



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 ORGANIZATIONAL MEETING

AGENDA

December 13, 2016

Gorman School

Closed Session: 3:00 P.M.

Regular Session: 3:30 P.M.

I. CALL TO ORDER

Salute the flag

Roll Call – Members:

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

Roll Call – Administration:

Johannis Andrews, Superintendent/Principal
Jean Cummings, Business Manager/Consultant
Lise 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 December 13, 2016.

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

III. ADJOURN TO CLOSED SESSION

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

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

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

IV. RECONVENED TO REGULAR SESSION

Reconvened to Regular Session at _____ P.M.

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

ACTION FROM CLOSED SESSION (IF ANY)

V. PRESENTATIONS/INFORMATION/DISCUSSION

A. Presentation

1. Jean Cummings-First Interim Report 2016-17

B. Information

1. Superintendent/Principal's Report
2. Trial Balance by Fund Report Period 5
3. Gorman Learning Center Report dated December 5, 2016
4. Gorman Learning Center Regular Session Agenda dated November 16, 2016
5. Gorman Learning Center Regular Session Minutes dated November 16, 2016
6. Gorman Learning Center Regular Session Agenda dated December 7, 2016
7. Name change of the Gorman Quail Newsletter to Gorman Elementary Paw Print Newsletter. Included is the Paw Print Newsletter dated December 2016.

8. LACOE Informational Bulletin #4496 dated December 2, 2016 from Keith D. Crafton, Secretary Los Angeles County Committee on School District Organization, Director, Business Advisory Services, regarding the Los Angeles County Committee on School District Organization-Election Results

C. Comments

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

D. Discussion

1. Remuneration, Reimbursement and Other Benefits BB 9250
Choose Option 1 (Benefits paid by district) or Option 2 (Benefits paid by former Board member)
2. Probationary/Permanent Status AR 4116
Choose Option 1, Option 2 or Option 3

VI. ANNUAL REORGANIZATION AND ELECTION OF OFFICERS OF THE BOARD OF TRUSTEES

A. Election-President, Board of Trustees

Moved by _____ Seconded by _____ Vote: yes ___no___

B. Election-Clerk, Board of Trustees

Moved by _____ Seconded by _____ Vote: yes ___no___

C. Adopt yearly calendar specifying date, time, and place of each regular meeting.

Day of month: _____ Time: _____ Place: _____

Moved by _____ Seconded by _____ Vote: yes ___no___

D. Appointment of Johannis Andrews II, Superintendent /Principal as Secretary to the Board of Trustees.

Moved by _____ Seconded by _____ Vote: yes ___no___

E. Selection of Board's representative to the Antelope Valley School Boards' Association.

Moved by _____ Seconded by _____ Vote: yes ___no___

F. Approve retention of all current policies and bylaws in effect for the period of December 1, 2016 until the organizational meeting in December 2017, or until such time as they are revised or deleted by the Board.

Moved by _____ Seconded by _____ Vote: yes ___no___

G. Approve Authorized Signature Resolution effective December 13, 2016.

Moved by _____ Seconded by _____ Vote: yes ___no___

H. Selection of Board Representative to the Los Angeles County School Trustees Association who shall be the Board's voting delegate to all such elections by said organization for the 2016/2017 school year, pending changes from LACOE.

Moved by _____ Seconded by _____ Vote: yes ___no___

I. Selection of Board's voting Representative to elect members to the Los Angeles County Committee on School District Organization at the annual election in October/November 2017.

Moved by _____ Seconded by _____ Vote: yes ___no___

VII. ACTION ITEMS

A. Administrative and Business Office Items:

1. Approve the Minutes of the Regular Meeting November 8, 2016.

Moved by _____ Seconded by _____ Vote: yes ___no___

2. Approve Purchase Orders #16-17-115 through 16-17-138 of which \$ 22,409.00 was paid from the General Fund and \$5,132.64 from other funds.

Moved by _____ Seconded by _____ Vote: yes ___no___

3. Approve B Warrants #12272-12273, 12277, 12281-12315 in the amount of \$47,468.55.

Moved by _____ Seconded by _____ Vote: yes ___no___

4. Approve 1 year Learning A-Z License for 4th-5th grade, in the amount of \$109.95.

Moved by _____ Seconded by _____ Vote: yes ___no___

5. Approve budget revisions for the First Interim Report 2016-17 and declare a positive certification.

Moved by _____ Seconded by _____ Vote: yes ___no___

6. Approve California Department of Education Waiver Submission-General for the Gorman Learning Center Charter School starting 7/1/16 ending 7/1/18.

Moved by _____ Seconded by _____ Vote: yes ___no___

7. Approve Notice of Completion for the roofing contract for roof bid with JLG Roofing, Inc. DBA: Gil's Roofing Company to replace and/or repair roof. At its Board meeting of September 13, 2016 Action Item A.6, the Board of Trustees approved the bid with JLG Roofing, Inc. The project is now complete.

Moved by _____ Seconded by _____ Vote: yes ___no___

B. Personnel:

VIII. ADVANCE PLANNING

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

Items for next meeting

1. _____ 2. _____

IX. ADJOURNMENT

Approve adjournment at _____ P.M.

Moved by _____ Seconded by _____ Vote: yes ___no___



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

Gorman Joint School District

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Johannis L. Andrews II
Superintendent/Principal

Superintendent's Report December 2016

Enrollment 90 students

As of December 2, 2016, we have 90 students enrolled.

District

Charter Schools

In August 2013, the Anderson Unified School District ("District") filed a complaint against the Shasta Secondary Home School ("Shasta"), a nonclassroom-based charter school authorized by the Shasta Union High School District, alleging that Shasta did not have legal authority to open a resource center within the District's boundaries because the geographic site restrictions found in the Charter Schools Act, Education Code sections 47605 and 47605.1. These sections require that charters operate schoolsites in the geographic boundaries of the school district but allow nonclassroom-based schools to establish "resource center, meeting space, or other satellite facility located" in a county adjacent to that in which the charter school is authorized. Since the District was in the same county as Shasta's authorizing district, the District argued that its resource center location was not allowed. Alternatively, the District argued that the resource center was a "schoolsite."

The trial court disagreed with the District's arguments. First, the court found that Shasta's site met the statutory definition of a resource center. Then, the court reasoned that the Legislature intended to distinguish a resource center, meeting space, or other satellite facility from a site or schoolsite, and that the lack of a specific restriction on in-county resource centers indicates a Legislative intent not to restrict such locations. Further, the court found that it would be an absurd result to allow charter schools to locate resource centers in adjacent counties, but not within the authorizing district's county and outside that district's boundaries.

On October 17, 2016, the Third District Court of Appeal released its decision in the Anderson Union High School District v. Shasta Secondary Home School case. The decision reverses the Shasta County Superior Court's previous decision on appeal and is inconsistent with California Department of Education (CDE) advisories and recent decisions by the State Board of Education (SBE). In general, the District Court of Appeal holds that nonclassroom-based charter school resource centers located outside the boundaries of the authorizing school district but within the

authorizing county are prohibited unless it can meet the exemption under 47605.1(d) The court found that no exception to the geographic site restrictions allows a charter school to operate a resource center outside the geographic boundaries of the authorizing school district but within the same county. Although not at issue in the case, the analysis confirms that resource centers identified in the charter and located either in the authorizing district's boundaries or in adjacent counties are allowed.

The court refused to consider the public policy considerations presented in this case, though finding them "intriguing and possibly persuasive." For example, California Charter Schools Association (CCSA) and other amici curiae argued that the Legislature's goal in enacting AB 1994 was to increase oversight and competition. Instead, the court stated that "considerations of public policy do not permit us to ignore the plain language of the statute."

Charter schools have been engaged with the case since it was filed, due to the potential threat it has posed to the flexibility allowed for nonclassroom-based programs. CCSA filed a declaration at the trial court and amicus curiae brief at the appellate court. CCSA will continue to work with charter schools who might be affected by the decision, and work to ensure the Legislature's public policy objectives with respect to charter schools are fulfilled.

Anderson complained that the Shasta Charter School was "stealing" its students by locating a resource center within its boundaries. Yet, the California Charter Schools Act is designed to encourage "vigorous competition" within the public school system. Competition should improve education, not increase litigation. Hopefully, this court of appeal's decision won't be the final say. Non-classroom based charters are vital to the success of thousands of California school children. Resource centers complement those schools. California law should encourage their continued growth, not stifle them.

Board Action Item: State Board of Education Waiver Request

The purpose of Gorman Learning Center waiver is to provide flexibility in a school district or county office of education without undermining the basic intent of the law. The governing board of a school district or county office of education may request a waiver of parts of the California Education Code and regulations. The State Board of Education (SBE) may approve such waivers under the non-waiver general authority, sections 33050-33053. The waiver allows Gorman Learning Center to continue business as it is today until decisions are made. On October 17, 2016, the 3rd District Court of Appeals ruled in *Anderson Unified High School District v. Shasta Secondary Home School Charter* that independent study charter schools may not have resource centers outside of the boundaries of the school district in which the charter is authorized, but within the same county. Currently, the Gorman Learning Center has two resource centers located within the Los Angeles County that are affected by the ruling. The state waiver is necessary to allow the continued operation of Gorman Learning Center existing resource centers until the law is changed and clarified or Gorman Learning Center makes operational changes. I recommend that Gorman Joint School District Governing Board approves the waiver so Gorman Learning Center can proceed as normal until the State Board of Education can make a decision how to proceed with charters.

Human Resources

In April 2016 Governor Jerry Brown signed Senate Bill 3 (Chapter 4/2016), which increases California's minimum wage to eventually \$15 per hour. The first increment goes into effect January 1, 2017, and the schedule is as follows:

| Minimum Wage | Effective Date: | Effective Date: |
|--------------|---------------------------------------|--------------------------------------|
| | Employers With More Than 25 Employees | Employers With 25 or Fewer Employees |
| \$10.50/hour | January 1, 2017 | January 1, 2018 |
| \$11/hour | January 1, 2018 | January 1, 2019 |
| \$12/hour | January 1, 2019 | January 1, 2020 |
| \$13/hour | January 1, 2020 | January 1, 2021 |
| \$14/hour | January 1, 2021 | January 1, 2022 |
| \$15/hour | January 1, 2022 | January 1, 2023 |

The Governor can choose to pause any of the increases for one year depending on the condition of the economy or the State Budget, but the first increment to \$10.50/hour cannot be paused. Once the minimum wage reaches \$15 per hour it will be indexed annually for inflation, not to exceed 3.5% in any given year.

The first increment is coming up fast for employers with more than 25 employees, so this serves as a reminder to ensure that salary schedules and payroll systems have been updated as necessary.

Curriculum

None at this reporting period.

Professional Development

None at this reporting period.

Facilities

- Roofing: GIL's Roofing Company has removed material to the wood on the existing Multi-Purpose Room's roof and hulled off the old materials. They have applied #90 pound felt and insulated Mission Red Clay tiles. They have removed and replaced composite shingle roof to the over hangs. They have removed and replaced the flat roof with Sureflex PVC membrane and applied Tapco Silicon coat. Work was completed on Monday December 5, 2016.
- Jean has set aside funds for the teacherage. The outside of the building is in need of repair and repainting. Windows need to be replaced.

Budget

- Enclosed in your packet is the First Interim Budget Report.

Events

1. Parent/Teacher conferences were held on November 16th and 17th. Teachers and parents talked about the academic progress of each of the students. The communication between teachers and parents continues to be an important piece to their child's education at Gorman. We appreciate our parent's support in attending the parent/teacher conferences.
2. On November 17th, Gorman students were treated to a wonderful turkey lunch complete with turkey, dressing, mashed potatoes and gravy, corn, dinner rolls and pumpkin pie. Earlier in the week students had created their own placemats as an art project.
3. The Winter Holiday Programs will be held on December 15th at 1:00 p.m. and 6:00 p.m.
4. December 19th is Gorman's student spirit day and students are allowed to wear their pajamas to school.
5. Santa's annual gift shop will be open during the week of December 9th to December 15th. Items will be available for students to purchase for friends and family member at the school ranging in price from \$.25-\$20.00.

Report ID : LAGL0085
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 1
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|------------------------------|--------------------------------|------------|--------|
| 1110 | Teachers' Salaries-Full-Time | 69,984.76 | 0.00 |
| 1160 | Teachers' Salaries-Substitute | 9,267.50 | 0.00 |
| 1300 | Cert Supervisors & Admin Sal | 31,334.75 | 0.00 |
| 1310 | Cert Supervisor & Admin Sal-FT | 32,000.00 | 0.00 |
| Total for Major Object: 1000 | | 142,587.01 | 0.00 |
| 2130 | Instruct Aide Sal-Hourly/Daily | 12,147.35 | 0.00 |
| 2200 | Classif Support Sal | 2,131.93 | 0.00 |
| 2210 | Classif Support Sal-Full-Time | 11,532.55 | 0.00 |
| 2410 | Cler Tech Office Staff Sal-ET | 10,330.50 | 0.00 |
| 2460 | Cler Tech Off Staff Sal-Sub | 4,046.32 | 0.00 |
| 2990 | TBD | 4,880.00 | 0.00 |
| Total for Major Object: 2000 | | 45,068.65 | 0.00 |
| 3111 | STRS, Certificated Positions | 17,327.98 | 0.00 |
| 3212 | PERS, Classified Positions | 2,626.80 | 0.00 |
| 3311 | ORASDI, Certificated Positions | 21.39 | 0.00 |
| 3312 | ORASDI, Classified Positions | 2,129.44 | 0.00 |
| 3331 | Medicare, Cert Positions | 1,787.19 | 0.00 |
| 3332 | Medicare, Class Positions | 603.44 | 0.00 |
| 3411 | Hlth & Wlfr Benefits, Cert | 16,734.72 | 0.00 |
| 3412 | Hlth & Wlfr Benefits, Class | 28,011.40 | 0.00 |
| 3511 | State Unemploy Insur, Cert Pos | 71.27 | 0.00 |
| 3512 | State Unemploy Insur, Clas Pos | 20.82 | 0.00 |
| 3611 | Worker Comp Insur, Cert Pos | 6,750.49 | 0.00 |
| 3612 | Worker Comp Insur, Class Pos | 2,240.91 | 0.00 |
| 3999 | Benefits-Error | 802.64 | 0.00 |
| Total for Major Object: 3000 | | 79,128.49 | 0.00 |
| 4110 | Textbooks | 34,787.04 | 0.00 |
| 4210 | Books & Oth Reference Material | 0.00 | 8.00 |
| 4310 | Materials and Supplies | 5,904.91 | 0.00 |
| 4340 | Computer Software & Relat Exp | 3,159.53 | 0.00 |
| 4350 | Office Supplies - Admin | 3,133.49 | 0.00 |
| 4360 | Tires, Fuel and Oil | 861.16 | 0.00 |
| 4370 | Custodial/Operation Supplies | 3,430.78 | 0.00 |
| 4380 | Maintenance Supplies | 2,743.79 | 0.00 |
| 4400 | NonCapitalized Equipment | 988.27 | 0.00 |
| Total for Major Object: 4000 | | 55,008.97 | 8.00 |
| 5210 | Mileage & Car Allowances | 402.73 | 0.00 |
| 5220 | Travel and Conferences | 1,670.00 | 0.00 |
| 5310 | Dues and Memberships | 4,826.50 | 0.00 |
| 5410 | Insurance | 6,684.00 | 0.00 |
| 5510 | ELECTRICITY | 7,984.89 | 0.00 |

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

Report ID : LAGL008
 District : 64584
 Fiscal Year : 2017
 To Period : 5

| Object | Object Description | Debit | Credit |
|---|---------------------------------|--------------|------------|
| 5520 | Natural Gas Services | 659.78 | 0.00 |
| 5530 | Water | 1,993.23 | 0.00 |
| 5560 | Waste Disposal | 717.28 | 0.00 |
| 5565 | Waste Disposal - Other | 2,588.00 | 0.00 |
| 5610 | Rentals, Leases and Repairs | 1,722.21 | 0.00 |
| 5630 | Repairs | 6,153.15 | 0.00 |
| 5640 | Computer Repairs | 822.79 | 0.00 |
| 5800 | Oth Contracted Services | 15,803.89 | 0.00 |
| 5812 | Contract Svc (2) - TBA | 27,466.98 | 0.00 |
| 5820 | Legal, Audit, & Election Costs | 5,598.25 | 0.00 |
| 5830 | Advertisement | 119.40 | 0.00 |
| 5840 | Computer/Technlgy Related Serv | 2,955.00 | 0.00 |
| 5850 | Consit/Ind Contractors (NonEmp) | 18,213.75 | 0.00 |
| 5860 | Fingprnt, Phys, XRY&Oth Emp Cst | 58.00 | 0.00 |
| 5880 | Other Charges/Fees | 1,265.46 | 0.00 |
| 5890 | Other Services | 81.00 | 0.00 |
| 5910 | Communications | 260.10 | 0.00 |
| 5940 | Communication -Postage | 490.37 | 0.00 |
| Total for Major Object: 5000 | | 108,536.76 | 0.00 |
| 6510 | Equipment Replacement | 2,711.22 | 0.00 |
| Total for Major Object: 6000 | | 2,711.22 | 0.00 |
| 8011 | Rev Limit State Aid-CYr | 0.00 | 280,711.00 |
| 8012 | Education Protection Account E | 0.00 | 37,183.00 |
| 8029 | Othr Subvntns/In-Lieu of Taxes | 0.00 | 20.03 |
| 8042 | Unsecured Roll Taxes | 0.00 | 2,307.94 |
| 8043 | Piror Year's Taxes | 0.00 | 2,893.28 |
| 8044 | Supplemental Taxes | 0.00 | 29,892.84 |
| 8045 | Edu RevAugmtn Fnd | 0.00 | 351.29 |
| 8048 | Pnlts & Intrst from Dlgnt Tax | 0.00 | 704.46 |
| 8290 | All Other Federal Revenues | 0.00 | 488.00 |
| 8550 | Manated Cost Reimbursements | 0.00 | 2,743.00 |
| 8560 | State Lottery | 0.00 | 12,184.72 |
| 8625 | Community Redevelop Funds | 0.00 | 465.20 |
| 8650 | Leases and Rentals | 0.00 | 4,400.00 |
| 8660 | Interest | 0.00 | 8,537.60 |
| 8699 | All Other Local Revenues | 0.00 | 448.38 |
| 8791 | Tfrs of Apptmnts fm Dstrcts | 0.00 | 103,418.17 |
| Total for Major Object: 8000 | | 0.00 | 486,748.91 |
| Net Increase (Decrease) to Fund Balance | | | 53,715.81 |
| 9110 | Cash in County Treasury | 1,800,720.44 | 0.00 |
| 9130 | Revolving Cash | 2,000.00 | 0.00 |

Report ID : LAGL0085
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 3
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|--------------------------------|------------|--------------|
| 9200 | Accounts Receivable | 271,419.84 | 0.00 |
| 9342 | Earned Salary Advance | 1,501.00 | 0.00 |
| 9514 | STRS Liability | 4,484.61 | 0.00 |
| 9517 | Voluntary Deductions | 27.18 | 0.00 |
| 9519 | Accounts Payable-Current Liab. | 0.00 | 2,145.79 |
| 9520 | Accnts Payable-Manual Accrual | 0.00 | 23,711.32 |
| 9521 | Salaries Payable | 0.00 | 1,500.00 |
| 9525 | FB Subs-STRS | 0.00 | 3,693.59 |
| 9526 | FB Subs-PERS | 889.69 | 0.00 |
| 9528 | FB Subs-OASDI | 0.00 | 24,600.79 |
| 9529 | FB Subs-MEDICARE | 0.00 | 27,748.00 |
| 9531 | FB Subs-SUI | 4,221.03 | 0.00 |
| 9532 | FB Sub-W/C | 0.00 | 91,062.75 |
| 9533 | FB Subs-PERS Reduction | 0.00 | 549.24 |
| 9543 | Direct Deposit Payable | 0.00 | 164.39 |
| 9650 | Deferred Revenue | 0.00 | 155,395.53 |
| 9791 | Beginning Fund Balance | 0.00 | 1,700,976.58 |
| | ENDING Fund Balance | | 1,754,692.39 |

Total for Fund: 01.0 2,518,304.89 2,518,304.89

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-------------|
| 2230 | Classif Support Sal-Hrly/Daily | 2,762.22 | 0.00 |
| | Total for Major Object: 2000 | 2,762.22 | 0.00 |
| 3312 | OASDI, Classified Positions | 171.25 | 0.00 |
| 3332 | Medicare, Class Positions | 40.04 | 0.00 |
| 3412 | Hlth & Wlfr Benefits, Class | 3,906.94 | 0.00 |
| 3512 | State Unemploy Insur, Clas Pos | 1.39 | 0.00 |
| 3612 | Worker Comp Insur, Class Pos | 154.74 | 0.00 |
| | Total for Major Object: 3000 | 4,274.36 | 0.00 |
| 4400 | NonCapitalized Equipment | 695.00 | 0.00 |
| 4710 | Food | 11,321.10 | 0.00 |
| 4790 | Food Supplies | 213.25 | 0.00 |
| | Total for Major Object: 4000 | 12,229.35 | 0.00 |
| 5630 | Repairs | 1,588.27 | 0.00 |
| | Total for Major Object: 5000 | 1,588.27 | 0.00 |
| 8634 | Food Service Sales | 0.00 | 777.36 |
| 8660 | Interest | 0.00 | 5.40 |
| | Total for Major Object: 8000 | 0.00 | 782.76 |
| | Net Increase (Decrease) to Fund Balance | | (20,071.44) |
| 9110 | Cash in County Treasury | 0.00 | 6,859.55 |
| 9200 | Accounts Receivable | 3,054.72 | 0.00 |
| 9521 | Salaries Payable | 0.02 | 0.00 |
| 9526 | FB Subs--PERS | 34.66 | 0.00 |
| 9528 | FB Subs--OASDI | 0.00 | 2,743.99 |
| 9529 | FB Subs--MEDICARE | 0.00 | 80.46 |
| 9531 | FB Subs--SUI | 0.00 | 117.34 |
| 9532 | FB Sub-W/C | 0.00 | 1,479.72 |
| 9791 | Beginning Fund Balance | 0.00 | 11,879.78 |
| | ENDING Fund Balance | | (8,191.66) |
| | Total for Fund: 13.0 | 23,943.60 | 23,943.60 |

Report ID : LAGL0085
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 5
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|------------|------------|
| 5630 | Repairs | 3,745.89 | 0.00 |
| | Total for Major Object: 5000 | 3,745.89 | 0.00 |
| 8660 | Interest | 0.00 | 285.93 |
| | Total for Major Object: 8000 | 0.00 | 285.93 |
| | Net Increase (Decrease) to Fund Balance | | (3,459.96) |
| 9110 | Cash in County Treasury | 116,314.83 | 0.00 |
| 9200 | Accounts Receivable | 285.71 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 120,060.50 |
| | ENDING Fund Balance | | 116,600.54 |
| | Total for Fund: 14.0 | 120,346.43 | 120,346.43 |

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 6
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.00 | 147.40 |
| | Total for Major Object: 8000 | 0.00 | 147.40 |
| | Net Increase (Decrease) to Fund Balance | | 147.40 |
| 9110 | Cash in County Treasury | 62,276.49 | 0.00 |
| 9200 | Accounts Receivable | 147.23 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 62,276.32 |
| | ENDING Fund Balance | | 62,423.72 |
| | Total for Fund: 21.0 | 62,423.72 | 62,423.72 |

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 7
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.00 | 104.09 |
| | Total for Major Object: 8000 | 0.00 | 104.09 |
| | Net Increase (Decrease) to Fund Balance | | 104.09 |
| 9110 | Cash in County Treasury | 43,978.62 | 0.00 |
| 9200 | Accounts Receivable | 103.90 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 43,978.43 |
| | ENDING Fund Balance | | 44,082.52 |
| | Total for Fund: 25.0 | 44,082.52 | 44,082.52 |

Report ID : LAGI008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 8
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.00 | 164.52 |
| | Total for Major Object: 8000 | 0.00 | 164.52 |
| | Net Increase (Decrease) to Fund Balance | | 164.52 |
| 9110 | Cash in County Treasury | 69,511.78 | 0.00 |
| 9200 | Accounts Receivable | 164.80 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 69,512.06 |
| | ENDING Fund Balance | | 69,676.58 |
| | Total for Fund: 30.0 | 69,676.58 | 69,676.58 |

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.00 | 28.43 |
| | Total for Major Object: 8000 | 0.00 | 28.43 |
| | Net Increase (Decrease) to Fund Balance | | 28.43 |
| 9110 | Cash in County Treasury | 12,014.34 | 0.00 |
| 9200 | Accounts Receivable | 27.97 | 0.00 |
| 9519 | Accounts Payable-Current Liab. | 0.00 | 0.12 |
| 9791 | Beginning Fund Balance | 0.00 | 12,013.76 |
| | ENDING Fund Balance | | 12,042.19 |
| | Total for Fund: 35.0 | 12,042.31 | 12,042.31 |

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2017
 To Period : 5

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

Page No. 10
 Run Date 12/01/2016
 Run Time 07:05:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|----------------------|--------------------------------|------------|------------|
| 9110 | Cash in County Treasury | 0.00 | 59,340.83 |
| 9200 | Accounts Receivable | 0.00 | 16,185.64 |
| 9507 | Medicare Contributions | 0.00 | 28,294.97 |
| 9511 | Federal Tax Withholding | 110,878.12 | 0.00 |
| 9512 | State Tax Withholding | 9,675.62 | 0.00 |
| 9513 | OASDI Liability | 0.00 | 26,006.25 |
| 9514 | STRS Liability | 0.00 | 2,924.80 |
| 9515 | PERS Liability | 3.41 | 0.00 |
| 9517 | Voluntary Deductions | 9,184.56 | 0.00 |
| 9518 | Tax Shelter Annuity | 0.00 | 700.00 |
| 9519 | Accounts Payable-Current Liab. | 0.00 | 469.12 |
| 9528 | FB Subs-OASDI | 243.53 | 0.00 |
| 9529 | FB Subs-MEDICARE | 60.57 | 0.00 |
| 9531 | FB Subs-SUI | 3,875.80 | 0.00 |
| | ENDING Fund Balance | | 0.00 |
| Total for Fund: 76.0 | | 133,921.61 | 133,921.61 |

Report ID : LAGL008S
District : 64584
Fiscal Year : 2017
To Period : 5

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

Page No. 11
Run Date 12/01/2016
Run Time 07:05:11
MONTHLY

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



BRINGING ACADEMIC EXCELLENCE
HOME

DATE: December 5, 2016

TO: Board of Trustees
Gorman School District

FROM: Denice Burchett
Executive Director

SUBJECT: MONTHLY BOARD REPORT

BOARD REPORT NO. 11-16-2016

I. BACKGROUND

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

II. November 2016 REPORT

On Wednesday November 16, 2016 the Gorman Learning Center Board of Directors convened in a regular session of the Board of Directors at 43301 Division Street, Lancaster, CA. 93535. The month's activities include the following:

Denice Burchett's Report:

This is our first year to participate in National School Choice Week. Held every January, National School Choice Week shines a positive spotlight on effective education options for every child.

The goal of National School Choice Week (NSCW) is to **raise public awareness** of all types of education options for children. These options include traditional public schools, public charter schools, magnet schools, online learning, private schools, and homeschooling.

To meet this goal, NSCW encourages schools, organizations, and individuals to hold positive events that celebrate school choice options, while drawing attention to the need for even greater opportunities for children.

Started in 2011, NSCW has grown into the world's largest celebration of opportunity in education. The Week is a nonpartisan, nonpolitical public awareness effort.

I participated in a 1 day WASC visit to a charter school in Adelanto. This was a great experience for me and was also my first WASC visit as a team member. I learned a lot on this visit and also gained insight into what a WASC team member is looking for. Our WASC visit comes in March for a full self study.

I presented the California Department of Education Waiver to our board for approval and it was approved. This waiver will now go to the Gorman District Board for approval and then be submitted to the California State Board for review. We are hopeful that this waiver will be granted.

Truth Ncube-Director of Finance

Truth has formed a budget committee comprised of school managers and leaders. We have been working on the first interim budget with him making suggestions for revisions in all departments of the school. This has been a great learning experience for all of us.

Truth Ncube presented the SB740 application and letter of consideration to the Board. The final version of both documents will be submitted in February 2017. The SB740 will assist the State in determining funding for Gorman Learning Center for the next 2 to 5 years.

What is the SB740:

California *Education Code (EC)* sections 47612.5 and 47634.2, and *California Code of Regulations, Title 5 (5 CCR)* established the criteria for the review and evaluation of determination of funding requests for nonclassroom-based charter schools. The statutes specify that a charter school may receive apportionment funding for nonclassroom-based instruction only if a determination of funding is made by the State Board of Education (SBE). 5 CCR Section 11963.4 requires the California Department of Education (CDE) to review a charter school's determination of funding request and to present the request to the Advisory Commission on Charter Schools (ACCS). The ACCS is required to develop a recommendation on the request for consideration by the SBE.

Thank you very much
Denice Burchett

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

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: November 16, 2016

MEETING PLACE: 43301 Division Street
Lancaster, California 93535

TIME: 5:00 p.m.

Board Streaming: www.gormanlc.org/video

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

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

OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

| | |
|------------------|--|
| David Akers | President, Parent Representative |
| Vanessa Decker | Vice President, Parent Representative |
| Brian Jaspersen | Secretary, Parent Representative |
| Timothy Hughes | Treasurer, Parent Representative |
| Fanny Lang | Member at Large, Parent Representative |
| Yvette Barringer | Member at Large, Parent Representative |
| Dondi Henderson | Member at Large, Parent Representative |
| Joe Andrews | District Representative |

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of October 19, 2016.

CLOSED SESSION

6. ADJOURN TO CLOSED SESSION, IF ANY:

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Significant Exposure to Litigation) – Government Code Section 54954.5 (c)

b. PERSONNEL ACTION – Government Code Section 54957

RECONVENE TO OPEN SESSION

7. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

8. 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.

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

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

11. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

- a. Executive Director – Denice Burchett
- b. Director of Finance – Truth Ncube

12. INFORMATION/DISCUSSION/ACTION AGENDA

- a. Information Items
 - i. SB740 – Truth Ncube
 - ii. Petty Cash Policy – Truth Ncube
 - iii. Prop 39 – Truth Ncube

b. Action Items

- i. California Department of Education Waiver Submission – Denice Burchett**
- ii. Signer Resolution – Denice Burchett**
- iii. Cal Card Resolution – Truth Neube**
- iv. Clarification of Resource Center Pay Scale – Vicki McClure**

13. ITEMS FOR NEXT MEETING

14. CONFIRM MEETING PLACE AND TIME

15. ADJOURNMENT

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: November 16, 2016

MEETING PLACE: 43301 Division Street
Lancaster, California 93535

TIME: 5:00 p.m.

Board Streaming: www.gormanlc.org/video

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

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OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER 5:00PM

2. BOARD OF DIRECTORS ROLL CALL

| | |
|------------------|--|
| David Akers | President, Parent Representative (Present) |
| Vanessa Decker | Vice President, Parent Representative (Present) |
| Brian Jasperson | Secretary, Parent Representative (Present) |
| Timothy Hughes | Treasurer, Parent Representative (Absent) |
| Fanny Lang | Member at Large, Parent Representative (Present) |
| Yvette Barringer | Member at Large, Parent Representative (Present) |
| Dondi Henderson | Member at Large, Parent Representative (Present) |
| Joe Andrews | District Representative (Present) |

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

Motion to approve the Agenda as presented.

Moved by: Yvette Barringer

Second by: Vanessa Decker

Motion Carried: 6-0

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the regular session meeting of October 19, 2016.

Motion to approve the Minutes as presented.

Moved by: Vanessa Decker

Second by: Yvette Barringer

Motion Carried: 5-0

David Akers abstained from voting due to his absence from the meeting on October 19, 2016

CLOSED SESSION

6. ADJOURN TO CLOSED SESSION, IF ANY: 5:01 PM

- a. Conference With Legal Counsel – Anticipated Litigation (Significant Exposure to Litigation)
– Government Code Section 54954.5 (c)

- b. Personnel Action – Government Code Section 54957

RECONVENE TO OPEN SESSION 6:47 PM

7. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

NONE

8. 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

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

David Akers thanked Vanessa Decker for running the meeting on October 19, 2016 in his absence.

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

Yvette Barringer asked about the Rose Gold Aquatic Center Physical Therapy expense. Fanny Lang also inquired about an "OT," and Mileage and Service Charge.

Denice Burchett responded to both questions by saying she would look into them. Denice believed both charges were related to a Special Education vendor who was required to travel to a student but requested time to thoroughly look into them.

David Akers requested information on how the Amazon Market Place orders are tracked. Truth Ncube responded with information on how receipts and tracking numbers are journaled and kept to compare with packaging slips.

Motion to approve the Consent Agenda as presented.

Moved by: Vanessa Decker

Second by: Dondi Henderson

Motion Carried: 6-0

11. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

a. Executive Director – Denice Burchett

Denice Burchett shared about her first WASC visit. Denice shared how the school where the visit took place was a charter school started because of the "parent signature law." Denice explained that the State allows parents to step in and take over a school if the school is under performing if enough signatures are collected. Denice said the parents then chose to turn the school into a charter school. Denice found it exciting that parents would choose a charter for their student's education. Denice informed the Board that WASC will be visiting Gorman in March and Adam Cornish is compiling all the information they need.

Denice Burchett shared that there were two members of Gorman's Math team who attended a Math Conference and then two IT members who attended another conference. Denice explained that these kind of conferences are great for new information, new technology, and new connections. Denice allowed Jason Gatz to speak about some of the new vendors and new technology he encountered at the Spiceworld Conference for Information Technology.

Denice Burchett allowed Kimberly Tumambing to speak about the upcoming National Schools Choice Week. Kimberly said Gorman will be participating in National Schools Choice Week in January 2017. Kimberly encouraged all Gorman students, staff, faculty, board members, parents, and community members to wear their scarves and stickers and take pictures that would then be posted both on Gorman's website and the National Schools Choice website.

b. Director of Finance – Truth Ncube

Truth Ncube informed the Board that the Audit team was recently at Gorman and their report would be coming to the Board at the next meeting.

Truth Ncube informed the Board of the small Budget Committee that he has formed. The Budget Committee is working on the First Interim Budget which will come to the Board at the next meeting as well. Truth explained that he wishes to use the Committee as a means to tailor Gorman's resources to fit the needs of the organization.

12. INFORMATION/DISCUSSION/ACTION AGENDA

a. Information Items

i. SB740 – Truth Ncube

Truth Ncube presented the SB740 application and letter of consideration to the Board. The final version of both documents will be submitted in February 2017. The SB740 will assist the State in determining funding for Gorman Learning Center for the next 2 to 5 years.

The Board thanked the Administration for their work and said they were grateful to Delta for all their hard work as well. The Administration said they learned a lot about Gorman's spending from this exercise and will be setting a goal to track spending in the future.

ii. Petty Cash Policy – Truth Ncube

Truth Ncube presented a revised Petty Cash Policy to the Board. The new policy creates more of an outline on how petty cash is to be handled and set up for each resource center.

iii. Prop 39 – Truth Ncube

Truth Ncube told the Board about Prop 39. Prop 39 allocates funds for improving efficiency and saving energy. Gorman has been allocated \$417,777.00 for improvements. Truth explained that in order to use the funds, Gorman needs to first choose a vendor who can create an efficiency plan which will then need to be Board approved. After Board approval, the plan can be submitted with an application to the state. If approved, then the bidding process for contractors can commence. The Board then approves contracts for work to begin.

David Akers asked if Prop 39 covers the fee of the consultants. Truth Ncube said that he has spoken with some of the consultants about that possibility and they said yes. David Akers also asked if the consultants guarantee the state will approve Gorman's application or the fee is waived. Truth Ncube said the consultants so far seemed to be 99% certain that Gorman's application would be approved.

The Board advised Administration to keep inflation and fluctuating costs in mind as they move forward.

b. Action Items

i. California Department of Education Waiver Submission – Denice Burchett

Denice Burchett presented the board with a Waiver Submission. Once approved the waiver letter would go before the Gorman District Board and then travel on to the California State Board for approval.

David Akers clarified that the court ruling referenced within the waiver submission changed the standard operating procedures for charter schools. The ruling also went against language set down by the California State Board of Education. In order to continue operating as Gorman currently is, the State Board of Education could approve Gorman's waiver request which would cover the next two years as the courts continue to deliberate.

The Waiver Submission was open to public discussion. No objections to the waiver were raised.

Motion to approve the Waiver Application as presented.

Moved by: Brian Jaspersen

Second by: Vanessa Decker

Motion Carried: 6-0

ii. Signer Resolution – Denice Burchett

Motion to approve the addition of Truth Z. Ncube to the Wells Fargo Money Market Fund Account #XXX-XXXXXX4493.

Moved by: Brian Jaspersen

Second by: Yvette Barringer

Motion Carried: 6-0

iii. Cal Card Resolution – Truth Ncube

Motion to approve the resolution to authorize the use of Cal Cards.

Moved by: Brian Jaspersen

Second by: Vanessa Decker

Motion Carried: 6-0

iv. Clarification of Resource Center Pay Scale – Vicki McClure

The Board asked Vicki McClure to look at levels 6, 7, and 8 and to consider adding in another column to better define the top end of the lead levels pay scale. The Board would prefer more clarity and accountability. The Board would also like to see the Resource Center Pay Scale return after such revisions are made.

Motion to not approve the Resource Center Pay Scale as presented.

Moved by: Brian Jaspersen

Second by: Vanessa Decker

Motion Carried: 6-0

13. ITEMS FOR NEXT MEETING

The Board has requested the following items return for the next meeting on December 07, 2016; Clarification of RC Pay Scale, First Interim Budget, Audit Report, Petty Cash Policy, and Possible Vendor's for Prop 39.

14. CONFIRM MEETING PLACE AND TIME

Antelope Valley Resource Center at 5:00 pm on December 07, 2016.

15. ADJOURNMENT 8:28 PM

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: December 07, 2016

MEETING PLACE: 43301 Division Street
Lancaster, California 93535

TIME: 5:00 p.m.

Board Streaming: www.gormanlc.org/video

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

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OPEN SESSION: PUBLIC MEETING

1. CALL TO ORDER

2. BOARD OF DIRECTORS ROLL CALL

| | |
|------------------|--|
| David Akers | President, Parent Representative |
| Vanessa Decker | Vice President, Parent Representative |
| Brian Jaspersen | Secretary, Parent Representative |
| Timothy Hughes | Treasurer, Parent Representative |
| Fanny Lang | Member at Large, Parent Representative |
| Yvette Barringer | Member at Large, Parent Representative |
| Dondi Henderson | Member at Large, Parent Representative |
| Joe Andrews | District Representative |

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the special session meeting of November 16, 2016.

6. COMMUNICATION FROM THE PUBLIC

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

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

8. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

- a. Executive Director – Denice Burchett
- b. Director of Finance – Truth Ncube

9. INFORMATION/DISCUSSION/ACTION AGENDA

- a. Action Items
 - i. Acceptance of the Independent Financial Audit Report FYE 6/30/2016 – Truth Ncube, Matt Miller of Vavrinek, Trine, Day & Co., LLP
 - ii. Approve Change of Service Provider for telecommunication services for SCRC – Chris Campbell
 - iii. Petty Cash Policy 4002. – Second Read – Truth Ncube
 - iv. Prop 39 Possible Vendor – Truth Ncube
 - v. Clarification of Resource Center Pay Scale – Vicki McClure
 - vi. Approval of the FY 2016-2017 First Interim Financial Report– Truth Ncube
- b. Information Items
 - i. WASC School Community Profile and Report of Progress Draft – Adam Cornish

CLOSED SESSION

10. ADJOURN TO CLOSED SESSION, IF ANY:

- i. PERSONNEL ACTION – Government Code Section 54957

RECONVENE TO OPEN SESSION

11. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION, IF ANY

12. ITEMS FOR NEXT MEETING

13. CONFIRM MEETING PLACE AND TIME

14. ADJOURNMENT



MESSAGE FROM THE PRINCIPAL

Happy Holidays! It is difficult to believe that the holidays are around the corner! It is my hope that during the hustle and bustle of the holiday season, you have a blessed holiday with family and friends. December is filled with exciting events as the holidays approach.

Our Annual Holiday Program is scheduled for December 15, 2016. Due to limited space, we have scheduled two performances so that every family has an opportunity to see their child/children perform. The first will be at 1:00 PM and the second will be at 6:00 PM. This year's theme is "A Pirate Christmas".

California has several laws designed to give parents a choice about which school their children attend. One of these laws is known as the District of Choice Program. The program allows a student living in one school district to transfer to another school district that has deemed itself a District of Choice. The program differs from existing inter-district transfer laws because it does not require students to apply for an inter-district transfer while leaving their current district. Gorman Joint School District is accepting applications for non-residents, for the 2017-2018 District of Choice Program, beginning November 1, 2016 through December 31, 2016. Interested students do not need to seek permission from their home district. If you know of any family that would like to have their children attend Gorman Elementary School please have them call the office to get an application or go to gorman.k12.ca.us for an online application.

Gorman Elementary School

December 2016

UPCOMING EVENTS

December

- 2 Awards Assembly
- 2 Student Council Meeting 3:00-4:00PM
- 2 Student Council Holiday Movie Night-4:30PM
- 6 PTSO Meeting 3:00PM
- 9-15 Santa's Secret Shop
- 10 Breakfast with Santa
- 13 School Board Meeting 3:00PM
- 15 Holiday Program 1:00PM & 6:00PM
- 16 Pajama Day and Minimum Day-
Students released at 1:00PM
- 19-Jan 2 Winter Break-No School

January

- 3 Return to School
- 3 PTSO Meeting 3:00PM
- 10 School Board Meeting 3:00PM
- 13 Progress Reports Go Home
- 13 PBIS Reward Day
- 13 PTSO Movie Night
- 16 Martin Luther King, Jr. Day-No School

Winter Break





This year we will be using Lil' Shopper's Shoppe for our Santa Shop this year. We will have items available for students to purchase gifts for their family and friends. Items will be priced from \$0.25 to \$20. All students will have the opportunity to walk through the shop on Friday, December 9th. The shop will be open December 12th-15th for purchases. We will also be open on December 15th after our Holiday Program.

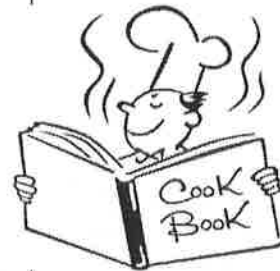


COOKBOOK FUNDRAISER

Gorman School PTSO is creating a cook book to be used as a fundraiser. Your assistance and participation are needed to make this fundraiser a success!

HOW YOU CAN HELP:

Please submit your favorite recipes for inclusion in our cookbook. You can do this by sending it by email to gormanschoolptso@gmail.com or by sending it in to the front office.



DID YOU KNOW?

One day of school equals as many as three days of catch up for a child to learn all the missed information and skills. Learning is progressive. Students who miss school miss out on carefully planned sequences of instruction. Each day's lessons build on the previous days.

**EVERY
SCHOOL DAY
COUNTS**

WINTER WEATHER/SNOW DAYS

- As winter approaches, the possibility exists for storms that would require the Superintendent to order a delayed opening of school or an emergency early closing. We encourage you to listen for BrightArrow Notification System Announcements for information about delays and emergency early closings. The school will call the main number on the emergency card using BrightArrow Notification System. Please make sure the school has your correct/current phone number so that we can contact you.

COOLER WEATHER

- It is time to bring out the jackets! As cooler weather approaches, please make sure your student has appropriate clothing. Please make sure your child wears a warm coat, hat, gloves or mittens, and boots to protect him/her from the cold weather. Please look in the Lost and Found for items that may belong to your child.



THANKSGIVING FEAST



Gorman Elementary School celebrated our annual Thanksgiving Feast on Thursday, November 17th. All of the Gorman students and staff sat together to enjoy a family style meal, which included turkey, stuffing, mashed potatoes, corn, rolls, cranberry sauce, pie and milk. We would like to thank all of the volunteers that helped to make our meal an amazing event!

Maria Paz
Heather Allison
Tonya Spellins
Bonnie Palo
Lourdes Bonilla

Veronica Sandoval
Valerie Cason
Teresa Green
Tommy Hastings
Leah Cetani

GLow PARTY

Student Council would like to thank Katelin Davis and Lindsay Call for helping out at our November PBIS "Glow Party".



**NEXT MEETING:
FRIDAY,
JANUARY 6TH**

PENNY WARS

Bring in your coins

11/28-12/2

(may the best class win)

HOLIDAY MOVIE NIGHT

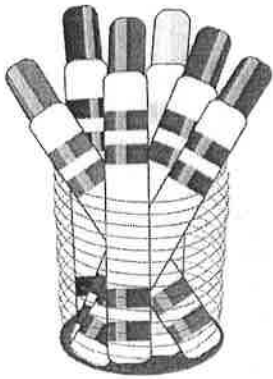
FRIDAY, DECEMBER 2nd

- 8TH GRADE HOLIDAY CANDYGRAMS
- The eighth grade class will be selling Candygrams for \$2.00 each during December 12-15. They will be delivered on Friday, December 16th.

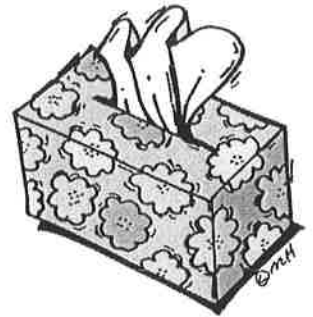
THIS HOLIDAY, DISCOVER YOUR INNER ELF.



Our classrooms are in need of donations of the following:



- Kleenex
- Wipes
- Paper Towels
- Dry Erase Markers
- Hand Sanitizer
- Pencils



2016 Holiday Program
"A Pirate's Christmas"

Join us on Thursday, December 15th for our annual Holiday Program. We will be having two performances to ensure that every family has the opportunity to view the show. Due to limited space, we are asking that your family only attend one of the shows.

The students will be performing at 1:00pm and 6:00pm.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS (continued)

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members

Note: The following section is **optional**. Government Code 53201 authorizes the district to pay premiums for health and welfare benefits for former Board members under the limited circumstances described below. Any district that does not offer benefits to former Board members should delete this entire section.

Former Board members may participate in the health and welfare benefits program provided for district employees under the conditions specified below.

Note: Government Code 53208.5 provides that Board members may not receive benefits greater than those provided to district employees, as provided below. Thus, if a district's collective bargaining agreement specifies that employee eligibility for benefits terminates at age 65, then Board member benefits will also terminate at that time. Districts with such circumstances may expand the following paragraph to indicate the limits of the benefits.

Health and welfare benefits for former Board members shall be no greater than those received by district nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

Note: Pursuant to Government Code 53201, a district may pay premiums for health and welfare benefits for former Board members only if all of the following conditions are satisfied: (1) the district paid for benefits for former Board members before January 1, 1994; (2) the former Board member served in office after January 1, 1981; (3) the former Board member's term began before January 1, 1995; and (4) the former Board member served for 12 or more years. If the district did not pay benefits for former Board members before January 1, 1994, benefits may be provided to former Board members **only** on a self-pay basis, even if a former member has served in office for the requisite amount of time.

In Thorning v. Hollister School District, the court of appeal ruled that a board policy adopted during the board member's term of office has the effect of vesting him/her with those benefits and that the board cannot subsequently unilaterally withdraw those benefits from those board members.

Option 1 below is for use only by districts that paid health and welfare benefits for former board members before January 1, 1994 and choose to continue to do so. Option 2 is for use by districts that are either ineligible to pay for such benefits because they did not pay for former board member benefits before January 1, 1994, have no qualified board members, or choose not to pay for such benefits.

Because this is a complex area of law, it is strongly recommended that the district consult with legal counsel before offering paid health benefits to former Board members.

OPTION 1: (Benefits paid by district)

The district shall pay the premiums for health and welfare benefits of any former Board



December 2, 2016

TO: Superintendents and Presidents
Los Angeles County School and Community College Districts

FROM: Keith D. Crafton, Secretary
Los Angeles County Committee on School District Organization
Director, Business Advisory Services

SUBJECT: Los Angeles County Committee on School District Organization –
Election Results

The annual election for members of the Los Angeles County Committee on School District Organization (County Committee) was held between October 1 and November 14, 2016. The County Committee appreciates your support and wishes to thank the school and community college districts that submitted nominations, and all who participated in the election process, either as candidates, or as governing board representatives.

Election Results

First Supervisorial District (one vacancy)

Mr. John Nunez was re-elected to a four-year term, and will serve as one of the representatives of the First Supervisorial District through December 2020.

Mr. Nunez has served on the County Committee since 1996.

Fourth Supervisorial District (one vacancy)

Mr. Frank Bostrom was re-elected to a four-year term, and will serve as one of the representatives of the Fourth Supervisorial District through December 2020.

Mr. Bostrom has served on the County Committee since 1992.

Fifth Supervisorial District (one vacancy)

Mr. Joel Peterson was re-elected to a four-year term, and will serve as one of the representatives of the Fifth Supervisorial District through December 2020.

Mr. Peterson has served on the County Committee since 2013.

Los Angeles County Committee on School District Organization - Election Results
December 2, 2016
Page 2

This bulletin is posted on the Los Angeles County Office of Education (LACOE) website at the following address:

www.lacoe.edu/Bulletins.aspx

Use the "Search" function to locate a specific bulletin by number or keyword.

If you have questions, please contact me at (562) 922-6131.

Approved:
Scott Price, Ph.D.
Chief Financial Officer

KDC/AD/EH:ah

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS (continued)

member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code 53201)

Note: The following paragraph is **optional**. If the district allows Board members elected on or after January 1, 1995 to continue benefits at their own expense after leaving service, as authorized by Government Code 53201, it may revise the following paragraph to require more than one term of service at its discretion.

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code 53201)

OPTION 2: (Benefits paid by former Board member)

Note: At its discretion, the Board may revise the following paragraph to require more than one term of office.

Any former Board member leaving the Board after at least one term of office may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time of retirement. (Government Code 53201)

Note: The following **optional** paragraph is for use by all districts. Government Code 53205.1 authorizes the district to fund health and welfare benefits for spouses and dependent children of former Board members.

Health and welfare benefits provided to a former Board member shall be extended, at his/her expense and at the same level, to his/her spouse/registered domestic partner and eligible dependent children as specified in law and the health plan.

Legal Reference:

EDUCATION CODE

33050-33053 *General waiver authority*

33362-33363 *Reimbursement of expenses for attendance at workshops*

35012 *Board members; number, election and term*

35044 *Payment of traveling expenses of representatives of board*

35120 *Compensation for services as member of governing board*

35172 *Promotional activities*

44038 *Cash deposits for transportation purchased on credit*

FAMILY CODE

297-297.5 *Rights, protections and benefits under law; registered domestic partners*

GOVERNMENT CODE

8314 *Use of public resources*

20322 *Elective officers; election to become member*

CSBA Sample Board Policy

Certificated Personnel

BP 4116(a)

PROBATIONARY/PERMANENT STATUS

Probationary Status

Probationary employees shall receive training, assistance and evaluations consistent with their needs as new teachers. Such training and assistance may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

(cf. 4115 - Evaluation/Supervision)

(cf. 4131 - Staff Development)

Permanent Status

| |
|--|
| Note: The following optional paragraph is for use by districts with 250 ADA or more and those districts with less than 250 ADA that grant permanent status. |
|--|

Granting of permanent status shall be based on completion of the probationary period in accordance with applicable law. Employees granted permanent status acquire specific rights under the Education Code, including those relating to discipline and dismissal. (Education Code 44932-44988)

(cf. 4117.6 - Decision Not to Rehire)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

Legal Reference: (see next page)

PROBATIONARY/PERMANENT STATUS (continued)

Legal Reference:

EDUCATION CODE

44466 *Status of university interns*

44850.1 *No tenure in administrative or supervisory position*

44885.5 *Status of district interns*

44908 *Complete year for probationary employees*

44911-44913 *Service not computed in eligibility for permanent status*

44915 *Classification of probationary employees*

44917-44921 *Status of substitute or temporary employees*

44929.20 *Continuing contracts (not to exceed four years - ADA under 250)*

44929.21 *Districts of 250 ADA or more*

44929.23 *Districts with less than 250 ADA*

44929.28 *Employment by another district*

44930-44988 *Resignations, dismissals and leaves of absence, especially:*

44948.2 *Election to use provisions of Section 44948.3*

44948.3 *Dismissal of probationary employees*

CSBA Sample Administrative Regulation

Certificated Personnel

AR 4116(a)

PROBATIONARY/PERMANENT STATUS

Permanent Status (Districts of 250 ADA or More)

A probationary teacher who has been employed by the district in a position or positions requiring certification for two complete consecutive school years and is then rehired for the next succeeding school year shall become a permanent employee at the beginning of the third year. (Education Code 44929.21)

Note: Pursuant to Education Code 44929.21 and 44929.23, districts of 250 ADA or more and districts of less than 250 ADA that grant permanent status (Option 1 below), must notify an employee on or before March 15 of the employee's second complete consecutive school year of employment of the decision to whether to reelect the employee for the next school year. If the district does not provide that notice, the employee is deemed to be reelected for the next school year. See AR 4117.6 - Decision Not to Rehire.

Permanent Status (Districts with Less than 250 ADA)

Note: Option 1 below is for use by districts with less than 250 ADA that grant permanent status after two consecutive years; this option must be used by districts desiring the right to dismiss probationary certificated employees by nonreelection for a subsequent school year without a hearing pursuant to Education Code 44929.21 and 44929.23. Districts making this election also achieve broader rights to dismiss the probationary teacher during the school year pursuant to Education Code 44948.2 and 44948.3. (See AR 4117.6 - Decision Not to Rehire and AR 4118 - Dismissal/Suspension/disciplinary Action.) Once the district elects to have this right and give permanent status after two years as described in Option 1, its decision is irreversible and it can no longer delay or deny the granting of permanent status as described in Option 2 or 3.

Options 2 and 3 may be selected by districts with less than 250 ADA that have not elected to dismiss probationary employees pursuant to Education Code 44948.2 and 44948.3. Such districts still have the choice of granting permanent status to certificated employees after they have completed three consecutive years of service (Option 2), or, if the Board does not choose to grant permanent status, employees may be reelected from year to year without becoming permanent employees (Option 3). Because of the ramifications of this decision, districts should seek legal counsel before choosing one of these options.

OPTION 1: A probationary teacher who has been employed by the district in a position or positions requiring certification for two complete consecutive school years and is then rehired for the next succeeding school year shall become a permanent employee at the beginning of the third year. (Education Code 44929.23)

OPTION 2: A probationary teacher who has been employed by the district in a position or positions requiring certification for three complete consecutive school years and is then rehired for the next succeeding school year may become a permanent employee at the beginning of the fourth year. This grant of permanent status may only be made specifically by and at the discretion of the Board. (Education Code 44929.23)

PROBATIONARY/PERMANENT STATUS (continued)

OPTION 3: Permanent status shall not be granted to certificated district employees. (Education Code 44929.23)

(cf. 4115 - Evaluation/Supervision)

(cf. 4117.6 - Decision Not to Rehire)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4121 - Temporary/Substitute Personnel)

Permanency Achieved in Other Districts

Note: The following paragraph is **optional**.

A person who has achieved permanent status as a certificated employee in another school district may be employed by the Board as a permanent certificated employee. (Education Code 44929.28)

Interns

Note: AB 552 (Ch. 138, Statutes of 1997) amended Education Code 44466 to make the requirements for the attainment of permanent status by university interns authorized pursuant to Education Code 44450 consistent with the requirements for district interns authorized pursuant to Education Code 44325.

A person employed as a district or university intern shall be classified as a probationary employee. Following completion of the internship, if he/she is reelected by the district to serve in a position requiring certification qualifications for the next succeeding school year, he/she shall continue to be classified as a probationary employee during that year. (Education Code 44466, 44885.5)

(cf. 4112.21 - Interns)

Note: The following paragraph should be used only by districts that grant permanent status to certificated staff.

A person who has completed an internship and at least one complete school year in a position requiring certification qualifications within the district shall be granted permanent status when he/she is reelected for the next succeeding school year to a position requiring certification qualifications. (Education Code 44466, 44885.5)

CSBA Sample Administrative Regulation

Certificated Personnel

AR 4118(a)

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION

Note: The following **optional** administrative regulation should be revised to reflect provisions applicable to the size of the district as well as any related provisions of collective bargaining agreements.

Pursuant to Government Code 3543.2, the district and certificated employee bargaining unit must, upon request of either party, negotiate causes and procedures for disciplinary action, other than dismissal and suspension beyond 15 days. If the Governing Board has adopted a collective bargaining agreement which includes such procedures, then, pursuant to Education Code 44932, the authorization to suspend an employee for up to 15 days pursuant to the procedures specified in Education Code 44933, 44934, 44934.1, 44935, 44936, 44937, 44943, and 44944 would not apply. The suspension procedures specified in Education Code 44934 and 44939, as amended by AB 215 (Ch. 55, Statutes of 2014), are explicitly for use only by districts that do not have a collective bargaining agreement.

In Vergara v. State of California, a California superior court held that the state's current dismissal procedure is unconstitutional because it is so complex, time consuming, and expensive that it effectively prohibits an effective, efficient, and fair dismissal of a grossly ineffective teacher. However, this decision has been stayed until appeals can be settled.

Because Education Code provisions pertaining to employee suspension and dismissal are complex, districts are advised to consult with legal counsel before instituting such proceedings.

Causes for Suspension or Dismissal

Note: Education Code 44932 lists causes for which a certificated employee may be suspended without pay or dismissed. AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44932 to add egregious misconduct, as defined, as a cause for dismissal and to delete membership in the Communist party.

The causes listed in Education Code 44932 have been found to be so broad as to be sometimes difficult to apply. However, the California Supreme Court (Morrison v. State Board of Education) has articulated a seven-part test to determine fitness to teach, including (1) likelihood of recurrence of the questioned conduct or performance, (2) extenuating or aggravating circumstances, (3) effect of notoriety and publicity, (4) impairment of teacher-student relationships, (5) disruption of the education process, (6) motive, and (7) proximity or remoteness in time of conduct or performance. The conduct or performance that gives rise to the need to suspend or dismiss need not occur on or involve district property.

A certificated employee with permanent status may be suspended without pay or dismissed only for one or more of the following causes: (Education Code 44932)

1. Immoral conduct including, but not limited to, egregious misconduct that is the basis for a sex offense or controlled substance offense described in Education Code 44010 or 44011 or child abuse and neglect as described in Penal Code 11165.2-11165.6
2. Unprofessional conduct
3. Commission, aiding, or advocating the commission of acts of criminal syndicalism

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

4. Dishonesty
5. Unsatisfactory performance
6. Evident unfitness for service
7. Physical or mental condition unfitting the employee to instruct or associate with children

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

8. Persistent violation of or refusal to obey the school laws or regulations of the state or district
9. Conviction of a felony or of any crime involving moral turpitude
10. Violation of Education Code 51530 or Government Code 1028 (advocacy of communism)
11. Alcoholism or other drug abuse that makes the employee unfit to instruct or associate with children

(cf. 4115 - Evaluation/Supervision)

An employee may be suspended or dismissed on grounds of unprofessional conduct consisting of acts or omissions not listed above if the charge specifies instances of behavior deemed to constitute unprofessional conduct. (Education Code 44933)

An employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student, or for refusing to infringe on a student's protected conduct, when that student is exercising his/her free speech or press rights pursuant to Education Code 48907 or 48950. (Education Code 48907, 48950)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

(cf. 5145.2 - Freedom of Speech/Expression)

Suspension/Dismissal of Permanent Employees

Note: Procedures for the suspension or dismissal of permanent employees are addressed in Education Code 44932-44947. Some of these procedures were amended by AB 215 (Ch. 55, Statutes of 2014), including the establishment of an alternative procedure for charges related solely to egregious misconduct.

See the accompanying Board policy for information about Board responsibilities related to reviewing the statement of charges, providing notice to the employee of the Board's intent to suspend or dismiss him/her,

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

and, when applicable, appointing a member of the Commission on Professional Competence that will conduct a hearing on the matter.

When a permanent certificated employee is charged with one or more of the offenses specified in the section "Causes for Suspension or Dismissal" above, the following procedures shall apply:

1. The person preparing a written statement of charges that there is cause to suspend or dismiss an employee shall submit the signed statement to the Governing Board. (Education Code 44934, 44934.1)
2. Upon receiving notice of the Board's intent to suspend or dismiss him/her, the employee may request a hearing on the matter. The hearing shall be conducted by the Commission on Professional Competence, except that any case involving only egregious misconduct shall be heard instead by an administrative law judge and, in any other case, the hearing may be conducted by an administrative law judge when both the district and employee so stipulate. (Education Code 44943, 44944, 44944.05, 44944.1, 44944.3)
3. Except when an employee is charged solely with egregious misconduct, the district may amend the charges less than 90 days before the hearing only upon showing of good cause and upon approval of the administrative law judge. (Education Code 44934)
4. The employee shall be suspended or dismissed when the Commission on Professional Competence or administrative law judge has issued its decision supporting suspension or dismissal or, if the employee did not request a hearing, at the expiration of 30 days after service of the notice of intent to suspend or dismiss. (Education Code 44941, 44943, 44944)

The Superintendent or designee shall notify the Commission on Teacher Credentialing when the employment status of a certificated employee has been changed as a result of alleged misconduct or while an allegation of misconduct is pending. (Education Code 44030.5, 44242.5, 44940; 5 CCR 80303)

(cf. 4117.7/4317.7 - Employment Status Reports)

Suspension/Dismissal of Probationary Employees

Note: With proper notice, the district may choose not to rehire probationary employees for the following year without giving a statement of reasons; see AR 4117.6 - Decision Not to Rehire. However, during the school year, probationary employees may only be suspended without pay or dismissed for cause and in accordance with the applicable procedures specified in law.

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

The district may choose not to rehire probationary employees for the following school year without giving a statement of reasons provided that it is done in accordance with AR 4117.6 - Decision Not to Rehire and proper notice is provided by March 15. (Education Code 44929.21, 44929.23)

(cf. 4116 - Probationary/Permanent Status)

(cf. 4117.6 - Decision Not to Rehire)

Note: Districts with average daily attendance (ADA) of 250 or more may dismiss probationary employees during the school year in accordance with the procedures contained in Education Code 44948.3, in which case the decision whether to dismiss an employee rests with the Board rather than the Commission on Professional Competence (Option 1 below).

Districts with less than 250 ADA should select the appropriate option below depending on how the district grants permanent status to certificated employees in accordance with BP/AR 4116 - Permanent/Probationary Status. Districts with less than 250 ADA that have not adopted a collective bargaining agreement may elect to use the procedures in Education Code 44934 and 44934.1 for dismissal of probationary employees (Option 2 below), as reflected in the section "Suspension/Dismissal of Permanent Employees" above. Alternatively, Education Code 44948.2 authorizes districts with less than 250 ADA to elect to dismiss probationary employees during the school year pursuant to Education Code 44948.3 (Option 1 below). When districts with less than 250 ADA decide to use the procedures in Education Code 44948.3, their employees will become permanent employees if they are not served with a notice of non-reelection before March 15 of their second year. Since Education Code 44948.3 applies only to dismissal of probationary employees in districts with 250 ADA or more or to districts of less than 250 ADA that elect to use Education Code 44948.3, it is not appropriate for use by districts that either grant permanent status after three consecutive years or that reelect employees from year to year without granting permanent status.

OPTION 1: (Districts with ADA of 250 or more, or districts with less than 250 ADA that have elected to use the dismissal procedures in Education Code 44948.3)

During the school year, probationary employees in their first or second year of service may be dismissed only for one or more of the causes listed in items #1-11 in the section "Causes for Suspension or Dismissal" above or for unsatisfactory performance determined pursuant to Education Code 44660-44665. (Education Code 44948.2, 44948.3)

Whenever a first- or second-year probationary employee is so charged, the following procedures shall apply for dismissing the employee: (Education Code 44948.3)

1. The Superintendent or designee shall give 30 days' prior written notice of dismissal, not later than March 15 in the case of second-year probationary employees. The notice shall include a statement of the reasons for the dismissal, notice of the opportunity to appeal, and, if the cause is unsatisfactory performance, a copy of the evaluation conducted pursuant to Education Code 44664.

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

Note: Pursuant to Education Code 44948.3, the probationary employee may request a hearing as provided below. His/her failure to request a hearing within 15 days from receipt of the dismissal notice constitutes a waiver of the right to a hearing.

2. Upon receipt of the notice of dismissal, the employee may be dismissed if no request for a hearing is submitted to the Board within 15 days.

Note: Education Code 44948.3 authorizes the district to establish procedures for the appointment of an administrative law judge to conduct the hearing and submit his/her recommended decision to the Board. Item #3 may be revised to reflect any such procedures established by the district.

3. If a hearing is requested, the district may arrange for the appointment of an administrative law judge to conduct the hearing and to recommend a decision to the Board.

A probationary employee may be suspended without pay for a specified period of time as an alternative to dismissal. (Education Code 44948.3)

OPTION 2: (Districts with less than 250 ADA that do not grant permanent status after two years and do not elect to use the procedures in Education Code 44948.3)

During the school year, probationary employees may be dismissed only for one or more of the causes listed in items #1-11 in the section "Causes for Suspension or Dismissal" above. (Education Code 44948)

Whenever a probationary employee is so charged, dismissal procedures shall be those set forth in Education Code 44934 and 44934.1 as described in the section "Suspension/Dismissal of Permanent Employees" above.

Compulsory Leave of Absence

Note: Whenever a certificated employee is charged with a "mandatory leave of absence offense" as defined in Education Code 44940, the district is required to place him/her on a compulsory leave of absence. Penal Code 291 requires law enforcement, including the local police, sheriff, or California Highway Patrol, to telephone the Superintendent when a school employee has been arrested for a sex offense and provide written notice to the County Superintendent of Schools and the Commission on Teacher Credentialing (CTC).

AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44940 to add murder or attempted murder to the list of mandatory leave of absence offenses (item #2 below) and to delete exceptions regarding controlled substances (item #3 below).

Pursuant to Education Code 44009 and 44425, the CTC will revoke the credential of an individual who has been convicted of a mandatory leave of absence offense.

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

Upon being informed by law enforcement that a certificated employee has been charged with a "mandatory leave of absence offense," the Superintendent or designee shall immediately place the employee on a leave of absence. A mandatory leave of absence offense includes: (Education Code 44830.1, 44940)

1. Any sex offense as defined in Education Code 44010
2. Violation or attempted violation of Penal Code 187 (murder)
3. Any offense involving the unlawful sale, use, or exchange to minors of controlled substances as listed in Health and Safety Code 11054, 11055, and 11056

(cf. 4117.7/4317.7 - Employment Status Reports)

Note: Education Code 44940 permits the Board to require compulsory leaves for certain "optional leave of absence offenses" as defined below. AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44940 to move violations or attempted violations of Penal Code 187 from the list of optional leave of absence offenses to the list of mandatory leave of absence offenses.

The following **optional** paragraph should be revised to reflect offenses which the Board has determined will require a compulsory leave of absence.

The Superintendent or designee may place on an immediate compulsory leave of absence a certificated employee who is charged with an "optional leave of absence offense," defined as a controlled substance offense specified in Education Code 44011 and Health and Safety Code 11357-11361, 11363, 11364, and 11370.1 except as it relates to marijuana, mescaline, peyote, or tetrahydrocannabinols. (Education Code 44940)

If an employee is charged with an offense that falls into both the mandatory and optional leave of absence definitions, the offense shall be treated as a mandatory leave of absence offense. (Education Code 44940)

An employee's compulsory leave for a mandatory or optional leave of absence offense may extend for not more than 10 days after the entry of judgment in the criminal proceedings. However, the compulsory leave may be extended if the Board gives notice, within 10 days after the entry of judgment in the proceedings, that the employee will be dismissed within 30 days from the date of service of the notice unless he/she demands a hearing. (Education Code 44940, 44940.5)

Note: Pursuant to Education Code 44940.5, while on compulsory leave, the employee may receive his/her salary if he/she provides a suitable bond or other acceptable security as a guarantee that he/she will repay the leave-period salary if convicted of the charges or if he/she fails to return to district service. If the employee is acquitted or the charges are dismissed, the district must reimburse him/her for the cost of the bond upon return to service in the district. If an employee who does not furnish a bond or other security is acquitted or the charges are dismissed, the district must pay his/her salary for the time spent on leave upon return to service.

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

Education Code 44940.5 specifies that, if the charges against an employee are dismissed as a result of the employee's successful completion of a drug diversion program and the employee returns to service, the employee may elect to receive payment for his/her accrued leave and differential pay for the length of the employee's leave of absence.

During the period of compulsory leave, the employee shall be compensated in accordance with Education Code 44940.5.

Upon receipt of telephone or electronic notification from the Department of Justice that a current temporary, substitute, or probationary employee serving before March 15 of his/her second probationary year has been convicted of a violent or serious felony, the Superintendent or designee shall immediately place the employee on leave without pay. Upon receipt of electronic notification of the conviction from the Department of Justice, such employee shall be automatically terminated and without regard to any other termination procedure. (Education Code 44830.1)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

2016 – 2017 GOVERNING BOARD INFORMATION

BOARD MEMBERSHIP – District: _____

Please type names, residence address, residence/business telephones, and present terms of office for officers and members of the governing board of your district which are effective as a result of your annual organizational meeting. If your board is elected on a trustee area basis, please indicate the trustee area number for each board member (*).

| <u>Name and Residence Address</u> | | <u>Telephone Numbers</u> | <u>Present Term</u> | |
|-----------------------------------|----------------|------------------------------|-------------------------|------------|
| | | | <u>Began</u> | <u>End</u> |
| Pres. | | Res: _____ | _____ | _____ |
| Name _____ | | Bus: _____ | | |
| Residence Address _____ | | | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Clerk | | Res: _____ | _____ | _____ |
| Name _____ | | Bus: _____ | | |
| Residence Address _____ | | | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Name _____ | | Res: _____ | _____ | _____ |
| Residence Address _____ | | Bus: _____ | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Name _____ | | Res: _____ | _____ | _____ |
| Residence Address _____ | | Bus: _____ | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Name _____ | | Res: _____ | _____ | _____ |
| Residence Address _____ | | Bus: _____ | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Name _____ | | Res: _____ | _____ | _____ |
| Residence Address _____ | | Bus: _____ | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |
| Name _____ | | Res: _____ | _____ | _____ |
| Residence Address _____ | | Bus: _____ | | |
| City, State _____ | Zip Code _____ | District Email Address _____ | *Trustee Area No. _____ | |

Representative to elect members to the Los Angeles County Committee on School District Organization (Education Code §§35023/72403)

Name: _____ was elected at the annual organizational meeting as this governing board's voting representative to elect members to the Los Angeles County Committee on School District Organization in October/November 2017

GOVERNING BOARD MEETING INFORMATION:

Date of Annual Organizational Meeting in 2016-2017: _____

Board Meeting Day: _____ Time: _____

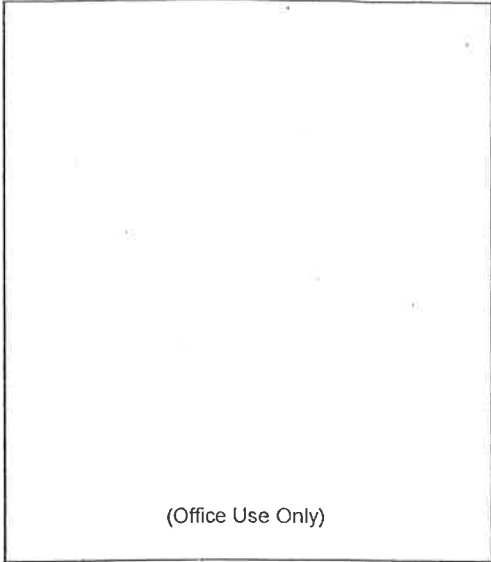
Signature of Superintendent/Secretary to the Governing Board

Return form to: Los Angeles County Office of Education
Business Advisory Services
Attention: Ms. Anna Heredia
9300 Imperial Highway
Downey, CA 90242-2890



State of California
Secretary of State

STATEMENT OF FACTS
ROSTER OF PUBLIC AGENCIES FILING
(Government Code section 53051)



(Office Use Only)

Instructions:

- 1. Complete and mail to: Secretary of State, P.O. Box 942877, Sacramento, CA 94277-0001 (916) 653-3984
2. A street address must be given as the official mailing address or as the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8 1/2" X 11" page, one sided and legible.

New Filing [] Update [X]

Legal name of Public Agency: Gorman Joint School District

Nature of Update: Annual reorganization and election of officers of the Board of Trustees

County: Los Angeles

Official Mailing Address: 49847 Gorman School Road Gorman, CA 93243

Name and Address of each member of the governing board:

Chairman, President or other Presiding Officer (Indicate Title): President

Name: Address:

Secretary or Clerk (Indicate Title):

Name: Address:

Members:

Name: Address:

Name: Address:

Name: Address:

Name: Address:

Name: Address:

RETURN ACKNOWLEDGMENT TO: (Type or Print)

December 13, 2016
Date

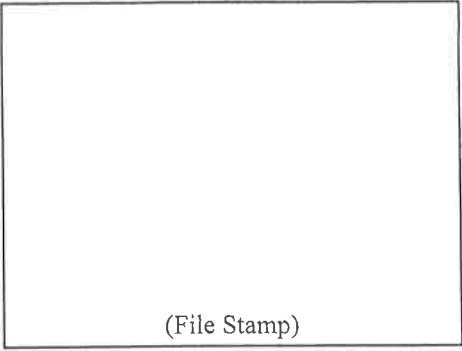
NAME [Lise Wastafarro]

ADDRESS P.O. Box 104 Signature

CITY/STATE/ZIP [Gorman, CA 93243] [Johannis Andrews II Superintendent
Typed Name and Title

STATEMENT OF FACT BY PUBLIC AGENCY

ROSTER OF PUBLIC AGENCIES
(Government Code Sections 53050-53051)



(File Stamp)

If the name of the agency is being changed, or if two or more previously recorded agencies are consolidating into one, please indicate the full information at the bottom of this filing form, listing all agency names involved.

1. Full legal name of agency: _____

2. Official mailing address of governing body of agency: _____
 _____ Phone No: _____

3. Name and address of each member of governing body of agency:

| | |
|-------------------|-------------------|
| Name | Name |
| Residence Address | Residence Address |
| Mailing Address | Mailing Address |
| City State Zip | City State Zip |
| Date Term Expires | Date Term Expires |
| Name | Name |
| Residence Address | Residence Address |
| Mailing Address | Mailing Address |
| City State Zip | City State Zip |
| Date Term Expires | Date Term Expires |
| Name | Name |
| Residence Address | Residence Address |
| Mailing Address | Mailing Address |
| City State Zip | City State Zip |
| Date Term Expires | Date Term Expires |
| Name | Name |
| Residence Address | Residence Address |
| Mailing Address | Mailing Address |
| City State Zip | City State Zip |
| Date Term Expires | Date Term Expires |

4. Name of chairman, president or other presiding officer of governing body:

Name of Officer: _____ Title of this officer: _____

Address (if not listed above): _____
 Res/Mailing Address City State Zip

Gorman Joint School District
DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 13, 2016 to December 12, 2017

In accordance with governing board approval dated December 13, 2016

Signature _____
Clerk (Secretary) of the Board

Typed Name _____
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

| | |
|--|----------|
| SIGNATURE | INITIALS |
| TYPED NAME | |
| President of the Board of Trustees/Education | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| Clerk/Secretary of the Board of Trustees/Education | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| Member of the Board of Trustees/Education | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| Member of the Board of Trustees/Education | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| Member of the Board of Trustees/Education | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| Member of the Board of Trustees/Education | |

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

| | |
|---|----------|
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>President of Board of Trustees</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Clerk/Secretary of Board of Trustees</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Member of Board of Trustees</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Superintendent/Principal</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Accounting/Data Processing Tech</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE | |

Number of Signatures required:

| | |
|----------------------------|--------------------------------|
| ORDERS FOR SALARY PAYMENTS | ORDERS FOR COMMERCIAL PAYMENTS |
| 1 | 1 |
| NOTICES OF EMPLOYMENT | CONTRACTS |
| 1 | 1 |



November 21, 2016

TO: Business Administrators
Los Angeles County School and Community College Districts and Other
Local Educational Agencies

FROM: Tracy Minor, Assistant Director
Accounting and Financial Services
Division of School Financial Services

SUBJECT: Annual Certification of Signature Resolution 2017-18

The governing board of each school district and community college district is required to hold an annual organizational meeting according to Education Code Section 35143/72000 as follows:

- Within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. In years when there are no regular election conducted for governing board members, the organizational meeting shall be held during the same 15-day period on the calendar.
- Only a city board of education, whose members are elected in accordance with a city charter, are exempt from the above.

The Certification of Signatures Resolution (Resolution) must be approved at that meeting.

ANNUAL CERTIFICATION OF SIGNATURE RESOLUTION SUBMISSION DUE DATES

The annual Certification of Signatures is due to the Los Angeles County Office of Education (LACOE) as follows:

| <u>Date Expiring</u> | <u>Date Due</u> |
|----------------------|-------------------|
| December 31, 2016 | December 15, 2016 |
| May 31, 2017 | May 15, 2017 |
| June 30, 2017 | June 15, 2017 |
| July 31, 2017 | July 15, 2017 |
| August 31, 2017 | August 15, 2017 |

NEW RESOLUTION REQUIRED FOR ANY CHANGE IN SIGNATURE AUTHORIZATIONS

When changes in signature authorizations occur before the expiration of the annual Resolution, the district must submit a new Resolution. The new Resolution will rescind all previous signature Resolutions. The Resolution should be signed by the Clerk of the Board, accompanied by the Board minutes. If the change is removing a signatory, a cover letter describing the change and the Board minutes will suffice.

REMOVE OR DEACTIVATE PEOPLESFT OPERATOR APPROVING RIGHTS TO SIGNATORIES WHO ARE NO LONGER AUTHORIZED

At the same time, whenever changes in signature authorizations occur, a PeopleSoft Operator Security form (which can be obtained from our website) should be completed and submitted to the PeopleSoft Security Unit to request deactivation of the approving rights given to signatories who are no longer authorized. Please submit form to PeopleSoft Security Unit at SFSSecurity@lacoedu.edu.

SIGNATURES ON EXPIRED CERTIFICATION

A signature on an expired Certification of Signatures Resolution will not be honored for purposes of approving voucher requests. If the resolution expires before the scheduled organizational meeting, please submit a letter requesting an extension to honor the signatures until a new resolution is approved within thirty (30) days after the expiration date.

Submit a cover letter, the Board Minutes, a copy of the approved Certification of Signature Resolution, and the adopted list of authorized district personnel with their delegated duties to:

Tracy Minor, Assistant Director
Division of School Financial Services
Los Angeles County Office of Education
9300 Imperial Highway, Room 219
Downey, CA 90242-2890

This bulletin and its attachments are posted on the LACOE website at the following address:

www.lacoedu.edu/bulletins

The Certification of Signatures Resolution form may be accessed on the website: www.lacoedu.edu/commercialclaims, select "Certification of Signatures" under "Documents & Forms".

November 16, 2016
Annual Certification of Signature Resolution
Page 3

If sending the Certification of Signatures and letters by e-mail, please send to Spanks_Luz@lacoed.edu. Indicate District Name and Certification of Signatures 2017-2018 in the subject line. For any questions regarding this bulletin, contact Luz Spanks at (562) 922-6454.

Approved:
Patricia Smith, Executive Director
Business and Finance

TM:lg
Attachments

SFS-A25-2016-2017

Place on District Letterhead

CERTIFICATION OF SIGNATURES RESOLUTION

Date:

Tracy Minor
Assistant Director
Accounting and Financial Services
Division of School Financial Services
Los Angeles County Office of Education
9300 Imperial Highway, Room 219
Downey, CA 90242-2890

Per LACOE Bulletin XXXX, attached is the Certification of Signatures Resolution expiring on _____ which was approved during our organizational meeting on _____.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

District Representative
Title and Division

Place on District Letterhead

**REQUEST FOR EXTENTION OF THE
CERTIFICATION OF SIGNATURES RESOLUTION**

Date:

Tracy Minor
Assistant Director
Accounting and Financial Services
Division of School Financial Services
Los Angeles County Office of Education
9300 Imperial Highway, Room 219
Downey, CA 90242-2890

Per LACOE Bulletin XXXX, this is a request to honor the Certification of Signatures Resolution which expired on _____ until a new resolution is approved on our next organizational meeting scheduled on _____.

A copy of the new approved Certification of Signatures Resolution will be sent to you after the organizational meeting.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

District Representative
Title and Division

Place on District Letterhead

NOTICE OF REVISION/AMENDMENT ON THE CERTIFICATION OF SIGNATURES

Date:

Tracy Minor
Assistant Director
Accounting and Financial Services
Division of School Financial Services
Los Angeles County Office of Education
9300 Imperial Highway, Room 219
Downey, CA 90242-2890

Per LACOE Bulletin XXXX, this is a notice of revision in our current Certification of Signatures Resolution.

Effective _____, (*describe changes*). Enclosed is the revised Certification of Signatures Resolution signed by the Secretary of the Board and the approved minutes for the revision.

If you have any questions, please contact, (Name and title of district representative) at (Phone number), and (e-mail address).

Sincerely,

District Representative
Title and Division



**Los Angeles County
Office of Education**

Serving Students • Supporting Communities • Leading Educators

**Division of School Financial Services
PeopleSoft Operator Security Request Form**

Attachment No. 5
Info. Bul. No. 4491
SFS-A25-2016-17

Requestor Information

| | | |
|---|--|--|
| DATE OF REQUEST | TO: PeopleSoft Security Division of School Financial Services | |
| | FAX: (562) 469-4195 | |
| NAME OF REQUESTOR | TITLE OF REQUESTOR | |
| E-MAIL ADDRESS | PHONE NUMBER () | |
| NAME OF DISTRICT | BUS. UNIT: (District No.) | |
| APPROVED BY: (District Security Administrator Only) | SIGNATURE OF DSA | |
| DSA E-MAIL ADDRESS | DSA TELEPHONE NUMBER () | |

User Identification Information

Please check one of the following: New User Change to Existing User Deactivate User Name Change

| | | |
|---|--|-------------------------|
| USER NAME (LAST NAME, FIRST NAME - FOLLOW PAYROLL SET-UP) | LAST 4 DIGITS OF SSN (Required Field) | |
| TITLE OF USER | E-MAIL ADDRESS | TELEPHONE NUMBER () |

Complete section below only if user above is replacing a user to be Deactivated

| | |
|---|-----------------------------------|
| USER BEING REPLACED (LAST NAME, FIRST NAME) | |
| DATE TO BE DEACTIVATED | OPER ID OF USER TO BE DEACTIVATED |

Security Class Assignment Requests Use **A** = Add class or **R** = Remove class (Do Not Use "X's")

| Accounts Payable | General Ledger | Inventory | Purchasing | Workflow |
|--------------------|--------------------|----------------------|--------------------|----------------------|
| ACH02 (ASSGN) | ACH01 (SET-UP) | INADM | PO_ADHOC | WFDADMIN |
| ACH03 (AUTH) | GL_ADHOC | INCLK | POADM | WFRQUSER |
| AP_ADHOC | GLADM | **INCLK2 | ***POBUYER | WFAPPROV |
| AP1099 | GLBUDGET | ININQFUL | POINQFUL | WFINAPPR |
| APADM | GLCLK | INMGR | POINQLMT | WFCFSEC |
| APCLKVCH | GLCLKJNL | **INMGR2 | POMGR | |
| APCLKVND | GLINQBD | INSITE | PORCVBLD | |
| *APDISAPR | GLINQFUL | | PORCVOPN | |
| APINQFUL | GLINQLMT | | ***POREQ | |
| APINQLMT | GLMGR | | | |
| APMGR | | | | |
| APVNDINQ | | | | |
| BDGOVRD | BDGOVRD | BDGOVRD | BDGOVRD | |
| AP Budget Override | GL Budget Override | Inv. Budget Override | PO Budget Override | Req. Budget Override |

* District user must appear on **Certification of Signatures** on file with County Office to be granted this class.
 ** For Inventory districts that do not use the PS Purchasing module.
 *** Contact Purchasing Team for POBUYER security linkages to PO's and Requisitions.

For LACOE/SFS PS Security Administration Use Only:

| | |
|---------------------|------------|
| EMPLOYEE ID | PRIMARY BU |
| OPERATOR PROFILE ID | PASSWORD |



2016-2017 Executive Board

Eugene Krank, *President*
Hawthorne School District

Shelley Ryan, *Vice President*
San Marino Unified School District

John Vargas, *Secretary/Treasurer*
El Camino Community College District

July 1, 2016

Directors

Bob Bruesch, *Director*
Garvey School District

Barbara Dickerson, *Director*
Citrus Community College District

Barbara Gaines, *Director*
Antelope Valley Community College District

Ed Gilliland, *Director*
Monrovia Unified School District

Louise Jaffe, *Director*
Santa Monica Community College District

James Osterling, *Director*
Pasadena Area Community College District

Gloria Ramos, *Director*
Centinela Valley Union High School District

Larry Redinger, *Director*
Walnut Valley Unified School District

Laura Santos, *Director*
Mt. San Antonio Community College District

Past Presidents

Micah Ali
Compton Unified School District

Nicholas Aquino
Los Nietos School District

Donald LaPlante
Downey Unified School District

Steven Lianusa
Claremont Unified School District

Ann Phillips
Lawndale School District

Joseph Probst
Charter Oak Unified School District

Suzan Solomon
Newhall School District

Sharon Stys
South Whittier School District

Scott J. Svonkin
Los Angeles Community College

Linda S. Wah
Pasadena Area Community College District

TO: Superintendents and Board Presidents
Los Angeles County School Districts and Community Colleges

FROM: Eugene Krank, President
Los Angeles County School Trustees Association

SUBJECT: **2016-2017 Annual Representation**

Please place an item on the agenda of your Board's organizational meeting to designate your Board's representative to the 2016-2017 Los Angeles County School Trustees Association.

The role of the representative is to:

- Vote on all Association matters
- Communicate between the Executive Board, the Association, and the local Board

The LACSTA representative is a separate position from that of the voting delegate for the annual County Committee election, unless the Board chooses to name the same person to handle both responsibilities.

After your Board has designated a representative, please complete the enclosed form (on back of letter) and return it via JET MAIL to Susan Bishop at the Los Angeles County Office of Education, 9300 Imperial Highway, EC-103, Downey CA 90242.

Thank you for your assistance.

Executive Staff

Frank Kwan
Executive Director

Susan Bishop
Executive Assistant



Los Angeles County Office of Education

9300 Imperial Highway, EC103, Downey CA. 90242

2016-2017 Annual Representation

Annual Representative
July 1, 2016 – June 30, 2017

DISTRICT/COMMUNITY COLLEGE:

(Please print or type name):

_____ has been selected by our Board as the Annual Representative to the Los Angeles County School Trustees Association for 2016-2017. The representative shall perform duties as described in Standing Rule #6 (as below):

Representatives: Each School Board will be asked to select a Board member at their organizational meeting to serve as the LACSTA representative. The representative's role is to:

- a. vote on all Association matters
- b. communicate between the Executive Board, the Association, and the local Board

Signed:

(Secretary)

Print:

Date:

Please complete form and JET mail to:

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

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

November 8, 2016

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

The Flag salute was held.

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

Also Present: Johannis Andrews, Superintendent/Principal
Lise Wastaferro, Accounting/Data Processing Technician

Others Absent: Jean Cummings, Business Manager/Consultant

Others Present: Teachers, Casey Stanford, Michi Knight, Cheri Hanshaw, Lisa Davis, School Secretary, Denise Saenz and Special Education Director, Wendy Addington

5726 The Board approved the Agenda as presented for November 8, 2016.

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

5727 Adjourn to Closed Session at 3:00 P.M. to discuss personnel, employer/employee relations. (Govt. Code 54957, 54957.6):

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

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

5728 Reconvened to Regular Session at 3:31 P.M.

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

No action taken in closed session.

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

Julie Ralphs stated that we changed the Gorman Elementary School mascot from the quail to the cougar last month so are we going to change the name of the Gorman Quail Newsletter to the Gorman Elementary Cougar newsletter.

Superintendent Andrews said that we will be calling it the Gorman Elementary Newsletter until the staff can decide on a name.

President Sonder asked who does the newsletter.

Superintendent Andrews said that he gave the job of the newsletter to School Secretary, Denise Saenz.

President Sonder said that it was really nice and very colorful and that Denise did a great job.

President Sonder asked when the canned food drives ends.

School Secretary, Denise Saenz stated that it ends on Thursday, November 17th.

President Sonder stated that the 1.2 million owed to Gorman Learning Center from years past are completely resolved.

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

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

A discussion was held about item #1 Remuneration, Reimbursement and Other Benefits BB 9250 to choose Option 1 (Benefits paid by district) or Option 2 (Benefits paid by former Board member) and item #2. Probationary/Permanent Status AR 4116 choose Option 1, Option 2 or Option 3.

Superintendent Andrews stated that he has completed the review and updates for the Board Policies and Administrator Regulations as of October 27, 2016 and as he was reading through the Board Bylaws 9250 it included both options which are not needed.

Superintendent Andrews stated in regards to Board Bylaws 9250 if the Board adopts Option 1 then the statement from Option 2 is included and if the Board does not want to pay benefits to members before office in January 1, 1995 then Option 2 is fine the way it is stated.

Superintendent Andrews stated that in regards to item #2 Probationary/Permanent Status AR 4116 choose Option 1, Option 2 or Option 3 the Board must adopt policies and regulations to grant this and reflect their decision by choosing Option 1, 2 or 3.

Julie Ralphs stated that they will get with Mr. Andrews at a later date on the discussion items.

5729 The Board approved the Minutes of the Regular Meeting October 11, 2016.

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

5730 The Board approved Purchase Orders #16-17-93 through 16-17-114 of which \$14,986.28 was paid from the General Fund and \$5,678.43 from other funds.

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

5731 The Board approved B Warrants #12232, 12238, 12241-12271, 12274-12276, 12278-12280 in the amount of \$2,184,113.85.

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

5732 The Board approved the Memorandum of Understanding between Los Angeles County Office of Education and the Gorman Joint School District-Business Enhancement System Transformation (BEST) Project.

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

5733 The Board declined to nominate anyone for the CSBA Delegate Assembly.

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

5734 The Board approved the Antelope Valley Special Education Local Plan Area Community Advisory Committee Application Form for Bonnie Palo.

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

5735 The Board returned to the table and approved Resolution #03-16-17 Board Absence of Julie Ralphs on September 13, 2016.

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

5736 The Board approved Resolution #06-16-17 Board Absence of Steve Sonder on October 11, 2016.

Motion made by Julie Ralphs, Seconded by Patricia Edwards Vote: yes 2/no 0

The next regular meeting of the Board of Trustees will be held Tuesday, December 13, 2016 at 3:00 P.M. closed session and 3:30 P.M. regular session.

5737 The Board adjourned the meeting at 3:43 P.M.

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

Steve Sonder, President

PURCHASE ORDER LOG
11/1/16-11/30/16

| PO# | DATE | VENDOR | DESCRIPTION | ESTIMATED AMOUNT | AMOUNT PAID GENERAL | AMOUNT PAID OTHER | DATE PAID |
|-----------|----------|---------------------------|--|------------------|---------------------|-------------------|-----------|
| 16-17-115 | 11/1/16 | GOLDEN VALLEY MWD | SEWER SERVICE 10/16 | \$647.00 | \$647.00 | | 11/3/16 |
| 16-17-116 | | ACE HARDWARE | OPERATION, MAINTENANCE, INSTRUCTIONAL, DISTRICT SUP | \$182.75 | \$182.75 | | 11/3/16 |
| 16-17-117 | | QUILL | SCHOOL ADMIN SUPPLIES | \$337.88 | \$337.88 | | 11/15/16 |
| 16-17-118 | 11/3/16 | SCV FOOD SERVICE | MEALS 10/16 | \$4,355.30 | | \$4,355.30 | 11/7/16 |
| 16-17-119 | | AKA WATER SERVICE | BACTIMANGANESE, NITRATE SAMPLING 10/24/16 | \$225.00 | \$225.00 | | 11/7/16 |
| 16-17-120 | | TINYEYE | SPEECH THERAPY SERVICE 10/16 | \$751.50 | \$751.50 | | 11/10/16 |
| 16-17-121 | | STORER TRANSPORTATION | HOME TO SCHOOL SERVICE 10/16 | \$10,665.07 | \$10,665.07 | | 11/7/16 |
| 16-17-122 | | PRENTIS EDWARDS | TECH SERVICE 9/16, 10/16 | \$900.00 | \$900.00 | | 11/10/16 |
| 16-17-123 | 11/7/16 | READY REFRESH BY NESTLE | SERVICE 9/27/16-10/26/16 | \$42.10 | \$42.10 | | 11/8/16 |
| 16-17-124 | | QUILL | INSTRUCTIONAL & DISTRICT SUPPLIES | \$53.38 | \$53.38 | | 11/29/16 |
| 16-17-125 | 11/10/16 | JOHANNIS ANDREWS | MILEAGE 10/16 | \$73.44 | \$73.44 | | 11/15/16 |
| 16-17-126 | | EZ SCHOOL APPS | SOFTWARE APP-SCHOOL LUNCH PROGRAM 2016-17 | \$695.00 | | \$695.00 | 11/15/16 |
| 16-17-127 | 11/14/16 | CASEY STANFORD | MILEAGE 9/16, 10/16 | \$120.85 | \$120.85 | | 11/15/16 |
| 16-17-128 | 11/15/16 | FOUNDATION FOR ED ADMIN | ACSA CLEAR ADMIN CREDENTIAL PROGRAM FEES- MICH KNIIGHT | \$1,000.00 | | | |
| 16-17-129 | 11/16/16 | ATKINSON, ANDELSON, LOYA, | LEGAL SERVICE DISTRICT 10/16 | \$212.50 | \$212.50 | | 11/18/16 |
| 16-17-130 | | RUUD, ROMO | | | | | |
| 16-17-131 | 11/28/16 | USI | INSTRUCTIONAL SUPPLIES | \$177.45 | \$177.45 | | 11/29/16 |
| 16-17-132 | | AMERICAN EXPRESS | JA-CAFÉ & SP ED SUPPLIES, POSTAGE | \$103.90 | \$21.56 | \$82.34 | 11/29/16 |
| 16-17-133 | | CHEVRON | GAS VANS 10/28, 11/7, 11/16/16 | \$303.95 | \$303.95 | | 11/29/16 |
| 16-17-134 | | CECELIA J. CUMMINGS, CPA | BUSINESS MANAGER SERVICES 9/16, 10/16 | \$7,400.00 | \$7,400.00 | | 11/30/16 |
| 16-17-135 | | SANTANA'S PUMPING | REPAIR VENDOR MAINTENANCE | \$1,201.00 | | | |
| 16-17-136 | | BK'S HEATING & AIR | REPAIR VENDOR MAINTENANCE | \$625.00 | | | |
| 16-17-136 | | JLG ROOFING, INC. | DEF MAINT-REPAIR/REPLACE ROOF MAIN BUILDING, | \$42,650.00 | | | |
| 16-17-137 | | | PARTIAL PAYMENT | | | | |
| 16-17-138 | | UNTIED PARCEL SERVICE | SERVICE 10/31, 11/2/16 | \$19.57 | \$19.57 | | 11/29/16 |
| | | T.L. SHIELD & ASSOCIATES | 2/25/16 ROUTINE SERVICE WHEELCHAIR LIFT | \$275.00 | \$275.00 | | 11/29/16 |
| | | | TOTAL | \$73,017.64 | \$22,409.00 | \$5,132.64 | |
| | | | REMAINING UNPAID | \$45,476.00 | | | |



Business Gold Card
 GORMAN SCHOOL DIST
 LISE WASTAFERRO
 Closing Date 11/23/16 Next Closing Date 12/23/16



Account Ending [REDACTED]

| | |
|----------------------|-----------------------------|
| New Balance | \$103.90 |
| Please Pay By | 12/08/16[‡] |

[‡] Payment is due upon receipt. We suggest you pay by the Please Pay By date.

Visit
www.membershiprewards.com

Account Summary

| | |
|------------------|-----------|
| Previous Balance | \$405.89 |
| Payments/Credits | -\$405.89 |
| New Charges | +\$103.90 |
| Fees | +\$0.00 |

New Balance **\$103.90**

Days in Billing Period: 30

See page 2 for important information about your account.

Customer Care

Pay by Computer
open.com/pbc

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

See Page 2 for additional information.

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

Payment Coupon
 Do not staple or use paper clips

Pay by Computer
open.com/pbc

Pay by Phone
 1-800-472-9297

Account Ending [REDACTED]
 Enter 15 digit account # on all payments.
 Make check payable to American Express.

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

Please Pay By
12/08/16
 Amount Due
\$103.90

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

AMERICAN EXPRESS
 BOX 0001
 LOS ANGELES CA 90096-8000



Business Gold Card
 GORMAN SCHOOL DIST
 LISE WASTAFERRO
 Closing Date 11/23/16



Account Ending [REDACTED]

Payments and Credits

Summary

| | Total |
|-----------------------------------|------------------|
| Payments | -\$405.89 |
| Credits | \$0.00 |
| Total Payments and Credits | -\$405.89 |

Detail *Indicates posting date

| Payments | Amount |
|--|-----------|
| 11/03/16* LISE WASTAFERRO PAYMENT RECEIVED - THANK YOU | -\$405.89 |

New Charges

Summary

| | Total |
|-----------------------------|-----------------|
| JOHANNIS ANDREWS [REDACTED] | \$103.90 |
| Total New Charges | \$103.90 |

Detail

 **JOHANNIS ANDREWS**
 Card Ending [REDACTED]

| | Amount |
|--|---------|
| 10/24/16 WAL-MART 1563 1563 LANCASTER CA <i>Sp Ed. supplies folders</i> \$6.47 | \$6.47 |
| 10/28/16 USPS PO 0542540543 001370076 LEBEC CA <i>postage</i> \$15.09 | \$15.09 |
| 8002758777 Description Price POST SVCS GO \$15.09 | |
| 11/06/16 SMART AND FINA409208 92911409208 PALMDALE CA <i>CAFE Supplies Truff</i> \$82.34 | \$82.34 |
| 323-8697500 | |

Fees

| | Amount |
|-----------------------------------|---------------|
| Total Fees for this Period | \$0.00 |

2016 Fees and Interest Totals Year-to-Date

| | Amount |
|------------------------|----------|
| Total Fees in 2016 | \$140.00 |
| Total Interest in 2016 | \$0.00 |

| VOUCHER ID | REF NO | PO NUMBER | Fund ResPj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|------------|--------|-----------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| 12308 | | | 01.0-00000.0-00000-72000-5850-0000000 | | | | 05/17 | 4810.00 | | | | | |
| 12308 | | | 01.0-65000.0-57700-21000-5850-0000001 | | | | 05/17 | 1850.00 | | | | | |
| 12308 | | | 01.0-65000.0-57700-21000-5850-0000000 | | | | 05/17 | 740.00 | | | | | |
| Total | | | | | | | | 7400.00 | 7400.00 | 23419246 | CHK PAYOUT | 7278 | |
| 12310 | | | 01.0-00000.0-11100-10000-5610-0000000 | | | | 05/17 | 208.02 | | | | | |
| 12310 | | | 01.0-00000.0-00000-72000-5610-0000000 | | | | 05/17 | 69.35 | | | | | |
| Total | | | | | | | | 277.37 | 277.37 | 23419247 | CHK PAYOUT | 7278 | |
| Total | | | | | | | | 43.56 | 43.56 | 23419248 | CHK PAYOUT | 7278 | |

*Business Manager Service
 9/16 + 10/16*

Lease payment 2 Canon Copiers

*Adjusted Property Tax - Rental
 2016-17*

| REGISTER TOTAL AMOUNT | Issues : | Voids : | Net Disbursed : |
|----------------------------|-----------------|---------|----------------------------|
| 7,720.93 | 3 From 23419246 | 0 | 7,720.93 |
| | 0 From | 0 | |
| | 0 | 0 | |
| Total number of vouchers : | | 3 | Number of Vouchers Audited |
| Total | | 3 | |

| SYSTEM WARRANTS ISSUED | MANUAL WARRANTS ISSUED | NUMBER OF VOIDS | MANUAL WARRANTS ISSUED MTD | MANUAL WARRANTS ISSUED YTD | WARRANTS VOIDED MTD | WARRANTS VOIDED YTD |
|------------------------|------------------------|-----------------|----------------------------|----------------------------|---------------------|---------------------|
| 38 | 185 | 0 | 0 | 0 | 0 | 0 |

Fund Summary Issues 7,720.93 Voids 0.00

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

| VOUCHER 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 |
|----------------|-----------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------|----------------|-------------------|---------|------|
| 12307 | | 13.0-53100.0-00000-37000-4790-0000000 | | | | 05/17 | 82.34 | | | | | | |
| 12307 | | 01.0-00000.0-00000-72000-5940-0000000 | | | | 05/17 | 15.09 | | | | | | |
| 12307 | | 01.0-65000.0-57700-11100-4310-0000000 | | | | 05/17 | 6.47 | | | | | | |
| | | Total | | | | | 103.90 | | | | | | |
| | | 01.0-14000.0-00000-36000-4360-0000000 | | | | 05/17 | 303.95 | | | | | | |
| | | Total | | | | | 303.95 | | | | | | |
| 12312 | | 01.0-00000.0-11100-10000-4310-0000100 | | | | 05/17 | 43.58 | | | | | | |
| 12312 | | 01.0-00000.0-00000-72000-4350-0000000 | | | | 05/17 | 9.80 | | | | | | |
| | | Total | | | | | 53.38 | | | | | | |
| | | 01.0-00000.0-00000-81000-5630-0000000 | | | | 05/17 | 275.00 | | | | | | |
| | | Total | | | | | 275.00 | | | | | | |
| | | 01.0-00000.0-00000-72000-5910-0000000 | | | | 05/17 | 19.57 | | | | | | |
| | | Total | | | | | 19.57 | | | | | | |
| | | 01.0-11000.0-11100-10000-4310-0000000 | | | | 05/17 | 177.45 | | | | | | |
| | | Total | | | | | 177.45 | | | | | | |
| | | Issues : | 933.25 | | | | 0.00 | | | | | | |
| | | From | | | | | | | | | | | |
| | | To | | | | | | | | | | | |
| | | MANUAL WARRANTS ISSUED MTD | | | | | | | | | | | |
| | | MANUAL WARRANTS ISSUED YTD | | | | | | | | | | | |
| | | MANUAL WARRANTS ISSUED MTD | | | | | | | | | | | |
| | | MANUAL WARRANTS ISSUED YTD | | | | | | | | | | | |
| | | Issues | | | | | | | | | | | |
| | | From | | | | | | | | | | | |
| | | To | | | | | | | | | | | |
| | | NUMBER OF VOIDS | | | | | | | | | | | |
| | | Issues | | | | | | | | | | | |
| | | From | | | | | | | | | | | |
| | | To | | | | | | | | | | | |
| | | REGISTER TOTAL AMOUNT | | | | | | | | | | | |
| | | Issues | | | | | | | | | | | |
| | | From | | | | | | | | | | | |
| | | To | | | | | | | | | | | |
| | | NUMBER OF VOUCHERS AUDITED | | | | | | | | | | | |
| | | Issues | | | | | | | | | | | |
| | | From | | | | | | | | | | | |
| | | To | | | | | | | | | | | |

AMERICAN EXPRESS
 CHEVRON & TEXACO BUSINESS CARD
 QUILL
 T.L. SHIELD AND ASSOC., INC.
 UNITED PARCEL SERVICE
 USI

Coste supplies
Postage
Sp Ed supplies

Gas Vane 10/28, 11/7, 11/16/16

Inst supplies
Dist supply

2/25/16 Routine wheelchair diff

Service 10/31, 11/2/16

Net Disbursed : 933.25

Number of Vouchers Audited : 6

WARRANTS VOIDED MTD : 0
 WARRANTS VOIDED YTD : 0

Issues : 933.25
 From : 23416408
 To : 23416413

MANUAL WARRANTS ISSUED MTD : 35
 MANUAL WARRANTS ISSUED YTD : 182

Issues : 950.91
 From : 82.34
 To : 0.00

Report Id : LAAP029SI
 District : 64584
 Fiscal Year: 2017

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2016-11-17 Issue Date :2016-11-18

Page No : 1
 Run Date : 2016-11-17
 Run Time : 19.41.48

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

ATKINSON, ANDELSON, LOYA, RUUD 12306

Legal Service 10/16 District

| | | | | | | | | | | | | | |
|--|-------|--------|--------|--------|--------|--------|--------|--------|--------|----------|--------|------|--|
| 01.0-00000.0-00000-71000-5820-00000000 | 05/17 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 23405465 | 212.50 | 7268 | |
| Total | | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 212.50 | 23405465 | 212.50 | 7268 | |

| REGISTER TOTAL AMOUNT | Issues : | Voids : | Total number of vouchers : | Net Disbursed : |
|-----------------------|-----------------|---------|----------------------------|-----------------|
| 212.50 | 1 From 23405465 | 0 | 1 | 212.50 |
| | 0 From | 0 | | |
| | 0 | 0 | | |

| SYSTEM WARRANTS ISSUED MTD | MANUAL WARRANTS ISSUED MTD | WARRANTS VOIDED MTD |
|----------------------------|----------------------------|---------------------|
| 29 | 0 | 0 |
| SYSTEM WARRANTS ISSUED YTD | MANUAL WARRANTS ISSUED YTD | WARRANTS VOIDED YTD |
| 176 | 0 | 0 |

| Fund Summary | Issues | Voids |
|--------------|--------|-------|
| 01.0 | 212.50 | 0.00 |

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

Report Id : LAAP029S1
 District : 64584
 Fiscal Year: 2017

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2016-11-15 Issue Date :2016-11-16

Page No : 1
 Run Date : 2016-11-15
 Run Time : 19.58.10

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | AMT BY WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|-------|------------|--------|-----------|---|-----------|-----|---------|--------|----------------|-----------------------|-------------------|---------|------|
| | 12301 | | | 01.0-00000.0-000000-72000-5880-00000000 | | | | 05/17 | 42.89 | | | | |

7.11/16 - 6/30/17
Adjusted Property Tax Bill (2015)

LOS ANGELES COUNTY TAX COLLECT 12301

42.89 ✓ 23397298 CHK PAYOUT 7264

REGISTER TOTAL AMOUNT Issues : 42.89 Voids : 0.00 Net Disbursed : 42.89

| | | | | | | | |
|------------------------|---|---------------|-------------|----------------------------|---|----------------------------|---|
| SYSTEM WARRANTS ISSUED | 1 | From 23397298 | To 23397298 | Total number of vouchers : | 1 | Number of Vouchers Audited | 1 |
| MANUAL WARRANTS ISSUED | 0 | From | To | | | | |
| NUMBER OF VOIDS | 0 | | | | | | |

| | | | | | |
|----------------------------|-----|----------------------------|---|---------------------|---|
| SYSTEM WARRANTS ISSUED MTD | 28 | MANUAL WARRANTS ISSUED MTD | 0 | WARRANTS VOIDED MTD | 0 |
| SYSTEM WARRANTS ISSUED YTD | 175 | MANUAL WARRANTS ISSUED YTD | 0 | WARRANTS VOIDED YTD | 0 |

Fund Summary Issues 42.89 Voids 0.00

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

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund ResPrtj | Goal | Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|--------------------------------|------------|--------|-----------|---------------------------------------|------|------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| AT&T | 12296 | | | 01.0-00000.0-00000-82000-5910-0000000 | | | | | 05/17 | 110.35 | | | | | |
| | | | | Total | | | | | | 110.35 | 110.35 | ✓23393284 | | 7262 | |
| CASEY STANFORD | 12304 | | | 01.0-00000.0-00000-72000-5210-0000000 | | | | | 05/17 | 51.73 | | | | | |
| | 12304 | | | 01.0-00000.0-11100-10000-5210-0000100 | | | | | 05/17 | 69.12 | | | | | |
| | | | | Total | | | | | | 120.85 | 120.85 | ✓23393285 | | 7262 | |
| DELTA DENTAL | 12297 | | | 01.0-00000.0-11100-10000-3411-0000000 | | | | | 05/17 | 101.08 | | | | | |
| | 12297 | | | 01.0-14000.0-11100-10000-3411-0000000 | | | | | 05/17 | 60.31 | | | | | |
| | 12297 | | | 01.0-00000.0-11100-10000-3412-0000000 | | | | | 05/17 | 63.78 | | | | | |
| | 12297 | | | 01.0-14000.0-00000-36000-3412-0000000 | | | | | 05/17 | 21.26 | | | | | |
| | 12297 | | | 13.0-53100.0-00000-37000-3412-0000000 | | | | | 05/17 | 30.16 | | | | | |
| | 12297 | | | 01.0-00000.0-00000-72000-3412-0000000 | | | | | 05/17 | 24.73 | | | | | |
| | 12297 | | | 01.0-00000.0-11100-10000-3412-0000000 | | | | | 05/17 | 30.15 | | | | | |
| | 12297 | | | 01.0-00000.0-00000-71100-3412-0000000 | | | | | 05/17 | 60.31 | | | | | |
| | 12297 | | | 01.0-00000.0-00000-27000-3411-0000000 | | | | | 05/17 | 12.37 | | | | | |
| | 12297 | | | 01.0-00000.0-00000-71500-3411-0000000 | | | | | 05/17 | 12.36 | | | | | |
| | | | | Total | | | | | | 416.51 | 416.51 | ✓23393286 | | 7262 | |
| EZ SCHOOL APPS | 12299 | | | 13.0-53100.0-00000-37000-4400-0000000 | | | | | 05/17 | 695.00 | | | | | |
| | | | | Total | | | | | | 695.00 | 695.00 | ✓23393287 | | 7262 | |
| FOLLETT SCHOOL SOLUTIONS, INC. | 12300 | | | 01.0-00000.0-11100-10000-4110-0000100 | | | | | 05/17 | 83.56 | | | | | |
| | | | | Total | | | | | | 83.56 | 83.56 | ✓23393288 | | 7262 | |
| JOHANNIS ANDREWS II | 12298 | | | 01.0-00000.0-00000-72000-5210-0000000 | | | | | 05/17 | 73.44 | | | | | |
| | | | | Total | | | | | | 73.44 | 73.44 | ✓23393289 | | 7262 | |
| MOUNTAINSIDE DISPOSAL, INC. | 12302 | | | 01.0-00000.0-00000-82000-5560-0000000 | | | | | 05/17 | 194.98 | | | | | |
| | | | | Total | | | | | | 194.98 | 194.98 | ✓23393290 | | 7262 | |
| QUILL | 12303 | | | 01.0-00000.0-00000-27000-4350-0000000 | | | | | 05/17 | 337.88 | | | | | |
| | | | | Total | | | | | | 337.88 | 337.88 | ✓23393291 | | 7262 | |
| SOUTHERN CALIFORNIA EDISON | 12305 | | | 01.0-00000.0-00000-82000-5510-0000000 | | | | | 05/17 | 1247.79 | | | | | |

10/6/16 - 11/5/16
 Mileage 9/16
 Mileage 10/16
 12/16
 416.51 ✓23393286 CHK PAYOUT 7262
 695.00 ✓23393287 CHK PAYOUT 7262
 83.56 ✓23393288 CHK PAYOUT 7262
 73.44 ✓23393289 CHK PAYOUT 7262
 194.98 ✓23393290 CHK PAYOUT 7262
 337.88 ✓23393291 CHK PAYOUT 7262
 1247.79 ✓
 10/6/16 - 11/7/16

Software app for lunch count. 2016-17
 4th gr Social Studies Assessment BK.
 Mileage 10/16
 School Admin supplies

| VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Pet/FY | AMT BY ACCOUNT | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|----------------------------|--------|-----------|-------------|-----------|-----|---------|----------------------------|----------------|----------------------------|----------------|-------------------|---------|------|
| REGISTER TOTAL AMOUNT | | | | | | | Total | 1247.79 | 1247.79 | 23393292 | CHK PAYOUT | 7262 | |
| ISSUES | | | | | | | | 0.00 | Net Disbursed | 3,280.36 | | | |
| From 23393284 To 23393292 | | | | | | | Total number of vouchers : | 9 | Number of Vouchers Audited | | | | |
| VOIDS | | | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED MTD | | | | | | | | | | | | | |
| MANUAL WARRANTS ISSUED MTD | | | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED YTD | | | | | | | | | | | | | |
| MANUAL WARRANTS ISSUED YTD | | | | | | | | | | | | | |
| Fund Summary | | | | | | | | | | | | | |
| Issues | | | | | | | | | | | | | |
| 01.0 | | | | | | | | 2,555.20 | | | | | |
| 13.0 | | | | | | | | 725.16 | | | | | |

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 Amounts.

| 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 NBR | SEQ | STAT |
|-------------------------------------|--------|-----------|---------------------------------------|--------------------|-------|---------|--------|----------------|----------------|----------------|-------------|-----------|-----|------|
| 12294 | | | 01.0-65000.0-57700 | 11100-4310-0000000 | 05/17 | 129.14 | | | | | | | | |
| <i>Sp Ed Materials</i> | | | | | | | | | | | | | | |
| | | | Total | | | 129.14 | | | 129.14 | 23387705 | CHK PAYOUT | 7258 | | |
| 12291 | | | 01.0-00000.0-00000-77000-5840-0000000 | 05/17 | | 900.00 | | | | | | | | |
| <i>Tech Service 9/16 + 10/16</i> | | | | | | | | | | | | | | |
| | | | Total | | | 900.00 | | | 900.00 | 23387706 | CHK PAYOUT | 7258 | | |
| 12295 | | | 01.0-00000.0-00000-81000-5630-0000000 | 05/17 | | 1140.00 | | | | | | | | |
| <i>Rep Vendor - Maintenance</i> | | | | | | | | | | | | | | |
| | | | Total | | | 1140.00 | | | 1140.00 | 23387707 | CHK PAYOUT | 7258 | | |
| 12288 | | | 01.0-33100.0-57700-21000-5850-0000000 | 05/17 | | 751.50 | | | | | | | | |
| <i>Speech Therapy Service 10/16</i> | | | | | | | | | | | | | | |
| | | | Total | | | 751.50 | | | 751.50 | 23387708 | CHK PAYOUT | 7258 | | |

REGISTER TOTAL AMOUNT Issues : 2,920.64 Voids : 0.00 Net Disbursed : 2,920.64
 SYSTEM WARRANTS ISSUED 4 From 23387705 To 23387708 Total number of vouchers : 4 Number of Vouchers Audited 2
 MANUAL WARRANTS ISSUED 0 From 0 From 0
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 18 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0
 SYSTEM WARRANTS ISSUED YTD 165 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 0

Fund Summary Issues 2,920.64 Voids 0.00

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

| VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | STAT |
|--|--------|-----------|---------------------------------------|-----------|-----|---------|---------|----------------|----------------|----------------|-------------------|------|
| 12289 | | | 01.0-65000.0-57700-11100-4310-0000000 | | | 05/17 | 79.39 | | | | | |
| <i>Sp Ed Materials</i> | | | | | | | | | | | | |
| Total 79.39 23381700 CHK PAYOUT 7254 | | | | | | | | | | | | |
| 12290 | | | 01.0-00000.0-11100-10000-3411-0000000 | | | 05/17 | 1358.50 | | | | | |
| 12290 | | | 01.0-14000.0-11100-10000-3411-0000000 | | | 05/17 | 612.50 | | | | | |
| 12290 | | | 01.0-00000.0-11100-10000-3412-0000000 | | | 05/17 | 1658.25 | | | | | |
| 12290 | | | 01.0-14000.0-00000-36000-3412-0000000 | | | 05/17 | 552.75 | | | | | |
| 12290 | | | 13.0-53100.0-00000-37000-3412-0000000 | | | 05/17 | 621.00 | | | | | |
| 12290 | | | 01.0-00000.0-00000-72000-3412-0000000 | | | 05/17 | 803.00 | | | | | |
| 12290 | | | 01.0-00000.0-00000-72000-3412-0000000 | | | 05/17 | 621.00 | | | | | |
| 12290 | | | 76.0-00000.0-00000-90000-9517-0000000 | | | 05/17 | 800.00 | | | | | |
| 12290 | | | 01.0-00000.0-00000-27000-3411-0000000 | | | 05/17 | 316.00 | | | | | |
| 12290 | | | 01.0-00000.0-00000-71500-3411-0000000 | | | 05/17 | 316.00 | | | | | |
| Total 7659.00 23381701 CHK PAYOUT 7254 | | | | | | | | | | | | |

READY REFRESH BY NESTLE 12292 01.0-00000.0-00000-92000-5530-0000000 05/17 42.10
Service 9/27/16-10/26/16

SULPHUR SPRINGS UNION SCHOOL D 12293 01.0-65000.0-57700-11900-5800-0000000 05/17 3400.00
Sp Ed Service 10/16 (out of home)

| REGISTER TOTAL AMOUNT | Issues : | 11,180.49 | Voids : | 0.00 | Net Disbursed : | 11,180.49 |
|------------------------|-----------------|-----------|---------|------|-----------------|----------------------------|
| SYSTEM WARRANTS ISSUED | 4 From 23381700 | To | 0 | 0 | 4 | Number of Vouchers Audited |
| MANUAL WARRANTS ISSUED | 0 From | To | 0 | 0 | 0 | |
| NUMBER OF VOIDS | 0 | | | | | |

| SYSTEM WARRANTS ISSUED MTD | MANUAL WARRANTS ISSUED MTD | WARRANTS VOIDED MTD |
|----------------------------|----------------------------|---------------------|
| 14 | 0 | 0 |
| SYSTEM WARRANTS ISSUED YTD | MANUAL WARRANTS ISSUED YTD | WARRANTS VOIDED YTD |
| 161 | 0 | 0 |

| Fund Summary | Issues | Voids |
|--------------|----------|-------|
| 01.0 | 9,759.49 | 0.00 |
| 13.0 | 621.00 | 0.00 |
| 76.0 | 800.00 | 0.00 |

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

| VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|------------|--------|-----------|--|-----------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| 12285A | | | 01.0-00000.0-00000-82000-5530-00000000 | | | | 05/17 | 225.00 | | | | | |
| Total | | | | | | | | | 225.00 | | | | |
| 12286 | | | 13.0-53100.0-00000-37000-4710-00000000 | | | | 05/17 | 4355.30 | | | | | |
| Total | | | | | | | | | 4355.30 | | | | |
| 12287 | | | 01.0-00000.0-00000-36000-5812-00000000 | | | | 05/17 | 10665.07 | | | | | |
| Total | | | | | | | | | 10665.07 | | | | |

Bacti, Manganese & Nitrate Sampling 10/24/16

Meals 10/16

Home to School Services 10/16

| | | | | | | |
|------------------------|----------|-----------|---------|----------|----------------------------|-----------|
| REGISTER TOTAL AMOUNT | Issues : | 15,245.37 | Voids : | 0.00 | Net Disbursed : | 15,245.37 |
| SYSTEM WARRANTS ISSUED | 3 From | 23378422 | To | 23378424 | Total number of vouchers : | 3 |
| MANUAL WARRANTS ISSUED | 0 From | | To | | Number of Vouchers Audited | 0 |
| NUMBER OF VOIDS | 0 | | | | | |

| | | | | | |
|----------------------------|-----|----------------------------|---|---------------------|---|
| SYSTEM WARRANTS ISSUED MTD | 10 | MANUAL WARRANTS ISSUED MTD | 0 | WARRANTS VOIDED MTD | 0 |
| SYSTEM WARRANTS ISSUED YTD | 157 | MANUAL WARRANTS ISSUED YTD | 0 | WARRANTS VOIDED YTD | 0 |

| | | | | |
|--------------|--------|-----------|-------|------|
| Fund Summary | Issues | 19,890.07 | Voids | 0.00 |
| 01.0 | | 19,890.07 | | 0.00 |
| 13.0 | | 4,355.30 | | 0.00 |

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

| PAYEE | VOUCHER REF NO | 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 |
|--------------------------------|----------------|----------------------------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| ACE HARDWARE | 12281 | | 01.0-00000.0-00000-81100-4370-0000000 | | | | 05/17 | 133.41 | | | | | |
| | 12281 | | 01.0-00000.0-00000-81000-4380-0000000 | | | | 05/17 | 21.48 | | | | | |
| | 12281 | | 01.0-00000.0-11100-10000-4310-0000100 | | | | 05/17 | 10.74 | | | | | |
| | 12281 | | 01.0-00000.0-00000-72000-4350-0000000 | | | | 05/17 | 17.12 | | | | | |
| | | | Total | | | | | 182.75 | 182.75 | 23352813 | | | 7248 |
| GOLDEN VALLEY MUNICIPAL WATER | 12282 | | 01.0-00000.0-00000-82000-5565-0000000 | | | | 05/17 | 647.00 | | | | | |
| | | | Total | | | | | 647.00 | 647.00 | 23352814 | | | 7248 |
| INFINITY COMMUNICATION & CONSU | 12277 | | 01.0-00000.0-00000-72000-5850-0000000 | | | | 04/17 | 1575.00 | | | | | |
| | | | Total | | | | | 1575.00 | 1575.00 | 23352815 | | | 7248 |
| JULIE RALPHS | 12283 | | 01.0-00000.0-00000-71100-3412-0000000 | | | | 05/17 | 500.00 | | | | | |
| | | | Total | | | | | 500.00 | 500.00 | 23352816 | | | 7248 |
| STEVE SONDER | 12284 | | 01.0-00000.0-00000-71100-3412-0000000 | | | | 05/17 | 500.00 | | | | | |
| | | | Total | | | | | 500.00 | 500.00 | 23352817 | | | 7248 |
| REGISTER TOTAL AMOUNT | Issues : | 3,404.75 | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED | 5 From | To 23352817 | | | | | | | | | | | |
| MANUAL WARRANTS ISSUED | 0 From | To | | | | | | | | | | | |
| NUMBER OF VOIDS | 0 | | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED MTD | 7 | MANUAL WARRANTS ISSUED MTD | 0 | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED YTD | 154 | MANUAL WARRANTS ISSUED YTD | 0 | | | | | | | | | | |
| Fund Summary | Issues | | | | | | | | | | | | |
| 01.0 | 3,404.75 | VOIDS | 0.00 | | | | | | | | | | |
| | | Net Disbursed : | 3,404.75 | | | | | | | | | | |
| | | Total number of vouchers : | 5 | | | | | | | | | | |
| | | Number of Vouchers Audited | 1 | | | | | | | | | | |

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

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

| 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 | | |
|----------------------------|--------|-----------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------------------|-------------------|------------|-----------------|----------------------------|---|
| 12272 | | | 01.0-00000.0-11100-10000-5610-0000000 | | | | 04/17 | 208.02 | | | | | | | |
| 12272 | | | 01.0-00000.0-00000-72000-5610-0000000 | | | | 04/17 | 69.35 | | | | | | | |
| Total | | | | | | | | | 277.37 | 277.37 | 23349731 | CHK PAYOUT | 7246 | | |
| Total | | | | | | | | | 2250.00 | 2250.00 | 23349732 | CHK PAYOUT | 7246 | | |
| REGISTER TOTAL AMOUNT | | | | | | | | | Issues : | 2,527.37 | Voids : | 0.00 | Net Disbursed : | 2,527.37 | |
| SYSTEM WARRANTS ISSUED | | | | | | | | | 2 | From | 23349731 | To | 23349732 | Total number of vouchers : | 2 |
| MANUAL WARRANTS ISSUED | | | | | | | | | 0 | From | | To | | Number of Vouchers Audited | 2 |
| NUMBER OF VOIDS | | | | | | | | | 0 | | | | | | |
| SYSTEM WARRANTS ISSUED MTD | | | | | | | | | 2 | MANUAL WARRANTS ISSUED MTD | | | | 0 | |
| SYSTEM WARRANTS ISSUED YTD | | | | | | | | | 149 | MANUAL WARRANTS ISSUED YTD | | | | 0 | |
| Fund Summary | | | | | | | | | Issues | Voids | | | | 0.00 | |
| 01.0 | | | | | | | | | 2,527.37 | | | | | | |

Lease Payment 2 Canon Copiers 4035
Auditing Expires 7/16 - 2015-16 fiscal
Less 100% retention

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.



Date: 12/01/16

Learning A-Z License Quote

Cheri Hanshaw
Gorman Elementary School
49847 Gorman School Road
Gorman, CA 93243

(661) 248-6441
c.hanshaw@gormanschool.com

Thank you for requesting a quote from Learning A-Z, Cheri Hanshaw!

Your username is chanshaw

Your reference number is 5547062.

Please include this reference number on your purchase order.

| Products | Type | License Terms | List Price | Final Cost | Add 1 Year | Add 2 Years |
|----------------|-------|------------------------|------------|------------|------------|-------------|
| ReadingA-Z.com | Renew | 1 classroom, 1 year | \$109.95 | \$109.95 | \$219.90 | \$329.85 |

| | Final Cost | Add 1 Year | Add 2 Years |
|-------------------------|-----------------|------------------|------------------|
| Discount Amount: | \$0.00 | \$0.00 | \$0.00 |
| Sales Tax: | \$0.00 | \$0.00* | \$0.00* |
| YOUR TOTAL COST: | \$109.95 | \$219.90* | \$329.85* |

(*) Taxes (if applicable) to be calculated at time of purchase.

All prices are in U.S. dollars.

This quote is valid until 03/01/17.

Quoted prices are based on specified quantities and terms.
Please contact your representative for adjustments.

Prepared by: Cheryce Perry

1840 East River Road, Suite 320
Tucson, AZ, 85718
phone: 520.232.5057
fax: 520.232.5054
Cheryce.Perry@learninga-z.com

Learning A-Z License Agreement

Licenses grant registered classrooms only permission to use materials on the designated website(s) during the terms of the license. Sharing user information or materials with non-registered classrooms is not authorized.

GORMAN LEARNING CENTER CHARTER SCHOOL

**California Department of Education
WAIVER SUBMISSION - General**

Local Education Agency: Gorman Joint School District
Address: 49847 Gorman School Road, P.O. Box 104, Gorman, CA. 93243

Start: 7/1/2016

End: 7/1/2018

Waiver Renewal: N

Waiver Topic: Geographic Restrictions on Resource Center Locations for Nonclassroom-Based Charter Schools

Ed Code Title: Charter School Locations

Ed Code Section: Portions of EC Sections 47605(a)(1) and 47605.1

Ed Code Authority: 33050

Ed Code or CCR to Waive: Bracketed Portions of California Education Code Sections 47605(a)(1), 47605(a)(5), and 47605.1(d) as follows:

Education Code section 47605:

(a) (1) Except as set forth in paragraph (2), a petition for the establishment of a charter school [within a school district] may be circulated by one or more persons seeking to establish the charter school. A petition for the establishment of a charter school shall identify a single charter school [that will operate within the geographic boundaries of that school district.] A charter school may propose to operate at multiple sites [within the school district] if each location is identified in the charter school petition.

....

(5) [A charter school that is unable to locate within the jurisdiction of the chartering school district may establish one site outside the boundaries of the school district, but within the county in which that school district is located, if the school district within the jurisdiction of which the charter school proposes to operate is notified in advance of the charter petition approval, the county superintendent of schools and the Superintendent are notified of the location of the charter school before it commences operations, and either of the following circumstances exists:]

Education Code Section 47605.1:

(d) [Notwithstanding subdivision (a) or subdivision (a) of Section 47605, a charter school that is unable to locate within the geographic boundaries of the chartering school district may establish one site outside the boundaries of the school district, but within the county within which that school district is located, if the school district in which the charter school proposes to operate is notified in advance of the charter petition approval, the county superintendent of schools is notified of the location of the charter school before it commences operations, and either of the following circumstances exist:]

(e) (1) For a charter school that was granted approval of its charter before July 1, 2002, and provided educational services to pupils before July 1, 2002, this section only applies to new [educational services or] schoolsites established or acquired by the charter school on or after July 1, 2002.

(2) For a charter school that was granted approval of its charter before July 1, 2002, but did not provide educational services to pupils before July 1, 2002, this section only applies upon the expiration of a charter that is in existence on January 1, 2003.

(3) [Notwithstanding other implementation timelines in this section, by June 30, 2005, or upon the expiration of a charter that is in existence on January 1, 2003, whichever is later, all charter schools shall be required to comply with this section for schoolsites at which education services are provided to pupils before or after July 1, 2002, regardless of whether the charter school initially received approval of its charter school petition before July 1, 2002. To achieve compliance with this section, a charter school shall be required to receive approval of a charter petition in accordance with this section and Section 47605.]

(4) This section is not intended to affect the authority of a governmental entity to revoke a charter that is granted on or before the effective date of this section.

Outcome Rational:

The Gorman Joint District has provided supervisory oversight and performance monitoring services for the Charter School, including monitoring school and student performance data, reviewing the school's audit reports, performing annual visits to the school facilities and resource centers, and considering charter amendment and renewal requests. The Gorman Joint District affirms that at all times the Charter School has operated its resource centers consistent with the advice and written guidance issued by the California Department of Education since 2002 (see Attachment).

On October 16, 2016, the 3rd District Court of Appeals ruled in *AUHSD v. Shasta Secondary Home School* that independent study charter schools may not have resource centers outside of the boundaries of the school district in which the charter school is authorized, but within the same county. Currently, the Charter School has 2 resource centers located within Los Angeles County that are affected by the ruling. This waiver is necessary to allow the continued operation of Gorman's existing resource centers. Our resource center in Santa Clarita serves 473 students and 27 staff members. In Lancaster we serve 714 students and 29 staff members. The fiscal impact on our 2 resource centers are as follows:

Lancaster operational cost including salaries and benefits- \$205,087.15 per month.

Santa Clarita operational cost including salaries and benefits- \$249,999.07 per month.

Lease information:

Lancaster - Current lease started 9/11/2014, terminates 9/10/2019

Santa Clarita- Current lease started 6/16/2016, terminates 6/15/2026

Student Population: 2429

City Type: City

Public Hearing Date: December 13, 2016

Public Hearing Advertised: Notice posted at the District main office and Charter School main office and resource centers.

Local Board Approval Date: November 16, 2016

Committee/Council Reviewed By: Gorman Learning Center Board of Directors

Committee/Council Review Date: November 16, 2016

Committee/Council Objection: N

Committee/Council Objection Explanation:

Bargaining Units: N

Audit Penalty: N

Categorical Program Monitoring: N

Contact Person Name: Denice Burchett

Position: Executive Director, Gorman Learning Center

E-mail: dburchett@gormanlc.org

Telephone: 909-307-6312

Fax: 909-793-5964

District or County Certification: The district or county office of education Superintendent or designee must certify to the accuracy of the information and date the request.

RECORDING REQUESTED BY:

Gorman Joint School District

AND WHEN RECORDED MAIL TO:

P.O. Box 104

Gorman, CA 93243

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

A.P.N.:

Order No.:

Escrow No.:

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

- 1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
- 2. The FULL NAME of the OWNER is **Gorman Joint School District**
- 3. The FULL ADDRESS of the OWNER is **49847 Gorman School Road, Gorman, CA 93243**
- 4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: _____ in fee.

- 5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

| NAMES | ADDRESSES |
|-------|-----------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

- 6. The full names and full addresses of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

| NAMES | ADDRESSES |
|-------|-----------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

7. A work of improvement on the property hereinafter described was COMPLETED **December 5, 2016**

8. The work of improvement completed is described as follows:

Replace and repair the existing roof on the Multi-Purpose Room at Gorman Elementary School.

9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is:
JLG Roofing, Inc. DBA: Gill's Roofing Company

10. The street address of said property is **49847 Gorman School Road, Gorman, CA 93243**

11. The property on which said work of improvement was completed is in the City of Gorman, County of Los Angeles, State of California, and is described as follows:

Date: December 6, 2016


(Signature of Owner or agent of owner)
Johannis L. Andrews

Verification for INDIVIDUAL owner _____:
I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.


Date and Place

(Signature of owner named in paragraph 2)

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the Superintendent/Principal ("PRESIDENT, PARTNER, MANAGER, AGENT, ETC.") of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

December 6, 2016
Date and Place

Gorman, CA


(Signature of person signing on behalf of owner)