

## 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

**November 13, 2018**

### 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

Patricia Edwards, Clerk

Julie Ralphs, 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 November 13, 2018.

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 4
3. Gorman Learning Charter Network Report dated October 18, 2018
4. Gorman Learning Charter Network Regular Session Agenda dated October 18, 2018
5. Gorman Learning Charter Network Regular Session Minutes dated October 18, 2018
6. Call for Nominations for CSBA Delegate Assembly
7. The California Voting Rights Act: Recent Legislation & Litigation Outcomes
8. Assessing Liability under the CVRA and Transitioning to a By-Trustee Area Election Method

**C. Comments**

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

- D. Discussion
  - 1. Call for Nominations for CSBA Delegate Assembly
  - 2. CVRA-Recent Legislation

**VI. ACTION ITEMS**

A. Administrative and Business Office Items:

- 1. Approve the Minutes of the Regular Meeting of October 9, 2018.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 2. Approve Purchase Orders #18-19-80 through 18-19-113 of which \$36,302.21 was paid from the General Fund and \$4,326.16 from other funds.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 3. Approve B Warrants #13132-13183 in the amount of \$64,749.46.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 4. Approve the 2018-19 revised Gorman Elementary School Comprehensive School Safety (SB 187) and Emergency Preparedness Plan.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 5. Approve the updated 2017-2021 Gorman Joint School District Strategic Plan for Arts Education.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 6. Approval of the nomination of \_\_\_\_\_ for CSBA Delegate Assembly.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

- 7. Approve to change the next regular meeting of the Board of Trustees from Tuesday, January 8, 2019 to Tuesday, January 15, 2019 at 3:00 P.M. closed session and 3:30 P.M. regular session due to the holiday schedule.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

8. Approve Proposal (Quote #16206488) for 5 Dell Latitude 5590 laptop computers, 4 monitors, 4 dell Dock with Adapter and 9 CA recycling fee for monitors in the amount of \$6,478.38.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

9. Approve Field Trip Report #01-18-19.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

B. Personnel:

10. Approve Conference/Mileage Report #04-18-19.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_

C. Board Policy

**VII. ADVANCE PLANNING**

The next regular meeting of the Board of Trustees will be held Tuesday, December 11, 2018 at 3:00 P.M. closed session and 3:30 P.M. regular session.

Items for next meeting

1. \_\_\_\_\_ 2. \_\_\_\_\_

**VIII. ADJOURNMENT**

Approve adjournment at \_\_\_\_\_ P.M.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: yes \_\_\_no\_\_\_



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

**Gorman Joint School District**  
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Johannis L. Andrews II  
Superintendent/Principal

## **Superintendent's Report November 2018**

### **Enrollment      83 students**

As of November, Gorman School has 83 students enrolled.

#### **District:**

- Gorman Joint School District will be accepting applications for non-residents, for the 2019-2020 District of Choice Lottery Program, beginning October 1, 2018 through January 1, 2019. Interested students do not need to seek permission from their home district. Students residing in the El Tejon Unified School District and Westside Union School District are eligible to apply for the Gorman's District of Choice program. This will be posted in the Mountain Enterprise for the next several weeks.
- **Policy Manual, Board Policies, Administrative Regulations and Bylaws:**

The Board Policies, Administrator Regulations, and Board Bylaws as of October 2018 are now available on [gorman.k12.ca.us](http://gorman.k12.ca.us) website under District Information.

#### **Change from "at-large" to "by-trustee area" Election Method**

It is recommended by LACOE that Gorman look into the California Voting Rights Act of 2001. Recently, many cities, school districts and other public entities have had their election systems challenged under CVRA with lawsuits, leading to very expensive and divisive litigation. I have always taken the approach to avoid expenditures that do not directly benefit the children, families, and communities we serve. While Gorman Joint School District believes its elections have not been racially polarized, a move to "by-trustee" area elections enables us to move forward without the potential of having to defend CVRA litigation in the future. LACOE has seen numerous small rural districts get served with a demand letter from law firms about voting rights issue. The change in our system of electing trustees will not change the Board's history and commitment to making decisions based on the interests of the entire District, regardless of where individual trustees happen to reside. Included in the Board packet is the document "The California Voting Rights Act: Recent Legislation & Litigation Outcomes". It summarizes the option cities and school districts have in responding to CVRA demand letters, the process cities and school districts are required to go through in order to change

their election systems, and issues that have arisen in the process of jurisdictions transitioning from at-large to district-trustees area elections. Also included in the Board Packet is a document "Assessing Liability Under The CVRA and Transitioning To A By-Trustee Area Election Method" written by AALRR Law Firm. It is my recommendation to get legal advice on this situation before Gorman is served with a demand letter.

#### **Human Resources:**

- Appointment Due to Failure to Elect:

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328) (cf. 9100 - Organization) When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

#### **Curriculum:**

##### **Professional Development:**

##### **Implementation of the Drama/Stage Production:**

Over the next few months Gorman will continue the implementation our second year of Visual and Performing Arts. We are starting with drama and stage production curriculum with the students. "The Velveteen Rabbit Or How Toys Become Real" is a wonderful drama experience crafting something completely original to Gorman students that includes script, lyrics and music. There will be one performance starting at 6:00 PM on Thursday December 6, 2018.

Implementation of the Arts:

- ✓ The Arts reach students not normally reached, in ways and methods not normally used. (This leads to better student attendance and lower dropout rates.)
- ✓ It changes the learning environment to one of discovery. (This often re-ignites the love of learning in students tired of just being fed facts.)
- ✓ Students connect with each other better. (This often results in fewer fights, greater understanding of diversity, and greater peer support.)
- ✓ The Arts provide challenges to students of all levels. (Each student can find his/her own level from basic to gifted.)
- ✓ Students learn to become sustained, self-directed learners. (The student does not just become an outlet for stored facts from direct instruction, but seeks to extend instruction to higher levels of proficiency.)

- ✓ The study of the fine arts positively impacts the learning of students of lower socioeconomic status as much or more than those of a higher socioeconomic status. (Twenty-one percent of students of low socioeconomic status who had studied music scored higher in math versus just eleven percent of those who had not. By the senior year, these figures grew to 33 percent and 16 percent, respectively, suggesting a cumulative value to music education.)

**Facilities:**

**Well:**

I called JJ's Pumping and he was on vacation until November. During the month of October the water level in Gorman's groundwater continued to fluctuate with low water pressure. We have continued to monitor the water level, and adjusted the water schedule. Water pressure to the buildings continued to be an issue at certain times of the day. Included in this month's Board packet is a water control system. This system would allow staff to monitor the level of the water in the well, tanks, and how much water the school is using daily/monthly. This will also allow staff to monitor the system pressure. If there are any questions I would be happy to answer them during the Board meeting.

**Budget:**

One year ago, Julie Ralphs indicated the need to keep our nation's children safe at school which has become more urgent than ever before because of our recent shootings. To address the issue for Gorman, Mr. Buckland a parent of two students installed a door access control system. Access control systems will help Gorman protect our entrances by preventing unauthorized persons from entering our school buildings while notifying system users of any suspicious activity. Classrooms can be locked from the inside and no one can enter by the use magnetic door system. Anyone can pull the magnet off and secure the classroom door. Foresight System installed four cameras, and an intercom system with two hands free monitoring stations.

**Events:**

1. On October 31, 2018 Gorman students had a costume day. During the first hour of the day there was a costume parade. Several parents attended and enjoyed seeing all the students in costumes. Teachers planned Halloween activities and ended the day with a popcorn party and dance. The students really enjoyed the day full of activities. We were lucky to have this year's parade on a minimum day.
2. Parent/Teacher conferences are scheduled to be held on November 14th and 15th.
3. The students will have a Turkey Feast for lunch on November 15th. Several parents have volunteered to help out and provide food.
4. Reports cards will be sent home on November 16th.
5. The Winter Holiday Program will be held on Thursday, December 6, 2018. There will be one performance and several practice through that week. The performance will start at 6:00 PM Thursday night.

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 1  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
1100	Teachers' Salaries	4,090.92	0.00
1110	Teachers' Salaries-Full-Time	54,188.70	0.00
1160	Teachers' Salaries-Substitute	1,265.00	0.00
1300	Cert Supervisors & Admin Sal	20,800.00	0.00
1310	Cert Supervisor & Admin Sal-Ft	33,450.00	0.00
	Total for Major Object: 1000	113,794.62	0.00
2130	Instruct Aide Sal-Hourly/Daily	12,916.31	0.00
2200	Classif Support Sal	567.38	0.00
2210	Classif Support Sal-Full-Time	4,402.61	0.00
2410	Cler Tech Office Staff Sal-Ft	7,377.54	0.00
2460	Cler Tech Off Staff Sal-Sub	3,689.42	0.00
2990	TBD	3,660.00	0.00
	Total for Major Object: 2000	32,613.26	0.00
3111	STRS, Certificated Positions	17,890.44	0.00
3212	PERS, Classified Positions	1,332.54	0.00
3311	OASDI, Certificated Positions	24.96	0.00
3312	OASDI, Classified Positions	1,439.21	0.00
3331	Medicare, Cert Positions	1,348.43	0.00
3332	Medicare, Class Positions	441.11	0.00
3411	Hlth & Wlfr Benefits, Cert	9,567.71	0.00
3412	Hlth & Wlfr Benefits, Class	15,694.82	0.00
3511	State Unemploy Insur, Cert Pos	56.90	0.00
3512	State Unemploy Insur, Clas Pos	15.22	0.00
3611	Worker Comp Insur, Cert Pos	1,405.36	0.00
3612	Worker Comp Insur, Class Pos	355.78	0.00
3999	Benefits-Error	641.00	0.00
	Total for Major Object: 3000	50,213.48	0.00
4210	Books & Oth Reference Material	29.29	0.00
4310	Materials and Supplies	3,656.17	0.00
4340	Computer Software & Relat Exp	14,189.85	0.00
4350	Office Supplies - Admin	1,694.83	0.00
4360	Tires, Fuel and Oil	862.64	0.00
4370	Custodial/Operation Supplies	2,552.37	0.00
4380	Maintenance Supplies	577.35	0.00
4400	NonCapitalized Equipment	1,395.73	0.00
	Total for Major Object: 4000	24,958.23	0.00
5210	Mileage & Car Allowances	1,594.66	0.00
5220	Travel and Conferences	2,033.00	0.00
5310	Dues and Memberships	6,139.00	0.00
5410	Insurance	10,194.00	0.00
5510	ELECTRICITY	6,355.90	0.00



Report ID : LAGL0088  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 2  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
5520	Natural Gas Services	311.28	0.00
5530	Water	469.12	0.00
5560	Waste Disposal	594.68	0.00
5565	Waste Disposal - Other	2,047.00	0.00
5610	Rentals, Leases and Repairs	1,301.40	0.00
5630	Repairs	8,824.69	0.00
5800	Oth Contracted Services	10,798.53	0.00
5812	Contract Svc (2) - TBA	16,838.60	0.00
5820	Legal, Audit, & Election Costs	137.50	0.00
5840	Computer/Technlgy Related Serv	13,832.00	0.00
5850	Consult/Ind Contractors(NonEmp)	10,165.00	0.00
5860	Fingrprt,Phys, XRayOth Emp Cst	60.00	0.00
5880	Other Charges/Fees	491.30	0.00
5890	Other Services	91.50	0.00
5910	Communications	467.39	0.00
5940	Communication -Postage	416.00	0.00
Total for Major Object: 5000		93,162.55	0.00
8011	Rev Limit State Aid-CYr	0.00	189,836.00
8012	Education Protection Account E	0.00	33,847.00
8029	Othr Subvntns/In-Lieu of Taxes	0.00	15.17
8042	Unsecured Roll Taxes	0.00	2,359.29
8043	Prior Year's Taxes	0.00	8,571.23
8044	Supplemental Taxes	0.00	18,141.58
8045	Edu RevAugmntn Fnd	0.00	204.63
8048	Phnts & Intrst from Dlgnt Tax	0.00	168.94
8290	All Other Federal Revenues	0.00	692.00
8560	State Lottery	0.00	4,375.75
8660	Interest	0.01	0.00
8699	All Other Local Revenues	240.00	0.00
8791	Tfrs of Apptmnts fm Dstrcts	0.00	310,281.00
Total for Major Object: 8000		240.01	568,492.59
Net Increase (Decrease) to Fund Balance			253,510.44
9110	Cash in County Treasury	3,356,258.17	0.00
9130	Revolving Cash	2,000.00	0.00
9200	Accounts Receivable	612,524.74	0.00
9330	Prepaid Expenditures	6,896.00	0.00
9342	Earned Salary Advance	1,615.00	0.00
9519	Accounts Payable-Current Liab.	0.00	2,000.00
9520	Accnts Payable-Manual Accrual	0.00	1,399,619.39
9521	Salaries Payable	0.00	7,007.30
9525	FB Subs-STRS	0.00	8,172.30
9526	FB Subs-PERS	0.00	834.97
9528	FB Subs-OASDI	0.00	2,682.34

Report ID  
 District  
 Fiscal Year  
 To Period

LAGL008S  
 64584  
 2019  
 4

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

Page No. 3  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
9529	FB Subs-MEDICARE	0.00	3,998.18
9531	FB Subs-SUI	0.00	1,085.40
9532	FB Sub-W/C	0.00	19,485.07
9650	Deferred Revenue	0.00	309,771.95
9791	Beginning Fund Balance	0.00	1,571,126.57
	ENDING Fund Balance		2,224,637.01
Total for Fund: 01.0		4,294,276.06	4,294,276.06

Report ID : LAGL0088  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 4  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
2230	Classif Support Sal-Hrly/Daily	1,863.11	0.00
	Total for Major Object: 2000	1,863.11	0.00
3312	OASDI, Classified Positions	115.51	0.00
3332	Medicare, Class Positions	27.02	0.00
3412	Hlth & Wlfr Benefits, Class	437.82	0.00
3512	State Unemploy Insur, Clas Pos	0.94	0.00
3612	Worker Comp Insur, Class Pos	23.01	0.00
	Total for Major Object: 3000	604.30	0.00
4310	Materials and Supplies	37.63	0.00
4400	NonCapitalized Equipment	695.00	0.00
4710	Food	7,237.80	0.00
4790	Food Supplies	236.38	0.00
	Total for Major Object: 4000	8,206.81	0.00
	Net Increase (Decrease) to Fund Balance	(10,674.22)	
9110	Cash in County Treasury	0.00	11,099.10
9200	Accounts Receivable	9,192.95	0.00
9521	Salaries Payable	0.02	0.00
9526	FB Subs-PERS	34.66	0.00
9528	FB Subs-OASDI	0.00	2,837.37
9529	FB Subs-MEDICARE	0.00	102.29
9531	FB Subs-SUI	0.00	126.36
9532	FB Sub-W/C	0.00	1,830.41
9791	Beginning Fund Balance	0.00	3,906.32
	ENDING Fund Balance		(6,767.90)
	Total for Fund: 13.0	19,901.85	19,901.85

Report ID  
 District  
 Fiscal Year  
 To Period

: LAGL008S  
 : 64584  
 : 2019  
 : 4

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

Page No. 5  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	121,763.58	0.00
9791	Beginning Fund Balance	0.00	121,763.58
	ENDING Fund Balance		121,763.58
Total for Fund: 14.0		121,763.58	121,763.58

Report ID : LAGI008S  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 6  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	63,947.73	0.00
9791	Beginning Fund Balance	0.00	63,947.73
	ENDING Fund Balance		63,947.73
Total for Fund: 21.0		63,947.73	63,947.73

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 7  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	45,158.83	0.00
9200	Accounts Receivable	0.00	0.07
9791	Beginning Fund Balance	0.00	45,158.76
	ENDING Fund Balance		45,158.76
Total for Fund: 25.0		45,158.83	45,158.83

Report ID  
 District  
 Fiscal Year  
 To Period

LAGL0085  
 64584  
 2019  
 4

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

Page No. 8  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	71,377.18	0.00
9200	Accounts Receivable	0.47	0.00
9791	Beginning Fund Balance	0.00	71,377.65
	ENDING Fund Balance		71,377.65
Total for Fund: 30.0		71,377.65	71,377.65

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 9  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	12,336.75	0.00
9200	Accounts Receivable	0.00	0.43
9519	Accounts Payable--Current Liab.	0.00	0.12
9791	Beginning Fund Balance	0.00	12,336.20
	ENDING Fund Balance		12,336.20
	Total for Fund: 35.0	12,336.75	12,336.75



Report ID : LAGL0085  
 District : 64584  
 Fiscal Year : 2019  
 To Period : 4

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

Page No. 10  
 Run Date 11/01/2018  
 Run Time 05:23:41  
 MONTHLY

Object	Object Description	Debit	Credit
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	Net Increase (Decrease) to Fund Balance		0.00
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9110	Cash in County Treasury	0.00	75,118.28
9200	Accounts Receivable	0.00	16,185.64
9506	State Disability Insurance	21.23	0.00
9507	Medicare Contributions	0.00	29,403.66
9508	Advanced Earned Income Credit	55.00	0.00
9511	Federal Tax Withholding	128,651.09	0.00
9512	State Tax Withholding	9,176.17	0.00
9513	OASDI Liability	0.00	21,677.82
9514	STRS Liability	0.00	1,995.21
9515	PERS Liability	3.41	0.00
9517	Voluntary Deductions	5,514.43	0.00
9518	Tax Shelter Annuity	0.00	1,500.00
9519	Accounts Payable-Current Liab.	0.00	469.12
9527	FB Subs-EPRS	0.00	1,251.50
9528	FB Subs-OASDI	243.53	0.00
9529	FB Subs-MEDICARE	60.57	0.00
9531	FB Subs-SUI	3,875.80	0.00
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	ENDING Fund Balance		0.00
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Total for Fund: 76.0		147,601.23	147,601.23
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Report ID : LAGL008S  
District : 64584  
Fiscal Year : 2019  
To Period : 4

64584-GORMAN ELEMENTARY SCHOOL DIST.  
TRIAL BALANCE BY FUND

Page No. 11  
Run Date 11/01/2018  
Run Time 05:23:41  
MONTHLY

Object	Object Description	Debit	Credit
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Total for District: 64584		0.00	0.00
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**DATE:** October 18, 2018  
**TO:** Board of Trustees  
Gorman Joint School District  
**FROM:** Denice Burchett  
Executive Director  
**SUBJECT:** MONTHLY BOARD REPORT

**BOARD REPORT NO. 10-18-2018**

### **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. October 2018 REPORT**

On Thursday October 18, 2018 the Gorman Learning Center Board of Directors convened for a regular board meeting at the Santa Clarita Resource Center. The month's activities include the following:

Denice Burchett's Report:

1. During this meeting, I presented the local indicators for the California Dashboard. As my leadership team reviewed the self-reflection tools, we were pleased to be able to show that these were all a "met" status.
2. We are continuing to update and revise our board policies as well as our job descriptions.

Truth Neube's Report

1. The auditors came last week to audit our financials.
2. Truth is working with our warehouse systems and process to improve efficiencies.

Please let me know if you would like a more detailed report of even an in person report from time to time.

Thank you very much  
Denice Burchett

# Gorman Learning Charter Network

Bringing Academic Excellence Home

## REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: October 18, 2018

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

TIME: 5:00 p m

*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

Jana Perea	President, and Parent Representative
Yvette Barringer	Vice President, and Parent Representative
Joshua Stegner	Secretary, and Parent Representative
Thomas Stonecipher	Treasurer, and Parent Representative
Dori Burnett	Parent Representative
Virgil Chewning	Parent Representative
Gina Miller	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 meetings of September 11, 2018.

**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 September 2018
- b. September 2018 Business Services Division Check Register
- c. September 2018 Business Services Division Payroll Expenditures
- d. September 2018 Division Purchase Order Listings
- e. August and September 2018 Business Services Division Credit Card Register
- f. September 2018 Enrollment Numbers

**9. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS**

- a. Executive Director – Denice Burchett
- b. Chief Business Officer – Truth Z. Neube

**10. INFORMATION/DISCUSSION/ACTION AGENDA**

- a. Review, Discussion and Approval of the Resignation of Gina Miller from the Gorman Learning Charter Network Board of Directors – Jana Perea
- b. Review, Discussion and Approval of the Purchase of 100 Chromebooks for the Antelope Valley Resource Center – Chris Campbell and Jason Gatza
- c. Review, Discussion and Approval of Early Start Kindergarten Student – Denice Burchett
- d. Review, Discussion and Approval of Retention Policy 5000.5 – Denice Burchett
- e. Review, Discussion and Approval of Policy 5008.1: Education of Homeless Children & Youths Policy – Tamara Campbell
- f. Review, Discussion and Approval of Policy 5008.2: Foster Youth Education Policy – Tamara Campbell
- g. Review, Discussion and Approval of Policy 5008.3: Educational Records and Student Information Policy – Tamara Campbell
- h. Review, Discussion and Approval of Employee Handbook – Naja Braddock

- i. **Review, Discussion and Approval of Riders – Naja Braddock**
  - i. **Virtual Resource Center (VRC) Facilitator Rider**
  - ii. **CTE Designated Subject Teacher Rider**
  
- j. **Review, Discussion and Approval of Job Descriptions – Naja Braddock**
  - i. **English Learning Coordinator Job Description**
  - ii. **Title I Coordinator Job Description**
  - iii. **Assistant Supervisor**
  - iv. **Administrative Assistant**
  
- k. **Review, Discussion and Approval of Termination of Policies – Craig Wilson**
  - i. **Conflict of Interest Policy 1002.1**
  - ii. **Conflict of Interest Policy 7004.7**
  
- l. **Review, Discussion and Approval of the Conflict of Interest Policy 7004.9 – Craig Wilson**
  
- m. **Review, and Discussion of the California Dashboard Presentation – Denice Burchett**

**CLOSED SESSION**

**11. ADJOURN TO CLOSED SESSION, IF ANY:**

- a. **Personnel Action – Government Code Section 54957**
  
- b. **Safety – Government Code Section 54957: THREAT TO PUBLIC SERVICES OR FACILITIES Consultation with Directors of Regional Services regarding campus safety risk and prevention measures.**

**RECONVENE TO OPEN SESSION**

**12. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

**13. ITEMS FOR NEXT MEETING**

**14. CONFIRM MEETING PLACE AND TIME**

**15. ADJOURNMENT**

# Gorman Learning Charter Network

Bringing Academic Excellence Home

## REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: October 18, 2018

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

TIME: 5:00 p.m.

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### OPEN SESSION: PUBLIC MEETING

#### 1. CALL TO ORDER 4:03 PM

#### 2. BOARD OF DIRECTORS ROLL CALL

Jana Perea	President, and Parent Representative (Present)
Yvette Barringer	Vice President, and Parent Representative (Present)
Joshua Stegner	Secretary, and Parent Representative (Present)
Thomas Stonecipher	Treasurer, and Parent Representative (Present)
Dori Burnett	Parent Representative (Present)
Virgil Chewning	Parent Representative (Present)
Gina Miller	Parent Representative
Joe Andrews	District Representative (Present)

#### 3. PLEDGE OF ALLEGIANCE

#### 4. APPROVAL OF THE AGENDA

Motion to approve the agenda.  
Moved by: Yvette Barringer  
Second by: Joshua Stegner  
Motion Carried: 6-0



**5. APPROVAL OF THE MINUTES**

- a. Approval of the minutes from the regular session meetings of September 11, 2018.

Motion to approve the minutes.  
Moved by: Joshua Stegner  
Second by: Virgil Chewning  
Motion Carried: 6-0

**6. COMMUNICATION FROM THE PUBLIC**

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None

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

None

**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 September 2018**
- b. **September 2018 Business Services Division Check Register**
- c. **September 2018 Business Services Division Payroll Expenditures**
- d. **September 2018 Division Purchase Order Listings**
- e. **August and September 2018 Business Services Division Credit Card Register**
- f. **September 2018 Enrollment Numbers**

Motion to approve the consent agenda.  
Moved by: Yvette Barringer  
Second by: Thomas Stonecipher  
Motion Carried: 6-0

**9. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS**

- a. **Executive Director – Denice Burchett**

Denice Burchett told the Board of her visit to the Lucerne Valley Unified School District Board Meeting along with a few board members and administration.

- b. **Chief Business Officer – Truth Z. Ncube**

Truth Ncube told the Board the auditors would be at the business office in the upcoming week for their annual audit of the organization. Truth updated the board on Paycom improvements and the Warehouse.

**10. INFORMATION/DISCUSSION/ACTION AGENDA**

**a. Review, Discussion and Approval of the Resignation of Gina Miller from the Gorman Learning Charter Network Board of Directors – Jana Perea**

Motion to approve the resignation of Gina Miller from the Gorman Learning Charter Network Board of Directors.

Moved by: Virgil Chewning  
Second by: Yvette Barringer  
Motion Carried: 6-0

**b. Review, Discussion and Approval of the Purchase of 100 Chromebooks for the Antelope Valley Resource Center – Chris Campbell and Jason Gatza**

Motion to approve the purchase of Chromebooks for the Antelope Valley Resource Center.

Moved by: Thomas Stonecipher  
Second by: Virgil Chewning  
Motion Carried: 6-0

**c. Review, Discussion and Approval of Early Start Kindergarten Student – Denice Burchett**

Motion to approve early start kindergarten student #11532.

Moved by: Joshua Stegner  
Second by: Yvette Barringer  
Motion Carried: 6-0

**d. Review, Discussion and Approval of Retention Policy 5000.5 – Denice Burchett**

Motion to approve the Retention Policy 5000.5 with the following changes: change IST to PLT in the body of the text on the “Request Form”, and change the language in the policy to “Students grades 2 through 8 will be evaluated in reading, English Language Arts, and mathematics” under the grade levels section.

Moved by: Yvette Barringer  
Second by: Dori Burnett  
Motion Carried: 6-0

**e. Review, Discussion and Approval of Policy 5008.1: Education of Homeless Children & Youths Policy – Tamara Campbell**

Motion to approve Policy 5008.1: Education of Homeless Children & Youth.

Moved by: Joshua Stegner  
Second by: Thomas Stonecipher  
Motion Carried: 6-0

**f. Review, Discussion and Approval of Policy 5008.2: Foster Youth Education Policy – Tamara Campbell**

Motion to approve Policy 5008.2: Foster Youth Education.

Moved by: Thomas Stonecipher  
Second by: Virgil Chewning  
Motion Carried: 6-0

**g. Review, Discussion and Approval of Policy 5008.3: Educational Records and Student Information Policy – Tamara Campbell**

Motion to approve Policy 5008.3: Educational Records and Student Information.  
Moved by: Yvette Barringer  
Second by: Joshua Stegner  
Motion Carried: 6-0

**h. Review, Discussion and Approval of Employee Handbook – Naja Braddock**

Motion to approve the Employee Handbook with the recommended changes.  
Moved by: Joshua Stegner  
Second by: Yvette Barringer  
Motion Carried: 7-0

**i. Review, Discussion and Approval of Riders – Naja Braddock**

- i. Virtual Resource Center (VRC) Facilitator Rider**
- ii. CTE Designated Subject Teacher Rider**

Motion to approve the Virtual Resource Center Facilitator Rider and the CTE Designated Subject Teacher Rider.  
Moved by: Yvette Barringer  
Second by: Thomas Stonecipher  
Motion Carried: 7-0

**j. Review, Discussion and Approval of Job Descriptions – Naja Braddock**

- i. English Learning Coordinator Job Description**

Motion to approve the English Learning Coordinator Job Description.  
Moved by: Joshua Stegner  
Second by: Virgil Chewning  
Motion Carried: 7-0

- ii. Title I Coordinator Job Description**

Motion to approve the Title I Coordinator Job Description.  
Moved by: Yvette Barringer  
Second by: Virgil Chewning  
Motion Carried: 5-0

- iii. Assistant Supervisor**

Motion to table the Assistant Supervisor Job Description.  
Moved by: Virgil Chewning  
Second by: Joe Andrews  
Motion Carried: 7-0

- iv. Administrative Assistant**

Motion to approve the Administrative Assistant Job Description.  
Moved by: Virgil Chewning  
Second by: Joshua Stegner  
Motion Carried: 7-0

- k. Review, Discussion and Approval of Termination of Policies – Craig Wilson**
  - i. Conflict of Interest Policy 1002.1**
  - ii. Conflict of Interest Policy 7004.9**

Motion to approve the Termination of Policies 1002.1 and 7004.9.  
Moved by: Thomas Stonecipher  
Second by: Joshua Stegner  
Motion Carried: 7-0

- l. Review, Discussion and Approval of the Conflict of Interest Policy 7004.9 – Craig Wilson**

Motion to approve Policy 7004.9: Conflict of Interest.  
Moved by: Thomas Stonecipher  
Second by: Joshua Stegner  
Motion Carried: 7-0

- m. Review, and Discussion of the California Dashboard Presentation – Denice Burchett**

**Adjourn For Recess 6:18 PM**

**Reconvene From Recess 6:41 PM**

**CLOSED SESSION 6:42 PM**

**11. ADJOURN TO CLOSED SESSION, IF ANY:**

- a. Personnel Action – Government Code Section 54957**
- b. Safety – Government Code Section 54957: THREAT TO PUBLIC SERVICES OR FACILITIES Consultation with Directors of Regional Services regarding campus safety risk and prevention measures.**

**RECONVENE TO OPEN SESSION 8:08 PM**

**12. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

NONE

**13. ITEMS FOR NEXT MEETING**

The Board requested the following items for the next meeting: Auditors Report, possibly the Evergreen Associates report, Assistant Supervisor job description, and the First Interim Report for Gorman Learning Center and Gorman Learning Center San Bernardino/Santa Clarita.

**14. CONFIRM MEETING PLACE AND TIME**

Redlands Resource Center at 4:00 pm on November 29<sup>th</sup>, 2018.

**15. ADJOURNMENT 8:11 PM**



October 26, 2018

**MEMORANDUM**

To: CSBA Member Boards  
From: Mike Walsh, CSBA President  
Re: Call for Nominations to CSBA's Delegate Assembly

**DEADLINE: Monday, January 7, 2019**  
**IF NOMINATING, BOARD ACTION REQUIRED**  
Please deliver to all governing board members. See envelope label for Region/Subregion number or visit <https://www.csba.org/About/Leadership/CSBARegions>

Each year, member boards elect representatives to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, and Executive Committee, Delegates ensure that the Association promotes the interests of California's school districts and county offices of education.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until **Monday, January 7, 2019**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion.
- A member board may nominate as many individuals as it chooses, but only one nomination form per nominee.
- All nominees must serve on a CSBA member boards and must give their approval prior to being nominated.
- All nominees must submit a **one-page, single-sided**, candidate biographical sketch form.
- An optional one-page, one-sided résumé may also be submitted, but cannot be substituted for the biographical sketch form.
- It is the nominee's responsibility to confirm that all nomination materials have been received deadline. Late submissions will not be accepted.
- The nomination form, candidate biographical sketch form, and optional resume may be returned by Monday, January 7, 2019, via the following methods. Please choose only one method:
  - E-mail to [nominations@csba.org](mailto:nominations@csba.org) by 11:59 p.m.
  - Fax to (916) 371-3407 by 11:59 p.m.
  - Postmarked by U.S.P.S. no later than January 7, 2019.

Elected Delegates serve a two-year term beginning April 1, 2019 through March 31, 2021. There are two required Delegate Assembly meetings each year. In 2019, the dates are May 18-19 in Sacramento and November 4-5 in San Diego. *District eligible to appoint a member of their board to the Delegate Assembly will receive a separate communication from CSBA.* However, districts that appoint may also nominate board members to run for the Delegate Assembly.

The nomination form and current list of CSBA Delegates with their expiration terms are attached. Terms that end in 2019 are up for election. All materials related to the nomination process for elected Delegates are available to download at [www.csba.org/ElectionToDA](http://www.csba.org/ElectionToDA). For more information, please contact the Executive Office at (800) 266-3382. Thank you.

Enclosures: Nomination Form, Candidate Biographical Sketch Form, Delegate Assembly Roster  
S:\EO\Nominations & Elections\DA\For 2019 elections\Nominations\nominations memo.docx

**The California Voting Rights Act:  
Recent Legislation &  
Litigation Outcomes**

Prepared by:  
James L. Markman  
Youstina N. Aziz  
714.990.0901



And  
Dr. Douglas Johnson  
310.200.2058



The California Voting Rights Act:  
Recent Legislation & Litigation Outcomes

You are sitting at your office on a Thursday afternoon, and the city manager sends you an email letting you know that the city received a demand letter about a voting rights issue. You review the demand letter and realize that it is a letter from a prospective plaintiff's attorney alleging that the city's election system is in violation of the California Voting Rights Act ("CVRA") and threatening litigation if the city does not voluntarily change its elections system. What do you do?

At least 88 cities have made the change to by-district elections and two more, the City of Goleta and the City of Carpinteria, agreed to make the change for 2022. Other cities, such as the City of San Clemente have decided to put the matter on the 2018 ballot for voters' approval. Approximately eighteen other cities are in some form of legal dispute but have not yet decided to make the change to by-district elections. For context, only 28 cities employed by-district elections prior to passage of the CVRA. Cities are not the only public entities susceptible to a CVRA challenge. Thirty two community college districts, over 165 school districts, and at least 12 other special districts have made the change to by-district elections.

This paper provides an overview of the CVRA and recent developments in both legislation and litigation surrounding the CVRA. It summarizes the options cities have in responding to CVRA demand letters, the process cities are required to go through in order to change their election system, and issues that have arisen in the process of jurisdictions transitioning from at-large to district-based elections. This paper focuses on the process for changing to district-based elections for general law at-large cities; the process may be slightly different for charter cities depending on whether they have to amend their charter to change their election system.

## **I. Introduction**

The CVRA, Elections Code Sections 14025-14032, was enacted to implement the California constitutional guarantees of equal protection and the right to vote.<sup>1</sup> The CVRA provides a private right of action to members of a protected class where, because of "dilution or the abridgment of the rights of voters," an at-large election system "impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election."<sup>2</sup> The CVRA defines a "protected class" broadly as a class of voters who are members of a race, color, or language minority group.<sup>3</sup>

To establish a violation under the CVRA, a plaintiff must show that "racially polarized voting" occurs in elections for members of the governing body of the political subdivision or in elections incorporating other electoral choices by the voters.<sup>4</sup> Racially polarized voting means voting in which there is a difference in the choices of candidates or other electoral choices that

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<sup>1</sup> Elec. Code § 14031.

<sup>2</sup> Elec. Code §§ 14027, 14032.

<sup>3</sup> Elec. Code § 14026(d).

<sup>4</sup> Elec. Code § 14028(a).

are preferred by voters in a protected class and the choices of the voters in the rest of the electorate.<sup>5</sup> The occurrence of racially polarized voting is determined by examining (1) results of elections, with more weight given to elections in which at least one candidate is a member of a protected class, or (2) elections involving ballot measures or other electoral choices that affect the rights of the members of the protected class.<sup>6</sup>

While modeled after the federal Voting Rights Act of 1965 (“FVRA”), the CVRA lowers the threshold required to establish a voting rights violation. For example, unlike the FVRA, a protected class does not have to be geographically compact or concentrated to allege a violation of CVRA.<sup>7</sup> Moreover, proof of intent on the part of the voters or elected officials to discriminate against a protected class is not required.<sup>8</sup> The CVRA also eliminates the “totality of circumstances” test set forth in the FVRA, precluding introduction of other evidence as to why preferred candidates of the protected class lost elections. The deletion of the totality of circumstances factors makes CVRA litigation purely a statistical exercise.

Because of that lower threshold of proof, no jurisdiction has prevailed in a CVRA action as of the time this paper was written. Lacking an example of a successful defense, and because of the enormous financial cost involved in defending against – much less losing – such claims, and the majority of jurisdictions that receive a demand letter change to by-district elections without analyzing their election system to determine whether there is, in fact, racially polarized voting. The short time frame jurisdictions have in order to implement district-based elections under Elections Code Section 10010 also pushes jurisdictions toward by-district elections.

## II. Recent Legislation

### a. *Ability to Transition to District-Based Elections by Ordinance*

Before January 1, 2017, Government Code Section 34886 allowed cities with populations less than 100,000 to transition to district-based elections by ordinance. Cities with populations greater than 100,000 were required to place the issue on the ballot for voters to approve the transition. The population cutoff created an issue for larger cities that received demand letters to change their election system. For example, the City of Rancho Cucamonga received a letter on December 23, 2015 alleging that the city’s election system was in violation of the CVRA and urging the city to voluntarily change its at-large system of electing council members or face litigation. Because Rancho Cucamonga’s population was greater than 100,000, the city had to place the measure on the ballot for voters’ approval. After the city began analyzing its election system, but before it was able to place the issue on the November 2016 ballot, a CVRA action was filed against the city on March 10, 2016. After the voters approved the transition to district-based elections, the plaintiffs refused to dismiss the action alleging that the election system adopted by the city was flawed.

Recent legislative amendments to Government Code Section 34886 allow a city, regardless of population, to adopt an ordinance establishing district-based elections without

<sup>5</sup> Elec. Code § 14026(e).

<sup>6</sup> Elec. Code § 14028(b).

<sup>7</sup> Elec. Code § 14028(c).

<sup>8</sup> Elec. Code § 14028(d).



being required to submit the ordinance to the voters for approval. The elimination of the population cutoff in Section 34886 helps large cities avoid the scenario that occurred in Rancho Cucamonga by giving them the ability to adopt district-based elections by ordinance. Still some jurisdictions contemplate placing the issue on the ballot for voters' approval after they receive a letter alleging that the city's at-large election system violates the CVRA. If that is the case, the city should work with the potential plaintiff to reach a settlement to that effect. If a city decides to place the measure on the ballot, there is a risk that the voters will turn it down, leaving the city to choose between facing litigation or acting contrary to the voters' decision.

*b. Amendments to Elections Code 10010 - "Safe-Harbor Provision"*

Following efforts to provide some protection to jurisdictions from the costs involved in CVRA-related litigation, the California Legislature amended Section 10010 of the Elections Code to include a "Safe-Harbor" provision that would give jurisdictions the opportunity to change their election system once they receive a demand letter, while capping the amount of attorney's fees and costs that are recoverable by a prospective plaintiff(s).

Effective January 1, 2017, Elections Code Section 10010 requires a prospective plaintiff to send a written notice to the clerk of the city asserting that the city's method of conducting elections may violate the CVRA.<sup>9</sup> Section 10010 puts a 45-day stay on a prospective plaintiff's ability to bring an action allowing the city to adopt a resolution outlining its intention to transition from at-large to district-based elections.<sup>10</sup> If the city begins the process of switching to districts before receiving a notice letter or within 45 days of receipt of a notice and adopts a resolution to that effect, under Section 10010, a potential plaintiff cannot commence an action within 90 days of the resolution's passage.<sup>11</sup>

After adopting the resolution of intention, the city is required to hold two public hearings over a period of no more than 30 days before drawing draft maps.<sup>12</sup> During those hearings, the public is invited to provide input regarding the composition of the districts.<sup>13</sup> After the city's demographer draws the draft maps, the city must publish at least one draft map and, if members of the governing body of the city will be elected in their districts at different times to provide for staggered terms of office, the potential sequence of the elections.<sup>14</sup> The city then holds at least two additional hearings over a period of no more than 45 days, at which the public is invited to provide input regarding the content of the draft maps and the proposed sequence of elections.<sup>15</sup> The city has to publish the draft maps and sequencing at least seven days before those hearings.<sup>16</sup>

In short, a jurisdiction receiving a CVRA demand letter has 45 days to declare their intent to change their election system and then 90 days after that declaration to adopt the change.<sup>17</sup> If

<sup>9</sup> Elec. Code § 10010(e)(1).

<sup>10</sup> Elec. Code § 10010(e)(2)-(3).

<sup>11</sup> Elec. Code § 10010(e)(3)(B).

<sup>12</sup> Elec. Code § 10010(a)(1).

<sup>13</sup> *Id.*

<sup>14</sup> Elec. Code § 10010(a)(2).

<sup>15</sup> *Id.*

<sup>16</sup> *Id.*

<sup>17</sup> Elec. Code § 10010(e)(3)(A)-(B).

the city misses either of those deadlines, it could find itself in court and facing attorney fee demands well into the six or even seven figures.

Elections Code 10010 also offers some protection to jurisdictions in terms of exposure to a prospective plaintiff's attorneys' fees. If the jurisdiction meets the deadlines outlined above, the prospective plaintiff who sent the demand letter may only recover up to \$30,000 in attorneys' fees and costs from the city.<sup>18</sup> The prospective plaintiff has to make the demand for reimbursement of costs with 30 days of the ordinance's adoption.<sup>19</sup> If more than one prospective plaintiff requests a reimbursement of attorneys' fees and costs, the city shall reimburse the prospective plaintiffs in the order in which they sent the demand letter, but the cumulative amount of reimbursement to all prospective plaintiffs is capped at \$30,000.

*c. Application of the Safe Harbor Provision*

Back to your city: the first step after receiving the demand letter is to calculate 45 days from the date of the city's receipt. The date the letter is received is crucial because the city has 45 days of receipt of the letter to determine whether to change its elections system. If the city adopts a resolution by that date outlining its intention to transition from at-large to district-based elections, the prospective plaintiff is precluded from commencing an action under the CVRA for 90 days during which time the city goes through the process set forth above for transitioning to districts.

Second, you should place the matter on the next closed session agenda to inform the council of receipt of the demand letter and get direction regarding how they would like to proceed. Because of the 45-day deadline, you have limited opportunity to place the matter on closed session. Due to the complexity of the CVRA and related legislation, the city council may need more than one closed session to discuss the matter. You may also hold special closed sessions to discuss the matter, if necessary.

Third, because the council will most likely want to assess the accuracy of the allegations in the demand letter and the potential exposure, the jurisdiction's legal counsel should engage a demographer once you have received the demand letter. The demographer is instrumental in two aspects. First, if the city council decides to conduct a racially polarized voting analysis prior to determining whether to transition to district-based elections, the demographer conducts the analysis and presents it to the city council. Second, if the city council decides to initiate the process of transitioning to district-based elections, the demographer creates the district maps for the city council's consideration. In engaging the demographer, the city should consider retaining him or her through its city attorney in order to protect their work product to the extent possible.

Fourth, you should retrieve the election results for the city's most recent elections. Often times the demand letter contains allegations that are not entirely accurate because a prospective plaintiff's attorney is not familiar with the city's election history. For example, with some cities, prospective plaintiffs cited the absence of minorities on the city council as evidence of racially polarized voting. Because a prospective plaintiff relied on surnames to determine whether

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<sup>18</sup> Elec. Code § 10010(f)(3).

<sup>19</sup> Elec. Code § 10010(f)(1).

minority candidates were elected to city council, plaintiff's allegations failed to account for minority candidates who do not necessarily have minority surnames, such as a minority candidate who changed his or her last name after marriage. Reviewing the city's election history to fact-check the allegations in the demand letter helps the city council make an informed decision.

*d. District-Drawing Process*

If the city council decides to proceed with the transition to district-based elections after analyzing the issue, the city council should adopt a resolution setting forth its intention to change its election system. Subsequently, the city must hold at least four public hearings before holding a hearing at which to vote on the ordinance establishing district-based elections. Two of the public hearings must be held before drawing the draft map(s). During those two public hearings, the city council would receive public input regarding the composition of the districts. Usually, these public hearings are held during regularly scheduled city council meetings; however, the city can also schedule them during special meetings. While Elections Code Section 10010 does not set forth the notice requirement for the first two public hearings, it is prudent for the city to apply the same notice requirement in Section 10010 for the second two public hearings which requires that any draft maps be published at least seven days before the hearing at which they would be considered. The city council cannot start the map drafting process without first holding those two public hearings. The first two hearings can be noticed in a single published hearing notice.

The focus of the first two hearings is on answering resident questions about the process and identifying the neighborhoods and communities of interest that should be used as the 'building blocks' to develop the draft district maps. Issues such as whether a community wants to be united in one district or included in multiple districts are often debated at this time. Most residential neighborhoods tend to lean toward being united in one district, while downtown business districts, port or industrial areas, and large active living senior communities typically lean toward having multiple representatives.

After the first two public hearings are held, the demographer drafts at least one draft map, but often times multiple maps are drawn. Interested residents may also submit maps, either using their own means or using tools provided by the demographer. Section 10010 requires that the first version of a draft map be published at least seven days before consideration at a hearing. If a draft map is revised at or following a hearing, it must be published and made available to the public for at least seven days before being adopted. After holding the four public hearings, the city council can then vote to approve or defeat the ordinance establishing district-based elections.

There are various ways residents can be encouraged and empowered to propose draft maps (in addition to the map(s) drafted by the City's official demographer). Depending on the level of public interest, the Council may have only the demographer's maps to consider, or as many as 20 or 40 resident-drawn proposals. Experienced demographers can provide tools to empower residents to draw maps as well as assistance guiding the city council through reviewing the pool of maps and arriving at a final selection.

The seven-day draft map publication provisions of Section 10010(a)(2) complicate the consideration of draft maps. The public is not barred from proposing new maps at each hearing, but the city council is barred from “considering” any new map that was not published at least seven days in advance. Section III. a., *infra*, discusses the publication requirement set forth in Section 10010.

The timeline set forth in Elections Code 10010 does not leave much room for cities to conduct very robust community outreach programs regarding the city’s transition to district-based elections. While not required under Elections Code Section 10010, cities should still make the effort to hold community meetings and forums to get feedback from the public and answer questions regarding the process. Extensive outreach and notification about the transition to district-based elections will reduce the voters’ surprise and possible objections when the first by-district election is held.

e. *Application of Process to Charter Cities*

A charter city would need to review its charter to determine whether a charter amendment is necessary to change the city’s election system and whether the proposed charter amendment would be placed on the ballot. If the jurisdiction is a charter city, there is a preliminary question of whether the public hearing requirements of Elections Code 10010 would apply. On the one hand, Section 10010 specifically states that “[a] political subdivision that changes from an at-large method of election to a district-based election . . . shall do all of the following before a public hearing at which the governing body of the political subdivision votes to approve or defeat *an ordinance* establishing district based elections . . .” (Emphasis added). On its face, Section 10010 applies only when a city changes its election system by ordinance. At the same time, the CVRA explicitly provides that it applies to charter cities,<sup>20</sup> and Section 10010 specifically references the CVRA and incorporates some of the CVRA’s provisions.<sup>21</sup>

In placing a charter amendment on the ballot, a charter city needs to determine whether to apply the requirements set forth in Elections Code Section 10010. While there are no binding court decisions on the issue, it is prudent for a charter city to follow the process set forth in Elections Code Section 10010 to avoid potential challenges to its process. The city also needs to determine whether to hold the public hearings before or after it places the charter amendment on the ballot. On the one hand, there is an argument that the public hearings must be held before a charter amendment is placed on the ballot, because if the proposed amendment passes, that establishes district-based elections for the city council. On the other hand, because Section 10010 states specifically that it applies to an ordinance establishing district-based elections, there is an argument that a charter amendment is not an ordinance that is subject to the requirements set forth in that section.

A charter city should review its municipal laws to determine the process set forth therein for changing its election system and potential issues that may arise in attempting to comply with the requirements of Elections Code Section 10010.

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<sup>20</sup> Elec. Code § 14026(c).

<sup>21</sup> See Elec. Code § 10010(b), (d).

### III. Notable Issues

There are a number of unresolved issues surrounding both the CVRA and the process of transitioning to district-based elections. While this paper does not attempt to discuss all the issues, it highlights a few topics that are important to keep in mind.

#### *a. Notice and Publication*

Section 10010(a)(2) requires that maps be “published at least seven days before consideration at a hearing,” but it does not define “publish” or specify how the maps are to be “published.” The Black’s Law Dictionary definition for “publish” is “to distribute copies (of a work) to the public.” Other provisions of the Elections Code requiring publication of materials specify that they be published in newspapers of general circulation with the alternative being posting the material conspicuously in three public places in the city.<sup>22</sup>

While some cities have been able to publish their maps in newspapers of general circulation, smaller cities that have a local newspaper are often restricted by the newspaper’s timelines since they are published once a week. And cities that successfully encouraged public participation in the drafting of maps have ended up with more than twenty draft maps, making publishing all of them in a newspaper prohibitively expensive. Many cities have resorted to publishing notices of the public hearings in newspapers and listing a number of locations throughout the city where the maps will be available. If the City has a website that it maintains, it can also post the maps on its website and include that link in the notice.

Another issue to keep in mind is the federal Voting Rights Act requirement that election material be translated in various languages depending on the county where the election is held. For example, in Orange County, election material must be translated into at least four languages: Spanish, Chinese, Korean, and Vietnamese.<sup>23</sup> While the notices and other materials concerning a city’s transition to district-based elections does not relate to a specific election, the city should consider translating the materials concerning the public hearings in languages that are prevalent in that city.

#### *b. At-Large Mayor Position Under California Law*

There is a question of whether a by-district election system with an at-large mayor qualifies as an at-large election system that is vulnerable to a CVRA challenge. Only at-large election systems are susceptible to a CVRA challenge.<sup>24</sup> However, the CVRA’s definition of an at-large method of election is somewhat broad and misleading. Under the CVRA, an “at-large method of election” encompasses not only a system in which the voters of the entire jurisdiction elect the members of city council, but it also encompasses from-district election systems (election systems in which the candidates are required to reside in districts but are elected by the

<sup>22</sup> See, e.g., Elec. Code §§ 9205, 12110-12111.

<sup>23</sup> <https://www.ocvote.com/voting/translatedelectionmaterials/>, last visited: April 11, 2018.

<sup>24</sup> Elec. Code § 14027.

voters of the entire city) and combination systems.<sup>25</sup> A combination system is an elections system that “combines at-large elections with district-based elections.”<sup>26</sup>

The combination system can include a system in which a primary election may be conducted “by-district”, but the general election is conducted “from” those same districts, e.g., the top two vote winners in the primary in each district run for election “at-large” in the general election. A combination system may also be an election system in which some seats are elected at large and some are elected by-district. For example, a jurisdiction that has a seven-member city council with three members elected at-large and four members elected by-district is a combination system. Based on the plain language of the CVRA, however, a plaintiff can claim that a by-district election system with an at-large mayor qualifies as a “combination system.”

While the issue of whether a by-district election system with an at-large mayor qualifies as an at-large system has arisen in previous CVRA cases, there are no binding, appellate decisions on the issue. In previous CVRA cases, plaintiffs have made the argument that the election of even one member of a city council at-large, regardless of his or her title, makes the election system at-large and subject to challenge under the CVRA. For example, in the action involving the City of Rancho Cucamonga, the city placed the question of whether it should change its election system from at-large to a district-based system with an at-large mayor. Even after the ballot measure passed, plaintiffs refused to dismiss the case, arguing in part, that the city’s new election system remains an at-large system that violates the CVRA.<sup>27</sup> The parties in that case reached a settlement; therefore, the question was not decided by a court. Notably, the settlement agreement in the Rancho Cucamonga case kept the at-large mayor position intact.

In the case of *Jauregui v. City of Palmdale*, the trial court found that the mayor of Palmdale is a separately elected office and noted that Government Code Section 34900 expressly authorizes that form of government.<sup>28</sup> The court noted that while the mayor is a voting member of the council, he or she has additional duties, powers, and obligations. Therefore, the court found that the mayor in that case was a separately elected office, and the elimination of this office was not an appropriate remedy to address the CVRA violation.

Other provisions of California law provide support for the view that a by-district election system with an at-large mayor is a district-based election system, not an at-large system that is vulnerable to a CVRA challenge. The Government Code specifically allows for an at-large mayor position on the city council. Effective January 1, 2017, Government Code Section 34886 provides that the council “of a city may adopt an ordinance that requires the members of the legislative body to be elected by district or by district with an elective mayor, as described in subdivisions (a) and (c) of Section 34871, without being required to submit the ordinance to the voters for approval.”

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<sup>25</sup> Elec. Code § 14026(a).

<sup>26</sup> Elec. Code § 14026(a)(3).

<sup>27</sup> *Southwest Voter Registration Education Project v. City of Rancho Cucamonga*, San Bernardino Superior Court Case No. CIVDS 1603632.

<sup>28</sup> *Jauregui v. City of Palmdale*, Los Angeles Superior Court Case No. BC483039, Final Statement of Decision dated December 23, 2013.

Subdivisions (a) and (c) of Government Code Section 34871 in turn provide:

[T]he legislative body may submit to the registered voters an ordinance providing for the election of members of the legislative body in any of the following ways:

(a) By districts in five, seven, or nine districts . . . [¶]

(c) By districts in four, six, or eight districts, with an elective mayor . . . .

Section 34886 states that “[a]n ordinance adopted pursuant to this section shall include a declaration that the change in the method of electing members of the legislative body is being made in furtherance of the purposes of the California Voting Rights Act of 2001.” (Emphasis Added). Section 34886 provides support for the position that a by-district system with an at-large mayor is not susceptible to CVRA violation because that Section specifically allows the adoption of that election system “in furtherance of the purposes” of the CVRA. Nonetheless, the broad definition of at-large election systems in the CVRA can provide the basis for a prospective plaintiff to challenge a jurisdiction’s adoption of an at-large mayor position.

The risk of such a challenge is higher if creating an at-large mayor seat would potentially dilute the voting power of a protected class.<sup>29</sup> A jurisdiction’s decision to establish an at-large mayor seat would involve it adding a district it otherwise wouldn’t have or eliminating a district that it would otherwise have. Depending on the jurisdiction’s demographics and concentration of members of protected classes, dividing the city into more or less districts can affect the voting power of the city’s protected class(es). If changing the number of districts decreases the voting power of a protected class in the city, that would bolster a prospective plaintiff’s argument that the city’s decision to create an at-large mayor position violates the CVRA.

*c. District Elections Ordinance and the Power to Petition for Referendum*

Article 2, Section 9(a) of the California Constitution provides that “[t]he referendum is the power of the electors to approve or reject statutes or parts of statutes except urgency statutes, statutes calling elections, and statutes providing for tax levies or appropriations for usual current expenses of the state.” Based on the plain language of that provision, districting or reapportionment ordinances do not fall under any of these exceptions because they are not a statute calling elections; rather, the ordinances set forth the system of election and the conduct of the elections in the future. In dicta, the court in *Assembly of State of Cal. v. Deukmejian*, 30 Cal.3d 638, 654 (1982) noted that “[w]hile it is obvious that a reapportionment statute relates to elections, it is equally clear that such statutes do not call elections.” That case concerned a writ of mandate challenging the placement on the ballot of referenda challenging the state’s reapportionment statutes, and the Assembly, State Senate, and Congressional redistricting maps were successfully referended in 1982. In *Vandermost v. Bowen*, 53 Cal.4th 421, 437 (2012), the court noted that “if a referendum that is directed at a newly adopted redistricting map qualifies

<sup>29</sup> The CVRA defines a “protected class” as “a class of voters who are members of a race, color, or language minority group, as this class is referenced and defined in the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10301 et seq.)” Elec. Code § 14026(d).

for the ballot, triggering a stay of the new redistricting map pending the electorate's vote on the referendum, this court has the responsibility of determining which voting district map should be used for the upcoming interim electoral cycle." (Internal citations omitted). In *Ortiz v. Board of Supervisors*, 107 Cal.App.3d 866, 872 (1980), the court stated that "[c]hanges in supervisorial district boundaries is a legislative function and thus subject to the referendum." (Internal citations omitted).

Even though these cases discuss reapportionment or redistricting plans, the same general principles would apply to ordinances establishing district elections because they do not fall under any of the exceptions set forth in Article 2, Section 9(a) of the Constitution, and districting ordinances are similar to reapportionment statutes in that while they relate to elections, they do not "call elections." Therefore, an ordinance establishing district-based elections would ordinarily be effective 30 days after adoption.<sup>30</sup>

In the past, perspective plaintiffs have made the argument that a local ballot measure cannot contravene state law (such as the CVRA) or policy, nor can a local ballot measure contravene the state's delegation of power to a local governing body. That argument also relies on the fact that California law was amended effective Jan. 1, 2017 to delegate the power to adopt district elections to city councils. However, there is nothing in the Elections Code that prevents a city from deciding to place the issue on the ballot for its voters, despite having the authority to change its election system by ordinance. Charter cities whose charters specify at-large elections must decide whether CVRA overrides the Charter or if a public vote on a charter amendment is necessary.

Making the ordinance effective thirty days after adoption creates an opportunity for referendum. If a petition for referendum is filed, however, and the matter has to be placed on the ballot, the city may face legal action by a prospective plaintiff claiming that the city's election system violates the CVRA. There seems to be a gray area in the law and a need to balance between the power to petition for referendum and the need to apply state law.

#### IV. Litigation Update

a. *Southwest Voter Registration Education Project v. City of Rancho Cucamonga*

On December 23, 2015, the City of Rancho Cucamonga received a demand letter alleging violation of the CVRA. After receiving the letter, the city began analyzing the issue. On March 10, 2016, plaintiff Southwest Voter Registration Education Project<sup>31</sup> filed an action against the city alleging that the city's at-large election system violated the CVRA.<sup>32</sup> On May 4, 2016, the City Council adopted a resolution submitting the question of district elections to the voters at the regular municipal election on November 8, 2016. The city's electorate approved the measure at the November 2016 election.

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<sup>30</sup> Gov. Code § 36937.

<sup>31</sup> The plaintiff subsequently amended its complaint to add an individual plaintiff to the action.

<sup>32</sup> *Southwest Voter Registration Education Project, et al. v. City of Rancho Cucamonga*, San Bernardino Superior Court Case No. CIVDS1603632.



Nonetheless, the plaintiffs pressed forward with the action on the ground that the adopted by-district election system with an at-large mayor was an at-large election system that was subject to the CVRA. The plaintiffs also challenged the map that the city's voters approved as part of the measure.

In November of 2017, the parties settled the action, and the only remaining issue to be decided in arbitration is plaintiffs' recovery of attorneys' fees from the city. The settlement agreement kept in place the election system approved by the voters during the November 2016 election. Pursuant to the settlement agreement, the parties shall work on adjusting the district map following the 2020 federal census.

*b. Pico Neighborhood Association, et al. v. City of Santa Monica*

On April 12, 2016, plaintiffs Pico Neighborhood Association, Maria Loya, and Advocates for Malibu Public Schools filed an action against the City of Santa Monica alleging, among other things that the city's election system violates the CVRA.<sup>33</sup> As of the date of drafting this paper, the case is set for trial on July 30, 2018.

On March 29, 2018, the City of Santa Monica filed a motion for summary judgment, or in the alternative, summary adjudication, on the ground that expert demographic analysis proves that no constitutionally or statutorily permissible remedy could enhance the Latino voting strength in the city. The city argues, therefore, that plaintiffs cannot meet their burden of demonstrating that an electoral scheme other than the city's current system would enhance Latino voting power. Based on the city's pleadings, the city's Latino population constitutes roughly 13 % of the city's citizen voting age population, and not a single voting precinct is majority-Latino. Therefore, the city argues, a district-based election system would dilute, not enhance, Latino voting strength. The city contends that a proof of racially polarized voting alone is not sufficient to establish a violation of the CVRA; rather, the plaintiff must show that the at-large election system has diluted the minority group's vote.

Alternatively, the city argues that the remedy plaintiff seeks—establishment of district-based elections—is not a constitutional remedy because any court order implementing district-based elections would separate voters on the basis of race. Such a remedy, the city argues, has to be narrowly tailored to accomplish a compelling state interest. The city argues that any district that attempts to group the city's Latino population in one district would be highly irregular in share that it would constitute racial gerrymandering.

The city is also seeking summary judgment on plaintiffs' claim for violation of the Equal Protection Clause on the ground that plaintiffs cannot draw a connection between the city's at-large system of election and any impact on Latino voting power in the city.

The city's motion is currently set for hearing on June 14, 2018.

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<sup>33</sup> *Pico Neighborhood Association, et al. v. City of Santa Monica*, Los Angeles Superior Court Case No. BC616804.

c. *Higginson v. Xavier Becerra, et al.*

On October 4, 2017, plaintiff Don Higginson, a former mayor of the City of Poway, filed a federal action challenging the constitutionality of the CVRA.<sup>34</sup> The action was filed against Attorney General Xavier Becerra and the City of Poway after the City adopted district-based elections in response to a demand letter. The plaintiff alleged a cause of action under 42 U.S.C. §§ 1983 and 1988 for violation of his rights under the Fourteenth Amendment and alleged that the CVRA and the city's adopted map violated the equal protection clause. The plaintiff sought an order declaring that the CVRA and the district map adopted by the city were unconstitutional and enjoining their enforcement and use.

Subsequently, on October 19, 2017, the plaintiff filed a motion for a preliminary injunction to temporarily enjoin the Attorney General from enforcing the CVRA and the city from using the district-map for elections during pendency of the action. The city took a neutral position in the litigation. On November 22, 2017, the Attorney General filed a motion to dismiss the claim asserting that the plaintiff lacked standing to bring the action and that he failed to state a claim upon which relief can be granted.

The court granted the Attorney General's motion to dismiss on the ground that the plaintiff lacked standing to bring the action, and there was no subject matter jurisdiction. The court found that: (1) plaintiff has failed to plead facts to demonstrate that his injury is "fairly traceable" to requirements imposed on the City by the CVRA; (2) the complaint did not allege any existing or threatened enforcement action under the CVRA by the Attorney General or other state agency which motivated the city's switch to by-district elections; and (3) plaintiff did not allege facts supporting an inference that the decision to adopt by-district elections was motivated by an effort to address racially-polarized voting in the City's at-large elections or an effort to address a CVRA violation because the City stated during the process that this was a business decision to avoid litigation. The court also dismissed the case as to the City for the same reasons.

Based on the court's decision with respect to the motion to dismiss, the court denied the preliminary injunction motion, noting that it cannot conclude that plaintiff has demonstrated a likelihood of success on the merits in light of the determination that the complaint failed to allege sufficient facts to establish subject matter jurisdiction.

On April 6, 2018, the plaintiff filed a notice of appeal in the Ninth Circuit.<sup>35</sup>

## V. Conclusion

While the constitutionality of the CVRA is currently being challenged in both federal and state courts, cities and other jurisdictions with an at-large election system remain susceptible to

<sup>34</sup> *Higginson v. Xavier Becerra, et al.*, United States District Court for the Southern District of California, Case No. 3:17-CV-02032-WQH-JLB.

<sup>35</sup> *Higginson v. Becerra, et al.*, 9th Cir. Case No. 18-55455.

receiving a CVRA demand letter. Elections Code Section 10010 provides a safe harbor for cities and other jurisdictions that decide to abide by its timeline and transition to district-based elections once they receive a demand letter. The process for charter cities may vary depending on the charter provisions that govern elections and charter amendments as well as the application of Section 10010 in light of the cities' municipal laws.

# Assessing Liability Under The CVRA and Transitioning To A By-Trustee Area Election Method



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## The California Voting Rights Act of 2001

- Added Elections Code Section 14027 Which Provides:
  - An **at-large method of election** may not be imposed or applied in a manner that **impairs the ability of a protected class to elect candidates of its choice,**
  - or its ability to influence the outcome of an election,
  - as a result of the dilution or the abridgment of the rights of voters who are members of a protected class.

**At-Large Elections**

Candidates must reside within the District's boundaries and are elected by all the voters who reside in the District's boundaries. (Education Code Section 5030(a).)

**From-Trustee Area Elections**

Candidates must reside in specific geographic areas within the District's boundaries called "Trustee Areas", but are elected by all the voters who reside in the District's boundaries. (Education Code Section 503(c).)

**By-Trustee Area Elections**

Candidates must reside in specific Trustee Areas within the District's boundaries and are elected only by the voters who reside in the same Trustee Areas. (Education Code Section 5030(b).)

## Litigation Risk

- The California Voting Rights Act provides that prevailing parties (**other than the public entity**) are entitled to an award of their attorneys fees and costs.



## Sanchez v. City of Modesto Case



- City paid plaintiffs \$3 million dollars (in addition to spending \$1.7 million dollars on its own attorneys).



## Other Notable CVRA Cases and Fees

- *Jauregui v. City of Palmdale* — \$3.5 million in plaintiffs attorneys' fees ordered by court.
- *Moreno v. City of Anaheim* — Over \$1 million in fees to plaintiffs' attorneys in settlement.
- *Soliz v. Santa Clarita Community College District* — \$850,000 in fees to plaintiffs' attorneys in settlement.
- *Rios v. ABC Unified School District* — \$140,000 in fees to plaintiffs' attorneys in settlement.

## Plaintiffs Continue to Threaten and Sue Public Entities Under the CVRA

- Many Southern California area public entities have recently been served with “demand letters” requesting they change their method of election from at-large to by-trustee area or by-district.
- Lawsuits continue to be filed against public entities that do not change their election method.

## What Should Your District Be Doing Now?

- If your District elects “at-large” it should consider doing one of the following:
  1. Analyze your District’s potential liability under the CVRA,  
*Or*
  2. Transition to a “by-trustee area” election method.

## Assessing Liability Under the CVRA

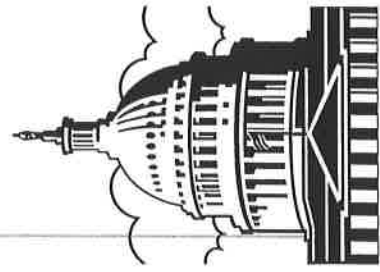
- What Constitutes a Violation of the CVRA?
  - 14028. (a) A violation [of the CVRA] is established if it is shown that racially polarized voting occurs in elections for members of the governing body of the political subdivision or in elections incorporating other electoral choices by the voters of the political subdivision.
  - 14028. (d) **Proof of an intent** on the part of the voters or elected officials to discriminate against a protected class is **not required**.



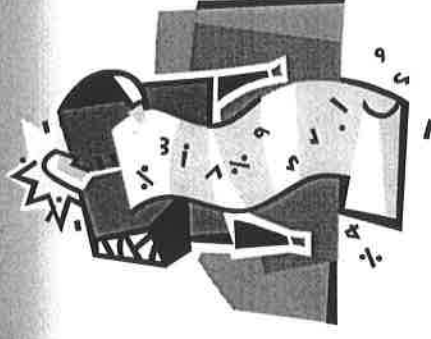
## Assessing Liability Under the CVRA

- What needs to be analyzed?

14028. (b) The occurrence of racially polarized voting shall be determined from examining results of **elections in which at least one candidate is a member of a protected class** or elections involving ballot measures, or **other electoral choices that affect the rights and privileges of members of a protected class.**



## Ecological Statistics



- *Gingles v Thornburg* established Ecological Regression as the standard racial bloc voting analysis methodology.
  - Other methods are also used in some recent cases.
- Requires detailed statistical comparison of precinct by precinct demographics to precinct by precinct election results.
- Multi-candidate elections further complicate the analysis.
- Two-stage Regression, Ecological Inference (EI), Seemingly Unrelated Regression (SUR), Logarithmic analysis also used in some cases.

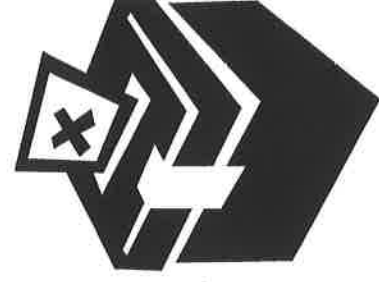
# Demographic Data



- Census data  
(Decennial and American Community Survey)
- Ethnic-Surname analysis of voter registration lists.
- Analyze a variety of population basis:
  - Total population; voting age population; citizen voting age population; registration by surname; voter turnout by surname;
  - Data from Census Blocks, Block Groups, and Precincts must be standardized to allow apples-to-apples analysis.

## Precinct Data

- Precincts change from election to election.
- Precinct consolidations change from election to election.
- Some data is available electronically, some only on paper.





## Elections to analyze

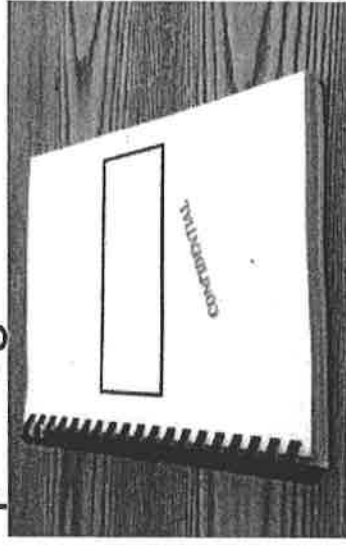
- Elections for the jurisdiction involving a “protected class” candidate.
- Other elections for the jurisdiction where one candidate is preferred by “protected class” voters.
- Overlapping elections (i.e. County Supervisor; Legislature; Congress)
- Statewide, potentially including:
  - 1994 Proposition 187 (benefits for illegal immigrants)
  - 1996 Proposition 209 (eliminates affirmative action programs)
  - 1998 Proposition 227 (replaces bilingual education with immersion)
  - 2003 Proposition 54 (restricted government collection of ethnicity data)
  - 2003 Gubernatorial Special Election (Bustamante vs. Schwarzenegger)
  - 2006 Insurance Commissioner (Bustamante vs. Poizner)

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## What Does a CVRA Liability Analysis Include?

A CVRA liability analysis is one part **data compilation** (*This requires demographic services*) and... one part **legal analysis** (*This requires legal counsel*).

The services should be retained directly through your legal counsel to preserve the attorney-client privilege.



# Process for Transitioning to By-Trustee Area Elections



# Transitioning From At-Large to By-Trustee Area Election Process

## The Process

- Three different procedures can be used to change from an at-large trustee area process to a by-trustee area election process:
    - Initiated by petition of the electorate;
    - Initiated by the county committee; and
    - **Initiated by resolution of the district (“District-initiated”).**
- (Education Code Section 5019(c)(1).)

# New Requirements in 2017

## The Process

- Recent amendments to Elections Code section 10010 added the following:
  - Prior to preparing proposed trustee area maps, a local entity must hold at least two public hearings to gather community input on the composition of the trustee area maps.
  - A local entity must publish at least one proposed trustee area map for consideration by the community.
  - Publish the potential sequence of elections to show how the staggered terms will impact individual trustee areas.
  - Hold at least two additional public hearings over a 45 day period to gather input on proposed map(s) and election sequencing.
- If revisions are made, publish for at least 7 days prior to adoption.

## Creation of a By-Trustee Area Plan

A demographer and legal counsel can assist the District with dividing the District into Trustee Areas based upon a number of factors:

1. Constitutional “one person, one vote” factor
2. Communities of Interest
3. Natural and man-made boundaries
4. Federal Voting Rights Act Compliance
  - » Citizen Voting Age Population
  - » “Packing” and “Cracking”
5. Respecting Incumbency
6. Other Factors

# Transition From At-Large to By-Trustee Area Election Process

## The Process

- District-Initiated Process:
  - Begins with the District adopting a by-trustee area election **map** and a **resolution** requesting that the County Committee on School District Organization approve the transition from an at-large election process to by-trustee area election process.

# Transition From At-Large to By-Trustee Area Election Process

## The Process

- The County Committee must hold at least one public hearing within the District's boundaries. (Education Code Section 5019 (c)(2).)
- Following the public hearing, the County Committee must by resolution either approve or reject the proposal and set a date for the election.



## Transition From At-Large to By-Trustee Area Election Process

- If approved, the proposal must be submitted to the District's voters not later than the next succeeding election for members of the Governing Board. (Education Code Section 5020(a).)

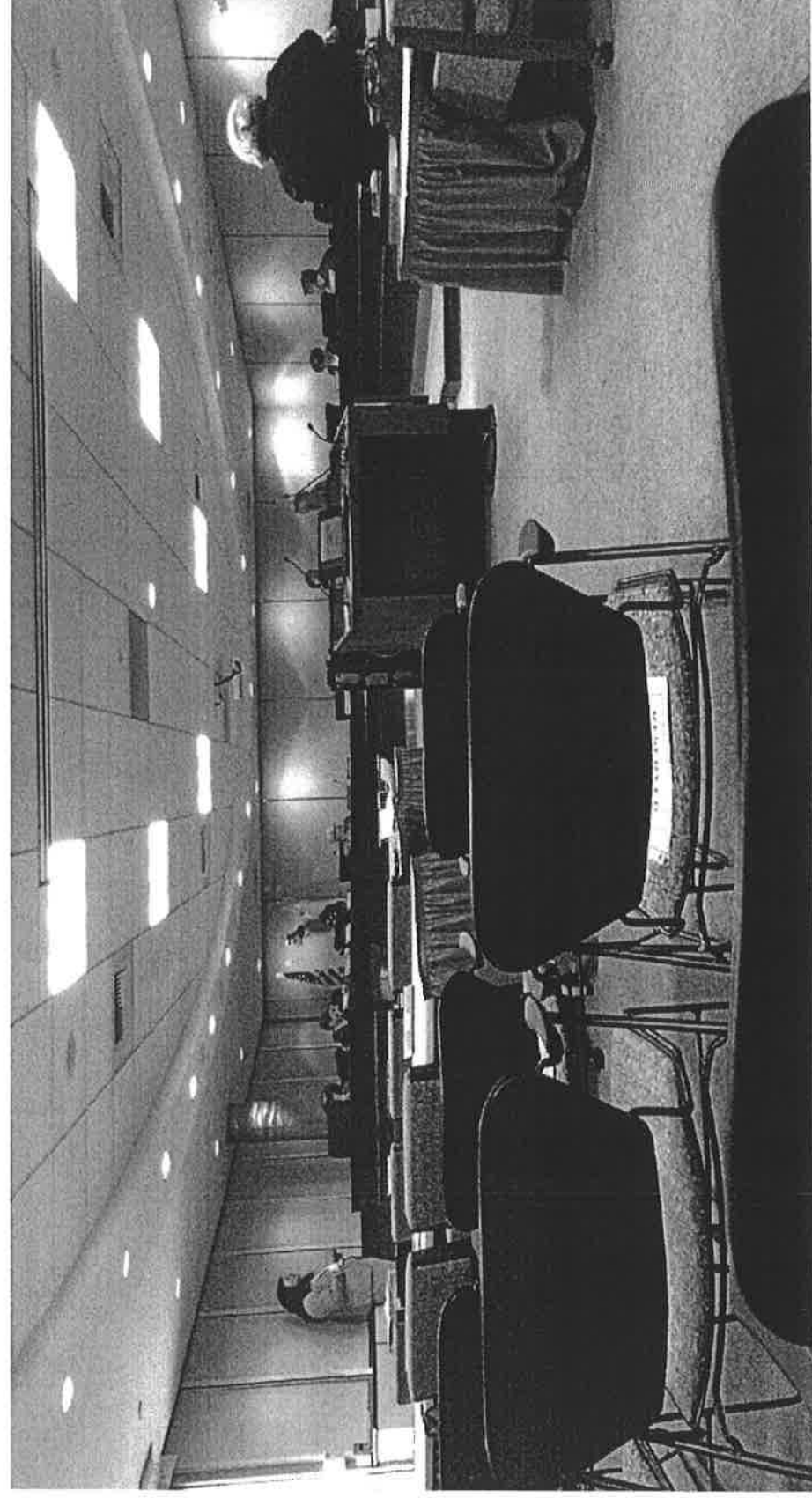
## Transition From At-Large to By-Trustee Area Election Process (cont.)

- If an election is called by the County Committee, the only questions before the voters would be:
  - For the establishment of trustee areas in Central SD – Yes
- OR
- For the establishment of trustee areas in Central SD – No

## What if the Voters Vote NO?

- If the voters reject the District's transition to by-trustee area elections, the District would continue to conduct at-large elections.
- At large elections subject the District to liability under the CVRA.
- If sued under the CVRA, the District would not be able to use the outcome of the election as a defense.

# Waiver of the Election Requirement from the State Board of Education



aa/r

## Waiver of the Election Requirement

As an alternative to the election requirement and in order to avoid the expense and uncertain outcome of an election on whether to change its election process, pursuant to Education Code sections 33050-33053, **the District may file a request with the State Board of Education (“SBE”) to waive the election requirement.**

aa/r

## Stakeholder Feedback Required

- The District must consult with bargaining units and note their positions on the waiver:
  - Neutral
  - Support
  - Oppose
- The District must consult with “appropriate advisory councils or advisory committees.”
  - Bilingual advisory committee
  - DELAC
  - LCAP

## The Waiver Process

- The Board must hold a **public hearing on the waiver request** prior to submitting the request to the SBE. (Education Code Section 33050(a),(d)(1) and (2).)
- Following the public hearing, the Board may adopt the waiver request.
- District must be aware of SBE meeting schedule and plan accordingly.

---

Important Note

- **THE WAIVER DOES NOT ELIMINATE THE PUBLIC'S RIGHT TO VOTE FOR SCHOOL BOARD MEMBERS!**



## Effect of Waiver

- Once the waiver is approved by the State Board of Education, the District can conduct subsequent elections for the Board of Education as by-trustee area elections.

## Timeline

The timeline for completing the process before the County Committee and the SBE may range from four to six months and involve at a minimum two school board meetings, at least one County Committee meeting, and one State Board of Education meeting.

# Implementing By-Trustee Area Election Method

Regardless of the method used to implement the transition, there is no immediate impact on the term of any current member of the District's Governing Board. (Education Code Section 5021).

Instead, all future elections would occur in the trustee areas in which the Board members whose terms are expiring currently reside.

# Implementing By-Trustee Area Election Method

## Decennial Updates

- By Law, Trustee Areas must be updated following every decennial census. (Education Code Section 50199.5).
- The 2010 census results were released in April of 2011.

# Costs




## Demographer Expenses

Demographer expenses may vary widely. To conduct a CVRA liability analysis, you may spend anywhere from \$10,000 to \$25,000 depending upon a number of factors including the size of your District. Costs for preparing new trustee areas are in a similar range.



## Legal Services

Legal services may be in the range of \$5,000 to \$10,000, depending upon the level of service required.



## Staff and Administrator Time

Considerable amounts of staff and administrator time are involved.

# Question & Answer

# Thank You

For questions or comments, please contact:

{  
Todd M. Robbins  
(951) 683-1122  
trobbins@aalrr.com  
}

**aalrr**

Atkinson, Andelson  
Loya, Ruud & Romo  
A Professional Law Corporation

**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**

**October 9, 2018**

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  
Patricia Edwards, Clerk  
Julie Ralphs, Member

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

Others Present: Teachers, Michi Knight and Deborah Cabitac, School Secretary,  
Denise Saenz

6199 The Board approved the Agenda as presented for October 9, 2018.

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

6200 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 Patricia Edwards, Seconded by Julie Ralphs    Vote: yes 3/no 0

6201 Reconvened to Regular Session at 3:34 P.M.

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

No action taken in closed session.



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

President Sonder thanked Superintendent Andrews for the well written incident letter to the parents and said it was handled well and we are moving forward.

Board Member, Julie Ralphs asked if there were any fundraisers.

Denise Saenz said there was a World's Finest Chocolate fundraiser going on at this time for the 8<sup>th</sup> grade trip.

Julie Ralphs asked Denise to let her know when there's a fundraiser.

President, Steve Sonder, asked for any comments from the staff.

No comments

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

No comments

6202 The Board approved the Minutes of the Regular Meeting of September 11, 2018.

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

6203 The Board approved Purchase Orders ##18-19-54 through 18-19-79 of which \$17,347.25 was paid from the General Fund and \$3,141.43 from other funds.

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

6204 The Board approved B Warrants #13086, 13088-13089, 13097 in the amount of \$35,408.04. (2017-18)

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

6205 The Board approved B Warrants #13091, 13098-13108, 13110-13131 in the amount of \$1,342,726.58. (2018-19)

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

6206 The Board approved Resolution #04-18-19 for the 2017-18 Appropriations Limit Recalculation and the 2018-19 Projected Appropriations Limit Calculation (GANN Limit).

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

6207 The Board approved Quarterly Report on Williams Uniform Complaints July 1 to September 30, 2018 (1<sup>st</sup> QTR.).

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

6208 The Board approved Aeries Invoice for 7/1/18-6/30/19 for Aeries Communications in the amount of \$2,500.00 and Project Management Services in the amount of \$1,000.00 for a total of \$3,500.00.

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

6209 The Board approved Environmental Health Service Agreement for Food Safety Inspections in Public School Cafeterias Amendment Number 1 to increase from \$155.00 to \$197.00 per inspection, with up to 2 inspections per year starting September 1, 2018.

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

6210 The Board approved Estimate #0000177 with Foresight System Design, LLC for Surveillance System in the amount of \$3,887.20.

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

6211 The Board approved Contract #AG-19-3328 Advancement Grant Program Agreement between the County of Los Angeles and the Gorman Joint School District effective on the date this Agreement is executed by all parties hereto and will expire on June 30, 2019. The maximum grant amount Agreement payable by the County to the Grantee under this Agreement may not exceed \$17,900.00.

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

6212 The Board approved Conference/Mileage Report #03-18-19.

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

The next regular meeting of the Board of Trustees will be held Tuesday, November 13, 2018 at 3:00 P.M. closed session and 3:30 P.M. regular session.

6213 The Board adjourned the meeting at 3:40 P.M.

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

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Steve Sonder, President

PURCHASE ORDER LOG  
10/1/18-10/31/18

PO#	DATE	VENDOR	DESCRIPTION	ESTIMATED AMOUNT	AMOUNT PAID GENERAL	AMOUNT PAID OTHER	DATE PAID
18-19-80	10/1/18	READY REFRESH BY NESTLE	RENTAL SERVICE & SUPPLIES 8/23/18-9/22/18	\$97.66	\$97.66		10/3/18
18-19-81		SHARON OWEN	9/18 PSYCH SERVICE, 9/27/18 ASSESSMENT, 504 PLAN	\$1,500.00	\$1,500.00		10/3/18
18-19-82	10/2/18	CECELIA J. CUMMINGS, CPA	BUSINESS MANAGER SERVICE 7/18	\$4,150.00	\$4,150.00		10/5/18
18-19-83		LA CO SCIENCE/ENGINEERING FAIR	ANNUAL SCIENCE FAIR ENROLLMENT FEE	\$200.00	\$200.00		10/3/18
18-19-84		PRENTIS EDWARDS	TECH SERVICE 9/18	\$1,600.00	\$1,600.00		10/5/18
18-19-85	10/4/18	STORER TRANSPORTATION	HOME TO SCHOOL SERVICE 9/18	\$9,674.52	\$9,674.52		10/9/18
18-19-86		SANTANA'S PUMPING	REPAIR VENDOR MAINTENANCE-WELL/BOOSTER PUMP	\$3,409.02	\$3,409.02		10/12/18
18-19-87		ACE HARDWARE	DISTRICT SUP-KEYS, MAINTENANCE SUPPLY-Y BRASS HOSE SHUT OFF	\$50.05	\$50.05		10/9/18
18-19-88		SCV FOOD SERVICE	MEALS 9/18	\$4,134.00		\$4,134.00	10/9/18
18-19-89	10/8/18	AKA WATER SERVICES, INC.	BACTI, MANGANESE, NITRATE & TCP TESTING 9/18	\$375.00	\$375.00		10/10/18
18-19-90		DRC PUMP SYSTEMS, INC.	LABOR/MATERIALS WELL McCall's FLANGED FLOW METER	\$1,655.93	\$1,655.93		10/10/18
18-19-91	10/10/18	UNITED PARCEL SERVICE	SERVICE 9/6, 9/10,9/24, 10/2/18	\$69.19	\$69.19		10/12/18
18-19-92		LISE WASTAFERRO	MILEAGE 10/10/18	\$34.77	\$34.77		10/12/18
18-19-93		CECELIA J. CUMMINGS, CPA	MILEAGE 8/24, 9/13, 9/25, 10/5, 10/19/18	\$334.85	\$334.85		10/24/18
18-19-94		FRAZIER MTN FOCUS CENTRAL, INC.	10/5 PINOCCHIO PERFORMANCE, 9/28 ART COORDINATOR, 9/18, 9/25 VISITING ARTIST THEATER	\$1,680.00	\$1,680.00		10/12/18
18-19-95		AERIES SOFTWARE	COMMUNICATIONS 7/1/18-6/30/19, PROJECT MANAGEMENT SERVICES	\$3,500.00	\$3,500.00		10/12/18
18-19-96	10/15/18	BK'S HEATING & AIR	REPAIR VENDOR MAINTENANCE-2 CLASSROOM HEATERS	\$100.00	\$100.00		10/16/18
18-19-97		TINYEYE	SPEECH THERAPY 9/18	\$1,215.00	\$1,215.00		10/18/18
18-19-98		LACSTA	REGISTRATION DINNER MEETING JA, PE 10/22/18	\$50.00	\$50.00		10/17/18
18-19-99	10/16/18	INFINITY COMM & CONSULTING	YR 22 CATEGORY ONE RATE CONSULTING FEE 2 OF 4 INV	\$650.00	\$650.00		10/24/18
18-19-100	10/17/18	MARY PIVETTI	PROJECT MANAGEMENT-THEATRE 9/28/18	\$975.00	\$975.00		10/24/18
18-19-101		EDUCATIONAL DATA SYSTEMS	CELDT 2017-18 EXCESSIVE MATERIAL CHARGES	\$50.56	\$50.56		10/25/18
18-19-102	10/22/18	CENIC	REIMBURSEMENT BIG CIRCIUT COSTS JULY-SEPT 2018	\$1,620.06	\$1,620.06		10/24/18
18-19-103		CSBA C/O WEST AMER BANK	1 YR MANUAL MAINTENANCE 7/1/18-6/30/19	\$2,080.00	\$2,080.00		10/24/18
18-19-104	10/23/18	CHEVRON	GAS VANS 10/4, 10/12/18	\$201.62	\$201.62		10/24/18
18-19-105	10/24/18	PATRICIA EDWARDS	MILEAGE 10/18	\$85.02	\$85.02		10/25/18
18-19-106	10/29/18	DRC PUMP SYSTEMS, INC.	REPAIR VENDOR MAINT SERVICE WELL PUMP	\$300.00	\$300.00		10/30/18
18-19-107		SANTANA'S PUMPING	REPAIR VENDOR MAINT 2 SLOAN VALVES, WATER PRESSURE	\$355.00	\$355.00		10/30/18
18-19-108		AMERICAN EXPRESS	LW-ART PROGRAM SUPPLY-COMP BOOKS, DIST SUPPLIES, WALKIE	\$415.60	\$223.44	\$192.16	10/30/18
			TALKIE, AMAZON PRIME AND CREDIT DAMAGED TABLE, CREDIT ADJ				
			FRAUDULENT CHARGE, CONF EXP-REGISTRATION C.S. 10/13-10/14/18				
			JA-CAFÉ SUP-TRAYS, PARCHMENT PAPER, CHARGE/CREDIT 3 TVS				



**Business Gold Card**  
GORMAN SCHOOL DIST  
LISE WASTAFERRO  
Closing Date 10/24/18 Next Closing Date 11/23/18

**OPEN**<sup>SM</sup>

p. 1/7

Account Ending [REDACTED]

**New Balance** **\$415.60**  
**Please Pay By** **11/08/18**<sup>‡</sup>

<sup>‡</sup> 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](http://www.membershiprewards.com)

**Account Summary**

Previous Balance	CR\$375.98
Payments/Credits	-\$4.84
New Charges	+\$796.42
Fees	+\$0.00
<b>New Balance</b>	<b>\$415.60</b>

Days in Billing Period: 31

➔ See page 2 for Important information about your account.

**i** **Effective November 08, 2018**, your Card will now be known as the American Express® Classic Business Gold Card.

**Effective immediately**, we are also updating the Cardmember Agreement to include more detailed information about the Pay Over Time option. The Pay Over Time option is available to eligible Card Members who are invited to enroll. These updates provide additional clarity, and do not change the way the Pay Over Time option works.

**Customer Care**

**Pay by Computer**  
[open.com/pbc](http://open.com/pbc)

<b>Customer Care</b>	<b>Pay by Phone</b>
1-800-492-3344	1-800-472-9297

➔ See Page 2 for additional information.

➔ See page 5 for a **Notice Of Change To The Membership Rewards Program Terms & Conditions**.

**i** **Important Information:** To access the most up to date version of your Cardmember Agreement, please log in to your Account at [www.americanexpress.com](http://www.americanexpress.com).

↓ 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](http://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  
**11/08/18**  
Amount Due  
**\$415.60**

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 000041560000041560 20 H

Payments and Credits	
Summary	
	Total
Payments	\$0.00
Credits	
LISE WASTAFERRO [REDACTED]	-\$4.84
<b>Total Payments and Credits</b>	<b>-\$4.84</b>

Detail *Indicates posting date	
	Amount
09/25/18* LISE WASTAFERRO Credit Adjustment of Fraudulent Merchandise Charge(s)	-\$4.84 ✓

New Charges	
Summary	
	Total
LISE WASTAFERRO [REDACTED]	\$254.30 ✓
JOHANNIS ANDREWS [REDACTED]	\$542.12 ✓
<b>Total New Charges</b>	<b>\$796.42</b>

**Detail**

LISE WASTAFERRO Card Ending [REDACTED]			Amount
10/04/18	OFFICE DEPOT #5125 000005125 8004633768 BOOK,COMP,UR/WR,9.75X7.5,1005 2018 Customer 11 PIP	SIGNAL HILL CA	Composition Books - Arts Program m. Pivetti \$59.20 ✓
10/12/18	Amazon Prime SHIPPINGCLUB	Amazon.com WA	Prime shipping club \$7.11 ✓
10/16/18	AMZN MKTP US*MT0676YCO BOOK STORES	AMZN.COM/BILL WA	5pk RTG Walkie Talkies \$187.99 ✓

JOHANNIS ANDREWS Card Ending [REDACTED]			Amount
08/31/18	WAL-MART SUPERCENTELANCASTER CA		3 TVs see Oct statement credited - now charged - Frauch \$408.91 ✓
10/07/18	SMARTFINAL920409208 92911409208 323-8697500	PALMDALE CA	Cafe sup - Trays \$44.22 ✓
10/19/18	FRAZIER PARK MARKET 000000000058382 6612453468	FRAZIER PARK CA	Cafe sup parchment paper \$5.24 ✓
10/23/18	SMART AND FINAL 920 920 661-722-6210	PALMDALE CA	Cafe sup - trays parchment paper \$83.75 ✓

Fees	
	Amount
<b>Total Fees for this Period</b>	<b>\$0.00</b>



**Business Gold Card**

GORMAN SCHOOL DIST  
LISE WASTAFERRO

Closing Date 09/23/18 Next Closing Date 10/24/18

**OPEN**<sup>SM</sup>

p. 1/4

Account Ending [REDACTED]

<b>New Balance</b>	<b>CR\$375.98</b>
<b>Amount Due</b>	<b>\$0.00</b>
<b>Payment Not Required</b>	

Visit [www.membershiprewards.com](http://www.membershiprewards.com)

**Account Summary**

Previous Balance	\$1,862.72
Payments/Credits	-\$2,613.76
New Charges	+\$375.06
Fees	+\$0.00

**New Balance** **CR\$375.98**

Days in Billing Period: 30

**Customer Care**

**Pay by Computer**  
[open.com/pbc](http://open.com/pbc)

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

See Page 2 for additional information.

See page 2 for Important Information about your account.

Your credit balance can be applied against future transactions or you may request a refund.

**Payment Coupon**  
Do not staple or use paper clips

**Pay by Computer**  
[open.com/pbc](http://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

Payment Not Required

Amount Due  
**\$0.00**

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 100037598000000000 20 H



**Business Gold Card**  
 GORMAN SCHOOL DIST  
 LISE WASTAFERRO  
 Closing Date 09/23/18

**OPEN**<sup>SM</sup>

p. 3/4

Account Ending [REDACTED]

**Payments and Credits**

**Summary**

	Total
<b>Payments</b>	-\$1,862.72
<b>Credits</b>	
LISE WASTAFERRO [REDACTED]	-\$342.13
JOHANNIS ANDREWS [REDACTED]	-\$408.91
<b>Total Payments and Credits</b>	<b>-\$2,613.76</b>

**Detail** \*Indicates posting date

			Amount
<b>Payments</b>			
09/12/18*	LISE WASTAFERRO	PAYMENT RECEIVED - THANK YOU	-\$1,862.72
<b>Credits</b>			
09/07/18	LISE WASTAFERRO	AMAZON.COM AMZN.COM/BILL WA DIRECT MKTG MISC	-\$342.13 ✓
08/31/18	JOHANNIS ANDREWS	WAL-MART SUPERCENTER#1563 1563 LANCASTER CA DISCOUNT STORE	-\$408.91

*Returned Damaged table - M. Knight*

*TV's (3) fraud charge  
Returned to Lancaster Walmar  
credited but not charged*

**New Charges**

**Summary**

	Total
LISE WASTAFERRO [REDACTED]	\$316.11
JOHANNIS ANDREWS [REDACTED]	\$58.95
<b>Total New Charges</b>	<b>\$375.06</b>

**Detail**

	<b>LISE WASTAFERRO</b> Card Ending [REDACTED]			<b>Amount</b>
09/12/18	Amazon Prime SHIPPINGCLUB	Amazon.com	WA	\$7.11 ✓
09/12/18	CUE 6509656000	WALNUT CREEK	CA	\$309.00 ✓
				<i>Comp registration C. Stanford 10/13-10/14/18</i>
	<b>JOHANNIS ANDREWS</b> Card Ending [REDACTED]			<b>Amount</b>
09/10/18	SMARTNFINAL920409208 92911409208 323-8697500	PALMDALE	CA	\$58.95 ✓

*CAFE Traps*

**Fees**

	Amount
<b>Total Fees for this Period</b>	<b>\$0.00</b>



Report Id : LAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-30 Issue Date :2018-10-31

Page No : 1  
 Run Date : 2018-10-30  
 Run Time : 19.22.49

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
-------	------------	--------	-----------	-------------	---------------	---------	--------	----------------	----------------	----------------	----------------	-------------------	---------	------

AERIES SOFTWARE 13183 01.0-00000.0-11100-10000-5220-0000100 04/19 700.00 700.00 24891503 24891503 700.00 700.00 8226 700.00

*Registration C.S. + D.S. Fall Conf. 10/8/18*

REGISTER TOTAL AMOUNT Issues : 700.00 Voids : 0.00 Total 700.00 0.00 700.00 700.00 8226 700.00

SYSTEM WARRANTS ISSUED 1 From 24891503 To 24891503 Total number of vouchers : 1 Number of Vouchers Audited 0

MANUAL WARRANTS ISSUED 0 From 0 To 0

NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 51 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0

SYSTEM WARRANTS ISSUED YTD 155 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2

Fund Summary Issues 700.00 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.

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.

PAYEE	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
AMERICAN EXPRESS	13177			01.0-00000.0-00000-72000-5220-0000000				04/19	309.00					
	13177			01.0-00000.0-00000-72000-4350-0000000				04/19	-401.80					
	13177			13.0-53100.0-00000-37000-4790-0000000				04/19	58.95					
	13177			01.0-11000.0-11100-10000-4400-0000000				04/19	-342.13					
	13177			01.0-00000.0-11100-10000-4310-0000100				04/19	59.20					
	13177			01.0-00000.0-00000-72000-4350-0000000				04/19	599.17					
	13177			13.0-53100.0-00000-37000-4790-0000000				04/19	133.21					
				Total					415.60	415.60 ✓24889212				8224
DRC PUMP SYSTEMS, INC.	13178			01.0-00000.0-00000-81000-5630-0000000				04/19	300.00					
				Total					300.00	300.00 ✓24889213				8224
READY REFRESH BY NESTLE	13179			01.0-00000.0-00000-82000-5530-0000000				04/19	65.52					
				Total					65.52	65.52 ✓24889214				8224
SoCalGas	13182			01.0-00000.0-00000-82000-5520-0000000				04/19	161.37					
				Total					161.37	161.37 ✓24889215				8224
SANTANA'S PUMPING	13180			01.0-00000.0-00000-81000-5630-0000000				04/19	355.00					
				Total					355.00	355.00 ✓24889216				8224
SIRMA I	13181			01.0-00000.0-00000-00000-9532-0000000				04/19	606.33					
	13181			01.0-14000.0-00000-00000-9532-0000000				04/19	11.41					
	13181			01.0-65000.0-00000-00000-9532-0000000				04/19	28.88					
				Total					646.62	646.62 ✓24889217				8224

REGISTER TOTAL AMOUNT Issues : 1,944.11 Voids : 0.00 Net Disbursed : 1,944.11

SYSTEM WARRANTS ISSUED 6 From 24889212 To 24889217 Total number of vouchers : 6 Number of Vouchers Audited 0  
 MANUAL WARRANTS ISSUED 0 From 0 To 0  
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 50 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0  
 SYSTEM WARRANTS ISSUED YTD 154 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2

Fund Summary Issues Voids  
 01.0 1,751.95 0.00  
 13.0 192.16 0.00

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.

*Dut Conf app-registratior CUE -CS  
 -Dut subp-credit-3TVs (fraud)  
 -CAFÉ equip- trays  
 -No cap equipment credit damage table  
 -Dut subp-composition Book  
 -Dut subp-sheet-water-pipes, 3TVs fraud  
 -CAFÉ subp-Trays, parchment paper*

*Rep Vendor - Maint - Well Pump*

*9/23/18 - 10/22/18*

*9/24/18 - 10/25/18*

*Rep Vendor - Maint - 2 Sloan Valves,*

*2018/19 Workers Comp- 9/18*

Report Id : LAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-24 Issue Date :2018-10-25

Page No : 1  
 Run Date : 2018-10-24  
 Run Time : 19.17.14

PAYEE	VOUCHER REF NO	PO NUMBER	Fund ResPj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT NUMBER	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
CANON FINANCIAL SERVICES, INC.	13166		01.0-00000.0-11100-10000-5610-0000000				04/19	214.53					
	13166		01.0-00000.0-00000-72000-5610-0000000				04/19	71.51					
			Total					286.04					
EDUCATIONAL DATA SYSTEMS, INC.	13173		01.0-11000.0-11100-10000-4310-0000000				04/19	50.56					
			Total					50.56					
PATRICIA EDWARDS	13174		01.0-00000.0-00000-71100-5210-0000000				04/19	85.02					
			Total					85.02					
SIRVA I	13175		01.0-00000.0-00000-00000-9532-0000000				04/19	191.65					
	13176		01.0-00000.0-00000-00000-9532-0000000				04/19	380.00					
	13176		01.0-14000.0-00000-00000-9532-0000000				04/19	93.65					
	13176		01.0-65000.0-00000-00000-9532-0000000				04/19	16.85					
			Total					682.15					

Lease payment 10/18  
 2 canon copiers

CELDT 17-18 Excessive Materials Charges

Mileage 10/18

Actual Workers Comp 7/18  
 Workers Comp 8/18

REGISTER TOTAL AMOUNT	Issues :	1,103.77	VOIDS :	0.00	Net Disbursed :	1,103.77
SYSTEM WARRANTS ISSUED	4 From	24881160	To	24881163	Total number of vouchers :	5
MANUAL WARRANTS ISSUED	0 From		To		Number of Vouchers Audited	1
NUMBER OF VOIDS	0					
SYSTEM WARRANTS ISSUED MTD	44		MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	148		MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	2
Fund Summary			VOIDS			
01.0		1,103.77		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.

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 : LRAPO2951  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-23 Issue Date :2018-10-24

Page No : 1  
 Run Date : 2018-10-23  
 Run Time : 19.12.53

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	EFT PAY MTD CYCLE	SEQ NBR	START
CECELIA J. CUMMINGS, CPA	13170			01.0-00000.0-00000-72000-5210-0000000	04/19				334.85					
			Total						334.85					
CENIC	13167			01.0-00000.0-11100-10000-5800-0000000	04/19				1620.06					
			Total						1620.06					
CHEVRON & TEXACO BUSINESS CARD	13168			01.0-00000.0-00000-81000-4360-0000000	04/19				201.62					
			Total						201.62					
CSBA C/O WEST AMERICA BANK	13169			01.0-00000.0-00000-72000-5310-0000000	04/19				2080.00					
			Total						2080.00					
INFINITY COMMUNICATION & CONSU	13164			01.0-00000.0-00000-72000-5850-0000000	04/19				650.00					
			Total						650.00					
MARY T. FIVETTI, M.ED	13171			01.0-00000.0-11100-10000-5800-0000100	04/19				975.00					
			Total						975.00					
SIRNA I	13172			01.0-00000.0-00000-00000-9532-0000000	04/19				1789.06					
			Total						1789.06					

REGISTER TOTAL AMOUNT Issues : 7,650.59 To 24878373 To 24878379 Total number of vouchers : 7 Number of Vouchers Audited 1  
 0 From 0 From

SYSTEM WARRANTS ISSUED 7 FROM 24878373 To 24878379  
 MANUAL WARRANTS ISSUED 0 FROM  
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 40 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0  
 SYSTEM WARRANTS ISSUED YTD 144 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2

Fund Summary Issues 7,650.59 Voids 0.00  
 01.0 7,650.59

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.

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.

Mileage 8/19/10 2018  
 334.85/24878373 CHK PAYOUT 8216  
 Reimburse Big Circuit Cost Jul-Sept 18  
 1620.06/24878374 CHK PAYOUT 8216  
 Gas Vans Oct 18  
 201.62/24878375 CHK PAYOUT 8216  
 Manual Maintenance 7/1/18- 6/30/19  
 2080.00/24878376 CHK PAYOUT 8216  
 Year 22 Consulting Fee  
 650.00/24878377 CHK PAYOUT 8216  
 Project Manage 9/28/18 Theatre  
 975.00/24878378 CHK PAYOUT 8216  
 18-19 Deposit Premium  
 1789.06/24878379 CHK PAYOUT 8216

Report ID : LAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-17 Issue Date :2018-10-18

Page No : 1  
 Run Date : 2018-10-17  
 Run Time : 19.17.32

VOUCHER REF NO ID	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
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13162		01.0-33100.0-57700-21000-5850-0000000	04/19				1215.00				
<i>Speech Therapy Serv 9/18</i>											
							1215.00	24867074		8208	
Total							1215.00				
REGISTER TOTAL AMOUNT							1,215.00				
Issues :											
1 From 24867074											
0 From											
0											
Total number of vouchers :											1
Net Disbursed :											1,215.00

SYSTEM WARRANTS ISSUED	MANUAL WARRANTS ISSUED	NUMBER OF VOIDS	ISSUED MTD	ISSUED YTD	VOIDED MTD	VOIDED YTD
33	137	0	0	0	0	0
Fund Summary						
01.0			1,215.00		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.

Report id : LAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-16 Issue Date :2018-10-17

Page No : 1  
 Run Date : 2018-10-16  
 Run Time : 19.14.52

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	FMT PAY MTD CYCLE	SEQ NBR	STAT
LACSTA	16163			01.0-00000.0-00000-72000-5220-0000000	04/19			04/19	50.00					
			Total						50.00					
MOUNTAINSIDE DISPOSAL, INC.	13165			01.0-00000.0-00000-82000-5560-0000000	04/19			04/19	204.72					
			Total						204.72					
REGISTER TOTAL AMOUNT										Net Disbursed :		254.72		
SYSTEM WARRANTS ISSUED										Total number of vouchers :		2		Number of Vouchers Audited
MANUAL WARRANTS ISSUED										To 24863095				0
NUMBER OF VOIDS										To				0
SYSTEM WARRANTS ISSUED MTD										MANUAL WARRANTS ISSUED MTD				0
SYSTEM WARRANTS ISSUED YTD										MANUAL WARRANTS ISSUED YTD				2
Fund Summary										Issues				0
01.0										254.72				0.00

*Registration JA, PE Done*  
*Inducting 10/22/18*  
 50.00 4863095  
 9/18  
 204.72 24863096 CHK PAYOUT 8206

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: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-15 Issue Date :2018-10-16

Page No : 1  
 Run Date : 2018-10-15  
 Run Time : 19.14.33

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
BK'S HEATING & AIR	13161			01.0-00000.0-00000-81000-5630-0000000	04/19			04/19	100.00					
				Total					100.00		24860546		8204	
LACOE	13159			01.0-00000.0-00000-72000-5220-0000000	04/19			04/19	125.00					
				Total					125.00		24860547		8204	
SOUTHERN CALIFORNIA EDISON	13160			01.0-00000.0-00000-82000-5510-0000000	04/19			04/19	1962.56					
				Total					1962.56		24860548		8204	

*Rep Vendor - Maint - heater*  
*Registration - Supt Professional Coll. 11/15-11/16/18 GA.*  
*9/6/18-10/5/18*

REGISTER TOTAL AMOUNT	Issues :	2,187.56	Voids :	0.00	Net Disbursed :	2,187.56
SYSTEM WARRANTS ISSUED	3 From	24860546	To	24860548	Total number of vouchers :	3
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	WARRANTS VOIDED MTD		0
SYSTEM WARRANTS ISSUED YTD	134	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD		2

Fund Summary  
 01.0 2,187.56 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.

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: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-11 Issue Date :2018-10-12

Page No : 1  
 Run Date : 2018-10-11  
 Run Time : 19.15.16

PRVSE	VOUCHER ID	REF NO	FO 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	
ACSA	13151			01.0-00000.0-000000-72000-5220-0000000	04/19	849.00		849.00	24854097	849.00	CHK PAYOUT	8200		
				Total				849.00						
AERIES SOFTWARE	13152			01.0-00000.0-11100-10000-4340-0000100	04/19	3500.00		3500.00	24854098	3500.00	CHK PAYOUT	8200		
				Total				3500.00						
FRAZIER MOUNTAIN FOCUS CENTRAL	13153			01.0-00000.0-11100-10000-5800-0000100	04/19	1680.00		1680.00	24854099	1680.00	CHK PAYOUT	8200		
				Total				1680.00						
HOUGHTON MIFELIN HARCOURT FUEL	13154			01.0-00000.0-11100-10000-5800-0000100	04/19	2950.00		2950.00	24854100	2950.00	CHK PAYOUT	8200		
				Total				2950.00						
LISE WASTAFERRO	13157			01.0-00000.0-000000-72000-5210-0000000	04/19	34.77		34.77	24854101	34.77	CHK PAYOUT	8200		
				Total				34.77						
SANTANA'S PUMPING	13155			01.0-00000.0-000000-81000-5630-0000000	04/19	3409.02		3409.02	24854102	3409.02	CHK PAYOUT	8200		
				Total				3409.02						
UNITED PARCEL SERVICE	13156			01.0-00000.0-000000-72000-5910-0000000	04/19	69.19		69.19	24854103	69.19	CHK PAYOUT	8200		
				Total				69.19						
WORTHINGTON DIRECT	13158			01.0-11000.0-11100-10000-4400-0000000	04/19	380.73		380.73	24854104	380.73	CHK PAYOUT	8200		
				Total				380.73						

2019 Supt Symposium 1/28-2/1/19  
 Communication 7/1/18-6/30/19 + proj Management Services  
 Piroccho Performance, Utility Audit, AVE support 9/18 + 10/5/18  
 Go Matica - K6 training 9/12/18  
 Mileage 10/10/18  
 Rip Vendor - Maint - Well Pumping  
 Service 9/18 + 10/2/18  
 Activity Table - Kinder

REGISTER TOTAL AMOUNT Issues : 12,872.71 Voids : 0.00 Net Disbursed : 12,872.71  
 SYSTEM WARRANTS ISSUED 8 From 24854097 To 24854104 Total number of vouchers : 8 Number of Vouchers Audited 0  
 MANUAL WARRANTS ISSUED 0 From 0 To 0  
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 27 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0  
 SYSTEM WARRANTS ISSUED YTD 131 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2

Fund Summary Issues Voids  
 01.0 12,872.71 0.00



Report Id : LAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-09 Issue Date :2018-10-10

Page No : 1  
 Run Date : 2018-10-09  
 Run Time : 19:24:07

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
AKA WATER SERVICES, INC.	13145			01.0-00000.0-00000-72000-5800-0000000	04/19			04/19	75.00					
	13145			01.0-00000.0-00000-82000-5530-0000000	04/19			04/19	300.00					
				Total					375.00					
	13146			01.0-00000.0-00000-72000-5910-0000000	04/19			04/19	116.44					
				Total					116.44					
DRC PUMP SYSTEMS, INC.	13147			01.0-00000.0-00000-81000-5630-0000000	04/19			04/19	1655.93					
				Total					1655.93					
				Total					60.00					
GORMAN ELEMENTARY ASSOCIATION	13150			76.0-00000.0-00000-00000-9517-0000000	04/19			04/19	60.00					
				Total					60.00					
				Total					500.00					
JULIE RALPHS	13148			01.0-00000.0-00000-71100-3412-0000000	04/19			04/19	500.00					
				Total					500.00					
				Total					364.30					
LOS ANGELES COUNTY TAX COLLECT	13149			01.0-00000.0-00000-72000-5880-0000000	04/19			04/19	364.30					
				Total					364.30					
				Total					500.00					
STEVE SONDER	13149			01.0-00000.0-00000-71100-3412-0000000	04/19			04/19	500.00					
				Total					500.00					
				Total					3,571.67					

REGISTER TOTAL AMOUNT Issues : 3,571.67 Voids : 0.00 Total number of vouchers : 7 Number of Vouchers Audited : 1

SYSTEM WARRANTS ISSUED	MANUAL WARRANTS ISSUED	NUMBER OF VOIDS	MANUAL WARRANTS ISSUED MTD	MANUAL WARRANTS ISSUED YTD	WARRANTS VOIDED MTD	WARRANTS VOIDED YTD
7	0	0	0	0	0	2
19	123	0	0	0	0	2
Fund Summary Issues						
01.0	3,511.67		0.00			
76.0	60.00		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.

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.

*Back Sampling 9/25/18*  
*Quarterly Nitrate Testing 9/13/18*  
*9/6/18-10/5/18*  
*Rip Vendor Maint Flow Meter Well*  
*Teacher local member dues 9/18*

*Health Stipend 10/18*  
*Property Tax Rental Allowance 7/1/18-6/30/19*  
*Health Stipend 10/18*

Report Id : LAAP02951  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-08 Issue Date :2018-10-09

Page No : 1  
 Run Date : 2018-10-08  
 Run Time : 18.35.28

PAYEE	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
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ACE HARDWARE	13144			01.0-00000.0-00000-72000-4350-0000000			04/19	04/19	36.11					
	13144			01.0-00000.0-00000-81000-4380-0000000			04/19	04/19	13.94					
				<b>Total</b>					50.05					

*Dist sup-keep  
 Maint sup-7 Brass base w/shut off*

CALIFORNIA TEACHERS ASSOCIATIO	13139			76.0-00000.0-00000-00000-9517-0000000			04/19	04/19	356.80					
				<b>Total</b>					356.80					

*Teacher chapter member dues 9/18*

OFFICE DEPOT	13141			01.0-00000.0-00000-72000-4350-0000000			04/19	04/19	36.76					
	13141			01.0-00000.0-00000-81100-4370-0000000			04/19	04/19	79.72					
	13141			01.0-11000.0-11100-10000-4310-0000000			04/19	04/19	148.70					
	13141			01.0-00000.0-00000-27000-4350-0000000			04/19	04/19	3.45					
	13141			01.0-65000.0-57700-11100-4310-0000000			04/19	04/19	5.42					
				<b>Total</b>					274.05					

*Dist - Dist  
 operation  
 sch admin  
 sp Ed  
 supplies*

SANTA CLARITA VALLEY FOOD SERV	13143			13.0-53100.0-00000-37000-4710-0000000			04/19	04/19	4134.00					
				<b>Total</b>					4134.00					

*meals 9/18*

STORER TRANSPORTATION	13142			01.0-00000.0-00000-36000-5812-0000000			04/19	04/19	9674.52					
				<b>Total</b>					9674.52					

*Home to Sch Service 9/18*

REGISTER TOTAL AMOUNT	Issues :	14,489.42	Voids :	0.00	Net Disbursed :	14,489.42
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SYSTEM WARRANTS ISSUED	5	From 24843534	To 24843538	Total number of vouchers :	5	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0	From	To				
NUMBER OF VOIDS	0						

SYSTEM WARRANTS ISSUED MTD	12	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	116	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	2

Fund Summary	Issues	Voids
01.0	9,998.62	0.00
13.0	4,134.00	0.00
76.0	356.80	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.

Report Id : IAAP029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-04 Issue Date :2018-10-05

Page No : 1  
 Run Date : 2018-10-04  
 Run Time : 19.12.57

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	FMT PAY MTD CYCLE	SEQ NBR	STAT					
CECELIA J. CUMMINGS, CPA	13134			01.0-00000.0-00000-72000-5850-0000000		04/19	2697.50											
	13134			01.0-65000.0-57700-21000-5850-0000001		04/19	1037.50											
	13134			01.0-65000.0-57700-21000-5850-0000000		04/19	415.00											
	Total						4150.00			4150.00	24841088	CHK PAYOUT 8192						
PRENTIS EDWARDS	13138			01.0-00000.0-00000-77000-5840-0000000		04/19	1600.00											
	Total						1600.00			1600.00	24841089	CHK PAYOUT 8192						
REGISTER TOTAL AMOUNT											Issues :	5,750.00	Voids :	0.00	Net Disbursed :	5,750.00		
SYSTEM WARRANTS ISSUED											2 From	24841088	To	24841089	Total number of vouchers :	2	Number of Vouchers Audited	2
MANUAL WARRANTS ISSUED											0 From		To					
NUMBER OF VOIDS											0							
SYSTEM WARRANTS ISSUED MTD											7	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0			
SYSTEM WARRANTS ISSUED YTD											111	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	2			
Fund Summary											Issues	5,750.00	Voids	0.00				

*Business Manager Service 7/18*

*Tech Service 9/18*

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.

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 : LAR029S1  
 District : 64584  
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2018-10-02 Issue Date :2018-10-03

Page No : 1  
 Run Date : 2018-10-02  
 Run Time : 19.14.45

PAYEE	VOUCHER ID	REF NO	FO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
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DELTA DENTAL	13135			01.0-00000.0-11100-10000-3411-0000000			04/19	04/19	349.80				
	13135			01.0-65000.0-57700-11200-3411-0000000			04/19	04/19	12.06				
	13135			01.0-00000.0-11100-10000-3412-0000000			04/19	04/19	42.22				
	13135			01.0-14000.0-00000-36000-3412-0000000			04/19	04/19	18.09				
	13135			13.0-53100.0-00000-37000-3412-0000000			04/19	04/19	6.03				
	13135			01.0-00000.0-00000-72000-3412-0000000			04/19	04/19	24.73				
	13135			01.0-00000.0-11100-10000-3412-0000000			04/19	04/19	54.28				
	13135			01.0-00000.0-00000-71100-3412-0000000			04/19	04/19	60.31				
	13135			01.0-00000.0-00000-27000-3411-0000000			04/19	04/19	12.36				
	13135			01.0-00000.0-00000-71500-3411-0000000			04/19	04/19	12.37				
				<b>Total</b>					592.25	592.25	24834986	8188	

10/18

KAISER FOUNDATION HEALTH PLAN,	13136			01.0-00000.0-11100-10000-3411-0000000			04/19	04/19	5484.80				
	13136			01.0-65000.0-57700-11200-3411-0000000			04/19	04/19	118.20				
	13136			01.0-00000.0-11100-10000-3412-0000000			04/19	04/19	999.00				
	13136			01.0-14000.0-00000-36000-3412-0000000			04/19	04/19	471.00				
	13136			13.0-53100.0-00000-37000-3412-0000000			04/19	04/19	137.90				
	13136			01.0-00000.0-00000-72000-3412-0000000			04/19	04/19	821.00				
	13136			01.0-00000.0-00000-70000-3412-0000000			04/19	04/19	1141.10				
	13136			76.0-00000.0-00000-00000-9517-0000000			04/19	04/19	800.00				
	13136			01.0-00000.0-00000-27000-3411-0000000			04/19	04/19	422.90				
	13136			01.0-00000.0-00000-71500-3411-0000000			04/19	04/19	224.10				
				<b>Total</b>					10620.00	10620.00	24834987	8188	

10/18

LA COUNTY SCIENCE & ENGINEERING 13137

Science & Engineering Fair  
 enrollment fee

READY REFRESH BY NESTLE	13132			01.0-00000.0-11100-10000-4310-0000100			04/19	04/19	200.00	200.00	24834988	8188	
				<b>Total</b>					200.00	200.00	24834988	8188	

8/23/18-9/22/18

SHARON OWEN

Psychologist Services 9/18

	13133			01.0-65000.0-57700-21000-5850-0000000			04/19	04/19	1500.00	1500.00	24834990	8188	
				<b>Total</b>					1500.00	1500.00	24834990	8188	

REGISTER TOTAL AMOUNT	Issues :	13,009.91	Voids :	0.00	Net Disbursed :	13,009.91
SYSTEM WARRANTS ISSUED	5 From	24834986	To	24834990	Total number of vouchers :	5
MANUAL WARRANTS ISSUED	0 From		To		Number of Vouchers Audited	1
NUMBER OF VOIDS	0					

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.

The Gorman Elementary School Comprehensive School Safety (SB 187) and Emergency Preparedness Plan for 2018-19 will be available upon request. Please call the school at 661-248-6441.

GORMAN JOINT SCHOOL DISTRICT

GORMAN ELEMENTARY SCHOOL



ELEMENTARY SCHOOL

Be safe. Be responsible. Be respectful

Strategic Plan for Arts Education

2017-2021

## Table of Contents

About the Arts Education Collective	2
Gorman Joint School District Context	3-4
Gorman Planning Elements	5
Gorman Updated Year One Action Plan	6-8
Gorman Updated Years Two-Five Action Plan	9-12
Additional Actions in Initial Plan Update	13
Gorman Original Year One Action Plan	14-16
Gorman Original Years Two-Five Action Plan	17-19
Appendix i Gorman Complete Vision Statement	20
Appendix ii Gorman Strengths & Challenges Document	21
Appendix iii Gorman Complete Strategic Directions	22
Appendix iv Members of the Community Arts Team, 2017-2018	23

### Los Angeles County Arts Commission – Arts Education Collective

The Development of the strategic plan for arts education is a partnership between the Los Angeles County Arts Education Collective and the Gorman Joint School District.

In 2002, the Los Angeles County Board of Supervisors established the Arts Education Collective to align efforts across the region with the ambitious goal that LA County's 1.5 million public school students receive a well-rounded education that includes the arts.

The Arts Ed Collective is comprised of policy makers, educators, arts organizations, teaching artists, funders, business leaders and community advocates. Strategic direction for the initiative is guided by the Leadership Council and Funders Council. The Los Angeles County Arts Commission offers administrative support and the Los Angeles County Office of Education (LACOE) provides curriculum and instructional services for educators Countywide. [LACountyArtsEdCollective.org](http://LACountyArtsEdCollective.org)

## Gorman Joint School District Context

The Gorman Joint School District is committed to providing every child at Gorman Elementary School with the high-quality education they need and deserve. Classroom learning must challenge our children to exercise critical thinking skills and express their creativity. The District is dedicated to expanding and integrating the arts into our students' everyday core curriculum.

During the spring of 2016, Gorman enjoyed a unique window of opportunity to take advantage of Arts for All education offers. This new arts initiative to the district offered the opportunity to enhance what is taught at Gorman, and gives the time needed to provide students with a higher quality education than ever before, including a robust arts education.

The work that made the Gorman Arts Education Plan possible represents the collective will of the Arts for All organization. Teachers, students, parents, administration, community members, local foundations and corporations worked together over the year with six sessions. The district recognized that the arts needed to be incorporated as a formal educational opportunity at Gorman Elementary School; therefore, spent the 2016-17 school year working with Arts for All on ways to facilitate understandings of best practices and to ensure that arts programming and funding was distributed to the arts program.

The Gorman Strategic Plan for Arts Education will be implemented over the course of five school years, with the goals for each year outlined in it. Implementation will be initiated at the District level with assistance. Because funding is critical to successful implementation of many of the plans recommendations, the creation of an overall funding strategy will begin immediately and funding will be a focus of the district throughout implementation with the use of LCAP funds. Additional outside grants or funding will help enhance the implementation of the plan.

Gorman's short-term strategy is the need to improve existing art programs. Teachers have the basic supplies needed to implement some art lessons. There is a need to increase supplies to include clay, and ceramics supplies. The teachers would like to expand their curriculum by implementing unit base curriculum in three areas for the first year; theatre, ceramics, and graphic media. Art specialists would provide staff development for teachers while teaching weekly classes for the 4-8 grades for ten weeks. Gorman would like to expand this program for the first year to include grades K-3.

Gorman's long-term strategy is to build and sustain a culture that values arts education and is recognized for excellence. The primary goals is to significantly improve student achievement in visual art, theatre, music, dance and drama through curriculum, instruction and assessment.



Ongoing professional development and additional staffing to support and provide arts education is important to the long-term strategy. Teachers express a desire for more arts discipline-focused professional development. Arts providers (specialists) will be utilized in professional development and lesson implementations. All TK-8 students will have access to sequential, standards-based art education that includes authentic discrete and integrated learning experiences. During the next five years Gorman would like to establish visual, performing, and media arts. Scheduling that supports and improves student access to arts instruction before, during, and after school is important to the long-term strategy. Other strategies include well maintained state-of-the-art facilities, materials, and equipment that provide creative spaces and resources for all arts programming; annual funding dedicated to arts programs, and effective communication, collaboration, and outreach with community partners at district, school site, and course levels.

Gorman worked with Arts Ed Collective District Coach, Cybele Kohl-Garcia in 2016-2017 to create the Strategic Arts Plan. In 2017-2018, Gorman worked with Arts Ed Collective District Coach, Sandy Seufert, to update the Strategic Arts Plan and to work on key aspects of implementation of the plan.

## Gorman Planning Elements

Together, the Gorman Community Arts Team (CAT) wrote a Vision Statement for developing Arts Education Programs (Appendix i, page 20). The following is a list of the overarching ideals in the Vision Statement which Gorman is striving to achieve.

1. Opportunities for Group Arts Instruction
2. Student Performance & Experiences in the Arts
3. Abundance & Variety of Arts Materials
4. Showcasing Work to Community
5. Opportunities in Electronic & Digital Arts Media
6. Abundant Community Support
7. Exposure to a Variety of Arts & Crafts Activities
8. Expansion of Available Facilities

Once we had agreed on a Vision for developing the Arts, we embarked on a lengthy discussion of the District's Strengths and Challenges (Appendix ii, page 21). The Gorman CAT then developed three Strategic Directions with which to pursue our Vision (Appendix iii, page 22). They are, as follows;

1. Coordinating & Developing Human Resources for Arts Programming
2. Developing Accessible Arts Programming
3. Obtaining Financial & In-Kind Support for the Arts

Once we were able to articulate our vision, our strengths and challenges, and determine which directions to pursue our vision, we created a plan of action, articulated in a Year One Plan, and a separate Two-Five Year Plan. Both plans (see below) together are the blueprint for how we will move towards our Arts Education goals in the next five years.

**Gorman Year One Updated Action Plan 2017-2018**  
**Strategic Direction #1: Coordinate and Develop Human Resources for Arts Programming**

First Year Goals	Quarter 1 Tasks Aug. 2017-Oct. 2017	Quarter 2 Tasks Nov. 2017-Jan. 2018	Quarter 3 Tasks Feb. 2018-Apr. 2018	Quarter 4 Tasks May 2018-July 2018	Budget Implications/ Point Person(s)	Measurable Outcomes (Evidence of Success)
Establish Professional Development Committee	Assess teacher professional development needs, determine goals	Meet with Focus Central to discuss professional development availability	Determine budget and availability for professional development, coordinate with Focus Central	Plan, schedule professional development	LCAP funds, \$5K Mary Pivetti, Cheri Hanshaw, and Patti Rodriguez	Professional development identified, planned and scheduled
Establish Professional Development Research Committee	Research existing program standards & pacing for Visual Arts (other art forms in consecutive years)->		Determine budget and availability for new curriculum	Training identified for implementing arts curriculum	LCAP funds, \$5K Mary Pivetti, Cheri Hanshaw, and Patti Rodriguez	New curriculum chosen and training scheduled
Increase Engagement from Parents and Community				Research communication channels with parents including invitations to bilingual parents  Look for qualified and committed community volunteers ->	LCAP funds, \$1K Joe Andrews	Draft of a communication plan in place  Key volunteer, Heather Allison, in place to support communication efforts

**Gorman Year One Updated Action Plan 2017-2018  
Strategic Direction #2: Develop Accessible Arts Programming**

	Quarter 1 Tasks Aug. 2017-Oct. 2017	Quarter 2 Tasks Nov. 2017-Jan. 2018	Quarter 3 Tasks Feb. 2018-Apr. 2018	Quarter 4 Tasks May 2018-July 2018	Budget Implications/ Point Person(s)	Measurable Outcomes (Evidence of Success)
First Year Goals						
Establish Committee to find an Arts Specialists	Research arts specialists for weekly classes: every class for 10 weeks, once each trimester	Committee supports: Singing/Song-writing specialist in the first trimester	Committee supports: Ceramics specialist in the second trimester	Committee supports: Percussion in the third trimester	Arts for All Advancement Grant \$3K per trimester  Casey Stanford, Teresa LaGaultt	Arts rotations occur in each trimester 2017-18 school year (in art forms that Gorman can easily support now)
Increase after-school opportunities in the Arts			Research the possibility of creating an after-school arts club	Prepare to write ASES grant	Funds dependent on student attendance  Joe Andrews	Successful preparation of the application for the ASES grant
Increase opportunities for students to experience arts performances				Bring Pine Mountain Club performers for performance of The Wizard of Oz at Gorman (6-4-18)	\$400  Mary Pivetti	School-wide assembly of the Wizard of Oz  Pre/Post assessments

**Gorman Year One Updated Action Plan 2017-2018**  
**Strategic Direction #3: Obtain Financial and In-Kind Support for the Arts**

First Year Goals	Quarter 1 Tasks Aug. 2017-Oct. 2017	Quarter 2 Tasks Nov. 2017-Jan. 2018	Quarter 3 Tasks Feb. 2018-Apr. 2018	Quarter 4 Tasks May 2018-July 2018	Budget Implications/ point Person(s)	Measurable Outcomes (Evidence of Success)
Pursue funding from the Arts Ed Collective through the Advancement Grant		Work on grant goals	Apply for the Advancement Grant	Complete final report for 2017-2018 grant	No budget implications Superintendent Joe Andrews; Mary Pivetti	Successful submission of the Advancement Grant

Updated Strategic Direction #1: Coordinate and Develop Human Resources for Arts Programming						
Goals	Year 2 Tasks 2018-2019	Year 3 Tasks 2019-2020	Year 4 Tasks 2020-2021	Year 5 Tasks 2021-2022	Budget/Point Person(s)	Measurable Outcomes
Support Teacher Professional Development	Engage 2 visiting artists (ceramics, drama)  Schedule two 4-hour time blocks for artist/teacher collaboration time using release time  Hold one 6-hour Story Maker PD  Continue training on Google Drive and Lynda.com applications ->  Research conferences for teachers that support arts integration such as the Kennedy Center (Summer) ->	Get timely scheduling on calendar ->  Work with TEAL Modules ->  Hold one 6-hour Story Maker PD			Advancement Grant monies; \$1500 Story Maker/year; Adobe Creative Suite Licenses (unknown)  Mary Pivetti	# of teachers attending  # of workshops delivered
Select Standards-Based Arts Curriculum	Research curriculum in use and make selections  Explore TEAL Modules  Explore Creativity at the Core Modules  Upload resources in Google Drive	Pilot new curriculum			No Budget Implications  Mary Pivetti; select teachers	Google Drive files containing piloted and successful lesson plans at each grade level
Increase Engagement from Parents and Community	Hold Family Art Night ->  Hold Community Showcase ->		Perform in the Community such as at the Lilac Festival or Fiesta Days ->		Budget: Outside funding, TBD; stipend for artist  Joe Andrews	# of parents attending events  # of events held

Updated Strategic Direction #2: Develop Accessible Arts Programming

Goals	Year 2 Tasks 2018-2019	Year 3 Tasks 2019-2020	Year 4 Tasks 2020-2021	Year 5 Tasks 2021-2022	Budget/Point Person(s)	Measurable Outcomes
Bring High Quality Visiting Artists	Bring 2 visiting artists (ceramics and drama)  Create surveys  Develop rubrics	Bring 2 visiting artists (Drawing/sketching and dance)	Begin an instrumental band program		Advancement Grant monies; Focus Central monies (artists paid \$60/hour x 4 hours/day x 10 weeks)  Mary Pivetti	One culminating performance  One showcase at Open House  Additional showcases/exhibits in the community
Increase After-School Arts Opportunities	Research participation in Focus Central Summer Camp  Establish Art Club ->	Establish Art Camp ->  Utilize digital media to showcase student work			Budget: Grant funds from Focus Central; ASES funds  Joe Andres	Summer Arts Camp established
Increase Opportunities for Students to Experience Arts Performances	Solicit performance exposure at local schools (Frazier Mountain HS) ->  Explore Pine Mountain Club as a summer performance opportunity ->  Research Concerts on the Green as a performance option ->				Budget unknown  Joe Andrews; Mary Pivetti	Established performance arts opportunities on-site and off-site for students  Pre/Post performance assessments

<p>Promote the Arts to the Community</p>	<p>Create an email newsletter -&gt;          Create a Facebook Page -&gt;          Create an outdoor display case          In the school lobby have posters and/or a slide show from arts events -&gt;          Update the Communication Strategy          Submit articles to local newspapers (editorials and dedicated sections for promotion) -&gt;</p>	<p>Invite non-Gorman students to after-school/summer programs          Have students create a slideshow of photos that show the process of arts learning -&gt;          Establish a dedicated photo/editorial contact at Gorman -&gt;</p>		<p>LCAP Funds, \$1K          Joe Andrews;          Heather Allison</p>	<p>Regular posting on Social Media with increasing community engagement          Newsletters showcasing the arts sent to parents on a regular basis          Regular showcasing of student artwork in display case, digital media, etc.</p>
<p>Schedule the Arts Strategically</p>	<p>Calendar a monthly meeting with Mary Pivetti and Joe Andrews          Calendar a monthly meeting with Mary Pivetti and staff</p>			<p>No budget implications          Joe Andrews; Mary Pivetti</p>	<p>Regular planning meetings are scheduled</p>



Updated Strategic Direction #3: Obtain Financial and In-Kind Support for the Arts						
Goals	Year 2 Tasks 2018-2019	Year 3 Tasks 2019-2020	Year 4 Tasks 2020-2021	Year 5 Tasks 2021-2022	Budget/Point Person(s)	Measurable Outcomes
Obtain Grant Support for the Arts	<p>Research grants and funding opportunities</p> <p>Research funding for band instruments or solicit donations</p> <p>Apply for the Advancement Grant -&gt;</p> <p>Look into ASES funding</p>					
Develop a Network on In-Kind Donors	<p>Obtain a list of established in-kind donors from Focus Central and expand that list</p>	<p>Expand and utilize the list of In-Kind Donors and inquire with parents on how they might assist</p>				
Expand Partnerships	<p>Build a partnership with El Tejon Ranch -&gt;</p>				<p>No budget implications</p> <p>Joe Andrews</p>	<p>Established partnership with El Tejon Ranch with funding for select goals from the Arts Plan</p>

Gorman Joint School District

Below are Strategic Arts Plan suggestions from the staff, taken from the Strategic Directions in the original arts plan, to consider for revision of the plan for Year One. This information was collected on 10-11-17. This information was used to develop the update Year One Action Plan.

Asterisks indicate an action that was not currently represented in the original Year One or Years 2-5 Action Plan

Strategic Direction #1: Coordinating and Developing Human Resources for Arts Programming	Strategic Direction #2: Developing Accessible Arts Programming	Strategic Direction #3: Obtaining Financial and In-Kind Support for the Arts
Parent Communication and Involvement (including bilingual families)*	Bring in a theater group* (for example, a local HS)	Look/apply for grants
Bring in a theater group*	After school art club	Secure LCAP funds for next year
Look for qualified, committed volunteers	Use vans for weekend field trips for art club*	Get local donations
		Buy supplies
		Painting with Punch fundraiser*

Gorman Year One Action Plan (Original)  
 Strategic Direction 1: Coordinating and Developing Human Resources for Arts Programming

First Year Goal	Quarter 1 Tasks	Quarter 2 Tasks	Quarter 3 Tasks	Quarter 4 Tasks	Budget Implications/ point Person(s)	Measurable Outcomes (Evidence of Success)
Establish Professional Development Committee	Assess teacher professional development needs, determine goals	Meet with Focus Central to discuss professional development availability	Determine budget and availability for professional development, coordinate with Focus Central	Plan, schedule professional development	from LCAP, \$5K Mary Pivetti, Cheri Hanshaw, and Patti Rodriguez	Professional development identified, planned and scheduled
Establish Profession Research Committee	Research existing program standards & pacing for Visual Arts (other art forms in consecutive years)	Research existing program standards & pacing for Visual Arts (other art forms in consecutive years)	Determine budget and availability for new curriculum	Training identified for implementing arts curriculum	from LCAP, \$5K Mary Pivetti, Cheri Hanshaw, and Patti Rodriguez	New curriculum chosen and training scheduled

Gorman Year One Action Plan (Original)  
 Strategic Direction 2: Developing Accessible Arts Programming

First Year Goal	Quarter 1 Tasks	Quarter 2 Tasks	Quarter 3 Tasks	Quarter 4 Tasks	Budget Implications/ point Person(s)	Measurable Outcomes (Evidence of Success)
Establish Committee to find an Arts Specialists	Research arts specialists for weekly classes: every class for 10 weeks, once each trimester	Committee supports: Theatre specialist in the first trimester	Committee supports: Ceramics specialist in the second trimester	Committee supports: Graphic media in the third trimester	Arts for All Advancement Grant \$3K per trimester Casey Stanford, Teresa LaGault	Arts rotations occur in each trimester 2017-18 school year (in art forms that Gorman can easily support now)

Gorman Year One Action Plan (Original)  
 Strategic direction 3: Obtaining Financial & In-Kind Support for the Arts

First Year Goal	Quarter 1 Tasks	Quarter 2 Tasks	Quarter 3 Tasks	Quarter 4 Tasks	Budget Implications/ point Person(s)	Measurable Outcomes (Evidence of Success)
Develop and maintain a relationship with the Supporting Antelope Valley Education (SAVE) Foundation	Meet with SAVE Foundation, apply to participate, determine arts wish list for SAVE Foundation	Identify attendees to invite to SAVE Gala, if any. Attend and support SAVE Foundation Gala Fundraiser (11/3/17)	Spend money given by Foundation on wish list items (may kiln needs, art supplies, etc.)	Develop new wish list for coming next SAVE Foundation Gala event in 2018	No budget impact, Superintendent Joe Andrews	Arts wish lists are fulfilled, relationship is established with SAVE Foundation
Develop a Gala Planning Committee	Coordinate and have a Gala planning/networking event, raising seed money, (\$1K) for Gala: Paint Night at Ranch House	Begin Gala planning, approach Beale Adobe to host, shooting for May 2018	Continue Gala Planning Investigate STAR Education	Prepare and have Gala in May	Use money raised by Paint Night	Gala will raise money for next year's art rotations

Gorman Years Two-Five Action Plan (Original)

Coordinating & Developing Human Resources for Arts Programming						
Goals	Year 2 Tasks	Year 3 Tasks	Year 4 Tasks	Year 5 Tasks	Budget Implications/ Point Person(s)	Measurable Outcomes (Evidence of Success)
Continue with Professional Development (PD) Committee (find new committee members each year from parents, teachers, community...). Provide training each year in different art form.	- Share assessment of training from previous year - 2 days of PD - 1/2 day student art workshops - 3 Days of arts coach in classroom - 1 on 1 teacher arts support - Collaborate with other committees for next year's needs - Collaborate with HELS to share arts providers	- Share assessment of training from previous year - 2 days of PD - 1/2 day student art workshops - 3 Days of arts coach in classroom - 1 on 1 teacher arts support - Collaborate with other committees for next year's needs - Collaborate with HELS to share arts providers	- Share assessment of training from previous year - 2 days of PD - 1/2 day student art workshops - 3 Days of arts coach in classroom - 1 on 1 teacher arts support - Collaborate with other committees for next year's needs - Collaborate with HELS to share arts providers	- Share assessment of training from previous year - 2 days of PD - 1/2 day student art workshops - 3 Days of arts coach in classroom - 1 on 1 teacher arts support - Collaborate with other committees for next year's needs - Collaborate with HELS to share arts providers	from LCAP Each Year: \$15,800 People to be identified per year	Professional development identified, planned and scheduled
Curriculum Research Committee continues (find new committee members each year). Research new art form each year.	Research existing program standards & pacing for Visual Arts <b>NOTE: HELS = Hughes Elizabeth Lake Union School District</b>	Research existing program standards & pacing for other Art forms, depending upon rotations & student interest	Research existing program standards & pacing for other Art forms, depending upon rotations & student interest	Research existing program standards & pacing for other Art forms, depending upon rotations & student interest	from LCAP, \$1K People to be identified per year	New curriculum chosen (rotating each year) and training scheduled

Gorman Years Two-Five Action Plan (Original)

Developing Accessible Programming						
Goals	Year 2 Tasks	Year 3 Tasks	Year 4 Tasks	Year 5 Tasks	Budget Implications/ Point Person(s)	Measurable Outcomes (Evidence of Success)
Committee to find an Arts Specialists continues work, new members are recruited	<ul style="list-style-type: none"> <li>- Research arts specialists for trimester rotations in: Drawing, Animation (stop motion), Music appreciation</li> <li>- Art Appreciation club after school</li> <li>- Assess students at beginning of year to determine next Visual Arts class type</li> <li>- Assess student interest and enthusiasm for an after school band</li> </ul>	<ul style="list-style-type: none"> <li>- Research arts specialists for trimester rotations in: Painting, Media Production, Music appreciation II</li> <li>- Art Appreciation club after school</li> <li>- Assess students at beginning of year to determine next Visual Arts class type</li> <li>- After school band club offered, if there is interest</li> </ul>	<ul style="list-style-type: none"> <li>- Research arts specialists for trimester rotations in: Drama, Video Editing, Band</li> <li>- Art Appreciation club after school</li> <li>- Assess students at beginning of year to determine next Visual Arts class type</li> <li>- After school band club offered, if there is interest</li> <li>- Offer Dance &amp; Theatre together after school, if interest is there (use performance as</li> </ul>	<ul style="list-style-type: none"> <li>- Research arts specialists for trimester rotations in: Dance, Web Design, Photography</li> <li>- Art Appreciation club after school</li> <li>- Assess students at beginning of year to determine next Visual Arts class type</li> <li>- After school band club</li> <li>- After school Media Arts offered</li> </ul>	<p>Each Year: LCAP, Advancement, &amp; Fundraising to support rotations (cost explained above in Coordinating &amp; Developing HR) After School Education &amp; Safety (ASES) Grant for after school (\$9K per year) SAVE Foundation for musical instruments People to be identified per year</p>	<p>Arts rotations occur in each trimester, in connection with professional development offered and curriculum developed After school programs offered in various art forms in support of in school arts activities and in conjunction with student interest</p>

**Gorman Years Two-Five Action Plan (Original)**

Obtaining Financial & In-Kind Support for the Arts						
Goals	Year 2 Tasks	Year 3 Tasks	Year 4 Tasks	Year 5 Tasks	Budget Implications/ Point Person(s)	Measurable Outcomes (Evidence of Success)
Develop and maintain a relationships with partners	<ul style="list-style-type: none"> <li>- SAVE Foundation,</li> <li>- HELS</li> <li>- Mountain Communities Chamber of Commerce</li> <li>- Identify more</li> </ul>	<ul style="list-style-type: none"> <li>- SAVE Foundation,</li> <li>- HELS</li> <li>- Mountain Communities Chamber of Commerce</li> <li>- Identify more</li> </ul>	<ul style="list-style-type: none"> <li>- SAVE Foundation,</li> <li>- HELS</li> <li>- Mountain Communities Chamber of Commerce</li> <li>- Identify more</li> </ul>	<ul style="list-style-type: none"> <li>- SAVE Foundation,</li> <li>- HELS</li> <li>- Mountain Communities Chamber of Commerce</li> <li>- Identify more</li> </ul>	<ul style="list-style-type: none"> <li>No budget impact, Sup.</li> <li>Joe Andrews,</li> <li>Gregg Johnson</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing relationships with SAVE Foundation and new entities established to support District arts activities (1/Year)</li> </ul>
Develop a Fundraising Committee, from Gala Committee	<ul style="list-style-type: none"> <li>- Coordinate Gala</li> <li>- Paint Night fundraiser (2 times per year)</li> <li>- Postcard Art auction</li> </ul>	<ul style="list-style-type: none"> <li>- Coordinate Gala</li> <li>- Paint Night fundraiser (2 times per year)</li> <li>- Postcard Art auction</li> <li>- Student performance fundraiser</li> </ul>	<ul style="list-style-type: none"> <li>- Coordinate Gala</li> <li>- Paint Night fundraiser (2 times per year)</li> <li>- Postcard Art auction</li> <li>- Student performance fundraiser</li> </ul>	<ul style="list-style-type: none"> <li>- Coordinate Gala</li> <li>- Paint Night fundraiser (2 times per year)</li> <li>- Postcard Art auction</li> <li>- Student performance fundraiser</li> </ul>	<ul style="list-style-type: none"> <li>No budget implications</li> <li>Michi Knight,</li> <li>Denise Saenz,</li> <li>Joe Andrews</li> <li>Lisa Davis</li> <li>supports Paint Night</li> </ul>	<ul style="list-style-type: none"> <li>Gala will raise \$3,500 in Year 2, \$5,000 in Year 3, moving a bit bigger each year</li> </ul>
Parent Teacher Organization supports Fundraising Committee	<ul style="list-style-type: none"> <li>- Art supply drive</li> <li>- Write ASES grant, documentation, etc.</li> <li>- Support Advancement Grant writing, documentation</li> <li>- Support Gala</li> <li>- Manage Amazon Wish lists for teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Art supply drive</li> <li>- Write ASES grant, documentation, etc.</li> <li>- Support Advancement Grant writing, documentation</li> <li>- Support Gala</li> <li>- Manage Amazon Wish lists for teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Art supply drive</li> <li>- Write ASES grant, documentation, etc.</li> <li>- Support Advancement Grant writing, documentation</li> <li>- Support Gala</li> <li>- Manage Amazon Wish lists for teachers</li> </ul>	<ul style="list-style-type: none"> <li>- Art supply drive</li> <li>- Write ASES grant, documentation, etc.</li> <li>- Support Advancement Grant writing, documentation</li> <li>- Support Gala</li> <li>- Manage Amazon Wish lists for teachers</li> </ul>	<ul style="list-style-type: none"> <li>Art Supply drives: Denise Saenz</li> <li>ASES Grant: Michi Knight</li> <li>PTSO support: Casey Stanford</li> </ul>	<ul style="list-style-type: none"> <li>PTSO will be fully engaged by conducting the yearly art supply drives, grant support and other funding endeavors</li> </ul>



Appendix i: Gorman Vision Statement

Opportunities for Group Arts Instruction	Student Performance & Experiences in the Arts	Abundance & Variety of Arts Materials	Showcasing Work to Community	Opportunities in Electronic & Digital Arts Media	Abundant Community Support	Exposure to a Variety of Arts & Crafts Activities	Expansion of Available Facilities	Expansive Funding Resources
Have a school band with instructor that can perform for the community	Confidence building activities: feeling safe to perform (dance, theatre, stand-up, poetry)	Music instruction with instruments for each student	Find another venue outside of school for showcasing talent (performing arts)	Weekend photography excursions (beach, city, etc.)	Solicit donations from the community for specific instruments, volunteer, experienced musicians, etc.	Full ceramic arts program for all grades with working kiln and trained teachers	Music/Dance room	ASES grant supporting after school programs
Have an after school choir	Talent show	A variety of musical instruments available to all students	Show case Gorman student art in the community (visual arts)	Photography access to cameras & displaying work	After school support from community members for arts instruction	Quilting with local quilt group to teach students	Companies supporting the building of new infrastructure	Regular fundraisers selling art/ tickets, etc.
More plays than just during the holidays	Monthly "open mic" notes: cafe/lounge setting, poetry slams, stand-up comedy, karaoke	A variety of mediums/ supplies readily available	Displayed work (projects, pics of activities, etc.) throughout school	Video, computers, technology for arts available	Companies sponsoring arts events	Woodworking, after school model building club, home economic arts	Art Truck (food truck style), shared with each local district	Mountain Community Education Foundation supporting all local districts
After school Drama club	Having students enjoy learning through arts (arts integration)		Plenty of display cases all over the school		Community-provided professional development	Sculpture; not just painting & drawing		Sell Video/DVD of student performances as fundraiser
	Performing for others (class to class)					Mural projects in community and school		

Appendix ii: Gorman Strengths & Challenges	
Strengths	Challenges
Community supporters, like Ace Hardware	We need to grow our parent support
Grant funding for arts is good right now	The "rural-ness" of our area may provide a funding challenge
Proximity to Cal Arts, College of the Canyons, CSUN, Cal State Northridge, CSU Bakersfield	If/when the District's transportation is used, we have to find how to pay the driver
Potential for regional coordination	Teachers need training and support
Administration is supportive of arts education planning	Connecting to resources is difficult without knowing where to look or start
Close enough to large arts industries in LA County	Takes time to connect grants to our needs
SGV has good dance non-profits which can be arts providers	For after school arts opportunities, parents can't always drive students or pay
Gorman has a great theatre facility	Small school with only a few students
Gorman has a great dance room	Weather is sometimes an issue (i.e. snow)
Gorman has a great computer lab	Perception that arts aren't core subjects
Hard working and arts-friendly staff/teachers/administration	We don't know what discreet arts lessons are going to look like yet
Local artists are resources for film, dance and acting	We need to do a better job at tying standards together (core to arts) for integration
Many used instruments are available to us from various places (high school drums, donations, etc.)	Providers/resources think we are far away
Students and parents want the arts	
We already have some technology to get us started in media arts	
Small community can coordinate and network more easily	
We have a ceramics kiln	
LACAC support	
Focus (arts non-profit) is a local partner	

Appendix III: Gorman Strategic Directions

Coordinating & Developing Human Resource for Arts Programming	Developing Accessible Arts Programming	Coordinating & Developing Human Resource for Arts Programming
<p>Training for Arts Integration</p> <ul style="list-style-type: none"> <li>- Complete TEAL Module training</li> <li>- Have a curriculum planning meeting for arts integration</li> <li>- Include and update VAPA in our School Board Policies</li> <li>- Teacher training committee to find: webinars, free training, etc.</li> </ul>	<p>After-school Programming</p> <ul style="list-style-type: none"> <li>- Host A+T Camp, with Focus Central, during the summer at Gorman</li> <li>- Start and after-school art club</li> <li>- Use vans for weekend field trips for arts club</li> <li>- Invite non-Gorman students to after-school activities</li> <li>- Develop after-school programs, based on survey of students</li> </ul>	<p>Supplying Materials for Arts Programming</p> <ul style="list-style-type: none"> <li>- Buy supplies ASAP (clay, musical instruments etc.- don't wait for training)</li> <li>- Build community resources to identify instrument donations</li> <li>- Buy clay for the kiln we already have</li> </ul>
<p>Establishing Effective Communication for Arts Successes</p> <ul style="list-style-type: none"> <li>- Improve communication methods &amp; channels to parents/community</li> <li>- Plan a parent communication party/dinner art night</li> <li>- Utilize school Facebook page to communicate with community, &amp; closed group for parents</li> <li>- Place student work in community for display/sale</li> <li>- Create a bilingual parents group</li> </ul>	<p>In-School Programming</p> <ul style="list-style-type: none"> <li>- Bring in theatre group to perform for school (i.e. high school drama students)</li> <li>- Reserve bulletin board space for arts education info, to create student interest</li> <li>- Investigate what Focus Central can do during school</li> <li>- Allot time for plays/drama during school</li> <li>- Survey students for their specific areas of interest</li> </ul>	<p>Securing Funding for Arts Programming</p> <ul style="list-style-type: none"> <li>- Get donations from local businesses (i.e. Ace, Dollar General)</li> <li>- Include Arts funding in LCAP</li> <li>- Hold a "postcard" size art sale fundraiser auction or direct purchase</li> <li>- Grant committee to find and apply for grants</li> <li>- Painting with punch (instead of wine) fundraiser</li> <li>- Investigate joining Supporting Antelope Valley Education Foundation (SAVE)</li> <li>- Begin annual Gala fundraiser at the Beale Adobe (ask Tejon Ranch how they did it)</li> </ul>
<p>Investigate Support for Arts Teaching</p> <ul style="list-style-type: none"> <li>- Contact colleges for potential student or teacher volunteers</li> <li>- Look for qualified, committed volunteers</li> <li>- Create incentive packages for distant arts providers</li> <li>- Create list of local artists, musicians, etc.</li> <li>- Meet with potential instructors to assist us in assessing our needs re: Arts Instruction</li> </ul>	<p>Determine Transportation for Arts Programming</p> <ul style="list-style-type: none"> <li>- Provide after-school transportation for after school arts club and field trips</li> <li>- Provide vans and driver for arts programming needs</li> </ul>	

Appendix iv: Members of the Community Arts Team, 2017-2018

Name	Title/Role	Email
Casey Stanford	Teacher, Grades 6-8	<a href="mailto:c.stanford@gormanschool.com">c.stanford@gormanschool.com</a>
Denise Saenz	Administrative Support	<a href="mailto:d.saenz@gormanschool.com">d.saenz@gormanschool.com</a>
Joe Andrews	Principal and Superintendent	<a href="mailto:jandrews@lws.lacoe.edu">jandrews@lws.lacoe.edu</a>
Lisa Davis	Teacher, Grades 2-3	<a href="mailto:l.davis@gormanschool.com">l.davis@gormanschool.com</a>
Mary Pivetti	Arts Coordinator and Director of Focus Central	<a href="mailto:m.pivetti@gormanschool.com">m.pivetti@gormanschool.com</a>
Michi Knight	Teacher, Grades TK-1	<a href="mailto:m.knight@gormanschool.com">m.knight@gormanschool.com</a>
Patricia Rodriguez	Teacher, Grades 4-5	<a href="mailto:p.rodriguez@gormanschool.com">p.rodriguez@gormanschool.com</a>
Theresa Legault	Works with Focus Central	<a href="mailto:tagtalentmanagement@gmail.com">tagtalentmanagement@gmail.com</a>



# 2019 Delegate Assembly Nomination Form

***DUE Monday, January 7, 2019***

E-mail to [nominations@csba.org](mailto:nominations@csba.org) or, fax (916) 371-3704 or, Mail to: CSBA Exec. Office | 3251 Beacon Bl., W. Sacramento, 95691.

CSBA Region/subregion # \_\_\_\_\_

The Board of Education of the \_\_\_\_\_ voted to  
*(Nominating District)*  
nominate \_\_\_\_\_ The nominee is a member of the  
*(Nominee)*  
\_\_\_\_\_, which is a member of the California  
*(Nominee's Board)*  
School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé, if submitted.
- The nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé, if submitted, will be sent by Monday, January 7, 2019.

\_\_\_\_\_  
*Board Clerk or Board Secretary (signed)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Board Clerk or Board Secretary (printed)*

**PLEASE NOTE:** This nomination form and nominee's candidate biographical sketch form are both due Monday, January 7, 2019. They may be emailed to [nominations@csba.org](mailto:nominations@csba.org), or faxed to (916) 371-3407 by 11:59 p.m., or mailed to CSBA, Attn: Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95691, postmarked by the U.S.P.S. no later than **Monday, January 7, 2019**. ***It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by the due date. Late submissions cannot be accepted.*** Please contact CSBA's Executive Office (800) 266-3382, should you have any questions. Thank you.



## 2019 Delegate Assembly Candidate Biographical Sketch Form

***DUE: Monday, January 7, 2019 – no late submissions accepted***

Please complete, sign, and date this required ONE-page candidate biographical sketch form. An optional, ONE-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state “see résumé” and do not re-type this form. It is the candidate’s responsibility to confirm that all nomination materials have been received by the CSBA Executive Office.

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

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

Name: \_\_\_\_\_ CSBA Region & subregion #: \_\_\_\_\_

District or COE: \_\_\_\_\_ Years on board: \_\_\_\_\_

Profession: \_\_\_\_\_ Contact Number (please  Cell  Home  Bus.): \_\_\_\_\_

\*Primary E-mail: \_\_\_\_\_

(\*Communications from CSBA will be sent to primary email)

Are you an incumbent Delegate?  Yes  No | If yes, year you became Delegate: \_\_\_\_\_

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

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

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

E-mail: [nominations@csba.org](mailto:nominations@csba.org), or fax to (916) 371-3407, or US Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691. Please only submit biosketch form via one of these modes only; do not send multiple times. If you have any questions, please contact the Executive Office at (800) 266-3382.



**DELEGATE ASSEMBLY with 2019 & 2020 terms. Only 2019 seats are up for election | ◇ = District appointment**

**REGION 1 – 4 Delegates (4 elected)**

Director: Jennifer Owen (Fort Bragg USD)

**Subregion 1-A (Del Norte, Humboldt)**

Donald McArthur (Del Norte County USD), 2019

Lisa Ollivier (Eureka City SD), 2020

**Subregion 1-B (Lake, Mendocino)**

Sandy Tucker (Middletown USD), 2020

**Region 1 County:**

David Browning (Lake COE), 2019

**REGION 2 – 4 Delegates (4 elected)**

Director: Sherry Crawford (Siskiyou COE)

**Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2019

**Subregion 2-B (Shasta)**

Teri Vigil (Fall River Joint USD), 2019

**Subregion 2-C (Lassen, Plumas)**

Dwight Pierson (Plumas County & USD), 2020

**Region 2 County:**

Brenda Duchi (Siskiyou COE), 2020

**REGION 3 – 8 Delegates (8 elected)**

Director: A.C. (Tony) Ubalde (Vallejo City USD)

**Subregion 3-A (Sonoma)**

Ron Kristof (Santa Rosa City Schools), 2019

Jeremy Brott (Bennett Valley Union SD), 2020

**Subregion 3-B (Napa)**

Indira Lopez (Calistoga Joint USD), 2019

**Subregion 3-C (Solano)**

Diane Ferrucci (Benicia USD), 2019

David Isom (Fairfield-Suisun USD), 2019

Michael Kitzes (Vacaville USD), 2020

**Subregion 3-D (Marin)**

Barbara Owens, (Tamalpais Union HSD) 2020

**Region 3 County**

Herman Hernandez (Sonoma COE), 2019

**REGION 4 – 8 Delegates (8 elected)**

Director: Paige Stauss (Roseville Joint Union HSD)

**Subregion 4-A (Glenn, Tehama)**

Rod Thompson (Red Bluff Jt. Union HSD), 2020

**Subregion 4-B (Butte)**

Judith Peters (Paradise USD), 2019

**Subregion 4-C (Colusa, Sutter, Yuba)**

Jim Flurry (Marysville Joint USD), 2020

Vacant, 2019

**Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), 2019

Linda Campbell (Nevada Joint Union HSD), 2019

Renee Nash (Eureka Union SD), 2020

**Region 4 County**

June McJunkin (Sutter COE), 2020

**REGION 5 – 10 Delegates (7 elected/3 appointed ◇)**

Director: Alisa MacAvoy (Redwood City ESD)

**Subregion 5-A (San Francisco)**

Emily Murase (San Francisco County USD)◇, 2019

Rachel Norton (San Francisco County USD)◇, 2019

Vacant (San Francisco County USD)◇, 2020

**Subregion 5-B (San Mateo)**

Davina Drabkin (Burlingame ESD), 2019

Carrie Du Bois (Sequoia Union HSD), 2019

Amy Koo (Belmont-Redwood Shores SD), 2020

Clayton Koo, (Jefferson ESD), 2020

Kevin Martinez (San Bruno Park ESD), 2019

Kalimah Salahuddin (Jefferson Union HSD), 2020

**Region 5 County**

Beverly Gerard (San Mateo COE), 2019

**REGION 6 – 19 Delegates (12 elected/7 appointed ◇)**

Director: Darrel Woo (Sacramento City USD)

**Subregion 6-A (Yolo)**

Jackie Wong (Washington USD), 2020

**Subregion 6-B (Sacramento)**

Michael A. Baker (Twin Rivers USD)◇, 2019

Pam Costa (San Juan USD)◇, 2019

Craig DeLuz (Robla ESD), 2020

John Gordon (Galt Joint Union ESD), 2019

Jay Hansen (Sacramento City USD)◇, 2019

Susan Heredia (Natomas USD), 2019

Lisa Kaplan (Natomas USD), 2019

Ramona Landeros (Twin Rivers USD), 2020

Crystal Martinez-Alire (Elk Grove USD)◇, 2019

Mike McKibbin (San Juan USD)◇, 2020

Christina Pritchett (Sacramento City USD)◇, 2020

JoAnne Reinking (Folsom-Cordova USD), 2020

Rebecca Sandoval (Twin Rivers USD), 2019

Edward (Ed) Short (Folsom-Cordova USD), 2019

Bobbie Singh-Allen (Elk Grove USD)◇, 2020

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty diVittorio (Placerville Union ESD), 2020

Suzanna George (Rescue Union ESD), 2019

**Region 6 County**

Shelton Yip (Yolo COE), 2020

**REGION 7 – 20 Delegates (15 elected/5 appointed ◇)**

Director: Yolanda Peña Mendrek (Liberty Union HSD)

**Subregion 7-A (Contra Costa)**

Elizabeth (Liz) Bettis (Walnut Creek ESD), 2019

Elizabeth Block (West Contra Costa USD)◇, 2020

Laura Canciamilla (Pittsburg USD), 2020

Madeline Kronenberg (West Contra Costa USD), 2020

Linda K. Mayo (Mt. Diablo USD)◇, 2019

Marina Ramos (John Swett USD), 2019

Richard Severy (Moraga ESD), 2019

Raymond Valverde (Liberty Union HSD), 2020

Dana Black (Newport-Mesa USD), 2020  
Lauren Brooks (Irvine USD), 2020  
Carrie Buck (Placentia-Yorba Linda USD), 2019  
Bonnie Castrey (Huntington Beach Union HSD), 2019  
Jeff Cole (Anaheim ESD), 2019  
Ian Collins (Fountain Valley ESD), 2019  
Lynn Davis (Tustin USD), 2020  
Karin Freeman (Placentia-Yorba Linda USD), 2019  
Ira Glasky (Irvine USD)◇, 2020  
Patricia Holloway (Capistrano USD)◇, 2019  
Al Jabbar (Anaheim Un. HSD), 2019  
Candice (Candi) Kern (Cypress ESD), 2020  
Martha McNicholas (Capistrano USD)◇, 2020  
Lan Nguyen (Garden Grove USD)◇, 2020  
John Palacio (Santa Ana USD)◇, 2020  
Annemarie Randle-Trejo (Anaheim Union HSD)◇, 2020  
Teri Rocco (Garden Grove USD)◇, 2019  
Rosemary Saylor (Huntington Beach City ESD), 2020  
Francine Scinto (Tustin USD), 2020  
Michael Simons (Huntington Beach Union HSD), 2020  
Robert A. Singer (Fullerton Joint Union HSD), 2019  
Suzie R. Swartz (Saddleback Valley USD), 2019  
Sharon Wallin (Irvine USD), 2020  
Dolores Winchell (Saddleback Valley USD), 2019

**Region 15 County**

John (Jack) Bedell (Orange COE), 2019 ◇

**REGION 16 – 20 Delegates (15 elected/5 appointed)◇**

Director: Karen Gray (Silver Valley USD)

**Subregion 16-A (Inyo)**

Susan Patton (Lone Pine USD), 2019

**Subregion 16-B (San Bernardino)**

Christina Cameron-Otero (Needles USD), 2020  
Tom Courtney (Lucerne Valley USD), 2019  
Barbara J. Dew (Victor Valley Union HSD), 2020  
Gwen Dowdy-Rodgers (San Bernardino City USD)◇, 2019  
Barbara Flores (San Bernardino City USD)◇, 2020  
Peter Garcia (Fontana USD)◇, 2019  
Cindy Gardner (Rim of the World USD), 2020  
Margaret Hill (San Bernardino City USD), 2019  
Shari Megaw (Chaffey Joint Union HSD), 2019  
Jim O'Neill, (Redlands USD), 2020  
Sylvia Orozco (Chino Valley USD)◇, 2019  
Caryn Payzant (Alta Loma ESD), 2020  
Barbara Schneider (Helendale SD), 2020  
Matt Slowik (Fontana USD)◇, 2020  
Wilson So (Apple Valley USD), 2019  
Mark Sumpter (San Bernardino COE), 2020  
Eric Swanson (Hesperia USD), 2019  
Kathy A. Thompson (Central ESD), 2019  
Donna West (Redlands USD), 2020

**Region 16 County**

Laura A. Mancha (San Bernardino COE), 2020

**REGION 17 – 24 Delegates (18 elected/6 appointed)◇**

Director: Katie Dexter (Lemon Grove SD)

**County: San Diego**

Elvia Aguilar (South Bay Union SD), 2020

**Delegate Assembly List as of 10-15-18**

Barbara Avalos (National SD), 2020  
Richard Barrera, (San Diego USD)◇, 2019  
Leslie Ray Bunker (Chula Vista ESD), 2019  
Brian Clapper (National SD), 2020  
Eleanor Evans (Oceanside USD), 2020  
Al Guerra (Alpine Union SD), 2019  
Beth Hergesheimer (San Dieguito Union HSD), 2019  
Laurie Humphrey (Chula Vista ESD), 2020  
Claudine Jones (Carlsbad USD), 2020  
Michael McQuary (San Diego USD)◇, 2020  
Tamara Otero (Cajon Valley Union SD), 2019  
Dawn Perfect (Ramona USD), 2019  
Barbara Ryan (Santee SD), 2019  
Elva Salinas (Grossmont Union HSD), 2020  
Debra Schade (Solana Beach ESD), 2020  
Nicholas Segura (Sweetwater Union HSD)◇, 2020  
Charles Sellers (Poway USD)◇, 2019  
Louis Smith (Coronado USD), 2019  
Arturo Solis (Sweetwater Union HSD)◇, 2019  
Marla Strich (Encinitas Union ESD), 2020  
Cipriano Vargas, (Vista USD), 2020  
Sharon Whitehurst-Payne (San Diego USD)◇, 2019

**Region 17 County**

Guadalupe Gonzalez (San Diego COE), 2019 ◇

**REGION 18 – 21 Delegates (16 elected/5 appointed)◇**

Director: Wendy Jonathan (Desert Sands USD)

**Subregion 18-A (Riverside)**

Alfredo Andrade (Banning USD), 2019  
Kenneth Dickson (Murrieta Valley USD), 2019  
Robert Garcia (Jurupa USD), 2019  
Madonna Gerrell (Palm Springs USD), 2019  
Blanca T. Hall (Coachella Valley USD), 2020  
Tom Hunt (Riverside USD)◇, 2019  
Cleveland (CJ) Johnson (Moreno Valley USD)◇, 2019  
Marla Kirkland (Val Verde USD), 2020  
Susie Lara (Beaumont USD), 2020  
Patricia Lock-Dawson (Riverside USD)◇, 2020  
David Nelissen (Perris Union HSD), 2020  
Bill Newberry (Corona-Norco USD)◇, 2020  
Kristi Rutz-Robbins (Temecula Valley USD), 2019  
Victor Scavarda (Hemet USD), 2020  
Susan (Sue) Scott (Lake Elsinore USD), 2020  
Mary Helen Ybarra (Corona-Norco USD)◇, 2019  
Vacant, 2019

**Subregion 18-B (Imperial)**

Ralph Fernandez (Brawley Union HSD), 2019  
Diahna Garcia-Ruiz (Heber ESD), 2019  
Gloria Santillan (Brawley ESD), 2020  
**County:** Wendel W. Tucker (Riverside COE), 2020

**REGION 20 – 12 Delegates (11 elected/1 appointed)◇**

Director: Albert Gonzalez (Santa Clara USD)

**County: Santa Clara**

Frank Biehl (East Side Union HSD), 2020  
Cynthia Chang (Los Gatos-Saratoga Jt. Union HSD), 2020  
Danielle Cohen (Campbell Union SD), 2019  
Pamela Foley (San Jose USD)◇, 2019





Pricing Proposal  
 Quotation #: 16206488  
 Created On: 11/2/2018  
 Valid Until: 11/26/2018

**Gorman Elementary School District**

**Casey Stanford**  
 PO BOX 104  
 GORMAN, CA 93243  
 United States  
 Phone: 661-248-6441 (ext) 127  
 Fax:  
 Email: c.stanford@gormanschool.com

**Inside Account Executive**

**Francesca Lima**  
 290 Davidson Ave  
 Somerset, NJ, 08873  
 Phone: 732-652-3092  
 Fax: 732-652-3099  
 Email: Francesca\_Lima@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Latitude 5590 - i5 - 8GB - 128 GB SSD - Win10 - 15.6" - Intel Graphics Dell - Part#: 210-ANMI	5	\$917.30	\$4,586.50
2 Dell Dock - WD15 with 180W Adapter Dell - Part#: WD15	4	\$152.50	\$610.00
3 Dell P2419H - LED monitor - 24" (23.8" viewable) - 1920 x 1080 Full HD (1080p) - IPS - 250 cd/m - 1000:1 - 5 ms - HDMI, VGA, DisplayPort - with 3 years Advanced Exchange Service Dell - Part#: DELL-P2419H	4	\$198.40	\$793.60
4 CA RECYCLING FEE FOR MONITORS (15-35") SHI International Corp - Part#: CA-RECYC-S	9	\$6.00	\$54.00
		*Tax	\$434.28
		Total	\$6,478.38

\*Tax is estimated. Invoice will include the full and final tax due.

**Additional Comments**

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products.

The Products offered under this proposal are resold in accordance with the SHI Online Customer Resale Terms and Conditions, unless a separate resale agreement exists between SHI and the Customer.

**GORMAN JOINT SCHOOL DISTRICT**

FIELD TRIP REPORT #01-18-19

November 13, 2018

**Mrs. Knight, Mrs. Cabitac, Mrs. Rodriguez, Ms. Stanford**

Rabobank Arena

Bakersfield Condors Hockey Game

November 29, 2018

TK-8<sup>th</sup> grade - 80 students, 4 adults

Bus and possible use of vans

Cost of admission, bus and gas-vans to be paid by donations and PTSO

GORMAN JOINT SCHOOL DISTRICT

CONFERENCE/MILEAGE REPORT #04-18-19

November 13, 2018

PERSONNEL Lori Michi Knight  
DATE(S) 9 Various dates-see attached  
CONFERENCE AV SELPA Program Council Meeting  
LOCATION Palmdale, CA  
ESTIMATE  

Mileage	\$63.38 x 9
Total	\$570.42

+++++

PERSONNEL Lori Michi Knight  
DATE(S) October 24-25, 2018  
CONFERENCE IEP Facilitation Training  
LOCATION Palmdale, CA  
ESTIMATE  

Mileage	\$121.21
Meals	\$ 17.16
Total	\$138.37

Special Ed conference expense  
01.0-65000.0-57700-11100-5220-0000000

+++++

PERSONNEL Denise Saenz  
DATE(S) November 8-11, 2018  
CONFERENCE California School Nutrition Association  
LOCATION Long Beach, CA  
ESTIMATE  

Registration	\$ 325.00
Lodging	\$ 584.98
Meals	\$ 106.00
Mileage	\$ 98.32
Total	\$1114.30

Cafeteria conference expense  
13.0-53100.0-00000.0-37000-5220-0000000 \$1,015.98

Cafeteria mileage expense  
13.0-53100.0-00000-37000-5210-0000000 \$ 98.32

PERSONNEL	Johannis Andrews
DATE(S)	February 10-13, 2019
CONFERENCE	PARMA
LOCATION	Anaheim, CA
ESTIMATE	Registration    paid by SIRMA I Lodging        \$ 680.94 Parking        \$ 75.00 <hr/> Total           \$755.94

01.0-00000.0-00000-72000-5220-0000000  
To be reimbursed by SIRMA I