



Gorman Joint School District

49847 Gorman School Road

P.O. Box 104

Gorman, CA 93243

(661) 248-6441

FAX (661) 248-0604

PUBLIC NOTICE

The Gorman Joint Elementary School District will
conduct its annual
Instructional Materials Public Hearing
on September 12, 2017 at 3:30 P.M. at
Gorman Elementary School
49847 Gorman School Road
Gorman, CA 93243

The purpose of this public meeting, in
Compliance with California State Ed Code,
is to allow the public an opportunity to give
input to the Board as to whether “each
pupil in the district has sufficient textbooks
or instructional materials or both.”

September 1, 2017



Gorman Joint School District

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 – FAX (661) 248-0604

BOARD OF TRUSTEES

NOTICE OF REGULAR MEETING

AGENDA

September 12, 2017

Gorman School

Closed Session: 3:00 P.M.

Regular Session: 3:30 P.M.

I. CALL TO ORDER

Salute the flag

Roll Call – Members:

Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

Roll Call – Administration:

Johannis Andrews, Superintendent/Principal
Jean Cummings, Business Manager/Consultant
Lise Wastafarro, Accounting/Data Processing Technician

ITEMS FROM THE FLOOR

Please submit a "Request to Speak to the Board of Trustees" for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This portion of the agenda is for presentations to the Board and not a question and answer period where the Board enters into dialogue. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

II. AGENDA

1. Approve the Agenda as presented for September 12, 2017.

Moved by _____ Seconded by _____ Vote: yes ___ no ___

III. ADJOURN TO CLOSED SESSION

Adjourn to Closed Session at _____ P.M. to discuss personnel, employer/employee relations. (Govt. Code 54957, 54957.6):

1. Personnel (Govt. Code 54957)
2. Employer/Employee Relations (Govt. code 54957.7)
3. Public Employee Discipline/Dismissal/Release/Appointment (Govt. Code 54957)

Moved by _____ Seconded by _____ Vote: yes ___ no ___

IV. RECONVENED TO REGULAR SESSION

Reconvened to Regular Session at _____ P.M.

Moved by _____ Seconded by _____ Vote: yes ___ no ___

ACTION FROM CLOSED SESSION (IF ANY)

V. PRESENTATIONS/INFORMATION/DISCUSSION

A. Presentation

B. Information

1. Superintendent/Principal's Report
2. Trial Balance by Fund Report Period 2
3. Gorman Learning Center Report dated September 6, 2017
4. Gorman Learning Charter Network Regular Session Agenda dated August 10, 2017
5. Gorman Learning Charter Network Special Session Agenda dated August 23, 2017
6. Gorman Learning Charter Network Regular Session Minutes dated July 26, 2017
7. Gorman Learning Charter Network Special Session Minutes dated August 23, 2017
8. Gorman Elementary Paw Print Newsletter dated September 2017

C. Comments

1. Board
2. Staff
3. Public-Items from the floor.

D. Discussion

VI. PUBLIC HEARING

A Public Hearing will be held at this time concerning whether each pupil in the District has sufficient textbooks and instructional materials, in each subject, that are consistent with the content and cycles of the curriculum framework adopted by the State Board. (Education Code Section 60119).

Hearing opened at _____ P.M. Hearing Closed at _____ P.M.

1. Approve Resolution #05-17-18 To Certify Sufficient Pupil Textbooks and Instructional Materials Funds.

Moved by _____ Seconded by _____ Vote: yes ___ no ___

VII. ACTION ITEMS

A. Administrative and Business Office Items:

1. Approve the Minutes of the Regular Meeting August 8, 2017.

Moved by _____ Seconded by _____ Vote: yes ___ no ___

2. Approve the Minutes of the Special Meeting August 24, 2017.

Moved by _____ Seconded by _____ Vote: yes ___ no ___

3. Approve Purchase Orders #16-17-294 through 16-17-295 of which \$85.00 was paid from the General Fund and \$0.00 from other funds. (2016-17)

Moved by _____ Seconded by _____ Vote: yes ___ no ___

4. Approve Purchase Orders #17-18-14 through 17-18- 53 of which \$24,506.75 was paid from the General Fund and \$0.00 from other funds. (2017-18)

Moved by _____ Seconded by _____ Vote: yes ___ no ___

5. Approve B Warrants #12561-12565, 12584-12586 in the amount of \$23,741.95 (2016-17).

Moved by _____ Seconded by _____ Vote: yes ___ no ___

6. Approve B Warrants #12566-12583, 12587-12622 in the amount of \$63,031.98 (2017-18).

Moved by _____ Seconded by _____ Vote: yes ___no___

7. Approve Licensing Agreement between the Gorman Elementary School District and Document Tracking Services, effective October 1, 2017-October 1, 2018, in the amount of \$395.00 and the 2017 Spanish School Accountability Report Card Translation Services in the amount of \$150.00 and DTS forms Translation Services in the amount of \$395.00 for a total of \$940.00.

Moved by _____ Seconded by _____ Vote: yes ___no___

8. Approve 1 year Learning A-Z Reading License for TK-1st grade, effective 9/17/17-9/17/18, in the amount of \$94.95.

Moved by _____ Seconded by _____ Vote: yes ___no___

9 Approve 1 year Learning A-Z Reading License for 2nd -3rd grade, effective 10/21/17-10/21/18, in the amount of \$94.95.

Moved by _____ Seconded by _____ Vote: yes ___no___

10. Approve Resolution #06-17-18 Declaration of Need for Fully Qualified Educators.

Moved by _____ Seconded by _____ Vote: yes ___no___

11. Approve 1 year renewal with Renaissance 10/1/17-9/30/18 for Accelerated Reader 360 Subscription Renewal \$935.00, STAR Math Renewal \$445.00, STAR Reading Renewal \$445.00, Annual All Product Renaissance Place Hosting Fee Renewal \$635.00, Assessment Hourly Implementation & Data Coaching \$300.00 for a total of \$2,760.00.

Moved by _____ Seconded by _____ Vote: yes ___no___

12. Approve Lexia Reading Site based Hosting Renewal Proposal for a 1 year extension, 65 licenses at \$20.00 each for a total of \$1,300.00.

Moved by _____ Seconded by _____ Vote: yes ___no___

13. Approve University of La Verne College of Education and Organizational Leadership University/District Fieldwork Agreement. Entered into this 14th day of August 2017 and will be in effect until terminated upon mutual consent of both parties.

Moved by _____ Seconded by _____ Vote: yes ___no___

14. Approve the 2016-17 Unaudited Actuals.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

B. Personnel:

15. Approve Conference/Mileage Report #02-17-18.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

16. Approve Resolution #04-17-18 Board Absence of Julie Ralphs on August 24, 2017.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

C. Board Policy

VIII. ADVANCE PLANNING

The next regular meeting of the Board of Trustees will be held Tuesday, October 10, 2017 at 3:00 P.M. closed session and 3:30 P.M. regular session.

Items for next meeting

1. _____ 2. _____

IX. ADJOURNMENT

Approve adjournment at _____ P.M.

Moved by _____ Seconded by _____

Vote: yes ___ no ___



Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

Gorman Joint School District

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 – FAX (661) 248-0604

Johannis L. Andrews II
Superintendent/Principal

Superintendent's Report September 2017

Enrollment for 2017-2018 85 students

Our first month went great and we had a wonderful start to the school year! Thanks to everyone for making the opening of school go so well. Although we had some hot days, the students were very cooperative in staying inside the air conditioning rooms and getting plenty to drink. Enrollment is increasing slowly.

District Information

- The tenant is aware of his responsibility to maintain the landscaping and keep up of the rental property. He has been out of town for the last two months dealing with his father being ill in Las Vegas and last week dealing with his mother on the Pasadena Fire. He will work on the landscape starting this weekend September 9th and 10th. If neglect continues to be apparent, he is aware the District will provide service and that he will be responsible for the cost.
- About the same time last year, I learned that SB 1432, the District of Choice program, was held by the Assembly Appropriations Committee, placing it in the Assembly Suspense File, effectively killing the bill. The Senate and Assembly Education Committees had moved forward on SB 1432 and thousands of students and parents had counted on continuing the District of Choice program. Now in 2017 O'Donnell's AB 185, school attendance: pupil transfer options, school districts of choice is being held in the Committee of Education since June 14, 2017. The bill, which passed an Assembly Education Committee, Assembly Appropriations, and Assembly Floor hearing with unanimous support, is sponsored by Assemblywoman Jacqui Irwin, D-Thousand Oaks, and Assemblyman Patrick O'Donnell, D-Long Beach, the chairman of the Assembly Education Committee. The DOC program allows students from any public school district and grade level to apply to a California District of Choice without a permit from the student's district of residence. AB 185 included numerous additions directed at both districts of residence and Districts of Choice. Among these changes were new requirements for reporting student transfer information online to districts of residence, priority status for students on the National School Lunch Program (which provides eligible students with free and reduced-price lunches), and the ability for districts of residence under budget constraints to limit the number of students able to transfer out of the district.

Should the District of Choice program end, students throughout California would face academic, social and financial devastation. The District of Choice program places the control in parents' hands. When they wish to move their child to a school district where they believe that the child's needs will be better met, they can. Without the District of Choice, that opportunity would end. Without the District of Choice, parents and students would lose the right to decide which school is best for them and their academic needs.

- I will be attending several meetings in Lancaster for the Antelope Valley Superintendents' Association. All meetings are held on the fourth Thursday of the month. Michi Knight will be in charge of the school while I will be attending the meetings. Three times during the school year, I will be attending the North Region 15 Superintendents' meetings at Sulphur Springs Union School District Office. The first meeting is scheduled for September 8, 2017, the second in February 2018, and the third March 2018 in Burbank. No reimbursement is required for these meetings.

2017-2018 Antelope Valley Superintendents' Association Meeting dates:

August 24, 2017
September 28, 2017
October 26, 2017
November 16, 2017 (only if necessary) or
November 30, 2017 (@ CSBA)
February 22, 2018 (@ Supts Sym)
March 22, 2018
April 26, 2018
May 24, 2018
June 28, 2018 (only if necessary)

Superintendent's Symposium- January 22-26, 2018
PARMA- February 13-16, 2018
SSDA's Annual Conference- February 19-21, 2018

Curriculum

- CELDT testing will begin in September/October for Gorman's English Learners.
- At the first of September Gorman families received individual student score reports from the California's new Common Core-aligned testing system known as CAASPP. These are the results of the Smarter Balanced Assessments administered last spring. These test results are just one tool teachers and families can use to better understand how well their students are performing in school. The scores are simply one way that families and teachers can use these scores to discuss how far a student has progressed in mastering the new standards. Other school tests, for example, STAR Reading and Math, curriculum benchmarks, and classroom assignments provide equally important information. It's important to remember that these new tests, and the new standards, are part of a long-term, comprehensive remodeling of the state and Gorman's educational system, designed to better help teachers and families support student success.

Over the last year, through the implementation of the Common Core Standards, new skills have been identified that students should master. Gorman teachers have been teaching those skills and standards in new and novel ways, and we then assessed progress with the new test. The scores on this test are comparable to previous annual test scores. Most of Gorman students improved their test scores from the previous year. Keep up the great results.

Professional Development

- Implementation and staff development of the new Houghton Mifflin Harcourt English language arts curriculum, Collections and Journeys.
- Provide professional development for Gorman teachers that focuses on instructional practices aligned to the Common Core State Standards and student engagement.
- To build capacity of all Gorman teachers through coloration and professional development.
- Increase the knowledge and build the skills of all teachers through coaching and instructional practices and student engagement.
- Increase teacher's skill in delivering curriculum through the use of technology that has been provided by the district.

Facilities

- **Continued issues with Gorman's well:**
The water level in Gorman's groundwater well continues to fluctuate naturally during this time of the year. During the summer of 2017 the well continued to recharge/replenish itself at a rate that the school is using water, but we are monitoring it every week. Groundwater recharge is limited during late spring and summer because trees, grass, and other plants use the available water to grow. Usually ground water recharge persists through the spring, summer and fall until cold temperatures produce snowfall and replenish the water supply. We will continue to monitor the water level allowing some water to be scheduled for the trees, grass and plants.
- **Main water line from the Golden Valley Municipal Water Company:**
Again during the 2017-2018 school year, the priority of extra funds will be designated for the replacement of the water line from the Golden Valley Municipal Water Company to the school. Gorman's main water line from the Golden Valley Municipal Water Company is not functional at this time and needs to be replaced. The main line is an old galvanized pipe that is not allowing water to move through it. The pressure to the main line from Golden Valley Municipal Water Company is at 90 gallons per minute. When Gorman turns on the water faucet it is a drizzle, we can't flush any toilets and the students have no water to drink. The cost of the work cannot be estimated because Santana does not know how much time, materials and equipment will be needed. After we gather more information we will be getting a quote for how much it will be to connect to the Golden Valley Municipal Water Company while we are in this drought period for a temporary time period. Again rising cost of LA County fees, testing and maintenance of the well may cost the district more than using the Golden Valley Municipal Water Company.

Completed summer maintenance projects.

- New sand around the upper playground equipment was laid down
- Classrooms repair and cleaning
- Ramp repair in front of room 130

Still need to be done:

- Repaving the worn out lower playground area is needed. The asphalt is cracked, leaving the area uneven and unsafe
- Replacement/fix deteriorating pipes in men's restroom
- Pest control on the upper field

Budget

- Jean has completed Gorman's First Interim Report. Gorman will have a positive certification reflecting that the district will meet its financial obligations for the current year and two subsequent fiscal years.
- Los Angeles County Superintendent of Schools has completed the review and approval of the Gorman Joint School District LCAP and Budget for the 2017-2018 fiscal year.
Thanks!

Events

- September 21, 2017- Gorman's Fun Run
- September 29, 2017- Progress Reports
- September 29, 2017- PTSO Movie Night
- October 2, 2017- Picture Day
- October 14, 2017- Fall Festival
- October 19, 2017- Great American Shake Out
- October 23-31, 2017- Red Ribbon Week
- November 3, 2017- PTSO Movie Night

Back-to-School Night was well attended on August 24th. We served Lasagna to parents and students and then parents attended sessions in their children's classrooms.

PTSO membership drive has started and will go through September and the cost is \$10 per family.

The Antelope Valley School Boards Association is working on their 6th Annual Education Summit and will be hosting and honoring all the PTA/PTO/PTSA Presidents and school advocates at their summit. The summit will take place on Tuesday, September 26, 2017 at Lancaster High School.

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 01.0--General Fund
 PRELIMINARY

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

Object	Object Description	Debit	Credit
1110	Teachers' Salaries-Full-Time	18,477.32	0.00
1300	Cert Supervisors & Admin Sal	12,533.90	0.00
1310	Cert Supervisor & Admin Sal-FT	12,350.00	0.00
	Total for Major Object: 1000	43,361.22	0.00
2130	Instruct Aide Sal-Hourly/Daily	2,030.00	0.00
2210	Classif Support Sal-Full-Time	1,843.23	0.00
2990	TBD	1,220.00	0.00
	Total for Major Object: 2000	5,093.23	0.00
3111	STRS, Certificated Positions	5,968.43	0.00
3212	PERS, Classified Positions	286.27	0.00
3312	OASDI, Classified Positions	207.34	0.00
3331	Medicare, Cert Positions	516.59	0.00
3332	Medicare, Class Positions	77.94	0.00
3411	Hlth & Wlfr Benefits, Cert	7,520.74	0.00
3412	Hlth & Wlfr Benefits, Class	11,832.01	0.00
3511	State Unemploy Insur, Cert Pos	21.68	0.00
3512	State Unemploy Insur, Clas Pos	2.68	0.00
3611	Worker Comp Insur, Cert Pos	2,043.61	0.00
3612	Worker Comp Insur, Class Pos	541.94	0.00
3999	Benefits-Error	222.41	0.00
	Total for Major Object: 3000	29,241.64	0.00
4210	Books & Oth Reference Material	251.62	0.00
4310	Materials and Supplies	3,669.28	0.00
4340	Computer Software & Relat Exp	3,755.00	0.00
4350	Office Supplies - Admin	1,119.36	0.00
4360	Tires, Fuel and Oil	135.08	0.00
4370	Custodial/Operation Supplies	2,585.31	0.00
4380	Maintenance Supplies	557.98	0.00
4400	NonCapitalized Equipment	20.40	0.00
	Total for Major Object: 4000	12,094.03	0.00
5210	Mileage & Car Allowances	74.90	0.00
5310	Dues and Memberships	4,089.00	0.00
5410	Insurance	8,806.00	0.00
5510	ELECTRICITY	2,129.23	0.00
5520	Natural Gas Services	72.35	0.00
5530	Water	192.08	0.00
5560	Waste Disposal	194.98	0.00
5565	Waste Disposal - Other	647.00	0.00
5610	Rentals, Leases and Repairs	277.37	0.00
5630	Repairs	1,009.66	0.00
5800	Oth Contracted Services	468.00	0.00

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 01.0--General Fund
 PRELIMINARY

Page No. 2
 Run Date 09/01/2017
 Run Time 05:35:07
 MONTHLY

Object	Object Description	Debit	Credit
5803	Late Int Chrgs/Penalties	2.65	0.00
5910	Communications	107.71	0.00
5940	Communication -Postage	410.00	0.00
	Total for Major Object: 5000	18,480.93	0.00
8011	Rev Limit State Aid-CYr	0.00	75,246.00
8029	Othr Subvntns/In-Lieu of Taxes	0.00	2,859.57
8042	Unsecured Roll Taxes	0.00	1,053.80
8043	Prior Year's Taxes	0.00	5,255.14
8044	Supplemental Taxes	0.00	16,455.62
8045	Edu RevAugmntn Fnd	0.00	374.51
8048	Pnlts & Intrst from Dlgnt Tax	0.00	73.10
	Total for Major Object: 8000	0.00	101,317.74
	Net Increase (Decrease) to Fund Balance		(6,953.31)
9110	Cash in County Treasury	0.00	44,224.45
9200	Accounts Receivable	0.00	2,244.39
9519	Accounts Payable-Current Liab.	3,487.95	0.00
9520	Accnts Payable-Manual Accrual	23,741.95	0.00
9521	Salaries Payable	12,043.96	0.00
9525	FB Subs-STRS	0.00	393.45
9526	FB Subs-PERS	780.31	0.00
9528	FB Subs-OASDI	422.04	0.00
9529	FB Subs-MEDICARE	116.47	0.00
9531	FB Subs-SUI	0.00	24.73
9532	FB Sub-W/C	0.00	658.97
	ENDING Fund Balance		(6,953.31)
	Total for Fund: 01.0	148,863.73	148,863.73

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 13.0--Cafeteria Fund
 PRELIMINARY

Page No. 3
 Run Date 09/01/2017
 Run Time 05:35:07
 MONTHLY

Object	Object Description	Debit	Credit
3412	Hlth & Wifr Benefits, Class	2,103.97	0.00
3612	Worker Comp Insur, Class Pos	45.79	0.00
Total for Major Object: 3000		2,149.76	0.00
Net Increase (Decrease) to Fund Balance		(2,149.76)	
9110	Cash in County Treasury	0.00	3,388.33
9521	Salaries Payable	1,150.56	0.00
9528	FB Subs-OASDI	71.33	0.00
9529	FB Subs-MEDICARE	16.68	0.00
ENDING Fund Balance			(2,149.76)
Total for Fund: 13.0		3,388.33	3,388.33

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 14.0--Deferred Maintenance Fund
 PRELIMINARY

Page No. 4
 Run Date 09/01/2017
 Run Time 05:35:07
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	27.62	0.00
9200	Accounts Receivable	0.00	27.62
	ENDING Fund Balance		0.00
Total for Fund: 14.0		27.62	27.62

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 21.0--Capital Projects-Centennial
 PRELIMINARY

Page No. 5
 Run Date 09/01/2017
 Run Time 05:35:07
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	84.48	0.00
9200	Accounts Receivable	0.00	84.48
	ENDING Fund Balance		0.00
Total for Fund: 21.0		84.48	84.48

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 25.0--Capital Facilities Fund
 PRELIMINARY

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	59.66	0.00
9200	Accounts Receivable	0.00	59.66
	ENDING Fund Balance		0.00
Total for Fund: 25.0		59.66	59.66

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 30.0--State Sch.Building Lease-Furc
 PRELIMINARY

Report ID : IAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	94.29	0.00
9200	Accounts Receivable	0.00	94.29
	ENDING Fund Balance		0.00
Total for Fund: 30.0		94.29	94.29

64584--GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 35.0--County School Facilities Fund
 PRELIMINARY

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 TO Period : 2

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	16.30	0.00
9200	Accounts Receivable	0.00	16.30
	ENDING Fund Balance		0.00
Total for Fund: 35.0		16.30	16.30

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 Fund: 76.0--Warrant Pass-through Fund
 PRELIMINARY

Page No. 9
 Run Date 09/01/2017
 Run Time 05:35:07
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	0.00	7,465.37
9507	Medicare Contributions	0.00	36.40
9511	Federal Tax Withholding	\$,243.97	0.00
9512	State Tax Withholding	0.00	185.00
9513	OASDI Liability	0.00	93.06
9514	STRS Liability	0.00	17.72
9517	Voluntary Deductions	305.08	0.00
9518	Tax Shelter Annuity	0.00	400.00
9527	FB Subs-EPRS	0.00	351.50
	ENDING Fund Balance		0.00

Total for Fund: 76.0 8,549.05

64584-GORMAN ELEMENTARY SCHOOL DIST.
 TRIAL BALANCE BY FUND
 PRELIMINARY

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2018
 To Period : 2

Object	Object Description	Debit	Credit

	Total for District: 64584	0.00	0.00



BRINGING ACADEMIC EXCELLENCE
HOME

DATE: September 6, 2017

TO: Board of Trustees
Gorman Joint School District

FROM: Denice Burchett
Executive Director

SUBJECT: MONTHLY BOARD REPORT

BOARD REPORT NO. 09-12-2017

I. BACKGROUND

Each month, the Board receives a report from the Executive Director of the Gorman Learning Center in order for the Board to be informed relative to LEA operations. This correspondence serves as the initial report to the Board from the Executive Director.

II. August 2017 REPORT

On Thursday August 10, 2017 the Gorman Learning Center Board of Directors convened for a regular board meeting at 16530 Lost Canyon Rd, Santa Clarita CA 91387. The month's activities include the following:

Denice Burchett's Report:

1. Here are our enrollment numbers so far this year:
 - Total Enrollment- 2517
 - By County- LA 1,689 SB 683 Kern 94 Ventura 4 Orange 4
 - By Resource Center- Antelope Valley 705 Santa Clarita 565 Redlands 269 Virtual 167

2. We had our 2 day professional development for our teachers during the first week of August. Everyone said it was the best one yet! I was also able to collect the signatures that I need to present with our new charter. The teachers who are planning to work in the new school had to sign the form.

3. At the end of June we had 2 board members complete their terms and 2 board members who resigned. We currently have 4 spots to fill, 2 that will serve for 1 year and 2 that will serve for the full 3 years.

4. We are going to use an online third party vendor for our elections. They are called Election Buddy. The way it works is that we will send them all the voters addresses and they will upload and send out the link to vote.

Fiscal- Truth Ncube

1. Truth and his team are working to close our books for the 2016-17 school year. After that, they will begin work on the unaudited actuals to be presented at the September board meeting.

Special Board Meeting

On August 23, 2017, a special board meeting was held to approve 1 board member resignation and minor changes to the bylaws and material revision.

Thank you very much
Denice Burchett

Gorman Learning Charter Network

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: August 10, 2017

MEETING PLACE: 16530 Lost Canyon Road
Santa Clarita, CA 91387

TIME: 4:00 p.m.

Board Streaming: www.gormanlc.org/video

Items on the agenda may not be addressed in the order they are agendized. The Board of Directors may alter the order at their discretion

Meeting facilities can be made accessible to persons with disabilities. Because multiple locations are used for meetings and the particular room or configuration may vary from meeting to meeting, it is requested that if you require special assistance to participate in the meeting you notify the office of the Executive Director at least 72 hours prior to the meeting you wish to attend.

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

Vanessa Decker	President, Parent Representative
Yvette Barringer	Vice President and Treasurer, Parent Representative
Dondi Henderson	Secretary, Parent Representative
Fanny Lang	Member at Large, Parent Representative
Joe Andrews	District Representative

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of July 26, 2017.

6. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters on or not on the Agenda but within the Board of Directors subject matter jurisdiction. The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Presentations are limited to 3 minutes. The total time allotted for public comment is 45 minutes. If you wish to speak please complete a Communication from the Public form and provide it to the Board Secretary before the meeting.

7. COMMENTS FROM BOARD MEMBERS CONCERNING ITEMS NOT ON THE AGENDA

8. CONSENT AGENDA

Items on the Consent Agenda are considered routine and/or are deemed to be consistent with the item adopted Committee Policies and carry the recommendation of the Administration. The Consent Agenda may be enacted by one motion with a Roll Call vote. There will be no separate discussion of the items unless a board member so requests, in which case the designated item(s) will be considered following approval of the remaining items.

- a. **Human Resources HR Action Report July 2017**
- b. **July 2017 Business Services Division Check Register**
- c. **July 2017 Business Services Division Payroll Expenditures**
- d. **July 2017 Business Services Division Purchase Order Listing**
- e. **July 2017 Business Services Division Credit Card Register**

9. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

- a. **Executive Director – Denise Burchett**
- b. **Chief Business Officer – Truth Ncube**

10. INFORMATION/DISCUSSION/ACTION AGENDA

a. Action Items

- i. **Review, Discussion, and Approval of Copier Upgrade, and Extended Lease with Service Agreement – Jason Gatza**
- ii. **Review, Discussion, and Approval of LaserFiche for Document Management Solution – Jason Gatza**
- iii. **Review, Discussion, and Approval Extra Duty Riders – Naja Braddock**
 - a. **EL Coordinator**
 - b. **EL Specialist**
 - c. **Lead Mentor**
 - d. **Senior Mentor**
 - e. **Lead HET**
 - f. **Virtual Resource Center Coordinator**
 - g. **Virtual Resource Center Facilitator**
 - h. **Curriculum Committee Team Member**

i. Mathematics Program Development Coordinator

- iv. Review, Discussion, and Approval of Board Election Committee Selection/Appointment – Vanessa Decker, Denice Burchett and Kimberly Tumambing**
- v. Review, Discussion, and Approval of ElectionBuddy Elections for Board Elections – Denice Burchett and Kimberly Tumambing**
- vi. Review, Discussion, and Approval of Election Calendar – Denice Burchett and Kimberly Tumambing**
- vii. Review, Discussion, and Approval of Division Street Lease – Denice Burchett and Guy Arnone**

11. ITEMS FOR NEXT MEETING

12. CONFIRM MEETING PLACE AND TIME

13. ADJOURNMENT

Gorman Learning Charter Network

A California Charter School

Bringing Academic Excellence Home

SPECIAL SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: August 23, 2017

MEETING PLACE: 3700 W. Avenue L
Lancaster, CA 93536

Teleconference Location:
1826 Orange Tree Lane
Redlands, CA 92374

TIME: 10:00 a. m.

Board Streaming: www.gormanlc.org/video

Items on the agenda may not be addressed in the order they are agendized. The Board of Directors may alter the order at their discretion

Meeting facilities can be made accessible to persons with disabilities. Because multiple locations are used for meetings and the particular room or configuration may vary from meeting to meeting, it is requested that if you require special assistance to participate in the meeting you notify the office of the Executive Director at least 72 hours prior to the meeting you wish to attend.

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

Vanessa Decker	President, Parent Representative
Yvette Barringer	Vice President and Treasurer, Parent Representative
Dondi Henderson	Secretary, Parent Representative
Joe Andrews	District Representative

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters on or not on the Agenda but within the Board of Directors subject matter jurisdiction. The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Presentations are limited to 3 minutes. The total time allotted for public comment is 45 minutes. If you wish to speak please complete a Communication from the Public form and provide it to the Board Secretary before the meeting.

6. COMMENTS FROM BOARD MEMBERS CONCERNING ITEMS NOT ON THE AGENDA

7. INFORMATION/DISCUSSION/ACTIN AGENDA

a. Actions Items

- i. Review, Discussion, and Approval Accept Resignation of Fanny Lang – Craig Wilson and Denice Burchett**
- ii. Review, Discussion, and Approval of the Revised Revised Material Revision – Denice Burchett and Truth Ncube**
- iii. Review, Discussion, and Approval of the Revised Revised Board Bylaws – Denice Burchett and Truth Ncube**

8. ITEMS FOR NEXT MEETING

9. CONFIRM MEETING PLACE AND TIME

10. ADJOURNMENT

Gorman Learning Charter Network

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: July 26, 2017

MEETING PLACE: 16530 Lost Canyon Rd.
Santa Clarita, CA 91387

TIME: 5:00 p.m.

Board Streaming: www.gormanlc.org/video

Items on the agenda may not be addressed in the order they are agendized. The Board of Directors may alter the order at their discretion

Meeting facilities can be made accessible to persons with disabilities. Because multiple locations are used for meetings and the particular room or configuration may vary from meeting to meeting, it is requested that if you require special assistance to participate in the meeting you notify the office of the Executive Director at least 72 hours prior to the meeting you wish to attend.

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER 5:02 PM
2. BOARD OF DIRECTORS ROLL CALL

Vanessa Decker	Vice President, Parent Representative (Present)
Fanny Lang	Member at Large, Parent Representative (Present)
Yvette Barringer	Member at Large, Parent Representative (Absent)
Dondi Henderson	Member at Large, Parent Representative (Present)
Joe Andrews	District Representative (Absent)

3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF THE AGENDA

Motion to approve the Agenda.
Moved by: Dondi Henderson
Second by: Fanny Lang
Motion Carried: 3-0

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of June 28, 2017.

Motion to approve the Minutes from the regular session meeting of June 28, 2017.
Moved by: Fanny Lang
Second by: Dondi Henderson
Motion Carried: 3-0

6. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters on or not on the Agenda but within the Board of Directors subject matter jurisdiction. The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Presentations are limited to 3 minutes. The total time allotted for public comment is 45 minutes. If you wish to speak please complete a Communication from the Public form and provide it to the Board Secretary before the meeting.

7. COMMENTS FROM BOARD MEMBERS CONCERNING ITEMS NOT ON THE AGENDA

8. CONSENT AGENDA

Items on the Consent Agenda are considered routine and/or are deemed to be consistent with the item adopted Committee Policies and carry the recommendation of the Administration. The Consent Agenda may be enacted by one motion with a Roll Call vote. There will be no separate discussion of the items unless a board member so requests, in which case the designated item(s) will be considered following approval of the remaining items.

- a. Human Resources HR Action Report June 2017**
- b. June 2017 Business Services Division Check Register**
- c. June 2017 Business Services Division Payroll Expenditures**
- d. June 2017 Business Services Division Purchase Order Listing**
- e. June 2017 Business Services Division Credit Card Register**

Motion to approve the Consent Agenda.
Moved by: Fanny Lang
Second by: Dondi Henderson
Motion Carried: 3-0

9. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

a. Executive Director – Denice Burchett

Denice Burchett said the building on Division Street does not have a renter for all the suites. There is a possible renter for one suite. If that is the case, then Gorman will become landlords and the renter will be able to sublease from Gorman.

Kimberly Tumambing gave an update on the two companies Gorman is looking at to host board elections. Both companies host electronic ballots. Further decisions on how to run the special election will be based on items voted on later in the evening.

10. INFORMATION/DISCUSSION/ACTION AGENDA

a. Action Items

i. **Review, Discussion, and Approval Accept Resignations of Samuel Young and Brian Jasperson – Craig Wilson**

Dondi Henderson thanked Brian Jasperson for all his hard work and time spent on the Board. Dondi thanked both Samuel Young and Brian Jasperson for respecting the changes to the Board Bylaws.

Motion to accept the resignations of Samuel Young and Brian Jasperson from the Gorman Learning Charter Network Board of Directors.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

ii. **Review, Discussion, and Approval of Shoretel Contract for phones at the Antelope Valley Resource Center, Redlands Resource Center, Business Office, and Warehouse – Chris Campbell**

Motion to approve the Shoretel Contract for phones at the Antelope Valley Resource Center, Redlands Resource Center, Business Office, and Warehouse.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

iii. **Review, Discussion, and Approval of networking equipment purchase for Antelope Valley Resource Center – Chris Campbell**

Motion to approve the network wiring infrastructure contract for Antelope Valley Resource Center.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

Due to an error in presentation lineup, please note the below correction.

CORRECTION: This item was presented in the wrong order and the previous motion has been corrected and placed under its proper item. This item did not require a motion by the Board. Due to a lack of an itemized invoice, the Board counseled the IT department to spend up to \$14,999.99 and return if the equipment purchase exceeded this amount.

iv. **Review, Discussion, and Approval of the network wiring infrastructure contract for Antelope Valley Resource Center – Chris Campbell**

Motion to correct the previous motion concerning networking equipment to now approve the network wiring infrastructure quote from Tele Express.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

v. Review, Discussion, and Approval of the School Tech Supplies buyback offer – Chris Campbell

Motion to approve the School Tech Supplies buyback offer.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

vi. Review, Discussion, and Approval of interstate travel for IT department to attend Spiceworld Conference - Chris Campbell

Motion to approve interstate travel for the IT department to attend Spiceworld Conference.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

vii. Review, Discussion, and Approval of Prop 39 Contracts – Don Dickinson

Motion to approve the Prop 39 Contracts with Commercial Air and Refrigeration INC and Skybridge Renewables Corp.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

viii. Review, Discussion, and Approval of the 2017-2018 Consolidated Application Certification of Assurances – Truth Ncube and Laura Steidley

Motion to approve the 2017-2018 Consolidated Application Certification of Assurances.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

ix. Review, Discussion, and Approval of Board Bylaws Revision – Denise Burchett

Dondi Henderson asked if there was a way for the Board to receive information from members of the Gorman community who know how Gorman runs without having interested parties on the board. Craig Wilson said the board can always request information from presenters. Also, committees can be formed to seek out more information for board members if it is deemed necessary.

Vanessa Decker asked for clarification on how the board would go about setting the number of members for a board election. Craig Wilson said the number of members on the board could be set by the board at the next meeting when discussing the upcoming election.

Motion to approve the revisions to the Board Bylaws.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

x. **Review, Discussion, and Approval of Director of Special Education Job Description – Denice Burchett**

Motion to approve the Director of Special Education Job Description.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

xi. **Review, Discussion, and Approval of Special Education Coordinator Job Description – Denice Burchett**

Motion to approve the Special Education Coordinator Job Description.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

xii. **Review, Discussion, and Approval of Salary Schedule – Denice Burchett and Naja Braddock**

For the Record, the Special Education Coordinator Position needs to be added to both the Non-Certificated and Certificated salary schedules with varying amounts to allow for possible hiring.

Prep time is now being paid separately and is displayed as a breakout on the salary schedule.

Motion to approve the salary schedule with changes to the certificated and non-certificated salary schedules to account for the Special Educator Coordinator.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

xiii. **Review, Discussion, and Approval of the Election of Board Officers – Denice Burchett**

Vanessa Decker asked for a nomination for Board President. Dondi Henderson nominated Vanessa Decker for President. Vanessa Decker accepted.

Motion to elect Vanessa Decker as Board President.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

Vanessa Decker asked for a nomination for Board Vice President. Vanessa Decker nominated Yvette Barringer.

Motion to elect Yvette Barringer as Board Vice President.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

Vanessa Decker asked for a nomination for Board Treasurer. Vanessa Decker nominated Yvette Barringer

Motion to elect Yvette Barringer as Board Treasurer.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

Vanessa Decker asked for a nomination for Board Secretary. Fanny Lang nominated Dondi Henderson. Dondi Henderson accepted.

Motion to elect Dondi Henderson as Board Secretary.

Moved by: Fanny Lang

Second by: Dondi Henderson

Motion Carried: 3-0

xiv. Review, Discussion, and Approval of changes to the Board Meeting Schedule – Denice Burchett

Motion to change board meetings to Thursdays at 4pm.

Moved by: Dondi Henderson

Second by: Fanny Lang

Motion Carried: 3-0

11. ITEMS FOR NEXT MEETING

The Board requested the next meeting include more information on the upcoming special election and possibly network equipment purchase invoice(s).

12. CONFIRM MEETING PLACE AND TIME

Santa Clarita Resource Center at 4:00 pm on August 10, 2017.

13. ADJOURNMENT 7:45 PM

Gorman Learning Charter Network

A California Charter School

Bringing Academic Excellence Home

SPECIAL SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: August 23, 2017

MEETING PLACE: 3700 W. Avenue L
Lancaster, CA 93536

Teleconference Location:
1826 Orange Tree Lane
Redlands, CA 92374

TIME: 10:00 a. m.

Board Streaming: www.gormanlc.org/video

Items on the agenda may not be addressed in the order they are agendized. The Board of Directors may alter the order at their discretion

Meeting facilities can be made accessible to persons with disabilities. Because multiple locations are used for meetings and the particular room or configuration may vary from meeting to meeting, it is requested that if you require special assistance to participate in the meeting you notify the office of the Executive Director at least 72 hours prior to the meeting you wish to attend.

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER 10:00 AM

2. BOARD OF DIRECTORS ROLL CALL

Vanessa Decker	President, Parent Representative (Present)
Yvette Barringer	Vice President and Treasurer, Parent Representative (Present)
Dondi Henderson	Secretary, Parent Representative (Present)
Joe Andrews	District Representative (

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

Motion to approve the Agenda.
Moved by: Dondi Henderson
Second by: Yvette Barringer
Motion Carried: 3-0

Roll Call Voting:
Dondi Henderson - Yea
Yvette Barringer - Yea
Vanessa Decker - Yea

5. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters on or not on the Agenda but within the Board of Directors subject matter jurisdiction. The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Presentations are limited to 3 minutes. The total time allotted for public comment is 45 minutes. If you wish to speak please complete a Communication from the Public form and provide it to the Board Secretary before the meeting.

6. COMMENTS FROM BOARD MEMBERS CONCERNING ITEMS NOT ON THE AGENDA

7. INFORMATION/DISCUSSION/ACTIN AGENDA

a. Actions Items

i. Review, Discussion, and Approval Accept Resignation of Fanny Lang – Craig Wilson and Denice Burchett

Dondi Henderson and Denice Burchett thanked Fanny for her years of service to Gorman Learning Center and wished her well in future endeavors.

Motion to accept the resignation of Fanny Lang.

Moved by: Dondi Henderson

Second by: Yvette Barringer

Motion Carried: 3-0

Roll Call Voting:

Dondi Henderson - Yea

Yvette Barringer – Yea

Vanessa Decker - Yea

ii. Review, Discussion, and Approval of the Revised Revised Material Revision – Denice Burchett and Truth Ncube

Motion to approve the revisions made to the Material Revision.

Moved by: Yvette Barringer

Second by: Dondi Henderson

Motion Carried: 3-0

Roll Call Voting:

Dondi Henderson - Yea

Yvette Barringer – Yea

Vanessa Decker - Yea

iii. Review, Discussion, and Approval of the Revised Revised Board Bylaws – Denice Burchett and Truth Ncube

Yvette Barringer stated for the record, that she felt during this time of revision to the Bylaws that an opportunity had been missed to create equal representation on the board by designating the number of members per region that would comprise the board as a whole.

Denice Burchett stated for the record that she and Craig Wilson had looked into the matter even before the Bylaws were presented in July. However, at this time they had not come up with a resolution that would satisfy all parties.

Craig Wilson said that at this time, under current law, a resolution to designate representatives by area, could not be reached. However, Craig said this topic warrants further research.

Denice Burchett said the Bylaws can be brought back at a later date for further revision.

Motion to approve the Agenda.

Moved by: Dondi Henderson

Second by: Yvette Barringer

Motion Carried: 3-0

Roll Call Voting:

Dondi Henderson - Yea

Yvette Barringer – Yea

Vanessa Decker – Yea

After the vote, Denice Burchett stated that she and Truth Ncube will be attending the Gorman School District Board Meeting on August 24, 2017 @ 3pm. Denice said she would be taking both the newly approved documents with her to the meeting for District approval.

8. ITEMS FOR NEXT MEETING

Possibly revised Board Meeting Schedule.

9. CONFIRM MEETING PLACE AND TIME

Antelope Valley Resource Center at 5:00 pm on September 14, 2017.

10. ADJOURNMENT 10:24 PM

Paw Prints

Gorman Elementary School

49847 Gorman School Rd

PO Box 104

Gorman, CA, 93243

www.gorman.k12.ca.us



Upcoming Events

September 8

- PBIS Reward Day
- Student Council Elections
- PTSO Meeting @ 3:00pm

September 11

- Robotics Club Meeting
3:00-4:00pm

September 12

- Gorman Joint School Board Meeting @
3:00pm

September 21

- 5th Annual "Fun Run"
 - K-3 9:00-9:20
 - 4-8 9:30-10:00

September 29

- Student Council Meeting @ 3:00-4:00pm
- Outdoor Movie Night @ 7:30pm

Principal's Message

Dear Gorman Families,

Welcome back to an exciting new school year at Gorman School! We are very excited for all we have planned this year. We hope you all enjoyed your summer and are prepared and ready to have the best school year yet.

Our first month went great and we had a wonderful start to the school year. Although we had some hot days, the students were very cooperative in staying inside the air conditioned room and getting plenty to drink. Thank you for supporting us in following the dress code. I know many students are tempted by the hot weather to ignore the dress code, and we appreciate parent support in helping our students dress for success. Please remember to make every effort to schedule doctor and dentist appointments outside of school hours. Your child needs to be at school at all times to learn, so please do not pull them out unnecessarily. Thank you to everyone who attended our Back to School Night! We are really looking forward to a fantastic year here at Gorman School. Please remember to check in at the front office to come on campus before school, during, or afterschool. Also, always have your ID! Thank you so much for your support!

Mr. Andrews

****We do not have a microwave oven available for student use. Please make sure that you send your child to school with a lunch that does not need to be microwaved.**



Picture Day will be on Monday, October 2nd. Watch for more information soon!

More Important News

Robotics Club

Robotics Club is open to all students in grades 4-8. The first meeting is on Monday, September 11 at 3:00-4:00pm. Meetings will held every Monday from 3:00-4:30pm.

PTSO

Membership Drive

Our PTSO membership drive has been extended until September 15th. Membership costs \$10 per family. The class with the highest percentage of members will win a class treat.

T-Shirt Pre-Order

We are taking pre-orders for our school shirts and sweatshirts with our new logo. Order forms are available in the front office.

Yearbook Pre-sale

This year our yearbook pre-sale cost is \$15. Order forms are available in the front office.

Fun Run

Our 5th Annual Fun Run will be held on Thursday, September 21. Grades K-3 will run from 9:00-9:30 and grades 4-8 will run from 9:30-10:00. We need donations of cases of water. All money is due on Friday, September 29th. This is one of our biggest fundraisers of the year. Come out and cheer on your child!

Outdoor Movie Night

Our first movie night will be on Friday, September 29th. We will be showing a movie outside on the outdoor screen at 7:30. Watch for further details soon!

STUDENT COUNCIL

Elections

Student Council Elections will be held on Friday, September 7th. Winners will be announced during our PBIS Reward Day activities.

Meeting

The first Student Council meeting for this year will be on Friday, September 29th from 3:00-4:00pm. ONLY Student Council members will be allowed to stay.



Coming Next Month...

Fall Festival

October 14th

Great California Shakeout

October 19th

Red Ribbon Week

October 23rd-31st

Anti-Bully Day

October 25th

Halloween

October 31st



Helpful Tips on Protecting Your Neighborhood and Property



Work Together

1. Form a Neighborhood Watch group for your street or block. Talk to your neighbors — call the Crime Prevention Unit at 392-6914 to come give an in-home presentation to help you form your group.
2. Find someone on your street or block willing to be a Block Captain or Co-Captains.
3. Keep your Neighborhood Watch size small enough so you can maintain contact. A street or block working together is more efficient than a larger community trying to stay in contact. Neighborhood Watch is who you can see, and who can see you.
4. Report any and all crimes to Law Enforcement. Even if it seems insignificant, we need to know if it is going on. *For life threatening emergencies, call 9-1-1. Non-life threatening situations call (661) 861-3310. If you simply want to make a report, you also have the option of calling the KCSO report desk at 391-7471 OR filling out an online report at www.kernsheriff.com.
5. Act as the eyes and ears for Law Enforcement. As a resident, you know what is normal and what isn't for your neighborhood. Work with us to address issues and keep the Sheriff's Office informed by calling and reporting.

Decrease the Opportunity

1. Most property crimes are crimes of opportunity. Lessen the opportunity for criminals, lessen your chance of being a victim.
2. Park in a garage at night if possible. NEVER leave belongings in your car. Park under well-lit areas. Always make sure all doors are locked. Never leave your car running unattended to "warm up" or to load/unload items. Do not leave your garage open unless you are occupying it.
3. Make your home appear to be occupied. Most criminals do NOT want to enter an occupied home. If you are home simply yell from behind the door that you are not interested. Make sure your home is well lit—both interior and exterior.
4. If you are away, make your home still appear to be occupied. Close blinds, leave on a loud radio or TV, use randomized light timers. Ask a neighbor to get your mail or newspaper, turn on your porch light and put out your trashcans if you are on vacation.

Helpful Tips

1. If you don't have an alarm, get one, and USE it. Use it when you are home and away.
2. You need to have good durable locks and strike plates. Grade 1 or grade 2 deadbolts and strike plates are needed. Dowels in windows and sliding glass doors are recommended, but need to be cut to fit with very little wiggle room.
3. Secure your side gates. When trying to determine if a house is occupied, a criminal will often attempt to make entry to the side or rear of your home.
4. Keep your home well lit on the exterior. Motion lights are recommended as well.
5. Keep your landscaping maintained so someone cannot easily hide/look into windows unseen.
6. Do not feed or give money to the homeless or vagrants. It will keep them coming back to your area. Donate to various homeless shelters or non-profit organizations if you wish to help the less fortunate.

Kern County Sheriff's Office
(661) 861-3110
Kern County Sheriff's Office Crime
Prevention Unit
(661) 391-7559

Neighborhood Watch & Theft Prevention- Operation ID

Operation Identification, known as Operation ID, is a burglary prevention program used in homes and businesses. Operation ID has traditionally involved marking property with a Driver's License number to discourage burglary and theft while identifying it so it can be returned. This process is time consuming and discourages many well intentioned participants. However, Operation ID has evolved with new technology for easy completion. Follow these easy steps to complete Operation ID:



tion.

PHOTOGRAPH

Photo document your personal property with pictures and/or videotape. Digital photography allows quick picture taking and easy storage. Start with overview photographs of a room (wall by wall, ceiling to floor) before taking close-ups of specific property. Take pictures showing brand names and type before photographing the serial number. Items that are difficult to engrave (collectibles, furs, art, antiques, china, and jewelry) can be documented in larger groups with a tape measure to provide scale. Remember to document each room, all closets, shelves, the garage and vehicles.

Document your personal belongings on paper or with a computer. Include the quantity of items, item name/description, make and/or model, serial number, purchase cost, and purchase year.

DOCUMENT

After documenting property, store photographs and inventory, along with receipts of major purchases, in a secure place with a copy kept off-site (safe-deposit box). Review and update inventory annually. Display the Operation ID sticker near perimeter doors and windows to let potential burglars know your property is documented. Do not keep information in a lap-top or file that may be taken from your possession.

*For Crime Prevention tips contact the Kern County Sheriff's Office Crime Prevention Unit
(661) 391-7559 • crimeprevention@kernsheriff.com*

Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

GORMAN JOINT SCHOOL DISTRICT

Johannis Andrews
Superintendent/Principal

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 – FAX (661) 248-0604

RESOLUTION #05-17-18

TO CERTIFY SUFFICIENT PUPIL TEXTBOOKS AND INSTRUCTIONAL MATERIALS FUNDS

WHEREAS, the Governing Board of the Gorman Joint School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 12, 2017 at 3:30 P.M., and;

WHEREAS, the Board provided at least a 10 day notice of the public hearing posted within the district that stated 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 and to the governing board at the public meeting detailed that sufficient textbooks and instructional materials were provided to all students, including English learners, in the Gorman Joint 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, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects and grade levels at district schools:

Houghton Mifflin History-Social Science California Edition Kit grade K
Houghton Mifflin Social Studies-School & Family California Edition grade 1
Houghton Mifflin History-Social Science-Neighborhood California Edition grade 2
Houghton Mifflin Social Studies-Communities California Edition grade 3

Houghton Mifflin Social Studies-States & Regions California Edition grade 4
Houghton Mifflin History-Social Science-US History-Early Years California Edition grade 5
Houghton Mifflin History-Social Science-World History-Ancient Civilization California Edition grade 6
McDougal Littell World History-Medieval & Early Modern Times California Edition grade 7
McDougal Littell Creating America-A History of the United States California Edition grade 8
Houghton Mifflin Harcourt Literature Journeys California Edition grades K-5
Houghton Mifflin Harcourt Literature Collections California Edition grades 6-8
Harcourt Science California Edition grades 1-6
McDougal Littell Life & Physical Science California Edition grades 7-8
Houghton Mifflin/Harcourt California Go Math grades K-8

THEREFORE, it is resolved, that for the 2017-2018 school year, the Gorman Elementary School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED This 12th day of September, 2017 by the Board of Trustees of the Gorman Joint School District.

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Secretary, Johannis Andrews

President, Steve Sonder

Gorman Joint School District
49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 - FAX (661) 248-0604

BOARD OF TRUSTEES

MINUTES OF THE REGULAR MEETING

August 8, 2017

The President of the Board, Steve Sonder, called the Regular Meeting of the Gorman Joint School District Board of Trustees to order at 3:00 P.M.

The Flag salute was held.

Members Present: Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

Also Present: Johannis Andrews, Superintendent/Principal
Jean Cummings, Business Manager/Consultant
Lise Wastaferro, Accounting/Data Processing Technician

Others Present: Teachers, Felicia Davis, Casey Stanford & Michi Knight, School Secretary, Denise Saenz, GLC Attorney, Craig Wilson of Fullerton, Lemann, Schaefer & Dominick Law Offices and Deputy Sheriff, Steven Snover

5910 The Board approved the Agenda as presented for August 8, 2017.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5911 Adjourn to Closed Session at 3:00 P.M. to discuss personnel, employer/employee relations. (Govt. Code 54957, 54957.6):

1. Personnel (Govt. Code 54957)
2. Employer/Employee Relations (Govt. Code 54957.7)
3. Public Employee Discipline/Dismissal/Release

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5912 Reconvened to Regular Session at 3:25 P.M.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

Action taken in closed session: President Sonder stated that action was taken in closed session and asked Superintendent Andrews to report the action taken.

Superintendent Andrews reported that the board approved to hire a new teacher for the 2017-18 school year on the contingency that the Gorman Joint School District receives funds from the Forrest Service Rural School Fund.

President, Steve Sonder, asked for any comments from the Board.
No comments

President, Steve Sonder, asked for any comments from the staff.
No comments

Board President, Steve Sonder, asked for any comments from the public.

Superintendent Andrews stated that Mr. Craig Wilson, Attorney for Gorman Learning Center will give a short presentation.

Mr. Wilson informed the board on Shasta vs Anderson state ruling on how it affects charter schools today. He went on to explain how Gorman Learning Center must address the Lancaster and Santa Clarita Valley Resource Centers in the charter renewal. He stated that because both are in Los Angeles County Gorman Learning Center must restructure a plan addressing both resource locations. To do this, Gorman Learning Center revised a Resolution, Material Revision for Charter Schools and Bylaws which their board approved on 7/26/17.

Gorman Learning Center is asking the Gorman Joint School District to approve the Material Revision and the Bylaws before their start of school on 8/28/17.

President Sonder indicted to Mr. Wilson that our lawyers need to go over the documents and then he will set a date for board approval.

The board thanked Mr. Wilson.

Superintendent Andrews stated that Deputy Sheriff, Steven Snover is here to discuss school safety.

Deputy Sheriff Snover spoke about upgrading the security for the school. He gave several good suggestions on making the school safer for the students and staff.

President Sonder stated that we should get started on the safety issue right away.

5913 The Board approved the Minutes of the Regular Meeting July 17, 2017.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5914 The Board approved Purchase Orders #16-17-284 through 16-17-293 of which \$807.77 was paid from the General Fund and \$0.00 from other funds (2016-17).

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5915 The Board approved Purchase Orders #17-18-01 through 17-18-13 of which \$116.00 was paid from the General Fund and \$0.00 from other funds (2017-18).

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5916 The Board approved B Warrants #12554-12560 in the amount of \$3,487.95 (2016-17).

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5917 The Board approved B Warrants #12551-12553 in the amount of \$1,116.00 (2017-18).

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5918 The Board approved membership dues with Los Angeles County School Trustees Association (LACSTA) for fiscal year July 1, 2017-June 30, 2018, in the amount of \$60.00.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5919 The Board approved Agreement for Professional Services between the Gorman Joint School District and Gertrude Monro, effective August 8, 2017-June 30, 2018, at a daily rate of \$500.00, up to a maximum of 15 days, not to exceed \$7,500.00.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5920 The Board approved Agreement for Professional Services between the Gorman Joint School District and Mark Peterson, effective August 1, 2017-June 30, 2018, at an hourly rate of \$75.00, up to a maximum of \$1,500.00.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5921 The Board approved Contract for Nursing Services between the Gorman Joint School District and Arcadia Audiometric Associates, Inc., effective August 16, 2017-June 30, 2018, in the amount of \$500.00 per day for 4 days per year for a total amount of \$2,000.00. Each day will equal five hours of service.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5922 The Board approved Contract for Professional Services between the Gorman Joint School District and Sharon Owen, effective August 1, 2017-June 30, 2018, not to exceed the amount of \$1,000.00 per student for assessments, \$500.00 for CST & review of records and \$50.00 per hr. for counseling.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5923 The Board approved Food Services Agreement with Santa Clarita Valley School Food Services Agency, effective July 1, 2017-June 30, 2018.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5924 The Board approved paid meals purchased for breakfast to increase from \$2.75 to \$2.80 and lunch to increase from \$4.25 to \$4.35, effective August 16, 2017-June 8, 2018.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5925 The Board approved breakfast reduced meal price to increase from \$.50 to \$.55 and lunch reduced meal price to increase from \$.75 to \$.85, effective August 16, 2017-June 8, 2018.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5926 The Board approved Lease Agreement between Canon Financial Services, Inc. and the Gorman Joint School District. Canon Copier equipment meets the current district standards and is covered by NAPSO ValuePoint No. 3091 and the State of California Participating Addendum No. 7-15-70-23. Piggybacking allows us to lease Canon Copier equipment meeting current standards while also meeting code equipment for bidding.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

- 5927 The Board approved the 2016-17 Consumer Confidence Report.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5928 The Board approved transfer of \$100,000.00 from the General Fund (01.0) to the Deferred Maintenance Fund (14.0) for the 2016-17 school year.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

5929 The Board approved Personnel Report #02-17-18.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

The next regular meeting of the Board of Trustees will be held Tuesday, September 12, 2017 at 3:00 P.M. closed session and 3:30 P.M. regular session.

5930 The Board adjourned the meeting at 3:45 P.M.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 3/no 0

Steve Sonder, President

Gorman Joint School District
49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 - FAX (661) 248-0604

BOARD OF TRUSTEES

MINUTES OF THE SPECIAL MEETING

August 24, 2017

The President of the Board, Steve Sonder, called the Special Meeting of the Gorman Joint School District Board of Trustees to order at 3:00 P.M.

The Flag salute was held.

Members Present: Steve Sonder, President
Patricia Edwards, Member

Members Absent: Julie Ralphs, Clerk

Also Present: Johannis Andrews, Superintendent/Principal
Jean Cummings, Business Manager/Consultant
Lise Wastaferro, Accounting/Data Processing Technician

Others Present: School Secretary, Denise Saenz, GLC Attorney, Craig Wilson of Fullerton, Lemann, Schaefer & Dominick Law Offices, Truth Ncube, Chief Business Officer, Gorman Learning Center, Denice Burchett, Executive Director, Gorman Learning Center

5931 The Board approved the Special Agenda as presented for August 24, 2017.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

5932 The Board approved Receipt of Charter Petition Requesting Material Revisions to the Gorman Learning Center Charter.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

5933 The Board approved Receipt of the Bylaws of Gorman Learning Charter Network, Inc.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

PUBLIC HEARING

A Public Hearing on the Gorman Learning Center Charter School Material Revisions and the Bylaws of Gorman Learning Charter Network, Inc.

The Governing Board of the Gorman Joint School District will hold a Public Hearing on the provisions of the Charter Submitted to the District seeking approval of material revision to the Gorman Learning Center Charter School Petition.

The Hearing was opened at 3:00 P.M. and closed at 3:02 P.M.

Discussion: No objections

5934 The Board approved the Gorman Learning Center Charter School Material Revisions.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

The Governing Board of the Gorman Joint School District will hold a Public Hearing on the Bylaws of Gorman Learning Charter Network, Inc.

The Hearing was opened at 3:05 P.M. and closed at 3:07 P.M.

Discussion: No objections

5935 The Board approved the Bylaws of Gorman Learning Charter Network, Inc.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

5936 The Board approved Resolution No. 03-17-18 Material Revisions to Charter School Petition of Gorman Learning Center by the Governing Board of the Gorman Joint School District.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

The next regular meeting of the Board of Trustees will be held Tuesday, September 12, 2017 at 3:00 P.M. closed session and 3:30 P.M. regular session.

5937 The Board adjourned the meeting at 3:08 P.M.

Motion made by Patricia Edwards, Seconded by Steve Sonder Vote: yes 2/no 0

Steve Sonder, President

PURCHASE ORDER LOG
8/1/17-8/31/17

PO#	DATE	VENDOR	DESCRIPTION	ESTIMATED AMOUNT	AMOUNT PAID GENERAL	AMOUNT PAID OTHER	DATE PAID
17-18-14	8/1/17	CENTRAL RESTAURANT SUPPLY	CAFÉ- STAINLESS STEEL CART	\$244.77			
17-18-15		LAKESHORE	SCIENCE SUPPLIES-MEASURING TAPES, BAR MAGNETS, THERMOMETERS, STOP WATCHES, COMPASSES	\$200.33	\$200.33		8/14/17
17-18-16		NASCO SCIENCE	SCIENCE SUPPLIES-ECLIPSE GLASSES, LITMUS STRIPS	\$101.31	\$101.31		8/24/17
17-18-17		FISHER SCIENCE EDUCATION	SCIENCE SUPPLY-METRIC WEIGHT SET	\$46.20	\$46.20		8/25/17
17-18-18		ETA	SCIENCE SUPPLIES-BULB & BATTERY	\$123.13	\$123.13		8/24/17
17-18-19		SCHOOL MART	TEXAS INSTRUMENT CALCULATOR CLASS PACK	\$429.61	\$429.61		8/24/17
17-18-20	8/2/17	HOWETOWN PUBLISHING	ADVERTISING 2017-18 CAFÉ FOOD PROGRAM COSTS				
17-18-21	8/4/17	GOLDEN VALLEY MWD	SEWER SERVICE 7/17	\$647.00	\$647.00		8/7/17
17-18-22		ACSA	FULL MEMBERSHIP 7/1/17-6/30/18 JA	\$1,233.00	\$1,233.00		8/7/17
17-18-23		BOOK SYSTEMS, INC.	EZCAT & CONCOURSE RENEWAL 7/1/17-6/30/18	\$255.00	\$255.00		8/7/17
17-18-24		PATRICIA EDWARDS	MILEAGE 7/17	\$74.90	\$74.90		8/7/17
17-18-25		MPLC	MOTION PICTURE UMBRELLA LICENSE 9/10/17-9/10/18	\$103.76	\$103.76		8/7/17
17-18-26		CSBA C/O WEST AMER BANK	CSBA & ELA MEMBERSHIP 7/1/17-6/30/18	\$1,301.00	\$1,301.00		8/7/17
17-18-27		CSBA C/O WEST AMER BANK	GAMUT ONLINE 7/1/17-6/30/18	\$1,000.00	\$1,000.00		8/7/17
17-18-28		XEROX CORP	SERVICE AGREEMENT 8/4/17-8/3/18 COLORQUBE PRINTER	\$199.00	\$199.00		8/7/17
17-18-29		AT&T	ESTIMATED AMOUNT 1 YEAR	\$2,750.25	\$71.71		8/11/17
17-18-30		SO. CALIF EDISON	ESTIMATED AMOUNT 1 YEAR	\$15,000.00	\$2,129.23		8/16/17
17-18-31		SOCALGAS	ESTIMATED AMOUNT 1 YEAR	\$3,600.00	\$37.49		8/9/17
17-18-32		MOUNTAINSIDE DISPOSAL, INC.	ESTIMATED AMOUNT 1 YEAR	\$1,750.00	\$194.98		8/14/17
17-18-33	8/7/17	SAN JOAQUIN CO OFFICE OF ED	EDJOIN ACCT FEES 2017-18	\$450.00	\$450.00		8/9/17
17-18-34	8/8/17	AERIES SOFTWARE	ASP HOSTING SERVICES SUBSCRIPTION 7/1/17-6/30/18	\$3,500.00	\$3,500.00		8/9/17
17-18-35		READY REFRESH BY NESTLE	SERVICE 6/23/17-7/22/17	\$7.50	\$7.50		8/9/17
17-18-36		LEAF	ESTIMATED AMOUNT OF SERVICE	\$5,040.00	\$277.37		8/11/17
17-18-37	8/9/17	CANON FINANCIAL	LEASE AGREEMENT 2 CANON IRA COPIERS 4545I				
17-18-38		AMERICAN BUSINESS MACHINES	ALL INCLUSIVE SERVICE ON 2 CANON IRA COPIERS 4545I				
17-18-39	8/10/17	FOLLETT	4TH & 5TH GR HMH WB, HISTORY-SOCIAL SCIENCE	\$251.62	\$251.62		8/11/17
17-18-40		SIRMA II	2017-18 MEMBER CONTRIBUTION PROPERTY & LIABILITY	\$8,806.00	\$8,806.00		8/11/17
17-18-41	8/11/17	LACSTA	2017-18 ASSOCIATION MEMBERSHIP DUES	\$60.00	\$60.00		8/14/17
17-18-42		AKA WATER SERVICES, INC.	BACTI, MANGANESE & NITRATE TESTING 7/24/17	\$225.00	\$225.00		8/25/17
17-18-43	8/15/17	STAPLES	OPERATION SUPPLIES-PAPER TOWELS	\$763.62	\$763.62		8/29/17
17-18-44	8/18/17	ACE HARDWARE	OPERATION AND MAINTENANCE SUPPLIES	\$751.65	\$751.65		8/23/17
17-18-45		FIRE ACE	REPAIR VENDOR MAINTENANCE-FIRE EXTINGUISHERS	\$435.66	\$435.66		8/23/17
17-18-46	8/22/17	CHEVRON	GAS-VAN 8/11, 8/15/17	\$91.30	\$91.30		8/24/17
17-18-47		POWER TECH	REPAIR VENDOR MAINTENANCE-KITCHEN ELECTRICAL	\$375.00	\$375.00		8/24/17



Business Gold Card

GORMAN SCHOOL DIST
LISE WASTAFERRO

Closing Date 08/24/17 Next Closing Date 09/22/17

OPENSM

Account Ending [REDACTED]

New Balance **\$281.03**

Please Pay By **09/08/17** ‡

‡ Payment is due upon receipt. We suggest you pay by the Please Pay By date. You may have to pay a late fee if your payment is not received by the Next Closing Date.

Visit
www.membershiprewards.com

Account Summary

Previous Balance	\$0.00
Payments/Credits	-\$0.00
New Charges	+\$236.03
Fees	+\$45.00

New Balance **\$281.03**

Days in Billing Period: 31

➔ See page 2 for important information about your account.

Effective immediately, we are making changes to the Membership Rewards Program Terms & Conditions that impact Card Members who are enrolled in the Membership Rewards Program and are eligible for points transfer. Membership Rewards points can now be transferred at a 1:1 ratio into British Airways Executive Club and Iberia Plus programme and can be transferred in increments of 1,000 points.

Customer Care

Pay by Computer
open.com/pbc

Customer Care 1-800-492-3344
Pay by Phone 1-800-472-9297

➔ See Page 2 for additional information.

↓ Please fold on the perforation below, detach and return with your payment ↓

Payment Coupon
Do not staple or use paper clips

Pay by Computer
open.com/pbc

Pay by Phone
1-800-472-9297

Account Ending [REDACTED]

Enter 15 digit account # on all payments.
Make check payable to American Express.

LISE WASTAFERRO
GORMAN SCHOOL DIST
49847 GORMN SCHOL RD
GORMAN CA 93243-0104

Please Pay By
09/08/17
Amount Due
\$281.03

Check here if your address or phone number has changed. Note changes on reverse side.



AMERICAN EXPRESS
BOX 0001
LOS ANGELES CA 90096-8000

0000349991125538645 000028103000028103 20 H



Business Gold Card
 GORMAN SCHOOL DIST
 LISE WASTAFERRO
 Closing Date 08/24/17

OPENSM

p. 3/5

Account Ending [REDACTED]

New Charges

Summary

	Total
JOHANNIS ANDREWS [REDACTED]	\$236.03
Total New Charges	\$236.03

Detail



JOHANNIS ANDREWS
 Card Ending [REDACTED]

				Amount
07/20/17	UPS* 1Z4E98950399078934 SHIPPING SVC DATE 07/20/17 TRK# 1Z4E98950399078934 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	934 800-811-1648	GA	\$6.00
			<i>ups shipping</i>	
07/20/17	UPS* 1Z4479320356558420 SHIPPING SVC DATE 07/20/17 TRK# 1Z4479320356558420 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	420 800-811-1648	GA	\$6.00
07/20/17	UPS* 1Z4479320356558439 SHIPPING SVC DATE 07/20/17 TRK# 1Z4479320356558439 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	439 800-811-1648	GA	\$6.00
07/20/17	UPS* 1Z4E98950399078925 SHIPPING SVC DATE 07/20/17 TRK# 1Z4E98950399078925 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	925 800-811-1648	GA	\$6.00
07/20/17	UPS* 1Z4E98950399007037 SHIPPING SVC DATE 07/20/17 TRK# 1Z4E98950399007037 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	037 800-811-1648	GA	\$6.00
07/20/17	UPS* 1Z4E98950399078943 SHIPPING SVC DATE 07/20/17 TRK# 1Z4E98950399078943 FR ZIP 93243 TO ZIP 00000 GROUND ACC REF#	943 800-811-1648	GA	\$6.00
08/02/17	THE HOME DEPOT 800-654-0688	LANCASTER	CA	\$105.94 ✓
			<i>Maint sup Bulbs</i>	
08/15/17	THE HOME DEPOT 800-654-0688	LANCASTER	CA	\$23.97 ✓
			<i>operation - sprinkler</i>	
08/15/17	ARCO #47300 ARCO47300001 0000000000 Description GAS/OIL	VALENCIA	CA	\$25.74 ✓
	Price \$25.74		<i>Gas - GMC Van</i>	
08/15/17	SMARTNFINAL483204832 92910204832 000-0000000 Description MERCHANDISE	VALENCIA	CA	\$22.93 ✓
	Price \$22.93		<i>operation - paper towels</i>	

Detail Continued

				Amount
08/15/17	SOAPY SUDS 8000000000 Description General Merchandise	VALENCIA	CA	\$18.04 ✓
			<i>Van-Wash GMC</i>	
08/21/17	LOWE'S 661-341-9000	LANCASTER	CA	\$3.41 ✓
			<i>Maint- Bolts</i>	

Fees

			Amount
08/24/17	JOHANNIS ANDREWS	ANNUAL MEMBERSHIP FEE	\$45.00
Total Fees for this Period			\$45.00

2017 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2017	\$140.00
Total Interest in 2017	\$0.00

2016-17

Report Id : LAAP02951
 District : 64584
 Fiscal Year: 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-18 Issue Date : 2017-08-21

Page No : 1
 Run Date : 2017-08-18
 Run Time : 19:28.41

VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12584		01.0-00000.0-00000-00000-9520-00000000				02/18	75.00	75.00	23983994			
Total							75.00					
12585		01.0-00000.0-00000-00000-9520-00000000				02/18	10.00	10.00	23983995			
Total							10.00					

Bacteri Sampling 6/27/17 PY
2016-17 Annual Street Light Assessment

REGISTER TOTAL AMOUNT	Issues :	85.00	Voids :	0.00	Net Disbursed :	85.00
SYSTEM WARRANTS ISSUED	2 From	23983994	To	23983995	Total number of vouchers :	2
MANUAL WARRANTS ISSUED	0 From		To		Number of Vouchers Audited	2
NUMBER OF VOIDS	0					

SYSTEM WARRANTS ISSUED MTD	39	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	49	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0

Fund Summary Issues 85.00 Voids 0.00

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	PMT PAY MTD CYCLE	SEQ NBR	STAT
12586			01.0-00000.0-00000-00000-9520-00000000			02/18	7400.00	7400.00	23977786	7400.00		7630	
PY													
12597			01.0-00000.0-00000-82000-5510-00000000			02/18	2129.23	2129.23	23977787	2129.23		7630	
Business Manager New 5/17, 6/17 PY													
7/10/17-8/8/17													
Total 9,529.23													
Total 9,529.23													

REGISTER TOTAL AMOUNT Issues : 9,529.23 Voids : 0.00 Net Disbursed : 9,529.23

2 From 23977786 To 23977787 Total number of vouchers : 2 Number of Vouchers Audited : 1

0 From 0 To 0

0 From 0 To 0

32 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD

42 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD

Fund Summary Issues 9,529.23 Voids 0.00

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.

In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPzj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
AT&T	12587			01.0-00000.0-00000-72000-5910-0000000	02/18				71.71						
				Total					71.71						
ATKINSON, ANDELSON, LOYA, RUUD	12562			01.0-00000.0-00000-00000-9520-0000000	02/18				127.50						
				Total					127.50						
CDW GOVERNMENT, INC.	12564			01.0-00000.0-00000-00000-9520-0000000	02/18				2678.10						
	12565			01.0-00000.0-00000-00000-9520-0000000	02/18				1213.47						
				Total					3891.57						
CECELIA J. CUMMINGS, CPA	12561			01.0-00000.0-00000-00000-9520-0000000	02/18				7400.00						
				Total					7400.00						
CSBA C/O WEST AMERICA BANK	12563			01.0-00000.0-00000-00000-9520-0000000	02/18				4837.88						
				Total					4837.88						
EMPIRE CLEANING SUPPLY	12588			01.0-00000.0-00000-81100-4370-0000000	02/18				668.40						
				Total					668.40						
FOLLETT SCHOOL SOLUTIONS, INC.	12589			01.0-00000.0-11100-10000-4210-0000100	02/18				251.62						
				Total					251.62						
LEAF	12579			01.0-00000.0-11100-10000-5610-0000000	02/18				208.02						
	12579			01.0-00000.0-00000-72000-5610-0000000	02/18				69.35						
				Total					277.37						
P & R PAPER SUPPLY CO.	12590			01.0-00000.0-00000-81100-4370-0000000	02/18				126.41						
				Total					126.41						
SIRVA II	12591			01.0-00000.0-00000-27000-5410-0000000	02/18				6604.50						
	12591			01.0-00000.0-00000-72000-5410-0000000	02/18				2201.50						
				Total					8806.00						

REGISTER TOTAL AMOUNT : 26,458.46 Issues : 0.00 Voids : 0.00 Net Disbursed : 26,458.46

64584 GORMAN ELEMENTARY SCHOOL DIST. PAGE 1
 VOID* Indicates warrants were issued and Cancelled the same day.
 *Total Amount by Account do not include discounts earned or lost, use tax or freight.

2016-17 \$14,256.95
 2017-18 \$10,201.51
 # 26458.46

Handwritten notes and corrections on the table rows:

- AT&T: 7/6/17 - 8/5/17
- ATKINSON: Legal Service 6/17
- CDW GOVERNMENT: Lenovo computer, monitor, joystick set; Dell opti computer, monitor, keyboard, mouse
- CECELIA J. CUMMINGS: Business Manager Service
- CSBA: Policy Development Workshop 3/17, 4/17
- EMPIRE CLEANING SUPPLY: Trash bags
- FOLLETT SCHOOL SOLUTIONS: History - Social Science books 4th + 5th gr.
- P & R PAPER SUPPLY CO.: Lease payment 2 Canon Copiers
- SIRVA II: Toilet Tissue
- SIRVA II: Member Contributions 2017-18 Property Liability

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
SYSTEM WARRANTS ISSUED	10	From	23972592	To	23972601								
MANUAL WARRANTS ISSUED	0	From		To									
NUMBER OF VOIDS	0												
SYSTEM WARRANTS ISSUED MTD	26												
SYSTEM WARRANTS ISSUED YTD	36												
Fund Summary													

 Total number of vouchers : 11 Number of Vouchers Audited 6

 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0
 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 0

 Voids 0.00
 Issues 26,458.46

Fund Amounts are reflective of Gross Voucher Distributions and not sum of warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

Report Id : LAAP029SI
 District : 64584
 Fiscal Year: 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-28 Issue Date : 2017-08-29

Page No : 1
 Run Date : 2017-08-28
 Run Time : 19:37.43

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/Fy	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	EMT PAY MTD CYCLE	SEQ NBR	STAT					
12618			01.0-00000.0-00000-72000-5910-0000000				02/18	36.00										
12618			01.0-00000.0-00000-81000-4380-0000000				02/18	109.35										
12618			01.0-00000.0-00000-81100-4370-0000000				02/18	46.90										
12618			01.0-00000.0-00000-81000-4360-0000000				02/18	43.78										
12618			01.0-00000.0-00000-5310-0000000				02/18	45.00										
								Total	281.03	281.03	24003631	CHK PAYOUT	7648					
12619			01.0-11000.0-11100-10000-4310-0000000				02/18	608.88										
12619			01.0-00000.0-00000-72000-4350-0000000				02/18	34.32										
12619			01.0-00000.0-00000-27000-4350-0000000				02/18	13.57										
12619			01.0-00000.0-00000-81100-4370-0000000				02/18	116.34										
12619			01.0-00000.0-11100-10000-4400-0000100				02/18	20.40										
12619			01.0-65000.0-57700-11100-4310-0000000				02/18	5.42										
								Total	798.93	798.93	24003632	CHK PAYOUT	7648					
12620			01.0-00000.0-00000-27000-4350-0000000				02/18	48.77										
								Total	48.77	48.77	24003633	CHK PAYOUT	7648					
12621			01.0-00000.0-00000-82000-5530-0000000				02/18	34.58										
								Total	34.58	34.58	24003634	CHK PAYOUT	7648					
12622			01.0-00000.0-00000-81100-4370-0000000				02/18	763.62										
								Total	763.62	763.62	24003635	CHK PAYOUT	7648					
REGISTER TOTAL AMOUNT										Issues :	1,926.93	Voids :	0.00	Net Disbursed :	1,926.93			
SYSTEM WARRANTS ISSUED										5	From 24003631	To 24003635	Total number of vouchers :			5	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED										0	From	To						
NUMBER OF VOIDS										0								
SYSTEM WARRANTS ISSUED MTD										58	MANUAL WARRANTS ISSUED MTD		WARRANTS VOIDED MTD			0		
SYSTEM WARRANTS ISSUED YTD										68	MANUAL WARRANTS ISSUED YTD		WARRANTS VOIDED YTD			0		
Fund Summary										Issues		Voids						
01.0										1,926.93		0.00						

*ups shipping
 maint supplies
 operation supplies
 van - car/wash
 JA membership*

*Inst
 Dist
 Sch Admin
 operation
 Inst - PE
 Sp Ed*

Sch Admin supplies

Rental Service 7/23/17-8/22/17

operation supplies - paper towels

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

Report Id : LAAP029S1
 District : 64584
 Fiscal Year : 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-25 Issue Date : 2017-08-28

Page No : 1
 Run Date : 2017-08-25
 Run Time : 19.38.54

VOUCHER REF NO	PO NUMBER	Fund ResPrtj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12616		76.0-00000.0-00000-000000-9511-0000000	02/18			02/18	4813.58				
Total							4813.58	4813.58	23996585	CHK PAYOUT	7646
12617		01.0-00000.0-00000-82000-5520-0000000	02/18			02/18	34.86				
Total							34.86	34.86	23996586	CHK PAYOUT	7646

Handwritten: Tax balance: 4848.44
 7/25/17 - 8/23/17

REGISTER TOTAL AMOUNT	Issues :	4,848.44	Voids :	0.00	Net Disbursed :	4,848.44
SYSTEM WARRANTS ISSUED	2 From 23996585	To 23996586	Total number of vouchers :	2	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0 From	To				
NUMBER OF VOIDS	0					

SYSTEM WARRANTS ISSUED MTD	53	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	63	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0

Fund Summary	Issues	34.86	Voids	0.00
01.0		34.86		0.00
76.0		4,813.58		0.00

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
AKA WATER SERVICES, INC.	12612			01.0-00000.0-00000-82000-5530-0000000	02/18			02/18	150.00				
	12612			01.0-00000.0-00000-72000-5800-0000000	02/18			02/18	75.00				
				Total					225.00	23994657	CHK PAYOUT	7644	
FISHER SCIENTIFIC CO., LLC	12613			01.0-00000.0-11100-10000-4310-0000100	02/18			02/18	46.20				
				Total					46.20	23994658	CHK PAYOUT	7644	
Internal Revenue Service	12614			76.0-00000.0-00000-00000-9511-0000000	02/18			02/18	4116.42				
				Total					4116.42	23994659	CHK PAYOUT	7644	
WestEd	12615			01.0-00000.0-11100-10000-5800-0000100	02/18			02/18	168.00				
				Total					168.00	23994660	CHK PAYOUT	7644	
<p>REGISTER TOTAL AMOUNT Issues : 4,555.62 Voids : 0.00 Net Disbursed : 4,555.62</p> <p>SYSTEM WARRANTS ISSUED 4 From 23994657 To 23994660 Total number of vouchers : 4 Number of Vouchers Audited 0</p> <p>MANUAL WARRANTS ISSUED 0 From 0 To 0</p> <p>NUMBER OF VOIDS 0</p> <p>SYSTEM WARRANTS ISSUED MTD 51 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0</p> <p>SYSTEM WARRANTS ISSUED YTD 61 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 0</p> <p>Fund Summary Issues Voids</p> <p>01.0 439.20 0.00</p> <p>76.0 4,116.42 0.00</p>													

Manganese + Nitrate Testing 7/24/17
Bacter Testing 7/24/17
Inst-Science supply
Tax balance 2nd Qtr 6/30/16
CHealthy Kids Survey

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

Report Id : LAAPO29S1
 District : 64584
 Fiscal Year : 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-23 Issue Date : 2017-08-24

Page No : 1
 Run Date : 2017-08-23
 Run Time : 19.39.54

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT		
CHEVRON & TEXACO BUSINESS CARD	12606		01.0-00000.0-00000-81000-4360-0000000			02/18	91.30							
			Total				91.30		91.30 ✓ 23992317	CHK PAYOUT	7642			
ETA hand2mind	12607		01.0-00000.0-11100-10000-4310-0000100			02/18	123.13							
			Total				123.13		123.13 ✓ 23992318	CHK PAYOUT	7642			
NASCO	12608		01.0-00000.0-11100-10000-4310-0000100			02/18	101.31							
			Total				101.31		101.31 ✓ 23992319	CHK PAYOUT	7642			
POWER TECH	12609		01.0-00000.0-00000-81000-5630-0000000			02/18	375.00							
			Total				375.00		375.00 ✓ 23992320	CHK PAYOUT	7642			
SCHOOLMART	12610		01.0-00000.0-11100-10000-4310-0000100			02/18	429.61							
			Total				429.61		429.61 ✓ 23992321	CHK PAYOUT	7642			
STAPLES ADVANTAGE	12611		01.0-11000.0-11100-10000-4310-0000000			02/18	452.40							
	12611		01.0-00000.0-00000-72000-4350-0000000			02/18	168.42							
	12611		01.0-00000.0-00000-81100-4370-0000000			02/18	33.93							
	12611		01.0-00000.0-00000-27000-4350-0000000			02/18	18.94							
	12611		01.0-65000.0-57700-11100-4310-0000000			02/18	5.73							
			Total				679.42		679.42 23992322	CHK PAYOUT	7642			
REGISTER TOTAL AMOUNT							Issues :	1,799.77			Net Disbursed :	1,799.77		
SYSTEM WARRANTS ISSUED							6 From	23992317	To	23992322	Total number of vouchers :			6
MANUAL WARRANTS ISSUED							0 From		To		Number of Vouchers Audited			0
NUMBER OF VOIDS							0							
SYSTEM WARRANTS ISSUED MTD							47				MANUAL WARRANTS ISSUED MTD			0
SYSTEM WARRANTS ISSUED YTD							57				MANUAL WARRANTS ISSUED YTD			0
Fund Summary							Issues				VOIDS			
01.0							1,799.77				0.00			

Gas - Van 8/11, 8/15/17
Inst - Clay, Bull - Battery - Science
Inst - Eclypse glasses, Atomic strips
Science
Rep Vendor - Maint
Inst - Class Texas Instrument calculators - Math

Inst - Dist Operation. Supplies
Sp Ed

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12604			01.0-00000.0-00000-81100-4370-00000000		02/18	303.02					
12604			01.0-00000.0-00000-81000-4380-00000000		02/18	448.63					
			Total			751.65		751.65			
12605			01.0-00000.0-00000-81000-5630-00000000		02/18	435.66					
			Total			435.66		435.66			

operation, supplies, maintenance, supplies

Rep Vendor-maintenance

REGISTER TOTAL AMOUNT	Issues :	1,187.31	To	23987631	From	0	Net Disbursed :	1,187.31
SYSTEM WARRANTS ISSUED	2	From	23987630	To	23987631	0	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0	From		To		0		
NUMBER OF VOIDS	0							

SYSTEM WARRANTS ISSUED MTD	41	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	51	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0
Fund Summary					
01.0	1,187.31	Voids	0.00		

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrtj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
DELTA DENTAL	12602			01.0-00000.0-11100-10000-3411-0000000				02/18	110.85				
	12602			01.0-14000.0-11100-10000-3411-0000000				02/18	50.54				
	12602			01.0-00000.0-11100-10000-3412-0000000				02/18	42.22				
	12602			01.0-14000.0-00000-36000-3412-0000000				02/18	18.09				
	12602			13.0-53100.0-00000-37000-3412-0000000				02/18	30.16				
	12602			01.0-00000.0-00000-72000-3412-0000000				02/18	24.73				
	12602			01.0-00000.0-11100-10000-3412-0000000				02/18	30.15				
	12602			01.0-00000.0-00000-71100-3412-0000000				02/18	60.31				
	12602			01.0-00000.0-00000-27000-3411-0000000				02/18	12.37				
	12602			01.0-00000.0-00000-71500-3411-0000000				02/18	12.36				
KAISER FOUNDATION HEALTH PLAN,	12603			01.0-00000.0-11100-10000-3411-0000000				02/18	101.08				
	12603			01.0-14000.0-11100-10000-3411-0000000				02/18	101.08				
	12603			01.0-00000.0-11100-10000-3412-0000000				02/18	84.43				
	12603			01.0-14000.0-00000-36000-3412-0000000				02/18	36.19				
	12603			13.0-53100.0-00000-37000-3412-0000000				02/18	60.31				
	12603			01.0-00000.0-00000-72000-3412-0000000				02/18	49.46				
	12603			01.0-00000.0-11100-10000-3412-0000000				02/18	60.31				
	12603			01.0-00000.0-00000-71100-3412-0000000				02/18	120.62				
	12603			01.0-00000.0-00000-27000-3411-0000000				02/18	24.73				
	12603			01.0-00000.0-00000-71500-3411-0000000				02/18	24.73				
Total									1054.72	1054.72	23981775	CHK PAYOUT	7634
Total									1636.00	1636.00			
Total									748.00	748.00			
Total									1131.20	1131.20			
Total									484.80	484.80			
Total									704.50	704.50			
Total									948.00	948.00			
Total									704.50	704.50			
Total									384.50	384.50			
Total									384.50	384.50			
Total									1296.00	1296.00			
Total									1296.00	1296.00			
Total									2162.40	2162.40			
Total									869.60	869.60			
Total									1309.00	1309.00			
Total									1696.00	1696.00			
Total									1309.00	1309.00			
Total									1200.00	1200.00			
Total									669.00	669.00			
Total									669.00	669.00			
Total									19602.00	19602.00	23981776	CHK PAYOUT	7634

7/17

8/17 + 9/17

7/17

8/17 + 9/17

64584 GORMAN ELEMENTARY SCHOOL DIST. PAGE 1
 VOID* Indicates warrants were issued and cancelled the same day.
 *Total Amount by Account do not include discounts earned or lost, use tax or freight.

Report Id : LAAP029S1
 District : 64584
 Fiscal Year: 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-17 Issue Date : 2017-08-18

Page No : 2
 Run Date : 2017-08-17
 Run Time : 19.36.57

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12596			01.0-00000.0-00000-27000-3611-0000000				02/18	262.00					
12596			01.0-00000.0-00000-71000-3611-0000000				02/18	117.86					
12596			01.0-00000.0-11100-10000-3611-0000000				02/18	674.10					
12596			01.0-14000.0-11100-10000-3611-0000000				02/18	240.81					
12596			01.0-00000.0-11100-10000-3611-0000100				02/18	46.07					
12596			01.0-65000.0-57700-11200-3611-0000000				02/18	113.06					
12596			01.0-00000.0-00000-27000-3612-0000000				02/18	45.79					
12596			01.0-00000.0-00000-72000-3612-0000000				02/18	178.91					
12596			01.0-00000.0-00000-81000-3612-0000000				02/18	126.62					
12596			01.0-00000.0-11100-10000-3612-0000000				02/18	70.10					
12596			01.0-14000.0-00000-36000-3612-0000000				02/18	23.18					
12596			01.0-65000.0-57700-11200-3612-0000000				02/18	44.66					
12596			13.0-53100.0-00000-37000-3612-0000000				02/18	45.79					

*workers comp Quarterly Cont.
 Quarterly c SAC-EIP Rebate*

REGISTER TOTAL AMOUNT	Issues :	22,645.67	To	23981775	To	23981777	Voids :	0.00	Net Disbursed :	22,645.67
SYSTEM WARRANTS ISSUED	3	From								
MANUAL WARRANTS ISSUED	0	From								
NUMBER OF VOIDS	0	From								
Total number of vouchers : 5										
Number of Vouchers Audited : 0										

SYSTEM WARRANTS ISSUED MTD	37	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	47	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0
Fund Summary					
Issues		Voids			
01.0	19,295.91		0.00		
13.0	2,149.76		0.00		
76.0	1,200.00		0.00		

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12598		01.0-00000.0-00000-81100-4370-0000000				02/18	526.69					
					Total		526.69					
12599		01.0-11000.0-11100-10000-4310-0000000				02/18	1257.26					
12599		01.0-00000.0-00000-72000-4350-0000000				02/18	330.24					
12599		01.0-00000.0-00000-27000-4350-0000000				02/18	505.10					
12599		01.0-65000.0-57700-11100-4310-0000000				02/18	14.95					
					Total		2107.55					

operation supplies
 526.69 23979715 CHK PAYOUT 7632
Just Dist Sch Admin supplies
 2107.55 23979716 CHK PAYOUT 7632

REGISTER TOTAL AMOUNT	Issues :	2,634.24	Voids :	0.00	Net Disbursed :	2,634.24
SYSTEM WARRANTS ISSUED	2 From 23979715	To 23979716	Total number of vouchers :	2	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0 From	To				
NUMBER OF VOIDS	0					
SYSTEM WARRANTS ISSUED MTD	34	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0	
SYSTEM WARRANTS ISSUED YTD	44	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0	

Fund Summary Issues Voids 0.00
 01.0 2,634.24

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

PAVEE	VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
CECELIA J. CUMMINGS, CPA	12586		01.0-00000.0-00000-00000-9520-00000000	02/18			02/18	7400.00					
			Total					7400.00					
SOUTHERN CALIFORNIA EDISON	12597		01.0-00000.0-00000-82000-5510-00000000	02/18			02/18	2129.23					
			Total					2129.23					

Business Manager New 5/17, 6/17 PY

7/10/17- 8/8/17

REGISTER TOTAL AMOUNT	Issues :	9,529.23	Voigs :	0.00	Net Disbursed :	9,529.23
SYSTEM WARRANTS ISSUED	2	From 23977786	To 23977787	Total number of vouchers :	2	Number of Vouchers Audited
MANUAL WARRANTS ISSUED	0	From	To			
NUMBER OF VOIDS	0					

SYSTEM WARRANTS ISSUED MTD	32	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	42	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0

Fund Summary Issues 9,529.23 Voids 0.00

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund	ResPrj	Goal	Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT BY WARRANT	MTD CYCLE	SEC NBR	STAT
FELECIA DAVIS	12592			01.0-00000.0			11100-10000-4310-0000100		02/18		34.82		23974501	34.82		7626	
							Total				34.82		23974501	34.82			
LACSTA	12593			01.0-00000.0			12000-5310-0000000		02/18		60.00		23974502	60.00		7626	
							Total				60.00		23974502	60.00			
LAKESHORE	12594			01.0-00000.0			10000-4310-0000100		02/18		200.33		23974503	200.33		7626	
							Total				200.33		23974503	200.33			
MOUNTAINSIDE DISPOSAL, INC.	12595			01.0-00000.0			82000-5560-0000000		02/18		194.98		23974504	194.98		7626	
							Total				194.98		23974504	194.98			

REGISTER TOTAL AMOUNT	Issues :	490.13	Voids :	0.00	Net Disbursed :	490.13
SYSTEM WARRANTS ISSUED	4 From	23974501	To	23974504	Total number of vouchers :	4
MANUAL WARRANTS ISSUED	0 From		To		Number of Vouchers Audited	0
NUMBER OF VOIDS	0					
SYSTEM WARRANTS ISSUED MTD	30				MANUAL WARRANTS ISSUED MTD	0
SYSTEM WARRANTS ISSUED YTD	40				MANUAL WARRANTS ISSUED YTD	0

Fund Summary
 01.0 Issues 490.13
 0.00 Voids 0.00

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

Reimburse - T Shurtz (Robitce)
1 yr membership dues 7/17-6/30/18
Science - Inst supplies
Service 7/17

VOUCHER ID	REF NO	PO NUMBER	Fund	ResPj	Goal	Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	PMT BY MTD CYCLE	STAT
12587			01.0-00000.0-00000-72000-5910-0000000					02/18		71.71				
Total														
7/6/17-8/5/17														
12562		2016-17 PY	01.0-00000.0-00000-00000-9520-0000000					02/18		127.50				
Total														
Legal Service 6/17														
12564			01.0-00000.0-00000-00000-9520-0000000					02/18		2678.10				
12565		2016-17 PY	01.0-00000.0-00000-00000-9520-0000000					02/18		1213.47				
Total														
Knows computer, monitor, joystick act Dell Opti Computer, monitor, keyboard, mouse														
12561		2016-17 PY	01.0-00000.0-00000-00000-9520-0000000					02/18		7400.00				
Total														
Business manager Service														
12563		2016-17 PY	01.0-00000.0-00000-00000-9520-0000000					02/18		4837.88				
Total														
Policy Development Workshop														
12588			01.0-00000.0-00000-81100-4370-0000000					02/18		668.40				
Total														
Trash bags														
12589			01.0-00000.0-11100-10000-4210-0000100					02/18		251.62				
Total														
History - Social Science books														
12579			01.0-00000.0-11100-10000-5610-0000000					02/18		208.02				
12579			01.0-00000.0-00000-72000-5610-0000000					02/18		69.35				
Total														
Lease payment 2 Canon Copiers														
12590			01.0-00000.0-00000-81100-4370-0000000					02/18		126.41				
Total														
Toilet Tissue														
12591			01.0-00000.0-00000-27000-5410-0000000					02/18		6604.50				
12591			01.0-00000.0-00000-72000-5410-0000000					02/18		2201.50				
Total														
Member Contribution 2017-18														
Property Liability														
8806.00														
Total														
8806.00														

REGISTER TOTAL AMOUNT Issues : 26,458.46 Voids : 0.00 Net Disbursed : 26,458.46

64584 GORMAN ELEMENTARY SCHOOL DIST. PAGE 1
 VOID* Indicates Warrants were issued and Cancelled the same day.
 *Total Amount by Account do not include discounts earned or lost, use tax or freight.

2016-17 \$16,256.95
 2017-18 \$10,201.51
 \$26,458.46

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT				
AERIES SOFTWARE	12577			01.0-00000.0-11100-10000-4340-0000100	02/18				3500.00									
			Total						3500.00	3500.00	23968431	CHK PAYOUT	7620					
FIRST	12578			01.0-00000.0-11100-10000-5800-0000100	02/18				225.00									
			Total						225.00	225.00	23968432	CHK PAYOUT	7620					
READY REFRESH BY NESTLE	12580			01.0-00000.0-00000-82000-5530-0000000	02/18				7.50									
			Total						7.50	7.50	23968433	CHK PAYOUT	7620					
SoCalGas	12582			01.0-00000.0-00000-82000-5520-0000000	02/18				37.49									
			Total						37.49	37.49	23968434	CHK PAYOUT	7620					
SAN JOAQUIN COUNTY OFFICE OF E	12581			01.0-00000.0-00000-72000-5310-0000000	02/18				450.00									
			Total						450.00	450.00	23968435	CHK PAYOUT	7620					
VERITIV	12583			01.0-11000.0-11100-10000-4310-0000000	02/18				285.48									
			Total						285.48	285.48	23968436	CHK PAYOUT	7620					
REGISTER TOTAL AMOUNT										Issues :	4,505.47	Voids :	0.00	Net Disbursed :	4,505.47			
SYSTEM WARRANTS ISSUED										6	From	23968431	To	23968436	Total number of vouchers :	6	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED										0	From		To					
NUMBER OF VOIDS										0	From		To					
SYSTEM WARRANTS ISSUED MTD										16	MANUAL WARRANTS ISSUED MTD		0	WARRANTS VOIDED MTD		0		
SYSTEM WARRANTS ISSUED YTD										26	MANUAL WARRANTS ISSUED YTD		0	WARRANTS VOIDED YTD		0		
Fund Summary										Issues	Voids							
01.0										4,505.47	0.00							

Hosting Services 7/17-6/30/18
Robotics Registration - Gorman Cobots
Rental Service 6/23/17-7/22/17
6/23/17-7/25/17
2017-18 Edjoin acct Fee
Colored copy paper - Dist sup.

Fund Amounts are reflective of Gross Voucher Distributions and not sum of Warrant Amounts.
 In case of Partial Payments, Fund Summary will differ from the Register Total Issued Amount.

Report Id : LAAP029S1
 District : 64584
 Fiscal Year: 2018

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2017-08-04 Issue Date : 2017-08-07

Page No : 1
 Run Date : 2017-08-04
 Run Time : 19.28.19

PAYEE	VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD	SEQ CYCLE	SEQ NBR	STAT	
ACSA	12566		01.0-00000.0-00000-72000-5310-0000000			02/18	1233.00		1233.00	23963999			7616		
			Total				1233.00		1233.00	23963999			7616		
BOOK SYSTEMS	12567		01.0-00000.0-11100-10000-4340-0000100			02/18	255.00		255.00	23964000			7616		
			Total				255.00		255.00	23964000			7616		
CSBA C/O WEST AMERICA BANK	12568		01.0-00000.0-00000-72000-5310-0000000			02/18	1000.00		1000.00						
	12569		01.0-00000.0-00000-72000-5310-0000000			02/18	1301.00		1301.00						
			Total				2301.00		2301.00	23964001			7616		
GOLDEN VALLEY MUNICIPAL WATER	12570		01.0-00000.0-00000-82000-5565-0000000			02/18	647.00		647.00						
			Total				647.00		647.00	23964002			7616		
JULIE RALPHS	12571		01.0-00000.0-00000-71100-3412-0000000			02/18	500.00		500.00						
			Total				500.00		500.00	23964003			7616		
MPLC	12572		01.0-00000.0-11100-10000-4310-0000100			02/18	103.76		103.76						
			Total				103.76		103.76	23964004			7616		
PATRICIA EDWARDS	12573		01.0-00000.0-00000-71100-5210-0000000			02/18	74.90		74.90						
			Total				74.90		74.90	23964005			7616		
POSTMASTER	12574		01.0-00000.0-00000-72000-5940-0000000			02/18	294.00		294.00						
			Total				294.00		294.00	23964006			7616		
STEVE SONDER	12575		01.0-00000.0-00000-71100-3412-0000000			02/18	500.00		500.00						
			Total				500.00		500.00	23964007			7616		
XEROX CORPORATION	12576		01.0-00000.0-00000-27000-5630-0000000			02/18	149.25		149.25						
	12576		01.0-00000.0-00000-72000-5630-0000000			02/18	49.75		49.75						
			Total				199.00		199.00	23964008			7616		
REGISTER TOTAL AMOUNT							Issues :	6,107.66	Voids :	0.00	Net Disbursed :				6,107.66

2017-18 membership - JA 7/1/17-6/30/18
 Concourse RECAT 1/1 7/1/17-6/30/18
 Renewal 23964000
 - Gamut Online 7/1/17-6/30/18
 - CSBA + ELA Membership 7/1/17-6/30/18
 Sewer Service 7/17
 Health Stipend 8/17
 Motion Picture Umbrella Screen 9/10/17-9/10/18
 Mileage 7/17
 Stamps
 Health Stipend 8/17
 Warranty/Service Colorcube 8570 Printer 8/4/17-8/3/18



August 21, 2017

Gorman Elementary School District
4987 Gorman School Road
Gorman, CA 93243

Re: Document Tracking Services

INVOICE #9324307

Pursuant to the licensing agreement between Gorman Elementary School District and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [10/1/17 to 10/1/18]: **\$395**
1 school and District Personnel = 2 sites
License Agreement includes up to 5 documents

Translation Services

2017 Spanish School Accountability Report Card **\$150**
\$150 x 1 School Accountability Report Cards

Translation Services

DTSforms Service: **\$395**
Single School District
License Agreement includes up to 5 Custom Forms

Total Balance Due: \$940

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0967 - Phone
858-587-4640 - Corporate Fax

Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)



LICENSING AGREEMENT

This Agreement effective **October 1, 2017**, is made and entered into by **Gorman Elementary School District** as Licensee and Document Tracking Services (DTS) as Licenser each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

- A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit **A** of this agreement.
 - (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.
 - (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit **A** of this agreement.
- B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.
- C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.
- D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.
- E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.
- F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.
 - (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.
- G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.
- H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.
- I. License Fee. Licensee shall pay a fee of **\$395**.



- J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **\$0**.
- K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.
- L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.
- M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.
- N. Definitions.
- (i) Document. A document is defined as **a)** a specific template provided by CDE or; **b)** any specific word document or forms that have different fields or school references such as elementary, middle or high schools* submitted by District or CDE; or **c)** individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.
- * Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.
- (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.
- O. Document Setup Fee. DTS will charge a one-time setup fee of \$200 per standard document up to a maximum of \$850 for customized documents.
- P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is \$39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.
- Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.



The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0967 - Phone
858-587-4640 - Corporate Fax

Date: August 21, 2017

Licensee

By: _____

Date: _____

Gorman Elementary School District



Exhibit A

The following are standard documents to be used in conjunction with the license.

1. 2017 School Accountability Report Card, English (CDE Template)
2. 2017 School Accountability Report Card, Spanish (CDE Template)
3. 2017 Single Plan for Student Achievement (CDE Template)
4. Others to be identified as needed.



Payment Information

LAUNCH LIVE CHAT

BILLING ADDRESS

Billing address is different from contact address

CREDIT CARD INFO

Card Number

Card Type

Exp Month

Exp Year

Security Code (what's this?)

By clicking *Complete Order*, I agree to the Terms of Service, Usage Policy, Privacy Policy, and the total amount of \$94.95 USD

COMPLETE ORDER

Cancel Order

ORDER SUMMARY

Product	No. Of Lic	Term	Unit Price	Total
Reading A-Z (renewal)	1x	09/17/2018	\$109.95 \$94.95	\$94.95
Subtotal				\$94.95
Sales Tax				\$0.00
Total (USD)				\$94.95

[LAUNCH LIVE CHAT](#)

Payment Information

BILLING ADDRESS

 Billing address is different from contact address

CREDIT CARD INFO

Card Number

Card Type

Exp Month

Exp Year

Security Code (what's this?)

By clicking *Complete Order*, I agree to the Terms of Service, Usage Policy, Privacy Policy, and the total amount of \$109.95 USD

[COMPLETE ORDER](#)[Cancel Order](#)

ORDER SUMMARY

Product	No. Of Lic	Term	Unit Price	Total
Reading A-Z (renewal)	1x	10/21/2018	\$109.95	\$109.95
Subtotal				\$109.95
Sales Tax				\$0.00
Total (USD)				\$109.95

\$ 94.95

Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

GORMAN JOINT SCHOOL DISTRICT

Johannis Andrews II
Superintendent/Principal

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 - FAX (661) 248-0604

RESOLUTION #06-17-18

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

BACKGROUND:

In order to employ an individual on an emergency or provisional permit, the District must have a Declaration of Need on file with the Commission that is valid during the time the permit is valid. The Declaration of Need is the employer's proof to the Commission that there is a need to hire un-credentialed teachers.

PROGRAM/EDUCATIONAL IMPLICATION:

Approval of the Declaration of Need allows the District to hire teachers who have not completed their credential program. The District will hire teachers on Emergency or Provisional Permits only after exhausting all available alternatives.

PASSED AND ADOPTED this 12th day of September, 2017 by the Board of Trustees of the Gorman Joint School District in Gorman, California.

Steve Sonder, President



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2017-2018

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Gorman Joint School District District CDS Code: 64584

Name of County: Los Angeles County CDS Code: 19

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 09 / 12 / 17 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2018.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Johannis L. Andrews II</u>		<u>Superintendent/Principal</u>
<i>Name</i>	<i>Signature</i>	<i>Title</i>
<u>661-248-0604</u>	<u>661-248-6441</u>	<u>September 12, 2017</u>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<u>P.O. Box 104, Gorman, CA 93243</u>		
<i>Mailing Address</i>		
<u>jandrews@lws.lacoe.edu</u>		
<i>E-Mail Address</i>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<i>Mailing Address</i>		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	

Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	
Special Education	
TOTAL	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. Teachers will complete internship program at one of the following Universities

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.

University of La Verne, San Diego State University, Azusa Pacific University, University of Phoenix, Chapman University

If no, explain why you do not participate in an internship program.

RENAISSANCE®

Quote #: 1789158

PO Box 8036, Wis. Rapids, WI 54495-8036 - Phone:(800) 338-4204 Fax:(877) 280-7642 Federal I.D. 39-1559474

Gorman Elementary School District - 307192
PO Box 104
Lebec, CA 93243-0104
Contact: Casey Stanford - (661) 248-6441
Email: caseystanford@gmail.com

Reference ID: 231100
Created: 08/04/2017

Quote Summary	School Count : 1
Product & Services Total	\$4,069.00
Applied Discounts	\$(1,309.00)
Shipping and Processing	\$0.00
Sales Tax	\$0.00
Grand Total	USD \$2,760.00

To place an order, please submit your organization's required purchase order with reference to quote number 1789158. An invoice will be sent upon receipt of your purchase order. Payment is due net 30 days from the invoice date. If your organization does not require a purchase order, please contact our order services team at 877-444-3172 for assistance with placing your credit card order.

Mail: PO Box 8036, Wis. Rapids, WI 54495-8036
Fax: (877)280-7642
Email: electronicorders@renaissance.com

If changes are necessary, or additional information is required, please contact your account executive Dan Schurman at (866)610-7989, Thank You.

Use your Prop 98 funding to lock in multi-year discounts on the programs you need.

RENAISSANCE

Quote #: 1789158

PO Box 8036, Wis. Rapids, WI 54495-8036 - Phone:(800) 338-4204 Fax:(877) 280-7642 Federal I.D. 39-1559474

Gorman School - 374841					
Products & Services		Quantity	Unit Price	Discount	Total
Accelerated Reader 360 Subscription Renewal	10/01/2017 - 09/30/2018	240	\$9.35	\$(1,309.00)	\$935.00
Star Math Subscription Renewal	10/01/2017 - 09/30/2018	100	\$4.45	\$0.00	\$445.00
Star Reading Subscription Renewal	10/01/2017 - 09/30/2018	100	\$4.45	\$0.00	\$445.00
Annual All Product Renaissance Place Hosting Fee Renewal	10/01/2017 - 09/30/2018	1	\$635.00	\$0.00	\$635.00
Assessment Hourly Implementation & Data Coaching		2	\$150.00	\$0.00	\$300.00
Gorman School Total				USD	USD
				\$(1,309.00)	\$2,760.00

This quote is valid for 30 days. All quotes and orders are subject to availability of merchandise. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance Learning approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance Learning with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Renaissance Place is an advanced, web-based, software system. Renaissance Learning personnel are available to assist with each step of the detailed implementation to help you realize the multiple benefits that Renaissance Place provides. To ensure a successful implementation, please allow 30 to 90 days for the remote installation and setup.



Lexia Reading Site based Hosting Renewal Proposal

Quote valid through 09/30/2017

Gorman School District
Attn: Johannis L. Andrews II
jandrews@lws.lacoe.edu

Details of your hosting are: 126 Student Licenses to Lexia Core5 /Lexia Strategies with a renewal date of 06/30/2017.

1-year extension 65 licenses @ \$20 each \$1,300

Renewal option selected, total: \$ _____

The subscription service includes:

- a. Access to *Lexia Reading Core5*, at school and at home, via browser on PC or MAC, Chromebooks, iPad2+, iPad Mini and certain Android tablets. See attached hardware specifications, also at <http://lexialearning.com/files/support/C5SysReq.pdf>
- b. Access to Lexia Strategies, at school and at home. See [system requirements](#) and [Technical Set up Guide](#) for details.
- c. Data hosting and reporting functions at www.myLexia.com and the teacher/administrator myLexia APP for iPhone/iPad free at the APP store. See [Technical Setup](#) for details.
- d. Lexia Reading scripted multi-sensory lesson plans, independent student worksheets and instructional connections.
- e. System updates, 800-line technical support, local support & implementation and On-Demand training videos.
- f. Please note that Lexia fully adheres to the strictest data privacy and FERPA requirements, as identified in AB1584 and SB1177. For more details, please see these links:
 - a. <http://www.lexialearning.com/privacypolicy/index.html>
 - b. <http://www.lexialearning.com/lexia-website-properties-terms-of-use>

Please send all purchase orders and payments to:

Greenfield Learning Inc.,
PO Box 3024, Half Moon Bay, CA 94019
Phone: 800-363-5547 Fax: 650-726-1156
Email orders: orders@greenfieldlearning.com

Lexia Reading Core5: Skills Overview

PHONOLOGICAL AWARENESS	<ul style="list-style-type: none"> • Rhyming • Blending and Segmenting • Syllables and Sounds • Beginning Sounds 	<ul style="list-style-type: none"> • Ending Sounds • Short and Long Vowel Sounds • Manipulating Sounds
PHONICS	<ul style="list-style-type: none"> • Upper and Lower Case Letters • Alphabetizing • Letter-Sound Correspondence • Easily Reversible Letters (b, d, p) • Word Families • Spelling Generalizations and Rules • Irregular Plurals and Verbs 	<ul style="list-style-type: none"> • Hard and Soft c & g • Six Syllable Types <ul style="list-style-type: none"> - Closed - Open • Vowel r • Vowel • Combinations <ul style="list-style-type: none"> - Silent e - Consonant le • Rules for Syllable Division • Contractions
STRUCTURAL ANALYSIS	<ul style="list-style-type: none"> • Suffixes • Prefixes • Spelling Rules for Adding Affixes • Prefix Meanings 	<ul style="list-style-type: none"> • Root Meanings • Greek Combining Form Meanings • Accent Placement
AUTOMATICITY / FLUENCY	<ul style="list-style-type: none"> • High Frequency Sight Words • Automaticity with Foundational Concepts • Timed Silent Reading at Word Level 	<ul style="list-style-type: none"> • Timed Silent Reading at Paragraph Level • Modeled Prosody with Connected Text • Sentence Structure
VOCABULARY	<ul style="list-style-type: none"> • Categorizing and Associations • Spatial Concepts • Advanced Adjectives • Multiple Meanings • Shades of Meaning • Synonyms and Antonyms 	<ul style="list-style-type: none"> • Similes and Metaphors • Idioms • Analogies • Affix and Root Meanings • Greek Combining Forms
COMPREHENSION	<ul style="list-style-type: none"> • Listening Comprehension <ul style="list-style-type: none"> - Picturing for Details and Main Idea - Sequencing-Concepts of Beginning, Middle and End • Reading Comprehension <ul style="list-style-type: none"> - Matching Words and Phrases with Pictures - Cloze Sentence Comprehension with Basic Recall Questions • Understanding Text Structure <ul style="list-style-type: none"> - Sequencing Sentences - Building Sentences - Analyzing Sentence Structure - Signal Words 	<ul style="list-style-type: none"> • Comprehension Strategies with Narrative and Informational Text <ul style="list-style-type: none"> - Main Idea/Mainly About - Details - Vocabulary - Prediction - Inferencing - Conclusion - Cause and Effect - Compare and Contrast - Summarizing - Paraphrasing - Perspective - Fact vs. Opinion

For technical specs go to: www.lexialearning.com

**University of La Verne
College of Education and Organizational Leadership
University/District Fieldwork Agreement**

Undergraduate Level Programs

**Liberal Studies
Child Development**

Graduate Level Programs

**Multiple Subject and Single Subject Credential Candidates
Multiple and Single Subjects Intern Credential Candidates
Educational Specialist: Mild/Moderate Preliminary Credential
Candidates
Educational Specialist: Mild/Moderate Preliminary Intern
Credential Candidates
School Counseling Credential Candidates
School Counseling Intern Credential Candidates
School Psychology Credential Candidates
School Psychology Intern Credential Candidates
Administrative Services Credential Candidates
Administrative Services Intern Credential Candidates**

THIS AGREEMENT entered into this 14th day of August 2017 with **Gorman Joint School District** by and between the University of La Verne through the Provost of the University of La Verne on behalf of the Board of Trustees hereinafter called the University and, hereafter called the District, referred to in the collective as the Parties.

WITNESSETH

WHEREAS, the University is accredited by the California Commission on Teacher Credentialing (CCTC) and the National Council of Accreditation for Teacher Education (NCATE) as a credential granting institution and desires to provide fieldwork experiences through directed teaching, practicum experiences and/or fieldwork experiences to its students enrolled in the University's undergraduate programs: Liberal Studies and Child Development programs and graduate programs: Multiple and Single Subject Teacher Education program,

Educational Specialist program, School Counseling program, School Psychology program, and Administrative Services program curricula; and

WHEREAS, District agrees to allow University's students to gain the necessary fieldwork, practicum, and teaching, counseling, psychology, and administrative services experiences by interacting with and observing, assessing/assessment of students and teachers, counselors, psychologists, and administrators and teaching classes and working with students at its schools; and

WHEREAS, the Parties agree to provide for the payment in money for multiple and single subject candidates and educational specialist candidates or in services for school counseling, school psychology, administrative services, and the liberal studies and child development undergraduate programs, for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the Parties hereto that the payments for multiple and single subject candidates and educational specialist candidates be made to the District under this agreement do not exceed the actual cost of the District of the services rendered by the District and that there is an understanding that the University does not provide stipends to the District for the school counseling, school psychology, administrative services, and the liberal studies and child development programs;

NOW, THEREFORE, it is mutually agreed between the Parties hereto as follows:

1. The District shall provide experiences through multiple and single subject and educational specialist fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences and fieldwork, and fieldwork experiences in liberal studies, and fieldwork and supervised teaching experiences in child development in schools and classes of the District for students of the University qualified for such assignments and assigned by the University to multiple and single subject and educational specialist candidates fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences, and/or fieldwork, and field work in the liberal studies program, and fieldwork and supervised teaching in child development in schools or classes of the District, and under the direct supervision and instruction of such credentialed employees of the District, as the district and the University, through their duly authorized representatives, may agree upon.

Directed teaching for multiple and single subject credential candidates shall be deemed to include all supervised student teaching in the University's two supervised teaching courses,

Educational Specialist Level I: Mild/Moderate credential candidates complete a minimum of 40 hours in a general education classroom setting and a ten-week supervised teaching experience over a fifteen-week semester in SPED 409: Supervised teaching in the fall and spring semesters.

School Counseling and School Psychology programs require practicum experiences and fieldwork experiences that must be completed under the supervision of a credentialed District employee to meet the required number of practicum hours. Administrative Services program requires fieldwork experiences only.

At the undergraduate level, fieldwork experiences are required for the Liberal Studies program and the Child Development program.

The Child Development program also requires a supervised teaching experience in EDUC 454: Early Childhood Student Teaching.

Fieldwork experiences are completed as part of the curricula requirements in both the undergraduate level for the bachelor's degree requirements and the graduate level credential programs. These fieldwork experiences are hourly based and require the undergraduate candidates and graduate credential candidates to complete the requirements in appropriate districts and school classes.

Intern Programs

The University of La Verne College of Education and Organizational Leadership offers Internship Programs in Multiple and Single Subject Teaching, Educational Specialist Mild/Moderate Level I, School Counseling, School Psychology, and Administrative Services for qualified students. These internship programs provide a process whereby selected, qualified individuals may be employed as multiple and single subject teachers, education specialist teachers, counselors, psychologists, and school administrators in participating public schools and concurrently meet the University of La Verne's requirements in professional education. These internship requirements are consistent with the current multiple and single subject teaching, educational specialist teaching, counseling, psychology, and administrative services credential programs.

Under this contract, the District shall provide intern experiences for multiple and single subject credential program, educational specialist program, school counseling program, school psychology program, and the administrative services program.

Full explanation of the University's undergraduate and graduate programs can be found in: **Exhibit A**

Intern Programs Eligibility can be found in: **Exhibit B**

Intern Programs Agreement can be found in: **Exhibit C**

Prior to any University student entering a District or school-site to complete fieldwork, practicum, or supervised teaching, he/she must have TB clearance and be cleared by the state with either a Certificate of Clearance or other form of DOJ clearance.

The District may, in its sole discretion, refuse to accept for directed teaching, practicum, or fieldwork, any student of the University assigned in the district. Upon request of the District, the University shall terminate the directed teaching, practicum, or fieldwork assignment of any student of the University in the District.

Multiple and single subject and educational specialist and liberal studies and child development directed teaching and fieldwork students, and students completing practicum and fieldwork experiences in school counseling, school psychology, and administrative services programs as used herein and elsewhere in this agreement mean active participation in the duties and function of classroom teaching, school counseling, school psychology, and administrative services practicum, and fieldwork experiences under the direct supervision and instruction of employees of the District holding a valid credential, with a minimum of three years of exemplary experience as a classroom teacher, school counselor, school psychologist, or site administrator, issued by the California Commission on Teacher Credentialing.

2. In the multiple and single subject and educational specialist programs, the University will pay the District directly for the performance by the District of all services required to be performed by the District under this agreement. There is no payment provision for the University's fieldwork assignments that must be completed in the University's coursework or for the school counseling, school psychology, and administrative services programs or the undergraduate programs, liberal studies and child development.

The number of semester units of directed teaching or fieldwork to be provided for each student of the University assigned to directed teaching, practicum, or fieldwork under this agreement shall be determined by the University.

3. An assignment of a student of the University to directed teaching, practicum, or fieldwork in schools or classes of the District shall be at the

discretion of the University. A student may be given more than one assignment by the University for placement in directed teaching, practicum or fieldwork experiences in such schools or classes. The assignment of a student of the University to directed teaching, practicum, or fieldwork in the District shall be deemed to be effective for the purposes of this Agreement as of the date the student presents to the proper authorities of the District the assignment letter or other document given him/her by the University effecting such assignments, but not earlier than the date of such assignments as shown on such letter or other document.

In the event the assignment of a multiple subject, single subject, or educational specialist student of the University to directed teaching, practicum or fieldwork is terminated by the University or the District for any reason, the District shall receive payment on account of such student as though there had been no termination of the assignment, except that if such assignment is terminated before half the term of the assignment is completed, the District shall receive payment for an assignment for one-half services only. There is no payment for students in the school counseling, school psychology, administrative services, or liberal studies and child development programs.

4. Within a reasonable time following the close of each semester of the University the District shall submit an invoice, in duplicate, to the University for payment at the rate provided herein, for all students who participated in directed teaching in the multiple and single subject programs and the education specialist program provided by the District under and in accordance with this Agreement during said semester or term.

The District shall attach to the invoice a certificate, in duplicate, executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such directed teaching an amount not less than the amount of the invoice.

2042 Multiple and Single Subject Credential Program Educational Specialist Credential Program

ED 468: Introductory Supervised Teaching - \$100.00 per student teaching assignment for each student in full-day introductory directed teaching.

ED 478 and SPED 409: Advanced Supervised Teaching - \$200.00 per student teaching assignment for each student in full-day directed teaching.

ED 467: Intern Teaching: Multiple and Single Subjects and SPED 459: Intern Teaching Educational Specialist school-site support providers receive a stipend of \$200 for each semester they have an intern.

Child Development: Liberal Studies: School Counseling: School Psychology: Administrative Services

The university does not pay a stipend to school-site supervisors for these programs.

5. The term of the agreement shall commence on the **14th day of August 2017**. This agreement may be terminated by either District or University immediately for cause upon giving written notice to the other party. If not terminated, this contract will remain in effect until either the District or the University requests to alter the existing contract or write a new contract.
6. Notwithstanding anything herein contained to the contrary, this Agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual written consent of both parties hereto.
7. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of a total of Two Hundred (\$200.00) for ED 478 and SPED 409 or One Hundred (\$100.00) per student for ED 468, or Two Hundred (\$200) per student for ED 467 and SPED 459.
8. Parties agree District is not responsible for maintaining workers' compensation coverage for students of the University.

INDEMNIFICATION: The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims, demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys' fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this agreement by such indemnifying party, or its officers, agents, servants and employees, but only in proportion to and to the extent such liability, claims demands, debts, suits, actions, causes of action, or attorneys' fees are caused by or result from the negligent or intentional acts of omissions of either party.

UNIVERSITY shall carry and maintain at least \$1,000,000 per occurrence and \$3,000,000 in General Aggregate commercial general liability insurance and provide DISTRICT with an additional covered party endorsement naming the DISTRICT as an additional covered party. Copies of renewal notices during the term of this contract must be provided to the DISTRICT within thirty (30) days to keep the contract in force. If the UNIVERSITY changes insurance carriers, DISTRICT must be notified thirty (30) days prior to change.

For purposes of this paragraph, the student teacher shall not be deemed to be an officer, agent, servant, or employee of **UNIVERSITY OF LA VERNE** or **GORMAN JOINT SCHOOL DISTRICT**.

The following signature hereby indicates approval of this contract:

University of La Verne
UNIVERSITY

By _____

Dr. Jonathan Reed
Provost

Gorman Joint School District
DISTRICT

By _____

TITLE

CERTIFICATION

I, the duly appointed and acting Secretary to the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 2017.

It was moved, seconded and carried that the attached contract with **Gorman Joint School District** whereby the University may assign students to the schools in the School District for multiple and single subject and educational specialist internship, directed teaching and/or fieldwork, school counseling and school psychology internship, practicum and/or fieldwork, and administrative services internship and fieldwork be approved; and the Secretary to the Board is hereby authorized to execute the same.

DISTRICT

COUNTY

BY

TITLE

EXHIBIT A

Program Descriptions

Fieldwork Experiences

The University of La Verne requires fieldwork experiences for students at both the undergraduate and graduate levels.

UNDERGRADUATE LEVEL PROGRAMS

Liberal Studies Program Child Development Program

Fieldwork Experiences

At the undergraduate level, the University seeks to place students in fieldwork experiences where each student can observe and interact with regularly certified or credentialed teachers.

These fieldwork experiences may or may not be observed by the University's instructors and may involve observations and small group instruction with limited whole class involvement.

These fieldwork experiences are totally different from the fieldwork experiences required for the graduate programs. These experiences are not graduate level supervised teaching assignments and undergraduate students do not have to meet the same requirements as the graduate students.

Each undergraduate student must hold a State of California Certificate of Clearance (Liberal Studies) or State of California Department of Justice Bureau of Criminal Information and Analysis (Child Development Program) allowing him/her to engage with children in a public or private school setting and a verification of negative TB screening.

Each undergraduate candidate will be issued a letter of introduction listing the requirements of the fieldwork experience to be presented to the school-site and/or the District to request fieldwork placement.

These undergraduate experiences are designated as "Field Study Candidates."

At the undergraduate level, the University seeks to place two classifications of field- work students: 1) Field Study Candidates and 2) Undergraduate Student Teaching Candidates.

Field Study Candidates

Field Study Candidates can observe and interact with regularly certified or credentialed teachers. At this level, students may or may not be supervised by the University's instructors and the experience may involve observations and small group instruction with limited whole class involvement.

Undergraduate Student Teaching Candidates

Undergraduate Student Teaching is a requirement of the Child Development Program. Requirements for this program are completely different from the supervised teaching assignments that must be completed at the graduate and credential level. At this level, students are supervised by the University on a weekly basis. The University works solely with the cooperating school or school district to request placement with a certified or credentialed school-site supervisor for each supervised student teacher.

GRADUATE LEVEL PROGRAMS

Teacher Education: Multiple and Single Subject Credential Program
Educational Specialist Credential Program
School Counseling Credential Program
School Psychology Credential Program
School Administration Credentials Program
Level I Administrative Credential Program
Level II Administrative Credential Program

Graduate level students are placed in participating districts and schools for the purpose of meeting individual course work requirements for field experiences relating to the individual course or for supervised teaching or practicum experiences.

Supervised teaching is a requirement of the Teacher Education and Educational Specialist Credential programs.

Practicum and fieldwork experiences are requirements of the School Counseling and School Psychology programs.

The Administrative Credential program requires fieldwork experiences only.

TEACHER EDUCATION: MULTIPLE AND SINGLE SUBJECT CREDENTIAL PROGRAMS

Fieldwork Requirements

Teacher education programs require fieldwork experiences in classrooms that are not supervised by the University, but are approved by the course instructor, and the placements must be approved by the individual school-sites and districts. Each individual candidate will arrange cooperatively with the school-site administrator and/or the district for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Teacher Education supervised teaching assignments are set up by the University with the cooperating partner districts and are supervised by the University's supervisors on a weekly schedule.

The University works solely with the cooperating partner school districts to request placements for supervised teaching. Candidates are never permitted to seek to placement for themselves.

Placement requests for multiple subject candidates are any two assignments either K-2: 3-5: or 6-8 core middle school.

Placement requirements for single subject candidates are grades 7-12 in the credential area. Students may be placed in a middle school/junior high school assignment for one of the supervised teaching assignments or they can complete the two assignments in a comprehensive high school.

ED 468: Introductory Supervised Teaching: five-week supervised teaching experience.

ED 478: Advanced Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Multiple and Single Subject

Intern teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the pre-requisite requirements. Completed: ED 460: Diversity, Interaction, and the Learning Process

ED 470: Theories and methods of Education for Linguistically
Diverse Students

Passed: CBEST: CSET or subject matter competency: University's writing
requirement

Verified: Certificate of Clearance: TB clearance: U.S. Constitution

The maximum amount of time for a candidate to remain as an intern is two years.

University of La Verne's interns are supervised on a weekly basis by the University supervisor and by a qualified District employee until the intern has completed all of the state and University's credential requirements. The school-site support provider must be teaching at the same school-site within the same subject area as the intern, and must hold the appropriate credential, has taught in the subject area for a minimum of three years, is EL proficient, and would be an exemplary teacher who can successfully mentor and monitor the supervised teacher.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

EDUCATION SPECIALIST CREDENTIAL PROGRAM

Fieldwork Requirements

Education Specialist Credential program requires fieldwork experiences in appropriate special education classrooms, or mainstreamed classrooms, or included classrooms, that are not supervised by the university, but are approved by the course instructor and the placements must be approved by the individual school-sites and districts.

Each individual candidate will arrange cooperatively with the school-site administrator and/or the District for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Education Specialist supervised teaching assignments are set up by the university with the cooperating partner districts and are supervised by the university's supervisors every two weeks.

The university works solely with the cooperating partner school Districts to request placements for supervised teaching. Candidates are never permitted to seek to place themselves.

Placement assignment requests are for RSP, SDC classrooms, an included classroom, or a mainstream classroom.

SPED 409: Education specialist Mild-Moderate Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Education Specialist Credential Program

Intern special education teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the pre-requisite requirements.

The maximum amount of time for a candidate to remain as an intern is two years. University of La Verne's educational specialist interns are supervised on a bi-weekly basis until they have completed all of the state and university's credential requirements.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

PRACTICUM REQUIREMENTS

SCHOOL COUNSELING CREDENTIAL PROGRAM

School Counseling unsupervised fieldwork assignments and supervised practicum assignments are arranged by the University with the cooperating Districts. Supervised practicum assignments are supervised by the University on a regularly scheduled calendar.

All School Counseling candidates hold a Certificate of Clearance and a clear TB verification.

Graduate Level School Counselor Trainee

Graduate Level School Counselor Trainees are University recommended master's degree candidates who have been approved to engage in unpaid educational observation or service for the purpose of gaining professional experience under the supervision of an appropriately trained or credentialed

professional of the district. Arrangements for this experience will be made cooperatively between the counselor trainee and the principal of the participating school.

School Counseling Fieldwork Candidate

School Counseling Fieldwork candidates are University recommended master's degree candidates who have been approved to engage in unpaid counseling experiences under the supervision of a fully credentialed school counselor from the district and a University supervisor. Assignment of a University candidate to placement in a district school shall be at the discretion of the University working cooperatively with the District. The school-site supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing and the American School Counselor Association standards. This information will be noted in writing prior to beginning the fieldwork experience. The University reserves the right to issue or deny the PPS credential at the end of the fieldwork experience. Either the District or the University may remove the school counseling candidate for unsatisfactory performance.

School Counseling Intern

School counseling interns are University recommended master's degree candidates who possess a Pupil Personnel Service (PPS) Internship Credential. School counseling interns have been approved to engage in paid counseling services under the supervision of a fully credentialed school counselor from the district and a university supervisor. The district supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing. This information will be noted in writing prior to beginning the internship. The University reserves the right to issue or deny the PPS credential at the end of the internship experience. Either the District or the University may remove the school counseling intern for unsatisfactory performance.

SCHOOL PSYCHOLOGY CREDENTIAL PROGRAM

School Psychology Practicum Trainees

School Psychology Practicum Trainees are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to participate in unpaid school psychology experiences, that occur prior to the field experience. These experiences are conducted in laboratory field-based settings under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor.

The District supervisor or the on-site supervisor and the school psychology practicum trainee will decide how the 450 prescribed clock hours (spread over two years) will be accomplished in fulfillment of the National Association of School Psychology domains, to be completed at the site. These hours are prescribed by the School Psychology curriculum: the district supervisor is not necessarily involved. This information will be noted in writing, in the Planning Document, prior to beginning the practicum experience. Either the district or the university may remove the school psychology practicum trainee for unsatisfactory performance.

School Psychology Fieldwork Candidates

School Psychology Fieldwork Candidates are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to engage in unpaid school psychology experiences under supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. The District supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished in fulfillment of the National Association of School Psychology domains to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the fieldwork experience, based on passing the PRAXIS at the University of La Verne required level. Either the District or the University may remove the school psychology candidate for unsatisfactory performance.

School Psychology Interns

School Psychology Interns are candidates recommended by the University, possessing a Certificate of Clearance and an Intern Credential, who have been approved to engage in paid school psychology services under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. The district supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished, in fulfillment of the National Association of School Psychology domains, to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the internship experience. Either the District or the University may remove the school psychology intern for unsatisfactory performance.

ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM

Administrative Services Credentials

The Administrative Services Preliminary and Professional Credential Programs require fieldwork experiences supervised by the University staff at the beginning of the placement. All administrative services placements must be approved by the individual school-sites and Districts prior to starting the program.

Administrative Fieldwork Candidates

Administrative Fieldwork Candidates are candidates recommended by the University, who possess appropriate certification, and have been approved to engage in unpaid administrative services under the supervision of a fully credentialed administrative employee of the district. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. Either the District or the University may remove the administrative fieldwork candidate for unsatisfactory performance.

Administrative Interns

Administrative Interns are candidates recommended by the University, possess an Intern Credential issued by the California Teacher Credentialing Commission, who have been approved to engage in paid administrative duties under the supervision of a fully credentialed employee of the District, and a University supervisor. The University reserves the right to issue or deny the Preliminary Administrative Credential upon completion of the University program. Either the District or the University may remove the administrative Intern for unsatisfactory performance.

Professional Administrative Fieldwork Candidates

Professional Fieldwork Candidates are candidates who hold a valid Preliminary Administrative Credential, have been hired by a District for a full time, paid administrative position, and are under the supervision of a fully credentialed administrative employee of the District and a University supervisor. Recommendation for the Professional Credential shall be at the discretion of the University, working cooperatively with the District.

EXHIBIT B

Intern Credential Program Eligibility

These programs permit the students to become eligible for the intern credential if the student has:

Multiple and Single Subject Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed the program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as a classroom teacher in the credential subject area.
8. U.S. Constitution
9. Speech

Internship must be completed within two years.

Interns are observed by the University weekly.

Education Specialist Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as an educational specialist-mild-moderate teacher
8. Complete previous experience in a special education classroom.

Internship must be completed within two years.

Interns are observed by the University bi-weekly.

School Counseling Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school counselor

Internship must be completed within two years.

Interns are supervised by the University.

School Psychology Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school psychologist

Internship must be completed within two years.

Interns are supervised by the University.

Administrative Services Intern Eligibility

1. Preliminary or clear teaching credential or other appropriate credential
2. Admitted into program and completed program's prerequisite course requirements
3. Minimum three years teaching or other appropriate experience
4. Letters of recommendation
5. Personal statement
6. Been offered employment as a school administrator

Internship must be completed within two years.

Interns are supervised by the University.

EXHIBIT C

INTERNSHIP PROGRAMS AGREEMENT

RESPONSIBILITIES OF PARTICIPATING PUBLIC SCHOOL DISTRICTS

The participating public school district has the following responsibilities:

1. To assist in the screening of interns;
2. To screen and employ qualified interns;
3. To determine the salary of each intern in accordance with district policies;
4. To identify and assign an individual who holds a valid California teaching credential to provide on-site supervision of the internship teacher, counselor, psychologist, administrative services candidate throughout the internship experience
5. To assume appropriate responsibilities for preparing the intern for full credentialing, including advising, supervising, evaluating and recommending the intern for the credential.
6. District shall assign each intern a site supervisor who, along with the University, shall supervise the intern on a regular basis.

EVALUATION

The Multiple and Single Subject Teacher Internship Program, Special Education Level I - Mild/Moderate Internship Program, School Counseling Intern Program, School Psychology Intern Program, and the Administrative Services Intern Program Evaluation Plan will be conducted by the individual Departments of the College of Education and Organizational Leadership of the University in cooperation with approved participating public school districts. The evaluation plan will include the following components:

1. evaluation of candidates prior to admission to the program;
2. continuing evaluation during the period of internship counseling;
3. final evaluation prior to recommendation to CCTC;
4. follow-up of graduates; and
5. evaluation of the program.

GORMAN JOINT SCHOOL DISTRICT

CONFERENCE/MILEAGE REPORT #02-17-18

September, 2017

PERSONNEL

Wendy Rodgers, Kim Lowe

DATE(S)

November 9, 2017

CONFERENCE

Read Naturally Seminar

LOCATION

San Jose, CA

ESTIMATE

Registration	\$ 450.00
Mileage	\$ 293.18
Lodging	\$ 328.00
<u>Meals</u>	<u>\$ 84.00</u>
Total	\$ 1,155.18

Special Education conference expense
01.0-65000.0-57700-11100-5220-0000000 \$862.00

District mileage expense
01.0-00000.0-00000-72000-5210-0000000 \$293.18

+++++

PERSONNEL

Johannis Andrews

DATE(S)

November 16-17, 2017

CONFERENCE

Superintendents' Professional Collaborative

LOCATION

To be determined

ESTIMATE

Registration	\$ 100.00
Mileage	to be determined
<u>Lodging</u>	<u>\$ 350.00</u>
Total	\$ 450.00

District conference expense
01.0-00000.0-00000-72000-5220-0000000 \$450.00

District mileage expense
01.0-00000.0-00000-72000-5210-0000000 to be determined

PERSONNEL

Michi Knight

DATE(S)

October 21, 2017

CONFERENCE

Daily 5 and Math Daily 3 Frameworks

LOCATION

Anaheim, CA

ESTIMATE

Registration	\$ 255.00
Mileage	\$ 102.19
Meal	\$ 12.00
<u>Total</u>	<u>\$ 369.19</u>

Instructional conference expense
01.0-00000.0-11100-10000-5220-0000100 \$267.00

Instructional mileage expense
01.0-00000.0-11100-10000-5210-0000100 \$102.19

Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

GORMAN JOINT SCHOOL DISTRICT

Johannis Andrews II
Superintendent/Principal

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 - FAX (661) 248-0604

RESOLUTION # 04-17-18

BOARD OF TRUSTEES - ABSENCE

WHEREAS, Julie Ralphs, a Governing Board Member for the Gorman Joint School District was unable to attend the Special Board Meeting held August 24, 2017.

WHEREAS, the absence(s) was due to illness, to activities related to duties as a Board Member or other acceptable reasons pursuant to Education Code 35120,

THEREFORE, BE IT RESOLVED, that Julie Ralphs shall receive the full monthly stipend paid to Board Members for the month of August 2017.

PASSED AND ADOPTED this 12th day of September, 2017 by the Board of Trustees of the Gorman Joint School District.

Steve Sonder, President