

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

August 14, 2018

Gorman School

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

I. CALL TO ORDER

Salute the flag

Roll Call – Members:

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

Roll Call – Administration:

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

ITEMS FROM THE FLOOR

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

II. AGENDA

1. Approve the Agenda as presented for August 14, 2018.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

III. ADJOURN TO CLOSED SESSION

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

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

Moved by _____ Seconded by _____

Vote: yes ___ no ___

IV. RECONVENED TO REGULAR SESSION

Reconvened to Regular Session at _____ P.M.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

ACTION FROM CLOSED SESSION (IF ANY)

V. PRESENTATIONS/INFORMATION/DISCUSSION

A. Presentation

B. Information

1. Superintendent/Principal's Report
2. Trial Balance by Fund Report Period 1
3. Gorman Learning Center Report dated June 28, 2018
4. Gorman Learning Charter Network Regular Session Agenda dated August 13, 2018, 9:30 a.m. and 1:30 p.m.
5. Gorman Learning Charter Network Regular Session Minutes dated June 28, 2018

C. Comments

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

D. Discussion

1. Interdistrict transfers

VI. ACTION ITEMS

A. Administrative and Business Office Items:

1. Approve the Minutes of the Regular Meeting of July 17, 2018.

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

2. Approve Purchase Orders #17-18-342 through 17-18-343 of which \$00.0 was paid from the General Fund and \$00.0 from other funds. (2017-18)

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

3. Approve Purchase Orders #18-19-01 through 18-19-11 of which \$416.00 was paid from the General Fund and \$00.0 from other funds. (2018-19)

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

4. Approve B Warrants #13023-13026, 13031-13033 in the amount of \$2,535.45. (2017-18)

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

5. Approve B Warrants #13027-13030 in the amount of \$1,416.00. (2018-19)

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

6. Approve membership dues with Los Angeles County School Trustees Association (LACSTA) for fiscal year July 1, 2018-June 30, 2019, in the amount of \$60.00.

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

7. Approve quote with Lopez Landscaping in the amount of \$1,050.00.

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

8. Approve Agreement for Professional Services between the Gorman Joint School District and Gertrude Monro, effective August 14, 2018-June 30, 2019, at a daily rate of \$500.00, up to a maximum of 15 days, not to exceed \$7,500.00.

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

9. Approve Agreement for Professional Services between the Gorman Joint School District and Sharon Owen, effective August 1, 2018-June 30, 2019, not to exceed the amount of \$1,000.00 per student for assessments, \$500.00 for CST & review of records and \$50.00 per hr. for counseling.

Moved by _____ Seconded by _____ Vote: yes ___no___

10. Approve Contract for Nursing Services between the Gorman Joint School District and Arcadia Audiometric Associates, Inc., effective August 15, 2018-June 30, 2019, in the amount of \$550.00 per day for 4 days per year for a total amount of \$2,200.00. Each day will equal five hours of service.

Moved by _____ Seconded by _____ Vote: yes ___no___

11. Approve Food Services Agreement with Santa Clarita Valley School Food Services Agency, effective July 1, 2018-June 30, 2019.

Moved by _____ Seconded by _____ Vote: yes ___no___

12. Approve paid meals purchased for breakfast to be \$2.80 and lunch to be \$4.35, effective August 15, 2018-June 14, 2019.

Moved by _____ Seconded by _____ Vote: yes ___no___

13. Approve breakfast reduced meal price to increase from \$.55 to \$.75 and lunch reduced meal price to increase from \$.85 to \$1.00, effective August 15, 2018-June 14, 2019.

Moved by _____ Seconded by _____ Vote: yes ___no___

14. Approve Gorman School Rates for 2018-19 with Storer Transportation with a CPI increase of 2.4%.

Moved by _____ Seconded by _____ Vote: yes ___no___

15. Approve Master Lease Agreement #462655 between VAR Technology Finance and the Gorman Joint School District for 25 Dell computers, monitors, keyboards, mice & stands effective 8/14/18 for 36 months (3 years) in the amount of \$24,834.24 and a \$75.00 Documentation/Processing fee of \$75.00.

Moved by _____ Seconded by _____ Vote: yes ___no___

16. Approve Proposal with Houghton Mifflin Harcourt for the Gorman Elementary School District for the purchase of HMH Go Math CA 2015 Professional Development in the amount of \$3,149.00.

Moved by _____ Seconded by _____ Vote: yes ___no___

17. Approve transfer of no more than \$15,000 from the General Fund (01.0) to the Cafeteria Fund (13.0) for the 2017-18 year end closing.

Moved by _____ Seconded by _____ Vote: yes ___no___

B. Personnel:

18. Approve Personnel Report #02-18-19.

Moved by _____ Seconded by _____ Vote: yes ___no___

19. Approve the Gorman Elementary School District 2018-19 Classified Salary Schedule B.

Moved by _____ Seconded by _____ Vote: yes ___no___

20. Approve the 2018-19 Contract for Employment as a Certificated Employee for Deborah G. Cabitac, effective August 1, 2018-June 30, 2019.

Moved by _____ Seconded by _____ Vote: yes ___no___

C. Board Policy

VII. ADVANCE PLANNING

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

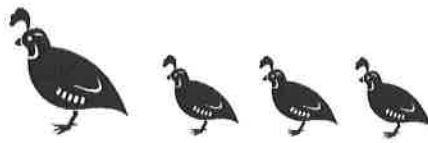
Items for next meeting

1. _____ 2. _____

VIII. ADJOURNMENT

Approve adjournment at _____ P.M.

Moved by _____ Seconded by _____ Vote: yes ___no___



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

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

Superintendent's Report August 2018

Enrollment Projection for 2018-2019 79 students

- New projected enrollment for the 2018-2019 school year is estimated at 79. I have tried to accommodate families that are not satisfied with the El Tejon School District situation. We have established a waiting list for additional students whom may want to attend Gorman from El Tejon per Board approval. We have one student that would like to attend El Tejon.

Curriculum/ Professional Development

- Curriculum/professional development will focus on the improvement of mathematics school wide. Staff development will build the capacity of the teachers in the transition to implementation of Houghton Mifflin Go-Math Standards and technology through developing common language and shared understanding on lesson design and utilizing revised Math Common Core Standards.
 - Gorman will provide professional development for Gorman teachers that focuses on mathematics instructional practices aligned to the Common Core of Common Core lessons. I have scheduled Professional Development and coaching support with Go Math Professional Development and Blended Professional Learning Research Study Coaching. Short sessions will focus on rigor, student engagement, lesson design and development of a rubric for classroom observations.
- The CELDT(California English Language Development Test) has been changed to ELPAC (English Language Proficiency Assessments for California) and will be administered during the months of February through May.
- California students scored the same in math and English on standardized tests this year state wide. Gorman School District students posted small gains in math and maintained about the same level in English Language Arts as their peers statewide. We will continue to focus on mathematics instructional practices and use STAR Reading and Math.
- I will be attending several meetings in Lancaster for the Antelope Valley Superintendents' Association. All meetings are held on the fourth Thursday of the month. Michi Knight will be in charge of the school while I am attending the meetings. Three times during the school year, I will be attending the North Region 15 Superintendents' meetings at Sulphur Springs Union School District Office. The first

meeting is scheduled for September 2018, the second in February 2019, and the third March 2019 in Burbank. No reimbursements are required for these meetings.

2018-2019 Antelope Valley Superintendents' Association Meeting dates:

August 23, 2018
September 27, 2018
October 25, 2018
November 15, 2018 (only if necessary) or
November 29, 2018
February 21, 2019
March 28, 2019
April 25, 2019
May 23, 2019
June 27, 2019 (only if necessary)

Superintendent's Symposium- January 28 - February 2, 2019
PARMA- February 10-13, 2019
SSDA's Annual Conference- March 31-April 3, 2019

Facilities

- During the summer the District Technology Service Department continued upgrading district servers and computer systems in the school. We will be ordering new computers for our computer lab and they should be arriving at the beginning of September. Total cost will be around \$25,000 with a three year lease/buy.
- Teachers and staff painted the girl's and boy's restrooms with positive messages to reinforce our PBIS themes.

Budget

- Gorman's LCAP was approved in July by the County. One more year down.

Events

- Teacher's first day back to work is scheduled for August 13th.
- Staff meeting and staff development is scheduled for 3.5 hours, 8:30AM-12PM on August 13th.
- First day of school is August 15th and it is a minimum day.
- Back-to-School Night is August 16th and it is a minimum day. Food, introductions and informational meeting will start at 5:30 PM in the Multi-purpose Room and classroom visit will occur between 6:00-6:30 and 6:30-7:00 PM.
- Labor Day is September 3rd.

Report ID : LAGL0088
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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

Page No. 1
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit
1300	Cert Supervisors & Admin Sal	5,200.00	0.00
1310	Cert Supervisor & Admin Sal-FT	7,800.00	0.00
	Total for Major Object: 1000	13,000.00	0.00
2130	Instruct Aide Sal-Hourly/Daily	1,000.23	0.00
	Total for Major Object: 2000	1,000.23	0.00
3111	STRS, Certificated Positions	2,035.00	0.00
3331	Medicare, Cert Positions	113.10	0.00
3332	Medicare, Class Positions	14.50	0.00
3412	Hith & Wlfr Benefits, Class	1,000.00	0.00
3511	State Unemploy Insur, Cert Pos	6.50	0.00
3512	State Unemploy Insur, Clas Pos	0.50	0.00
3611	Worker Comp Insur, Cert Pos	160.55	0.00
3612	Worker Comp Insur, Class Pos	12.35	0.00
3999	Benefits-Error	75.40	0.00
	Total for Major Object: 3000	3,417.90	0.00
5940	Communication -Postage	416.00	0.00
	Total for Major Object: 5000	416.00	0.00
8011	Rev Limit State Aid-CYr	0.00	33,899.00
8043	Prior Year's Taxes	0.00	5,201.94
8044	Supplemental Taxes	0.00	8,946.62
8048	Pnlts & Intrst from Dlgnt Tax	0.10	0.00
	Total for Major Object: 8000	0.10	48,047.56
	Net Increase (Decrease) to Fund Balance		30,213.33
9110	Cash in County Treasury	397,177.94	0.00
9200	Accounts Receivable	0.00	380,796.13
9342	Earned Salary Advance	0.00	1,557.00
9519	Accounts Payable-Current Liab.	2,535.45	0.00
9521	Salaries Payable	9,844.56	0.00
9525	FB Subs-STRS	2,264.32	0.00
9526	FB Subs-PERS	553.53	0.00
9528	FB Subs-OASDI	96.53	0.00
9529	FB Subs-MEDICARE	274.03	0.00
9531	FB Subs-SUI	0.00	7.00
9532	FB Sub-W/C	0.00	172.90
	ENDING Fund Balance		30,213.33

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 To Period : 1

Object	Object Description	Debit	Credit
	Total For Fund: 01.0	430,580.59	430,580.59

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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

Page No. 3
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	0.00	
9521	Salaries Payable	846.04	0.00
	ENDING Fund Balance		0.00
Total for Fund: 13.0		846.04	846.04

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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

Page No. 4
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	109.45	0.00
9200	Accounts Receivable	0.00	109.45
	ENDING Fund Balance		0.00
Total for Fund: 14.0		109.45	109.45

Report ID : LAGL008s
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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

Page No. 5
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	57.48	0.00
9200	Accounts Receivable	0.00	57.48
	ENDING Fund Balance		0.00
Total for Fund: 21.0		57.48	57.48

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

Report ID : LAGI008S
 District : 64584
 Fiscal Year : 2019
 TO Period : 1

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	40.59	0.00
9200	Accounts Receivable	0.00	40.59
	ENDING Fund Balance		0.00
Total for Fund: 25.0		40.59	40.59

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 : 2019
 To Period : 1

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	64.16	0.00
9200	Accounts Receivable	0.00	64.16
	ENDING Fund Balance		0.00
Total for Fund: 30.0		64.16	64.16

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 TO Period : 1

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

Page No. 8
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit
	Net Increase (Decrease) to Fund Balance		0.00
9110	Cash in County Treasury	11.09	0.00
9200	Accounts Receivable	0.00	11.09
	ENDING Fund Balance		0.00
Total for Fund: 35.0		11.09	11.09

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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

Page No. 9
 Run Date 08/01/2018
 Run Time 03:39:02
 MONTHLY

Object	Object Description	Debit	Credit

	Net Increase (Decrease) to Fund Balance		0.00

9110	Cash in County Treasury	0.00	2,162.32
9507	Medicare Contributions	141.60	0.00
9511	Federal Tax Withholding	1,293.05	0.00
9512	State Tax Withholding	296.76	0.00
9513	OASDI Liability	0.00	449.85
9514	STRS Liability	1,741.07	0.00
9517	Voluntary Deductions	0.00	460.31
9518	Tax Shelter Annuity	0.00	300.00
9527	FB Subs-EPRS	0.00	100.00

	ENDING Fund Balance		0.00

Total for Fund: 76.0

3,472.48

3,472.48

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2019
 To Period : 1

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



BRINGING ACADEMIC EXCELLENCE
HOME

DATE: June 28, 2018

TO: Board of Trustees
Gorman Joint School District

FROM: Denice Burchett
Executive Director

SUBJECT: MONTHLY BOARD REPORT

BOARD REPORT NO. 6-28-2018

I. BACKGROUND

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

II. June 2018 REPORT

On Thursday June 28, 2018 the Gorman Learning Center Board of Directors convened for a regular board meeting at the business office in Redlands. The month's activities include the following:

Denice Burchett's Report:

1. We just completed 3 graduations and all turned out wonderful! A big thank you to all who volunteered their time to the events.
2. We have developed a marketing team and gave a presentation describing our marketing plans. We discussed our branding, target audiences, the tools we will use and how we will phase it out.
3. We just completed a board election and the board election was approved.
4. Our current board member Tom Stonecipher who was finishing his term has been appointed to serve one more year.

1826 Orange Tree Lane · Redlands, CA 92374
TEL 909-307-6312 · FAX 909-793-5964 · www.gormanlc.org

5. The LCAP was approved.
6. We gave a special thank you to our 2 board members who were leaving.
7. We have 3 new board members who will be sworn in for the August meeting.

Truth Ncube's Report

1. Truth presented the revised budget showing that our deficit will go down within the next few years and we will be in the positive. The board was pleased with the revised budget.
2. The budget was approved for 2018-2019.

Thank you very much
Denice Burchett

Gorman Learning Charter Network

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: August 13, 2018

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

TIME: 9:30 a.m.

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

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

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

Yvette Barringer	Vice President, Treasurer, and Parent Representative
Joshua Stegner	Secretary, Parent Representative
Jana Perea	Parent Representative
Thomas Stonecipher	Parent Representative
Joe Andrews	District Representative

3. NEW DIRECTORS PENDING INSTALLATION

Dori Burnett	Parent Representative
Gina Miller	Parent Representative
Virgil Chewning	Parent Representative

4. APPROVAL OF THE AGENDA

5. COMMUNICATION FROM THE PUBLIC

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

6. INFORMATION/DISCUSSION/ACTION AGENDA

- i. Presentation – Jeff Rice**
- ii. Review and Discussion of Board of Director Training – Wayne Strumpfer**
 - a. Brown Act**
 - b. Best Practices for Boards**
 - c. Conflict of Interest**

7. ADJOURNMENT

Gorman Learning Charter Network

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: August 13, 2018

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

TIME: 1:30 p.m.

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OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of June 28, 2018.

6. COMMUNICATION FROM THE PUBLIC

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

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

8. OATH OF OFFICE

9. ELECTION OF OFFICERS

10. CONSENT AGENDA

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

- a. **Human Resources HR Action Report June and July 2018**
- b. **June and July 2018 Business Services Division Check Register**
- c. **June and July 2018 Business Services Division Payroll Expenditures**
- d. **June and July 2018 Division Purchase Order Listings**
- e. **June and July 2018 Business Services Division Credit Card Register**
- f. **June and July 2018 Enrollment Numbers**

11. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

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

12. INFORMATION/DISCUSSION/ACTION AGENDA

- a. **Review, Discussion and Approval of the 2018-19 Board Meeting Schedule – Denice Burchett and Truth Z. Ncube**
- b. **Review, Discussion and Approval of the 2018-2019 Consolidated Application Certification of Assurances – Truth Z. Ncube and Laura Steidley**
- c. **Review, Discussion and Approval of the Resolution for Authorization for Los Angeles County Office of Education to Issue Funds for Charter School – Truth Ncube and Laura Steidley**
- d. **Review, Discussion and Approval of the Resolution to remove signer, Vanessa Decker – Truth Ncube**
 - i. **Business Market Rate Account**
 - ii. **Checking Account**
 - iii. **Checking Account**

- e. **Review, Discussion and Approval of Job Descriptions – Naja Braddock**
 - i. **IT Support Technician**
 - ii. **Fiscal Services Coordinator**
 - iii. **Fiscal Services Lead Specialist**
 - iv. **Fiscal Services Specialist**
 - v. **Fiscal Services Technician**

- f. **Review, Discussion, and Approval of Riders – Naja Braddock**
 - i. **Academic Coach**
 - ii. **English Language Development Teacher**

- g. **Update and Report from Evergreen Associates LLC on organizational review – Sabrina Bow**

13. ITEMS FOR NEXT MEETING

14. CONFIRM MEETING PLACE AND TIME

15. ADJOURNMENT

Gorman Learning Charter Network

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: June 28, 2018

MEETING PLACE: 1826 Orange Tree Lane
Redlands, CA 92374

TIME: 4:00 p.m.

Board Streaming: www.gormanlc.org/video

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OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER 4 P.M.
2. BOARD OF DIRECTORS ROLL CALL

Vanessa Decker	President, Parent Representative (Present)
Yvette Barringer	Vice President, Treasurer, Parent Representative (Present)
Joshua Stegner	Secretary, Parent Representative (Present)
Jana Perea	Parent Representative (Present)
Thomas Stonecipher	Parent Representative (Present)
Danielle Versluys	Parent Representative (Absent)
Joe Andrews	District Representative (Absent)

3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF THE AGENDA

Motion to approve the agenda.
Moved by: Joshua Stegner
Second by: Jana Perea
Motion Carried: 5-0

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of June 14, 2018.

Motion to approve the minutes from June 14, 2018.

Moved by: Joshua Stegner

Second by: Jana Perea

Motion Carried: 5-0

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

Vanessa Decker thanked Gorman and all stakeholders for allowing her to serve on the Board the last 3 years. She said she was very grateful to be a part of the Board.

8. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

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

Denice Burchett said she would like to thank Vanessa Decker and Danielle Versluys for their time on the Board. Denice said she would like to especially thank Vanessa for stepping up as president. Denice said she thought Vanessa did a wonderful job and she was thankful for the opportunity to work with her.

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

Truth Ncube said he would like to thank Vanessa Decker and Danielle Versluys for serving on the Board. Truth said he appreciated all the valuable learning experiences.

9. INFORMATION/DISCUSSION/ACTION AGENDA

- a. **Review, Discussion and Approval of the El Dorado SELPA Independent Contractor Agreement – Denice Burchett**

Motion to approve the El Dorado SELP Independent Contractor Agreement.

Moved by: Yvette Barringer

Second by: Thomas Stonecipher

Motion Carried: 5-0

- b. Review, Discussion and Approval of the 2018-2019 Gorman Learning Center Budget – Denice Burchett, Truth Ncube, Naja Braddock, Laura Steidley and the Budget Team**

Yvette Barringer said she would like clarification on vacation and sick time for a PLT who becomes a 12 month employee.

Motion to approve the 2018-2019 Gorman Learning Center Budget.

Moved by: Joshua Stegner

Second by: Yvette Barringer

Motion Carried: 5-0

- c. Review, Discussion and Approval of the 2018-2019 Gorman Learning Center San Bernardino/Santa Clarita Budget – Denice Burchett, Truth Ncube, Laura Steidley, and the Budget Team**

Motion to approve the 2018-2019 Gorman Learning Center San Bernardino/Santa Clarita Budget.

Moved by: Thomas Stonecipher

Second by: Jana Perea

Motion Carried: 5-0

- d. Review, Discussion and Approval of EPA Spending Plan – Truth Ncube and Laura Steidley**

Motion to approve the EPA Spending Plan.

Moved by: Jana Perea

Second by: Yvette Barringer

Motion Carried: 5-0

- e. Review, Discussion and Approval of the Signer Resolution – Truth Ncube**
i. Wells Fargo ASB Checking Addition of Carrie Quiza

Motion to approve the addition Carrie Quiza to the Wells Fargo ASB Checking Account.

Moved by: Joshua Stegner

Second by: Jana Perea

Motion Carried: 5-0

- ii. Wells Fargo ASB Checking Addition of Leticia Clark**

Motion to approve the addition of Leticia Clark to the Wells Fargo ASB Checking Account.

Moved by: Jana Perea

Second by: Thomas Stonecipher

Motion Carried: 5-0

- iii. Wells Fargo ASB Checking Addition of Olivia Duran**

Motion to approve the addition of Olivia Duran to the Wells Fargo ASB Checking Account.

Moved by: Yvette Barringer

Second by: Jana Perea

Motion Carried: 5-0

f. Review, Discussion and Approval of the Removal of Signers to ASB Account – Truth Ncube

i. Wells Fargo ASB Checking Removal of Cheryl Stafford

Motion to approve the removal of Cheryl Stafford from the Wells Fargo ASB Account.

Moved by: Jana Perea

Second by: Joshua Stegner

Motion Carried: 5-0

ii. Wells Fargo ASB Checking Removal of Vicki McClure

Motion to approve the removal of Vicki McClure from the Wells Fargo ASB Account.

Moved by: Yvette Barringer

Second by: Joshua Stegner

Motion Carried: 5-0

g. Review, Discussion and Approval of Salary Schedules for 2018-19 Fiscal Year – Truth Ncube and Naja Braddock

i. Non-Certificated

Motion to approve the Non-Certificated Salary Schedule for 18-19.

Moved by: Yvette Barringer

Second by: Joshua Stegner

Motion Carried: 5-0

ii. Certificated

Motion to approve the Certificated Salary Schedule for 18-19.

Moved by: Joshua Stegner

Second by: Thomas Stonecipher

Motion Carried: 5-0

iii. Resource Center Supervisor and Resource Center Assistant Supervisor

Motion to approve the Resource Center Supervisor and Resource Center Assistant Supervisor Salary Schedule for 18-19.

Moved by: Thomas Stonecipher

Second by: Joshua Stegner

Motion Carried: 5-0

h. Review, Discussion and Approval of the Charter Safe 2018-19 Renewal Contract – Naja Braddock

Motion to approve Charter Safe 2018-19 Renewal Contract.

Moved by: Thomas Stonecipher

Second by: Jana Perea

Motion Carried: 5-0

i. Review, Discussion and Approval of the revised Gorman Learning Charter Network Student Handbook – Olivia Duran

Motion to approve the revised Gorman Learning Charter Network Student Handbook with a change to page 12 of the words “targeted assistance”.

Moved by: Jana Perea

Second by: Joshua Stegner

Motion Carried: 5-0

10. ITEMS FOR NEXT MEETING

The Board requested the next board meeting tentatively be scheduled for the second week of August 2018.

11. CONFIRM MEETING PLACE AND TIME

None until the 18-19 school year.

12. ADJOURNMENT 5:02 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

MINUTES OF THE REGULAR MEETING

July 17, 2018

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

The Flag salute was held.

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

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

Others Present: Teachers, Casey Stanford & Michi Knight, School Secretary, Denise Saenz

6120 The Board approved the Agenda as presented for July 17, 2018.

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

6121 Adjourn to Closed Session at 3:00 P.M. to discuss personnel, employer/employee relations. (Govt. Code 54957, 54957.6):

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

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

6122 Reconvened to Regular Session at 3:28 P.M.

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

No action taken in closed session.

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

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

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

6123 The Board approved the Minutes of the Regular Meeting of June 12, 2018.

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

6124 The Board approved the Minutes of the Special Meeting of June 19, 2018.

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

6125 The Board approved Purchase Orders #17-18-309 through 17-18-341 of which \$34,609.67 was paid from the General Fund and \$9,687.80 from other funds.

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

6126 The Board approved B Warrants #12977-13022 in the amount of \$67,533.00.

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

6127 The Board approved the Year-End Appropriation Transfers.

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

6128 The Board approved Renewal of ACSA Full Regular Membership for July 1, 2018-June 30, 2019 for Johannis Andrews, in the amount of \$1,233.00.

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

6129 The Board approved the 2018-19 CARS Reports (Consolidated Application Reporting System)-2018-19 Certification of Assurances, 2018-19 Protected Prayer Certification, 2018-19 LCAP Federal Addendum Certification, 2018-19 Application for Funding, 2018-19 Title III English Learner Student Program Subgrant Budget, 2018-19 Substitute System for Time Accounting, 2018-19 Nonprofit Private School Consultation and the 2018-19 Other ESEA Nonprofit Private School Participation.

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

6130 The Board approved Annual Report of School District Attendance for fiscal year 2017-18.

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

6131 The Board approved Annual Report of School District Audit Adjustments to CALPADS Data for fiscal year 2017-18.

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

6132 The Board approved Agreement for Special Services with Law Firm Atkinson, Andelson, Loya, Ruud & Romo and the Gorman Joint School District, effective July 1, 2018-June 30, 2019.

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

6133 The Board approved Agreement for Professional Services between the Gorman Joint School District and Prentis Edwards, effective July 1, 2018-June 30, 2019, at an hourly rate of \$50.00, up to a maximum of \$10,000.00.

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

6134 The Board approved Agreement for Professional Services between the Gorman Joint School District and Mark Peterson, effective July 1, 2018-June 30, 2019, at an hourly rate of \$75.00, up to a maximum of \$1,500.00.

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

6135 The Board approved Water Sampling Agreement between the Gorman Joint School District and AKA Water Services, Inc., effective July 1, 2018-June 30, 2019.

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

6136 The Board approved CSBA membership dues and Education Legal Alliance membership dues in the California School Boards Association (CSBA) for fiscal year July 1, 2018-June 30, 2019, in the amount of \$1,416.00.

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

6137 The Board approved Gamut Online with the California School Boards Association (CSBA) for fiscal year July 1, 2018-June 30, 2019, in the amount of \$855.00.

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

6138 The Board approved Software Support and eZcat Support with Book Systems, Inc. for fiscal year July 1, 2018-June 30, 2019, in the amount of \$255.00.

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

6139 The Board approved one year service agreement with Xerox Corporation for the Colorqube 8570 printer from August 4, 2018 to August 3, 2019, in the amount of \$199.00.

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

6140 The Board approved Aeries ASP Hosting Services Subscription and Aeries ASP Subscription-Additional/Prior Years Databases for 7/1/18-6/30/19 in the amount of \$3,700.00.

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

6141 The Board approved Lexia Reading Core5 with Greenfield Learning for 65 Lexia Reading Student license seats for 3 years @ \$60.00 in the amount of \$3,900.00.

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

6142 The Board approved the 2017-18 4th Quarterly Report on Williams Uniform Complaints.

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

6143 The Board approved the 2017-18 Consumer Confidence Report.

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

6144 The Board approved Agreement for Financial Manager Services between the Gorman Joint School District and Cecelia J. Cummings, CPA, effective July 1, 2018-June 30, 2019 at a monthly amount of \$4,150.00, up to a maximum of \$49,800.00 per year.

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

President Sonder stated that all the work Cecelia Cummings does is greatly appreciated.

6145 The Board approved Conference/Mileage Report #01-18-19.

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

6146 The Board approved Personnel Report #01-18-19.

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

6147 The Board approved Resolution #01-18-19 Board Absence of Julie Ralphs on June 12, 2018 and June 19, 2018.

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

6148 The Board approved the Gorman Joint School District 2018-19 Certificated Teacher Salary Schedule T.

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

6149 The Board approved the Gorman Elementary School District 2018-19 Certificated Substitutes Daily-Hourly short term and long term substitutes Salary Schedule T.

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

6150 The Board approved the Gorman Elementary School District 2018-19 Classified Salary Schedule Z.

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

6151 The Board approved the Gorman Elementary School District 2018-19 Special Education Certificated Salary Schedule S.

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

6152 The Board approved the 2018-19 Contract for Employment as a Certificated Employee for Lori M. Knight, effective August 1, 2018-June 30, 2019.

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

6153 The Board approved the 2018-19 Contract for Employment as a Certificated Employee for Casey B. Stanford, effective August 1, 2018-June 30, 2019. Technology Services Stipend Additional Duty effective July 1, 2018-June 30, 2019.

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

6154 The Board approved the 2018-19 Contract for Employment as a Certificated Employee for Patricia L. Rodriguez, effective August 1, 2018-June 30, 2019.

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

The next regular meeting of the Board of Trustees will be held Tuesday, August 14, 2018 at 3:00 P.M. closed session and 3:30 P.M. regular session.

6155 The Board adjourned the meeting at 3:38 P.M.

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

Steve Sonder, President

PURCHASE ORDER LOG
6/1/18-6/30/18

PO#	DATE	VENDOR	DESCRIPTION	ESTIMATED AMOUNT	AMOUNT PAID GENERAL	AMOUNT PAID OTHER	DATE PAID
17-18-342	6/30/18	JOHANNIS ANDREWS	MILEAGE 6/18	\$153.69			
17-18-343	6/30/18	AMERICAN EXPRESS	LW-PE SUPPLIES, JA-PE SUPPLIES, MAINT SUPPLIES, SSSA CONF EXP-MEAL & LODGING	\$3,277.84			
			TOTAL	\$3,431.53			
			REMAINING UNPAID	\$3,431.53			



Business Gold Card
GORMAN SCHOOL DIST
LISE WASTAFERRO
 Closing Date 07/24/18 Next Closing Date 08/24/18



p. 1/4

OPENSM

Account Ending [REDACTED]

New Balance **\$3,277.84**

Please Pay By **08/08/18[‡]**

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

Visit
www.membershiprewards.com

Account Summary

Previous Balance	\$1,165.88
Payments/Credits	-1,165.88
New Charges	+3,277.84
Fees	+\$0.00

New Balance **\$3,277.84**

Days in Billing Period: 32

See page 2 for important information about your account.

Important Information: To access the most up to date version of your Cardmember Agreement, please log in to your Account at www.americanexpress.com.

Customer Care

Pay by Computer
open.com/pbc

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

See Page 2 for additional information.

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

Payment Coupon
 Do not staple or use paper clips

Pay by Computer
open.com/pbc

Pay by Phone
 1-800-472-9297

Account Ending [REDACTED]

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

FP 01 017588 51327 B.80 C



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

Please Pay By
08/08/18
 Amount Due
\$3,277.84

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

AMERICAN EXPRESS
 BOX 0001
 LOS ANGELES CA 90096-8000

0000349991125538645 000327784000327784 20 H

017588 1/2

6

(1)

RO3STWR1 20518

000015821

(000)



Business Gold Card
 GORMAN SCHOOL DIST
 LISE WASTAFERRO
 Closing Date 07/24/18

OPENSM



p. 3/4

Account Ending [REDACTED]

Payments and Credits

Summary

	Total
Payments	-\$1,165.88
Credits	\$0.00
Total Payments and Credits	-\$1,165.88

Detail *Indicates posting date

Payments	Amount
07/02/18* LISE WASTAFERRO PAYMENT RECEIVED - THANK YOU	-\$1,165.88

New Charges

Summary

	Total
LISE WASTAFERRO [REDACTED]	\$712.67 ✓
JOHANNIS ANDREWS [REDACTED]	\$2,565.17 ✓
Total New Charges	\$3,277.84

Detail

LISE WASTAFERRO
 Card Ending [REDACTED]

	Amount
06/21/18 AMAZON MKTPLACE PMTS BOOK STORES AMZN.COM/BILL WA <i>PE supplies</i> \$93.52	\$93.52
06/21/18 AMAZON MKTPLACE PMTS BOOK STORES AMZN.COM/BILL WA <i>"</i> \$457.32	\$457.32
06/21/18 AMAZON MKTPLACE PMTS BOOK STORES AMZN.COM/BILL WA <i>"</i> \$16.95	\$16.95
06/21/18 AMAZON MKTPLACE PMTS BOOK STORES AMZN.COM/BILL WA <i>"</i> \$28.67	\$28.67
06/21/18 AMAZON MKTPLACE PMTS BOOK STORES AMZN.COM/BILL WA <i>"</i> \$116.21	\$116.21

JOHANNIS ANDREWS
 Card Ending [REDACTED]

	Amount
06/21/18 WALMART.COM RETAIL 800-966-6546 AR <i>PE supplies</i> \$2,240.86	\$2,240.86
06/28/18 MARISOL AT THE CLIFFS 650000010455262 8057735000 PISMO BEACH CA <i>SSOA Conf meal</i> \$20.00 ✓	\$20.00
06/29/18 THE CLIFFS RESORT 616953 PISMO BEACH CA <i>SSOA Conf Lodging</i> \$284.98 ✓	\$284.98
07/10/18 THE HOME DEPOT 800-654-0688 LANCASTER CA <i>maint supplies</i> \$19.33 ✓	\$19.33

2018-19

2017-18

Report Id : LAAP029S1
 District : 64584
 Fiscal Year: 2019
 GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2018-07-17 Issue Date : 2018-07-18

Page No : 1
 Run Date : 2018-07-17
 Run Time : 19.09.55

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
13031			01.0-00000.0-00000-72000-5910-0000000	12/18			84.34						
			Total				84.34		84.34	24691679	CHK PAYOUT	8080	
13032			01.0-00000.0-00000-82000-5560-0000000	12/18			194.98						
			Total				194.98		194.98	24691680	CHK PAYOUT	8080	
13033			01.0-00000.0-00000-82000-5510-0000000	12/18			1676.56						
			Total				1676.56		1676.56	24691681	CHK PAYOUT	8080	
REGISTER TOTAL AMOUNT Issues : 1,955.88 Voids : 0.00 Net Disbursed : 1,955.88 Total number of vouchers : 3 Number of Vouchers Audited : 0													
SYSTEM WARRANTS ISSUED	3	From	24691679	To	24691681								
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	11	MANUAL WARRANTS ISSUED YTD		0	WARRANTS VOIDED YTD		0						

Fund Summary Issues 1,955.88 Voids 0.00
 01.0 1,955.88 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.

2017-18

Report Id : LAAP029S1
 District : 64584
 Fiscal Year: 2019
 GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2018-06-29 Issue Date : 2018-07-02
 Page No : 1
 Run Date : 2018-06-29
 Run Time : 19.13.08

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	PMT PAY MTD CYCLE	SEQ NBR	STAT
AKA WATER SERVICES, INC.	13026	✓		01.0-00000.0-00000-72000-5800-0000000			12/18		75.00					
			Total						75.00	✓24658706			8058	
CO. OF LOS ANGELES DEPT OF PUB	13023	✓		01.0-00000.0-00000-82000-5510-0000000			12/18		10.00					
			Total						10.00	✓24658707			8058	
READY REFRESH BY NESTLE	13024	✓		01.0-00000.0-00000-82000-5530-0000000			12/18		67.39					
			Total						67.39	✓24658708			8058	
SCHOOL SPECIALTY/CLASSROOM DIR	13025	✓		01.0-00000.0-11100-10000-4310-0000100			12/18		427.18					
			Total						427.18	✓24658709			8058	

Bathi Sampling 6/27/18
Annual Streetlight Assessment 2017-18
Service 5/23/18-6/22/18
PE supplies

REGISTER TOTAL AMOUNT	Issues :	579.57	Voids :	0.00	Net Disbursed :	579.57	
SYSTEM WARRANTS ISSUED	4	From 24658706	To 24658709	Total number of vouchers :	4	Number of Vouchers Audited	0
MANUAL WARRANTS ISSUED	0	From	To				
NUMBER OF VOIDS	0						
SYSTEM WARRANTS ISSUED MTD	4	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0		
SYSTEM WARRANTS ISSUED YTD	4	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0		

Fund Summary
 01.0 579.57
 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.

2018-19

Report Id : LAAP02951
 District : 64584
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2018-07-11 Issue Date :2018-07-12

Page No : 1
 Run Date : 2018-07-11
 Run Time : 19.17.39

PAYEE	VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
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POSTMASTER	13030			01.0-00000.0-00000-72000-5940-00000000	01/19			116.00							
									116.00	24680963	116.00	24680963	CHK PAYOUT	8072	

P.O. Box 104 Rental 1yr.

REGISTER TOTAL AMOUNT	Issues :	116.00	To	24680963	Voids :	0.00	Total number of vouchers :	1	Number of Vouchers Audited	0
SYSTEM WARRANTS ISSUED	1 From									
MANUAL WARRANTS ISSUED	0 From									
NUMBER OF VOIDS	0									
SYSTEM WARRANTS ISSUED MTD	8									
SYSTEM WARRANTS ISSUED YTD	8									
MANUAL WARRANTS ISSUED MTD	0									
MANUAL WARRANTS ISSUED YTD	0									
WARRANTS VOIDED MTD										
WARRANTS VOIDED YTD										

Fund Summary
 01.0 116.00 Voids 0.00

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

2018-19

Report Id : LAAP029S1 District : 64584 Fiscal Year: 2019
 GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2018-07-09 Issue Date :2018-07-10

Page No : 1
 Run Date : 2018-07-09
 Run Time : 19.15.10

VOUCHER REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	AMT BY WARRANT	WARRANT NUMBER	FMT PAY MTD CYCLE	SEQ NBR	STAT	
13029		01.0-00000.0-00000-72000-5940-0000000				01/19	300.00						
Total							300.00	300.00	24672841	CHK PAYOUT	8068		
REGISTER TOTAL AMOUNT							Issues :	300.00			Net Disbursed :	300.00	
SYSTEM WARRANTS ISSUED							1 From 24672841	To	24672841		Total number of vouchers :	1	Number of Vouchers Audited
MANUAL WARRANTS ISSUED							0 From	To				0	
NUMBER OF VOIDS							0						
SYSTEM WARRANTS ISSUED MTD							7		MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0	
SYSTEM WARRANTS ISSUED YTD							7		MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0	
Fund Summary							Issues	300.00					
							Voids	0.00					

Stamps

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.

2018-19

Report Id : LAAP029s1
 District : 64584
 Fiscal Year: 2019

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2018-07-03 Issue Date :2018-07-05

Page No : 1
 Run Date : 2018-07-03
 Run Time : 19.16.12

VOUCHER ID	REF NO	PO NUMBER	Fund ResPrj	Goal Func	Obj	Sch/Loc	Per/FY	AMT BY ACCOUNT	WARRANT NUMBER	AMT BY WARRANT	WARRANT NUMBER	PMT PAY MTD CYCLE	SEQ NBR	STAT
13028			01.0-00000.0-00000-71100-3412-0000000				01/19	500.00						
			Total					500.00	500.00	24663573			8062	
13027			01.0-00000.0-00000-71100-3412-0000000				01/19	500.00						
			Total					500.00	500.00	24663574			8062	

Health Stipend 7/18

Health Stipend 7/18

REGISTER TOTAL AMOUNT	Issues :	1,000.00	To	24663574	Voids :	0.00	Net Disbursed :	1,000.00
SYSTEM WARRANTS ISSUED	2	From						
MANUAL WARRANTS ISSUED	0	From						
NUMBER OF VOIDS	0							

SYSTEM WARRANTS ISSUED MTD	6	MANUAL WARRANTS ISSUED MTD	0	WARRANTS VOIDED MTD	0
SYSTEM WARRANTS ISSUED YTD	6	MANUAL WARRANTS ISSUED YTD	0	WARRANTS VOIDED YTD	0

Fund Summary Issues 1,000.00 Voids 0.00

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

INVOICE

Membership Dues

July 1, 2018 – June 30, 2019

DISTRICT:

Gorman Joint School District

TOTAL AMOUNT DUE: \$ 60.00

(Calculated by the number of your board members multiplied by the dues fee of \$20.00)

Please make your checks payable to LACSTA and JET mail to:

**Susan Bishop
Los Angeles County Office of Education
9300 Imperial Highway, Downey CA 90242
Education Center – Room 103**

NO PURCHASE ORDERS

AGREEMENT FOR PROFESSIONAL SERVICES

This agreement is entered into between the Gorman Joint School District ("District") and Gertrude Monro ("Contractor") and is dated, for reference, August 14, 2018.

The parties agree as follows:

- 1. Consultant Services.** Contractor agrees to perform during the term of this Agreement, the tasks, obligations and services of Special Education/Administrative substitute.
- 2. Payment for Services.** Contractor agrees to undertake this work at a daily rate of \$500.00, up to a maximum of 15 days, not to exceed \$7,500.00. Number of days to be approved by the Superintendent prior to working.
All payments will be based on invoices submitted to District by Contractor and approved by District's authorized representative.
Contractor will invoice District for services performed during the previous month. District will render payment to contractor within 30 days of receipt of invoice.
- 3. Term of Agreement.** This Agreement begins on August 14, 2018 and ends at the expiration of June 30, 2019. Extension or renewal requires approval of District's Governing board or its authorized representative. This agreement may be terminated by either party at any time on 30 days prior written notice
- 4. Time for Performance.** All services required of the Contractor will be completed on or before the specified end of the term.
- 5. Records.** Contractor will maintain full and accurate records in connection with this Agreement and will make them available to District for inspection at any time. Contractor's work product produced under this Agreement shall be the property of the District.
- 6. Status of Contractor.** District and Contractor agree that Contractor, in performing the services specified in this Agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. Contractor shall be free to contract for similar services to be performed for other employers while under contract with District. Contractor will not accept such engagements which interfere with performance under this Agreement. Contractor is not an agent or employee of District. Contractor is not entitled to participate in any pension plan, insurance, or similar benefits the District provides for its employees.

7. **Hold Harmless.** Contractor shall hold District, its officers, agents and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of Contractor, its officers, agents or employees taken under this Agreement.
8. **Compliance with Laws.** Contractor shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
9. **Modification or Assignment.** This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by District's Governing Board or authorized representative.
10. **Designation of Representatives.** For purposes of performance and notifications, the representatives of the parties and their business addresses are as follows:

A. Contractor: Gertrude Monro
78895 Cadence Lane
Palm Desert, CA 92211
310-701-2609

B. District: Gorman Joint School District
Johannis Andrews, Superintendent
49847 Gorman School Road
Gorman, CA 93243
661-248-6441

Approved by the Board of Trustees, Gorman Joint School District, Gorman, California on August 14, 2018.

Contractor

District

Signature
Consultant

Signature
Superintendent

AGREEMENT FOR PROFESSIONAL SERVICES

This agreement is entered into between the Gorman Joint School District and Sharon Owen and is dated, for reference August 1, 2018.

The parties agree as follows:

1. **Consultant Services.** Contractor agrees to perform during the term of this Agreement, the tasks, obligations and services of Special Education evaluation assessments, parent and teacher conferences, IEP meetings, reports and follow-up for GSD students.
2. **Payment for Services.** Contractor agrees to undertake this work not to exceed the amount of \$1,000.00 per student for assessments, \$500.00 for CST & review of records and \$50.00 per hr. for counseling. All payments will be based on invoices submitted to District by Contractor and approved by District's authorized representative. Contractor will invoice District for services performed during the previous month. District will render payment to Contractor within 30 days of receipt of invoice.
3. **Term of Agreement.** This Agreement begins on August 1, 2018 and ends at the expiration of June 30, 2019. Extension or renewal requires approval of District's Governing Board or its authorized representative. This agreement may be terminated by either party at any time on 30 days prior written notice
4. **Time for Performance.** All services required of the Contractor will be completed on or before the specified end of the term.
5. **Records.** Contractor will maintain full and accurate records in connection with this Agreement and will make them available to District for inspection at any time. Contractor's work product produced under this Agreement shall be the property of the District.
6. **Status of Contractor.** District and Contractor agree that Contractor, in performing the services specified in this Agreement, shall act as an Independent Contractor and shall have control of all work and the manner in which it is performed. Contractor shall be free to contract for similar services to be performed for other employers while under contract with District; Contractor will not accept such engagements which interfere with performance under this Agreement. Contractor is not an agent or employee of District. Contractor is not entitled to participate in any pension plan, insurance, or similar benefits the District provides for its employees.

7. **Hold Harmless.** Contractor shall hold District, its officers, agents and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of Contractor, its officers, agents or employees taken under this Agreement.
8. **Compliance with Laws.** Contractor shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
9. **Modification or Assignment.** This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by District's Governing Board or authorized representative.
10. **Designation of Representatives.** For purposes of performance and notifications, the representatives of the parties and their business addresses are as follows:

- | | | |
|----|-------------|---|
| A. | Contractor: | Sharon Owen
26350 Bear Valley Rd
Tehachapi, CA 93561
661-972-2743
License #2336 |
| B. | District: | Gorman School District
Johannis Andrews II, Superintendent
49847 Gorman School Road
Gorman, CA 93243
661-248-6441 |

Approved by the Board of Trustees, Gorman Joint School District, Gorman, California on August 14, 20178

Contractor

District

Signature
Consultant

Signature
Superintendent

ARCADIA AUDIOMETRIC ASSOCIATES, INC.
21630 FARMINGTON LANE
SAUGUS, CALIFORNIA 91350
PHONE/FAX (661) 296-1838

This proposal for services is dated **July 4, 2018** and is submitted by **ARCADIA AUDIOMETRIC ASSOCIATES, INC.**, hereinafter referred to as "**AGENCY**" AND **GORMAN SCHOOL DISTRICT** hereinafter referred to as "**DISTRICT**".

Upon acceptance and signature by both **DISTRICT AND AGENCY**, this proposal becomes an agreement for services wherein each mutually agree as follows:

1. **AGENCY** shall:
 - (a) Arcadia Audiometric Associates, Inc (AAA) to perform hearing and vision screenings on all Kindergarten, second, fifth, eighth, plus referral students identified by **DISTRICT**.
 - (b) AAA to complete mandated reports for hearing, pertussis, oral health and TDAP per the state requirements.
 - (c) AAA to check for compliance with immunizations for kindergarten and complete the state mandated report.
 - (d) AAA to submit the results of all screenings to the **DISTRICT** and document in the student's cum pertinent results and send out any referrals as needed.
 - (e) AAA to conduct 5th grade hygiene presentation.
 - (f) **AGENCY (AAA)** will be available for phone consultation as needed during school hours, during the school year at **661-510-1905**.
2. **DISTRICT** shall be solely responsible for the identification, retrieval, conduct and supervision of students. **DISTRICT** shall provide adequate personnel to control and supervise students at all times during the course of the testing and screenings.
3. **DISTRICT** shall designate staff or other officer as its authorized agent to coordinate the implementation of the Agreement. **DISTRICTS** shall also provide adequate assistance which may be in the form of volunteer adult help to assist with testing administrative procedures as agreed upon between **DISTRICT** and **AGENCY**.
4. For the services rendered under this Agreement, **DISTRICT** shall pay to the **AGENCY**, a rate of \$2200.00 for the 2018/2019 school year. Payment shall be 30 days upon receipt of invoice.
Each day will equal two hours of on site service and unlimited telephone consultation.
5. **AGENCY** shall perform school nursing services 4 days per year between August 2018 and June 2019. Specific days of service are to be determined.

6. **AGENCY** agrees to supply upon request of **DISTRICT** a Certificate of Insurance upon request.

7. **AGENCY** has the right to terminate this contract at any time.

Accepted:

ARCADIA
AUDIOMETRIC ASSOCIATES, INC.
(AGENCY)

GORMAN
SCHOOL DISTRICT
(DISTRICT)

By: *Alison Schmidt*

By: _____

Title: *President*

Title: _____

Date: *7/4/18*

Date: _____

Names and Qualifications of supervisory personnel (**DISTRICT**):

Names and Qualifications of supervisory personnel (**AGENCY**):

<u>Alison Schmidt, R.N., MSN</u>	<u>Credentialed School Nurse, Certified Audiometrist</u>
<u>Pam Ritenour</u>	<u>Certified Audiometrist</u>
<u>Mike Denmeade</u>	<u>Certified Audiometrist</u>

SANTA CLARITA VALLEY SCHOOL FOOD SERVICES AGENCY

AGREEMENT TO FURNISH FOOD SERVICES

This agreement is effective on this first day of July, 2018 by and between Santa Clarita Valley School Food Services Agency (SCVSFSA), hereinafter referred to as Agency and Gorman School District, hereinafter referred to as Institution.

WHEREAS, the facilities of the Institution are not adequate for preparing meals for the food services program; and,

WHEREAS, the facilities of the Agency are adequate to prepare product for students at the Institution; and,

WHEREAS, the Agency is willing to provide such services to the Institution on a cost reimbursement basis;

THEREFORE, both parties hereto agree as follows:

Both parties will be responsible for maintaining the proper temperature of the meals/snacks until they are served.

AGENCY AGREES TO:

1. Prepare and deliver selected meals by 5:00 P.M. on each of the Institution's school days in accordance with the number of meals requested and at the cost agreed upon in this contract:

School Breakfast with Milk	\$ 2.14
School Lunch with Milk	\$ 3.58
Delivery charge:	\$75.00 per delivery (twice/week)

All prepared meals shall meet USDA requirements for reimbursement.

2. Maintain full and accurate records that the Institution will need to meet its responsibility including the following:
Production records, including daily number of meals delivered by type. Those records must be reported to the Institution promptly at the end of the month.
3. Retain required records for a period of three (3) years after the end of the fiscal year to which they pertain (or longer, if an audit is in progress); and upon request, to make all accounts and records pertaining to the Program available to representatives of the State Department of Education, the US Department of Agriculture, and the U. S. General Accounting Office for audit or administrative review at a reasonable time and place.

INSTITUTION AGREES TO:

1. Deliveries will be twice per week; food items will be delivered, then prepared for service on-site by institution staff.
2. Request for meal count changes need to be called in or faxed to the Agency 48 Hours before the next delivery date. Errors in counts called or faxed in shall be the responsibility of the Institution.
3. Consult with the Agency five days in advance regarding any special item request.
4. Pay Agency by the 10th of each month, the full amount as presented on the one itemized invoice per month.
5. In the event that market circumstances change dramatically, the Agency reserves the right to increase our prices accordingly, pending fifteen (15) days written notice.

TERMS OF THE AGREEMENT:

This agreement shall be effective as of July 1, 2018 through June 30, 2019. It may be terminated by notification, in writing, given by any party hereto to the other parties at least 30 days prior to the date of termination.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the dates indicated below.

For the Santa Clarita Valley School Food Services Agency	For the Gorman School District
Agency Official Name & Title Dr. Lynnelle Grumbles Chief Executive Officer	District Official Name & Title
Agency Official Signature	District Official Signature
Date	Date

STORER Transportation



3519 McDonald Ave.
Modesto, Ca, 95358

July 1, 2018

Mr. Joe Andrews
Gorman School District.
49847 Gorman School Road
Gorman, CA, 93243

RE: Gorman School Rates for 2018-19

Dear Mr. Andrews:

Storer Transportation would like to inform you that in accordance with our contract, our service rates will be adjusted based on the Consumer Price Index for Urban Wage Earners and Clerical Workers – U.S. City Average” for the March to March period immediately preceding the adjustment date of July 1st of each year.

At the end of March 2018, the CPI increased 2.4%. We will be applying this CPI increase to our contracted rates. Please find our 2018/2019 rates below.

Contractor Owned Bus, Base Rate (6 hours) = \$498.63
Contractor Owned Bus, Over Hours = \$37.56

Contractor Owned Bus, Trip Base Rate (6 hours) = \$264.65
Contractor Owned Bus, Trip Over Hours = \$37.56

Please do not hesitate in contact us or our Lake Hughes General Manager if you have any question.

We are please to keep providing our service during this coming school year.

Thank you,
Storer Transportation



Exhibit A

Equipment Lease Schedule No. 1

This Equipment Lease Schedule (this "**Schedule**") is made and entered into as of the _____ day of _____, _____, by and between **VAR Technology Finance** (hereinafter "**We**," "**Us**" or "**Our**") and **Gorman School District DBA Gorman Elementary** (hereinafter "**You**" or "**Your**"). This Schedule is entered into subject to that certain Master Lease Agreement No. 462655 (the "**Master Agreement**") between You and Us. All of the terms and conditions set forth in the Master Agreement are hereby reaffirmed and incorporated in and made part of this Schedule, as if fully set forth herein. The Master Agreement together with this Schedule constitute a Lease (as defined in the Master Agreement) and represent the complete and exclusive agreement between You and Us regarding the leasing of the Equipment identified below. Any amendment to the Master Agreement subsequent to the date of this Schedule shall be ineffective as to this Schedule unless otherwise expressly stated in such amendment.

We hereby agree to lease to You, and You hereby agree to lease from Us, the following-described Equipment upon the terms and conditions set forth in this Schedule and in the Master Agreement:

Description of Equipment – **INCLUDE MAKE, MODEL AND SERIAL NUMBERS (ATTACH ADDITIONAL PAGE IF NECESSARY)**
 See attached Schedule A

Equipment Supplier: VAR Technology Finance

Equipment Location Address: 49847 Gorman School Rd., Gorman, CA 93243

Initial Term: 36 Months

Commencement Date of this Lease: _____ (completed by Us following Our acceptance of this Schedule)

Lease Payment Option: \$689.84 per: Month Quarter
 Year Other:

\$0.00 Payment(s) is(are) due at the time this Schedule is signed, which shall be applied to the:

First Lease Payment First and Last Lease Payments Other: Zero advance payments, payments due in arrears

Security Deposit: \$ _____

Documentation/Processing Fee: \$75.00

Purchase Option at end of Original Term: None Fair Market Value as of end of Original Term
 One Dollar (\$1.00) Other:

The above equipment purchase options may be exercised by You **only** at the end of the Initial Term. If You are in default under the Master Agreement or this Schedule at the time You desire to exercise a purchase option, You must cure such default to Our satisfaction before having the right to exercise such option.

This Schedule is non-cancelable and may not be terminated early.

VAR Technology Finance

You: Gorman School District DBA Gorman Elementary

By: _____ X
 Date: _____

By: _____ X
 Name (Print): Johannis Andrews
 Title: Superintendent
 Date Signed: _____

insurance requirements, and shall not make any permanent alterations to it. At Your own cost, You will keep the Equipment in good working order and warrantable condition, ordinary wear and tear excepted ("Good Condition").

8. LOSS; DAMAGE; INSURANCE. You shall, at all times during each Lease, (i) bear the risk of loss and damage to the Equipment and shall continue performing all Your obligations to Us even if it becomes damaged or suffers a loss, (ii) keep the Equipment insured against all risks of damage and loss ("Property Insurance") in an amount equal to its replacement cost, with Us named as sole "loss payee" (with a lender's loss payable endorsement if required by Lessor or its Assignee), and (iii) carry public liability insurance covering bodily injury and property damage ("Liability Insurance") in an amount acceptable to Us, with Us named as an additional insured thereunder. With respect to each Lease, You have the choice of satisfying these insurance requirements for a given Lease by providing Us with satisfactory evidence of Property and Liability Insurance ("Insurance Proof"), within 30 days of the Commencement Date of such Lease. Such Insurance Proof must provide for at least 30 days prior written notice to Us before it may be cancelled or terminated and must contain other terms satisfactory to Us. If you do not provide Us with Insurance Proof within 30 days of the Commencement Date of a Lease, or if such insurance terminates for any reason, then (a) You agree that We have the right, but not the obligation, to obtain such Property Insurance and/or Liability Insurance in such forms and amounts from an insurer of Our choosing in order to protect Our interests ("Other Insurance"), and (b) You agree that We may charge you a periodic charge for such Other Insurance. This periodic charge will include reimbursement for premiums advanced by Us to purchase Other Insurance, billing and tracking fees, charges for Our processing and related fees associated with the Other Insurance, and a finance charge of up to 18% per annum (or the maximum rate allowed by law if less) on any advances We make for premiums (collectively, the "Insurance Charge"). We and/or one or more of our affiliates and/or agents may receive a portion of the Insurance Charge, which may include a profit. We are not obligated to obtain, and may cancel, Other Insurance at any time without notice to You. Any Other Insurance need not name You as an insured or protect Your interests. The Insurance Charge may be higher than if You obtained Property and Liability Insurance on Your own.

9. ASSIGNMENT. You shall not sell, transfer, assign or otherwise encumber (collectively, "Transfer") this Agreement or any Lease, or Transfer or sublease any Equipment, in whole or in part, without Our prior written consent. We may, without notice to You, Transfer Our interests in the Equipment, this Agreement and/or any Lease, in whole or in part, to a third party (an "Assignee"), in which case the Assignee will, to the extent of such Transfer, have all of Our rights and benefits but will not have to perform Our obligations (if any). Any Transfer by Us will not relieve Us of Our obligations under this Agreement or any Lease. You agree not to assert against the Assignee any claim, defense or offset You may have against Us. You acknowledge that neither We nor the Supplier are agents of any Assignee.

10. TAXES AND OTHER FEES. You are responsible for all taxes (including, without limitation, sales, use and personal property taxes, excluding only taxes based on Our income), assessments, license and registration fees and other governmental charges relating to this Agreement, each Lease and/or the Equipment (collectively "Governmental Charges"). Sales or use taxes due upfront will be payable over the Initial Term of each Lease, with a finance charge. You authorize Us to pay any Governmental Charges as they become due, and You agree to reimburse Us promptly upon demand for the full amount. You agree to pay Us a fee for Our administration of taxes related to the Equipment leased under each Lease. With respect to each Lease, You also agree to pay Us upon demand (i) for all costs of filing, amending and releasing UCC financing statements, and (ii) a documentation/processing fee in the amount set forth in the related Schedule (or as otherwise agreed to). If You so request, and We permit the early termination of a Lease, You acknowledge that there may be a cost or charge to You for such privilege. In connection with the expiration or earlier termination of a Lease, You agree to pay Us any Governmental Charges accrued or assessed but not yet due and payable, or Our estimate of such amounts. You agree that the fees and other amounts payable under this Agreement and each Lease may include a profit to Us and/or the Supplier.

11. DEFAULT; REMEDIES. With respect to each Lease, You will be in default if (1) You fail to pay any amount due under any Lease within 15 days of the due date, (2) You breach or attempt to breach any other term, representation or covenant in this Agreement, any Lease or in any other agreement now existing or hereafter entered into with Us or any Assignee, (3) an event of default occurs under any obligation You may now or hereafter owe to any affiliate of Us or any Assignee, and/or (4) You and/or any guarantors or sureties of Your obligations under any Lease (i) go out of business, (ii) commence dissolution proceedings, (iii) merge or consolidate into another entity, (iv) sell all or substantially all of Your or their assets, or there is a change of control with respect to Your or their ownership, (v) become insolvent, admit Your or their inability to pay Your or their debts, (vi) make an assignment for the benefit of Your or their creditors (or enter into a similar arrangement), or (vii) file, or there is filed against You or them, a bankruptcy, reorganization or similar proceeding or a proceeding for the appointment of a receiver, trustee or liquidator. If You default under a Lease, We may do any or all of the following: (A) cancel such Lease, (B) require You to promptly return the Equipment pursuant to Section 12, (C) take possession of and/or render the Equipment (including any software) unusable (and for such purposes You hereby authorize Us and Our designees to enter Your premises, with or without prior notice or other process of law), and sell, lease or otherwise dispose of the Equipment on such terms and in such manner as We may in Our sole discretion determine, (D) require You to pay to Us, on demand, liquidated damages in an amount equal to the sum of (i) all Payments and other amounts then due and past due under such Lease, (ii) all remaining Payments for the remainder of the Term of such Lease discounted at a rate of 6% per annum, (iii) the residual value of the Equipment estimated by Us at the inception of such Lease (as shown in Our books and records), discounted at a rate of 6% per annum, (iv) interest on the amounts specified in clauses "i", "ii" and "iii" above from the date of demand to the date paid at the rate of 1.5% per month (or the maximum amount permitted by law if less), and (v) all other amounts that may thereafter become due under such Lease to the extent that We will be obligated to collect and pay such amounts to a third party (such amounts specified in sub-clauses "i" through "v" referred to below as the "Balance Due"), and/or (E) exercise any other remedy available to Us under law. You also agree to reimburse Us on demand for all reasonable expenses of enforcement (including, without limitation, reasonable attorneys' fees and other legal costs) and reasonable expenses of repossessing, holding, preparing for disposition, and disposition ("Remarketing") of the Equipment, plus interest at the rate in sub-clause (iv) on the foregoing amounts from the date of demand to the date paid. In the event We are successful in Remarketing the Equipment, We shall give You a credit against the Balance Due in an amount equal to the present value of the proceeds received and to be received from Remarketing minus the above-mentioned costs (the "Net Proceeds"). If the Net Proceeds are less than the Balance Due, You shall be liable for such deficiency. Any delay or failure to enforce Our rights hereunder shall not constitute a waiver thereof. The remedies set forth herein are cumulative and may be exercised concurrently or separately.

12. RETURN OF EQUIPMENT. If You are required to return the Equipment under any Lease, You shall, at Your expense, send the Equipment to any location(s) that We may designate and pay Us a handling fee of \$250.00. The Equipment must be properly packed for shipment, freight prepaid and fully insured, and must be received in Good Condition (defined in Section 7). All terms of the applicable Lease, including Your obligation to make Payments and pay all other amounts due thereunder shall continue to apply until the Equipment is received by Us in accordance with the terms of this Agreement. You are solely responsible for removing all data from any digital storage device, hard drive or other electronic medium prior to returning the Equipment or otherwise removing or allowing the removal of the Equipment from Your premises for any reason (and You are solely responsible for selecting an appropriate removal standard that meets Your business needs and complies with applicable laws). We shall not be liable for any losses, directly or indirectly arising out of, or by reason of the presence and/or use of any information, images or content retained by or resident in any Equipment returned to Us or repossessed by Us.

13. APPLICABLE LAW; VENUE; JURISDICTION; SEVERABILITY. This Agreement and each Lease shall be governed by, enforced and construed in accordance with the laws of the state of Our principal place of business, or, if We assign this Agreement or a Lease, the laws of the state of the Assignee's principal place of business, and any dispute concerning this Agreement or a Lease shall be adjudicated in a federal or state court in such state, or in any other court or courts having jurisdiction over You or Your assets, all at the sole election of Lessor or its Assignee. You hereby irrevocably submit generally and unconditionally to the jurisdiction of any such court so elected by Lessor or its Assignee in relation to such matters and irrevocably waive any defense of an inconvenient forum to the maintenance of any such action or proceeding. **YOU AND WE HEREBY WAIVE YOUR AND OUR RESPECTIVE RIGHTS TO A TRIAL BY JURY IN ANY LEGAL ACTION.** If any amount charged or collected under this Agreement or any Lease is greater than the amount allowed by law (an "Excess Amount"), then (i) any Excess Amount charged but not yet paid will be waived by Us and (ii) any Excess Amount collected will be refunded to You or applied to any other amount then due hereunder or thereunder. Each provision of this Agreement and each Lease shall be interpreted to the maximum extent possible to be enforceable under applicable law. If any provision of this Agreement or any Lease is construed to be unenforceable, such provision shall be ineffective only to the extent of such unenforceability without invalidating the remainder hereof or thereof.

14. DOLLAR PURCHASE. This Section only applies to Leases under which You have been granted a \$1.00 Purchase Option, as indicated on the related Schedule. With respect to any such Lease, at the end of the Initial Term, You shall purchase the Equipment "AS IS, WHERE IS" for one dollar (\$1.00); provided, however, We shall not be required to transfer Our interest in the Equipment to You until You have paid to Us all amounts then owing under such Lease, if any. You agree that prior to entering into any such Lease, You could have purchased the Equipment from the Supplier for a specific cash amount (the "Cash Price"), but instead You hereby choose and agree to purchase the Equipment by paying the Time Price (as defined herein) over the applicable Initial Term. The Time Price equals the sum of the Payments shown in the related Schedule, plus \$1.00. If the Time Price should be determined or adjudicated to include an interest component or finance charge, then you agree that (i) each Payment shall be deemed to include an amount of pre-computed interest, (ii) the total pre-computed interest scheduled to be paid over the Initial Term is to be calculated by subtracting the Cash Price from the Time Price, (iii) the annual interest rate deemed applicable to such Lease is the rate that will amortize Our Investment down to \$1.00 by applying all periodic Payments as payments, assuming that each periodic Payment is received by Us on the due date, and (iv) none of the other fees or costs We may charge You pursuant to such Lease (including but not limited to UCC filing fees, late fees, documentation or processing fees) shall be considered interest or a finance charge.

15. MISCELLANEOUS. You authorize Us or an Assignee to (a) obtain credit reports or make credit inquiries in connection with this Agreement or any Lease, and (b) provide Your credit application and information regarding Your account to credit reporting agencies, potential Assignees, the Supplier and parties having an economic interest in this Agreement, a Lease and/or the Equipment. This Agreement and any Schedules, exhibits and other related documents (each a "document") may be executed in counterparts manually or by electronic means, by either party and, when transmitted to Us by fax, electronic or other means, shall be binding on You for all purposes as if manually signed. No document requiring Our signature is binding on Us until We sign it. For purposes of perfection of a security interest in chattel paper under the UCC, only the counterpart of a document that bears Our manually-applied signature and is marked "Original" or with a similar designation by Us or by Our assignee shall constitute "chattel paper" for purposes of perfection by possession, provided that if any document is stored in an electronic medium qualifying as "electronic chattel paper", then the counterpart identified by Us as the single "Authoritative Copy" shall be chattel paper for purposes of perfection by control, and any paper counterpart shall be deemed a copy, except to the extent that a process has occurred by which the electronic record of the chattel paper has been permanently destroyed or identified as being the non-authoritative version and a tangible printed version produced that indicates that it is the sole authoritative version, in which case such tangible version shall constitute the "Original" for purposes of perfection. No security interest in a document can be perfected by possession of any counterpart that is not the "Original", if in tangible form, or by control of the "Authoritative Copy" if in electronic form. For purposes of removing doubt as to the intention of this paragraph, any counterpart marked "Duplicate" or with any other designation identifying it as not being the chattel paper original shall be deemed a copy and possession of such copy shall not perfect any security interest claimed by the person in possession. You waive notice of Our acceptance of the document and receipt of a copy of the originally signed document. Notwithstanding anything herein to the contrary, if You sign or transmit any document to Us electronically, We reserve the right to require You to sign any document manually and to deliver to Us an original of such document containing Your manual signature. Effective on the date that You enter into this Agreement and each Schedule, You hereby represent and warrant to Us that (a) this Agreement and each such Schedule is legally binding and enforceable against You in accordance with its terms and You acknowledge that this representation and warranty is a material inducement to Us to acquire the Equipment to be leased under this Agreement and each Schedule, and (b) You and any other person who You control, own a controlling interest in, or who owns a controlling interest in or otherwise controls You in any manner ("Customer Representatives") are and will remain in full compliance with all laws, regulations and government guidance concerning foreign asset control, trade sanctions, embargoes, and the prevention and detection of money laundering, bribery, corruption, and terrorism, and neither You nor any Customer Representative is or will be listed in any Sanctions-related list of designated persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control or successor or the U.S. Department of State.

Lessee has reviewed this page.

Lessee Initials

This is a non-cancellable, legally binding contract"

Master Lease #: 462655

MASTER LEASE AGREEMENT

Lessor:
 VAR Technology Finance
 2330 Interstate 30
 Mesquite, TX 75150
 Phone: (972) 755 8200
 Fax: (972) 755 8210

Lessee (Leasing Customer): Gorman School District DBA Gorman Elementary
Lessee's Chief Executive Office - Street: 49847 Gorman School Rd,
City, ST & Zip Code: Gorman, CA, 93243
County: _____
Lessee's Telephone: 661-248-6441
Tax ID#: _____

Signatures

Lessee has reviewed this page and the rest of this Lease
Gorman School District DBA Gorman Elementary

Lessor has reviewed this page and the rest of this Lease
VAR Technology Finance (Lessor)

Authorized Signature**Authorized Signature**

Johannis Andrews Superintendent

Print Name	Title	Date	Print Name	Title	Date
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Terms and Conditions

In this Master Lease Agreement (this "Agreement"), the words "You" and "Your" mean the Lessee named above. "We," "Us" "Our" and "Lessor" mean VAR Technology Finance. "Supplier" means the equipment supplier supplying the Equipment (defined below) leased under a Schedule. "Schedule" means a schedule, in such form as We may accept in our sole discretion, that may be entered into from time to time by You and Us for a lease transaction pursuant to this Agreement. You acknowledge and agree that this Agreement and each Schedule represent the complete and exclusive agreement between You and Us regarding the subject matter herein and therein and supersedes any other oral or written agreements between You and Us regarding such matters. This Agreement and each Schedule can be changed only by a written agreement between You and Us. Other agreements not stated herein or in a Schedule (including, without limitation, those contained in any purchase order or service agreement between You and the Supplier) are not part of a Lease (defined below). This Agreement is not a commitment by Us to enter into any Schedule not currently in effect, and nothing in this Agreement shall impose, or be construed to impose, any obligation upon Us to enter into any proposed Schedule, it being understood that whether We enter into any proposed Schedule shall be a decision solely within Our discretion. To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify and record information that identifies each person (individuals or businesses) who opens an account. What this means for You: When You open an account or add any additional service, We will ask You for Your name, address, federal employer identification number and other information that will allow Us to identify You. We may also ask to see other identifying documents.

1. LEASE OF EQUIPMENT. Each Schedule executed by You represents Your agreement to lease from Us the personal property listed therein (together with all existing and future accessories, attachments, replacements and embedded software, the "Equipment") upon the terms stated in such Schedule and this Agreement. Each Schedule and the terms of this Agreement which are incorporated by reference into such Schedule shall constitute a separate and independent contract between You and Us and shall be referred to as a "Lease". In the event of any conflict between the provisions of this Agreement and the provisions of any Schedule, the provisions of the Schedule shall control. Each Schedule is binding on You as of the date You sign it. You agree that after You sign this Agreement or a Schedule, We may insert or correct any information missing in this Agreement or a Schedule, including Your proper legal name, serial numbers and any other information describing the Equipment, and change the Payment shown in a Schedule by up to 15% due to a change in the Equipment or its cost or a tax or payment adjustment.

2. TERM; RENEWAL. The term of each Lease will begin on the date that the related Schedule is accepted by Us or any later date that We designate (the "Commencement Date") and will continue for the number of months shown on such Schedule (the "Initial Term"). As used herein, "Term" means the term presently in effect at any time, whether it is the Initial Term or a Renewal Term (defined below). **With respect to each Lease, unless You have a \$1.00 Purchase Option as indicated in the related Schedule, You shall notify Us in writing at least 90 days but not more than 120 days before the end of a Term (the "Notice Period") that you intend to purchase or return the Equipment at the end of such Term or: (a) the applicable Lease will automatically renew for an additional three-month period (a "Renewal Term") and (b) all terms of such Lease will continue to apply. If You do notify Us in writing within the Notice Period for a given Lease that You intend to purchase or return the related Equipment at the end of the Term of such Lease, then You shall (i) purchase the Equipment by paying the purchase option amount (and all other amounts due hereunder) within 10 days after the end of the Term, or (ii) return the Equipment pursuant to Section 12. For any "Fair Market Value" Purchase Option, the fair market value shall be determined by Us in Our sole but commercially reasonable judgment. Each Lease is non-cancelable for the full Term.**

3. UNCONDITIONAL OBLIGATION. With respect to each Lease, You agree that: (i) You selected the Equipment and the Supplier based on Your own judgment; (ii) Your obligations under each Lease are absolute and unconditional and are not subject to cancellation, reduction or setoff for any reason whatsoever; (iii) If You are a party to any maintenance, supplies or other contract with the Supplier, such contract is NOT part of any Lease (even though We may, as a convenience to You and the Supplier, bill and collect monies owed by You to the Supplier); and (iv) if the Equipment is unsatisfactory or if the Supplier fails to provide any service or fulfill any other obligation to You, You shall continue to fully perform under each Lease.

4. ACCEPTANCE OF EQUIPMENT; PAYMENTS. With respect to each Schedule, You will inspect and test the operation of the Equipment upon its delivery and You will notify Us

within ten (10) days of delivery if the Equipment is not satisfactory. YOU AGREE THAT IF YOU FAIL TO NOTIFY US THAT THE EQUIPMENT IS NOT SATISFACTORY WITHIN TEN (10) DAYS OF DELIVERY THEN THE EQUIPMENT SHALL BE IRREVOCABLY AND UNCONDITIONALLY ACCEPTED BY YOU. If requested, You will sign a separate Equipment delivery and acceptance certificate for each Schedule. We may at Our discretion verify by telephone such information regarding delivery and acceptance of the Equipment as we deem appropriate and any such telephone verification of Your acceptance will have the same effect as a written delivery and acceptance certificate signed by You. With respect to each Lease, You agree to pay a prorated Payment for the period from the date the Equipment is delivered to You until the Commencement Date of such Lease. This prorated Payment will be based on the Payment shown in the related Schedule prorated on a 30 day calendar month and will be added to Your first invoice. Each Payment Period for a given Lease, You agree to pay Us, by the due date set forth on Our invoice to You (i) the Payment due under the related Schedule, and (ii) applicable taxes and other charges provided for in the Lease. Restrictive endorsements on checks will not be binding on Us. All payments received will be applied to past due amounts and to the current amount due in such order as We determine. Any security deposit that You pay under a Lease is non-interest bearing, may be commingled with Our funds, may be applied by Us at any time to cure any default by You, and the unused portion will be returned to You after You have satisfied all of Your obligations under the applicable Lease. If We do not receive a payment in full on or before its due date, You shall pay a fee equal to the greater of 10% of the amount that is late or \$29.00 (or maximum amount permitted by law if less). You shall pay Us a returned check or non-sufficient funds charge of \$20.00 for any returned or dishonored check or draft.

5. INDEMNIFICATION. You shall indemnify and hold Us harmless from and against, any and all claims, actions, damages, liabilities, losses and costs (including but not limited to reasonable attorneys' fees) made against Us, or suffered or incurred by Us, arising directly or indirectly out of, or otherwise relating to, the delivery, installation, possession, ownership, use, loss of use, defect in or malfunction of the Equipment. This obligation shall survive the termination of each Lease. We shall not be liable to You for any damages of any kind, including any liability for consequential damages, arising out of the use of or the inability to use the Equipment.

6. NO WARRANTIES. WE ARE LEASING THE EQUIPMENT TO YOU "AS IS". WE HAVE NOT MADE AND HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, ARISING BY APPLICABLE LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. The parties hereto agree that each Lease is, or shall be treated as, a "finance lease" under Article 2A of the Uniform Commercial Code (the "UCC"). You hereby waive any and all rights and remedies conferred upon You by Article 2A of the UCC. If any Lease is deemed to be a secured transaction, You hereby grant to Us a security interest in the Equipment and all proceeds thereof. You authorize Us to record UCC financing statements to protect Our interests in the Equipment. You may be entitled under Article 2A of the UCC to the promises and warranties (if any) provided to Us by the Supplier(s) in connection with or as part of the contract (if any) by which We acquire the Equipment, which warranty rights We assign to You for the applicable Term (provided You are not in default). You acknowledge that You are aware of the name of the Supplier of each item of Equipment and You may contact the Supplier(s) for an accurate and complete statement of those promises and warranties (if any), including any disclaimers and limitations of them or of remedies.

7. DELIVERY, LOCATION, OWNERSHIP; USE AND MAINTENANCE OF EQUIPMENT. We are not responsible for delivery or installation of the Equipment relating to any Schedule. You are responsible for Equipment maintenance. You will not remove the Equipment from the Equipment Location specified in a Schedule unless You first get Our permission. You shall give Us reasonable access to the Equipment Location so that We may inspect the Equipment, and You agree to pay Our costs in connection therewith. We will own and have title to the Equipment (excluding any software) during each Lease. If the Equipment includes any software: (i) We don't own the software, (ii) You are responsible for entering into any necessary software license agreements with the owners or licensors of such software, (iii) You shall comply with the terms of all such agreements, if any, and (iv) any default by You under any such agreements shall constitute a default by You under the applicable Lease. You agree that the Equipment is and shall remain personal property and without Our prior written consent, You shall not permit it to become (i) attached to real property, or (ii) subject to liens or encumbrances of any kind. You represent that the Equipment will be used solely for commercial purposes and not for personal, family or household purposes. You will use the Equipment in accordance with all laws, operation manuals, service contracts (if any) and

VAR Technology Finance
2330 Interstate 30
Mesquite, TX 75150

Phone (972) 755 8200
Fax (972) 755 8210
www.vartechologyfinance.com



Conditions of Approval

Purchase Order Number: 285849

**To: Gorman School District DBA Gorman
Elementary ("Customer" or "You")
From: VAR Technology Finance, and its
assigns ("Us" or "We")**

**Approval Date: July 10, 2018
Expiration Date: October 08, 2018**

With respect to the above referenced Customer and Purchase Order Number, as amended, We approve the transaction subject to and contingent upon (i) the receipt of original executed documents, including but not limited to, agreement, schedules, delivery and acceptance, and any other documents required by Us, (ii) verbal verification of delivery and acceptance of Goods, and (iii) any other requirement as may be reasonably required by Us, (collectively, the "Funding Requirements").

This approval will automatically expire on October 08, 2018.

We will issue a Purchase Order to the vendor(s) for the items listed in the agreement and schedules (the "Goods") and You warrant and represent that You have not issued nor will You issue a purchase order to the vendor(s) or any other vendor for the same Goods.

If either (A) within 10 days from the date of delivery of the Goods you (i) fail to comply with the Funding Requirements, (ii) fail to notify Us of the return of Goods, as previously approved by vendor(s) in writing, or (iii) are otherwise in default of the agreement or schedules, (B) We in our sole discretion revoke the agreement or schedules, including but not limited to such evidence as fraud or a material adverse change in Your financial condition, or (C) approval expiration, then the Goods shall be deemed accepted by You and You shall be obligated to Us and/or vendor(s) for full and immediate payment for such Goods in the amount invoiced to Us, including, without limitation attorneys' fees and costs of collection, and You shall indemnify and hold Us harmless against all payment claims from vendor(s).

In the event that You or any vendor(s) change the ship to address to a location other than 49847 Gorman School Rd, Gorman, CA 93243, You agree to make payment to vendor(s) directly and the agreement and schedules will be considered null and void.

Agreed to and accepted on this date: _____.

Customer: Gorman School District DBA Gorman Elementary
By: X
Name (Print): Johannis Andrews
Title: Superintendent

VAR Technology Finance
2330 Interstate 30
Mesquite, TX 75150

Phone 800 347-0628
Fax 972 755-8210
www.vartechologyfinance.com



Schedule A

Gorman School District DBA Gorman Elementary

Quantity	Manufacturer	Description
25	DELL	Dell P2417H - LED monitor - Full HD (1080p) - 24"
25		Dell KB216 - keyboard
25		Dell MS116 - mouse
25		Dell Micro All-in-One Stand - monitor/desktop stand
25	DELL	Dell OptiPlex 3050 - Micro - I5-7500 500GB 8GB W10P

Lessee: Gorman School District DBA Gorman Elementary

Signature: _____

Title: Superintendent

Joe Andrews

From: Casey Stanford <c.stanford@gormanschool.com>
Sent: Thursday, July 19, 2018 1:00 PM
To: Joe Andrews
Subject: FW: CDW-G Quote Confirmation: Quote #JXNS797/P.O. Ref. JVXB175

Regards,
Casey Stanford
Gorman Elementary School
661-248-6441 x130

From: Marie Digiacomo
Sent: Thursday, July 19, 2018 8:30 AM
To: c.stanford@gormanschool.com
Subject: CDW-G Quote Confirmation: Quote #JXNS797/P.O. Ref. JVXB175

[View in a browser](#)

QUOTE CONFIRMATION



DEAR CASEY STANFORD,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.


Convert Quote to Order





QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JXNS797	7/19/2018	JVXB175	1734048	\$25,739.05

IMPORTANT – PLEASE READ

Fees applied to item(s): 4138024

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
 Dell P2417H - LED monitor - Full HD (1080p) - 24" Mfg. Part#: P2417H UNSPSC: 43211902 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	25	4138024	\$219.63	\$5,490.75

	Dell KB216 - keyboard Mfg. Part#: KB216-BK-US UNSPSC: 43211706 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	25	4306011	\$22.24	\$556.00
	Dell MS116 - mouse Mfg. Part#: MS116-BK UNSPSC: 43211708 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	25	3938481	\$21.28	\$532.00
	Dell Micro All-in-One Stand - monitor/desktop stand Mfg. Part#: MFS18 UNSPSC: 43211612 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	25	4501166	\$89.98	\$2,249.50
	Dell OptiPlex 3050 - Micro - I5-7500 500GB 8GB W10P Mfg. Part#: P24VV UNSPSC: 43211508 Contract: BuyQ National Charter School Contract MV-IT-001 (MV-IT-001)	25	4499622	\$581.63	\$14,540.75

SHIPPING DETAILS Shipping Address: GORMAN ELEM. SCHOOL DIST. CASEY STANFORD PO BOX 104 49847 GORMAN SCHOOL ROAD GORMAN, CA 93243-0104 Phone: (661) 248-6441 Shipping Method: FEDEX Ground Payment Terms: NET 30 Days-Govt/Ed	SUBTOTAL	\$23,369.00
	SHIPPING	\$0.00
	RECYCLE FEE	\$150.00
	SALES TAX	\$2,220.05
	GRAND TOTAL	\$25,739.05

Convert Quote to Order

 **Need Assistance? CDW•G SALES CONTACT INFORMATION**

 Marie Digiacomo | (877) 535-9474 | maridig@cdwg.com

Customer's use of iCloud, the Products or either of their incumbent software or functionality is subject to compliance with all end user licenses agreements ("EULAs"), Product terms and conditions, and iCloud terms and conditions (available at <https://www.apple.com/legal/internet-services/icloud/en/terms.html>) and any other terms and conditions provided by Apple.

Help and Information: [Support](#) | [About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This email was sent to c.stanford@gormanschool.com.
Please add cdwsales@cdwemail.com to your address book.

© 2018 CDW LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239
SPS-QC:002 | SPS 1 | Customer#: 1734048 | SPS584a93cf-e748-452f-9715-cec533c63ddc

VAR Technology Finance
 2330 Interstate 30
 Mesquite, TX 75150

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 Fax 972 755-8210
 www.vartechologyfinance.com



Non-Appropriation Addendum

Title of lease, rental or other agreement: Master Lease Agreement (the "Agreement")

Lessee/Renter/Customer: Gorman School District DBA Gorman Elementary ("Customer")

Lessor/Lender/Owner: VAR Technology Finance ("Company")

This Addendum (this "Addendum") is entered into by and between Customer and Company. This Addendum shall be effective as of the effective date of the Agreement.

1. **INCORPORATION AND EFFECT.** This Addendum is hereby made a part of, and incorporated into, the Agreement as though fully set forth therein. As modified or supplemented by the terms set forth herein, the provisions of the Agreement shall remain in full force and effect, provided that, in the event of a conflict between any provision of this Addendum and any provision of the Agreement, the provision of this Addendum shall control.
2. **GOVERNMENTAL PROVISIONS.** Customer hereby represents, warrants and covenants to Company that: (a) Customer intends, subject only to the provisions of this Addendum, to remit to Company all sums due and to become due under the Agreement for the full term; (b) Customer's governing body has appropriated sufficient funds to pay all payments and other amounts due during Customer's current fiscal period; (c) Customer reasonably believes that legally available funds in an amount sufficient to make all payments for the full term of the Agreement can be obtained; and (d) Customer intends to do all things lawfully within its power to obtain and maintain funds from which payments due under the Agreement may be made, including making provision for such payments to the extent necessary in each budget or appropriation request submitted and adopted in accordance with applicable law. If Customer's governing body fails to appropriate sufficient funds to pay all payments and other amounts due and to become due under the Agreement in Customer's next fiscal period ("Non-Appropriation"), then (i) Customer shall promptly notify Company of such Non-Appropriation, (ii) the Agreement will terminate as of the last day of the fiscal period for which appropriations were received, and (iii) Customer shall return the Equipment to Company pursuant to the terms of the Agreement. Customer's obligations under the Agreement shall constitute a current expense and shall not in any way be construed to be a debt in contravention of any applicable constitutional or statutory limitations or requirements concerning Customer's creation of indebtedness, nor shall anything contained herein constitute a pledge of Customer's general tax revenues, funds or monies. Customer further represents, warrants and covenants to Company that: (a) Customer has the power and authority under applicable law to enter into the Agreement and this Addendum and the transactions contemplated hereby and thereby and to perform all of its obligations hereunder and thereunder, (b) Customer has duly authorized the execution and delivery of the Agreement and this Addendum by appropriate official action of its governing body and has obtained such other authorizations, consents and/or approvals as are necessary to consummate the Agreement and this Addendum, (c) all legal and other requirements have been met, and procedures have occurred, to render the Agreement and this Addendum enforceable against Customer in accordance with their respective terms, and (d) Customer has complied with all public bidding requirements applicable to the Agreement and this Addendum and the transactions contemplated hereby and thereby.
3. **INDEMNIFICATION.** To the extent Customer is or may be obligated to indemnify, defend or hold Company harmless under the terms of the Agreement, any such indemnification obligation shall arise only to the extent permitted by applicable law and shall be limited solely to sums lawfully appropriated for such purpose in accordance with Section 2 above.
4. **REMEDIES.** To the extent Company's remedies for a Customer default under the Agreement include any right to accelerate amounts to become due under the Agreement, such acceleration shall be limited to amounts to become due during Customer's then current fiscal period.
5. **GOVERNING LAW.** Notwithstanding anything in the Agreement to the contrary, the Agreement and this Addendum shall be governed by, construed and enforced in accordance with the laws of the state in which Customer is located.;
6. **MISCELLANEOUS.** This Addendum, together with the provisions of the Agreement not expressly inconsistent herewith, constitutes the entire agreement between the parties with respect to the matters addressed herein, and shall supersede all prior oral or written negotiations, understandings and commitments regarding such matters. This Addendum may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to constitute one and the same agreement. Customer acknowledges having received a copy of this Addendum and agrees that a facsimile or other copy containing Customer's faxed, copied or electronically transmitted signature may be treated as an original and will be admissible as evidence of this Addendum.

Customer (identified above): Gorman School District DBA Gorman Elementary		Company (identified above): VAR Technology Finance	
By:	Date:	By:	Date:
Print name: Johannis Andrews	Title: Superintendent	Print name:	Title:
Agreement Number: 462655			
Master Agreement Number (if applicable): 462655			

VAR Technology Finance
2330 Interstate 30
Mesquite, TX 75150

Phone 800 347-0628
Fax 972 755-8210
www.vartechologyfinance.com



REQUEST FOR INSURANCE CERTIFICATE

Certificate DUE DATE: August 02, 2018

Date: July 19, 2018

To: Gorman School District DBA Gorman Elementary

Pursuant to the terms of the agreement, the financed equipment must be insured against All Risk of loss (Property Insurance) and Liability Insurance for Bodily Injury and Property Damage.

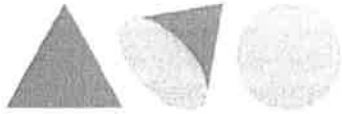
Please note, if these instructions are not followed in full, you will be charged in accordance with your agreement.

INSTRUCTIONS FOR COMPLETING THE INSURANCE CERTIFICATE

Please make arrangements with your insurance agent to email a **binder** or **certificate of insurance** showing the names and interests listed below to **certificate@vartechologyfinance.com**.

1. VAR Technology Finance, its successors and assigns' must be listed as the Lender's Loss Payable and Additional Insured.
2. 'Special Form' including theft (All Risk) replacement cost coverage.
3. Liability insurance must be provided **as well as** Property insurance
4. The insured address must be: 49847 Gorman School Rd , Gorman, CA 93243
5. **Certificate Holder needs to read:**

VAR Technology Finance, 2330 Interstate 30, Mesquite, TX 75150 and/or its successors and assigns'



Houghton Mifflin Harcourt

Proposal

Prepared For

Gorman Elem School District

49847 Gorman School Rd
Gorman CA 93243

Attention:

Joe Andrews

jandrews@las.lacoe.edu

For the Purchase of:

HMH Go Math CA 2015 Professional Development

Prepared By

Diane Gullman

diane.gullman@hmhco.com

PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.



Houghton Mifflin Harcourt

Attention:

Joe Andrews

jandrews@las.lacoe.edu

HMH Confidential and Proprietary

Customer Experience

9205 South Park Center Loop

Orlando, FL 32819

FAX: 800-269-5232

k12orders@hmhco.com

**Gorman Elem School District
 HMH Go Math CA 2015 Professional Development**

ISBN	Title	Price	Quantity	Value of all Materials
Professional Development				
PD1				
1599874 9780544463653	Go Math 2015 California askHMH Individual 1 Year Grade K-6	\$199.00	1	\$199.00
<i>ASK HMH is an on-demand resource designed to provide teachers personalized "Just in Time" support. Through this service customers can submit implementation and pedagogical questions 24/7, request online conferencing, access shared resources, and connect with other program users.</i>				
1638246 9780544781696	Go Math 2015 California Getting Started Full Day Grade K-6 In Person	\$2,950.00	1	\$2,950.00
Total for PD1				\$3,149.00
Total for Professional Development				\$3,149.00

Proposal Summary	
Subtotal Purchase Amount:	\$3,149.00
Shipping & Handling:	\$0.00
Total Cost of Proposal (PO Amount):	\$3,149.00



Houghton Mifflin Harcourt

Attention:
 Joe Andrews
 jandrews@las.lacoe.edu

Customer Experience
 9205 South Park Center Loop
 Orlando, FL 32819
 FAX: 800-269-5232
 k12orders@hmc.com

HMH Confidential and Proprietary

**Gorman Elem School District
HMH Go Math CA 2015 Professional Development**

Total Cost of Proposal (PO Amount): \$ 3,149.00

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:
Gorman Elementary School District

Sold to:
Gorman Elementary School District

Gorman, CA 93243-0104

Gorman, CA 93243-0104

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Our shipping terms are FOB shipping point.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 7/10/2018

Proposal Expiration Date:8/24/2018



Houghton Mifflin Harcourt



Houghton Mifflin Harcourt

Attention:
Joe Andrews
jandrews@las.lacoe.edu

Customer Experience
9205 South Park Center Loop
Orlando, FL 32819
FAX: 800-269-5232
k12orders@hnhco.com

HMH Confidential and Proprietary

GORMAN JOINT SCHOOL DISTRICT

PERSONNEL REPORT #02-18-19

August 14, 2018

Certificated

Hire

2nd-3rd grade teacher
Employee #FW6694881
Effective 8/1/18

GORMAN ELEMENTARY SCHOOL DISTRICT
Classified Salary Schedule
Schedule B 2018-2019

		Step							
		1	2	3	4	5	6	7	8
001	Admin Asst								
	Annual	29,531.880	30,417.836	31,330.371	32,270.283	33,238.391	34,235.543	35,262.609	36,320.487
	Monthly	2,460.990	2,534.820	2,610.864	2,689.190	2,769.866	2,852.962	2,938.551	3,026.707
	Hourly	14.198	14.624	15.063	15.515	15.980	16.459	16.953	17.462
	Maintenance -								
002	Custodial								
	Annual	27,933.661	29,051.007	30,213.048	31,572.635	32,993.403	34,478.107	36,029.621	37,650.954
	Monthly	2,327.805	2,420.917	2,517.754	2,631.053	2,749.450	2,873.176	3,002.468	3,137.580
	Hourly	13.430	13.967	14.526	15.179	15.862	16.576	17.322	18.101
003	Bookkeeper								
	Annual	28,308.810	29,158.074	30,324.397	31,537.373	32,956.555	34,439.600	35,989.382	37,608.904
	Monthly	2,359.068	2,429.840	2,527.033	2,628.114	2,746.380	2,869.967	2,999.115	3,134.075
	Hourly	13.610	14.018	14.579	15.162	15.844	16.557	17.303	18.081
004	Office Clerk								
	Annual	24,784.960	26,643.832	27,976.024	29,374.825	30,843.566	32,385.744	34,005.032	35,365.233
	Monthly	2,065.413	2,220.319	2,331.335	2,447.902	2,570.297	2,698.812	2,833.753	2,947.103
	Hourly	11.916	12.810	13.450	14.123	14.829	15.570	16.349	17.003
005	PT Custodian - Substitute								
	Hourly	10.500	12.000	13.000	14.000	15.000	15.450	15.914	16.391
006	Instructional Aide								
	Hourly	10.500	13.000	14.000	15.000	15.600	16.224	16.873	17.379
007	Office Clerical - Sub								
	Hourly	10.500	12.000	13.000	14.000	15.000	15.450	15.914	16.391
008	Tutor II								
	Hourly	11.000	12.000	13.000	14.000	15.000	15.450	15.914	16.391
009	Tutor I - Special Ed								
	Hourly	12.000	13.250	14.000	15.000	15.750	16.538	17.364	18.233

Salary based monthly rates. Salaried positions based on 8 hour day.

Annual salary based on twelve months

Approved: _____



GORMAN SCHOOL DISTRICT

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243

2018-2019 CONTRACT FOR EMPLOYMENT AS A CERTIFICATED EMPLOYEE

THIS AGREEMENT, made between the Gorman Elementary School District and Deborah G. Cabitac provides as follows:

RECITALS

1. Applicant represents that she possess the following California credentials and Certificates, duly registered with the County Superintendent of Schools:

<u>TYPE</u>	<u>EXPIRES</u>
Clear Multiple Subject	3/1/2019

2. Applicant further represents that she is not now under contract to any other school district or public or private school entity in the State of California, except as set forth by a memorandum attached to this Agreement, and applicant does not intend to enter into any such contractual obligation.
3. District by law is empowered to hire certificated persons and is desirous of filling a certificated position at this time.
4. District expressly relies on the above representations of the applicant in entering into this agreement.

THE PARTIES AGREE AS FOLLOWS:

A. Employment

District offers to Applicant, and Applicant accepts, employment in the certificated service of the District pursuant to the further terms of this Agreement.

B. Term of Employment

This Agreement is made effective August 1, 2018 and will continue until the occurrence of the earliest of the following events:

1. June 30, 2019
2. Resignation by Applicant: It is understood that the District Superintendent is empowered to receive and accept resignations and the District may set the effective date at any time during the fiscal year, with the understanding that a resignation is irrevocable after acceptance by the Superintendent;
3. Abandonment of position by Applicant;
4. Termination of employment due to layoff under Education Code Section 44955 (see Attachment #1)
5. Termination of probationary employment due to non-reelection under Education Code Section 44929.23 (see Attachment #1)
6. Retirement:
7. Dismissal pursuant to Education Code Section 44948.5 (see Attachment #1)
8. Failure to maintain a credential or certificate (as further provided in paragraph "C" below);
9. Failure to pass either CBEST or District-prescribed proficiency test (as further provided in paragraph "D" below).
10. Termination for any other reason authorized by law.

C. Maintenance of Credential(s):

Applicant warrants and represents that she will, with respect to each credential recited above and any other credential subsequently obtained by Applicant:

1. Immediately register each credential with all appropriate agencies including the County Superintendent of Schools.
2. Take and pass all examinations or continuing education courses which are now or may be required for renewal of each credential.
3. Refrain from any act or omission, which is intended to, or will result in suspension, revocation, or deregistration of any or all credentials.

Applicant acknowledges that his/her continuing employment with the District is expressly subject to maintenance of each credential. Failure to maintain each credential may be treated by the District, at its sole option, as a material breach of this contract and as grounds for dismissal for unprofessional conduct and insubordination.

A decision by the District not to pursue its remedies under this section "Maintenance of Credential(s)" shall not be deemed to be a waiver of District's rights with respect to a later incident of failure to maintain a credential.

D. Failure to pass CBEST or District-prescribed proficiency test:

The parties expressly agree that Applicant must take and pass both CBEST and any District-prescribed proficiency test. No employment under this Agreement may continue beyond the date of notification that Applicant either (1) failed such a test or (2) failed to appear for that test. In the event of either type of failure, this Agreement shall automatically terminate and Applicant will no longer be employed by the District.

E. Compensation:

Applicant will be compensated for services in accordance with applicable policies. Initial placement and compensation for the 2018-19 school year as determined by the Board Approved Teacher Salary Schedule approved July 17, 2018. Applicant will be rated in on Step 8, Column BA+15 at \$44,221 annual salary.

District shall be entitled to recover for any erroneous excess of payment, regardless of cause. Excess payments discovered within a fiscal year may be recovered, in whole or in part, by adjustment of further payments during or on account of that fiscal year.

F. Final Approval of Contract:

Upon execution by Employee, this Contract constitutes an irrevocable acceptance of employment but confers no equitable or legal rights until and unless the Contract is approved by the District Board at a lawfully conducted public meeting or by a designee of the Board who has been delegated by the Board the authority to approve such contracts.

G. Adherence to Laws and Regulations:

This Agreement constitutes an offer of employment only and confers no legal or equitable rights until and unless it is approved by the District at a lawfully conducted public meeting.

Applicant agrees that she will faithfully adhere to all laws of the State of California and the United States, the regulations of the State Board of Education, the regulations, policies, and directives of the District and all lawful directives of Applicant's superiors.

Executed at Gorman, California, this 14th day of August 2017.

Applicant

GORMAN ELEMENTARY SCHOOL DISTRICT

Deborah G. Cabitac
Certificated Employee

Johannis Andrews
Superintendent

Gorman Elementary School District 2018-19 Teacher Contract Attachment #1

Education Code Section 44955

(a) No permanent employee shall be deprived of his or her position for causes other than those specified in Sections 44907 and 44923, and Sections 44932 to 44947, inclusive, and no probationary employee shall be deprived of his or her position for cause other than as specified in Sections 44948 to 44949, inclusive.

(b) Whenever in any school year the average daily attendance in all of the schools of a district for the first six months in which school is in session shall have declined below the corresponding period of either of the previous two school years, whenever the governing board determines that attendance in a district will decline in the following year as a result of the termination of an inter-district tuition agreement as defined in Section 46304, whenever a particular kind of service is to be reduced or discontinued not later than the beginning of the following school year, or whenever the amendment of state law requires the modification of curriculum, and when in the opinion of the governing board of the district it shall have become necessary by reason of any of these conditions to decrease the number of permanent employees in the district, the governing board may terminate the services of not more than a corresponding percentage of the certificated employees of the district, permanent as well as probationary, at the close of the school year. Except as otherwise provided by statute, the services of no permanent employee may be terminated under the provisions of this section while any probationary employee, or any other employee with less seniority, is retained to render a service which said permanent employee is certificated and competent to render.

In computing a decline in average daily attendance for purposes of this section for a newly formed or reorganized school district, each school of the district shall be deemed to have been a school of the newly formed or reorganized district for both of the two previous school years.

As between employees who first rendered paid service to the district on the same date, the governing board shall determine the order of termination solely on the basis of needs of the district and the students thereof. Upon the request of any employee whose order of termination is so determined, the governing board shall furnish in writing no later than five days prior to the commencement of the hearing held in accordance with Section 44949, a statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking each employee relative to the other employees in the group. This requirement that the governing board provide, on request, a written statement of reasons for determining the order of termination shall not be interpreted to give affected employees any legal right or interest that would not exist without such a requirement.

(c) Notice of such termination of services shall be given before the 15th of May in the manner prescribed in Section 44949, and services of such employees shall be terminated in the inverse of the order in which they were employed, as determined by the board in accordance with the provisions of Sections 44844 and 44845. In the event that a permanent or probationary employee is not given the notices and a right to a hearing as provided for in Section 44949, he or she shall be deemed reemployed for the ensuing school year.

The governing board shall make assignments and reassignments in such a manner that employees shall be retained to render any service which their seniority and qualifications entitle them to render. However, prior to assigning or reassigning any certificated employee to teach a subject which he or she has not previously taught, and for which he or she does not have a teaching credential or which is not within the employee's major area of postsecondary study or the equivalent thereof, the governing board shall require the employee to pass a subject matter competency test in the appropriate subject.

(d) Notwithstanding subdivision (b), a school district may deviate from terminating a certificated employee in order of seniority for either of the following reasons:

(1) The district demonstrates a specific need for personnel to teach a specific course or course of study, or to provide services authorized by a services credential with a specialization in either pupil personnel services or health for a school nurse, and that the certificated employee has special training and experience necessary to teach that course or course of study or to provide those services, which others with more seniority do not possess.

(2) For purposes of maintaining or achieving compliance with constitutional requirements related to equal protection of the laws.

Education Code Section 44929.23

(a) The governing board of a school district of any type or class having an average daily attendance of less than 250 pupils may classify as a permanent employee of the district any employee who, after having been employed by the school district for three complete consecutive school years in a position or positions requiring certification qualifications, is reelected for the next succeeding school year to a position requiring certification qualifications. If that classification is not made, the employee shall not attain permanent status and may be reelected from year to year thereafter without becoming a permanent employee until a change in classification is made.

(b) Notwithstanding subdivision (a), Section 44929.21 shall apply to certificated employees employed by a school district, if the governing board of the school district elects to dismiss probationary employees pursuant to Section 44948.2. If that election is made, the governing board thereafter shall classify as a permanent employee of the district any probationary employee who, after being employed for two complete consecutive school years in a position or positions requiring certification qualifications, is reelected for the next succeeding school year to a position requiring certification qualifications as required by Section 44929.21. Any probationary employee who has been employed by the district for two or more consecutive years on the date of that election in a position or positions requiring certification qualifications shall be classified as a permanent employee of the district.

(c) If the classification is not made pursuant to subdivision (a) or (b), the employee shall not attain permanent status and may be reelected from year to year thereafter without becoming a permanent employee until the classification is made.

Education Code Section 44948.5

(a) This section applies only to (1) probationary employees of a school district with an average daily attendance of less than 250 pupils, or (2) those persons currently employed as probationary employees whose probationary period commenced prior to the 1983-84 fiscal year.

(b) No later than March 15 and before a probationary employee is given notice by the governing board that his or her services will not be required for the ensuing year for reasons other than those specified in Section 44955, the governing board and the employee shall be given written notice by the superintendent of the district or his or her designee, or, in the case of a district which has no superintendent, by the clerk or secretary of the governing board, that it has been recommended that the notice be given to the employee, and stating the reasons therefor.

If the probationary employee has been in the employ of the district for less than 45 days on March 15, the giving of the notice may be deferred until the 45th day of employment and all time period and deadline dates prescribed by this subdivision shall be coextensively extended.

Until the employee has requested a hearing as provided in subdivision (c) or has waived his or her right to a hearing, the notice and the reasons therefor shall be confidential and shall not be divulged by any person, except as may be necessary in the performance of duties. However, the violation of this

requirement of confidentiality, in and of itself, shall not in any manner be construed as affecting the validity of any hearing conducted pursuant to this section.

(c) The employee may request a hearing to determine if there is cause for not reemploying him or her for the ensuing year. A request for a hearing shall be in writing and shall be delivered to the person who sent the notice pursuant to subdivision (b), on or before a date specified in that subdivision, which shall not be less than seven days after the date on which the notice is served upon the employee. If an employee fails to request a hearing on or before the date specified, his or her failure to do so shall constitute a waiver of his or her right to a hearing. The notice provided for in subdivision (b) shall advise the employee of the provisions of this subdivision.

(d) In the event a hearing is requested by the employee, the proceeding shall be conducted and a decision made in accordance with Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code and the governing board shall have all the power granted to an agency therein, except that all of the following shall apply:

(1) The respondent shall file his or her notice of defense, if any, within five days after service upon him or her of the accusation and he or she shall be notified of this five-day period for filing in the accusation.

(2) The discovery authorized by Section 11507.6 of the Government Code shall be available only if request is made therefor within 15 days after service of the accusation, and the notice required by Section 11505 of the Government Code shall so indicate.

(3) The hearing shall be conducted by an administrative law judge who shall prepare a proposed decision, containing findings of fact and a determination as to whether the charges sustained by the evidence are related to the welfare of the schools and the pupils thereof. The proposed decision shall be prepared for the governing board and shall contain a determination as to the sufficiency of the cause and a recommendation as to disposition. However, the governing board shall make the final determination as to the sufficiency of the cause and disposition. None of the findings, recommendations, or determinations contained in the proposed decision prepared by the administrative law judge shall be binding on the governing board. Non-substantive procedural errors committed by the school district or governing board of the school district shall not constitute cause for dismissing the charges unless the errors are prejudicial errors. Copies of the proposed decision shall be submitted to the governing board and to the employee on or before May 7 of the year in which the proceeding is commenced. All expenses of the hearing, including the cost of the administrative law judge, shall be paid by the governing board from the district funds.

The board may adopt from time to time such rules and procedures not inconsistent with provisions of this section as may be necessary to effectuate this section.

(e) The governing board's determination not to reemploy a probationary employee for the ensuing school year shall be for cause only. The determination of the governing board as to the sufficiency of the cause pursuant to this section shall be conclusive, but the cause shall relate solely to the welfare of the schools and the pupils thereof. The decision made after the hearing shall be effective on May 15 of the year the proceeding is commenced.

(f) Notice to the probationary employee by the governing board that his or her service will not be required for the ensuing year, shall be given no later than May 15.

(g) If a governing board notifies a probationary employee that his or her services will not be required for the ensuing year, the board shall, within 10 days after delivery to it of the employee's written request, provide the employee with a statement of its reasons for not reemploying him or her for the ensuing school year.

(h) Any notice or request shall be deemed sufficient when it is delivered in person to the employee to whom it is directed, or when it is deposited in the United States registered mail, postage prepaid and addressed to the last known address of the employee.

(i) In the event that the governing board does not give notice provided for in subdivision (e) on or before May 15, the employee shall be deemed reemployed for the ensuing school year.

(j) If after request for hearing pursuant to subdivision (c) any continuance is granted pursuant to Section 11524 of the Government Code, the dates prescribed in subdivisions (d), (e), (f), and (i) which occur on or after the date of granting the continuance shall be extended for a period of time equal to the continuance.