

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 9, 2014

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, Bookkeeper

ITEMS FROM THE FLOOR

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

II. OATH OF OFFICE

None at this time

III. AGENDA

1. Approve the Agenda as presented for December 9, 2014.

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

IV. 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 ___

V. RECONVENED TO REGULAR SESSION

Reconvened to Regular Session at _____ P.M.

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

ACTION FROM CLOSED SESSION (IF ANY)

VI. PRESENTATIONS/INFORMATION/DISCUSSION

A. Presentation

B. Information

1. Superintendent/Principal's Report
2. Trial Balance by Fund Report Period 5
3. Gorman Learning Center Agenda dated December 10, 2014
4. Gorman Learning Center Minutes dated November 6, 2014
5. Gorman Learning Center Special Meeting Agenda and Workshop dated September 20, 2014-Correction to November Board Meeting.
6. Gorman Learning Center Special Meeting Minutes and Workshop dated September 20, 2014.
7. The Gorman Quail Newsletter dated December 2014
8. GESD-AMOS Memo from Jean Cummings dated December 9, 2014

C. Comments:

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

D. Discussion

VII. 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, 2014 until the organizational meeting in December 2015, 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 9, 2014.

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 2014/2015 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 2015.

Moved by _____ Seconded by _____ Vote: yes ___no___

VIII. ACTION ITEMS

A. Administrative and Business Office Items:

1. Approve the Minutes of the Regular Meeting November 18, 2014.

Moved by _____ Seconded by _____ Vote: yes ___no___

2. Approve Purchase Orders # 14-15-101 through 14-15-117 of which \$17,960.69 was paid from the General Fund and \$3,951.51 from other funds.

Moved by _____ Seconded by _____ Vote: yes ___no___

3. Approve B Warrants #11404-11435 in the amount of \$971,635.92.

Moved by _____ Seconded by _____ Vote: yes ___no___

4. Approve budget revisions for the First Interim Report 2014-15 and declare a positive certification.

Moved by _____ Seconded by _____ Vote: yes ___no___

5. Approve nomination of _____ for the CSBA Delegate Assembly.

Moved by _____ Seconded by _____ Vote: yes ___no___

6. Approve GESD-AMOS Report.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

7. Approve Field Trip Report #03-14-15.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

B. Personnel:

8. Approve Conference/Mileage Report #04-14-15.

Moved by _____ Seconded by _____

Vote: yes ___ no ___

C. Board Policy

IX. ADVANCE PLANNING

The next regular meeting of the Board of Trustees will be held Tuesday, January 13, 2015 at 3:00 P.M. closed session and 3:30 P.M. regular session.

Items for next meeting

1. _____ 2. _____

X. ADJOURNMENT

Approve adjournment at _____ P.M.

Moved by _____ Seconded by _____

Vote: yes ___ no ___



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

Gorman Joint School District

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

Johannis L. Andrews II
Superintendent/Principal

Superintendent's Report December 2014

Enrollment 107 students

As of December 4, 2014, we have 107 students enrolled.

District

The Administrators and Board Members of the Gorman Learning Center have made recommended changes to the Charter and will submit the revised draft to the District by January 2015. Their draft has been prepared for their District Board Members to review on December 10, 2014. In January I will submit the Charter and Renewal MOU to our legal team for review and for them to make recommendations on current charter legislation and reform, and to reflect the current activities of curriculum, instruction, online programs and operation changes.

Human Resources

None at this reporting period.

Curriculum

- STAR test materials have been ordered. STAR testing will occur during April 7 to May 24 of 2015.
- Special Education Information System (SEIS) update was completed and submitted to the Special Education Local Plan Area (SELPA) in November for the Gorman Joint School District. The special education report, CASEMIS and Data Identified Noncompliance submission was approved December 1, 2014.
- Continued meetings with the teachers to follow-up on student's documentation compliance and giving teachers new avenues to review Professional Learning Community concerns.

Professional Development

- ✓ To assist in our focus of improving our test scores, training and student engagement in all classrooms. This will allow Gorman to collect and disaggregate data, test, and benchmarks results to be able to provide specific interventions for this year documentation on the LCAP (Local Control and Accountability Plan).

- ✓ Focus for the Month
 - What the students are doing:
- ✓ Participating, collaborating, questioning, engaging
- ✓ Presenting, demonstrating knowledge, solving, producing, understanding, generating or creating, explaining, teaching others
- ✓ Reading, writing

Facilities

Gorman's California Clean Energy Jobs Act (Proposition 39) entitlement is \$15,919. This award is allocated to local educational agencies that serve students in kindergarten and grades 1 through 12 for energy efficiency and clean energy projects. Funds may be used to retrofit existing 4 foot or 8 foot T12 fluorescent fixtures with 28-watt T8 lamps, and/or to replace older (10 years or more) air conditioning/heating units with high-efficiency units. Gorman is able to spend this money during the 2014-15 school year.

Working on getting Quotes for:

- Replacement of all heaters or air conditioners.
- Retrofit existing 4 foot and 8 foot T12 fluorescent light fixtures with 28-watt T8 lamps or fixtures.

Budget

On November 14, 2014, the California State Board of Education has approved final spending regulations for the Local Control Funding Formula (LCFF) and a revised template for Local Control and Accountability Plans (LCAP), strengthening parent and community involvement in budget decisions and expanding local accountability measures to improve student achievement.

LCFF links transparency and accountability directly to the local goal setting and budgeting process by requiring each school district, county office of education and charter school to adopt LCAPs. The Board approved a revised LCAP template that includes requested changes from county offices of education, local districts and education stakeholders.

On December 10, 2014, I will be attending the Los Angeles County Office of Education, Local Control Accountability Plan (LCAP) final regulations and revised template workshop at Saugus Union School District. The workshop will provide information on:

- ✓ Changes to the plan template for the 2015-16 LCAP year
 - ✓ The Annual Update on the district's 2014-15 LCAP goals
 - ✓ Changes to the final LCFF Spending Regulations for Supplemental and Concentration Grants
 - ✓ The status of the rubric design and development process
 - ✓ Recommended practices for stakeholders engagement
 - ✓ Ties to other required plans
- Enclosed in your packet is the First Interim Budget Report.

Events

1. Parent/Teacher conferences were held on November 12th and 13th. 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. Participation was around 92% this year.
2. On November 20th, 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. On December 12th, PTSO will be showing the movie "Arthur Christmas" to Gorman families starting at 5 PM.
4. The Winter Holiday Programs will be held on December 17th at 1:00 p.m. and 6:30 p.m.
5. December 19th is Gorman's student spirit day and students are allowed to wear their pajamas to school.
6. In November, P.T.S.O. collected non-perishable food items and jackets and blankets to be donated to our community on November 22th.
7. Santa's annual gift shop will be open during the weeks of December 15th to December 20th. Items will be available for students to purchase for friends and family member at the school ranging in price from \$1.00-\$10.00.

Report ID
 District
 Fiscal Year
 To Period

LAGL008S
 64584
 2015
 5

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

Page No. 1
 Run Date 12/01/2014
 Run Time 00:46:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|--------------------------------|------------|--------|
| 1110 | Teachers' Salaries-Full-Time | 78,395.83 | 0.00 |
| 1160 | Teachers' Salaries-Substitute | 6,390.25 | 0.00 |
| 1300 | Cert Supervisors & Admin Sal | 26,058.33 | 0.00 |
| 1310 | Cert Supervisor & Admin Sal-FT | 18,108.32 | 0.00 |
| | Total for Major Object: 1000 | 128,952.73 | 0.00 |
| 2130 | Instruct Aide Sal-Hourly/Daily | 6,153.65 | 0.00 |
| 2200 | Classif Support Sal | 2,637.27 | 0.00 |
| 2210 | Classif Support Sal-Full-Time | 6,662.05 | 0.00 |
| 2410 | Cler Tech Office Staff Sal-FT | 14,812.66 | 0.00 |
| 2460 | Cler Tech Off Staff Sal-Sub | 3,634.31 | 0.00 |
| 2990 | TBD | 4,880.00 | 0.00 |
| 2999 | Classified Error Account | 678.91 | 0.00 |
| | Total for Major Object: 2000 | 39,458.85 | 0.00 |
| 3111 | STRS, Certificated Positions | 11,077.57 | 0.00 |
| 3212 | PERS, Classified Positions | 2,527.79 | 0.00 |
| 3312 | OASDI, Classified Positions | 1,952.27 | 0.00 |
| 3331 | Medicare, Cert Positions | 1,131.64 | 0.00 |
| 3332 | Medicare, Class Positions | 520.23 | 0.00 |
| 3411 | Hlth & Wlfr Benefits, Cert | 13,101.68 | 0.00 |
| 3412 | Hlth & Wlfr Benefits, Class | 24,686.14 | 0.00 |
| 3511 | State Unemploy Insur, Cert Pos | 64.49 | 0.00 |
| 3512 | State Unemploy Insur, Clas Pos | 17.93 | 0.00 |
| 3611 | Worker Comp Insur, Cert Pos | 8,643.96 | 0.00 |
| 3612 | Worker Comp Insur, Class Pos | 2,601.33 | 0.00 |
| 3999 | Benefits-Error | 1,324.20 | 0.00 |
| | Total for Major Object: 3000 | 67,649.23 | 0.00 |
| 4110 | Textbooks | 6,122.93 | 0.00 |
| 4310 | Materials and Supplies | 3,365.29 | 0.00 |
| 4340 | Computer Software & Relat Exp | 4,978.48 | 0.00 |
| 4350 | Office Supplies - Admin | 1,790.90 | 0.00 |
| 4360 | Tires, Fuel and Oil | 1,592.27 | 0.00 |
| 4370 | Custodial/Operation Supplies | 1,498.72 | 0.00 |
| | Total for Major Object: 4000 | 19,348.59 | 0.00 |
| 5210 | Mileage & Car Allowances | 90.94 | 0.00 |
| 5220 | Travel and Conferences | 1,267.94 | 0.00 |
| 5310 | Dues and Memberships | 3,566.07 | 0.00 |
| 5410 | Insurance | 6,009.00 | 0.00 |
| 5510 | ELECTRICITY | 7,848.93 | 0.00 |
| 5520 | Natural Gas Services | 90.92 | 0.00 |
| 5530 | Water | 1,358.61 | 0.00 |
| 5560 | Waste Disposal | 668.12 | 0.00 |

| Object | Object Description | Debit | Credit |
|---|---------------------------------|--------------|------------|
| 5565 | Waste Disposal - Other | 2,588.00 | 0.00 |
| 5610 | Rentals, Leases and Repairs | 1,606.35 | 0.00 |
| 5630 | Repairs | 1,390.03 | 0.00 |
| 5640 | Computer Repairs | 360.00 | 0.00 |
| 5800 | Oth Contracted Services | 16,800.00 | 0.00 |
| 5812 | Contract Srvc (2) - TBA | 23,746.50 | 0.00 |
| 5820 | Legal, Audit, & Election Costs | 9,300.25 | 0.00 |
| 5830 | Advertisement | 1,188.20 | 0.00 |
| 5840 | Computer/Technlgy Related Serv | 3,266.40 | 0.00 |
| 5850 | Consult/Ind Contractors(NonEmp) | 23,780.00 | 0.00 |
| 5860 | Fingprnt, Phys, XRY&Oth Emp Cst | 55.00 | 0.00 |
| 5880 | Other Charges/Fees | 1,266.00 | 0.00 |
| 5890 | Other Services | 118.38 | 0.00 |
| 5910 | Communications | 594.48 | 0.00 |
| Total for Major Object: 5000 | | 106,960.12 | 0.00 |
| 6510 | Equipment Replacement | 3,805.00 | 0.00 |
| Total for Major Object: 6000 | | 3,805.00 | 0.00 |
| 8011 | Rev Limit State Aid-Cyr | 0.00 | 366,067.00 |
| 8012 | Education Protection Account E | 0.00 | 32,157.00 |
| 8019 | Rev Lmt State Aid-Prior Yr | 7,127.00 | 0.00 |
| 8029 | Othr Subvntns/In-Lieu of Taxes | 0.00 | 17.98 |
| 8042 | Unsecured Roll Taxes | 0.00 | 2,179.91 |
| 8043 | Prior Year's Taxes | 0.00 | 1,390.89 |
| 8044 | Supplemental Taxes | 0.00 | 7,729.05 |
| 8045 | Edu RevAugmntn Fnd | 0.00 | 437.02 |
| 8048 | Pnlts & Intrst from Dliqnt Tax | 0.00 | 193.09 |
| 8550 | Manated Cost Reimbursements | 0.00 | 8,664.00 |
| 8560 | State Lottery | 0.00 | 8,067.57 |
| 8590 | All Other State Revenues | 0.00 | 100.00 |
| 8650 | Leases and Rentals | 0.00 | 4,500.00 |
| 8660 | Interest | 6.19 | 0.00 |
| 8699 | All Other Local Revenues | 0.00 | 15.00 |
| 8791 | Tfrs of Apptmnts fm Dstrcts | 0.00 | 442,580.25 |
| Total for Major Object: 8000 | | 7,133.19 | 874,098.76 |
| Net Increase (Decrease) to Fund Balance | | | 500,791.05 |
| 9110 | Cash in County Treasury | 2,486,733.98 | 0.00 |
| 9130 | Revolving Cash | 2,000.00 | 0.00 |
| 9200 | Accounts Receivable | 479,910.02 | 0.00 |
| 9342 | Earned Salary Advance | 2,588.00 | 0.00 |
| 9514 | STRS Liability | 4,484.61 | 0.00 |
| 9517 | Voluntary Deductions | 27.18 | 0.00 |

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2015
 To Period : 5

| Object | Object Description | Debit | Credit |
|----------------------|------------------------------|--------------|--------------|
| 9520 | Accts Payable-Manual Accrual | 0.00 | 1,015,792.61 |
| 9521 | Salaries Payable | 0.00 | 1,500.00 |
| 9525 | FB Subs-STRS | 0.00 | 2,729.73 |
| 9526 | FB Subs-PERS | 889.64 | 0.00 |
| 9528 | FB Subs-OASDI | 0.00 | 10,001.19 |
| 9529 | FB Subs-MEDICARE | 0.00 | 12,309.52 |
| 9531 | FB Subs-SUI | 0.00 | 11,815.98 |
| 9532 | FB Sub-W/C | 0.00 | 60,711.39 |
| 9533 | FB Subs-PERS Reduction | 0.00 | 549.24 |
| 9543 | Direct Deposit Payable | 0.00 | 164.39 |
| 9650 | Deferred Revenue | 0.00 | 134,763.33 |
| 9791 | Beginning Fund Balance | 0.00 | 1,225,505.00 |
| ENDING Fund Balance | | | 1,726,296.05 |
| Total for Fund: 01.0 | | 3,349,941.14 | 3,349,941.14 |

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2015
 To Period : 5

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-------------|
| 2230 | Classif Support Sal-Hrly/Daily | 3,343.12 | 0.00 |
| | Total for Major Object: 2000 | 3,343.12 | 0.00 |
| 3212 | PERS, Classified Positions | 320.78 | 0.00 |
| 3312 | OASDI, Classified Positions | 245.11 | 0.00 |
| 3332 | Medicare, Class Positions | 57.32 | 0.00 |
| 3412 | Hlth & Wifr Benefits, Class | 4,747.34 | 0.00 |
| 3512 | State Unemploy Insur, Clas Pos | 1.95 | 0.00 |
| 3612 | Worker Comp Insur, Class Pos | 287.82 | 0.00 |
| | Total for Major Object: 3000 | 5,660.32 | 0.00 |
| 4710 | Food | 9,777.36 | 0.00 |
| 4790 | Food Supplies | 200.74 | 0.00 |
| | Total for Major Object: 4000 | 9,978.10 | 0.00 |
| 8220 | Child Ntnn Pgrms, Federal | 0.00 | 1,446.57 |
| 8520 | Child Nutrition Prgms, State | 0.00 | 121.62 |
| 8634 | Food Service Sales | 0.00 | 1,046.54 |
| | Total for Major Object: 8000 | 0.00 | 2,614.73 |
| | Net Increase (Decrease) to Fund Balance | | (16,366.81) |
| 9110 | Cash in County Treasury | 0.00 | 6,516.30 |
| 9200 | Accounts Receivable | 0.00 | 66.11 |
| 9521 | Salaries Payable | 0.02 | 0.00 |
| 9526 | FB Subs-PERS | 34.66 | 0.00 |
| 9528 | FB Subs-OASDI | 0.00 | 1,747.17 |
| 9529 | FB Subs-MEDICARE | 152.63 | 0.00 |
| 9531 | FB Subs-SUI | 0.00 | 571.64 |
| 9532 | FB Sub-W/C | 0.00 | 1,019.98 |
| 9791 | Beginning Fund Balance | 0.00 | 6,632.92 |
| | ENDING Fund Balance | | (9,733.89) |
| | Total for Fund: 13.0 | 19,168.85 | 19,168.85 |

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

Report ID : LAGL008S
 District : 64584
 Fiscal Year : 2015
 To Period : 5

| Object | Object Description | Debit | Credit |
|--------|---|-------------|------------|
| 6170 | Surveys for Site Purchases | 6,825.00 | 0.00 |
| 6510 | Equipment Replacement | 8,482.35 | 0.00 |
| | Total for Major Object: 6000 | 15,307.35 | 0.00 |
| 8660 | Interest | 0.25 | 0.00 |
| | Total for Major Object: 8000 | 0.25 | 0.00 |
| | Net Increase (Decrease) to Fund Balance | (15,307.60) | |
| 9110 | Cash in County Treasury | 99,205.35 | 0.00 |
| 9200 | Accounts Receivable | 190.24 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 114,703.19 |
| | ENDING Fund Balance | | 99,395.59 |
| | Total for Fund: 14.0 | 114,703.19 | 114,703.19 |

Report ID
 District
 Fiscal Year
 To Period

LAGL008S
 64584
 2015
 5

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

Page No. 6
 Run Date 12/01/2014
 Run Time 00:46:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.14 | 0.00 |
| | Total for Major Object: 8000 | 0.14 | 0.00 |
| | Net Increase (Decrease) to Fund Balance | | (0.14) |
| 9110 | Cash in County Treasury | 61,274.76 | 0.00 |
| 9200 | Accounts Receivable | 98.70 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 61,373.60 |
| | ENDING Fund Balance | | 61,373.46 |
| | Total for Fund: 21.0 | 61,373.60 | 61,373.60 |

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

Report ID : LAGL0085
 District : 64584
 Fiscal Year : 2015
 To Period : 5

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.10 | 0.00 |
| | Total for Major Object: 8000 | 0.10 | 0.00 |
| | Net Increase (Decrease) to Fund Balance | | (0.10) |
| 9110 | Cash in County Treasury | 43,271.21 | 0.00 |
| 9200 | Accounts Receivable | 69.63 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 43,340.94 |
| | ENDING Fund Balance | | 43,340.84 |
| | Total for Fund: 25.0 | 43,340.94 | 43,340.94 |

Report ID
 District
 Fiscal Year
 To Period

LAGL008S
 64584
 2015
 5

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

Page No. 8
 Run Date 12/01/2014
 Run Time 00:46:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.15 | 0.00 |
| | Total for Major Object: 8000 | 0.15 | 0.00 |
| | Net Increase (Decrease) to Fund Balance | | (0.15) |
| 9110 | Cash in County Treasury | 68,393.66 | 0.00 |
| 9200 | Accounts Receivable | 110.64 | 0.00 |
| 9791 | Beginning Fund Balance | 0.00 | 68,504.45 |
| | ENDING Fund Balance | | 68,504.30 |
| | Total for Fund: 30.0 | 68,504.45 | 68,504.45 |

Report ID
 District
 Fiscal Year
 To Period

: LAGL008S
 : 64584
 : 2015
 : 5

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

Page No. 9
 Run Date 12/01/2014
 Run Time 00:46:11
 MONTHLY

| Object | Object Description | Debit | Credit |
|--------|---|-----------|-----------|
| 8660 | Interest | 0.03 | 0.00 |
| | Total for Major Object: 8000 | 0.03 | 0.00 |
| | Net Increase (Decrease) to Fund Balance | | (0.03) |
| 9110 | Cash in County Treasury | 11,821.09 | 0.00 |
| 9200 | Accounts Receivable | 18.61 | 0.00 |
| 9519 | Accounts Payable--Current Liab. | 0.00 | 0.12 |
| 9791 | Beginning Fund Balance | 0.00 | 11,839.61 |
| | ENDING Fund Balance | | 11,839.58 |
| | Total for Fund: 35.0 | 11,839.73 | 11,839.73 |

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

Report ID : LAGL0085
 District : 64584
 Fiscal Year : 2015
 To Period : 5

| Object | Object Description | Debit | Credit |
|---|--------------------------------|-----------|-----------|
| Net Increase (Decrease) to Fund Balance | | | |
| | | | 0.00 |
| 9110 | Cash in County Treasury | 0.00 | 21,521.04 |
| 9200 | Accounts Receivable | 0.00 | 16,185.64 |
| 9507 | Medicare Contributions | 0.00 | 12,689.53 |
| 9511 | Federal Tax Withholding | 51,914.02 | 0.00 |
| 9512 | State Tax Withholding | 135.11 | 0.00 |
| 9513 | OASDI Liability | 0.00 | 10,409.83 |
| 9514 | STRS Liability | 0.00 | 2,425.36 |
| 9515 | PERS Liability | 3.41 | 0.00 |
| 9517 | Voluntary Deductions | 10,657.10 | 0.00 |
| 9518 | Tax Shelter Annuity | 0.00 | 100.00 |
| 9519 | Accounts Payable-Current Liab. | 0.00 | 469.12 |
| 9528 | FB Subs-OASDI | 243.53 | 0.00 |
| 9529 | FB Subs-MEDICARE | 60.57 | 0.00 |
| 9531 | FB Subs-SUI | 786.78 | 0.00 |
| ENDING Fund Balance | | | |
| | | 63,800.52 | 63,800.52 |
| Total for Fund: 76.0 | | | 0.00 |

Report ID
District
Fiscal Year
To Period

LAGL008S
64584
2015
5

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

Page No. 11
Run Date 12/01/2014
Run Time 00:46:11
MONTHLY

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

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS AGENDA

DATE: December 10, 2014

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:

| | |
|------------------|--|
| Kim McClellan: | President, Parent Representative |
| Kelly Berggren | Vice President, Parent Representative |
| Timothy Hughes | Secretary/Treasurer, Parent Representative |
| David Akers | Member at Large, Parent Representative |
| Karol Hyross | Member at Large, Parent Representative |
| Kathleen Kefoury | Member at Large, Parent Representative |
| Susan Nesbitt | 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 session meeting of November 6, 2014.

6. COMMUNICATION FROM THE PUBLIC

This portion of the meeting is set aside for the purpose of allowing an opportunity for individuals to address the Board of Directors regarding matters on or not on the Agenda but within the Board of Directors subject

matter jurisdiction. The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2. Presentations are limited to 3 minutes. The total time allotted for public comment is 45 minutes. If you wish to speak please complete a Communication from the Public form and provide it to the Board Secretary before the meeting.

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

8. CONSENT AGENDA

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

- a. **Human Resources**
HR Action Report October 2014
- b. **October 2014 Business Services Division Check Register**
- c. **October 2014 Business Services Division Payroll Expenditures**
- d. **October 2014 Business Services Division Purchase Order Listing**
- e. **October 2014 Business Services Division Credit Card Register**

9. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

- a. **Interim Executive Director – Denice Burchett**
- b. **Chief Business Officer – Antoine Hawkins**

10. INFORMATION/DISCUSSION/ACTION AGENDA

- a. **Information Items/Presentation**
 - i. **Strategic Plan – Denice Burchett**
 - ii. **A+ Conference Summary**
Tamara Campbell (HQT/NCLB)
Kelly Westlake (Counseling)
Bobbi White (Common Core)
 - iii. **Mission and Vision Statements – Adam Cornish**
- b. **Action Items**
 - i. **Second Read Amendment to Bylaws – Denice Burchett**
 - ii. **Second Read Master Agreement Revision – Denice Burchett**
 - iii. **Second Read Policy 5000.1 Instructional and Student Services Revision – Denice Burchett**
 - iv. **Dress Code Policy/Terminate (to end policy and refer it to administration to set appropriate requirements) – Denice Burchett**

- v. **Approval of the FY 2014-15 First Interim Financial Report – Dr. Antoine Hawkins**
- vi. **Abila Fund Accounting HR and Employee Web Services Modules – Dr. Antoine Hawkins**

CLOSED SESSION

11. ADJOURN TO CLOSED SESSION, IF ANY:

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

RECONVENE TO OPEN SESSION

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

13. ITEMS FOR NEXT MEETING

14. CONFIRM MEETING PLACE AND TIME

15. ADJOURNMENT

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

REGULAR SESSION OF THE BOARD OF DIRECTORS MINUTES

DATE: November 6, 2014

MEETING PLACE: 24620 Meadowridge Drive
Santa Clarita, California 91321

TIME: 5:30 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 AT 5:32 PM

2. BOARD OF DIRECTORS ROLL CALL:

| | |
|------------------|--|
| Kim McClellan: | President, Parent Representative (Present) |
| Susan Nesbitt | Secretary, Parent Representative (Present) |
| David Akers | Member at Large, Parent Representative (Present) |
| Kelly Berggren | Member at Large, Parent Representative (Present) |
| Timothy Hughes | Member at Large, Parent Representative (Present) |
| Karol Hyross | Member at Large, Parent Representative (Absent) |
| Kathleen Kefoury | Member at Large, Parent Representative (Present) |
| Joe Andrews | District Representative (Present) |

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

Board President Kim McClellan asked to remove an item regarding the Abila Fund Accounting HR Module System due to Dr. Antoine Hawkins' absence. She stated the item would be brought before the board at the next board meeting.

Kim McClellan asked for the agenda to be approved with the removal of action item 11.b.iv

Approved
Moved by: Kim McClellan
Second by: David Akers
Motion Carried: 4-0

5. APPROVAL OF THE MINUTES

- a. Approval of the minutes from the session meeting of September 10, 2014

Approved
Moved by: Susan Nesbitt
Second by: Timothy Hughes
Motion Carried: 4-0

- b. Approval of the minutes from the special session meeting of September 20, 2014

Approved
Moved by: David Akers
Second by: Kelly Berggren
Motion Carried: 4-0

6. COMMUNICATION FROM THE PUBLIC

None

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. REVIEW OF DUTIES OF BOARD MEMBERS AND ELECTION OF OFFICERS

Kim McClellan read the duties of the board members.

Kelly Berggren nominated Kim McClellan for board president and Timothy Hughes second the motion. She then turned over the election to Susan Nesbitt. Susan Nesbitt asked for any discussion regarding the nomination of Kim McClellan. A 4-0 vote elected Kim McClellan to the office of president.

Kim McClellan nominated Kelly Berggren for Vice President. Kim McClellan asked if there was any discussion regarding Kelly Berggren being nominated for this position. A 2-1 vote elected Kelly Berggren to the office Vice President.

Kim McClellan nominated Timothy Hughes for Secretary. A 4-0 vote elected Timothy Hughes to the office Secretary.

Kim McClellan asked for discussion regarding combining the Secretary and Treasurer positions. Timothy Hughes stated he would like to see the Treasurer and Secretary positions as two different officers within the board. Timothy Hughes nominated David Akers for Treasurer and he respectfully declined the nomination. Kathleen Berggren nominated Timothy Hughes for Treasurer. A 5-0 vote elected Timothy Hughes to the office Treasurer.

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

David Akers stated there has not been a review of the vision/mission statements. He feels it is important to do so at this time. Mr. Akers stated there are areas that are open for discussion to ensure everyone's on the same page. Kim McClellan suggested the topic can be added to a future board meeting.

Timothy Hughes asked how prepared GLC is for an active shooter and topics related to the train tracks near the learning center. Kim McClellan believes the safety plan would probably include what the city's plan is for an emergency and should be reviewed. Timothy Hughes stated that through his experience, a city would not have a specific plan for a particular event at a site within the city. Timothy Hughes said ideally an expert is hired to review the possible threats, needs, limitation and the vulnerability of each facility and develop a disaster plan. Kim McClellan stated this item can be added to the next agenda. Timothy Hughes gave Denice Burchett ideas on who might be able to assist GLC with this project.

9. 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.

Kim McClellan pointed out that two checks were written to David and one set was voided.

David Akers stated a budgeted amount was approved for Let's Go Learn but two separate amounts were paid. Denice Burchett explained the second check was for the "Edge" intervention program.

Timothy Hughes said he had heard the GLC account was possibly suspended at the YMCA. Vicki McClure says she has students active in the YMCA.

Approved

Moved by: Timothy Hughes

Second by: Kathleen Kefoury

Motion Carried: 6-0

- a. **Human Resources**
HR Action Report September 2014
- b. **September 2014 Business Services Division Check Register**
- c. **September 2014 Business Services Division Payroll Expenditures**
- d. **September 2014 Business Services Division Purchase Order Listing**
- e. **September 2014 Business Services Division Credit Card Register**

10. REPORT & COMMUNICATION TO THE BOARD OF DIRECTORS

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

Denice Burchett shared that a team went to the A+ conference for three days. A+ is all about independent charter schools and every school represented at the conference are just like GLC. Each member of the team went to a different break-out meeting. Adam Cornish attended WASC meetings. Kelly Westlake attended the college course portion. Bobbi White attended the Common Core strand and Tamara Campbell attended the testing strand. Denice Burchett attended the leadership strand, while Janyse Skalla attended the data information portion. The theme was embracing a new education era together. There is a new education era in independent study and we need to teach that while staying unique.

Denice Burchett also attended the charter renewal strand at the conference. The increase in academic achievement is the most important factor when a charter is renewed. GLC will show proof to Mr. Andrews that our students are improving. We will do this with our data information. Mr. Andrews will then take it to his board for approval. It will then go to the Department of Education for final approval. The new charter laws will also be updated within our charter. Denice invited board members to assist in reviewing the charter at a meeting on November 10, 2014 at 11:30 a.m. at the Redlands office. Vicki McClure asked if TK (transitional kindergarten) will be in the charter for the future and Denice Burchett confirmed that it will.

Denice Burchett said 98% of our students have completed their benchmark testing. If a parent does not want their student(s) to take the test, we will not make them. ISTs have explained how important this is to the parents. If a student is below grade level, the student is placed on the "Edge" program. There are 352 in math and 271 GLC students in reading within the Edge program. This data is important for our charter renewal and WASC review. Our data team has done a great job gathering information and working with the ISTs.

b. Chief Business Officer – Antoine Hawkins

Dr. Antoine Hawkins was unavailable for the board meeting.

11. INFORMATION/DISCUSSION/ACTION AGENDA

a. Information Items/Presentation

i. Executive Director Recruitment

Kim McClellan stated she had asked for the Executive Director recruitment to be placed on the agenda for today's meeting. She wanted to ensure the board had a chance to review the job description and to hear their ideas for the process of filling this position.

Kim McClellan said she would like to see a team of staff and board members. David Akers stated all stakeholders should be fairly represented, such as parents and teachers. The prior team consisted of 10 or 11 members in the last hiring processing with a mixture of ISTs, staff, resource center staff, parents but no board members. The recommendations were passed on to the board. David Akers stated he thinks a board member should be represented in the initial team. Kim McClellan feels it is important that it is not perceived to be taking over the hiring and not considering the input of other members of GLC.

Timothy Hughes recommended a similar process be followed relating to the stakeholders being involved in the process. Someone from the board, not necessarily a voting member, would be beneficial. A placement should be expected by the next school year, if not sooner. The WASC will revisit in March 2015 and it may not be beneficial to have a new Executive Director in place.

Kim McClellan asked for the board to review the information for future discussion.

ii. First Read – Policy 7004.10 Dress Code Policy Revision – Denice Burchett

Denice Burchett explained it had been a while since the dress code was revised. A team gathered and made revisions. The revisions presented to the board were reviewed. The revisions apply to the office staff only.

David Akers asked if this pertained to the ISTs. Denice said it did, as the ISTs are in the Redlands office for meetings. Timothy Hughes recommended this not be a board policy, rather an administrative policy. He does not wish for the board to dictate a dress code policy and each supervisor, at each location, make policies pertaining to their specific staff. Denice stated a policy was created due to former staff wearing inappropriate items such as sweats to the workplace. Denice agreed with Tim Hughes that this should be an administrative policy.

iii. First Read - Master Agreement Revision – Denice Burchett

The Master Agreement revision was reworded only under “Assignments” and Craig Wilson will further cover it in his portion under information item 11.a.v. There were also revisions on the Acknowledgement of Responsibilities. CAASPP was also added in replacement of STAR testing.

The Education Code must be included in the Master Agreement. The Acknowledgement of Responsibilities must be agreed upon by the parents and ISTs. Craig Wilson changed the wording corresponding with the Master Agreements regarding missing assignments and removal of a student from our program. IST Gretchen Benham further explained the missing assignment report and stated it did not apply to single missed assignments, rather three missing assignment “reports”. The verbiage may leave too much room for interpretation. Tim Hughes asked that the revision is defined to be more specific. Denice referred to the Acknowledgement of Responsibilities where it clarifies student and parent responsibilities.

Craig stated a clarified term will be presented for a second read at the next meeting.

iv. Santa Clarita Resource Center Building Update – Dr. Antoine Hawkins

Denice Burchett explained there were plans to see a building on today’s day but it had been in escrow for 40 days. Denice spoke to Marie Migliore and she will continue to look for another building that meets our needs. Kelly Berggren asked if we had a real estate agent looking for us and Marie said a few different agents have been contacted. We do not have one specific agent working for us. Typically, Marie contacts the agent who has the listing when she finds a location that may work for GLC.

Timothy Hughes suggested all persons involved in searching for a new location come together to create a checklist of the items we would like to see in a new learning center. He also stated a property consultant may help in the process. This person would work with an appraiser and negotiate any offers. The board agreed the person needs to be in the Santa Clarita area.

v. First Read – Policy 5000.1 Instructional and Student Services Revision – Craig Wilson

Craig Wilson explained Education Code 51747 was reviewed and changes were made to our policy 5000.1 pertaining the evaluation process in the Master Agreement. Further clarification as to missing work report needs to be included in the policy that coincides with the Master Agreement. Timothy Hughes suggested further review should be made to ensure it aligns with the Master Agreement.

vi. Website – Nathaniel Black

Nathaniel Black gave an update regarding the website. The current website is about five years old. He showed the Board the new revised website. Personnel has provided actual photographs of our GLC students (all have parental consent). New fonts and a

flatter design is used. New drop down menus have been created. The webpage has been simplified and unnecessary pages/content have been removed. The search area is available on all pages. The teacher resource page has been reconstructed. We are planning to go live the following Monday (11/10/2014).

vii. WASC Update – Adam Cornish

Adam Cornish presented a WASC update. Additional data has been added to the WASC report. The data team headed by Janyse Skalla has targeted room for improvement and what GLC needs to do to further help our students.

The focus in the next few months will be making revisions on the action plan and continuing discussions on how to reshape our objectives. We are looking at this data and seeing what students need help. Through the expertise of the ISTs, we can give attention to the parents who need additional support.

Timothy Hughes asked Adam when his next update will be presented. Adam stated he will return at the next board meeting in December. After the benchmark testing in February the information will be shared with the board. It will be a tight fit since WASC is scheduled to revisit GLC in March 2015. David Akers asked if the focus of the visiting committee would simply be to see student improvement. Adam explained the main item addressed in the last WASC visit was that GLC needs to look at our data better. Adam said the data will be shown to WASC as a 97% participation and student improvement.

Kathleen Kefoury asked if there will be a standard the ISTs will use to help the parents in the process. Adam said this is a work in progress but the ISTs will understand what skills the parents need to assist their student.

Timothy Hughes asked Denice Burchett if there has been an instance where data shows a need to change policy. Denice said she cannot think of a reason why that would happen. The data is more of a school wide resource and not involved in policies. Timothy Hughes asked if GLC may need additional programs that would provide additional data. Denice said no because we are trying to stick with one intervention so we can gather data from one specific location.

b. Action Items

i. Knovation (BrainPOP) – Denice Burchett

Denice Burchett stated GLC has used BrainPOP for quite a few years because the students and ISTs like using it. Vicki McClure agreed and state she has families who love using the program.

Approved
Moved by: Kathleen Kefoury
Second by: Kelly Berggren
Motion Carried: 6-0

ii. School Counselor Candidate Practicum/Fieldwork Agreement – Dr. Antoine Hawkins

Denice Burchett explained this was from Concordia University for Kelly Westlake. Craig Wilson reviewed the MOU and stated he has concerns since the contract is too standard. There was not enough time for Craig to address issues he has found in the contract regarding number of students and other issues. This is the first MOU presented pertaining to our counselor-in-training candidates. Kelly Westlake's field work will be partially done at GLC. The term is 30 days, upon notice and good for three years. The document is a "generic" contract perhaps because the school is unfamiliar with our school's model. Kelly Westlake has already started completing her field work but the hours cannot be counted until the contract is signed and approved by the GLC board.

Approved
Moved by: David Akers
Second by: Kelly Berggren
Motion Carried: 6-0

iii. Document Management Solution – Dr. Antoine Hawkins

Nathaniel Black gave an update for the document management solution. This is a project we have been looking at for quite some time. Using a document management solution will eliminate the rooms of documents being held in the future. The files will be scanned and filed electronically. Our plans for going forth will scan current and future documents, the older documents will not be scanned. Staff members will be doing the scanning after training, which the quote covers. In the future, ISTs will be able to scan documents and send to GLC, thus eliminating office clerks from having to complete the task. The documents can be automatically purged or saved, upon our wishes.

Denice Burchett explained that currently student records are kept for three to five years. Special Education documents may need to be saved indefinitely. This will be used primarily for enrollment records and student information. Files are stored in black file cabinets that are fire safe.

David Akers stated there was only one bid submitted and Kim McClellan explained that three bids are usually obtained prior to board presentation.

Approved
Moved by: Susan Nesbitt
Second by: Kelly Kefoury
Motion Carried: 6-0

iv. Abila Fund Accounting HR Module System – Dr. Antoine Hawkins

Removed – see section "APPROVAL OF THE AGENDA"

CLOSED SESSION

12. ADJOURN TO CLOSED SESSION AT 7:56 PM

i. 11.01 Personnel Action – Government Code Section 54957

RECONVENE TO OPEN SESSION AT 8:10 PM

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

None taken

14. ITEMS FOR NEXT MEETING

Review the mission and vision statements, look at the strategic plan, safety plans for learning centers and possibly hire someone to do so, second read for dress code and master agreement policies, second read for Craig Wilson's policy 5000.1 and look into a broker for real estate/Santa Clarita relocation.

15. CONFIRM MEETING PLACE AND TIME

Kim McClellan stated she would like to see the next meeting on December 3, 2014 in Antelope Valley at 5:00 pm. Since the Redlands board room is inaccessible it cannot be used for meetings.

The following dates have been tentatively set for future board meetings:

January 14, 2015 at 5:00 pm in Antelope Valley
February 18, 2015 at 5:00 pm in Antelope Valley
March 2015 (Marie will check with Jeff at the Santa Clarita location for a specific date)
April 22, 2015 at 5:00 p.m. in Antelope Valley
May 2015 (Marie will check with Jeff at the Santa Clarita location for a specific date)
June 24, 2015 at 5:00 p.m. in Antelope Valley, with a budget workshop prior to

16. ADJOURNMENT AT 8:24 PM

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

SPECIAL BOARD MEETING AND WORKSHOP OF THE BOARD OF DIRECTORS AGENDA

DATE: September 20, 2014

MEETING PLACE: 39375 5th Street West
Palmdale, California 93551

TIME: 10:00 a.m.

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

OPEN SESSION: PUBLIC MEETING

1. BOARD OF DIRECTORS ROLL CALL:

| | |
|------------------|--|
| Kim McClellan | President, Parent Representative |
| Susan Nesbitt | Secretary/Treasurer, Parent Representative |
| David Akers | Member at Large, Parent Representative |
| Kelly Berggren | Member at Large, Parent Representative |
| Timothy Hughes | Member at Large, Parent Representative |
| Karol Hyross | Member at Large, Parent Representative |
| Kathleen Kefoury | Member at Large, Parent Representative |
| Joe Andrews | District Representative |

2. CALL TO ORDER

3. APPROVAL OF THE AGENDA

4. PLEDGE OF ALLEGIANCE

5. COMMUNICATION FROM THE PUBLIC

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

6. STRATEGIES FOR EFFECTIVE GOVERNANCE AND BROWN ACT TRAINING

- i. The Board will receive training on the Brown Act and best governance practices from legal counsel.**

7. INFORMATION/DISCUSSION ITEMS

- i. Antelope Valley Resource Center Presentation – Dr. Antoine Hawkins**

CLOSED SESSION

- 8. ADJOURN TO CLOSED SESSION, IF ANY**

RECONVENE TO OPEN SESSION

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

- 10. ITEMS FOR NEXT MEETING**

- 11. CONFIRM NEXT MEETING PLACE AND TIME**

- 12. ADJOURNMENT**

Gorman Learning Center

A California Charter School

Bringing Academic Excellence Home

SPECIAL BOARD MEETING AND WORKSHOP OF THE BOARD OF DIRECTORS MINUTES

DATE: September 20, 2014

MEETING PLACE: 39375 5th Street West
Palmdale, California 93551

TIME: 10:00 a.m.

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

OPEN SESSION: PUBLIC MEETING

1. BOARD OF DIRECTORS ROLL CALL:

| | |
|------------------|---|
| Kim McClellan | President, Parent Representative (Present) |
| Susan Nesbitt | Secretary/Treasurer, Parent Representative (Absent) |
| David Akers | Member at Large, Parent Representative (Present) |
| Kelly Berggren | Member at Large, Parent Representative (Present) |
| Timothy Hughes | Member at Large, Parent Representative (Present) |
| Karol Hyross | Member at Large, Parent Representative (Present) |
| Kathleen Kefoury | Member at Large, Parent Representative (Present) |
| Joe Andrews | District Representative (Present) |

2. CALL TO ORDER 10:01 AM

3. APPROVAL OF THE AGENDA

Approved
Moved by: Kathleen Kefoury
Second by: Timothy Hughes
Motion Carried: 6-0

4. PLEDGE OF ALLEGIANCE

5. COMMUNICATION FROM THE PUBLIC

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

No comments from the public

6. STRATEGIES FOR EFFECTIVE GOVERNANCE AND BROWN ACT TRAINING

- i. **The Board will receive training on the Brown Act and best governance practices from legal counsel.**

Janelle Ruley opened the special board meeting by introducing herself to the board members. She explained her specialty is working on the charter development team. Each participant introduced themselves and explained what their role in GLC is.

See enclosed Power Point for information covered in the special board meeting.

7. INFORMATION/DISCUSSION ITEMS

- i. **Antelope Valley Resource Center Presentation – Dr. Antoine Hawkins**

Dr. Antoine Hawkins presented an item pertaining to the Antelope Valley Resource Center. He shared the plans showing the area for new classrooms and auditorium areas. He said any changes would have to go back to the city prior to building. No changes will be made to the current plans.

CLOSED SESSION

8. NO CLOSED SESSION

RECONVENE TO OPEN SESSION

9. DISCLOSURE OF ACTION TAKEN IN CLOSED SESSION

None

10. ITEMS FOR NEXT MEETING

Next meeting at the Santa Clarita Resource Center.

11. CONFIRM NEXT MEETING PLACE AND TIME

November 5, 2014

12. ADJOURNMENT AT 12:09 PM

The Gorman Quail

December 2014

Principal's Message

Happy Holidays! I am always thankful for my job at Gorman Elementary School. I am thankful for supportive parents and students who want to learn.

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. What a beautiful autumn it has been so far. The leaves were exquisite this year. I hope everyone took advantage of the mild temperatures and worked or played outside!

December is filled with exciting events as the holidays approach. Our Annual Holiday Program is scheduled for December 17, 2014. 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 6:30 PM.

Our students have been quite excited that the cold weather has arrived! Please make sure that our phone list is up-to-date. The teachers and I thank all our parents/guardians for attending Parent/Teacher Conferences. The opportunity to share the strengths and challenges of your child/children help us all guide our students on the road to success.

Joe Andrews

- December 9 Board Meeting (3:00 p.m.)
- December 12 Awards Assembly (8:45 a.m.)
- December 12 Movie Night-"Arthur Christmas" 5PM
- December 15 Charleston Wrap and See's Candy Delivery
- Dec. 15-19 Secret Santa's Shop
- December 17 Holiday Program (1:00 PM) & (6:30 PM)
- December 19 Pajama Day and Minimum Day School is out at 1:15 PM
- Dec. 22 to Jan 2 Winter Break (Students return to school on January 5, 2015)

Common Core State Standards

The Common Core State Standards (CCSS) is the first step in providing our students with a high-quality education. CCSS were written with the input of teachers, parents, and community leaders, and addresses what students need to know and do to be productive citizens in the 21st Century Learning.

The Common Core State Standards focus on conceptual understandings and procedures which are built upon from elementary through high school, and allow both teachers and students the time to develop those skills. The CCSS will focus on math, language arts, literacy in all subject areas, and college/career readiness. The CCSS in math will have an increased focus on application. In English/Language Arts, there is an increased focus on informational text, versus literature. Gorman School District has been in the planning our second stage of implementation during this school year, with full implementation in math, English Language Arts and literacy.



Winter Break

Winter Break will run from December 22nd to January 2nd. Gorman Elementary strongly discourages parents from having students out of school before or after the holidays. We don't want students to miss valuable instructional time. Happy Holidays and we will see you again on January 5, 2015.

Secret Santa's Shop

The PTSO is sponsoring Gorman's Annual Secret Santa's Shop for our students. Santa's Shop allows our students an opportunity to purchase holiday gifts for family members and friends at school ranging in price from \$1.00-\$10.00. Our elves have been busy making arrangements and preparing our school library for the **December 15-19, 2014** workshop opening. We are looking for parent volunteers to help run the shop from 12:45-2:30 PM.

School Board Appreciation

Gorman School Board Members come from a variety of backgrounds, yet they share a common goal – helping students achieve in school and life. As a state, California has faced many challenges, but the key to a brighter future is a strong public education system. We often forget about the personal sacrifices school board members make. Board members contribute hundreds of hours each year in support of our community's children.

The month of January marks the annual observance of School Board Recognition Month. This is a time to demonstrate our appreciation for the work that our local trustees have accomplished. They work together to prepare today's students to be tomorrow's leaders. In January, please join the staff and students of Gorman Joint School District as we salute our School Board Members who provide grassroots governance for our school district.

Gorman's Spirit Day-December 19th is "Pajama Day". All students may wear their pajamas to school for spirit. School appropriate shoes must be worn.



Students Enjoy Holiday Turkey Feast

On November 20th, 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. Many thanks go out to parents who worked very hard preparing the delicious lunch and to the community members who donated food.

PARENT ADVISORY FORUMS

Superintendent Joe Andrews will be hosting three Parent Advisory Forums to develop a strong connection between the school district and the parents we serve. The goal is to provide parents/guardians an organized voice and keep you involved in the decision-making process. Superintendent Andrews will be asking for feedback on the strengths, weaknesses, opportunities and threats of the school district. Please plan to attend one of the three forums; January 14 (9:30 AM), January 28 (6:30 PM) and February 18 (3:00 PM)

Did you know?

- **One day of missed school = 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.**

Please note that school will be dismissed at 1:15 on December 19th.

From the Gorman Elementary Staff to all of our families, have a Happy Holiday Season!





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

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

Johannis Andrews
Superintendent/Principal

To Board Members
From Cecelia Cummings
RE GESD – AMOS Report
Date December 9, 2014

Under Education Code 44258.9, all schools and county offices are required to ensure the credentials of their teachers and monitor their assignments. There is a four year cycle in which the County has complied with the Ed Code identifying the list of schools each year that have to complete the process and then perform the annual maintenance.

In the 2014-14 year, Gorman has had to complete this process on-line for all certificated employees of the District, which includes two non-teaching positions and seven teaching positions. These positions include the full time certificated staff as well as the certificated substitutes.

Below is s synopsis of the information from the California Department of Education regarding the certificated positions, assignments and assignment monitoring.

Background

State financing of school instruction is premised on pupils being taught by teachers who have authorization from the State to teach in public schools. As such, state law establishes various conditions, requirements, and penalties on local education agencies to ensure that only authorized personnel are hired to teach. In addition, the State establishes requirements for the issuance of teacher credentials and other requirements designed to ensure that teachers are appropriately assigned; that is, that they are assigned to teach in a position that is consistent with the authorizations (subject, grade level) of their credentials.

Valid Certification Documents

Local education agencies receive state funding for reported average daily attendance on the condition that pupils are taught by teachers who hold valid certification documents (*Education Code* Section 46300). A valid certification document is any state-issued certificate or credential -- including a vocational credential and internship credential or certificate; life document or diploma; emergency 30-day substitute teaching permit emergency permit or waiver -- that is in force, not expired or revoked, and authorizes the holder to teach in California public schools in kindergarten or any grades 1 through 12 (*Education Code*

Section 44007). A valid certification document also includes any county board of education-issued temporary county certificate that is in force, not expired or revoked, and authorizes the holder to teach in K-12 public schools within the county office's jurisdiction while the holder's credential application is being processed (*Education Code* sections 44004 and 44332).

Each person who is employed by a school district in a position requiring certification qualifications is required within 60 days of the date of employment to register a valid certification document. The document must have an issue date on or before the date of employment and must authorize the person to serve in a position for which he or she is being employed. Similarly, each employee has 60 days to register a renewed certification document; and the authorization of any renewed document also must be consistent with the employee's assignment (*Education Code* sections 44857 and 44330). As such, an employee must be appropriately assigned when registering his or her credential document. Each employee is required to register his or her document with the jurisdictional county office of education, or the employer school district if the district is fiscally independent pursuant to *Education Code* Section 42647.

Assignment Monitoring

Current law requires -- in an effort to ensure that the rate of teacher mis-assignment remains low and to the extent that funds are provided -- that school district certificated employee assignment practices be monitored and reviewed on a scheduled basis (*Education Code* Section 44258.9). Each county superintendent of schools is to annually monitor schools and school districts that are likely to have problems based on past experience or other available information. All others are to be reviewed on a four-year cycle. The Commission on Teacher Credentialing is responsible for the monitoring and review of assignment practices of counties or cities and counties in which there is a single school district to ensure that teachers in these districts are appropriately assigned. The Commission also is responsible for tabulating and responding to annual reports of monitoring results submitted by county superintendents of schools. For the California Department of Education's purposes, appropriate assignment is not a condition of state apportionment.

2014 – 2015 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 (*).

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

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 2014.

GOVERNING BOARD MEETING INFORMATION:

Date of Annual Organizational Meeting in 2014-2015: _____

Board Meeting Day: _____ Time: _____

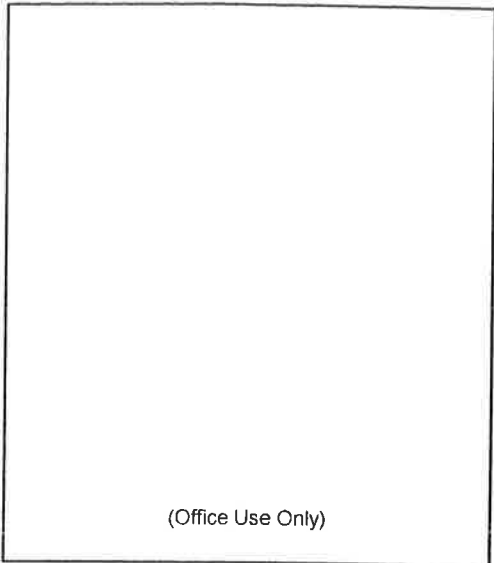
Signature of Superintendent Secretary to the Governing Board

Return form to: Los Angeles County Office of Education
 Division of 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)



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 8½" X 11" page, one sided and legible.
New Filing ... Update ..

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 9, 2014
Date

NAME [Lise Wastaferro]

ADDRESS [P.O. Box 104]

CITY/STATE/ZIP [Gorman, CA 93243]

Signature

Johannis Andrews II Superintendent
Typed Name and Title

STATEMENT OF FACT BY PUBLIC AGENCY

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



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

5. Name of clerk of governing body: _____

Name (if no Clerk, insert word "None")
Res/Mailing Address (if not listed above)

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 9, 2014 to December 8, 2015

In accordance with governing board approval dated December 9, 2014

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

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 | |
| 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 | |

| | |
|---|----------|
| 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>Johannis Andrews</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Superintendent/Principal</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Lise Wastafarro</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE <u>Bookkeeper</u> | |
| SIGNATURE | INITIALS |
| TYPED NAME | |
| TITLE | |

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

Number of Signatures required:

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



October 23, 2014

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

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

SUBJECT: Annual Certification of Signature Resolution

Annual Certification of Signature Resolution is due to the Los Angeles County Office of Education (LACOE) on December 29, 2014.

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 in which no regular election for governing board members is conducted, 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. The effective period of the resolution should be the date of the organizational meeting through the date scheduled for the 2015 annual organizational meeting.

Please 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 by December 29, 2014 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

IMPORTANT: Commercial Claims Unit will not honor a signature on an expired Certification of Signatures Resolution. 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.

If there are any changes to the signatories during the year, please submit a revised resolution with a cover letter describing the reasons for the change. The resolution should be signed by the Clerk of the Board, the new signatory, accompanied by the Board minutes. If the change is removing a signatory, a cover letter describing the change and the Board minutes will suffice.

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

www.lacoe.edu/bulletins

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

If sending the Certification of Signatures and letters by e-mail, please send to spanks_luz@lacoe.edu. Indicate District Name and Certification of Signatures 2015 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

PS:lg
Attachments

SFS-A24-2014-15

Place on District Letterhead

CERTIFICATION OF SIGNATURES RESOLUTION

Date:

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

Per LACOE Bulletin #3965, 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

Attachment #2

Place on District Letterhead

REQUEST FOR EXTENSION OF THE
CERTIFICATION OF SIGNATURES RESOLUTION

Date:

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

Per LACOE Bulletin #3965, 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

Attachment #3

Place on District Letterhead

NOTICE OF REVISION/AMENDMENT ON THE CERTIFICATION OF SIGNATURES

Date:

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

Per LACOE Bulletin #3965, 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

Attachment #4

2014-2015 Executive Board

Linda S. Wah, *President*
Pasadena Area Community College District

Xilonin Cruz-Gonzalez, *Vice President*
Azusa Unified School District

Micah Ali, *Secretary/Treasurer*
Compton Unified School District

September 12, 2014

Directors

Louise Jaffe, *Director 1*
Santa Monica College

Adele Andrade-Stadler, *Director 2*
Alhambra Unified School District

John Eccleston, *Director 3*
San Gabriel Unified School District

Steven Llanusa, *Director 4*
Claremont Unified School District

Roger Bañuelos, *Director 5*
Wiseburn School District

Bob Bruesch, *Director 6*
Garvey School District

John Quintanilla, *Director 7*
Rosemead School District

Robert L. Gin, *Director 8*
Alhambra Unified School District

Eugene Krank, *Director 9*
Hawthorne School District

John Vargas, *Director 10*
El Camino Community College District

Past Presidents

Scott J. Svonkin
Los Angeles Community College

Micah Ali
Compton Unified School District

Nicholas Aquino
Los Nietos School District

Donald LaPlante
Downey 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

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

FROM: Linda Wah, President
Los Angeles County School Trustees Association

SUBJECT: **2014-2015 Annual Representation**

Please place an item on the agenda of your Board's organizational meeting to designate your Board's representative to the 2014-2015 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 Wendy Shin at the Los Angeles County Office of Education, 9300 Imperial Highway, EC-113, Downey, CA 90242.

Thank you for your assistance.

LW:ws

Executive Staff

Frank Kwan
Executive Director

Wendy Shin
Executive Assistant



2014-2015 Annual Representation

Annual Representative
July 1, 2014 – June 30, 2015

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 2014-2015. 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:

Wendy Shin
Los Angeles County Office of Education
9300 Imperial Highway, Downey CA 90242
Education Center – Room 113

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 18, 2014

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

The Flag salute was held.

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

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

Others Present: Teacher, Michi Knight

5251 The Board approved the Agenda as presented for November 18, 2014.

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

5252 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

5253 Reconvened to Regular Session at 3:30 P.M.

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

No action taken in closed session.

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

President Sonder asked the board members if they had any nominations for the CSBA Delegate Assembly. Julie Ralphs and Patricia Edwards said not at this time. Steve stated that we will put this on the December agenda.

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.

5254 The Board approved the Minutes of the Regular Meeting October 14, 2014.

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

5255 The Board approved Purchase Orders #14-15-76 through 14-15-100 of which \$23,644.48 was paid from the General Fund and \$3,576.02 from other funds.

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

5256 The Board approved B Warrants #11365-11403 in the amount of \$37,655.78.

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

5257 The Board approved Gorman Joint School District Employee Prevention Programs-Injury & Illness Prevention Program (IIPP), Heat Illness Prevention Program, Blood Borne Pathogens Program and Hazard Communication Program.

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

President Sonder told Mr. Andrews that he did a very, very good job on the Employee Prevention Programs and that it didn't go unnoticed.

5258 The Board approved Conference/Mileage Report #3-14-15.

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

5259 The Board approved Personnel Report #03-14-15.

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

5260 The Board approved Custodial/Maintenance/Grounds Tasks.

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

5261 The Board approved job description for School Secretary/Clerk/Receptionist.

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

5262 The Board approved job description for Child Nutrition Assistant.

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

The next regular meeting of the Board of Trustees will be held Tuesday,
December 9, 2014 at 3:00 P.M. closed session and 3:30 P.M. regular session.

5263 The Board adjourned the meeting at 3:34 P.M.

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

Steve Sonder, President

Report Id : LARP029S1
 District : 64584
 Fiscal Year: 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2014-11-20 Issue Date : 2014-11-21

Page No : 1
 Run Date : 2014-11-20
 Run Time : 20:25:23

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | WARRANT NUMBER | AMT BY WARRANT | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|------------------|------------|--------|-----------|--|-----------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| AFLAC | 11433 ✓ | | | 76.0-00000.0-00000-00000-9517-00000000 | 05/15 | | | 05/15 | 174.12 | 21763650 | 174.12 ✓ | CHK PAYOUT | 6288 | |
| LACOE | 11435 ✓ | | | 01.0-00000.0-00000-72000-5220-00000000 | 05/15 | | | 05/15 | 64.00 | 21763651 | 64.00 ✓ | CHK PAYOUT | 6288 | |
| LEAF | 11432 ✓ | | | 01.0-00000.0-11100-10000-5610-00000000 | 05/15 | | | 05/15 | 208.02 | 21763652 | 208.02 ✓ | CHK PAYOUT | 6288 | |
| | 11432 ✓ | | | 01.0-00000.0-00000-72000-5610-00000000 | 05/15 | | | 05/15 | 69.35 | 21763653 | 69.35 ✓ | CHK PAYOUT | 6288 | |
| PATRICIA EDWARDS | 11434 ✓ | | | 01.0-00000.0-00000-71100-5210-00000000 | 05/15 | | | 05/15 | 90.94 | 21763654 | 90.94 ✓ | CHK PAYOUT | 6288 | |

Voluntary Deduction
Fall Convocation JA+PE 10/30/14
Canon Opurs lease payment
Treasure 10/14

REGISTER TOTAL AMOUNT Issues : 606.43 Voids : 0.00 Net Disbursed : 606.43

SYSTEM WARRANTS ISSUED 4 From 21763650 To 21763653 Total number of vouchers : 4 Number of Vouchers Audited 1
 MANUAL WARRANTS ISSUED 0 From 0 To 0
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 32 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0
 SYSTEM WARRANTS ISSUED YTD 180 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 0

Fund Summary Issues Voids
 01.0 432.31 0.00
 76.0 174.12 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: 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2014-11-18 Issue Date :2014-11-19

Page No : 1
 Run Date : 2014-11-18
 Run Time : 19.53.49

| 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 | | | |
|-----------------------------|------------|--------|-----------|--|-----------|-----|---------|--------|----------------|----------------|----------------------------|-------------------|---------|----------|----------------------------|---|---|
| ATG AUTOMOTIVE SPECIALISTS | 11430 | ✓ | | 01.0-14000.0-00000-36000-4360-00000000 | | | | 05/15 | 386.15 | 386.15 | 21756526 | CHK PAYOUT | 6284 | | | | |
| | | | | | | | | | Total | | | | | | | | |
| HOMETOWN PUBLISHING, L.L.C. | 11431 | ✓ | | 01.0-00000.0-00000-72000-5830-00000000 | | | | 05/15 | 286.20 | 286.20 | 21756526 | CHK PAYOUT | 6284 | | | | |
| | | | | | | | | | Total | | | | | | | | |
| REGISTER TOTAL AMOUNT | | | | | | | | | | Issues : | 0.00 | Net Disbursed : | | 672.35 | | | |
| SYSTEM WARRANTS ISSUED | | | | | | | | | | 2 | From | 21756526 | To | 21756527 | Total number of vouchers : | | 2 |
| MANUAL WARRANTS ISSUED | | | | | | | | | | 0 | From | | To | | Number of Vouchers Audited | | 0 |
| NUMBER OF VOIDS | | | | | | | | | | 0 | | | | | | | |
| SYSTEM WARRANTS ISSUED MTD | | | | | | | | | | 28 | MANUAL WARRANTS ISSUED MTD | | | | | 0 | |
| SYSTEM WARRANTS ISSUED YTD | | | | | | | | | | 176 | MANUAL WARRANTS ISSUED YTD | | | | | 2 | |
| Fund Summary | | | | | | | | | | Issues | VOIDS | | | | | | |
| 01.0 | | | | | | | | | | 672.35 | 0.00 | | | | | | |

Service Ford Van - repairs
advertising - help wanted

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

Report Id : LAAPO29S1
 District : 64584
 Fiscal Year : 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2014-11-17 Issue Date : 2014-11-18

Page No : 1
 Run Date : 2014-11-17
 Run Time : 19.55.51

| 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 |
|------------|--------|-----------|-------------|---------------|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
|------------|--------|-----------|-------------|---------------|---------|--------|----------------|----------------|----------------|-------------------|---------|------|

| | | | | | | | | | | | | |
|-------|--|--|--|--|--|-------|-----------|--|--|-----------|----------|------|
| 11426 | | | 01.0-65000.0-00000-00000-9520-00000000 | | | 05/15 | 718486.80 | | | | | |
| 11426 | | | 01.0-33100.0-00000-00000-9520-00000000 | | | 05/15 | 84772.81 | | | | | |
| 11426 | | | 01.0-65120.0-00000-00000-9520-00000000 | | | 05/15 | 5219.18 | | | | | |
| Total | | | | | | | 808478.79 | | | 808478.79 | 21753782 | 6282 |

2013/14 Sp Ed - AB602 - Federal Idea.

REGISTER TOTAL AMOUNT Issues : 808,478.79 Voids : 0.00 Net Disbursed : 808,478.79

SYSTEM WARRANTS ISSUED 1 From 21753782 To 21753782 Total number of vouchers : 1 Number of Vouchers Audited 1
 MANUAL WARRANTS ISSUED 0 From 0 To 0
 NUMBER OF VOIDS 0

SYSTEM WARRANTS ISSUED MTD 26 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0
 SYSTEM WARRANTS ISSUED YTD 174 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2

Fund Summary Issues 808,478.79 Voids 0.00

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

Report Id : LPA029S1
 District : 64584
 Fiscal Year: 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2014-11-14 Issue Date :2014-11-17

Page No : 1
 Run Date : 2014-11-14
 Run Time : 19.57.15

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

CECELIA J. CUMMINGS, CPA

11422 ✓
 11422

01.0-00000.0-00000-72000-5850-0000000 05/15
 01.0-65000.0-57700-21000-5850-0000001 05/15

Consultant/Business Manager
Serv. 10/14

PRENTIS EDWARDS

11428 ✓

01.0-00000.0-00000-77000-5840-0000000 05/15

3500.00 ✓ 21748022 CHK PAYOUT 6280

Tech Service 10/14
 525.00 ✓ 21748023 CHK PAYOUT 6280

REGISTER TOTAL AMOUNT Issues : 4,025.00 Voids : 0.00
 SYSTEM WARRANTS ISSUED 2 From 21748022 To 21748023
 MANUAL WARRANTS ISSUED 0 From 0 To
 NUMBER OF VOIDS 0

Net Disbursed : 4,025.00

Total 2 Number of Vouchers Audited 2

SYSTEM WARRANTS ISSUED MTD 25
 SYSTEM WARRANTS ISSUED YTD 173

MANUAL WARRANTS ISSUED MTD 0
 MANUAL WARRANTS ISSUED YTD 0

Fund Summary Issues 4,025.00 Voids 0.00

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

Report Id : LAAP02951
 District : 64584
 Fiscal Year: 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2014-11-13 Issue Date : 2014-11-14

Page No : 1
 Run Date : 2014-11-13
 Run Time : 19:55.33

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund | ResPrj | Goal | Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | WARRANT NUMBER | AMT BY WARRANT | WARRANT NUMBER | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|---|------------|--------|-----------|---------------------------------------|--------|------|------|-----|---------|--------|----------------|----------------|----------------|----------------|-------------------|---------|------|
| AKA WATER SERVICES, INC. | 11420 | ✓ | | 01.0-00000.0-00000-82000-5530-0000000 | | | | | | 05/15 | 275.00 | 21745146 | 275.00 | 21745146 | CHK PAYOUT | 6278 | |
| <i>Bacteri Sampling + 4 Additional samples</i> | | | | | | | | | | | | | | | | | |
| CALIFORNIA TEACHERS ASSOCIATIO | 11421 | ✓ | | 76.0-00000.0-00000-00000-9517-0000000 | | | | | | 05/15 | 329.60 | | | | 9/14 + 10/14 | | |
| <i>Dues 9/14 + 10/14</i> | | | | | | | | | | | | | | | | | |
| DELTA DENTAL | 11423 | | | 01.0-00000.0-11100-10000-3411-0000000 | | | | | | 05/15 | 120.62 | | | | | | |
| | 11423 | | | 01.0-00000.0-11100-10000-3412-0000000 | | | | | | 05/15 | 63.78 | | | | | | |
| | 11423 | ✓ | | 01.0-00000.0-11100-36000-3412-0000000 | | | | | | 05/15 | 21.26 | | | | | | |
| | 11423 | | | 13.0-53100.0-00000-37000-3412-0000000 | | | | | | 05/15 | 20.39 | | | | | | |
| | 11423 | | | 01.0-00000.0-00000-72000-3412-0000000 | | | | | | 05/15 | 40.77 | | | | | | |
| | 11423 | | | 01.0-00000.0-00000-72000-3412-0000000 | | | | | | 05/15 | 20.38 | | | | | | |
| <i>12/14</i> | | | | | | | | | | | | | | | | | |
| DENISE SAENZ | 11424 | ✓ | | 76.0-00000.0-00000-00000-9517-0000000 | | | | | | 05/15 | 125.00 | | | | | | |
| | 11424 | ✓ | | 76.0-00000.0-00000-00000-9517-0000000 | | | | | | 05/15 | 125.00 | | | | | | |
| <i>9/14 + 10/14 Refund Karen Deduction payroll</i> | | | | | | | | | | | | | | | | | |
| FOLLETT SCHOOL SOLUTIONS, INC. | 11425 | ✓ | | 01.0-00000.0-11100-10000-4110-0000100 | | | | | | 05/15 | 25.17 | 21745149 | 25.17 | 21745150 | CHK PAYOUT | 6278 | |
| <i>70 gr Mail Practice Books</i> | | | | | | | | | | | | | | | | | |
| MOUNTAINSIDE DISPOSAL, INC. | 11427 | ✓ | | 01.0-00000.0-00000-82000-5560-0000000 | | | | | | 05/15 | 169.04 | | | | | | |
| | 11427 | ✓ | | 01.0-00000.0-00000-82000-5560-0000000 | | | | | | 05/15 | 169.04 | 21745151 | 169.04 | 21745151 | CHK PAYOUT | 6278 | |
| <i>10/14</i> | | | | | | | | | | | | | | | | | |
| SOUTHERN CALIFORNIA EDISON | 11429 | ✓ | | 01.0-00000.0-00000-82000-5510-0000000 | | | | | | 05/15 | 1248.73 | | | | | | |
| | 11429 | ✓ | | 01.0-00000.0-00000-82000-5510-0000000 | | | | | | 05/15 | 1248.73 | 21745152 | 1248.73 | 21745152 | CHK PAYOUT | 6278 | |
| <i>10/7/14 - 11/6/14</i> | | | | | | | | | | | | | | | | | |
| REGISTER TOTAL AMOUNT | | | | | | | | | | | | | | | | | |
| Issues : 2,996.74 Voids : 0.00 Net Disbursed : 2,996.74 | | | | | | | | | | | | | | | | | |
| 7 From 21745146 To 21745152 Total number of vouchers : 7 Number of Vouchers Audited | | | | | | | | | | | | | | | | | |
| 0 From 0 To | | | | | | | | | | | | | | | | | |
| NUMBER OF VOIDS | | | | | | | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED MTD 23 MANUAL WARRANTS ISSUED MTD 0 WARRANTS VOIDED MTD 0 | | | | | | | | | | | | | | | | | |
| SYSTEM WARRANTS ISSUED YTD 171 MANUAL WARRANTS ISSUED YTD 0 WARRANTS VOIDED YTD 2 | | | | | | | | | | | | | | | | | |
| Fund Summary | | | | | | | | | | | | | | | | | |
| Issues | | | | | | | | | | | | | | | | | |
| 01.0 | 1,984.75 | | | | | | | | | | | | | | | | |
| 13.0 | 20.39 | | | | | | | | | | | | | | | | |
| 76.0 | 991.60 | | | | | | | | | | | | | | | | |
| Voids | | | | | | | | | | | | | | | | | |
| 01.0 | 0.00 | | | | | | | | | | | | | | | | |
| 13.0 | 0.00 | | | | | | | | | | | | | | | | |
| 76.0 | 0.00 | | | | | | | | | | | | | | | | |

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

| VOUCHER ID | REF NO | PO NUMBER | Fund | ResPrj | Goal | Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | WARRANT NUMBER | PMT PAY MTD | CYCLE NBR | SEQ | STAT |
|------------|--------|-----------|--------------|--------------|---------------|------|-----|---------|--------|----------------|----------------|-------------|-----------|-----|------|
| 11416 | | | 01.0-00000.0 | -11100-10000 | -3411-0000000 | | | | 05/15 | 1807.00 | | | | | |
| 11416 | | | 01.0-00000.0 | -11100-10000 | -3412-0000000 | | | | 05/15 | 1032.75 | | | | | |
| 11416 | | | 01.0-00000.0 | -11100-36000 | -3412-0000000 | | | | 05/15 | 344.25 | | | | | |
| 11416 | | | 13.0-53100.0 | -00000-37000 | -3412-0000000 | | | | 05/15 | 762.50 | | | | | |
| 11416 | | | 01.0-00000.0 | -00000-72000 | -3412-0000000 | | | | 05/15 | 937.00 | | | | | |
| 11416 | | | 01.0-00000.0 | -00000-72000 | -3412-0000000 | | | | 05/15 | 762.50 | | | | | |
| 11416 | | | 76.0-00000.0 | -00000-9517 | -0000000 | | | | 05/15 | 600.00 | | | | | |
| Total | | | | | | | | | | 6246.00 | 21723586 | CHK PAYOUT | 6268 | | |

LISA VOGEL MORGENSTERN 11408 ✓
 VIRTUAL CAMPUS WORLDWIDE, INC. 11419 ✓

12/1/14
 Speech/Ed Service 10/1/14
 690.00 21723587 CHK PAYOUT 6268
 Inst Computer Rel Exp
 150.00 21723588 CHK PAYOUT 6268

WENDY ADDINGTON 11412 ✓
 11412 ✓
 Ap Ed Service 10/1/14
 1820.00 21723589 CHK PAYOUT 6268

| REGISTER TOTAL AMOUNT | Issues : | 8,906.00 | Voids : | 0.00 | Net Disbursed : | 8,906.00 | |
|----------------------------|----------|----------------------------|-------------|----------------------------|-----------------|----------------------------|---|
| SYSTEM WARRANTS ISSUED | 4 | From 21723586 | To 21723589 | Total number of vouchers : | 4 | Number of Vouchers Audited | 2 |
| MANUAL WARRANTS ISSUED | 0 | From | To | | | | |
| NUMBER OF VOIDS | 0 | | | | | | |
| SYSTEM WARRANTS ISSUED MTD | 14 | MANUAL WARRANTS ISSUED MTD | 0 | WARRANTS VOIDED MTD | 0 | | |
| SYSTEM WARRANTS ISSUED YTD | 162 | MANUAL WARRANTS ISSUED YTD | 0 | WARRANTS VOIDED YTD | 2 | | |

| Fund Summary | Issues | Voids |
|--------------|----------|-------|
| 01.0 | 7,543.50 | 0.00 |
| 13.0 | 762.50 | 0.00 |
| 76.0 | 600.00 | 0.00 |

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

Report Id : LAAP02951
 District : 64584
 Fiscal Year: 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date :2014-11-04 Issue Date :2014-11-05

Page No : 1
 Run Date : 2014-11-04
 Run Time : 19:50.31

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund ResPctj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | WARRANT NUMBER | AMT BY WARRANT | PMT PAY MTD | WARRANT NUMBER | CHK PAYOUT | SEQ NBR | STAT |
|--------------------------------|------------|--------|-----------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------|----------------------|----------------|------------|---------|------|
| ARROWHEAD | 11413 | ✓ | | 01.0-00000.0-00000-82000-5530-0000000 | 05/15 | | | 05/15 | 91.97 | 21720992 | 91.97 | 9/27/14 - 10/26/14 | 21720992 | 6266 | | |
| SANTA CLARITA VALLEY FOOD SERV | 11414 | ✓ | | 13.0-53100.0-00000-37000-4710-0000000 | 05/15 | | | 05/15 | 3951.51 | 21720993 | 3951.51 | Meal, 10/14 | 21720993 | 6266 | | |
| STORER TRANSPORTATION | 11415 | ✓ | | 01.0-00000.0-00000-36000-5812-0000000 | 05/15 | | | 05/15 | 9417.29 | 21720994 | 9417.29 | Done to School 10/14 | 21720994 | 6266 | | |

| REGISTER TOTAL AMOUNT | Issues : | 13,460.77 | Voids : | 0.00 | Net Disbursed : | 13,460.77 |
|------------------------|----------|---------------|-------------|----------------------------|-----------------|----------------------------|
| SYSTEM WARRANTS ISSUED | 3 | From 21720992 | To 21720994 | Total number of vouchers : | 3 | Number of Vouchers Audited |
| MANUAL WARRANTS ISSUED | 0 | From | To | | | |
| NUMBER OF VOIDS | 0 | | | | | |

| SYSTEM WARRANTS ISSUED MTD | 10 | MANUAL WARRANTS ISSUED MTD | 0 | WARRANTS VOIDED MTD | 0 |
|----------------------------|----------|----------------------------|-------|---------------------|---|
| SYSTEM WARRANTS ISSUED YTD | 158 | MANUAL WARRANTS ISSUED YTD | 0 | WARRANTS VOIDED YTD | 2 |
| Fund Summary | Issues | | Voids | | |
| 01.0 | 9,509.26 | | 0.00 | | |
| 13.0 | 3,951.51 | | 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 : LAAP02951
 District : 64584
 Fiscal Year : 2015

GORMAN ELEMENTARY SCHOOL DIST. (Bank Acct: GORM)
 COMMERCIAL WARRANT REGISTER
 Voids Date : 2014-11-03 Issue Date : 2014-11-04

Page No : 1
 Run Date : 2014-11-03
 Run Time : 19.51.50

| PAYEE | VOUCHER ID | REF NO | PO NUMBER | Fund ResPrj | Goal Func | Obj | Sch/Loc | Per/FY | AMT BY ACCOUNT | WARRANT NUMBER | AMT BY WARRANT | PMT PAY MTD CYCLE | SEQ NBR | STAT |
|-------------------------------|------------|--------|-----------|---------------------------------------|-----------|-----|---------|--------|----------------|----------------|----------------|-------------------|---------|------|
| CALIFORNIA WESTERN VISUALS | 11404 | ✓ | | 01.0-11000.0-11100-10000-4340-0000000 | | | | 05/15 | 445.00 | 21718640 | 445.00 | 21718640 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| GOLDEN VALLEY MUNICIPAL WATER | 11405 | ✓ | | 01.0-00000.0-00000-82000-5565-0000000 | | | | 05/15 | 647.00 | 21718641 | 647.00 | 21718641 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| GUNNAR J KUEPPER | 11406 | ✓ | | 01.0-00000.0-00000-72000-5830-0000000 | | | | 05/15 | 70.00 | 21718642 | 70.00 | 21718642 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| JULIE RALPHS | 11407 | ✓ | | 01.0-00000.0-00000-71100-3412-0000000 | | | | 05/15 | 500.00 | 21718643 | 500.00 | 21718643 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| STEVE SONDER | 11409 | ✓ | | 01.0-00000.0-00000-71100-3412-0000000 | | | | 05/15 | 500.00 | 21718644 | 500.00 | 21718644 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| THE GAS COMPANY | 11410 | ✓ | | 01.0-00000.0-00000-82000-5520-0000000 | | | | 05/15 | 33.83 | 21718645 | 33.83 | 21718645 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |
| UNITED PARCEL SERVICE | 11411 | ✓ | | 01.0-00000.0-00000-72000-5910-0000000 | | | | 05/15 | 17.14 | 21718646 | 17.14 | 21718646 | 6264 | 6264 |
| | | | | | | | | | Total | | | | | |

| REGISTER TOTAL AMOUNT | Issues F | Issues T | Voids | Net Disbursed |
|----------------------------|----------|----------|-------|---------------|
| | 2,212.97 | 2,212.97 | 0.00 | 2,212.97 |
| SYSTEM WARRANTS ISSUED | 7 | 7 | 0 | |
| MANUAL WARRANTS ISSUED | 0 | 0 | 0 | |
| NUMBER OF VOIDS | 0 | 0 | 0 | |
| SYSTEM WARRANTS ISSUED MTD | 7 | 7 | 0 | |
| SYSTEM WARRANTS ISSUED YTD | 155 | 155 | 0 | |
| Fund Summary | Issues | | Voids | |
| 01.0 | 2,212.97 | | 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.

Site Licenses - Notebooks, 1 yr sub per log on.

Advertising

Health Stipend 11/14

Health Stipend 11/14

9/26/14 - 10/24/14

10/15/14, 19/23/14



California School Boards Association

October 22, 2014

DEADLINE: Wednesday, January 7, 2015
BOARD ACTION REQUIRED
Please deliver to all governing board members.

MEMORANDUM

TO: All Board Presidents, Superintendents and CSBA Member Boards of Education

FROM: Josephine Lucey, President

RE: Call for Nominations for CSBA Delegate Assembly

Each year, member boards elect representatives from 21 geographic regions to CSBA's Delegate Assembly. The Delegate Assembly is a vital link in the association's governance structure and sets the general policy direction for the association. Working with local districts, county offices, the Board of Directors, and Executive Committee, delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year, one on May 16-17, 2015 in Sacramento and one on December 2-3, 2015 preceding the CSBA Annual Education Conference and Trade show in San Diego.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until **Wednesday, January 7, 2015**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion and may nominate as many individuals as it chooses by submitting a nomination form for each nominee.
- All nominees must serve on CSBA member boards and give their approval prior to being nominated.
- All nominees must submit a one-page, single-sided, candidate biographical sketch form. An optional one-page, one-sided résumé may also be submitted but cannot be substituted for the biographical sketch form.
- All nomination materials must be postmarked by the U.S.P.S. or faxed no later than **Wednesday, January 7**. It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by this due date. Late submissions will not be accepted.
- Ballots will be mailed by Monday, February 2, 2015 and are due Monday, March 16, 2015. Elected Delegates serve a two-year term beginning April 1, 2015 through March 31, 2017.

The following nomination materials and information related to the election process are available to download at www.csba.org/About/Leadership. For more information about the Delegate Assembly, please contact Charlyn Tuter in the Leadership Services department at ctuter@csba.org or (800) 266-3382. Thank you.

- Nomination Form
- Candidate Biographical Sketch Form
- Important Dates
- List of all Delegates with expiration terms
- FAQ

2015 - ANNUAL DATA REPORT -- Gorman Elementary -- 64584 Pg. 001

| | | | | | | | | | |
|-------------------|-----------------|-------------|----------|-----------|-----------|------------|------------|---------------------|--------------------|
| District Name | District Number | Tchr Vacanc | K thru 6 | 7 thru 12 | K thru 12 | Counselors | Librarians | Others Non-Teaching | Short Term Waiters |
| Gorman Elementary | 1964584 | 0 | 7 | 0 | 0 | 0 | 0 | 2 | 0 |

I certify that the above information is true and correct to the best of my knowledge:

| | | | |
|----------------|------------------------|--|--------------|
| Title | Printed Name | Signature | Date |
| Superintendent | JOHANNIS LLOYD ANDREWS |  | ✓ 12/21/2014 |
| Title | Name | Signature | Date |

DISTRICT CONTACTS FORM

| | | |
|--|---|--|
| TO: | Roy Hilado, Secretary Certification Section, SFS, Room 132 Los Angeles County Office of Education (562) 922-6504 | DATE: December 5, 2014 |
| DISTRICT: | <u>GORMAN ELEMENTARY SCHOOL DISTRICT</u> | DIST# <u>64584</u> |
| NAME OF DISTRICT SUPERINTENDENT (<i>please print</i>): | | |
| MR. | JOHANNIS | L. ANDREWS |
| <i>Title (Dr.,Mr.,Ms.)</i> | <i>First Name</i> | <i>Middle Initial</i> <i>Last Name</i> |
| SUBJECT: | 2014-2015 ALL ASSIGNMENT MONITORING DISTRICT CONTACTS | |

Please complete and return this form.

Williams Report Preparer: NA - NOT A WILLIAMS DISTRICT

| | | | |
|--------|--|---------|--|
| Name: | | Phone: | |
| Title: | | E-mail: | |

Williams Administrator: NA – NOT A WILLIAMS DISTRICT

| | | | |
|--------|--|---------|--|
| Name: | | Phone: | |
| Title: | | E-mail: | |

Regular Monitoring (4-Yr.) Report Preparer:

| | | | |
|--------|-------------------------|---------|----------------------------|
| Name: | Cecelia Cummings | Phone: | 661-248-6441 |
| Title: | Business Mgr/Consultant | E-mail: | cecilia@cjcummingsscpa.com |

Regular Monitoring (4-Yr.) Administrator:

| | | | |
|--------|---------------------|---------|------------------------|
| Name: | Johannis L. Andrews | Phone: | 661-248-6441 |
| Title: | Superintendent | E-mail: | jandrews@lws.lacoe.edu |

Return by Mail or Fax to: (562) 940-1686

Update Work Location with CDS

 WORK LOCATION DESCRIPTION
 19 64584 6013940 00000 GORMAN SCHOOL

SUBMIT (Click on a Work Location First) [Additional School Updates](#)

| WORK | | CDS | | LACOE | STATE | AUDIT TYPE |
|----------|---------|--------|----------|---------|----------------------|-----------------|
| LOCATION | SUBSITE | COUNTY | DISTRICT | SCHOOL | LOCATION DESCRIPTION | WILLIAMS/ANNUAL |
| 00000 | | 19 | 64584 | 6013940 | Gorman Elementary | ANNUAL |

UPDATE ANNUAL DATA REPORT

District Information

DISTRICT #
64584

DISTRICT NAME
Gorman Elementary

Number of Teacher Vacancies
0000

Number of Workshops Conducted On Proper Assignment of Teachers
0

Employee Information - NUMBER of

| | | | | | | | | | | | | | |
|-----------------|-----------------------------------|------------------|-----------------------------------|------------------|-----------------------------------|-------------------|-----------------------------------|-------------------|-----------------------------------|----------------------------|-----------------------------------|---------------------------|-----------------------------------|
| K thru 6 | <input type="text" value="0006"/> | 7 thru 12 | <input type="text" value="0001"/> | K thru 12 | <input type="text" value="0000"/> | Counselors | <input type="text" value="0000"/> | Librarians | <input type="text" value="0000"/> | Others Non-Teaching | <input type="text" value="0002"/> | Short Term Waivers | <input type="text" value="0000"/> |
|-----------------|-----------------------------------|------------------|-----------------------------------|------------------|-----------------------------------|-------------------|-----------------------------------|-------------------|-----------------------------------|----------------------------|-----------------------------------|---------------------------|-----------------------------------|

Comments

[Return to List](#)

COUNT OF TEACHERS BY LOCATION 64584 2014/2015

SCHOOL CDS

19645846013940

LOCATION

GORMAN SCHOOL

TEACHER COUNT

013

..**..12/02/14-**-**-**..* * * * * ** * * * * * ** * * * * * 3:35:36pm-**-**-



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

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

Johannis Andrews
Superintendent/Principal

To Certification Section
School Financial Services
LACOE

From Cecelia Cummings

RE **GESD Teaching Assignments**
Self-Contained Classrooms

Date December 5, 2014

Gorman Elementary School District has grades K-8 with five certificated teachers. Each teacher has combination classes and the students are taught in self-contained classrooms.

Due to the wide spread of grades taught and the small student population with varying needs, GESD uses the self-contained classroom with one multi-subject teacher for all general educational instruction. This allows the District to meet the needs of the students with academic differences through this alternative setting and by being able to provide other opportunities to the students and their families.

GORMAN JOINT SCHOOL DISTRICT

FIELD TRIP REPORT #03-14-15

December 9, 2014

Ms. Stanford, Ms. Hanshaw & Mrs. Moulin

Ronald Regan Museum/Library

February 5, 2015

Grades 5-8th 47 students, 3 teachers

Cost of tickets-free

Cost of bus to be paid by bus scholarship

GORMAN JOINT SCHOOL DISTRICT

CONFERENCE/MILEAGE REPORT #04-14-15

December 9, 2014

PERSONNEL

Joe Andrews

DATE(S)

February 9-11, 2015

CONFERENCE

Parma

LOCATION

Anaheim, CA

ESTIMATE

| | | |
|-------------------|-----------|----------------|
| Registration | \$ | .00 |
| Mileage | \$ | .00 |
| Meals | \$ | .00 |
| <u>Substitute</u> | <u>\$</u> | <u>1500.00</u> |
| Total | \$ | 1500.00 |

To be paid by SIRMA
Substitute to be paid by District