingle Springs Band of Miwok Indian's Enrollment Committee Chairperson
3. Shingle Springs Band of Miwok Indian's Enrollment Officer

Tribal Contact Information

All of the above listed Tribal officials and departments may be contacted in the following ways:

Phone Number: 530-677-7522

Email Address: info@ssband.org

Mailing Address: PO Box 1340, Shingle Springs, CA 95682

Physical Address: 5281 Honpie Road, Placerville, CA 95667

El Dorado County Office of Education, School Districts, Law Enforcement, Probation, District Attorney, and Health & Human Services agree as follows:

ANNUAL REVIEW PROCEDURES

The County Superintendent shall convene a meeting annually to review the MOU. At the time of review, changes, additions or deletions may be recommended. Each agency will be requested to renew its commitment to the guidelines contained herein.

The MOU is a guide and cannot substitute for the judgment and understanding that come from knowledge and experience. A case-by-case decision must be made.

COORDINATION OF ACTIONS

We realize program effectiveness and cooperative working relationships cannot be legislated but require planning and working together over a period of time. All parties to this agreement will use their best efforts to obtain parent consent for exchange of information when so required. The parties agree that it is important to coordinate decision making prior to action being recommended or taken. To that end, the parties shall make every effort to exchange information regarding proposed recommendations in order to allow any potentially affected party the opportunity to provide input.

COMPLIANCE/CONFIDENTIALITY

The signatory agencies shall fully comply with the Federal Health Insurance Portability and Accountability Act of 1996 "HIPAA" 42 USC 1320d (45 CFR 164.103) through the juvenile justice system exception to the Federal Family Educational Rights and Privacy Act "FERPA" 20 USC 1232g (34CFR 99.31). Child Welfare shall comply with Division 31 Regulations and Welfare and Institutions code 300 and 827.

COUNTERPARTS

This Memorandum of Understanding may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Rick Hatfield

Rick Hatfield (Aug 9, 2022 09:32 PDT)

Rick Hatfield, Commander
Placerville California Highway Patrol

Brian Richart

Brian Richart (Aug 9, 2022 11:00 PDT)

Brian Richart, Chief Probation Officer
El Dorado County Probation Department

Don Ashton

Don Ashton (Aug 12, 2022 09:14 PDT)

Don Ashton, Chief Administrative Officer
El Dorado County

Daniel Del Monte

Daniel Del Monte (Aug 12, 2022 20:26 PDT)

Daniel Del Monte, Interim Director
El Dorado County Health & Human Services
Agency

John D'Agostini

John D'Agostini, Sheriff
El Dorado County Sheriff's Office

Regina Cuellar

Regina Cuellar (Aug 26, 2022 09:43 PDT)

Regina Cuellar, Chairwoman
Shingle Springs Band of Miwok Indians

Ed Manansala

Edward Manansala (Aug 10, 2022 06:25 PDT)

Dr. Ed Manansala, County Superintendent
El Dorado County Office of Education

Teddy Tayaba

Teddy Tayaba (Aug 12, 2022 12:07 PDT)

Teddy Tayaba, Chief of Police
Shingle Springs Band of Miwok Indians
Tribal Police Department

Joe Wren

Joseph Dale Wren (Aug 9, 2022 09:30 PDT)

Joe Wren, Chief of Police
Placerville Police Department

David Stevenson

David Stevenson, Chief of Police
South Lake Tahoe Police Department

Vern Pierson

Vern Pierson (Aug 15, 2022 18:41 PDT)

Vern Pierson
El Dorado County District Attorney

COUNTERPARTS

This Memorandum of Understanding may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Rick Hatfield, Commander
Placerville California Highway Patrol

Brian Richart, Chief Probation Officer
El Dorado County Probation Department

Don Ashton, Chief Administrative Officer
El Dorado County

Daniel Del Monte, Interim Director
El Dorado County Health & Human Services
Agency

John D'Agostini, Sheriff
El Dorado County Sheriff's Office

Regina Cuellar, Chairwoman
Shingle Springs Band of Miwok Indians

Dr. Ed Manansala, County Superintendent
El Dorado County Office of Education

Teddy Tayaba, Chief of Police
Shingle Springs Band of Miwok Indians
Tribal Police Department

Joe Wren, Chief of Police
Placerville Police Department


David Stevenson (Aug 15, 2022 10:52 PDT)

David Stevenson, Chief of Police
South Lake Tahoe Police Department

Vern Pierson
El Dorado County District Attorney

PARTICIPATING SCHOOL DISTRICTS

Jeremy Meyers

Jeremy Meyers (Aug 9, 2022 09:18 PDT)

Jeremy Meyers, Superintendent
Black Oak Mine Unified School District

David Roth

David Roth (Aug 15, 2022 08:55 PDT)

David Roth, Ph.D., Superintendent
Buckeye Union School District

P. Horn

Patricia Horn (Aug 9, 2022 09:45 PDT)

Patricia Horn, Superintendent
Camino Union School District

R Carruth

Ron Carruth (Aug 9, 2022 09:23 PDT)

Ron Carruth, Ed.D., Superintendent
El Dorado Union High School District

Mag Enns

Margaret Enns, Superintendent
Gold Oak Union School District

K Phillips

Keri Phillips (Aug 9, 2022 15:21 PDT)

Keri Phillips, Superintendent
Gold Trail Union School District

Grant Coffin

Grant Coffin (Aug 10, 2022 10:32 PDT)

Grant Coffin, Superintendent
Indian Diggings School District

Todd Cutler

Todd Cutler (Aug 19, 2022 15:57 PDT)

Todd Cutler, Ed.D., Superintendent
Lake Tahoe Unified School District

D Scroggins

Dave Scroggins (Aug 9, 2022 10:33 PDT)

Dave Scroggins, Superintendent
Latrobe School District

Curtis Wilson, Superintendent
Mother Lode Union School District

Patrick Paturel, Superintendent
Pioneer Union School District

Eric Bonnicksen, Superintendent
Placerville Union School District

Pat Atkins, Superintendent
Pollock Pines & Silver Fork School Districts

Jim Shoemake, Superintendent
Rescue Union School District

PARTICIPATING SCHOOL DISTRICTS


Jeremy Meyers, Superintendent
Black Oak Mine Unified School District

Todd Cutler, Ed.D., Superintendent
Lake Tahoe Unified School District


David Roth, Ph.D., Superintendent
Buckeye Union School District

Dave Scroggins, Superintendent
Latrobe School District


Patricia Horn, Superintendent
Camino Union School District


Curtis Wilson (Aug 14, 2022 10:03 PDT)
Curtis Wilson, Superintendent
Mother Lode Union School District

Ron Carruth, Ed.D., Superintendent
El Dorado Union High School District


Patrick W. Paturel (Aug 9, 2022 13:39 PDT)
Patrick Paturel, Superintendent
Pioneer Union School District


Margaret Enns, Superintendent
Gold Oak Union School District


Eric Bonniksen (Aug 9, 2022 12:09 PDT)
Eric Bonniksen, Superintendent
Placerville Union School District

Keri Phillips, Superintendent
Gold Trail Union School District


Patrick M. Atkins (Aug 9, 2022 09:37 PDT)
Pat Atkins, Superintendent
Pollock Pines & Silver Fork School Districts

Grant Coffin, Superintendent
Indian Diggings School District


Jim Shoemake (Aug 12, 2022 09:14 PDT)
Jim Shoemake, Superintendent
Rescue Union School District

MEMORANDUM OF UNDERSTANDING BETWEEN
EL DORADO COUNTY OFFICE OF EDUCATION
AND

Latrobe School District

This Memorandum of Understanding (MOU) is entered into on July 1, 2022, and ending June 30, 2023 by and between Latrobe School District, and the El Dorado County Office of Education and sets forth each agency's role and responsibilities relative to the delivery of library services to schools within this district.

WHEREAS, Latrobe School District has identified the El Dorado County Office of Education as the entity that will provide general oversight of school library services;

WHEREAS, the authorization statement in Title 5 §80053(b) provides a comprehensive statement of duties of a librarian;

WHEREAS, Latrobe School District provides a staff person assigned to carry out the day to day operations of their school library;

NOW, THEREFORE, it is mutually agreed that the El Dorado County Office of Education will provide assistance and direction to school library staff who

1. instruct pupils in the choice and use of library materials;
2. plan and coordinate library programs with the instructional programs of the school district;
3. select materials for school libraries including books, reference materials and electronic information resources;
4. coordinate or supervise library programs at the county level;
5. plan and conduct a course of instruction for those pupils who assist in the operation of the libraries;

6.B.

The parties have caused this Agreement to be executed by their duly authorized officers in the County of El Dorado, State of California.

El Dorado County Office of Education


Kevin Monsma (Aug 23, 2022 13:47 PDT)

Kevin Monsma, Deputy Superintendent
Educational Services

8/23/2022

Date

Latrobe School District


Dave Scroggins (Aug 23, 2022 13:59 PDT)

David Scroggins, Superintendent

8/23/2022

Date

2022–23 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
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District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title II, Part A funds used through the Alternative Fund Use Authority (AFUA) Section 5211 of ESEA	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	Yes
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	Yes
Title IV, Part A funds used through the Alternative Fund Use Authority (AFUA)	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

G.C.

2022–23 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Section 5211 of ESEA	
Title V, Part B Subpart 1 Small, Rural School Achievement Grant ESSA Sec. 5211 SACS 5810	Yes

*****Warning*****

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RESERVATION CONFIRMATION 2022-2023 SCHOOL YEAR

TO: Miller's Hill School
7900 S. Shingle Road
Shingle Springs CA 95682
ATTN: Kelly Olney

DATE: 10/25/2021
 INV./REFERENCE #: 5w-101722-1196
 RESERVATION DATES: 10/17-21/2022
 TOTAL STUDENTS RESERVED: 25

School Phone Number: (530) 677-0260
 Principal Name: Dave Scroggins

Coordinator Name: Kelly Olney
 Coordinator Email: kolney@latrobeschool.com

Note: The last day to change student number is May 1 for Fall Reservations or Sept. 30 for Spring Reservations

Thank you for your non-refundable deposit of \$ 500.00 , received 10/25/2021 Your school is confirmed for participation in the Sly Park Environmental Education 5 day program as follows:

Arrival Date & Time	Departure Date & Time	Number of Students	Cost Per Student
10/17/2022 at 10:30am	10/21/2022 at 12:00pm	25	\$255.00
MINIMUM NUMBER OF STUDENTS: <u>23</u>		MAXIMUM NUMBER OF STUDENTS: <u>28</u>	

GENERAL INFORMATION: Students will eat lunch shortly after arriving on the first day, and will eat lunch just before departure on the last day of the program. Please check weather conditions before your trip and have students dress appropriately.

TRANSPORTATION: Make sure you have transportation arranged for your students, teachers, and chaperones. Plan to have your buses arrive on the first day between 10-10:30am, and on the last day between 11-11:30am. Mountain weather can be unpredictable, so buses should carry chains.

STUDENT ATTENDANCE: Your school/district will be financially responsible for no less than 94% of the reserved total number of students. This means that your final invoice will be for the total number of students that actually participate, but NO LESS THAN 23 students. Your deposit amount will be applied to your final invoice. Additionally, you may increase your student total by no more than 10% of the reserved number of students, up to 28 students, but only if space is available. Should your planned attendance increase you must inform Sly Park in writing at least 10 business days prior to attendance. Any increase must be approved by the Sly Park director.

TEACHERS: Your school/district is required to send one teacher for every 34 students. Teachers within that ratio attend free of charge. Extra teachers or school staff will be charged the full student fee for the week.

CHAPERONES: Your school/district is required to send one adult male chaperone for every 12 male students, and one adult female chaperone for every 12 female students. High school students age 16-18 can be substituted for no more than 50% of your total chaperones. All chaperones age 18 and over must be fingerprinted. The fee for chaperones within the required ratios is \$125 each. Additional chaperones will be charged the full student fee for the week and may only attend with approval from the Sly Park Director, if space is available.

CANCELLATIONS: Cancellations will be invoiced for 75% of the reserved total number of students.

To confirm receipt of the above information, please sign this form and email it back to us at: jornelas@scoe.net

Coordinator Signature:  Kelly Olney Date: 8/10/22

School Administrator Signature:  Dave Scroggins Date: 8/14/22

G.D.

RESERVATION REQUEST FALL 2022

Date: 10/7/21

25 Total Students **

School Name: Miller's Hill

5th Grade 6th Grade Other

School District: Latrobe School District

1 Total Teachers
Required: one teacher for every 34 students

School Phone Number: _____

3 Total Chaperones
Required: one male chaperone for every 12 male students and one female chaperone for every 12 female students (\$125 fee each)

School Address: 7900 S. Shingle Road

Coordinator Name: Kelly Olney

Principal Name: Dave Scroggins

Coordinator Email: kolney@latrobeschool.com

Principal Email: dscroggins@mhhawks.com

RESERVATION INFORMATION:

Desired Program:

- 5-day program at \$255 per student
- 4-day program at \$220 per student
- 3-day program at \$185 per student
- 1-day (4-hour) program at \$24 per student
- 1-day (8-hour) program at \$34 per student

Desired month: (AUGUST-DECEMBER 2022 ONLY)

- 1st Choice October 17-21
- 2nd Choice October 10-14
- 3rd Choice October 24-28

We

Please note any scheduling conflicts such as testing, spring break, or preferences to be with other schools:

**** IMPORTANT: Please estimate your student total carefully. There is a limited window to make changes to your student number. If your reservation is scheduled for:**

Fall 2022 - you have until May 1, 2022

Spring 2023 – you have until Sept 30, 2022. After these dates, your school will be financially responsible for no less than 94% of the total reserved number of students. You may increase your student total by no more than 10% of the reserved total, if space

is available.

Should you choose to cancel your reservation after the non-refundable deposit has been paid, your school will be financially responsible for 75% of the reserved total number of students.

Coordinator's Signature: _____

Date: 10/11/21

School Administrator's Signature: _____

Date: 10/11/21

MEMORANDUM OF UNDERSTANDING FOR DATA SHARING SERVICES

This Memorandum of Understanding ("MOU") is entered into this 8 day of ~~SEPTEMBER~~, 2022 by and between the EL DORADO COUNTY OFFICE OF EDUCATION ("EDCOE"), and the LAIROBE SCHOOL DISTRICT ("LEA," together with EDCOE, the "Parties").

EDCOE and LEA enter into this MOU to facilitate the mutual sharing of data and establish rights and responsibilities between the Parties. The Parties are committed to using the data appropriately while maintaining data security, privacy, and confidentiality.

The Parties wish to protect the privacy of pupil records, and to comply with any applicable privacy statutes, including the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended; "FERPA"); California Education Code § 49073.1; the Student Online Personal Information Protection Act (California Business and Professions Code § 22584; "SOPIPA"); California Civil Code § 1798.29; and California Government Code § 6250 et seq.; and California Education Code section 49076(a)(4) authorizes a school district to participate in an interagency data information system that permits access to a computerized database system within and between governmental agencies or school districts as to information or records that are nonprivileged and where release is authorized as to the requesting agency under state or federal law or regulation, if certain requirements are met; and in consideration of the terms and conditions hereof the Parties agree to the following:

1. Roles and Responsibilities of EDCOE

EDCOE will provide any services it delivers in a timely and professional manner.

- 1.1 EDCOE will assist with the automation of any processes required for the exchange of Data between the Parties to the extent possible.
- 1.2 EDCOE will ensure any systems it develops with such Data to serve the needs of LEA or public agencies will have appropriate levels of security, as further detailed in Section 11 (Data Security) of this MOU.
- 1.3 EDCOE shall help ensure Data available can only be viewed or accessed by agencies legally allowed to do so, and as agreed upon by LEA and EDCOE.
- 1.4 Should it be deemed necessary, EDCOE will specify and assist in allowing network access to resources, in a controlled and secure manner.

Pursuant to Education Code section 49076(a)(2)(G) and 34 CFR sections 99.31(a)(1) and 99.7(a)(3)(iii), a local educational agency may share information from student records with a contractor or consultant with a legitimate educational interest who has a formal written agreement regarding the provision of outsourced institutional services or functions by the contractor or consultant. EDCOE periodically provides no-fee and/or fee-based

services designed to assist the LEA with certain requirements and mandates for managing or reporting on data collected by the LEA, potentially including the integration of data between disparate systems. The LEA may periodically require assistance with analyzing, reporting on or comparing its data to other LEAs in the county or state. LEA additionally may periodically wish to obtain services from EDCOE for other uses or analysis of its own data.

Unless expressly agreed in writing between the Parties with respect to any class or classes of data, the terms and conditions of this MOU govern all occasions in which data sharing occurs between the EDCOE and the LEA during the term of this Agreement.

2. LEA Rights and Responsibilities

LEA shall provide system linkages or necessary Data extracts or permission access from LEA's student information or other systems on an agreed upon or pre-defined schedule between the Parties. Any such schedule agreed upon in writing (including email) between the Parties shall be deemed incorporated herein and made a part hereof upon such mutual agreement.

- 2.1 Data extracts will be provided electronically by LEA to EDCOE.
- 2.2 LEA will be responsible for providing the data needed to integrate LEA's Data into EDCOE's data repositories as needed to perform the required tasks.
- 2.3 Data provided by LEA shall include Data relevant to the purpose of this MOU or specific system requirements.
- 2.4 LEA shall be responsible for determining which of their staff has access to system and communicating to EDCOE the roles and responsibilities of each person with said access, including the person who is responsible for maintaining LEA's main and sub-accounts.
- 2.5 LEA shall designate those individuals who can: (a) transmit Data to EDCOE; (b) request release of Data to LEA or third parties; or (c) request extracts or analysis of LEA's Data.

3. Third-Party Agencies

Third parties may include but are not limited to public agencies the Parties desire to collaborate with, public agencies the Parties are required to share Data with, and/or any third-party vendor of either Party. Permission for EDCOE to share Data with a third party must be first granted by LEA in writing.

4. **Amendments to MOU**

The MOU shall be supplemented by amendments or other attachments that will reflect specific undertakings by EDCOE and LEA. If the LEA desires to contract with EDCOE for certain administrative services with respect to the LEA's data systems, which may include collection, extraction or backup of data on behalf of the LEA, a list of agreed upon administrative services will be defined in a schedule to be incorporated herein as additional Exhibits to this Agreement, which will govern the terms of any specific services provided.

This MOU may be periodically or annually updated to incorporate changes if required upon mutual agreement of the parties. LEA understands that this Agreement is part of an effort to standardize data sharing and management between EDCOE and all districts it serves, and as such, every effort will be made to maintain a common agreement across all agencies.

5. **Applicable Law**

5.1 Data sharing under this MOU will from time to time include EDCOE collecting and maintaining educational, personnel, medical and financial records that contain personally identifiable information (PII) on students or staff of LEA. EDCOE is bound by the same regulations and laws for access and management of this Data, and will conform to all legal requirements. EDCOE and LEA agree that the disclosure of information under this MOU complies with the requirements of Education Code § 49073 et seq., FERPA, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), SOPIPA, and other state and federal/European Union laws and regulations regarding educational, personnel, medical and financial records.

5.2 The Parties understand that certain federal and state programs and laws, including the free and reduced lunch program and laws governing the provision of special education services, have additional legal requirements for data security, and both Parties agree to maintain full compliance with such requirements. Without limitation to the foregoing, EDCOE and LEA additionally agree that aggregated (non-individually identifiable) and non-aggregated PII Data may be reported upon or shared as allowable by law.

5.3 EDCOE and LEA shall ensure joint coordination and cooperation with one another to ensure compliance with FERPA, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended. The foregoing notwithstanding, EDCOE and LEA agree that LEA shall be responsible for providing notices to parents required under FERPA, obtaining necessary parental consent required under FERPA, and for providing parent(s), guardian(s) or student(s) with an opportunity to inspect and challenge the contents of Data shared with EDCOE pursuant to this MOU.

6. **Ownership of Data**

EDCOE and LEA agree that LEA will continue to maintain ownership of and control over its source Data. EDCOE agrees that it will not alter LEA's source Data. EDCOE shall not be responsible for the type or quality of the Data provided by LEA, and EDCOE

makes no warranty as to the Data itself. LEA understands that though EDCOE may notify it of issues it discovers with the source Data, LEA is responsible for any corrections required to its own Data or will authorize EDCOE to make any limited explicit changes. LEA acknowledges that accurate reports rely upon accurate source Data being maintained by LEA. Each party owns or controls its data systems and the work product generated by such systems.

EDCOE agrees to notify LEA and obtain explicit permission for sharing of any data requested which falls outside the legal terms of this Agreement, unless such data is otherwise regularly publicly shared and available.

7. Prohibited Use of Data

Except as otherwise permitted by the terms of this MOU, EDCOE shall not use the Data supplied to it in an unauthorized manner. Specifically, EDCOE shall not sell or release Data, nor enable or permit third parties to engage in targeted advertising to students or to build student profiles unrelated to the purposes contemplated by this MOU.

8. Third-Party Vendors

EDCOE will have contracts with third parties to help EDCOE maintain the EDCOE data system (“EDCOE Contractors”). EDCOE may not distribute student or staff Data to any EDCOE Contractors without LEA’s written consent or as permitted by this MOU, unless required by law. EDCOE shall ensure that approved subcontractors adhere to this MOU. EDCOE will help ensure that any subcontractor or sub-processor that it engages, to process, store, or access Data, has adequate technical security and organizational measures in place to keep Data secure and comply with this MOU. EDCOE will require any third party vendors and subcontractors to comply with any applicable state and federal laws and regulations regarding educational records and data privacy, including but not limited to: Education Code §§ 49073.1, 49076, and 49076.5; FERPA; HIPAA; and SOPIPA.

9. Data Security

Both Parties agree to maintain appropriate security protocols in the transfer or transmission of Data, including ensuring Data may only be viewed or accessed by Parties legally allowed to do so. EDCOE shall maintain Data obtained or generated pursuant to this MOU in a secure computer environment and not copy, reproduce, or transmit Data obtained pursuant to this MOU, except as requested by LEA. EDCOE shall provide security training to those of its employees who operate or have access to the system. EDCOE may also provide an initial security training to LEA. EDCOE shall provide LEA with contact information for the person at EDCOE who LEA may contact if LEA has security concerns or questions. Where applicable, EDCOE will require unique account identifiers, user names, and passwords that must be entered each time a client or user signs in.

Both parties agree to maintain appropriate security protocols in the transfer or transmission of any data, including ensuring that data may only be viewed or accessed by parties legally allowed to do so. Both parties agree to maintain appropriate network and

other data security to protect any data in its possession. Each party agrees to notify the other if it has any reason to believe there has been a breach of data security relevant to the data subject to this agreement, and any data has been lost, tampered with, or otherwise illegally accessed. Any notifications required by law in the event of a breach in data security will be the responsibility of the agency defined as responsible for such reporting.

10. **Indemnification and Liability**

Each Party agrees to indemnify the other against any and all liability, actions, claims, damages, losses, costs, and expenses (including attorneys' fees) arising out of or in any way resulting from the indemnifying Party's own negligent or intentional acts, errors, or omissions in connection to the performance of the responsibilities of each Party, per this MOU. The Parties shall not be held liable for any special, consequential, indirect or incidental damages incurred as a result of this MOU. The Parties shall be held harmless for any claims or lawsuits arising out of the release of information pursuant to a request by one of the Parties in conformity with this MOU or pursuant to law, excluding such release in connection to the negligence of either Party, or that of its officers, agents, or employees. If liability, damages, or any other claim relating to Data shared pursuant to this MOU is a result of a third party's act or omission, then the indemnification and defense that the third party contractually owes to EDCOE and/or LEA shall also be extended to the other Party to this MOU, to the maximum extent possible.

11. **Severability**

If any provision of this MOU is determined by a court to be invalid, unenforceable or otherwise ineffective, that provision shall be severed from the rest of this MOU, and the remaining provisions shall remain in effect and enforceable.

12. **Term**

This MOU may be periodically or annually updated to incorporate changes if required upon mutual agreement of the Parties. LEA understands that this MOU is part of an effort to standardize data sharing and management between EDCOE and all districts it serves, and as such, every effort will be made to maintain a common agreement across all agencies.

If not updated by July 1 of each year, this Memorandum of Understanding will continue to remain in force and govern all services for that fiscal year until and unless terminated per Paragraph 13 of this Agreement.

13. **Termination**

Either Party may terminate this MOU upon ninety (90) days' written notice. Upon termination or expiration of this MOU, EDCOE shall work with LEA for the orderly cessation of extracts of student Data. Upon termination or expiration of this MOU, EDCOE shall return or delete personally identifiable student Data unless otherwise provided by law or mutual agreement of the Parties. EDCOE and LEA understand that EDCOE may have an ongoing need to reference the raw Data it acquired during the term of

this MOU. In the event that such need arises, EDCOE shall, to the extent possible and subject to the mutual agreement of the LEA, only retain anonymized, aggregated Data that it obtained from LEA during the term of this MOU. However, EDCOE certifies that such anonymized, aggregated Data shall be purged when the Data has exceeded its useful life and shall not be kept for more than seven (7) years unless otherwise legally required.

IN WITNESS WHEREOF, the Parties agree to this Memorandum of Understanding to be executed by their duly authorized officers in the County of El Dorado, State of California.

**EL DORADO COUNTY OFFICE OF
EDUCATION**

[LOCAL EDUCATION AGENCY]

Signature: _____

Signature:  _____

Name: _____

Name: DAVE SCROGGINS

Title: _____

Title: SUPERINTENDENT

Dated: _____

Dated: SEPT. 8, 2022

Signature: _____

Name: _____

Title: _____

Dated: _____

dated 9/9/22

63. DEBARMENT CERTIFICATION

By signing this agreement, the CONTRACTOR certifies that:

- (a) The CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Have not, within a three-year period preceding this contract, 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 Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 1st day of August 2022 and terminates at 5:00 P.M. on June 30, 2023 unless sooner terminated as provided herein.

CONTRACTOR

LEA

It Takes the Village
Nonpublic School/Agency

Latrobe School District
LEA Name

By: Marcia Hiatt 8/22/2022
Signature Date

By:  8/26/22
Signature Date

Name and Title of Authorized Representative:
Marcia Hiatt Office Manager

Name and Title of Authorized Representative:
Dave Scroggins, Superintendent/Principal

Notices to CONTRACTOR shall be addressed to:			Notices to LEA shall be addressed to:		
Name and Title Marcia Hiatt			Name and Title Dave Scroggins, Superintendent/Principal		
Nonpublic School/Agency/Related Service Provider It Takes the Village			LEA Latrobe School District		
Address 4987 Golden Foothill Parkway, #100			Address 7900 South Shingle Rd		
City El Dorado Hills	State CA	Zip 95762	City Shingle Springs	State CA	Zip 95682
Phone 916-365-2411	Fax 916-404-0322		Phone 530-677-0260	Fax 530-672-0463	

7.B.

Email marcia@ittakesthevillage.net	Email dscroggins@latrobeschool.com
--	--

**Additional LEA Notification
(Required if completed)**

Tracy Pearson		
Name and Title		
Same		
Address		
City	State	Zip
Phone	Fax	
530-677-0260 ext 301		
Email		
tpearson@latrobeschool.com		

EXHIBIT A: 2022-2023 RATES

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: It Takes the Village

The CONTRACTOR CDS NUMBER: _____

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: _____

Maximum Contract Amount: _____

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract shall be as follows:

- 1) Daily Basic Education Rate: _____

- 2) Inclusive Education Program
(Includes Educational Counseling (not ed related mental health) services, Speech & Language services, Behavior Intervention Planning, and Occupational Therapy as specified on the student’s IEP.) DAILY RATE: _____

- 3) Related Services - See attached rate sheet

IT TAKES THE VILLAGE, Inc
4987 Golden Foothill Pkwy, #100
EL DORADO HILLS, CA. 95762
916-365-2411

EXHIBIT A: 2022-2023 RATES

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: It Takes The Village _____

The CONTRACTOR CDS NUMBER: 9900329 _____

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: _____

Maximum Contract Amount:

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract shall be as follows:

- 1) Daily Basic Education Rate:
- 2) Inclusive Education Program
 (Includes Educational Counseling (not ed related mental health) services, Speech & Language services, Behavior Intervention Planning, and Occupational Therapy as specified on the student’s IEP.)

<u>SERVICE</u>	<u>RATE</u>	<u>PERIOD</u>
<u>Individual Counseling Services (340)</u>	<u>150.00</u>	<u>HR</u>
<u>Language and Speech (415)</u>	<u>150.00</u>	<u>HR</u>
<u>Occupational Therapy (450)</u>	<u>150.00</u>	<u>HR</u>
<u>Individual Counseling (510) ERMHS</u>	<u>150.00</u>	<u>HR</u>
<u>Counseling and Guidance (515) ERMHS</u>	<u>150.00</u>	<u>HR</u>
<u>Behavior Intervention Services (535)</u>	<u>150.00</u>	<u>HR</u>
<u>Parent Counseling (520) ERMHS</u>	<u>150.00</u>	<u>HR</u>
<u>Social Work Services (525) Social Skills Group</u>	<u>75.00</u>	<u>Per Session</u>
<u>Specialized Services for Low Incidence Disabilities (610)</u>	<u>150.00</u>	<u>HR</u>
<u>Work Experience Education (850)</u>	<u>150.00</u>	<u>HR</u>
<u>Other: SCHOOL AID/RBT (900)</u>	<u>43.00</u>	<u>HR</u>
<u>Other : Family Support Services(900) ERMHS</u>	<u>150.00</u>	<u>HR</u>
<u>Other: Case Management (900)</u>	<u>150.00</u>	<u>HR</u>



**It Takes
THE VILLAGE**
GROW BETTER TOGETHER

Phone
916-365-2411



Mail
admin@ittakesthevillage.net



Address
4987 Golden Foothill Parkway
El Dorado Hills, CA 95762



Addendum to Master Contract

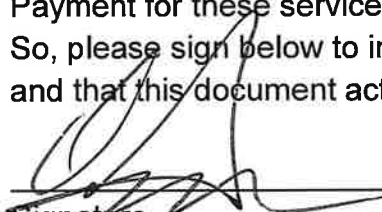
August 1, 2022

We appreciate the opportunity to partner with you to provide high quality educationally related services through the IEPs of your students. As we all have experienced, communication and collaboration between teachers, service providers, and parents is essential in facilitating success for the students and their ability to access their education.

Case Management: When general essential case management is needed outside of the "Offer of FAPE", we bill for the service of Case Management on each district's or site's invoice. We make every effort to keep this to a minimum and when it appears that a particular student is requiring a significant amount of Case Management we will contact the Case Manager to determine if this should be added to the specific students' IEP.

IEPs: IEP preparation and attendance are both essential and are billed under the student's individual invoice.

Payment for these services are currently not included in the NPA Master Contract. So, please sign below to indicate you have read and agree to these billable services and that this document acts as an addendum to the Master Contract.


Signature

9/14/22
Date

We look forward to another successful year together.

Marcia Hiatt
Office Manager

c-m 9/14/22

*NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES*

Master Contract

2022-2023

Master Contract

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

LEA LATROBE SCHOOL

Contract Year 2022-2023

 Nonpublic School
 X Nonpublic Agency

Type of Contract:

 X Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

 Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

 Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of the LEA. Expiration Date:

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract

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LOCAL EDUCATION AGENCY:

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: It Takes the Village**NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT****AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS****1. MASTER CONTRACT**

This Master Contract (or "Contract") is entered into on August 1, 2022, between Latrobe School District, hereinafter referred to as the local educational agency ("LEA"), a member of the EDCOE SELPA, and IT TAKES THE VILLAGE (a nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or "CONTRACTOR" for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Services Agreement (hereinafter referred to as "ISA"). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR's obligation to provide all relevant services specified in the student's Individualized Education Program (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of a student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for ISA development, including invoicing.

Unless placement and/or services is made pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed settlement agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with NPS placement or NPS/A services until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student's parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a NPS/A. All NPS/A services shall be provided consistent with the area of certification and licensure specified by CDE Certification and as defined in California Education Code, section 56366 *et seq.* and within the professional scope of practice of each provider's license, certification and/or credential. A current copy of CONTRACTOR's NPS/A certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Agreement is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master

Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Master Contract.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified and all staff persons providing services to pupils shall be certified and/or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of this State, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

With respect to CONTRACTOR's certification, failure to notify the LEA and CDE in writing of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Master Contract, unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable LEA policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA policies and shall indemnify LEA under the provisions of Section 16 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA policies (e.g., those policies relating to; the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract; and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from August 1, 2022 to June 30, 2023 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. The parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2023. In the event the contract negotiations are not agreed to by June 30th, the most recently executed Master Contract will remain in effect for 90 days. (Title 5 California Code of Regulations section 3062(d)) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

The provisions of this Master Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative.

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes each ISA and they are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties.

CONTRACTOR shall provide the LEA with information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of current teacher credentials and clearance, insurance documentation and CDE certification. The LEA may require additional information as applicable. If the application packet is not completed and returned to District, no Master Contract will be issued. If CONTRACTOR does not return the Master Contract to LEA duly signed by an authorized representative within ninety (90) calendar days of issuance by LEA, the new contract rates will not take effect until the newly executed Master Contract is received by LEA and will not be retroactive to the first day of the new Master Contract's effective date. If CONTRACTOR fails to execute the new Master Contract within such ninety-day period, all payments shall cease until such time as the new Master Contract for the current school year is signed and returned to LEA by CONTRACTOR. (California Education Code section 56366(c)(1) and (2)). In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students at the discretion of the LEA.

6. INDIVIDUAL SERVICES AGREEMENT ("ISA")

This Agreement shall include an ISA developed for each student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for students enrolled with the approval of the LEA pursuant to Education Code section 56366 (a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Master Contract in effect. In the event that this Master Contract expires or terminates, CONTRACTOR, shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students.

Any and all changes to a student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to the student's IEP or by written agreement between the parent and LEA. At any time during the term of this Master Contract, a student's parent, CONTRACTOR, or LEA may request a review of a student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the IEP unless the CONTRACTOR and the LEA agree otherwise in the ISA. (California Education Code sections 56366(a) (5) and 3062(e)). In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify the LEA in writing within five (5) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to student as a result of lack of provision of services while student was served by the NPS/A.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code. CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the County Superintendent of Schools of the County where the LEA is located, or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c) (2).

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term "CONTRACTOR" means a nonpublic, nonsectarian school/agency certified by the California Department of Education and its officers, agents and employees.
- b. The term "authorized LEA representative" means a LEA administrator designated to be responsible for NPS/A. It is understood, a representative of the Special Education Local Plan Area (SELPA) of which the LEA is a member is an authorized LEA representative in collaboration with the LEA. The LEA maintains sole responsibility for this Contract, unless otherwise specified in this Contract.
- c. The term "credential" means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(g).
- d. The term "qualified" means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and designated instruction and services and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which he or she is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations Sections 3064 and 3065, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code.

Nothing in this definition shall be construed as restricting the activities in services of a graduate needing direct hours leading to licensure, or of a student-teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations. (Title 5 of the California Code of Regulations Section 3001 (r)).

- e. The term "license" means a valid non-expired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services or refer to themselves using a specified professional title including but not limited to mental health and board and care services at a residential placement. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that

are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(l).

- f. "Parent" means:
- i. a biological or adoptive parent; unless the biological or adoptive parent does not have legal authority to make educational decisions for the child,
 - ii. a guardian generally authorized to act as the child's parent or authorized to make educational decisions for the child,
 - iii. an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child's welfare,
 - iv. a surrogate parent,
 - v. a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child's behalf has been specifically limited by court order in accordance with Code of Federal Regulations 300.30(b)(1) or (2).

Parent does not include the state or any political subdivision of government or the NPS/A under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

- g. The term "days" means calendar days unless otherwise specified.
- h. The phrase "billable day" means a school day in which instructional minutes meet or exceed those in comparable LEA programs.
- i. The phrase "billable day of attendance" means a school day as defined in California Education Code Section 46307, in which a student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term "Master Contract" also means "Contract" and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Contract shall be in writing. Notices shall be mailed or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices mailed to LEA shall be addressed to the person and address as indicated on the signature page of the Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by state and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, "records" shall include, but not be limited to student records as defined by California Education Code section 49061(b) including electronically stored information; cost data records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through

additional instructional assistants, NPA behavior intervention aides, and bus aides; behavior emergency reports (BER); incident reports; notification of injuries; absence verification records (parent/doctor notes, telephone logs, and related documents) if the CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state NPS/A certifications by-laws; lists of current board of directors/trustees, if incorporated; statement of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; documents evidencing financial expenditures; federal/state payroll quarterly reports; and bank statements and canceled checks or facsimile thereof.

CONTRACTOR shall maintain student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR's employees who have access to confidential records. CONTRACTOR shall maintain an access log for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, and date/time of access for each individual requesting or receiving information from the student's record. Such log needs to record access to the student's records by: (a) the student's parent; (b) an individual to whom written consent has been executed by the student's parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to student records. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant parents access to student records, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward student records within ten (10) business days to LEA. These shall include, but not limited to, current transcripts, IEP/IFSPs, BER's, incident reports, notification of injuries and all other relevant reports. LEA and/or SELPA shall have access to and receive copies of any and all records upon request within five (5) business days.

10. SEVERABILITY CLAUSE

If any provision of this agreement is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire agreement shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify the LEA of any change of ownership or corporate control.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this contract with venue in the County where the LEA is located.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Master Contract may be modified or amended by the LEA to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. The party seeking such modification shall provide the LEA and/or CONTRACTOR thirty (30) days' notice of any such changes or

modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modification or changes are based.

14. TERMINATION

This Master Contract or ISA may be terminated for cause. The cause shall not be the availability of a public class initiated during the period of the contract unless the parent agrees to the transfer of the student to the public school program at an IEP team meeting. To terminate the contract either party shall give twenty (20) days prior written notice (California Education Code section 56366(a)(4)). At the time of termination, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this Master Contract, as provided in Section 5 or 6. CONTRACTOR or LEA may terminate an ISA for cause. To terminate the ISA, either party shall give twenty (20) days prior written notice.

15. INSURANCE

CONTRACTOR shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Contract, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR's fulfillment of any of its obligations under this Agreement or either party's use of the work or any component or part thereof:

PART I - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AND AGENCIES

Commercial General Liability Insurance, including both bodily injury and property damage, with limits as follows:

- \$2,000,000 per occurrence
- \$ 500,000 fire damage
- \$ 5,000 medical expenses
- \$1,000,000 personal & adv. Injury
- \$3,000,000 general aggregate
- \$2,000,000 products/completed operations aggregate

The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage.

- A. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the CONTRACTOR from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.

Commercial Auto Liability Insurance for all owned, non-owned or hired automobiles with a \$1 million combined single limit.

If no owned automobiles, then only hired and non-owned is required.

If CONTRACTOR uses a vehicle to travel to/from school sites, between schools and/or to/from students' homes or other locations as approved service locations by the LEA, CONTRACTOR must comply with State of California auto insurance requirements.

Errors & Omissions (E & O)/Malpractice (Professional Liability) coverage,

including Sexual Molestation and Abuse coverage, unless that coverage is afforded elsewhere in the Commercial General Liability policy by endorsement or separate policy, with the following limits:

\$1,000,000 per occurrence
\$2,000,000 general aggregate

E. CONTRACTOR, upon execution of this Contract and periodically thereafter upon request, shall furnish the LEA with certificates of insurance evidencing such coverage. The certificate of insurance shall include a ten (10) day non-renewal notice provision. The Commercial General Liability and Automobile Liability policy shall name the LEA and the Board of Education additional insured's premiums on all insurance policies and shall be paid by CONTRACTOR and shall be deemed included in CONTRACTOR's obligations under this contract at no additional charge.

Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the LEA. At its option, LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees, or (b) procure a bond guaranteeing payment of losses and related investigation.

For any claims related to the services performed in connection with this Master Contract, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.

All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

PART II - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AFFILIATED WITH A RESIDENTIAL TREATMENT FACILITY ("RTC")

When CONTRACTOR is an NPS affiliated with a **residential treatment center (NPS/RTC)**, the following insurance policies are required:

- A. **Commercial General Liability** including both bodily injury and property damage, with limits as follows:

\$3,000,000 per occurrence
\$6,000,000 in General Aggregate.

The policy shall be endorsed to name the LEA and the Board of Education as *named* additional insured and shall provide specifically that any insurance carried by the LEA which may be applicable to any claims or loss shall be deemed excess and the RTC's insurance primary despite any conflicting provisions in the RTC's policy. Coverage shall be maintained with no Self-Insured Retention above \$100,000 without the prior written approval of the LEA.

- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the RTC from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability** coverage with limits of \$1,000,000 Combined Single Limit per Occurrence if the RTC does not operate a student bus service. If the RTC provides student bus services, the required coverage limit is \$5,000,000 Combined Single Limit per Occurrence.
- D. **Fidelity Bond or Crime Coverage** shall be maintained by the RTC to cover all employees who process or otherwise have responsibility for RTC funds, supplies, equipment or other assets. Minimum amount of coverage shall be \$250,000 per occurrence, with no self-insured retention.
- E. **Professional Liability/Errors & Omissions/Malpractice** coverage with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.
- F. **Sexual Molestation and Abuse Coverage**, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional liability policy by endorsement, with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.

If LEA or CONTRACTOR determines that a change in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall indemnify and hold LEA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("LEA Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by negligence, intentional act, or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA and LEA Indemnities). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR. The LEA and the Member District(s) shall have the right in their sole discretion to select counsel of its choice to provide the defense at the sole cost of the CONTRACTOR or the applicable insurance carrier.

To the fullest extent allowed by law, LEA shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, attorneys, and subcontractors ("CONTRACTOR Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent, intentional act or willful act or omission of LEA, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnities).

LEA represents that it is self-insured in compliance with the laws of the State of California, that the self-insurance covers district employees acting within the course and scope of their respective duties and that its self-insurance covers the LEA's indemnification obligations under this Master Contract.

17. INDEPENDENT CONTRACTOR

Nothing herein contained will be construed to imply a joint venture, partnership or principal-agent relationship between the LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Contract as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Contract shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the LEA and any individual assigned by CONTRACTOR to perform any services for the LEA.

If the LEA is determined to be a partner, joint venture, co-principle, employer or co-employer of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless the LEA from and against any and all claims for loss, liability, or damages arising from that determination, as well as any expenses, costs, taxes, penalties and interest charges incurred by the LEA as a result of that holding.

18. SUBCONTRACTING

CONTRACTOR shall provide written notification to LEA before subcontracting for special education and/or related services pursuant to this Master Contract. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR's original notice and CONTRACTOR shall not subcontract for said service(s).

CONTRACTOR shall incorporate all of the provisions of this Master Contract in all subcontracts, to the fullest extent reasonably possible. Furthermore, when CONTRACTOR enters into subcontracts for the provision of special education and/or related services (including, but not limited to, transportation) for any student, CONTRACTOR shall cause each subcontractor to procure and maintain insurance during the term of each subcontract. Such subcontractor's insurance shall comply with the provisions of Section 15. Each subcontractor shall furnish the LEA with original endorsements and certificates of insurance effecting coverage required by Section 15. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms as required by the LEA. All endorsements are to be received and approved by the LEA before the subcontractor's work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA/SELPA and the LEA Board of Education as additional insured.

As an alternative to the LEA's forms, a subcontractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Master Contract. All Certificates of Insurance must reference the LEA contract number, name of the school or agency submitting the certificate, indication if NPS or NPA, and the location of the school or agency submitting the certificate. In addition, all subcontractors must meet the requirements as contained in Section 45 Clearance Requirements and Section 46 Staff Qualifications of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to LEA upon request a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 and Government Code Section 1090 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed

or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

Unless CONTRACTOR and LEA otherwise agree in writing, LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a student when a recommendation for special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the student without prior written authorization by LEA. This paragraph shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the student is enrolled in CONTRACTOR's school/agency) or whether an assessment of the student is performed or a report is prepared in the normal course of the services provided to the student by CONTRACTOR. To avoid conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, the LEA may, in its discretion, not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, the LEA may, in its discretion, not fund services through the evaluator whose IEE the LEA agrees to fund. When no other appropriate assessor is available, LEA may request and if CONTRACTOR agrees, the CONTRACTOR may provide an IEE.

When CONTRACTOR is a NPA, CONTRACTOR acknowledges that its authorized representative has read and understands Education Code section 56366.3 which provides, in relevant part, that no special education and/or related services provided by CONTRACTOR shall be paid for by LEA if provided by an individual who is or was an employee of LEA within the three hundred and sixty five (365) days prior to executing this contract. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to ten months of the school year by LEA.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request parent(s) to pursue funding for the admitted school year from the LEA through due process proceedings.

20. NON-DISCRIMINATION

CONTRACTOR shall not, in employment or operation of its programs, unlawfully discriminate on the basis of gender, nationality, national origin, ancestry, race, color, ethnicity, ethnic group affiliation, religion, age, marital status, pregnancy or parental status, sex, sexual orientation, gender, gender identity or expression, physical or mental disability, genetic information or any other classification protected by federal or state law or the perception of one or more of such characteristics or association with a person or group with one or more of these actual or perceived characteristics.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION (FAPE)

The LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as "ITP") of each student served by CONTRACTOR. CONTRACTOR shall provide to each student special education and/or related services (including transition services) within the NPS/A consistent with the student's IEP and as specified in the ISA. If CONTRACTOR is a NPS, CONTRACTOR shall not accept a student if it cannot provide or ensure the provision of the services outlined in the student's IEP. If student services are provided by a third party (i.e. Related Services Provider), CONTRACTOR shall notify LEA if provision of services cease.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities for students, as specified in the student's IEP and ISA. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the student's IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of the student's enrollment under the terms of this Master Contract). LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in the student's IEP and ISA. Such equipment remains the property of the SELPA/LEA and shall be returned to the SELPA/LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the NPS. CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment which meets all pertinent health and safety regulations. CONTRACTOR may charge a student's parent(s) for services and/or activities not necessary for the student to receive a free appropriate public education after: (a) written notification to the student's parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by the LEA of the written notification and a written acknowledgment signed by the student's parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA requirements concerning parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for the student to receive a free appropriate public education shall not interfere with the student's receipt of special education and/or related services as specified in the student's IEP and ISA unless the LEA, CONTRACTOR, and PARENT agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All NPS/A services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.*

When CONTRACTOR is a NPS, CONTRACTOR's general program of instruction shall: (a) utilize evidence-based practices and be consistent with LEA's standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE's standards regarding the particular course of study and curriculum; (d) provide the services as specified in the student's IEP and ISA. Students shall have access to: (a) State Board of Education (SBE) - adopted Common Core State Standards ("CCSS") for curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by a local education agency (LEA), that contracts with the NPS: (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling.

When CONTRACTOR serves students in grades nine through twelve inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not award a high school diploma to students who have not successfully completed all of the LEA's graduation requirements.

When CONTRACTOR is a NPA and/or related services provider, CONTRACTOR's general program of instruction and/or services shall utilize evidence-based practices and be consistent with LEA and CDE guidelines and certification, and provided as specified in the student's IEP and ISA. The NPA providing Behavior Intervention services shall develop a written plan that specifies the nature of their NPA service for each student within thirty (30) days of enrollment and shall be provided in writing to the LEA. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or

provided at a location not specifically authorized by the IEP team. Except for services provided by a CONTRACTOR that is a Licensed Children's Institution (LCI), all services not provided in the school setting require the presence of a parent, guardian or adult caregiver during the delivery of services, provided such guardian or caregiver have a signed authorization by the parent or legal guardian to authorize emergency services as requested. LCI CONTRACTORS shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult caregiver is present. CONTRACTOR shall provide to LEA a written description of the services and location provided prior to the effective date of this Master Contract. CONTRACTORS providing Behavior Intervention services must have a trained behaviorist or trained equivalent on staff. It is understood that Behavior Intervention services are limited per CDE Certification and do not constitute as an instructional program.

When CONTRACTOR is a NPA, CONTRACTOR shall not provide transportation nor subcontract for transportation services for students unless the LEA and CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a NPS, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to students at like grade level attending LEA schools and shall be specified in the student's ISA developed in accordance with the student's IEP.

For students in grades kindergarten through 12 inclusive, unless otherwise specified in the student's IEP and ISA, the number of instructional minutes, excluding breakfast, recess, lunch and pass time shall be at the same level that Ed. Code prescribes for the LEA.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to students attending LEA schools in like grade level unless otherwise specified in the student's IEP.

When CONTRACTOR is a NPA and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the student's ISA developed in accordance with the student's IEP.

24. CLASS SIZE

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students, unless CONTRACTOR and LEA agree otherwise in writing. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary during the regular or extended school year to provide services to students with disabilities.

In the event a NPS is unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has direct impact on the California Department of Education Certification of that school, the NPS shall develop a plan to ensure appropriate coverage of students by first utilizing existing certificated staff. The NPS and the LEA may agree to one 30 school day period per contract year where class size may be increased to ensure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both parties. This provision does not apply to a NPA.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 et seq.

25. CALENDARS

When CONTRACTOR is a NPS, CONTRACTOR shall submit to the LEA/SELPA a school calendar with the total number of billable days not to exceed 180 days, plus extended school year billable days equivalent to the number of days determined by the LEA's extended school year calendar. Billable days shall include only those days that are included on the submitted and approved school calendar, and/or required by the IEP (developed by the LEA) for each student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of billable days without the prior written approval of the LEA. Nothing in this Master Contract shall be interpreted to require the LEA to accept any requests for calendar changes.

Unless otherwise specified by the students' IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services if such are recommended by his/her IEP Team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the IEP Team convened by the LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and actually received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPS service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

CONTRACTOR shall observe the same legal holidays as LEA. Those holidays are Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day and Independence Day. With the approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by the LEA.

When CONTRACTOR is a NPA, CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in the LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to the LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on the LEA calendar unless CONTRACTOR and the LEA agree otherwise, in writing. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPA service provided by CONTRACTOR. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

26. DATA REPORTING

CONTRACTOR shall agree to provide to the LEA all data related to student information and billing information with LEA. CONTRACTOR shall agree to provide data related to all sections of this contract, including student discipline as noted below, and requested by and in the format required by the LEA. It is understood that all NPS/A shall utilize the LEA approved electronic IEP system for all IEP development, service tracking documentation, and progress reporting, unless otherwise agreed to by the LEA. Additional progress reporting may be required by the LEA. The LEA shall provide the CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access.

Using forms developed by the California Department of Education or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915.

The LEA shall provide the CONTRACTOR with approved forms and/or format for such data including, but not limited to, invoicing, attendance reports and progress reports. The LEA may approve use of CONTRACTOR'S provided forms at their discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and LEA shall follow all LEA policies and procedures that support Least Restrictive Environment ("LRE") options and/or dual enrollment options if available and appropriate, for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services, goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommended activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING

When CONTRACTOR is a NPS, per implementation of Senate Bill 484, CONTRACTOR shall administer all Statewide assessments within the California Assessment of Student Performance and Progress ("CAASPP"), Desired Results Developmental Profile ("DRDP"), California Alternative Assessment ("CAA"), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, , the English Language Proficiency Assessments for California ("ELPAC"), and as appropriate to the student, and mandated by LEA pursuant to LEA and state and federal guidelines.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR'S qualified staff. CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. MANDATED ATTENDANCE AT LEA MEETINGS

CONTRACTOR shall attend District mandated meetings when legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with

disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, data collection, and standardized testing and IEPs. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. Attendance at such meetings does not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

CONTRACTOR shall comply with the requirements of Education Code section 49005, *et seq.*, 56521.1 and 56521.2. LEA students who exhibit behaviors that interfere with their learning or the learning of others must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and its implementing regulations. If the Individualized Education Program ("IEP") team determines that a student's behavior impedes his or her learning or the learning of others, the IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan ("BIP"), the IEP team may conclude it is sufficient to address the student's behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy pursuant to California Education Code section 56521.1 regarding emergency interventions and behavioral emergency reports. CONTRACTOR shall ensure that all of its staff members are trained in crisis intervention, emergency procedures, and evidenced-based practices and interventions specific to the unique behavioral needs of the CONTRACTOR's pupil population. The training shall be provided within 30 days of employment to new staff who have any contact or interaction with pupils during the school day, and annually to all staff who have any contact or interaction with pupils during the school day. The CONTRACTOR shall select and conduct the training in accordance with California Education Code section 56366.1. CONTRACTOR shall maintain written records of the training and provide written verification of the training annually and upon request.

Pursuant to Education Code section 56521.1, emergency interventions shall not be used as a substitute for a BIP, and shall not be employed longer than necessary to contain the behavior. Emergency interventions may only be used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to the individual with exceptional needs, or others, and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. If a situation requires prolonged use of emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency.

CONTRACTOR shall complete a behavior emergency report when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It requires a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. Personal Safety Techniques may or may not have been used. Emergencies **require** a behavior emergency report form be completed and submitted to the LEA within twenty-four (24) hours for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via telephone. If the student's IEP does not contain a Behavior Intervention Plan ("BIP") or Positive Behavior Intervention Plan ("PBIP"), an IEP team shall schedule a meeting to review the behavior emergency report, determine if there is a necessity for a functional behavioral assessment, and to determine an interim plan. If the student already has a BIP, the IEP team shall review and modify the BIP if a new serious behavior has been exhibited or existing behavioral interventions have proven to be ineffective. CONTRACTOR shall schedule with LEA an IEP meeting within two (2) days.

Pursuant to Education Code section 56521.2, CONTRACTOR shall not authorize, order, consent to, or pay for the following interventions, or any other interventions similar to or like the following:

(1) Any intervention that is designed to, or likely to, cause physical pain, including, but not limited to,

electric-shock (2) An intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual. (3) An intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities. (4) An intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma. (5) Restrictive interventions that employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained personnel as a limited emergency intervention. (6) Locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room. (7) An intervention that precludes adequate supervision of the individual. (8) An intervention that deprives the individual of one or more of his or her senses. (b) In the case of a child whose behavior impedes the child's learning or that of others, the individualized education program team shall consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations.

All restraint practices must be reviewed and revised when they have an adverse effect on a student and are used repeatedly for an individual child, either on multiple occasions within the same classroom or multiple uses by the same individual. CONTRACTOR shall notify the student's parent/guardian when any type of physical or mechanical restraint or seclusion has been used. Upon the use of any type of physical or mechanical restraint or seclusions of a District student, CONTRACTOR shall complete a BER per the reporting and notification requirements listed above.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations. Using forms developed by the California Department of Education or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915.

When CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day of suspension.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the NPS; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting. (California Education Code sections 56366 (a) (2) (B) (i) and (ii) and pursuant to California Education Code section 56345 (b) (4).)

If the LEA student is to be transferred from a NPS setting into a regular class setting in a public school for any part of the school day, the IEP team shall document, if appropriate, a description of activities

provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each student shall be allowed to provide confidential input to any representative of his or her IEP team. Except as otherwise provided in the Master Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, the parent, the CONTRACTOR or the LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to parent, CONTRACTOR and LEA. CONTRACTOR shall provide to LEA assessments and written assessment reports by service providers upon request and/or pursuant to LEA policy and procedures. It is understood that attendance at an IEP meeting is part of CONTRACTOR'S professional responsibility and is not a billable service under this Master Contract.

It is understood that the CONTRACTOR shall utilize the approved electronic IEP system of the LEA for all IEP planning and progress reporting at the LEA's discretion. The LEA or SELPA may provide training for any CONTRACTOR to ensure access to the approved system. The CONTRACTOR shall maintain confidentiality of all IEP data on the approved system and shall protect the password requirements of the system. When a student dis-enrolls from the NPS/NPA, the NPS/NPA and LEA shall discontinue use of the approved system for that student.

Changes in any student's educational program, including instruction, services, or instructional setting provided under this Master Contract, may only be made on the basis of revisions to the student's IEP. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the student's IEP for the purposes of consideration of a change in the student's placement. Student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code.

33. SURROGATE PARENTS AND FOSTER YOUTH

CONTRACTOR shall comply with LEA surrogate parent assignments. Surrogate parents shall serve as the child's parent and have all the rights relative to the student's education that a parent has under the Individuals with Disabilities Education Act pursuant to *20 USC 1414-1482 and 34 CFR 300.1-300.756*. A pupil in foster care shall be defined pursuant to California Education Code section 42238.01(b). The LEA shall annually notify the CONTRACTOR who the LEA has designated as the educational liaison for foster children. When a pupil in foster care is enrolled in a NPS by the LEA any time after the completion of the pupil's second year of high school, the CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of the LEA unless provided notice otherwise in writing pursuant to Section 51225.1.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. Participation further includes the willingness to make CONTRACTOR's staff available for witness preparation and testimony as is necessary to facilitate a due process hearing. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other state and/or federal governmental body or agency. Full participation shall include, but in no way be limited to, cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR'S

program and/or the implementation of a particular student's IEP/Individual and Family Service Plan ("IFSP").

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act ("HIPAA"). CONTRACTOR shall include verification of these procedures to the LEA. CONTRACTOR shall immediately notify LEA of any complaints filed against it related to LEA students and provide LEA with all documentation related to the complaints and/or its investigation of complaints, including any and all reports generated as a result of an investigation.

36. STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents at least four (4) written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business and shall be submitted to the LEA and LEA student's parent(s) quarterly.

The CONTRACTOR shall also provide an LEA representative access to supporting documentation used to determine progress on any goal or objective, including but not limited to log sheets, observation notes, data sheets, pre/post tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior intervention plans. The LEA may request such data at any time within five (5) years of the date of service. The CONTRACTOR shall provide this data supporting progress within five (5) business days of request. Additional time may be granted as needed by the LEA.

CONTRACTOR shall complete academic or other evaluations of the student ten (10) days prior to the student's annual or triennial review IEP team meeting for the purpose of reporting the student's present levels of performance at the IEP team meeting as required by state and federal laws and regulations and pursuant to LEA policies, procedures, and/or practices. CONTRACTOR shall provide sufficient copies of its reports, documents, and projected goals to share with members of the IEP team five (5) business days prior to the IEP meeting. CONTRACTOR shall maintain supporting documentation such as test protocols and data collection, which shall be made available to LEA within five (5) business days of request.

The CONTRACTOR is responsible for all evaluation costs regarding the updating of goals and objectives, progress reporting and development of present levels of performance. All assessments resulting from an assessment plan shall be provided by the LEA unless the LEA specifies in writing a request that CONTRACTOR perform such additional assessment. Any assessment and/or evaluation costs may be added to the ISA and/or approved separately by the LEA at the LEA's sole discretion.

It is understood that all billable hours must be in direct services to pupils as specified in the ISA. For NPA services, supervision provided by a qualified individual as specified in Title 5 Regulation, subsection 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge the student's parent(s) or LEA for the provision of progress reports, report cards, evaluations conducted in order to obtain present levels of performance, interviews, and/or meetings. It is understood that all billable hours have limits to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the pupil's record and shall be made available to the LEA upon written request.

37. TRANSCRIPTS

When CONTRACTOR is a NPS, CONTRACTOR shall prepare transcripts at the close of each semester, or upon student transfer, for students in grades nine (9) through twelve (12) inclusive, and submit them on LEA approved forms to the student's school of residence for evaluation of progress toward completion of diploma requirements as specified in LEA Procedures. CONTRACTOR shall submit to the LEA names of students and their schools of residence for whom transcripts have been submitted as specified by the LEA.

38. STUDENT CHANGE OF RESIDENCE

Within five (5) school days from the date CONTRACTOR becomes aware of a student's change of residence, CONTRACTOR shall notify LEA, in writing, of the student's change of residence as specified in LEA Procedures. Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of the student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents.

If CONTRACTOR had knowledge or should reasonably have had knowledge of the student's change of residence boundaries and CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered following the student's change of residence.

39. WITHDRAWAL OF STUDENT FROM PROGRAM

CONTRACTOR shall immediately report electronically and in writing to the LEA within five (5) business days when an LEA student is withdrawn without prior notice from school and/or services, including student's change of residence to a residence outside of LEA service boundaries, and student's discharge against professional advice from a NPS/RTC.

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and student living quarters. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR operating programs associated with a NPS/RTC shall cooperate with a parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA at least thirty (30) days in advance. CONTRACTOR shall facilitate all parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through the LEA consistent with LEA Procedures.

CONTRACTOR providing services in the student's home as specified in the IEP shall ensure that at least one parent of the child, or an adult caregiver with written and signed authorization to make decisions in an emergency, is present. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in

emergency situations. The parent shall inform the LEA of any changes of caregivers and provide written authorization for emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider.

All problems and/or concerns reported to parents, both verbal and written, shall also be provided, in writing, to the LEA.

41. LICENSED CHILDREN’S INSTITUTION (“LCI”) CONTRACTORS AND RESIDENTIAL TREATMENT CENTER (“RTC”) CONTRACTORS

If CONTRACTOR is a LCI, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code 56366 (a) (2) (C), 56366.9 (c) (1), Health and Safety Code section 1501.1(b), AB 1858 (2004), AB490 (Chapter 862, Statutes of 2003), AB 1261 (2005), AB 1166 Chapter 171 (2015), AB 167 Chapter 224 (2010), AB 216 Chapter 324 (2013), AB 379 Chapter 772 (2015), AB 1012 Chapter 703 (2015), and the procedures set forth in the LEA Procedures. An LCI shall not require that a pupil be placed in its NPS as a condition of being placed in its residential facility.

If CONTRACTOR is a NPS/RTC, CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1412(a)(1)(A) and Education Code section 56000, et seq.; amended and reorganized by the Individuals with Disabilities Education Improvement Act of 2004 (IDEIA), 20 U.S.C. section 1401(29); Education Code section 56031; Cal. Code Regs., Title 5, section 3001 et seq., regarding the provision of counseling services, including residential care for students to receive a FAPE as set forth in the LEA student’s IEPs. CONTRACTOR shall meet all monitoring requirements as noted in Section 43 below.

If CONTRACTOR is a NPS that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to LEA, on a quarterly basis, a list of all students, including those identified as eligible for special education. For those identified as special education students, the list shall include: 1) special education eligibility at the time of enrollment and; 2) the educational placement and services specified in each student’s IEP at the time of enrollment. A copy of the current IEP shall be provided to the LEA.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and parent, LEA is not responsible for the costs associated with NPS placement until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student’s parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

42. STATE MEAL MANDATE

When CONTRACTOR is a NPS, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49530, 49530.5 and 49550.

43. MONITORING

When CONTRACTOR is a NPS, the LEA (or SELPA) shall conduct at least one onsite monitoring visit during each school year to the NPS at which the LEA has a pupil attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to, a review of services provided to the pupil through the ISA between the LEA and the NPS, a review of progress the pupil is making toward the goals set forth in the pupil's individualized education program, a review of progress the pupil is making toward the goals set forth in the pupil's behavioral intervention plan, if applicable, an observation of the pupil during instruction, and a walkthrough of the facility. The LEA (or SELPA) shall report the findings resulting from the monitoring visit to the California Department of Education within 60 calendar days of the onsite visit.

The LEA (or SELPA) shall conduct an onsite visit to the NPS before placement of a pupil if the LEA does not have any pupils enrolled at the school at the time of placement.

CONTRACTOR shall allow LEA representatives access to its facilities for additional periodic monitoring of each student's instructional program. LEA shall have access to observe each student at work, observe the instructional setting, interview CONTRACTOR, and review each student's records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office. CONTRACTOR shall be invited to participate in the review of each student's progress.

If CONTRACTOR is also an LCI and/or NPS/RTC, the CDE shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The State Superintendent of Public Instruction ("Superintendent") shall monitor CONTRACTOR'S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall participate in any LEA or CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the NPS, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a NPS, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card as appropriate in accordance with California Education Code Section 33126.

PERSONNEL

44. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code sections 44237, 35021.1, 35021.2, and 56366.1 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for CONTRACTOR's employees and volunteers who will have or likely may have any direct contact with LEA students. CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers shall not come in contact with students until CDOJ and FBI clearance are ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with students, or subcontractors who may come into contact with students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237 (i) or (j). Contractor shall certify to LEA that they have successful background checks and enrolled in subsequent arrest notification service for all employees who may come into contact with students.

Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to the LEA evidence of a successful criminal background check clearance and enrollment in subsequent arrest notification service, as provided, for each owner, operator, and employee of the NPS/A. CONTRACTOR is required to retain the evidence on-site, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service, as required by California Penal Code section 11105.2, for all staff shall be provided to the LEA upon request.

45. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold in the service rendered consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(y), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession, and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that all staff are appropriately credentialed to provide instruction and services to students with the disabling conditions placed in their program/school through documentation provided to the CDE (5 CCR 3064 (a)).

When CONTRACTOR is a NPS, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development. The administrator of the NPS holds or is in the process of obtaining one of the following: (A) An administrative credential granted by an accredited postsecondary educational institution and two years of experience with pupils with disabilities. (B) A pupil personnel services credential that authorizes school counseling or psychology. (C) A license as a clinical social worker issued by the Board of Behavioral Sciences. (D) A license in psychology regulated by the Board of Psychology. (E) A master's degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation. (F) A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator. (G) A license as a marriage and family therapist certified by the Board of Behavioral Sciences. (H) A license as an educational psychologist issued by the Board of Behavioral Sciences. (I) A license as a professional clinical counselor issued by the Board of Behavioral Sciences. (California Education Code Section 56366.1 (a)(5))

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to federal requirements and California Education Code sections 45340 *et seq.* and 45350 *et seq.* Specifically, all paraprofessionals, including but not limited to, instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or its recognized equivalent) and at least one of the following qualifications: (a) completed at least two (2) years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (c) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this state and serving a student by this LEA shall be certified or licensed by that state to provide special education and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 *et seq.*).

46. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to LEA a staff list, and copies of all current licenses, credentials, certifications, permits and/or other documents which entitle the holder to provide special education and/or related services by individuals employed, contracted, and/or otherwise hired or sub-contracted by CONTRACTOR. CONTRACTOR shall ensure that all licenses, credentials, permits or other documents are on file at the office of the County Superintendent of Schools. CONTRACTOR shall provide the LEA with the verified dates of fingerprint clearance, Department of Justice clearance and Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any student.

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall notify LEA and CDE in writing within forty-five (45) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within forty-five (45) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. The LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period which such person is providing services under this Master Contract. Failure to notify the LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

47. STAFF ABSENCE

When CONTRACTOR is a NPA and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a student shall not be deemed to be a qualified substitute for their student. LEA will not pay for services unless a qualified substitute is provided and/or

CONTRACTOR provides documentation evidencing the provision of “make-up” services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not “bank” or “carry over” make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and authorized LEA representative.

48. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified NPS/A shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR.

For services provided on a public school campus, sign in/out procedures shall be followed by NPS/A providers working in a public school classroom along with all other procedures for being on campus consistent with school and district policy. Such policies and procedures shall be made available to the CONTRACTOR upon request. It is understood that the public school credentialed classroom teacher is responsible for the instructional program.

CONTRACTOR providing services outside of the student’s school as specified in the IEP shall ensure that at least one parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home-based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All problems and/or concerns reported by CONTRACTOR to parents or guardians, in either verbal or written form, shall be reported to the LEA.

HEALTH AND SAFETY MANDATES

49. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, state, local, and LEA laws, regulations, ordinances, policies, and procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 *et. seq.*, 49406, and Health and Safety Code Section 3454(a) regarding the examination of CONTRACTOR’s employees and volunteers for tuberculosis. CONTRACTOR shall provide to LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with a student.

CONTRACTOR shall comply with OSHA Blood-Borne Pathogens Standards, 29 code of Federal Regulations (CFR) section 1910.1030, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

50. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a NPS, CONTRACTOR shall conduct fire drills as

required by Title 5 California Code of Regulations section 550. CONTRACTOR shall be responsible for any structural changes and/or modifications to CONTRACTOR's facilities as required complying with applicable federal, state, and local laws, regulations, and ordinances. Failure to notify the LEA and CDE of any changes in, major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

51. ADMINISTRATION OF MEDICATION

CONTRACTOR shall comply with the requirements of California Education Code section 49423 when CONTRACTOR serves a student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the student with the administration of such medication after the student's parent(s) provides to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each student to whom medication is administered. Such written log shall specify the student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for assuring appropriate staff training in the administration of such medication consistent with physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

52. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours, electronically, any accident or incident report to the LEA. CONTRACTOR shall properly submit required accident or incident reports pursuant to the procedures specified in LEA Procedures.

53. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. and Education Code 44691. To protect the privacy rights of all parties involved (i.e., reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA.

54. SEXUAL HARASSMENT

CONTRACTOR shall have a Sexual and Gender Identity harassment policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures pursuant to Government Code 12950.1.

55. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all staff members, including volunteers, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of

staff adherence to such reporting shall be properly submitted to the LEA. The written statement shall be submitted as specified by the LEA.

FINANCIAL

56. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the school or agency has the necessary financial resources to provide an appropriate education for the students enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every student.

CONTRACTOR shall comply with all LEA procedures concerning enrollment, contracting, attendance reporting, service tracking and billing including requirements of electronic billing as specified by the LEA Procedures. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the student's IEP and ISA. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and governed by all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program, service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted electronically and in addition, on an LEA form with signatures in the manner prescribed by LEA. At a minimum, each invoice must contain the following information: month of service; specific days and times of services coordinated by the LEA approved calendar unless otherwise specified in the IEP or agreed to by the LEA; name of staff who provided the service; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of NPS/NPA administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up session consistent with this contract; verification that progress reports have been provided consistent with the ISA (monthly or quarterly unless specified otherwise on the ISA); and name or initials of each student for when the service was provided.

In the event services were not provided, rationale for why the services were not provided shall be included.

Such an invoice is subject to all conditions of this contract. At the discretion of the LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to the CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5 and the LEA. CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is

returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case shall initial payment claim submission for any Master Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Master Contract fiscal year (July through June) extend beyond six (6) months after the close of the fiscal year unless approved by the LEA to resolve billing issues including re-billing issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than twelve (12) months from the close of the fiscal year. If the billing or re-billing error is the responsibility of the LEA, then no limit is set provided that the LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

57. RIGHT TO WITHHOLD PAYMENT

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this contract; (b) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (c) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (d) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366(c)(2); (e) education and/or related services are provided to students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (f) LEA has not received prior to school closure or contract termination, all documents concerning one or more students enrolled in CONTRACTOR's educational program; (g) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change or residence to another district, but fails to notify LEA within five (5) days of such confirmation; or (h) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a student. It is understood that no payments shall be made for any invoices that are not received by six (6) months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Master Contract will be subject to the same documentation standards described for all payment claims for regular ongoing operations. In addition, final payment may be withheld by the LEA until completion of a review or audit, if deemed necessary by the LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to the CONTRACTOR determined to have been paid in error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the entire amount of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable pupil for the time period from the date the violation occurred and until the violation is cured; or (f) the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies. Upon receipt of

CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: Disagreements between the LEA and CONTRACTOR concerning the Master Contract may be appealed to the County Superintendent of Schools or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code Section 56366(c) (2).

58. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to students.

59. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage pursuant to the LEA Procedures. Substitute teachers shall remain with their assigned class during all instructional time. LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in student's IEP.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a NPS, no later than the tenth (10th) cumulative day of a student's unexcused absence, CONTRACTOR shall notify the LEA of such absence as specified in the LEA Procedures.

Criteria for a billable day for payment purposes is one (1) day of attendance as defined in California Education Code, sections 46010, 46010.3 and 46307. LEA shall not pay for services provided on days that a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was

served. LEA shall not be responsible for payment of related services for days on which a student's attendance does not qualify for Average Daily Attendance ("ADA") reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a NPA and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a NPA, it shall notify LEA of the absence of a student no later than the fifth (5th) consecutive service day of the student's absence. LEA shall not be responsible for the payment of services when a student is absent.

60. LEA AND/OR NONPUBLIC SCHOOL CLOSURE DUE TO EMERGENCY

The following shall apply in the event of a LEA or NPS school closure due to an emergency consistent with guidelines followed by LEAs under Education Code Section 41422:

- a. If CONTRACTOR remains open during an emergency and serves students appropriately as delineated in the ISA, CONTRACTOR shall receive payment, regardless of whether a sending LEA is open or closed.
- b. NPS School Closure- If the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance due to school closure. If the LEA is unable to obtain an alternative placement, CONTRACTOR shall receive payment consistent with the signed ISA, as though the student were continuing in their regular attendance, until alternative placement can be found.
- c. LEA and NPS School Closure- On days the LEA is funded, CONTRACTOR shall receive payment consistent with the signed ISA, until alternative placement can be found. If the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance due to school closure.

When the emergency school closure is lifted, CONTRACTOR shall notify the LEAs it serves of any lost instructional minutes. CONTRACTOR and LEAs shall work collaboratively to determine the need for make-up days or service changes, and shall work together to amend IEP and ISA paperwork as appropriate.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and the LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Agreement.

CONTRACTOR shall provide access to LEA to all records including, but not limited to: student records as defined by California Education Code section 49061(b); registers and roll books of teachers; daily service logs and notes or other documents used to record the provision of related services; Medi-Cal/daily service logs and notes used to record provision of services provided by instructional assistants, behavior intervention aides, bus aides, and supervisors; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, , dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related service subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state NPS/A certifications; by-laws; lists of current board of directors/trustees, if incorporated; other documents evidencing financial expenditures; federal/state payroll quarterly reports Form 941/DE3DP; and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by LEA. CONTRACTOR shall make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR's offices (to be specified by LEA) at all reasonable times and without charge. All records shall be provided to LEA within five (5) working days of a written request from LEA. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to the LEA, unless the LEA agrees to the use of the electronic format.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Master Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as a result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached rate schedule (Exhibit A) limits the number of students that may be enrolled and maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Per Diem rates for students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the required minimum number of minutes per grade level as noted in California Education Code Section 46200-46208.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A.

Latrobe School District
7900 S. Shingle Rd.
Latrobe, CA 95682

NOTICE OF PUBLIC HEARING

**SUFFICIENCY OF INSTRUCTIONAL
MATERIALS 2022-23**

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Latrobe School District will hold a public hearing at the Miller's Hill Library, 7900 S. Shingle Rd, Latrobe, CA on Tuesday, September 20, 2022 at 6:00 p.m.

The public hearing will be conducted on the availability of sufficient textbooks and instructional materials in each subject per Education Code Section 60119.

Interested members of the public are invited to address the Board of Trustees.

Posted 9/9/2022 at Latrobe Elementary, Miller's Hill School and www.latrobeschool.com

7.C.

Latrobe School District
RESOLUTION #22-05
SUFFICIENCY OF INSTRUCTIONAL MATERIALS, 2022-23

WHEREAS, the Governing Board of the Latrobe School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 20, 2022 at 6:00 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learners, in the Latrobe School District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

WHEREAS, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards adopted by the State Board of Education;

WHEREAS, sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

- Mathematics
- Next Generation Science
- History-social science
- English language arts, including the English language development component of an adopted program
- Health

THEREFORE, IT IS RESOLVED that for the 2022-23 school year, the Latrobe School District has provided each student with sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED this 20th day of September 2022, at a regular meeting of the Latrobe School District Board of Trustees by the following vote, to witness:

AYES: _____
NOES: _____
ABSENT: _____

Janet Saitman, President of the Board

Date

ATTEST: _____

*Notice of Public Hearing posted on 9/9/2022 at Miller's Hill School, Latrobe Elementary,
and www.latrobeschool.com*

Latrobe School District

**BOARD RESOLUTION #22-06
ADOPTING THE "GANN" LIMIT**

(Normal, no increase to Limit pursuant to G.C. 7902.1)

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and

WHEREAS, the District must establish a revised Gann limit for the 2021-22 fiscal year and a projected Gann Limit for the 2022-23 fiscal year in accordance with the provision of Article XIII-B and applicable statutory law;

THEREFORE BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2021-22 and 2022-23 fiscal years are made in accord with applicable constitutional and statutory law; and

BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2021-22 and 2022-23 fiscal years do not exceed the limitations imposed by Proposition 4; and

BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

PASSED AND ADOPTED this 20th day of September, 2022, at a regular meeting of the Latrobe School District Board of Trustees by the following vote, to witness:

AYES: _____
ABSENT: _____
NOES: _____

Janet Saitman, President of the Board

Date

ATTEST: _____

7.D.

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A. PRIOR YEAR DATA (2020-21 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2020-21 Actual			2021-22 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	2,235,833.75	(80,777.23)	2,155,056.52			2,283,098.34
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	145.48		145.48			145.77
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2020-21			Adjustments to 2021-22		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2021-22 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2021-22 P2 Report			2022-23 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	145.77		145.77	145.77		145.77
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			145.77			145.77
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2021-22 Actual			2022-23 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	17,917.18		17,917.18	0.00		0.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	2,401,676.34		2,401,676.34	2,595,997.00		2,595,997.00
5. Unsecured Roll Taxes (Object 8042)	39,940.99		39,940.99	0.00		0.00
6. Prior Years' Taxes (Object 8043)	398.82		398.82	0.00		0.00
7. Supplemental Taxes (Object 8044)	0.00		0.00	0.00		0.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	0.00		0.00	0.00		0.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	2,459,933.33	0.00	2,459,933.33	2,595,997.00	0.00	2,595,997.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	2,459,933.33	0.00	2,459,933.33	2,595,997.00	0.00	2,595,997.00

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			20,997.00			21,796.00
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	207,992.18		207,992.18	198,793.17		198,793.17
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)	207,992.18	0.00	228,989.18	198,793.17	0.00	220,589.17
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	136,592.00		136,592.00	136,548.00		136,548.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	0.00		0.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	136,592.00	0.00	136,592.00	136,548.00	0.00	136,548.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	3,089,139.70		3,089,139.70	3,040,330.90		3,040,330.90
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	6,270.12		6,270.12	4,642.00		4,642.00
D. APPROPRIATIONS LIMIT CALCULATIONS						
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			2,155,056.52			2,283,098.34
2. Inflation Adjustment			1.0573			1.0755
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0020			1.0000
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			2,283,098.34			2,455,472.26
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			2,459,933.33			2,595,997.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			17,492.40			17,492.40
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			52,154.19			80,064.43
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			52,154.19			80,064.43
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			5,109.23			4,092.08
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			2,465,042.56			2,600,089.08
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			47,044.96			75,972.35
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			2,465,042.56			
b. State Subventions (Line D8)			47,044.96			
c. Less: Excluded Appropriations (Line C23)			228,989.18			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			2,283,098.34			

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4)			0.00			
SUMMARY	2021-22 Actual			2022-23 Budget		
11. Adjusted Appropriations Limit (Lines D4 plus D10)			2,283,098.34			2,455,472.26
12. Appropriations Subject to the Limit (Line D9d)			2,283,098.34			

* Please provide below an explanation for each entry in the adjustments column.

Adjustment is 19-20 excess appropriations

Jennifer Fusano
Gann Contact Person

530-677-0260
Contact Phone Number

FISCAL REPORT

PUBLIC EDUCATION'S POINT OF REFERENCE FOR MAKING EDUCATED DECISIONS

Calculating Your Annual Gann Limit



BY PATTI F. HERRERA, EDD

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posted August 19, 2022

Since the passage of Proposition 4 (1979), state and local government agencies are required to calculate their annual “Gann Limit,” which is intended to constrain their yearly spending by linking year-to-year changes in expenditures to changes in inflation and population. School districts and county offices of education (COEs) are among local governments subject to Gann Limits.

Specifically, Education Code Section (EC §) 1629 and EC § 42132 require county boards of education and school district governing boards, respectively, to adopt a resolution identifying the estimated spending limit for the current fiscal year and the actual spending limit for the preceding fiscal year at a regular or special meeting. Counties must adopt this resolution by October 15, while school districts must do so by September 15.

The Gann Limit is calculated by multiplying the prior-year limit by the percentage change in average daily attendance and per capita personal income. Through this calculation, the revenue of nearly every district and COE is close to, if not exactly at, its Gann Limit. If, however, a district or COE should find itself over its Gann Limit for any reason, it is required to increase its spending limit to the amount equal to its proceeds of taxes, reducing the state’s Gann Limit by an equal dollar amount (see Government Code Section [GC §] 7902.1).

The ability of a district or COE to use the state’s spending limit when its revenues exceed its local Gann Limit has been a longstanding authority, but the ability of the state to recoup “room” of local Gann Limits from districts and COEs was recently authorized with the passage of the 2021 Budget Act. Now, if a district’s or COE’s Gann Limit exceeds its revenue from taxes, then it must decrease its limit to equal its proceeds of taxes, in turn increasing the state’s Gann Limit by an equal dollar amount.

The authority for the state to capture local spending “room” to increase its annual Gann Limit was further bolstered by a change in the definition of proceeds of taxes that applies to districts and COEs beginning with the 2021-22 fiscal year. As part of the 2022 Budget Act, GC § 7901 was amended to exclude from local proceeds of taxes the annual deposits into a district’s or COE’s Routine Restricted Maintenance Account (RRMA) as part of the yearly Gann Limit calculation.

The Standardized Account Code Structure (SACS) Form Gann has been updated to capture any adjustments in a district’s or COE’s spending limit, including the exclusion of the annual RRMA deposits. The California Department of Education has updated the SACS Software User Guide with additional information regarding these changes, which is included when users download the SACS software.

The 2022 SACS Software and user guide can be accessed [here](#).

Latrobe School District 2021-22 Unaudited Actuals

Board Members

- Janet Saitman-President
 - Scot Yarnell-Clerk
 - Jared Meredith-Member
- Dave Scroggins- Superintendent/Principal
 - Jen Fusano-CFO
 - *September 20th 2022*



Goal: Understand The Changes In Unaudited Actuals

- Compare 21-22 June Update to 21-22 Unaudited Actuals
 - Review unrestricted and restricted revenue and expense



21-22 UNRESTRICTED UNAUDITED ACTUALS

21-22 Unrestricted Revenue

	2021-22 June Update	2021-22 Unaudited Actuals	
	Unrestricted	Unrestricted	Unrestricted Variance
Revenue Detail			
Community Funding	2,596,890	2,596,525	(365)
Federal Revenue	-	3,373	3,373
Other State Revenue	29,720	32,116	2,396
Other Local Revenue	17,935	34,902	16,967
Total Revenue	2,644,545	2,666,916	22,371

- Local revenue came in \$16,967 higher than projected due to the receipt of ECF funding. This was the funding that was for the students to have chrome books to use at home for homework purposes.

21-22 Unrestricted Expense and Contributions

	2021-22 June Update	2021-22 Unaudited Actuals	
	Unrestricted	Unrestricted	Unrestricted Variance
Expenditure Detail			
Certificated	990,173	967,468	(22,705)
Classified	289,765	295,712	5,947
Employee benefits	410,407	392,854	(17,553)
Books & Supplies	98,219	72,257	(25,962)
Service, Other Operating	260,911	209,729	(51,182)
Capital Outlay		-	-
Other Outgo	8,791	8,953	162
Direct Support/Indirect	(3,869)	(8,466)	(4,597)
Total Expenditures	2,054,397	1,938,507	(115,890)
Excess/(Deficiency)	590,148	728,409	138,261
Other Financing Sources/uses			
Transfers Out	(367,000)	(367,000)	-
Contributions	(342,267)	(359,680)	(17,413)
Total Other Sources/Uses	(709,267)	(726,680)	(17,413)

- Savings in certificated due to sub costs and stipends that were lower than budgeted.
- Benefits came in lower than budget due to health and welfare estimates
- Savings were realized in services due to higher direct costs that were charged to special ed, also savings in legal, internet, copier costs, electricity and security.
- Contributions were higher due to special ed costs

	2021-22 June Update			2021-22 Unaudited Actuals			Unrestricted Variance
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
Revenue Detail							
Community Funding	2,596,890		2,596,890	2,596,525		2,596,525	(365)
Federal Revenue	-	74,354	74,354	3,373	65,874	69,247	3,373
Other State Revenue	29,720	358,364	388,084	32,116	221,259	253,375	2,396
Other Local Revenue	17,935	105,743	123,678	34,902	135,090	169,992	16,967
Total Revenue	2,644,545	538,461	3,183,006	2,666,916	422,223	3,089,139	22,371
Expenditure Detail							
Certificated	990,173	131,297	1,121,470	967,468	124,274	1,091,742	(22,705)
Classified	289,765	76,655	366,420	295,712	78,471	374,183	5,947
Employee benefits	410,407	183,569	593,976	392,854	181,687	574,541	(17,553)
Books & Supplies	98,219	77,234	175,453	72,257	44,743	117,000	(25,962)
Service, Other Operating	260,911	181,116	442,027	209,729	160,718	370,447	(51,182)
Capital Outlay		28,903	28,903	-	28,662	28,662	-
Other Outgo	8,791	10,415	19,206	8,953	9,866	18,819	162
Direct Support/Indirect	(3,869)	3,869	-	(8,466)	8,466	-	(4,597)
Total Expenditures	2,054,397	693,058	2,747,455	1,938,507	636,887	2,575,394	(115,890)
Excess/(Deficiency)	590,148	(154,597)	435,551	728,409	(214,664)	513,745	138,261
Other Financing Sources/uses							
Transfers Out	(367,000)		(367,000)	(367,000)	(57,164)	(367,000)	-
Contributions	(342,267)	342,267		(359,680)	359,680		(17,413)
Total Other Sources/Uses	(709,267)	342,267	367,000	(726,680)	302,516	367,000	(17,413)
Net Inc/Dcr to Fund Balance	(119,119)	187,670	68,551	1,729	87,852	89,581	120,848
Beginning Balance	1,227,796	257,863	1,485,659	1,227,796	257,863	1,485,659	
Ending Balance	1,108,677	445,533	1,554,210	1,229,525	345,715	1,575,240	120,848
Components of Ending Fund Balance							
Nonspendable	1,000		1,000	1,000		1,000	
Restricted		445,533	445,533		345,715	345,715	
Assigned			-			-	
Economic Uncertainty	1,107,677		1,107,677	1,228,525		1,228,525	
Total Fund 01	1,108,677	445,533	1,554,210	1,229,525	345,715	1,575,240	
		EUR Fund 01	46.53%		EUR Fund 01	55.63%	

2022 CAASPP SUMMATIVE RESULTS



LATROBE SCHOOL DISTRICT



7.F.

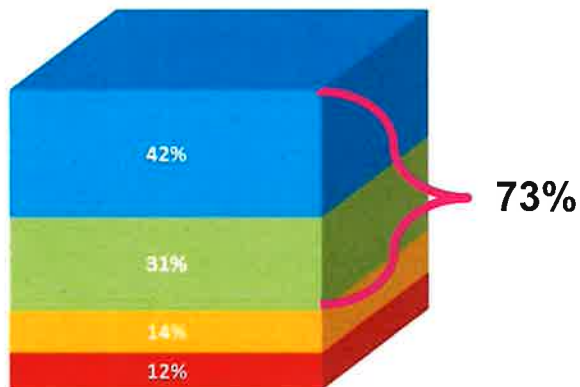
Introduction

Each year, students in grades 3-8 take part in the California Assessment of Student Performance and Progress (CAASPP).

All students take tests to determine proficiency in English Language Arts and Math, while 5th and 8th graders also take the California Science Test (CAST) to determine competence relative to the science standards.

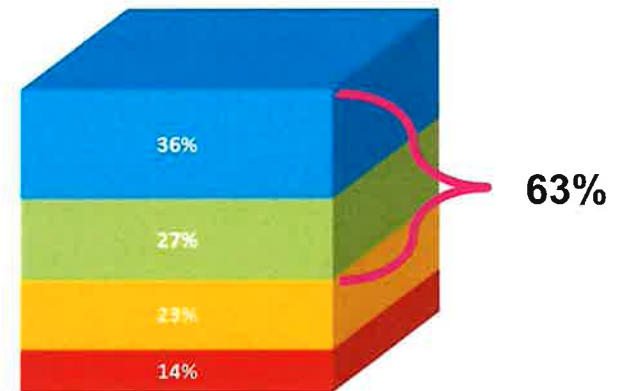
It should always be remembered that these tests are only one measure of a student's proficiency. Local benchmark assessments and teacher evaluation are also utilized to determine students' ability and knowledge.

District-wide CAASPP (ELA & Math) Results - Spring 2022



ELA

English Language Arts



MATH

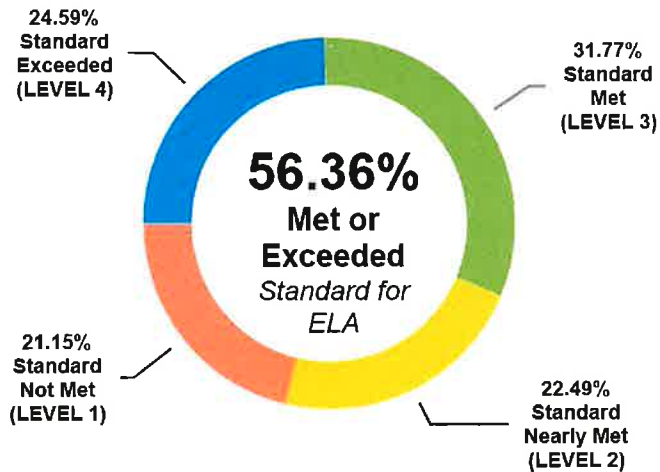
Mathematics



Aggregate Results for El Dorado County - ELA and MATH

ELA

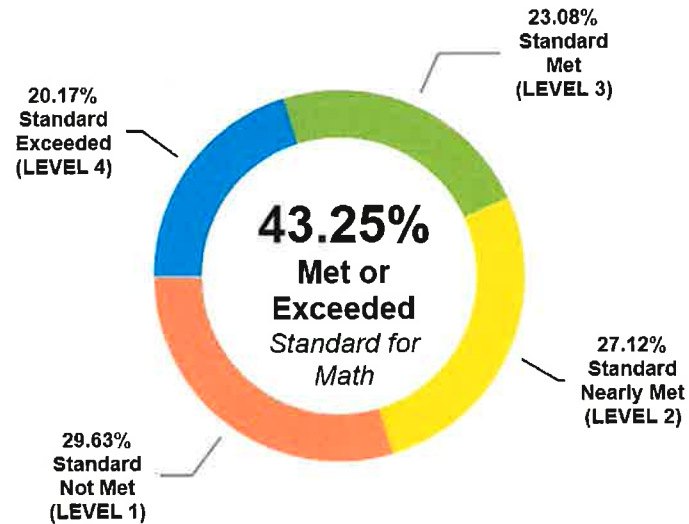
Percent of students within each achievement level



[VIEW ELA DETAILED TEST RESULTS](#)

Mathematics

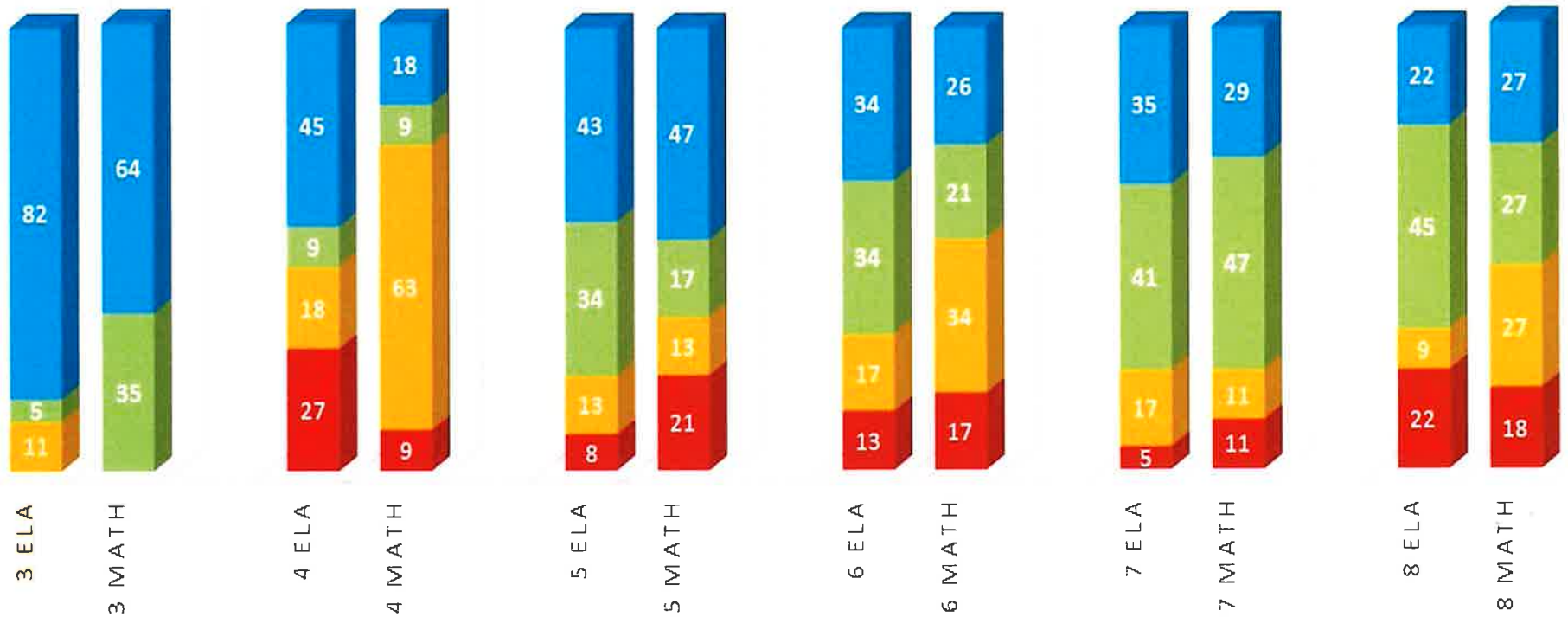
Percent of students within each achievement level



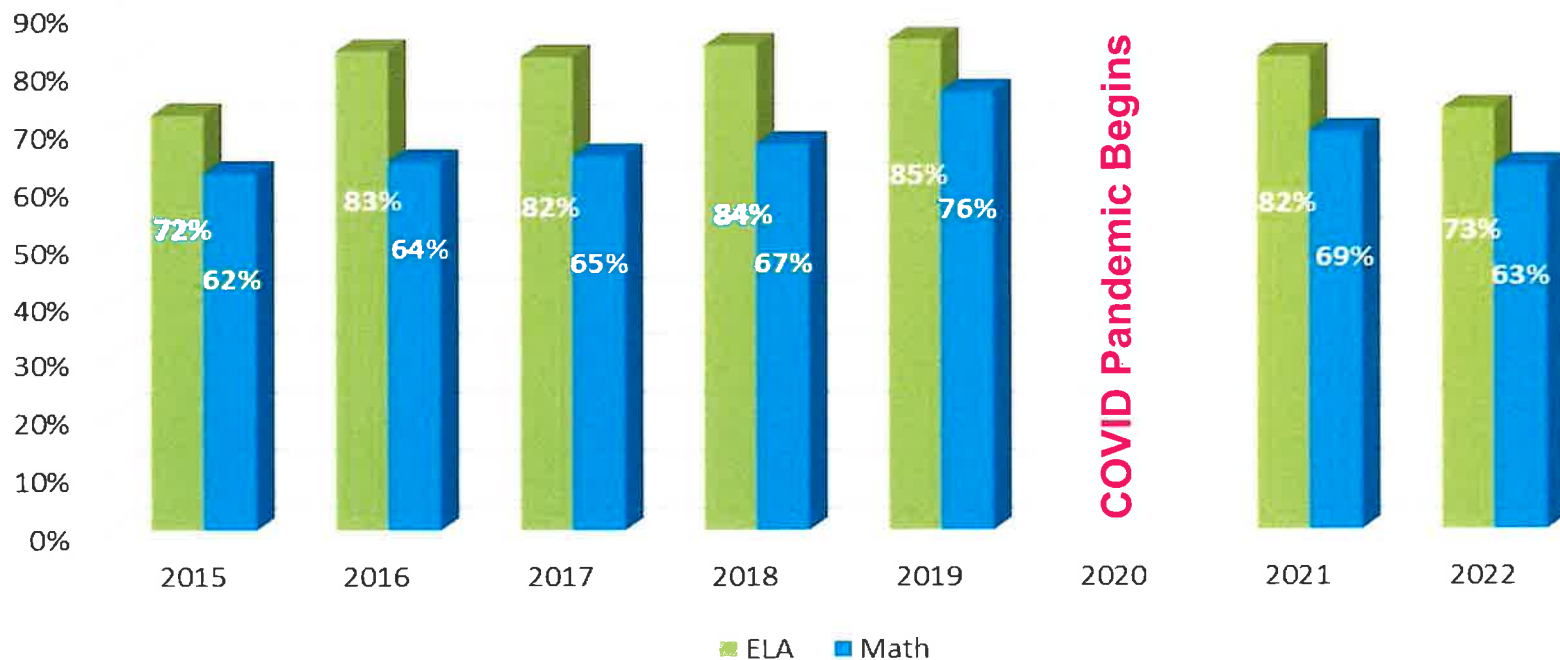
[VIEW MATH DETAILED TEST RESULTS](#)

2022 CAASPP RESULTS BY GRADE LEVEL

■ Did Not Meet
 ■ Nearly Met
 ■ Met
 ■ Exceeded



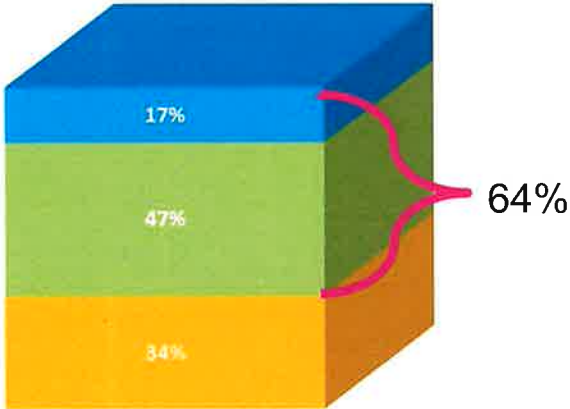
Longitudinal CAASPP Results Latrobe School District % of Students Meeting or Exceeding Standard



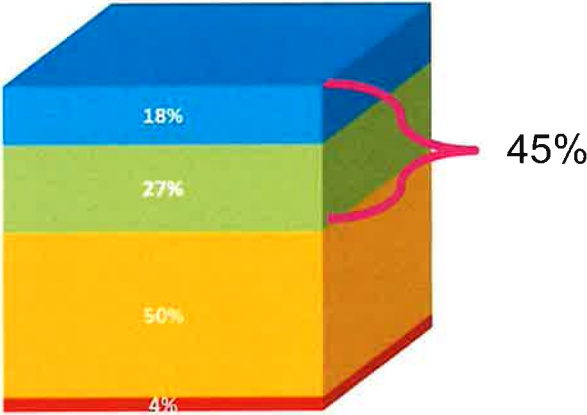
Average Daily Attendance	School	ADA	School	ADA	School	ADA	School	ADA	School	ADA
	LES	95.6%	LES	94.5%	LES	96.0%	LES	96.4%	LES	96.0%
	MH	94.7%	MH	95.2%	MH	96.3%	MH	96.3%	MH	96.2%

School	ADA	School	ADA
LES	95.3%	LES	91.0%
MH	96.2%	MH	91.4%

District-wide CAST (Science) Results - Spring 2022



5th Grade Science



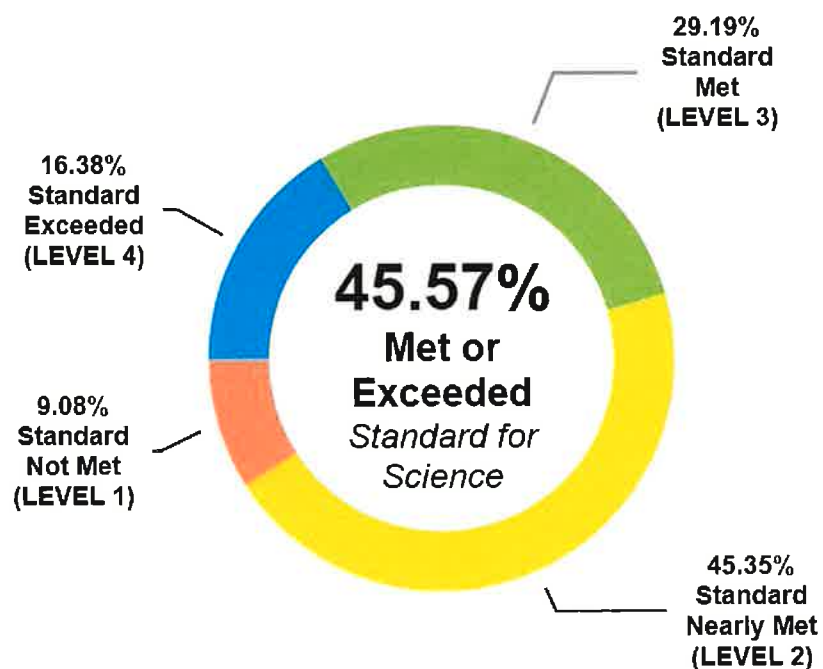
8th Grade Science



Aggregate Results for El Dorado County - 5th CAST

Science

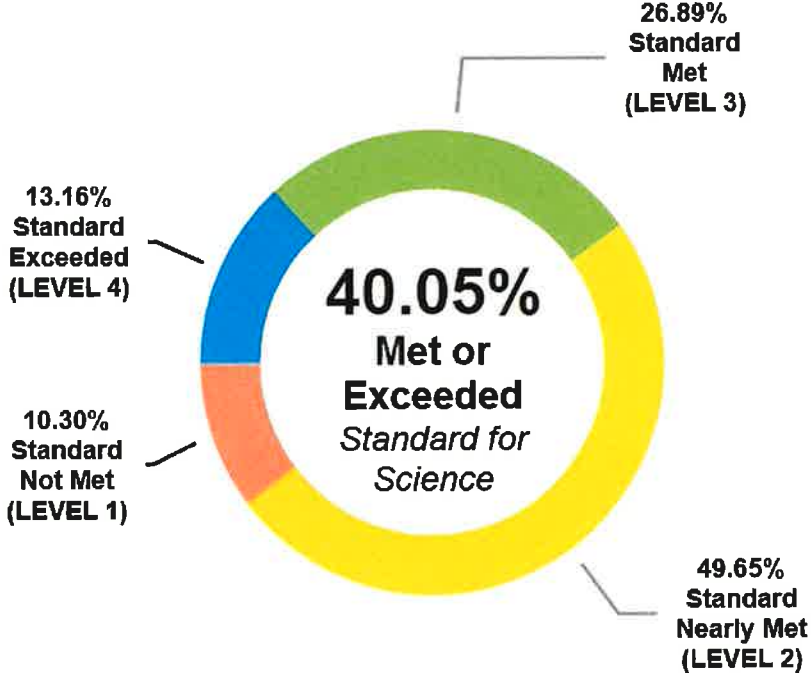
Percent of students within each achievement level



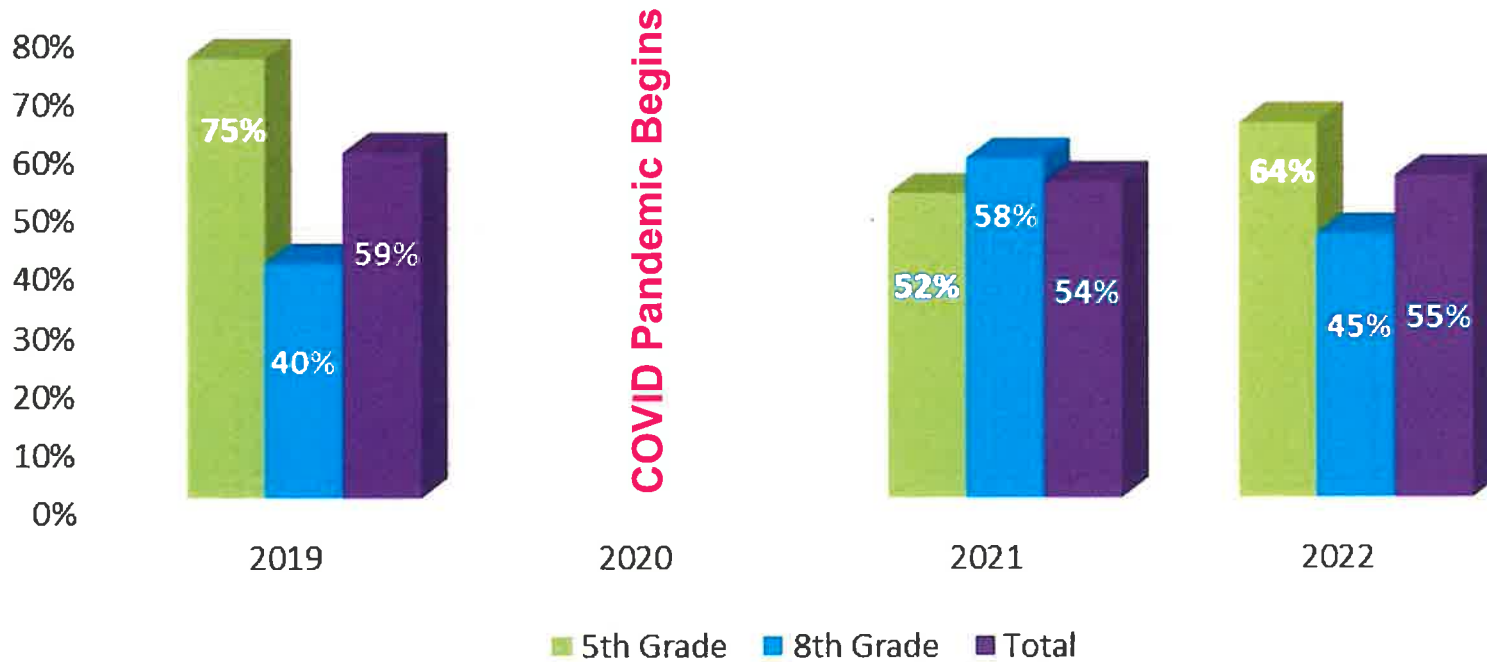
Aggregate Results for El Dorado County - 8th CAST

Science

Percent of students within each achievement level



Longitudinal CAST Results Latrobe School District % of Students Meeting or Exceeding Standard



Where do we go from here?

- Teachers and school staff have analyzed aggregate and individual CAASPP results.
- Additional information, including scores from last year's benchmark measures, report cards, and MAP assessment have been reviewed so that teachers can develop a broader picture of each students' strengths and deficits.
- Vertical articulation meetings (e.g. third grade teacher talking to 4th grade teacher) have been held to reinforce strategies that have proven effective while also avoiding known pitfalls or less effective interventions.
- Intervention plans are being developed to address areas of need.
- Recognizing the correlation between attendance and overall academic performance, strategies are being developed to improve student average daily attendance (ADA) in all grades.
 - Regular communication in updates
 - Automated attendance letters
 - SARB Training
 - Individual conversations with parents and students
 - Increasing support and training for underperforming student groups (EL, SPED)

Latrobe School District
2022-23 Enrollment Summary

2022-23

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
TK	7	7								
K	13	11								
1	13	13								
2	16	16								
3	18	18								
LES	67	65	0	0	0	0	0	0	0	0
4	18	18								
5	12	11								
6	24	24								
7	25	26								
8	17	17								
MH	96	96	0	0	0	0	0	0	0	0
Total	163	161	0	0	0	0	0	0	0	0

Historical (May Counts)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
TK				1	5	2	4	2	5	3	5
K	17	6	11	12	11	18	3	17	17	12	9
1	15	15	6	14	13	11	20	7	13	17	17
2	19	13	13	8	18	13	13	24	10	14	13
3	21	17	12	13	8	17	13	20	22	10	17
LES	72	51	42	48	55	61	53	70	67	56	61
4	20	23	16	14	15	8	18	13	19	26	11
5	17	22	19	15	17	14	10	20	17	18	23
6	21	18	7	20	20	15	16	11	23	18	23
7	18	20	15	16	20	21	17	20	11	21	17
8	18	19	19	13	16	21	21	17	17	13	24
MH	94	102	76	78	88	79	82	81	87	96	98
Total	166	153	118	126	143	140	135	151	154	152	159

11. A.