

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

## **Gorman Elementary School District**

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

Johannis L. Andrews II  
Superintendent/Principal

## **Postponed**

Regular Board Meeting  
May 10, 2016

The regular Board Meeting of Tuesday, May 10, 2016 will be changed to Tuesday, May 17, 2016. Closed Session 3:00 P.M. Regular Session 3:30 P.M.



# 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

**May 17, 2016**

**Gorman School**

*Closed Session: 3:00 P.M.*  
*Regular Session: 3:30 P.M.*

#### **I. CALL TO ORDER**

Salute the flag

Roll Call – Members:

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

Roll Call – Administration:

Johannis Andrews, Superintendent/Principal  
Jean Cummings, Business Manager/Consultant  
Lise Wastaferro, Bookkeeper

#### **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 May 17, 2016.

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 10
3. Gorman Learning Center Report dated April 20, 2016
4. Gorman Learning Center Regular Session Minutes dated April 20, 2016
5. Gorman Learning Center Regular Session Agenda dated May10, 2016
6. The Gorman Quail Newsletter dated May 2016

C. Comments

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

D. Discussion

Discussion on the date, time and location of the Public Hearing for the Local Control Accountability Plan (LCAP) and the Public Hearing for the 2016-17 budget. (Recommend Tuesday, June 14, 2016 at 3:00 P.M. budget hearing, 3:15 P.M. closed session and 3:45 P.M. regular session at Gorman School).

1. Approve to hold the Public Hearing for the Local Control Accountability Plan (LCAP) and the Public Hearing for the 2016-17 budget to be held:

Date: June 14, 2016 Time: 3:00 P.M. budget hearing, 3:15 P.M. closed session and 3:45 P.M. regular session at Gorman School.

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

Discussion on the date, time and location of the Adoption of the Local Control Accountability Plan (LCAP) and the Adoption of the 2016-17 budget. (Recommend Tuesday, June 21, 2016 at 3:00 P.M. closed session and 3:30 P.M. regular session at Gorman School).

2. Approve to hold the Adoption of the Local Control Accountability Plan (LCAP) and the Adoption of the 2016-17 budget to be held:

Date: June 21, 2016 Time: 3:00 P.M. closed session and 3:30 P.M. regular session at Gorman School.

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

**VI. ACTION ITEMS**

A. Administrative and Business Office Items:

1. Approve the Minutes of the Regular Meeting April 19, 2016.

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

2. Approve Purchase Orders #15-16-220 through 15-16-236 of which \$14,971.82 was paid from the General Fund and \$3,798.34 from other funds.

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

3. Approve B Warrants #12014-12045 in the amount of \$52,987.02.

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

4. Approve the P2 Report of School District Attendance 2015-16.

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

5. Approve School Hours and Lunch Schedule for 2016-17.

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

6. Approve the Gorman Joint School District-School Calendar 2016-17.

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

7. Approve Resolution #13-15-16 to Declare Salaries for 2016-17 Indefinite for all Unrepresented Employees.

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

8. Approve Resolution #14-15-16 Declaration of Need for Fully Qualified Educators.

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

9. Approve Resolution #15-15-16 Variable Term Waiver.

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

10. Approve Property Management Agreement between the Gorman Joint School District and Wendy Nierhoff, at a monthly rate of \$90.00, up to a maximum of \$1,080.00 per year, effective May 1, 2016-April 30, 2017.

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

11. Approve Field Trip #04-15-16.

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

B. Personnel:

C. Board Policy

## VII. ADVANCE PLANNING

The next regular meeting of the Board of Trustees will be held Tuesday, June 14, 2016 at 3:00 P.M. budget hearing, 3:15 P.M. closed session and 3:45 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  
Julie Ralphs, Clerk  
Patricia Edwards, Member

## Gorman Joint School District

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

Johannis L. Andrews II  
Superintendent/Principal

### Superintendent's Report May 2016

**Enrollment**      99 students

#### District

- **Shortage of Teachers-** Enrollment in teacher preparation programs in California is continuing to decline at high rate. School districts are embarking on new reforms, including the Common Core Standards, the Science Standards, Smarter Balanced Assessments and new school financing. School districts will be facing the challenge of hiring a highly trained and enthusiastic workforce in the next several years to ensure school districts success in increasing student achievement. Rural schools like Gorman will find it more difficult to fill and retain teachers. We will be posting for teacher positions.
- **Completion of Internet Bandwidth Increase-** As of May 9, 2016, we have increased Gorman's Bandwidth with the BIIG Grant from the State. AT&T installed the needed equipment allowing Gorman to have connectivity to execute assessments and other digital programs for the implementations of common-core standards. The level of connectivity is necessary to allow students and faculty to use contemporary web technologies such as business operations, video streaming, webinars, online tutoring and intervention programs, and formative and summative online assessments. The intent of the BIIG Grant was to assist schools that did not have sufficient internet connectivity to conduct the California Assessment of Student Performance and Progress (CAASPP) System that includes the Smarter Balanced computer based assessments. Gorman is grateful for the upgraded internet infrastructure to support the implementation of computer-based assessments and connectivity.

#### Human Resources

- There is an agreement placed on the agenda to renew professional services with Wendy Nierhoff for the property management of the rental house. She will continue to collect the monthly payment and deliver it to the business office each month, respond to tenant calls, arrange for rental property repairs, and be the liaison for the District and other services for the rental property.

## Curriculum and Instruction

- **English Language Arts (ELA) curriculum adoption-** Teachers are reviewing and studying textbooks materials to familiarize themselves with all components of Houghton Mifflin *Journey* K-6 and *Collections* 6-8, McGraw-Hill Education , *Reading Wonders* K-6 and *Study Sync* 6-8, and Pearson Education, *Reading –Gen, CA Pearson system of Courses* K-8. Teachers will be selecting ELA textbooks and curricular materials within the next two weeks.

## Professional Development

At this month's staff development training, we continued to reflect on professional growth and student achievement throughout our school, examine effective teaching strategies for the implementation of Common Core Standards, develop teacher's understandings and mindfully plan for student engagement and apply their understandings of effective instructional practices to support high student engagement and achievement.

- **PBIS (Positive Behavior and Intervention & Support) Training is scheduled for Saturday May 21, 2016-** PBIS training and professional development has been developed to assist schools in their efforts to improve school climate and positive behavior support for all students. The underlying theme is teaching behavior expectations in the same manner as any core curriculum subject. The school will focus on three to five behavioral expectations that are positively stated and easy to remember. In other words, rather than telling students what not to do, the school will focus on the preferred behaviors. Here are some examples that might be used:

**Respect Yourself. Respect Others, and Respect Property**  
**Be Safe, Be Responsible, Be Respectful**  
**Respect Relationships and Respect Responsibilities**

After Gorman determines the 3-5 behavioral expectations that suit the needs of our school, we will take this information back to the entire staff to ensure the staff are all aware of chosen expectations. Consistency from class to class and adult to adult is very important for successful implementation of PBIS. Next the school will create a matrix of what the behavioral expectations look like, sound like, and feel like in all the non-classroom areas. During the evaluation process, staff will collect information for decision making on fidelity, impact, replication, sustainability, and improvement.

## Facilities

- Getting three bids for repair on the main building roof.
- Getting bids for the rental house sprinklers system replacement.
- Getting a bid to replace the blacktop on the lower playground for 2016-2017 school year.

## Budget:

- **Local Control Accountability Plan (LCAP):** The district held three meetings to revise the Local Control Accountability Plan (LCAP). Mr. Andrews and staff facilitated the LCAP development process, guided the community through a needs assessments process.



The committee reviewed information on the district's current status relative to the eight state priorities. Strengths and needs of the district were identified and placed on charts: Conditions for Learning; Stakeholders Engagement, Pupil Outcomes, and Access to Technology. Special consideration were given to identifying the strengths and needs of all students, as well as English Learners, foster youth (as identified) and those eligible for free and reduces price meals. The committee members then ranked the district needs to establish a priority for addressing them in the LCAP. The parents and community would like to see more after school programs for the students including Lego's/robotics, sports, music and art. Mrs. Davis and Mrs. Green, a parent volunteer, have been working with 15 to 20 students Monday after school with Gorman's Lego/robotics program. Many of the classes are using the kiln to do several more art project in class.

### **Events**

1. Open House will be held on May 18<sup>th</sup> from 5:30-7:00 PM. At 5:30 PM all parents and students will gather in the Multi-Purpose Room for a meet and greet. PTSO will be serving food. Classroom visits will be from 6:00 PM – 7:00 PM.
2. On May 27, Mrs. Hanshaw and Mr. Duckworth class will attend a file trip to the Natural History Museum.
3. June 4<sup>th</sup> and 5<sup>th</sup> is scheduled for the 8<sup>th</sup> grade end of the year trip to Los Angeles.
4. 8<sup>th</sup> grade graduation and celebration will be held Monday, June 13<sup>th</sup> starting at 6:00 PM.
5. Teacher and Staff Appreciation Week will be celebrated during the week of May 9-20.
6. 4/5<sup>th</sup> grades field trip to Fort Tejon is scheduled for June 5<sup>th</sup> and 6<sup>th</sup>.
7. Kindergarten Graduation and last day of school is on Tuesday, June 15<sup>th</sup>, 10:00 AM.

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

Report ID : LAGL0085  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
1110	Teachers' Salaries-Full-Time	246,597.05	0.00
1160	Teachers' Salaries-Substitute	2,242.50	0.00
1300	Cert Supervisors & Admin Sal	61,852.63	0.00
1310	Cert Supervisor & Admin Sal-FT	50,125.00	0.00
	Total for Major Object: 1000	360,817.18	0.00
2130	Instruct Aide Sal-Hourly/Daily	24,715.44	0.00
2200	Classif Support Sal	6,170.29	0.00
2210	Classif Support Sal-Full-Time	21,885.72	0.00
2410	Cler Tech Office Staff Sal-FT	26,745.68	0.00
2460	Cler Tech Off Staff Sal-Sub	9,215.53	0.00
2990	TBD	10,980.00	0.00
2999	Classified Error Account	236.67	0.00
	Total for Major Object: 2000	99,949.33	0.00
3111	SPRS, Certificated Positions	31,361.42	0.00
3212	PERS, Certificated Positions	5,383.65	0.00
3311	OASDI, Certificated Positions	78.43	0.00
3312	OASDI, Classified Positions	4,304.36	0.00
3331	Medicare, Cert Positions	4,648.22	0.00
3332	Medicare, Class Positions	1,307.76	0.00
3411	Hlth & Wlfr Benefits, Cert	44,384.63	0.00
3412	Hlth & Wlfr Benefits, Class	54,737.10	0.00
3511	State Unemploy Insur, Cert Pos	180.46	0.00
3512	State Unemploy Insur, Clas Pos	45.16	0.00
3611	Worker Comp Insur, Cert Pos	16,364.15	0.00
3612	Worker Comp Insur, Class Pos	4,783.79	0.00
3999	Benefits-Error	1,765.83	0.00
	Total for Major Object: 3000	169,544.96	0.00
4110	Textbooks	23,111.41	0.00
4210	Books & Oth Reference Material	65.57	0.00
4310	Materials and Supplies	7,387.23	0.00
4340	Computer Software & Relat Exp	4,660.79	0.00
4350	Office Supplies - Admin	1,689.03	0.00
4360	Tires, Fuel and Oil	2,395.66	0.00
4370	Custodial/Operation Supplies	3,826.36	0.00
4380	Maintenance Supplies	3,726.93	0.00
4400	NonCapitalized Equipment	1,792.08	0.00
	Total for Major Object: 4000	48,655.06	0.00
5210	Mileage & Car Allowances	1,768.17	0.00
5220	Travel and Conferences	5,051.28	0.00
5310	Dues and Memberships	4,193.24	0.00
5410	Insurance	7,769.00	0.00

Report ID : LAGL0085  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

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

Page No. 2  
 Run Date 05/01/2016  
 Run Time 02:07:27  
 MONTHLY

Object	Object Description	Debit	Credit
5510	ELECTRICITY	13,172.20	0.00
5520	Natural Gas Services	2,794.66	0.00
5530	Water	5,891.17	0.00
5560	Waste Disposal	1,392.80	0.00
5565	Waste Disposal - Other	5,823.00	0.00
5610	Rentals, Leases and Repairs	4,109.01	0.00
5630	Repairs	14,469.41	0.00
5640	Computer Repairs	225.00	0.00
5800	Oth Contracted Services	45,740.00	0.00
5803	Late Int Chrgs/Penalties	16.77	0.00
5812	Contract Svc (2) - TEA	64,628.22	0.00
5820	Legal, Audit, & Election Costs	37,998.61	0.00
5830	Advertisement	217.20	0.00
5840	Computer/Technlgy Related Serv	6,847.80	0.00
5850	Consult/Ind Contractors(NonEmp)	43,953.75	0.00
5860	Fingrprt,Phys, XRY&Oth Emp Cst	55.00	0.00
5880	Other Charges/Fees	2,094.70	0.00
5890	Other Services	546.75	0.00
5910	Communications	2,234.85	0.00
5940	Communication -Postage	56.80	0.00
Total for Major Object: 5000		271,049.39	0.00
8011	Rev Limit State Aid-Cyr	0.00	583,837.00
8012	Education Protection Account E	0.00	117,680.00
8019	Rev Lmt State Aid-Prior Yr	1,281.00	0.00
8021	Home Owners Exemption	0.00	221.14
8029	Othr Subvatns/In-Lieu of Taxes	0.00	162.35
8041	Secured Tax Rolls	0.00	52,140.86
8042	Unsecured Roll Taxes	0.00	3,135.05
8043	Prior Year's Taxes	0.00	2,243.86
8044	Supplemental Taxes	0.00	58,243.10
8045	Edu RevAugmnt Fnd	0.00	2,466.33
8047	Comnty Rdvlpmnt Funds	0.00	63.95
8048	Prlts & Intrst from Digt Tax	0.00	817.79
8084	Community Redevelopment Funds	0.00	306.36
8181	Spec Ed Entlmt per UDC	0.00	49,726.00
8290	All Other Federal Revenues	0.00	1,996.00
8550	Manated Cost Reimbursements	0.00	56,438.00
8560	State Lottery	0.00	18,571.65
8590	All Other State Revenues	0.00	44,289.75
8625	Community Redevelop Funds	0.00	1,578.45
8650	Leases and Rentals	0.00	7,200.00
8660	Interest	0.00	19,073.89
8699	All Other Local Revenues	0.00	4,068.56
8791	Tfrs of Apptmnts fm Dstrcts	0.00	772,328.78
Total for Major Object: 8000		1,281.00	1,796,590.87

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

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

Page No. 3  
 Run Date 05/01/2016  
 Run Time 02:07:27  
 MONTHLY

Object	Object Description	Debit	Credit
<b>Net Increase (Decrease) to Fund Balance</b>			
			<b>845,293.95</b>
9110	Cash in County Treasury	3,203,842.21	0.00
9130	Revolving Cash	2,000.00	0.00
9200	Accounts Receivable	260,745.89	0.00
9342	Earned Salary Advance	1,455.00	0.00
9514	STRS Liability	4,484.61	0.00
9517	Voluntary Deductions	27.18	0.00
9520	Accnts Payable-Manual Accrual	0.00	1,037,001.52
9521	Salaries Payable	0.00	1,500.00
9525	FB Subs-STRS	0.00	3,394.68
9526	FB Subs-PERS	889.69	0.00
9528	FB Subs-OASDI	0.00	20,171.64
9529	FB Subs-MEDICARE	0.00	23,481.56
9531	FB Subs-SUI	4,366.48	0.00
9532	FB Sub-W/C	0.00	82,649.08
9533	FB Subs-PERS Reduction	0.00	549.24
9543	Direct Deposit Payable	0.00	164.39
9650	Deferred Revenue	0.00	86,374.83
9791	Beginning Fund Balance	0.00	1,377,230.17
	<b>ENDING Fund Balance</b>		<b>2,222,524.12</b>

Total for Fund: 01.0 4,429,107.98 4,429,107.98

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

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

Page No. 4  
 Run Date 05/01/2016  
 Run Time 02:07:27  
 MONTHLY

Object	Object Description	Debit	Credit
2230	Classif Support Sal-Hrly/Daily	6,158.36	0.00
	Total for Major Object: 2000	6,158.36	0.00
3312	OASDI, Classified Positions	381.81	0.00
3332	Medicare, Class Positions	89.29	0.00
3412	Hlth & Wlfr Benefits, Class	5,026.62	0.00
3512	State Unemploy Insur, Clas Pos	3.09	0.00
3612	Worker Comp Insur, Class Pos	310.38	0.00
	Total for Major Object: 3000	5,811.19	0.00
4710	Food	32,787.52	0.00
4790	Food Supplies	518.84	0.00
	Total for Major Object: 4000	33,306.36	0.00
5630	Repairs	1,025.80	0.00
5880	Other Charges/Fees	155.00	0.00
	Total for Major Object: 5000	1,180.80	0.00
6510	Equipment Replacement	3,360.00	0.00
	Total for Major Object: 6000	3,360.00	0.00
8220	Child Ntrn Pgrms, Federal	0.00	8,773.83
8520	Child Nutrition Pgrms, State	0.00	730.80
8634	Food Service Sales	0.00	1,987.92
	Total for Major Object: 8000	0.00	11,492.55
Net Increase (Decrease) to Fund Balance		(38,324.16)	
9110	Cash in County Treasury	0.00	25,896.98
9200	Accounts Receivable	3,049.32	0.00
9521	Salaries Payable	0.02	0.00
9526	FB Subs-PERS	34.66	0.00
9528	FB Subs-OASDI	0.00	2,409.05
9529	FB Subs-MEDICARE	0.00	2.14
9531	FB Subs-SUI	0.00	114.62
9532	FB Sub-W/C	0.00	1,325.22
9791	Beginning Fund Balance	0.00	11,660.15
	ENDING Fund Balance		(26,664.01)

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

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

Page No. 5  
 Run Date 05/01/2016  
 Run Time 02:07:27  
 MONTHLY

Object	Object Description	Debit	Credit
Total for Fund: 13.0		52,900.71	52,900.71

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

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
5630	Repairs	11,966.02	0.00
	Total for Major Object: 5000	11,966.02	0.00
6510	Equipment Replacement	5,685.00	0.00
	Total for Major Object: 6000	5,685.00	0.00
8660	Interest	0.00	493.78
	Total for Major Object: 8000	0.00	493.78
	Net Increase (Decrease) to Fund Balance		(17,157.24)
9110	Cash in County Treasury	80,918.64	0.00
9200	Accounts Receivable	226.90	0.00
9791	Beginning Fund Balance	0.00	98,302.78
	ENDING Fund Balance		81,145.54
	Total for Fund: 14.0	98,796.56	98,796.56

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

Report ID : IAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
8660	Interest	0.00	346.59
	Total for Major Object: 8000	0.00	346.59
	Net Increase (Decrease) to Fund Balance		346.59
9110	Cash in County Treasury	61,969.44	0.00
9200	Accounts Receivable	166.35	0.00
9791	Beginning Fund Balance	0.00	61,789.20
	ENDING Fund Balance		62,135.79
	Total for Fund: 21.0	62,135.79	62,135.79



Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

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

Page No. 8  
 Run Date 05/01/2016  
 Run Time 02:07:27  
 MONTHLY

Object	Object Description	Debit	Credit
8660	Interest	0.00	244.76
	Total for Major Object: 8000	0.00	244.76
	Net Increase (Decrease) to Fund Balance		244.76
9110	Cash in County Treasury	43,761.79	0.00
9200	Accounts Receivable	117.40	0.00
9791	Beginning Fund Balance	0.00	43,634.43
	ENDING Fund Balance		43,879.19
	Total for Fund: 25.0	43,879.19	43,879.19

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

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
8660	Interest	0.00	386.86
	Total for Major Object: 8000	0.00	386.86
	Net Increase (Decrease) to Fund Balance		386.86
9110	Cash in County Treasury	69,169.05	0.00
9200	Accounts Receivable	186.15	0.00
9791	Beginning Fund Balance	0.00	68,968.34
	ENDING Fund Balance		69,355.20
	Total for Fund: 30.0	69,355.20	69,355.20

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

Report ID : IAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
8660	Interest	0.00	66.87
	Total for Major Object: 8000	0.00	66.87
	Net Increase (Decrease) to Fund Balance		66.87
9110	Cash in County Treasury	11,955.10	0.00
9200	Accounts Receivable	31.67	0.00
9519	Accounts Payable--Current Liab.	0.00	0.12
9791	Beginning Fund Balance	0.00	11,919.78
	ENDING Fund Balance		11,986.65
	Total for Fund: 35.0	11,986.77	11,986.77

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

Report ID : LAGL008S  
 District : 64584  
 Fiscal Year : 2016  
 To Period : 10

Object	Object Description	Debit	Credit
<b>Net Increase (Decrease) to Fund Balance</b>			
			0.00
9110	Cash in County Treasury	0.00	72,377.19
9200	Accounts Receivable	0.00	16,185.64
9507	Medicare Contributions	0.00	23,950.21
9511	Federal Tax Withholding	110,883.51	0.00
9512	State Tax Withholding	12,151.56	0.00
9513	OASDI Liability	0.00	21,242.16
9514	STRS Liability	0.00	2,825.67
9515	PERS Liability	3.41	0.00
9517	Voluntary Deductions	8,557.62	0.00
9518	Tax Shelter Annuity	0.00	100.00
9519	Accounts Payable-Current Liab.	0.00	469.12
9528	FB Subs-OASDI	243.53	0.00
9529	FB Subs-MEDICARE	60.57	0.00
9531	FB Subs-SUI	5,249.79	0.00
<b>ENDING Fund Balance</b>			
			0.00

Total for Fund: 76.0 137,149.99 137,149.99

Report ID : LAGL008S  
District : 64584  
Fiscal Year : 2016  
To Period : 10

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

Page No. 12  
Run Date 05/01/2016  
Run Time 02:07:27  
MONTHLY

Object	Object Description	Debit	Credit
-----			
Total for District: 64584			
		0.00	0.00



BRINGING ACADEMIC EXCELLENCE  
HOME

**DATE:** April 20, 2016  
**TO:** Board of Trustees  
Gorman School District  
**FROM:** Denice Burchett  
Executive Director  
**SUBJECT:** MONTHLY BOARD REPORT

**BOARD REPORT NO. 4-20-2016**

**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. April 2016 REPORT**

On Wednesday April 20, 2016 the Gorman Learning Center Board of Directors convened in a special session of the Board of Directors at 43301 Division Street, Lancaster, CA. 93535. The month's activities include the following:

Denice Burchett's Report:  
Executive Director's Communications

Reflections on the past:

- Peacemaking Opportunities
- Building Relationships
- Building Unity
- Building Stability

New Visions:

- Strengthen our program to better serve students
- Build teams (curriculum, leadership, etc.)
- Networking with other school's leadership teams

- Collaboration amongst employees

Strategic Plan – Spring 2016 to Fall 2021 – presented to Board (Please watch the video for a full presentation.... as this is just a very overview)

- Collaborative Plan (Training, Support, Effective Evaluation)
- Needs Assessments (Adopt, Develop, Distribute)
- Work in Progress (subject to change) (Design, Direct, Optimize)
- Data Driven
- Parent/Teacher/Staff Input

#### Public Relations Campaign – Jeff Rice A+Plus

21st Century education should be flexible, adaptable, student centered and personalized  
A+Plus is conducting a public relations campaign to increase public awareness of our model – a Personalized Learning Public Charter School.

#### Study Skills Program – Tamara Campbell

Based on the Golden Circle Concept:

The Why:

Provides training, support and evaluation for effective teaching and learning in order to bridge gaps in content mastery

- Helps students achieve
- Student/Parent Portal (including videos, livestream, resources)

The What:

Increasing student achievement and personal growth

- Online tutoring
- Person to person tutoring
- Videos

#### Career and Technical Education (CTE) – Jennifer Derksen

Applies to all students in 7<sup>th</sup> grade and above

Mandated by the State of California and will count as up to 40% of the new API scores

Includes 15 industry sectors including Agriculture, Media/Digital Arts, Construction, Health, Marketing, Culinary Arts, Firefighting, etc (there are 59 possible pathways students can choose from)

State and Federal funding amounts are staggering once the eleven LEA requirements are met

Helps students build their resumes at no cost to business owners

More to follow!

#### Curriculum Committee – Bobbi White

Box Sets available through 5<sup>th</sup> grade

Bundles available beginning in 6<sup>th</sup> grade

Interesting note: Over 85% of our GLC families use box sets

Upcoming: etexts and online

Committee using the “Understanding by Design” method

IT Department – Nathaniel Black

Goal: Effective use of technology to improve student achievement

OTTER (an in-house project) will replace OPS in 2018-2019

Other improvements/updates: Updating to Windows 10 (free until July), server migration/replacement, SCRC location set-up, replacing first batch of Chromebooks and iPads, replacing laptops/copiers/workstations/networking infrastructure, IST laptops, office phone systems, increase device/applications/digital books and support, increased staffing at RCs (all over the next three years....)

IST Staffing Needs Presentation – Vicki McClure

Growth: Last 4 years – 8% average Last year – 17% Anticipating 12% for next year  
There will be less hiring in Santa Clarita due to the differential obtained in the Staffing Questionnaire just completed; however, some evaluation still needs to be completed. (We are, however, anticipating a growth rate of 20% at the SCRC.)

IST skills: People skills; organization; home school experience preferred; flexibility

New IST interviews will be conducted in May with hiring completed by June and initial training completed before PDD

Redlands Resource Center Presentation – MiChelle Julian

RRC is looking for a new location as they've outgrown their facility – they are asking the Board for permission to negotiate and discuss with realtors

They currently have 257 students enrolled and are at capacity.

Anticipated growth of over 100 for next year

Action Items

OPS 2016-2017 contract approved

Copier for SCRC approved

Computers for Students approved

Job Descriptions approved

**IV. CONCLUSION**

Thank you very much

Denice Burchett



# Gorman Learning Center

*A California Charter School*

**Bringing Academic Excellence Home**

## **REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES**

DATE: April 20, 2016

MEETING PLACE: 43301 Division Street  
Lancaster, California 93535

TIME: 5:00 p.m.

Board Streaming: [www.gormanlc.org/video](http://www.gormanlc.org/video)

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

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

### **OPEN SESSION: PUBLIC MEETING**

#### **1. CALL TO ORDER 5:00 PM**

#### **2. BOARD OF DIRECTORS ROLL CALL**

David Akers	President, Parent Representative (Present)
Kelly Berggren	Vice President, Parent Representative (Present)
Brian Jasperson	Secretary, Parent Representative (Present)
Timothy Hughes	Treasurer, Parent Representative (Present)
Vanessa Decker	Member at Large, Parent Representative (Present)
Kathleen Kefoury	Member at Large, Parent Representative (Present)
Fanny Lang	Member at Large, Parent Representative (Present)
Joe Andrews	District Representative (Present)

#### **3. PLEDGE OF ALLEGIANCE**

#### **4. APPROVAL OF THE AGENDA**

Approved  
Moved by: Brian Jasperson  
Second by: Vanessa Decker  
Motion Carried: 7-0

**5. APPROVAL OF THE MINUTES**

- a. Approval of the minutes from the Board Meeting March 09, 2016
- b. Approval of the minutes from the Special Board Meeting March 16, 2016

Approved  
Moved by: Fanny Lang  
Second by Kellie Berggren  
Motion Carried: 7-0

**6. COMMUNICATION FROM THE PUBLIC**

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

None

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

David Akers wanted to begin the meeting with a look back to two years ago when he spoke at a Board Meeting during Public Comment. At the time, there were a number of items being discussed that would change the course of Gorman Learning Center. At the time, David spoke about what Gorman's Mission is and why parents love it so much. So as the meeting began, he once again wanted to remember what Gorman stands for. Gorman is a unique model for education and it is special because it works for his kids. And the structure and education style Gorman uses is great for many families and kids. David believes many families come to Gorman because we are individualized, flexible and innovative. David hoped all members of the Board and presenters would keep that in mind as they shared.

**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.*

Fanny Lang had a few questions regarding some book keeping. Denice explained that the check for the Hyatt Regency was for the Professional Development Day coming up in August. And the check for Loma Linda Heating and Air was to replace two air and heating units. These units were replaced as a part of the 5 year plan for maintenance and upkeep of the Redlands building.

Approved  
Moved by: Kathleen Kefoury  
Second by: Kelly Berggren  
Motion Carried: 7-0

- a. **Human Resources HR Action Report March 2016**
- b. **March 2016 Business Services Division Check Register**
- c. **March 2016 Business Services Division Payroll Expenditures**

- d. **March 2016 Business Services Division Purchase Order Listing**
- e. **March 2016 Business Services Division Credit Card Register**

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

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

Denice Burchett began by reflecting, as David had done, on what brought her to serve Gorman and where GLC was about a year and a half ago.

Denice said she had just been appointed Interim Executive Director so she began to question where she could make a difference and how she could improve GLC.

At that time, Denice felt that what GLC needed most was peace. She said she felt that all the turmoil had disrupted the peaceful atmosphere that GLC once had. She stated that she felt the best way to bring peace was to build relationships amongst the staff, the IST's, the facilitators, the families, and the students in all five counties. She also felt that she needed to build unity amongst the teachers.

Denice reported that at the time she wanted stability for GLC.

Then Denice was hired as the Executive Director and she felt she now needed a new vision. She said she thought that GLC needed to strengthen and stabilize for the sake of the students. The best way she felt that GLC could accomplish this growth and stability would be by forming teams. Denice worked to find peoples strengths and then she put them on teams or committees to develop programs and curriculum. These teams were so excited to get to do what they love and to present it tonight to the Board.

Denice said she also found that she needed a mentor. So she sought out other Public Charter Schools. And she found mentors through APlus. APlus allows for networking and collaboration and just overall growth for everyone involved. Denice is grateful for that support and intends to pursue her vision of strengthening and stabilizing Gorman.

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

### **a. Information Items/Presentation**

#### **i. Strategic Plan – Denice Burchett**

Denice and a team prepared for the Board a Strategic Plan to further grow and improve Gorman as a whole. The Plan concentrates on three main priorities: 1) Training support and evaluations for effective teaching and learning, 2) Adopt, develop and distribute effective learning resources and materials, 3) Design, direct and optimize effective operational practices and assets.

Each of these three priorities is broken down and built out in order to maximize opportunity for achievement. Both long term and short term goals are listed to encourage growth as a community and growth as a school.

#### **ii. Public Relations Campaign – Jeff Rice**

Jeff Rice is part of APlus. APlus is the only membership association in the country that is dedicated to the mission of individualized learning planning. Jeff has been involved in charter school movements for 17 years. Jeff said he prefers to focus specifically on personalized learning charter schools.

Jeff and APlus are planning a PR campaign to combat the negative stereotypes which are

often associated with words like “charter school,” “homeschool,” and “independent study.”

To begin with, the campaign would like to focus on teaching all staff, parents, and faculty how to properly classify what kind of a school Gorman really is. Gorman is a personalized learning public charter school.

Jeff would also like to make sure everyone in the state is made aware that personalized learning public charter schools offer parents the flexibility to raise their child’s quality of education by making their own choices on curriculum and difficulty level. A personalized learning plan can make a huge difference in a child’s education because it can be tailored to push the child academically and encourage longer retention.

Timothy Hughes asked if the resources for this PR campaign would be available for download off of APlus’ website. Jeff Rice responded that in time he hopes to have everything available for the schools, because each employee, parent and students is like an ambassador to our communities.

Jeff Rice also spoke on how this PR plan is meant to run for a minimum of three years because even if the ballot petition is defeated this year, the group trying to shut down charter schools in California, will have three years to try again. Therefore Jeff believes it would only be appropriate to plan for the future and not just have short term goals.

**Adjourn for Recess at 6:24 PM**

**Return from Recess at 7:06 PM**

**iii. Study Skills Program – Tamara Campbell**

The Study Skills Program is a new program which will be introduced during the 2016-2017 school year. Tamara Campbell stated that the ultimate goal of the program is to take our personalized learning model and build upon it to better prepare Gorman’s students for higher education and careers.

Tamara spoke to a need for Gorman to support both students and parents. The Study Skills Program would help parents by providing workshops on basic in home learning concepts such as: how to set up an organized and productive learning environment.

Tamara said Kimberly Pike is currently looking in to recording videos from alum to start a new Orientation Packet which will introduce parents/students to Gorman and give them basic tools as they transition. Tamara said they are also looking to put a needs assessment in place for new families who enroll so the IST could recommend upcoming workshops that might assist them during their adjustment period.

For current students/parents, Tamara said the team is looking in to putting up video tutorials for Math and English. Tamara said they also talked about possibly having tutors available for live chats online at any time.

Tamara said the program is meant to keep our students at Gorman. If a student has missing assignments or shows other signs of failing, rather than transferring that student out, Tamara wants to use this program to keep them in Gorman, just support them till they excel.

**iv. Career and Technical Education – Jennifer Derksen**

Jennifer Derksen began by explaining that the Career and Technical Education Program (CTE) is one that is being implemented all over California. California has 11 requirements that Gorman must fulfill before they will begin funding the program. However, once the program is approved by California, there is endless amounts of funding available.

Jennifer also described how WASC will be looking to see if Gorman has put the program in to place. She also said that during the budget meeting the Board will need to work CTE in to the LCAAP.

Timothy Hughes asked about who would be heading up the team who will be running the CTE program.

Denice Burchett responded that Jennifer Derksen is going to be the head of the CTE program.

Jennifer Derksen followed that up with a description of how there would be one centralized team running the program, but then as the program grew, there would be a smaller team in each area to run that area's CTE section, and finally smaller teams to filter out in to the community to get support for the program.

Timothy Hughes said he was interested to see what happens in the future. Timothy also said that as new programs or needs arise he will expect CTE to come to see the board for more funds.

**v. Curriculum Plan – Bobbi White**

Bobbi White spoke on how her team is working to keep the curriculum offered at Gorman current. Bobbi reported that 85% of families at Gorman currently use the offered box sets. Bobbi said she and her team want to make sure that they have great box sets available, but also make box sets easy to add to, with interchangeable curriculum choices. Bobbi said this way parents can really choose what their students learning level is and what books their students use. Bobbi said box sets are very valuable for families just starting out in a personalized learning environment.

Bobbi said she has devised a 5 year curriculum plan so all areas of education are updated fully every 5 years. She also said she would like to see the head of the team she leads change every 5 years to provide a different curriculum perspective.

Bobbi said some of her major goals consist of; bundles for Elementary students, mobile classes, exploring and organizing GLC online options starting with High School, cohesive technology curriculum for 3<sup>rd</sup> thru 8<sup>th</sup> grade, and teaching videos/book club skyping.

**vi. IT Department – Nathaniel Black**

Nathaniel Black reported on long term goals which will begin to reach completion within the next four to five years. Nathaniel's goals include but are not limited to: completing the writing of "OTTER" and seeing it fully up and running as an ordering service for curriculum, completion of the 1:1 program, replace Ipads and Chromebooks, and upgrade all devices to Windows 10.

**vii. IST Specific Staffing Needs – Vicki McClure**

Vicki McClure explained the formula for this year's hiring of new IST's. Vicki explained that the formula is a combination of estimated student growth, estimated student loss, current IST workload, and the new site growth for Santa Clarita.

**viii. Redlands Resource Center Move Proposal and Presentation – Michelle Julian**

Michelle Julian presented the Board with a new location to consider for a possible Redlands Resource Center relocation. Michelle introduced to the Board a commercial building which is not too far from the current location. The RRC would occupy the 2<sup>nd</sup> story on both sides of the building.

Currently Michelle plans to use Tenant Improvement money to turn the open floor plans in to multiple rooms for tutors, classrooms, a student lounge, a parent lounge, and CTE specific classrooms.

Kellie Berggren asked about safety measures for the stairwells.

Michelle Julian said she wants to secure the upper floors with locking doors which will restrict both sides of the building. Michelle said she also planned where to place receptionist desks and security monitor desks in order to maintain the flow of students/parents in and out of the building.

Timothy Hughes asked about securing the 1<sup>st</sup> floor of the building for when students walk thru it to get to the elevator/stairs for what would be the RRC.

Michelle responded that currently her facilitators are trained in escorting students up and down the stairs for security reasons and that she plans to continue implementing such measures in the new building. Michelle said the common area where the stairs and elevator are is fairly secure and could easily be observed by facilitators.

Timothy Hughes asked about current tenants on the 1<sup>st</sup> floor.

Michelle responded that as of now there is an office for Veterans needing prosthetics on the 1<sup>st</sup> floor.

At this time, Michelle asked for permission to talk to the bank for better prices.

The Board said they were open to her continuing to ask questions. They asked that Michelle continue to keep them informed in her search. They want to know if the bank would cover any TI costs as well as their best price.

**b. Action Items**

**i. Approval of Online Purchasing System Agreement – Denise Burchett**

OPS is currently the system used by IST's and parents to purchase curriculum and VCI activities. Renewal of the contract is important as Gorman's version of this system is not scheduled for completion till 2017.

**Approved**  
**Moved by: Kelly Berggren**  
**Second by: Kathleen Kefoury**  
**Motion Carried: 7-0**

**ii. Copier Lease and Service Agreement for SCRC – Nathaniel Black**

This agreement is with the current contractor for both the business office and AVRC. Nathaniel recommended Gorman stay with this contractor as he was impressed by their bid and customer service.

**Approved**  
**Moved by: Timothy Hughes**  
**Second by: Fanny Lang**  
**Motion Carried: 7-0**

**iii. Approval to Purchase Devices for Students – Nathaniel Black**

Nathaniel explained that the purchase of these devices is to continue to complete the goals of the 1:1 program in which everyone Gorman student would have a laptop/tablet on which to access web based, or technology based curriculum and classes.

Timothy Hughes asked for Nathaniel to bring back numbers in the fall about how deployment went as well as the increase in drops/repairs costs.

**Approved**  
**Moved by: Brian Jaspersen**  
**Second by: Vanessa Decker**  
**Motion Carried: 7-0**

**Adjourned for Recess: 9:59 PM**  
**Reconvened: 10:07 PM**

**iv. Second Read – Job Descriptions – Naja Braddock**

**a. Lead Warehouse Technician**

**Approved**  
**Moved by: Brian Jaspersen**  
**Second by: Timothy Hughes**  
**Motion Carried: 7-0**

**b. Warehouse Data Technician**

**Approved**  
**Moved by: Kathleen Kefoury**  
**Second by: Fanny Lang**  
**Motion Carried: 7-0**

**c. Executive Secretary**

**Approved**  
**Moved by: Kellie Berggren**  
**Second by: Fanny Lang**  
**Motion Carried: 7-0**

**d. Facilities, Maintenance and Operations Supervisor**

**Approved**  
**Moved by: Timothy Hughes**  
**Second by: Vanessa Decker**  
**Motion Carried: 7-0**

**e. Maintenance/Custodial Technician**

Approved  
Moved by: Vanessa Decker  
Second by: Brian Jasperson  
Motion Carried: 7-0

**f. Resource Center Lead Tutor**

Approved  
Moved by: Brian Jasperson  
Second by: Vanessa Decker  
Motion Carried: 7-0

**v. Third Read – Job Description – Naja Braddock and Denice Burchett**  
**a. Regional Administrator**

Approved  
Moved by: Brian Jasperson  
Second by: Vanessa Decker  
Kathleen Kefoury and Kellie Berggren voted not to pass the item  
Motion Carried: 5-2

**CLOSED SESSION**

**11. ADJOURN TO CLOSED SESSION AT 10:33 PM**

**i. 11.01 Personnel Action – Government Code Section 54957**

**RECONVENE TO OPEN SESSION AT 10:39 PM**

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

None

**13. ITEMS FOR NEXT MEETING**

**14. CONFIRM MEETING PLACE AND TIME**

May 04, 2016 at 5:00 pm at the Antelope Valley Resource Center.

**15. ADJOURNMENT AT 10:42 PM**



# Gorman Learning Center

*A California Charter School*

Bringing Academic Excellence Home

## REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: May 10, 2016

MEETING PLACE: 43301 Division Street  
Lancaster, California 93535

TIME: 5:00 p.m.

Board Streaming: [www.gormanlc.org/video](http://www.gormanlc.org/video)

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

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

### OPEN SESSION: PUBLIC MEETING

#### 1. CALL TO ORDER

#### 2. BOARD OF DIRECTORS ROLL CALL

David Akers	President, Parent Representative
Kelly Berggren	Vice President, Parent Representative
Brian Jaspersen	Secretary, Parent Representative
Timothy Hughes	Treasurer, Parent Representative
Vanessa Decker	Member at Large, Parent Representative
Kathleen Kefoury	Member at Large, Parent Representative
Fanny Lang	Member at Large, Parent Representative
Joe Andrews	District Representative

#### 3. PLEDGE OF ALLEGIANCE

#### 4. APPROVAL OF THE AGENDA

#### 5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the Board Meeting April 25, 2016

**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 April 2016**
- b. **April 2016 Business Services Division Check Register**
- c. **April 2016 Business Services Division Payroll Expenditures**
- d. **April 2016 Business Services Division Purchase Order Listing**
- e. **April 2016 Business Services Division Credit Card Register**

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

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

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

**a. Information Items/Presentation**

- i. **Job Descriptions First Read – Naja Braddock and Vicki McClure**
  - a. **Career Technical Education Coordinator**
  - b. **Community Liaison**
- ii. **Job Descriptions for Special Education – Kellie Cornish**
  - a. **Speech Language Pathologist**
- iii. **SEE Program – Kellie Cornish**
- iv. **Service Animal Policy First Read – Kellie Cornish**
- v. **Elevator Update – Don Dickinson**

**b. Action Items**

- i. **Job Descriptions Second Read – Naja Braddock**
  - a. **IST Contracts**
- ii. **IReady Contract – Denice Burchett**
- iii. **APlus PR Campaign – Denice Burchett**

- iv. APlus Contract Renewal – Denice Burchett**
- v. Delta Management Contract – Denice Burchett**
- vi. Warehouse Disposal Request – Denice Burchett**
- vii. Wells Fargo Resolution Adding Authorized Signor – Denice Burchett**
- viii. IT Disposal Request – Chris Campbell**

**11. ITEMS FOR NEXT MEETING**

**12. CONFIRM MEETING PLACE AND TIME**

**13. ADJOURNMENT**

# The Gorman Quail

May 2016

## PRINCIPAL'S MESSAGE

Greetings! As always May will be a very busy month at Gorman Elementary. The students and staff have worked hard this year and now we have several opportunities to show the great happenings at Gorman and to enjoy some fun together. May 18 is Gorman's Open House. Thank you so much for all your support this year-for all the many volunteer hours, donations, kind words, and especially for supporting your children's curiosity and learning.

To our graduates – congratulations on your achievement. The Gorman staff wish you all the best as you move to your new high school. If this is your last child to leave Gorman, the staff would like to thank you for your support and for the guidance that you have provided for your child. We look forward to hearing from the graduates in the future and we hope that each of them will have gained a firm foundation for their future education while at Gorman. We know that many of you will visit staff members at the school in the next few years.

In closing, I would like to thank all parents for their support and cooperation this year. We have added Lego Club and robotics to our after-school program. No matter what project has been proposed, we have had parent support to make these changes for students. We would not be the school community we are today without all of you.

## UPCOMING EVENTS

- May 17 Board Meeting (3:00 PM)
- May 9-13 Teacher Appreciation Week
- May 11 Day of the Teacher
- May 12 PTSO Family Movie Night (4:30 PM)
- May 13 8<sup>th</sup> Grade Grad Night at Magic Mountain
- May 16-20 Scholastic Book Fair
- May 16-20 Classified Employee Appreciation Week
- May 18 Open House- 5:30-7:00 PM  
Minimum Day (1:00 PM)
- May 20 District Employee Recognition Day
- May 20 Student Council Karaoke Night Fundraiser (5:30 PM)
- May 23 PTSO Meeting/Elections (3:00 PM)
- May 25 Incredible John's Fundraiser Night (4:00-7:00 PM)
- May 28 4<sup>th</sup>-6<sup>th</sup> Grade Field Trip to Natural History Museum
- May 30 Memorial Day- NO SCHOOL
- May 31 PTSO Shoot-A-Thon (9:00 AM)
- June 6 4<sup>th</sup> & 5<sup>th</sup> Grade Overnight Field Trip to Fort Tejon
- June 10 7<sup>th</sup> & 8<sup>th</sup> Grade Campout
- June 10 Student Council Meeting (3:00PM)
- June 13 Award Assembly (8:45 AM)
- June 13 8<sup>th</sup> Grade Graduation (6:00 PM)
- June 14 Field Day (1:00 PM)
- June 15 Kindergarten Graduation (10:00 AM)
- June 15 LAST DAY OF SCHOOL - Minimum Day (1:00 PM)

## 8<sup>TH</sup> GRADE GRADUATION



Congratulations to our 2016 graduating eighth graders! Gorman's graduation celebration is a very special event for us all. Planning for the 8<sup>th</sup> grade graduation and celebration is underway. The date of the event is Monday, June 13<sup>th</sup> at 6:00 PM.

## TEACHER APPRECIATION WEEK

Gorman School PTSO is celebrating our teachers during the week of May 9-13. The following is the schedule:

Monday, May 9<sup>th</sup>

### "Love from the Oven"

Bring your teacher anything food-related, could be baked, store-bought only.

Tuesday, May 10<sup>th</sup>

### "Specialty Surprise Day"

Bring your teacher something special, something sweet, a thankful note or a flower to show them how special they are.

Wednesday, May 11<sup>th</sup>

### "Favorite Things Day"

Surprise your teacher with one of their favorite things. Wear your teacher's favorite color.

Thursday, May 12<sup>th</sup>

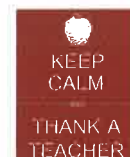
### "Book Dedication Day"

Bring your teacher a new or gently used book to add to their class library, write them a short note and sign the inside cover.

Friday, May 13<sup>th</sup>

### "Words from the Heart Day"

Write your teacher a thank you note filled with thoughts and pictures to let them know they are appreciated.



**KINDERGARTEN GRADUATION**

Kindergarten Graduation and last day of school are on Wednesday, June 15<sup>th</sup>, 2016. Graduation will promptly begin with a performance at 10:00AM. There will be a slide presentation followed by the graduation ceremony.



**OPEN HOUSE**

This year Open House will be on May 18<sup>th</sup> from 5:30-7:00 PM. We invite all parents to attend this important event. After the state testing, students have been working hard to complete their projects and display their work for Open House. At 5:30 PM all parents and students will gather in the Multi-Purpose Room for social time. Food will be served at 5:30 PM. Pizza will be \$2/slice and drinks will be \$1. Visit teacher's classrooms after the social time at 6:00 PM. Please come and see the great work Gorman students have been doing.



**SCHOLASTIC BOOK FAIR**

Please help support our Scholastic Book Fair. The classes will have a walk-through of the book fair and receive order forms on Friday, May 13<sup>th</sup>. Students will have the opportunity to make purchases during the week of May 16<sup>th</sup>-20<sup>th</sup>. We will also be open during Open House for parents to come in and make purchases.



**PTSO SHOOT-A-THON**

Gorman School PTSO is holding a basketball shoot-a-thon fundraiser on May 31<sup>st</sup>. During the shoot-a-thon, each student will have a chance to shoot as many baskets as they can in the allotted time period. Students can collect donations either by the shot or flat donations. All money needs to be turned in by Friday, June 3<sup>rd</sup>.



**FIELD DAY**

This year Field Day will be on Tuesday, June 14<sup>th</sup>. Swimsuits must be covered by t-shirts and closed-toe shoes must be worn at all times. Please send a towel for your child, chances are they will get wet.



**INCREDIBLE JOHN'S FUNDRAISER**

Gorman School PTSO is hosting a fundraiser night at Incredible John's Pizza in Bakersfield on Friday, May 27<sup>th</sup> from 4:00PM-7:00PM.



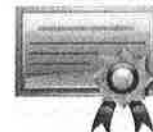
**LOST AND FOUND**

Please make sure to check the Lost and Found before the end of the school year. There are tons and tons of items that need to go home with their owners. All items that have not been claimed by THURSDAY, JUNE 16 will be donated to charity.



**END OF THE YEAR AWARDS**

Our monthly awards for the month of May will be combined with the end of the year awards. The assembly will be on Monday, June 13<sup>th</sup> at 8:45AM.



**LAST DAY OF SCHOOL**

The last day of school for the 2015-2016 school year will be on Wednesday, June 14<sup>th</sup>. Students will be dismissed at 1:00PM.

**STUDENT COUNCIL NEWS**

**KARAOKE NIGHT**

Join us for Karaoke Night on Friday, May 20<sup>th</sup> from 5:00PM to 8:00PM.

Admission is \$3.00 per person.

**NEXT MEETING**

June 10, 2016 at 3:00PM

**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**

**April 19, 2016**

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

The Flag salute was held.

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

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

Others Absent:

Others Present: Teachers, Lisa Davis, Cheri Hanshaw and Michael Duckworth, Michi Knight and School Secretary, Denise Saenz.

5568 The Board approved the Agenda as presented for April 19, 2016.

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

5569 Adjourn to Closed Session at 3:00 P.M. to discuss personnel, employer/employee relations. (Govt. Code 54957, 54957.6):

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

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

5570 Reconvened to Regular Session at 3:32 P.M.

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

No action taken in closed session

Superintendent, Johannis Andrews, stated that AT&T will be coming the week of April 25<sup>th</sup> to work on the internet bandwidth and we don't know how long it will take to install or if it will disrupt the use of our computers.

Superintendent Andrews stated that he went to Sacramento to a State Capitol Hearing on April 5<sup>th</sup>-6<sup>th</sup>, 2016 about the District of Choice Initiative. SB 1432 passed the Senate Education Committee and the bill deletes the sunset and repeal dates for "School District of Choice" program which approved a five-year extension. The bill will now move to the Senate Appropriations Committee and then to the Legislatives.

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

President Sonder asked the teachers if they had seen Mr. Andrews' article in the School News Magazine. He stated that Mr. Andrews had nice things to say about the staff and their dedication to helping students achieve success and that Gorman has a supportive Board. President Sonder stated that Mr. Andrews did a good job and it was a very good article.

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

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

A discussion was held in regards to the date, time and location of the Public Hearing for the 2016-17 budget and the Local Control Accountability Plan (LCAP) (Recommend Tuesday, June 14, 2016)

The Board accepted the date of June 14, 2016 at 3:00 p.m. at Gorman School and will be approved at the May meeting.

A discussion was held in regards to the date, time and location of the Adoption of the 2016-17 budget and the Local Control Accountability Plan (LCAP) (Recommend Tuesday, June 21, 2016)

The Board accepted the date of June 21, 2016 at 3:00 p.m. at Gorman School and will be approved at the May meeting.

5571 The Board approved the Minutes of the Regular Meeting March 15, 2016.

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

5572 The Board approved Purchase Orders #15-16-191 through 15-16-219 of which \$23,714.36 was paid from the General Fund and \$5,171.82 from other funds.

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

5573 The Board approved B Warrants #11973-12013 in the amount of \$46,086.25.

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

5574 The Board approved the 2015-16 3<sup>rd</sup> Quarterly Report on Williams Uniform Complaints.

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

5575 The Board approved the Education Protection Account (EPA Prop 30) Spending Plan for 2015-16.

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

5576 The Board approved Resolution #06-15-16 Day of the Teacher.

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

5577 The Board approved Resolution #07-15-16 Classified School Employees Week.

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

5578 The Board approved Resolution #08-15-16 Gorman Joint School District Employee Recognition Day.

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

5579 The Board approved Resolution #09-15-16 Designation of the Official Representative and Patricia Edwards as the Official Alternate Representative to the SIRMA I and SIRMA II Joint Powers Authority Board of Directors.

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

5580 The Board approved Resolution #10-15-16 Authorizing an Update to the Self-Insurance Risk Management Authority (SIRMA II) Joint Powers Authority Agreement.

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



5581 The Board took no action to approve anyone for President, Vice President, Secretary-Treasurer, Director-Office No. 1, Director-Office No. 2, Director-Office No. 3, Director-Office No. 4, Director-Office No. 5 for the Los Angeles County School Trustees Association (LACSTA) election of officers and directors of the Executive Board at the Annual Meeting April 25, 2016.

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

5582 The Board approved to dispose of obsolete books without resale value.

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

5583 The Board approved the 2015-2016 District of Choice Annual Report.

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

5584 The Board approved to Resolution #12-15-16 to Authorize Pupil Transfers for the 2016-2017 School Year and Determine the Number of Transfers to be Accepted.

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

5585 The Board approved Field Trip Report #03-15-16.

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

5586 The Board approved Conference/Mileage Report #05-15-16.

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

5587 The Board approved Resolution #11-15-16 of the Governing Board of the Gorman Joint School District Reducing or Eliminating Particular Kinds of Services (Certificated Layoff).

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

The next regular meeting of the Board of Trustees will be held Tuesday, May 10, 2016 at 3:00 P.M. closed session and 3:30 P.M. regular session.

5588 The Board adjourned the meeting at 3:44 P.M.

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

Steve Sonder, President



Report ID : LAEP029S1  
 District : 64584  
 Fiscal Year: 2016

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date : 2016-04-20 Issue Date : 2016-04-21

Page No : 1  
 Run Date : 2016-04-20  
 Run Time : 19.41.37

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
ATKINSON, ANDELSON, LOYA, RUUD	12038			01.0-00000.0-00000-71000-5820-00000000		10/16	1595.61						
			Total				1595.61						
CENTRAL RESTAURANT PRODUCTS	12039			13.0-53100.0-00000-37000-6510-00000000		10/16	3360.00						
			Total				3360.00						
JOHANNIS ANDREWS II	12043			01.0-00000.0-00000-72000-5210-00000000		10/16	704.70						
			Total				704.70						
LACOE	12044			01.0-00000.0-00000-72000-5220-00000000		10/16	30.00						
			Total				30.00						
LEAF	12040			01.0-00000.0-11100-10000-5610-00000000		10/16	208.02						
	12040			01.0-00000.0-00000-72000-5610-00000000		10/16	69.35						
			Total				277.37						
PATRICIA EDWARDS	12045			01.0-00000.0-00000-71100-5210-00000000		10/16	74.95						
			Total				74.95						
REVOLVING CASH FUND	12042			01.0-00000.0-00000-9531-00000000		10/16	65.99						
	12042			01.0-00000.0-00000-72000-5680-00000000		10/16	50.00						
	12042			76.0-00000.0-00000-00000-9518-00000000		10/16	1300.00						
			Total				1415.99						
<p>REGISTER TOTAL AMOUNT    Issues :    7,458.62    Voids :    0.00    Net disbursed :    7,458.62</p> <p>SYSTEM WARRANTS ISSUED    7    From    22921261    To    22921267    Total number of vouchers :    7    Number of Vouchers Audited    4</p> <p>MANUAL WARRANTS ISSUED    0    From    0    To    0</p> <p>NUMBER OF VOIDS    0</p>													
<p>SYSTEM WARRANTS ISSUED MTD    32    MANUAL WARRANTS ISSUED MTD    0    WARRANTS VOIDED MTD    0</p> <p>SYSTEM WARRANTS ISSUED YTD    358    MANUAL WARRANTS ISSUED YTD    0    WARRANTS VOIDED YTD    0</p>													
<p>Fund Summary    Issues    Voids</p> <p>01.0    2,798.62    0.00</p> <p>13.0    3,360.00    0.00</p> <p>76.0    1,300.00    0.00</p>													

*Legal Service 3/16 District*  
*Replacement - Owen - CAFE*  
*Mileage 3/16 + 4/16*  
*Registration 5/19/16 for P. Edwards.*  
*Leave payment - 2 Canon copies*  
*Mileage 4/16*  
*SUI - 4th Qtr 15*  
*Nov-Dec 2015, Jan-Mar 2016 Statement Fee*  
*Nov-Dec 2015, Jan-Mar 2016 Retirement*

Report ID : LAAP029S1  
 District : 64584  
 Fiscal Year: 2016

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2016-04-18 Issue Date :2016-04-19

Page No : 1  
 Run Date : 2016-04-18  
 Run Time : 19.40.42

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
-------	------------	--------	-----------	-------------	-----------	-----	---------	--------	----------------	----------------	----------------	---------	-----------	---------	------

SOUTHERN CALIFORNIA EDISON	12041			01.0-00000.0-00000-82000-5510-00000000				10/16	1148.22	1148.22					
----------------------------	-------	--	--	--	--	--	--	-------	---------	---------	--	--	--	--	--

*3/9/16-4/8/16*

									1148.22	1148.22	22915558			6972	
Total									1148.22	1148.22	22915558	CHK PAYOUT			

REGISTER TOTAL AMOUNT	Issues :	1,148.22	Voids :	0.00	Net Disbursed :	1,148.22
-----------------------	----------	----------	---------	------	-----------------	----------

SYSTEM WARRANTS ISSUED	1	From	22915558	To	22915558	Total number of vouchers :	1	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0	From		To					
NUMBER OF VOIDS	0								

SYSTEM WARRANTS ISSUED MTD	25	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	351	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0

Fund Summary	Issues	1,148.22	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.

Report ID : LAAP029S1  
 District : 64584  
 Fiscal Year: 2016

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date :2016-04-15 Issue Date :2016-04-18

Page No : 1  
 Run Date : 2016-04-15  
 Run Time : 19.32.20

VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12037		01.0-00000.0--00000-72000-5220-00000000			10/16	25.00	25.00				
<p style="text-align: right;"><i>Registration P. Edwards</i> 4/25/16</p>											
REGISTER TOTAL AMOUNT						Issues :	25.00		Net Disbursed :	25.00	
SYSTEM WARRANTS ISSUED						1 From	22912710	To	22912710	Total number of vouchers :	1
MANUAL WARRANTS ISSUED						0 From		To		Number of Vouchers Audited	0
NUMBER OF VOIDS						0					
SYSTEM WARRANTS ISSUED MTD						24				MANUAL WARRANTS ISSUED MTD	0
SYSTEM WARRANTS ISSUED YTD						350				MANUAL WARRANTS ISSUED YTD	0
Fund Summary						Issues	25.00				
01.0											

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 : LAAP02951  
 District : 64584  
 Fiscal Year: 2016

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date : 2016-04-13 Issue Date : 2016-04-14

Page No : 1  
 Run Date : 2016-04-13  
 Run Time : 19.40.33

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPj	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.	12033			01.0-00000.0-00000-82000-5530-0000000				10/16	2967.50	2967.50	22905998	6966		
				Total					2967.50					
MOUNTAINSIDE DISPOSAL, INC.	12034			01.0-00000.0-00000-82000-5560-0000000				10/16	174.10	174.10	22905999	6966		
				Total					174.10					
SANTA CLARITA VALLEY FOOD SERV	12035			13.0-53100.0-00000-37000-4710-0000000				10/16	3798.34	3798.34	22906000	6966		
				Total					3798.34					
SULPHUR SPRINGS UNION SCHOOL D	12036			01.0-65000.0-57700-11900-5800-0000000				10/16	3400.00	3400.00	22906001	6966		
				Total					3400.00					

*Bacti + annual Testing - lab fees, sampling fee*  
*3/16*  
*meals 3/16*  
*Sp Ed Service 3/16 (out of home)*

REGISTER TOTAL AMOUNT	Issues :	10,339.94	VOIDS :	0.00	Net Disbursed :	10,339.94
SYSTEM WARRANTS ISSUED	4 From 22905998	To 22906001	Total number of vouchers :	4	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0 From	To				
NUMBER OF VOIDS	0					

SYSTEM WARRANTS ISSUED MTD	23	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	349	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0
Fund Summary					
01.0	6,541.60				
13.0	3,798.34				

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 : LAEP029S1  
 District : 64584  
 Fiscal Year: 2016

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)  
 COMMERCIAL WARRANT REGISTER  
 Voids Date : 2016-04-12 Issue Date : 2016-04-13

Page No : 1  
 Run Date : 2016-04-12  
 Run Time : 19:57:11

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
12030			01.0-33100.0	57700	21000	5850-00000000	10/16	326.25	326.25	22903088		6964	

*Speech Therapy Services 3/16*

REGISTER TOTAL AMOUNT	Issues :	Voids :	Net Disbursed :
326.25	326.25	0.00	326.25
Total			

SYSTEM WARRANTS ISSUED	MANUAL WARRANTS ISSUED	NUMBER OF VOIDS	ISSUED MTD	ISSUED YTD	VOIDED MTD	VOIDED YTD
1	0	0	19	345	0	0
Total number of vouchers : 1						
Number of Vouchers Audited : 1						

**Fund Summary**

01.0	Issues	326.25
	Voids	0.00

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

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/EY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12027			01.0-00000.0-00000-82000-5910-0000000				10/16	65.32						
								Total	65.32	3/6/16-4/5/16	22895834	65.32	22895834	6960
12028			01.0-00000.0-00000-82000-5530-0000000				10/16	31.00						
								Total	31.00	2015-16-Admin Fee - Backflow Prevention	22895835	31.00	22895835	6960
DELTA DENTAL														
12029			01.0-00000.0-11100-10000-3411-0000000				10/16	101.08						
12029			01.0-14000.0-11100-10000-3411-0000000				10/16	60.31						
12029			01.0-00000.0-11100-10000-3412-0000000				10/16	63.78						
12029			01.0-14000.0-00000-36000-3412-0000000				10/16	21.98						
12029			13.0-53100.0-00000-37000-3412-0000000				10/16	30.16						
12029			01.0-00000.0-00000-72000-3412-0000000				10/16	24.73						
12029			01.0-00000.0-11100-10000-3412-0000000				10/16	30.15						
12029			01.0-00000.0-00000-71100-3412-0000000				10/16	60.31						
12029			01.0-00000.0-00000-27000-3411-0000000				10/16	12.37						
12029			01.0-00000.0-00000-71500-3411-0000000				10/16	17.16						
								Total	416.51	5/16	22895836	416.51	22895836	6960
KAISER FOUNDATION HEALTH PLAN,														
12032			01.0-00000.0-11100-10000-3411-0000000				10/16	1558.33						
12032			01.0-14000.0-11100-10000-3411-0000000				10/16	612.50						
12032			01.0-00000.0-11100-10000-3412-0000000				10/16	1656.15						
12032			01.0-14000.0-00000-36000-3412-0000000				10/16	552.75						
12032			13.0-53100.0-00000-37000-3412-0000000				10/16	621.00						
12032			01.0-00000.0-00000-72000-3412-0000000				10/16	803.00						
12032			01.0-00000.0-00000-72000-3412-0000000				10/16	621.00						
12032			76.0-00000.0-00000-00000-9517-0000000				10/16	800.00						
12032			01.0-00000.0-00000-27000-3411-0000000				10/16	316.00						
12032			01.0-00000.0-00000-71500-3411-0000000				10/16	316.00						
								Total	7659.00	5/16	22895837	7659.00	22895837	6960
YOUNGS														
12031			01.0-00000.0-00000-81000-4380-0000000				10/16	33.47						
								Total	33.47	Maintenance supply	22895838	33.47	22895838	6960
REGISTER TOTAL AMOUNT														
			Issues :	8,205.30	Voids :		0.00	Net Disbursed :		8,205.30				
SYSTEM WARRANTS ISSUED			5	To 22895838		Total number of vouchers :			5		Number of Vouchers Audited		0	
MANUAL WARRANTS ISSUED			0	To										
NUMBER OF VOIDS			0											



PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrtj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT FAY	SEQ	STAT
	12025			01.0-00000.0-11100-10000-3411-0000000				10/16	101.08					
	12025			01.0-14000.0-11100-10000-3411-0000000				10/16	60.31					
	12025			01.0-00000.0-11100-10000-3412-0000000				10/16	63.78					
	12025			01.0-14000.0-00000-36000-3412-0000000				10/16	21.26					
	12025			13.0-53100.0-00000-37000-3412-0000000				10/16	30.16					
	12025			01.0-00000.0-00000-72000-3412-0000000				10/16	24.73					
	12025			01.0-00000.0-11100-10000-3412-0000000				10/16	30.15					
	12025			01.0-00000.0-00000-71100-3412-0000000				10/16	60.31					
	12025			01.0-00000.0-00000-27000-3411-0000000				10/16	12.37					
	12025			01.0-00000.0-00000-71500-3411-0000000				10/16	12.36					
				Total					416.51	416.51	22889255	CHK PAYOUT	6956	

4/16

4/16

REGISTER TOTAL AMOUNT	Issues :	8,075.51	To	22889256	Voids :	0.00	Net Disbursed :	8,075.51	
SYSTEM WARRANTS ISSUED	2	From	22889255	To	22889256	Total number of vouchers :	2	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0	From		To					
NUMBER OF VOIDS	0								
SYSTEM WARRANTS ISSUED MTD	13				MANUAL WARRANTS ISSUED MTD	0		WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	339				MANUAL WARRANTS ISSUED YTD	0		WARRANTS VOIDED YTD	0

Fund Summary	Issues	6,624.35	Voids	0.00
01.0		6,624.35		0.00
13.0		651.16		0.00
76.0		800.00		0.00

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

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
12024			01.0-00000.0-11100-10000-3411-00000000				10/16	1564.00				
12024			01.0-00000.0-11100-10000-3411-00000000				10/16	1564.00				
<i>Refund health premium 3/16</i>												
<i>4/16</i>												
12023			76.0-00000.0-00000-00000-9511-00000000				10/16	1500.00				
12023			76.0-00000.0-00000-00000-9511-00000000				10/16	1316.04				
<i>Prior year tax withholding 6/30/11</i>												
<i>9/30/15</i>												
Total								3128.00	22885738	CHK PAYOUT	6954	
Total								2816.04	22885739	CHK PAYOUT	6954	

REGISTER TOTAL AMOUNT	Issues :	5,944.04	Voids :	0.00	Net Disbursed :	5,944.04
SYSTEM WARRANTS ISSUED	2	From 22885738	To 22885739	Total number of vouchers :	2	Number of Vouchers Audited
MANUAL WARRANTS ISSUED	0	From	To			
NUMBER OF VOIDS	0					

SYSTEM WARRANTS ISSUED MTD	11	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	337	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0
Fund Summary					
01.0	3,128.00				
76.0	2,816.04				

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

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	PMT MTD	FY CYCLE	SEQ NBR	STAT
12017			01.0-00000.0-000000-81100-4370-0000000				10/16	351.10						
12017			01.0-00000.0-000000-81000-4380-0000000				10/16	282.71						
			Total					633.81	633.81	22883495			6952	
<i>operation supplies</i>														
<i>maintenance supplies</i>														
12018			01.0-00000.0-000000-82000-5565-0000000				10/16	647.00						
			Total					647.00	647.00	22883496			6952	
<i>Sewer Service 3/16</i>														
12019			01.0-00000.0-000000-82000-5530-0000000				10/16	36.11						
			Total					36.11	36.11	22883497			6952	
<i>Service 2/27/16-3/26/16</i>														
12020			01.0-00000.0-000000-81000-5630-0000000				10/16	803.00						
			Total					803.00	803.00	22883498			6952	
<i>Repair Vendor - Maint.</i>														
12021			01.0-00000.0-000000-36000-5812-0000000				10/16	7899.89						
			Total					7899.89	7899.89	22883499			6952	
<i>Home to School Service 3/16</i>														
12022			01.0-00000.0-000000-82000-5520-0000000				10/16	402.15						
			Total					402.15	402.15	22883500			6952	
<i>Service 3/1/16-3/30/16</i>														
REGISTER TOTAL AMOUNT Issues : 10,421.96 Voids : 0.00 Net Disbursed : 10,421.96														
SYSTEM WARRANTS ISSUED 6 From 22883495 To 22883500 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 9 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0														
SYSTEM WARRANTS ISSUED YTD 335 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 0														
Fund Summary Issues Voids 0.00														
01.0 10,421.96 0.00														

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

PAYEE	VOUCHER REF NO	FO 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
JULIE RALPHS	12014		01.0-00000.0-00000-71100-3412-0000000	10/16			500.00						
							500.00		500.00	22881381	CHK PAYOUT	6950	
													<i>Health Supend 4/16</i>
OFFICE DEPOT	12015		01.0-00000.0-00000-27000-4350-0000000	10/16			12.24						
	12015		01.0-11000.0-11100-10000-4310-0000000	10/16			29.94						
													<i>School Admin supply</i>
													<i>Dret supplies</i>
STEVE SONDER	12016		01.0-00000.0-00000-71100-3412-0000000	10/16			500.00						
							500.00		500.00	22881383	CHK PAYOUT	6950	
													<i>Health Supend 4/16</i>

REGISTER TOTAL AMOUNT	Issues :	1,042.18	Voids :	0.00	Net Disbursed :	1,042.18
SYSTEM WARRANTS ISSUED	3 From	22881381	To	22881383	Total number of vouchers :	3
MANUAL WARRANTS ISSUED	0 From		To		Number of Vouchers Audited	0
NUMBER OF VOIDS	0					
SYSTEM WARRANTS ISSUED MTD	3				MANUAL WARRANTS ISSUED MTD	0
SYSTEM WARRANTS ISSUED YTD	329				MANUAL WARRANTS ISSUED YTD	0

Fund Summary Issues 1,042.18 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.

**Certification**

---

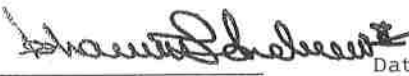
County: Los Angeles  
District: Gorman Elementary  
CDS CODE 19 64584

Fiscal Year: FY 2015-16  
P-2  
7A9A8B91

---

**Attendance School District**

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:  Date: 4/26/2016

County Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

Any inquiries concerning this report should be directed to:

**CONTACT NAME** Cecelia Cummings  
**PHONE** (661)248-6441 \*  
**FAX** (661)248-0604  
**E-Mail** cecelia@cjcummingsscpa.com

**Attendance School District**

County: Los Angeles Fiscal Year: 2015-16  
 District: Gorman Elementary P-2  
 CDS CODE 19 64584 Certificate Number: 7A9A8B91

Regular ADA	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1 39.11	36.14	21.25	0.00	96.50
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	A-2 0.00	0.00	0.00	0.00	0.00
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3 0.00	0.00	0.00	0.00	0.00
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4 0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48660] (Divisor 70/135/180)	A-5 0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (Sum of A-1 through A-5)</b>	A-6 39.11	36.14	21.25	0.00	96.50
<b>Other</b>					
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-1 0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-2 0.00	0.00	0.00	0.00	0.00

**Attendance School District**

County: Los Angeles      Fiscal Year: 2015-16  
 District: Gorman Elementary      P-2  
 CDS CODE 19 64584      Certificate Number: 7A9A8B91

Course Description	B-3	B-4	B-5	B-6	B-7
Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	0.00	0.00	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid screens	0.00	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	1.50				1.50
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)				0.00	0.00
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)					0.00

**Attendance School District**

County: Los Angeles Fiscal Year: 2015-16  
 District: Gorman Elementary P-2  
 CDS CODE 19 64584 Certificate Number: 7A9A8B91

Prior Year ADA Adjustment (P-1 and P-2 only) Grades 9-12 Total

Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a)(2)(B)].

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
C-1 Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	0.00	0.00	0.00	0.00	0.00
C-2 Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-1 + C-2)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a)(2)(C)].

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
C-4 Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	0.00	0.00	0.00	0.00	0.00
C-5 Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	0.00	0.00	0.00	0.00	0.00
<b>ADA Totals (C-4 + C-5)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



**Attendance School District**

County: Los Angeles Fiscal Year: 2015-16  
 District: Gorman Elementary P-2  
 CDS CODE 19 64584 Certificate Number: 7A9A8B91

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education) 0.00

Extended Year Special Education [EC 56345 (b)(3)] C-8 (Divisor 175) 0.00

**ADA Totals (C-7 + C-8)** **0.00**

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education) 0.00

Extended Year Special Education [EC 56345 (b)(3)] C-11 (Divisor 175) 0.00

**ADA Totals (C-10 + C-11)** **0.00**

**Certification**

---

County: Los Angeles

Fiscal Year: FY 2015-16

District: Gorman Elementary

P-2

CDS CODE 19 64584

B6A7FA5E

---

**Class Size Penalties**

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: \_\_\_\_\_



Date: 4/26/2016

County Superintendent of Schools: \_\_\_\_\_

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

Any inquiries concerning this report should be directed to:

**CONTACT NAME** Cecelia Cummings

**PHONE** (661)248-6441 \*

**FAX** (661)248-0604

**E-Mail** cecelia@cjcummingsscpa.com

**Class Size Penalties**

County: Los Angeles      Fiscal Year: 2015-16  
 District: Gorman Elementary      P-2  
 CDS CODE 19 64584      Certificate Number: B6A7FA5E

Kindergarten		Kindergarten									
Classes Maintained for the Full Second Period		Classes Maintained for Less than the Full Second Period									
A-1	A-2	A-3	A-4	A-5	B-1	B-2	B-3	B-4	B-5	B-6	B-7
15	1	15	33	0							
<b>Total</b>	<b>1</b>	<b>15</b>	<b>33</b>		<b>Total</b>						

Grades 1-3		Grades 1-3									
Classes Maintained for the Full Second Period		Classes Maintained for Less than the Full Second Period									
C-1	C-2	C-3	C-4	C-5	D-1	D-2	D-3	D-4	D-5	D-6	D-7
14	2	28	60	0							
<b>Total</b>	<b>2</b>	<b>28</b>	<b>60</b>		<b>Total</b>						

**Kindergarten Excess Enrollment Calculation**  
 E-1: Total Classes (A-2 + B-2)      1  
 E-2: Total Pupils Enrolled (A-3 + B-3)      15  
 E-3: Average Number of Pupils per Class (E-2 / E-1)      15.0  
 E-4: Total Excess Enrollment (A-5 + B-7)      0

**Grades 1-3 Excess Enrollment Calculation**  
 E-5: Total Classes (C-2 + D-2)      2  
 E-6: Total Pupils Enrolled (C-3 + D-3)      28  
 E-7: Average Number of Pupils per Class (E-6 / E-5)      14.0  
 E-8: Total Excess Enrollment (C-5 + D-7)      0

Class Size Penalties

County: Los Angeles Fiscal Year: 2015-16  
District: Gorman Elementary P-2  
CDS CODE 19 64584 Certificate Number: B6A7FA5E

Grades 4-8 Average Enrollment Calculation

F-1: Total Number of Pupils Enrolled 66  
F-2: Total Number of Full Time Equivalent Classroom Teachers 3.0  
F-3: Average Number of Pupils Enrolled Per Full-Time Equivalent Classroom Teacher (F-1 / F-2) 22.0

Kindergarten Full Second Period

A-1: Average Class Enrollment Size  
A-2: Number of Classes of this Size  
A-3: Total Pupils Per Class Size (A-1 \* A-2)  
A-4: Approved Limit of Enrollment (A-2 \* 33)  
A-5: Excess Enrollment (If A-3 > A-4 then A-3 - A-4, else 0)

Kindergarten Less Than Full Second Period

B-1: Average Class Enrollment Size  
B-2: Number of Classes of this Size  
B-3: Total Pupils Per Class Size (B-1 \* B-2)  
B-4: Approved Limit of Enrollment (B-2 \* 33)  
B-5: Excess Enrollment (If B-3 > B-4 then B-3 - B-4, else 0)  
B-6: Fraction of Period in Session (ex: 4/7 = .57)  
B-7: Modified Excess Enrollment (B-5 \* B-6)

Grades 1-3 Full Second Period

C-1: Average Class Enrollment Size  
C-2: Number of Classes of this Size  
C-3: Total Pupils Per Class Size (C-1 \* C-2)  
C-4: Approved Limit of Enrollment (C-2 \* 30)  
C-5: Excess Enrollment (If C-3 > C-4 then C-3 - C-4, else 0)

Grades 1-3 Less Than Full Second Period

D-1: Average Class Enrollment Size  
D-2: Number of Classes of this Size  
D-3: Total Pupils Per Class Size (D-1 \* D-2)  
D-4: Approved Limit of Enrollment (D-2 \* 30)  
D-5: Excess Enrollment (If D-3 > D-4 then D-3 - D-4, else 0)  
D-6: Fraction of Period in Session (ex: 4/7 = .57)  
D-7: Modified Excess Enrollment (D-5 \* D-6)



## School Hours and Lunch Schedule 2016-2017

### Regular Daily Schedule K-8

<b>Morning Bell:</b>	<b>8:30 AM</b>
<b>School Starts:</b>	<b>8:35 AM</b>
<b>Morning Recess K-3</b>	<b>10:00-10:15 AM</b>
<b>Morning Recess 4-8</b>	<b>10:20-10:35 AM</b>
<b>Lunch:</b>	<b>12:00-12:40 PM</b>
<b>Dismissal</b>	<b>2:45 PM</b>

### Minimum Day Schedule K-8

<b>Morning Bell:</b>	<b>8:30 AM</b>
<b>School Starts:</b>	<b>8:35 AM</b>
<b>Morning Recess K-3</b>	<b>10:00-10:15 AM</b>
<b>Morning Recess 4-8</b>	<b>10:20-10:35 AM</b>
<b>Lunch:</b>	<b>12:00-12:40 PM</b>
<b>Early Dismissal</b>	<b>1:00 PM</b>

# GORMAN JOINT SCHOOL DISTRICT - SCHOOL CALENDAR 2016-2017

	Revised/Adopted: April 2016																								
	FIRST WEEK			SECOND WEEK			THIRD WEEK			FOURTH WEEK			Days Taught	Legal Holiday	Local Holiday	Minimum Days	Maximum Days								
	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri				INST						
SUMMER	July																								
JULY 04 - JULY 29	4	5	6	7	8	11	12	13	14	15	Aug	18	19	20	21	22	25	26	27	28	29	0	0	0	0
SUMMER	July										Aug														
JULY 20 - AUG. 14	20	21	22	23	24	27	28	29	30	31		3	4	5	6	7	10	11	12	13	14	0	0	0	0
First School Month	Aug.	MD									Sept.	MD													
AUG. 15 - SEPT. 09	15	16	17	18	19	22	23	24	25	26		29	30	31	1	2	5	6	7	8	9	17	1	0	3
Second School Month											PR					Oct.									
SEPT. 12 - OCT. 7	12	13	14	15	16	19	20	21	22	23		26	27	28	29	30	3	4	5	6	7	20	0	0	1
Third School Month											Nov.														
OCT. 10 - NOV. 4	10	11	12	13	14	17	18	19	20	21		24	25	26	27	28	31	1	2	3	4	20	0	0	1
Fourth School Month											Dec.														
NOV. 7 - DEC. 2	7	8	9	10	11	14	15	16	17	18		21	22	23	24	25	28	29	30	1	2	14	2	4	2
Fifth School Month											MD														
DEC. 5 - Dec. 30	5	6	7	8	9	12	13	14	15	16		19	20	21	22	23	26	27	28	29	30	10	1	9	1
Sixth School Month	Jan.										PR														
JAN. 2 - JAN. 27	2	3	4	5	6	9	10	11	12	13		16	17	18	19	20	23	24	25	26	27	18	2	0	1
Seventh School Month											Feb.														
Jan. 30 - FEB. 24	30	31	1	2	3	6	7	8	9	10		13	14	15	16	17	20	21	22	23	24	18	2	0	1
Eighth School Month											Mar.														
FEB. 27 - MAR. 24	27	28	1	2	3	6	7	8	9	10		13	14	15	16	17	20	21	22	23	24	20	0	0	2
Ninth School Month											Apr.														
MAR. 27 - APR. 21	27	28	29	30	31	3	4	5	6	7		10	11	12	13	14	17	18	29	20	21	14	0	6	1
Tenth School Month											May														
APR. 24 - MAY 19	24	25	26	27	28	1	2	3	4	5		8	9	10	11	12	15	16	17	18	19	20	0	0	1
Eleventh School Month											June														
MAY 22 - JUNE 16	22	23	24	25	26	29	30	31	1	2		5	6	7	8	9	12	13	14	15	16	9	1	0	1
<b>CERTIFICATED CONTRACT YEAR</b>														<b>TOTALS</b>	180	9	19	15							

**Minimum Days- MD Professional Development-PD**

- Contract Days
- Teacher/Staff Development Aug. 15-16
- First Day of School Attendance- August 17, 2016
- Last Day of School Attendance- June 2, 2016
- CAAASPP Testing April 24-May 12
- Snow Day ( 6 snow days are built in )
- FD- First Day of School
- BSN = Back to School Night
- PR- Progress Report
- PTC = Parent/Teacher Conference
- RC- Report Card
- OH = Open House
- LD- Last Day of School

**Legal Holiday per Education Code Section 37220**

Holiday	Date	Day of Week
Independence Day	July 4	Monday
Labor Day	Sept. 5	Monday
Veterans Day	Nov. 11	Friday
Thanksgiving Day	Nov. 24	Thursday
Christmas Day	Dec. 25	Friday
New Year's	Jan. 2	Monday
Martin Luther King, Jr.	Jan. 16	Monday
Lincoln's Birthday Day	Feb. 13	Monday
President's Day	Feb. 20	Monday
Memorial Day	May 29	Monday

**Local Holidays per Education Code Section 37220**

- Thanksgiving November 21- November 25
- Winter Break December 19- January 2
- Spring Break April 10 - April 17

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

**GORMAN JOINT SCHOOL DISTRICT**

Johannis Andrews II  
Superintendent/Principal

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

**RESOLUTION #13-15-16**

**TO DECLARE SALARIES FOR 2016-2017 INDEFINITE FOR ALL  
UNREPRESENTED EMPLOYEES**

As a result of financial uncertainties of the State economy, negotiations, legislation, and other factors which can and does affect the District's funding, the governing board hereby declares that all management, confidential, and other unrepresented employee salaries as declared indefinite for 2016-17.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of May, 2016 by the Board of Trustees of the Gorman Joint School District in Gorman, California.

---

Steve Sonder, President

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

GORMAN JOINT SCHOOL DISTRICT

Johannis Andrews II  
Superintendent/Principal

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

**RESOLUTION #14-15-16**

**DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

**BACKGROUND:**

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

**PROGRAM/EDUCATIONAL IMPLICATION:**

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

**PASSED AND ADOPTED** this 17<sup>th</sup> day of May, 2016 by the Board of Trustees of the Gorman Joint School District in Gorman, California.

---

Steve Sonder, President





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

Appendix A

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

**DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

- Original Declaration of Need for year: 2016-2017
- Revised Declaration of Need for year: \_\_\_\_\_

**FOR SERVICE IN A SCHOOL DISTRICT**

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

Name of County: Los Angeles County CDS Code: 19

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

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

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 17 / 16 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

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

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2017.

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

<u>Johannis L. Andrews II</u>		<u>Superintendent/Principal</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>661-248-0604</u>	<u>661-248-6441</u>	<u>5/17/2016</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>P.O. Box 104 Gorman, CA 93243</u>		
<small>Mailing Address</small>		
<u>jandrews@lws.lacoe.edu</u>		
<small>Email Address</small>		

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

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

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

The declaration shall remain in force until June 30, \_\_\_\_\_.

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

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
_____		
<i>Mailing Address</i>		
_____		
<i>Email Address</i>		

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

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

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

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

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
<input type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	
<input type="checkbox"/> Resource Specialist	_____
<input type="checkbox"/> Teacher Librarian Services	_____
<input type="checkbox"/> Visiting Faculty Permit	_____

**LIMITED ASSIGNMENT PERMITS**

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

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

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	
Special Education	
TOTAL	

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

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

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

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

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

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

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

If yes, how many interns do you expect to have this year? 2

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

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

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

\_\_\_\_\_  
\_\_\_\_\_

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

**GORMAN JOINT SCHOOL DISTRICT**

Johannis Andrews II  
Superintendent/Principal

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

**RESOLUTION #15-15-16**

**VARIABLE TERM WAIVER**

**BACKGROUND:**

Variable Term Waivers are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Variable Term Waivers are issued in 1 year periods and require adequate progress toward the credential goal for renewal.

**PROGRAM/EDUCATIONAL IMPLICATION:**

The Variable Term Waiver allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of May, 2016 by the Board of Trustees of the Gorman Joint School District in Gorman, California.

---

Steve Sonder, President

**TEACHER ASSIGNMENTS AUTHORIZED BY VARIABLE TERM WAIVER**

<b>Cheri Hanshaw</b>	<b>certificated teacher</b>
<b>Michael Duckworth</b>	<b>certificated teacher</b>

## GORMAN JOINT SCHOOL DISTRICT

FIELD TRIP REPORT #04-15-16

May 17, 2016

### **Mrs. Knight & Mrs. Davis**

Frazier Mountain High School-FFA Farm Day  
May 11, 2016  
Grade TK-3<sup>rd</sup> 43 students  
No Cost  
Use of vans

### **Ms. Stanford**

Los Angeles  
June 4-5, 2016  
8<sup>th</sup> grade trip 4-6 students  
Use of van  
All expenses to be paid by 8<sup>th</sup> grade fundraiser

## 2016 8<sup>th</sup> Grade Trip

Saturday, June 4<sup>th</sup>, 7am - Sunday, June 5<sup>th</sup> 9pm

Destination:

Los Angeles

Chaperones:

Ms. Stanford and Mrs. Edwards

Itinerary:

June 4<sup>th</sup>:

7am: Leave Gorman Elementary headed for Santa Monica Pier/Beach

1pm: Leave the beach and head to the Walk of Fame at Hollywood Boulevard

4pm: Head to the hotel, Sheraton Gateway Los Angeles for check in

6pm: Swimming pool then pizza dinner

June 5<sup>th</sup>

9am: Breakfast

10am: Checkout of hotel and head to Manhattan Beach

2pm: Head to the movies (movie choice to be determined)

5pm: Dinner in Los Angeles (dinner choice to be determined)

8pm: Return to Gorman

Estimated cost: \$425 (hotel) + \$100 (gas) + \$500 (food) + \$100 (movie) + \$50 (parking) = \$1175

Source of funding: 8<sup>th</sup> grade fundraisers for this year