



# **BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

## **MEETING OF THE BOARD OF TRUSTEES**

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

**September 11, 2014**

**Robert Williams, Ed.D., Superintendent**

### **Board of Trustees**

Joe Scroggins  
Darcy Knight  
Jeff Shurtz  
Steve DePue  
Jeff Burch

### **Student Representative to the Board**

Jon Oules

BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
6540 WENTWORTH SPRINGS ROAD  
GEORGETOWN, CALIFORNIA

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: September 11, 2014  
TIME: 6:30 p.m. (Closed)  
7:00 p.m. (Open)  
LOCATION: 6540 Wentworth Springs Road  
Georgetown, CA

Visitors are always welcome at meetings of the Board of Trustees and their suggestions and comments are encouraged. Those wishing to address the Board may do so when the item on the agenda is taken up, prior to action being taken by the Board, or under "Communications". Pursuant to Board Bylaw 9323, at the time of Oral Communications, the Board President will ascertain if there is a need for a time limit and will advise the public. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. The agenda packet for this public meeting, as well as agenda documents distributed less than 72 hours prior to this meeting, are available for review at the Black Oak Mine Unified School District Office at the above address. If you are an individual with a disability and need an accommodation, please contact the District Office at 333-8300 at least 48 hours in advance. The Board meetings are taped by the District Office and the tape recordings are destroyed after 30 days.

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AGENDA

- 1.0 CALL TO ORDER - OPEN SESSION - 6:30 P.M.
- 2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA
- 3.0 CLOSED SESSION TOPICS

The Board of Trustees will review matters pertaining to the following topics as necessary and will announce in public prior to going into Closed Session which topics will be considered in that Closed Session.

  - 3.1 Public Employee Employment - Certificated Staff (Pages 49-50)
  - 3.2 Public Employee Employment - Classified Staff (Pages 51-52)
  - 3.3 Conference with Robert Williams, District Labor Negotiator, Regarding Labor Negotiations the Black Oak Mine Teachers Association and the California School Employees Association, Gold Chain Chapter #660
  - 3.4 Superintendent Evaluation
- 4.0 OPEN SESSION - 7:00 P.M.

The Board of Trustees will reconvene in open session.
- 5.0 DISCLOSURE OF ACTION TAKEN, IF ANY, IN CLOSED SESSION
- 6.0 PLEDGE OF ALLEGIANCE
- 7.0 ADOPTION OF THE AGENDA

The Board may act upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one of the following occurs:

  - 7.1 The Board, by majority vote of the full Board, decides that an emergency exists, as defined in Govt. Code Section 54956.5;
  - 7.2 Upon a decision by a 2/3 vote of the Board members present at the meeting, or if less than 2/3 of the Board members are present, a unanimous vote of those present decides, that there is a need to act immediately and that the need to take action came to the District's attention after the agenda was posted; or

- 7.3 the item was on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

8.0 COMMUNICATIONS – 7:05 P.M.

- 8.1 Public Hearing – The Certification of the Sufficiency or Insufficiency of Textbooks and Instructional Materials for the 2014-15 School Year (Page 1), Initial Collective Bargaining Proposal of Black Oak Mine Unified School District with Black Oak Mine Teachers Association (Page 2)
- 8.2 Written Communications
- 8.3 Oral Communications – Members of the public may address the Board on any items of interest to the public that are within the subject matter jurisdiction of the Board, but are not on the agenda or are on the consent agenda. However, the Board shall not act upon, respond to, or comment on the merits of any item presented during the Oral Communications, although the Board may ask clarifying questions of the presenter or refer the presenter to a District procedure if appropriate. (Government Code Sections 54954.2 and 54954.3) This is also the time to address any items on the consent agenda.

9.0 STUDENT REPRESENTATIVE TO THE BOARD REPORT – 7:15 P.M.

10.0 B.O.M.T.A. REPORT – 7:20 P.M.

11.0 C.S.E.A. REPORT – 7:25 P.M.

12.0 SUPERINTENDENT’S REPORT – 7:30 P.M.

13.0 INFORMATION & DISCUSSION – 7:40 P.M.

- 13.1 Results of El Dorado County Office of Education 2014-15 Annual Budget Review (Pages 3-6)

EXPLANATION: The results of El Dorado County Office of Education 2014-15 Annual Budget Review will be shared with the Board of Trustees.

- 13.2 Results of El Dorado County Office of Education 2014-15 LCAP Annual Review of the Black Oak Mine Unified School District (Pages 7-8)

EXPLANATION: The results of El Dorado County Office of Education 2014-15 Annual Review of the Black Oak Mine Unified School District’s LCAP has been approved and will be shared with the Board of Trustees.

- 13.3 Review of Strategic Plan and Goals (Pages 9-10)

EXPLANATION: The Board of Trustees will discuss the Strategic Plan Goals. Strategic Plan Goals adopted by the board drive the planning and decision making of the board and district.

- 13.4 Contextual and Educational Area of the Board Self-Evaluation (Pages 11-14)

EXPLANATION: The Board of Trustees will discuss the Contextual and Educational Area from the Board Self-Evaluation.

14.0 OLD BUSINESS – 8:35 P.M.

- 14.1 Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District with Black Oak Mine Teachers Association (Pages 15-16)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to accept Initial Collective Bargaining Proposal provided by Black Oak Mine Unified School District to Black Oak Mine Teachers Association for the 2014-15 school year.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

15.0 NEW BUSINESS – 8:40 P.M.

- 15.1 Unaudited Actuals for 2013-14 and 2014-15 Budget Update (Page 17)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve and certify the 2013-14 Unaudited Actuals and update to the 2014-15 adopted budget.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 15.2 FoodCorps (Pages 19-20)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the request for funds to support the FoodCorps at the elementary schools.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 15.3 Request to Waive Facility Use Fees (Page 21)

RECOMMENDATION: It is recommended that the Board of Trustees consider waiving the Facility Use Fees for the Divide Chamber of Commerce.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

16.0 CONSENT AGENDA - 8:55P.M.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 16.1 Determination of the Sufficiency or Insufficiency of Textbooks and Instructional Materials for the 2014-15 School Year (Pages 23-24)

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2014-19, Determination of the Sufficiency of Textbooks and Instructional Materials for the 2014-15 school year.

- 16.2 Appropriations Limit Calculation (Gann Limit) (Pages 25-26)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Resolution #2014-20, Resolution for Adopting and Certifying the "Gann" Limit for 2013-14.

- 16.3 Memorandum of Understanding Between Black Oak Mine Unified School District and Gold Nugget Soccer Club (Pages 27-30)

RECOMMENDATION: It is recommended that the Board of Trustees approve the MOU between Black Oak Mine Unified School District and Gold Nugget Soccer Club Shed.

- 16.4 Consultant Agreement with Economics Recovery Services for Mandated Cost Services (Pages 31-39)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Consultant Agreement with Economics Recovery Services for Mandated Cost Services.

- 16.5 Consultant Agreement CSM Consulting, Inc., for E-Rate (Pages 41-47)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Consultant Agreement with CSM Consulting, Inc., for E-Rate.

- 16.6 Certificated Personnel Action (Pages 49-50)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ Laura Miller, School Psychologist, Michael Pendleton, Teacher at Georgetown and Northside Schools and Jeffrey Gerent, Teacher at Golden Sierra High School.

- 16.7 Classified Personnel Action (Pages 51-52)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ Carolyn Upton as a Bus Driver.

- 16.8 Certificated Assignments Under Education Codes 44263 (Page 53)

RECOMMENDATION: It is recommended that the Board of Trustees authorize Amara Smallwood to teach under Education Code 44263.

- 16.9 Minutes Regular Board Meeting (Pages 55-57)

RECOMMENDATION: It is recommended that the Board of Trustees approve the Board Minutes from the August 14, 2014 Board Meeting.

- 16.10 Obsolete Equipment (Page 59)

RECOMMENDATION: It is recommended that the Board of Trustees declare specified vehicles obsolete.

- 16.11 Purchase Orders, Warrant, bids and Quotes (Page 60)

RECOMMENDATION: It is recommended that 2014-15 fiscal year Batch numbers 5006-5013 dated August 5, 2014 to September 2, 2014 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, and Batch numbers 5004 and 5006 dated August 7 and August 25, 2014, for the ROP Fund, for a total of \$439,564.41 be approved.

- 16.12 Gifts (Pages 63-67)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to accept the gifts donated to the District.

16.13 Field Trips (Pages 69-80)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve overnight field trips for Golden Sierra Junior-Senior High School, Georgetown School and American River Charter School.

17.0 REPORTS OF THE BOARD OF TRUSTEES – 9:05 P.M.

18.0 FUTURE MEETINGS

The next special meeting of the Board is Thursday, September 25, 2014.

The next regular meeting of the Board is Thursday, October 9, 2014.

19.0 CLOSED SESSION

The Board will continue review of matters specified under agenda item 3.0 as required.

20.0 ADJOURNMENT



**PLEASE POST**  
**August 29 – September 11**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING**  
**ON THE CERTIFICATION OF THE SUFFICIENCY**  
**OR INSUFFICIENCY OF TEXTBOOKS AND**  
**INSTRUCTIONAL MATERIALS**  
**FOR THE 2014-15 SCHOOL YEAR**

**September 11, 2014**  
**7:00 P.M.**  
**DISTRICT OFFICE – BOARD ROOM**  
**6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA**



**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING  
ON THE INITIAL COLLECTIVE BARGAINING  
PROPOSAL OF BLACK OAK MINE UNIFIED  
SCHOOL DISTRICT WITH THE BLACK OAK  
MINE TEACHERS ASSOCIATION FOR THE  
2014-15 SCHOOL YEAR**

**September 11, 2014  
7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM  
6540 WENTWORTH SPRINGS ROAD GEORGETOWN, CA**

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 13.1 Results of El Dorado County Office of Education 2014-15 Annual Budget Review

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

EXPLANATION: The results of El Dorado County Office of Education 2014-15 Annual Budget Review will be shared with the Board of Trustees.

BACKGROUND: In compliance with the provisions of Education Code Section 42130 et seq., the El Dorado County Office of Education has completed its review of our District's 2014-15 annual budget which was approved by the Board of Trustees at the June 19, 2014 Board meeting. This review covers the 2013-14 estimated actual data, 2014-15 budget as well as projections for 2015-16 and 2016-17. The County Office is required to issue a letter to the Governing Board by August 15<sup>th</sup> that indicates agreement (or disagreement) with the District's finding of positive, qualified or negative.

August 15, 2014

Joe Scroggins, School Board President  
Black Oak Mine Unified School District  
4100 Cool Country Court  
Cool, CA 95614

Dear Joe Scroggins:

In compliance with the provisions of Education Code Section 42127 et seq., our office has completed its review of the 2014-15 budget adopted by the board. Based on the data provided to our office, including the Criteria and Standards for your district, your budget for 2014-15 has been approved as adopted. Any technical comments relative to the adopted budget have been directed to your district's chief fiscal officer.

#### **2014-15 Budget Review**

Education Code provisions outline the major components of the budget review process and require the county superintendent to do the following:

- Examine the adopted budget to determine whether it complies with the standards and criteria adopted pursuant to Section 33127 and identify any technical corrections needed to bring the budget into compliance with those standards and criteria.
- Determine whether the adopted budget will allow the district to meet its financial obligations during the fiscal year and is consistent with a financial plan that will enable the district to satisfy its multiyear financial commitments.
  - In addition to analysis of the budget, review and consider studies or reports that indicate the district is showing fiscal distress or find that more than three of the 15 most common predictors of a school district needing intervention are present.
  - Conditionally approve or disapprove a budget that does not provide adequate assurance that the district will meet its current and future obligations and resolve any problems identified in studies or reports.
- Determine whether the adopted budget includes the expenditures necessary to implement the local control and accountability plan (LCAP) or annual update to the LCAP.
- On or before August 15, approve, conditionally approve, or disapprove the adopted budget for each school district.
  - For the 2014–15 fiscal year and each fiscal year thereafter, the budget shall not be approved before an LCAP or update to an LCAP for the budget year is approved.
  - A separate letter on the LCAP will be sent.

The county office reviews the data submitted and performs additional testing of the data as we deem necessary. This review covers 2013-14 estimated actual data, 2014-15 budget as well as projections for 2015-16 and 2016-17.

Based upon our review, we did want to make special note of the following items:

- **Local Control Funding**

With the LCFF formula, the district is funded at its historical base, adjusted for average daily attendance (ADA) changes, plus a portion of the difference between the historical level and the LCFF target. This means the district is funded at 15% below its LCFF target. This gap between the funded and target LCFF is about \$1.7 million.

- **Current Year Deficit Spending**

The 2014-15 adopted budget shows the district's income/expenditure variance (adjusted for one-time income and expenditures) is approximately \$530,000 which means the districts is spending \$530,000 more than current year income.

- **Negotiations**

The 2014-15 adopted budget reflects the status of salary negotiations as follows:

Certificated	No Settlement
Classified	No Settlement

- **Declining Enrollment**

The district is funded in 2014-15 based on 2013-14 ADA, a loss of approximately \$501,000. The district is projecting a loss of over 56 ADA in 2014-15, which will result in over \$341,000 loss in local control funding in 2015-16.

- **Reserve Levels**

The district has an economic uncertainty reserve of 3.05%. The required reserve level for the district is 3.00%.

- **Cash Flow**

Reduced state funding levels, state adopted cash deferrals, and the district's deficit spending have impacted the district's cash flow. Cash flow projections show that the district will end the budget year with a negative cash balance in the general fund. The district anticipates it will borrow from other funds to cover the cash shortfall.

- **Multiyear Projections**

The district's multiyear projection reflects assumptions that target LCFF levels will increase by 2.19% in 2015-16 and 2.14% in 2016-17, with district funding at 11% below its LCFF target in 15-16 and 10% below target in 16-17.

The multiyear projection indicates sufficient amounts to meet minimum reserve requirements in 2015-16 and a positive ending fund balance in 2016-17 with sufficient amounts to meet minimum reserve requirements in 2016-17 ***only if the indicated additional reductions are made***. An additional \$640,000 is needed to meet the minimum reserve level in 2015-16 and \$856,000 is needed to meet the minimum reserve level in 2016-17. The magnitude of these amounts represents necessary spending reductions of 7% across two years given the current level of projected revenues.

### Summary Statement

We recognize that this is a time of transition. It is always a delicate balance of financial responsibility and the responsibility to provide for the education of students. It is therefore critical to recognize that the district projects deficit spending; is experiencing declining enrollment; and **needs to implement significant projected reductions** in order to maintain minimum reserve levels. We understand the board will be carefully monitoring the budget in the current and future fiscal years and will make reductions as necessary to ensure the ongoing fiscal solvency of the district.

We appreciate the efforts of the board and district administration as they strive to develop and maintain balanced budgets. We look forward our continued partnership as we navigate the transition and implementation of the new funding model. Please do not hesitate to contact our office if we can be of assistance and support.

Sincerely,

Jeremy Meyers  
Superintendent

CC: Rob Williams, District Superintendent  
Roslynne M. Smith, District Chief Fiscal Officer  
Robbie Montalbano, EDCOE Deputy Superintendent  
Diane Lacombe, EDCOE Senior Director, External Business

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 13.2 Results of El Dorado County Office of Education 2014-15 Annual LCAP of the Black Oak Mine Unified School District

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

EXPLANATION: The results of El Dorado County Office of Education 2014-15 Annual Review of the Black Oak Mine Unified School District's LCAP has been approved and will be shared with the Board of Trustees.

BACKGROUND: In accordance with Education Code Sections 52070 and 42127, the El Dorado County Office of Education has reviewed the Local Control Accountability Plan (LCAP) for the Black Oak Mine Unified School District.



EL DORADO COUNTY  
OFFICE OF EDUCATION

EXCELLENCE IN EDUCATION FOR THE 21st CENTURY

Jeremy M. Meyers, Superintendent of Schools

August 13, 2014

Joe Scroggins, School Board President  
Black Oak Mine Unified School District  
4100 Cool Country Court  
Cool, CA 95614

Dear Joe Scroggins:

In accordance with Education Code Sections 52070 and 42127, the El Dorado County Office of Education has reviewed the Local Control Accountability Plan (LCAP) for the **Black Oak Mine Unified School District** for the fiscal year 2014-2015. Based upon our review, the 2014-2015 LCAP for the Black Oak Mine Unified School District has been **approved**.

Education Code requires the County Superintendent to approve the LCAP or annual update for each school district after determining all of the following:

- The LCAP adheres to template adopted by the State Board of Education.
- The budget includes expenditures sufficient to implement the specific actions and strategies included in the LCAP.
- The LCAP adheres to the expenditure requirements for funds apportioned on the basis of the number and concentration of unduplicated students pursuant to Sections 42238.02 and 42238.03.

During the implementation period of LCFF, the district should be prepared to share information with its stakeholders about the new funding formula and its impact on the district's budget, the budget development process and the expectations for the LCAP.

A complete listing of any technical corrections and or recommendations relating to the adopted the LCAP has been sent directly to the superintendent and chief business official. If you have any questions about the LCAP, please contact Ed Manansala, Deputy Superintendent at (530) 295-2271.

We appreciate the efforts the board and district administration as they develop and implement the goals and actions described in the LCAP. We look forward to our continued partnership as we work together to deliver excellence in education to our students.

Sincerely,



Jeremy Meyers, Superintendent

cc: Dr. Robert Williams, District Superintendent  
Roslynne M. Smith, District Fiscal Officer  
Ed Manansala, EDCOE Deputy Superintendent  
Angie Lind, Senior Director, Curriculum and Instruction

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 13.3 Discuss the Update/Review of Strategic Plan and Goals

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Strategic Plan Goals adopted by the board drive the planning and decision making of the board and district. This discussion, at board meetings, will inform the board as to how the Strategic Plan Goals are being implemented at our school sites.

BACKGROUND: The Strategic Plan Goals are the board's direction-setting expectation for our TK-12 instructional program. Teachers, instructional aides, and administrative staff work to implement the goals through their work with students. In order to ensure that our district practices are following the plan, staff will provide the board with examples of this commitment at the school sites. The presentations began in August 2014 and will describe our practices that insure fidelity to the Strategic Plan.

EDUCATION IMPLICATIONS: Ensure students will graduate with the attributes described in the Strategic Plan.

FISCAL IMPLICATIONS: Instructional expenditures and LCAP activities.



# Black Oak Mine Unified School District PROCESS FOR ACHIEVEMENT 2014-2015

## MISSION

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

## VISION

Black Oak Mine Unified School District will provide the opportunity for all students to be healthy, responsible, productive citizens, skilled workers, lifelong learners, and contributors to their local and world communities.

## Goals for Achieving Results:

- ◆ **Students Achieve Academic Excellence** - The District will:
  - ◆ provide a comprehensive continuum of educational options and services for all students;
  - ◆ provide curriculum, instructional materials, instructional practices and staff development which enables all students to meet Common Core Standards;
  - ◆ regularly assess student progress toward standards and modify programs as appropriate;
  - ◆ regularly assess student progress toward completion of college entry requirements.

## Students Develop Creative Potential - The District will:

- ◆ provide an educational program which inspires students and staff to take risks, express themselves creatively, explore areas of interest, reflect upon their work and demonstrate/publish their achievements;
- ◆ provide a comprehensive, articulated K-12 visual and performing arts program which actively involves all students.

## Students Learn Marketable & Technical Skills - The District will:

- ◆ provide a K-12 school-to-career program;
- ◆ will provide programs that enable students to develop marketable technical skills for entry-level employment; students will be able to integrate writing, reading, mathematics, research, and scientific skills to perform a task to completion.

## Students Learn Personal Skills - The District will:

- ◆ provide an educational program which promotes understanding of multiple cultures and tolerance for a variety of beliefs;
- ◆ promote opportunities for students to be assessed on oral presentations;
- ◆ provide programs, which instill personal skills including communication, confidence, motivation, effort, responsibility, initiative, perseverance, caring, teamwork, and problem solving.

Align  
Resources  
& Initiatives

Ask...  
Is it Mission  
Critical?

Leverage the  
Experts  
Among Us

Use Data to  
Guide  
Monitor, &  
Adjust

## Student Results:

- ◆ Students Achieve Academic Excellence
- ◆ Students Develop Creative Potential
- ◆ Students Learn Marketable and Technical Skills
- ◆ Students Learn Personal Skills

## Essential Conditions:

- ◆ Safe Learning Environment Which Fosters School Success
- ◆ Staff Excellence
- ◆ Fiscal Responsibility

## Goals for Meeting Essential Conditions:

### Safe Learning Environment Which Fosters Student Success-

The district will:

- ◆ provide a learning environment free from violence and harassment by creating a culture that will enhance the social and emotional well being of students, staff, and community;
- ◆ provide facilities to serve students, staff, and promote pride in the school community;
- ◆ provide and maintain technology resources, staff development and technical support for teachers to integrate technology into the curriculum to improve student learning;
- ◆ actively seek and support partnerships with parents, community, and businesses in order to connect students with the community.

### Staff Excellence - The District will:

- ◆ recruit, hire, train and retain excellent teachers, administrators and support staff.

### Fiscal Responsibility - The District will:

- ◆ have a balanced budget that supports the Vision, Mission and Goals.

*"The BOMUSD Board strives to engage in two-way communication between all stakeholders."* Joe Scroggins, Board President

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 13.4 Contextual and Educational Area of Self-Evaluation

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will discuss the Contextual and Educational area from the Self-Evaluation from June 2014.

BACKGROUND: The Board of Trustees evaluated themselves in six areas: Contextual, Educational, Interpersonal, Analytical, Political, and Strategic. They have decided to discuss each area of the evaluation in depth at future board meetings.

## SCHOOL BOARD SELF-EVALUATION

This evaluation is based on the six dimensions of board competency. Listed under each of the six major headings are statements describing a variety of related board actions. You will score each action according to how frequently it occurs. At the end of each section, you will tabulate the scores and assign a grade for each of the six dimensions of competency. At the end of the evaluation, you will assign your board an overall grade.

<b>CONTEXTUAL</b>				
<b>This action occurs:</b>	<b>Frequently</b>	<b>Occasionally</b>	<b>Rarely</b>	<b>Never</b>
1. Board takes the time to learn about important issues facing schools through actions such as allowing teachers, students, and administrators to report at meetings.	10 9 8	7 6 5	4 3 2	1 0
2. Board discusses and researches events and trends in the larger community that may affect schools.	10 9 8	7 6 5	4 3 2	1 0
3. Board reviews district's mission statement.	10 9 8	7 6 5	4 3 2	1 0
4. Board recognizes the superintendent as chief executive officer and educational leader of the district.	10 9 8	7 6 5	4 3 2	1 0
5. I have been present at board meetings where discussions about values of the district were key factors in reaching a conclusion to a problem.	10 9 8	7 6 5	4 3 2	1 0
6. Board communicates its decisions to all affected by them.	10 9 8	7 6 5	4 3 2	1 0
7. Board keeps abreast of policies mandated by state and federal law, Department of Public Instruction, attorney general opinions, and the courts.	10 9 8	7 6 5	4 3 2	1 0
8. Board establishes and maintains a systematic plan for feedback on policies to determine effectiveness, their worth, and whether they need to be amended, modified, or canceled.	10 9 8	7 6 5	4 3 2	1 0
9. Board keeps informed about what children are learning through reports on scholastic achievement, vocational programs, and the impact of extracurricular activities.	10 9 8	7 6 5	4 3 2	1 0
10. Board stays aware of its debt limitations and sets priorities based on total financial needs of the system and maintaining an adequate financial reserve.	10 9 8	7 6 5	4 3 2	1 0
<b>SCORE:</b> Use a grading scale from one of the school sites.	_____ / 100			<b>*GRADE:</b>

	_____ %			
<b>EDUCATIONAL</b>				
<b>This action occurs:</b>	<b>Frequently</b>	<b>Occasionally</b>	<b>Rarely</b>	<b>Never</b>
1. Board assigns new members a mentor to help them learn the ropes and provides new members with detailed explanation of the board's mission.	10 9 8	7 6 5	4 3 2	1 0
2. Board requests a decision be postponed until further information can be obtained.	10 9 8	7 6 5	4 3 2	1 0
3. Board conducts an explicit examination of its responsibilities, discussing its role in district management.	10 9 8	7 6 5	4 3 2	1 0
4. At least once every two years, the board has a retreat or special session to examine its performance.	10 9 8	7 6 5	4 3 2	1 0
5. Board is given and reads the agenda and background materials well in advance of meeting.	10 9 8	7 6 5	4 3 2	1 0
6. Board participates in in-service programs at regional, state, and national levels.	10 9 8	7 6 5	4 3 2	1 0
7. I have participated in board discussions about what the board should do differently as a result of the mistakes made.	10 9 8	7 6 5	4 3 2	1 0
8. Board leadership goes out of its way to make sure that all members have the same information on important issues.	10 9 8	7 6 5	4 3 2	1 0
9. I read through the board's policies, procedures, and employee contracts.	10 9 8	7 6 5	4 3 2	1 0
10. Board has discussion about the effectiveness of its performance.	10 9 8	7 6 5	4 3 2	1 0
<b>SCORE:</b> Use a grading scale from one of the school sites.	_____/ 100 _____ %		<b>*GRADE:</b>	



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 14.1 Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District with the Black Oak Mine Teachers Association for Negotiations for the 2014-15 school year.

MEETING DATE: September 11, 2014

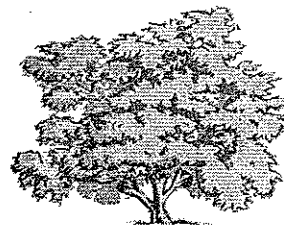
FROM: Dr. Robert Williams, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve Initial Collective Bargaining Proposal provided by Black Oak Mine Unified School District to Black Oak Mine Teachers Association for Negotiations for the 2014-15 school year.

BACKGROUND: As required by Government Code Section 3547 prior to engaging in collective bargaining, initial proposals of both the employee organizations and the District must be made public. As well, it is required that the public have an opportunity to express itself regarding the proposal.

# Black Oak Mine Unified School District

All students will be healthy, responsible, productive citizens, skilled workers, lifelong learners  
and contributors to their local and world communities.



Superintendent  
Robert Williams, Ed.D.

Board of Trustees  
Joe Scroggins  
Darcy Knight  
Steve DePue  
Jeff Shurtz  
Jeff Burch

## **Initial Proposal on Reopeners for 2014-2015 from the Black Oak Mine Unified School District to the Black Oak Mine Unified Teachers (BOMTA) (August 14, 2014)**

The Black Oak Mine Unified School District looks forward to collaborative, objective, and reality-based negotiations with the Black Oak Mine Unified Teachers Association (BOMTA) as we prepare to meet the ongoing and significant fiscal challenges facing our District.

### **The District will present proposals regarding the following:**

Article XII Duties and Responsibilities: Modify as appropriate to ensure compliance with law and meet the needs of the students and District, while addressing significant fiscal challenges. Negotiate fair and equitable adjustments to total compensation, consistent with our district's ability to pay now and in the future, in light of the economy.

Article XV Compensation: Modify as appropriate to ensure compliance with law and meet the needs of the students and District, while addressing significant fiscal challenges. Negotiate fair and equitable adjustments to total compensation, consistent with our district's ability to pay now and in the future, in light of the economy.

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 15.1 Unaudited Actuals for 2013-14 and 2014-15 Budget Update

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

RECOMMENDATION: It is recommended that the Board of Trustees approve and certify the 2013-14 Unaudited Actuals and update to the 2014-15 adopted budget.

BACKGROUND: The financial records for fiscal year 2013-14 have been reviewed and closed for the year. Year ending balances have been calculated and brought forward to 2014-15. The 2014-15 budget will reflect changes brought to the Board in August.

Mrs. Manansala-Smith will present an overview of the changes in the 2013-14 Unaudited Actuals from the year-end projections prepared in June 2014.

The Unaudited Actuals will be provided to the Board of Trustees under separate cover. Copies can be requested by contacting Carla Koontz at the District Office or viewed on line at [bomusd.org](http://bomusd.org).





## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 15.2 FoodCorps

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the board of trustees consider taking action to approve \$2500 to support the FoodCorps at the elementary schools.

BACKGROUND: FoodCorps is a nationwide team of AmeriCorps leaders who connect kids to real food and help them grow up healthy. Students will be taught hands-on lessons about food and nutrition. They will build and tend school gardens and they will be taught cooking lessons to taste the fresh food they've grown. This will change what's on the children's lunch trays and give them healthy food from local farms.

EDUCATION  
IMPLICATIONS: Students will receive explicit, hands-on instruction about the science of plant growth, learn cooperative strategies working in the garden, and enjoy consuming the vegetables they grow themselves.

FISCAL IMPLICATIONS: The June budget and LCAP did not anticipate this expenditure.



Yes! I want to make a difference

Enter email...



You are here: [Home](#) » About Us

## ABOUT US

**FoodCorps is a nationwide team of AmeriCorps leaders who connect kids to real food and help them grow up healthy.**

Through our partnership with AmeriCorps, we recruit, train and place emerging leaders into limited-resource schools for a year of service implementing our three-ingredient recipe for healthy kids.

### Our Service Members:

- Teach hands-on lessons about food and nutrition
- Build and tend school gardens and teach cooking lessons so kids can taste the fresh food they've grown
- Change what's on children's lunch trays, giving them healthy food from local farms.



*"Thousands of young Americans have dedicated themselves to reforming the food chain, from field to table, and of all the programs that have emerged to channel that energy and idealism, FoodCorps is the most inspiring."*

*—Michael Pollan, Author*

## Our Mission

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 15.3 Request to Waive Facility Use Fees

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that Board of Trustees consider waiving the Facility Use Fees for the Divide Chamber of Commerce.

BACKGROUND: BP 1330 states "The Board authorizes the use of school facilities or grounds. In accordance with Education Code 38134 (a), these groups may include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire Inc., YMCA, shall be chartered at least direct cost."

Groups shall be charged fair rental value when using school facilities or ground for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.1 Determination of the Sufficiency or Insufficiency of Textbooks and Instructional Materials for the 2014-15 School Year

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2014-19 Determination of the Sufficiency of Textbooks and Instructional Materials for the 2014-15 school year.

BACKGROUND: Pursuant to Education Code Section 60119, the Board of Trustees will hold a public hearing on or before the eighth week of school. Notice of the public hearing was posted in three public places within the District and stated the time, place and purpose for the hearing 10 days prior to the hearing.

The definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. It does not mean that the district must have two sets of textbooks for each student. The textbooks or instructional materials, or both, are aligned to the content standards.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION #2014-19  
DETERMINATION OF THE SUFFICIENCY  
OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS FOR THE 2014-15 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Black Oak Mine Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 11, 2014 at 7:00 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the Board of Trustees provided at least a 10 day notice of the public hearing posted in at least three public places within the District that stated the time, place, and purpose of the hearing, and;

WHEREAS, the Board of Trustees encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, history-social science, health, foreign language, and English/language arts, including the English language development component of an adopted program, and Visual and Performing Arts consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

NOW, THEREFORE, BE IT RESOLVED that for the 2014-15 school year, the Black Oak Mine Unified School District has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

Dated this 11<sup>th</sup> day of September, 2014, by order of the Board of Trustees of the Black Oak Mine Unified School District upon a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes.

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Joe Scroggins, President  
Board of Trustees

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Darcy Knight, Clerk  
Board of Trustees

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.2 Appropriations Limit Calculation (Gann Limit)

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2014-20, Adopting and Certifying the "Gann" Limit for 2013-14 and 2014-15 fiscal years.

BACKGROUND: The Gann Limit (Proposition 4 by Paul Gann) was passed by the voters to place a limit on the amount of revenue that the State of California and local governments, including school districts, can increase each year, and was first calculated in 1980-81. Revenues that count toward the District's limit include local taxes and revenue limit income. Federal aid and local non-tax revenues, such as lottery, gifts, and fees, do not count toward the Gann Limit.

Attached is a copy of the Resolution for Adopting and Certifying the "Gann" Limit. These calculations are required by Education Code 42132 to be adopted by the Board of Trustees and then submitted to the California Department of Education to document that the District is within the required limit.



**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION 2014-20**

**RESOLUTION FOR ADOPTING AND CERTIFYING THE "GANN" LIMIT**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2013-14 fiscal year and a projected Gann Limit for the 2014-15 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2013-14 and 2014-15 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2013-14 and 2014-15 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

Dated this 11<sup>th</sup> day of September, 2014, by order of the Board of Trustees of the Black Oak Mine Unified School District upon a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes.

---

Joe Scroggins, President of the Board of Trustees

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Darcy Knight, Clerk of the Board of Trustees

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.3 Memorandum of Understanding Between Black Oak Mine Unified School District and Gold Nugget Soccer Club

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve the MOU between Black Oak Mine Unified School District and Gold Nugget Soccer Club (GNSC).

BACKGROUND: The Gold Nugget Soccer Club wishes to donate specific personal property, a shed with the approximate dimensions of 8ft. X 14ft. The shed was built with GNSC general funds and funds provided by a donor and construction by the Golden Sierra High Ultimate Cutting Edge Club. The shed will be located at the District Office Field behind the back stop. The shed will be situated on the District Office Recreation Field in an area that is mutually agreeable to the parties. Black Oak Mine Unified School District will have full title and ownership of the shed as of the effective date of the MOU.

# Gold Nugget Soccer Club

*Member El Dorado Youth Soccer League*

## Memorandum of Understanding

This Memorandum of Understanding (hereinafter, the "MOU") is entered into this 19<sup>th</sup> day of June 2014 (the "Effective Date") by and between Gold Nugget Soccer Club, EIN: (hereinafter "GNSC") and Black Oak Mine Unified School District (hereinafter, "BOMUSD"). GNSC and BOMUSD are sometimes referred to herein as the "Parties".

Whereas, GNSC wishes to donate specific personal property as described herein to BOMUSD with certain conditions of use, and

Whereas, BOMUSD wishes to receive specific personal property as described herein from GNSC under certain conditions use, and

Therefore, the Parties agree to the following:

### Property Description:

GNSC will donate certain personal property, a shed, with the approximate dimensions of 8 ft. x 14 ft. and a 4 ft. x 8 ft. window and 3 ft. x 7 ft. door. (Hereinafter, the "Shed"). A picture of the Shed is attached hereto as Exhibit A. The Shed was built with GNSC general funds and funds provided by a donor and constructed by the Golden Sierra High Ultimate Cutting Edge Club.

### Installation Location:

The Shed will be located at the District Office Field behind the back stop at 6540 Wentworth Springs Rd. Georgetown, CA. 95634 (hereinafter referred to as the "DO Recreation Field"). The Shed will be situated on the DO Recreation Field in an area that is mutually agreeable to the Parties.

### Ownership:

Except as set forth herein, BOMUSD will have full title and ownership of the SHED as of the Effective Date of the MOU.

### Initial Installation and Set-up:

*Delivery:* complete

*Installation:* BOMUSD will secure the Shed to the ground at the location determined per the terms above.

*Completion:* The Parties agree, within sixty (60) days of the completion of installation, GNSC will paint the Shed and within twenty-four (24) months of the installation of the Shed GNSC will install a deck and access step to the Shed in accordance with mutually agreeable dimension and specifications.



# Gold Nugget Soccer Club

## Member El Dorado Youth Soccer League



### Maintenance:

*Shed Maintenance:* Upon completion of installation and completion activities described herein, BOMUSD will be responsible for ongoing maintenance and upkeep of the Shed. Within the limited FMOT budget and time restraints of the Grounds Dept. dedicated to the District Office Field Area.

### Additional Terms:

*GNSC Use:* The Shed is being installed on the property with the intended use of storing soccer equipment and provisions in support of GNSC soccer matches, practices and other events that are held at the DO Recreation Field from time-to-time. The Parties agree that GNSC will have priority use of the Shed for that purpose in perpetuity.

*Branding:* GNSC will be permitted to paint its logo on the exterior of the Shed.

*Plaque:* GNSC will be permitted to affix a plaque on the Shed denoted its appreciation to the donor, the El Dorado Chapter of the Assistance League, for the generous monetary donation that funded the construction of the Shed, and BOMUSD as an appreciated Community Partner.

20

By the signatures of the duly authorized representatives of the respective Parties and as of the Effective Date of this MOU, the Parties intending to be legally bound agree to the terms and conditions as set forth above.

### Acknowledged and agreed:

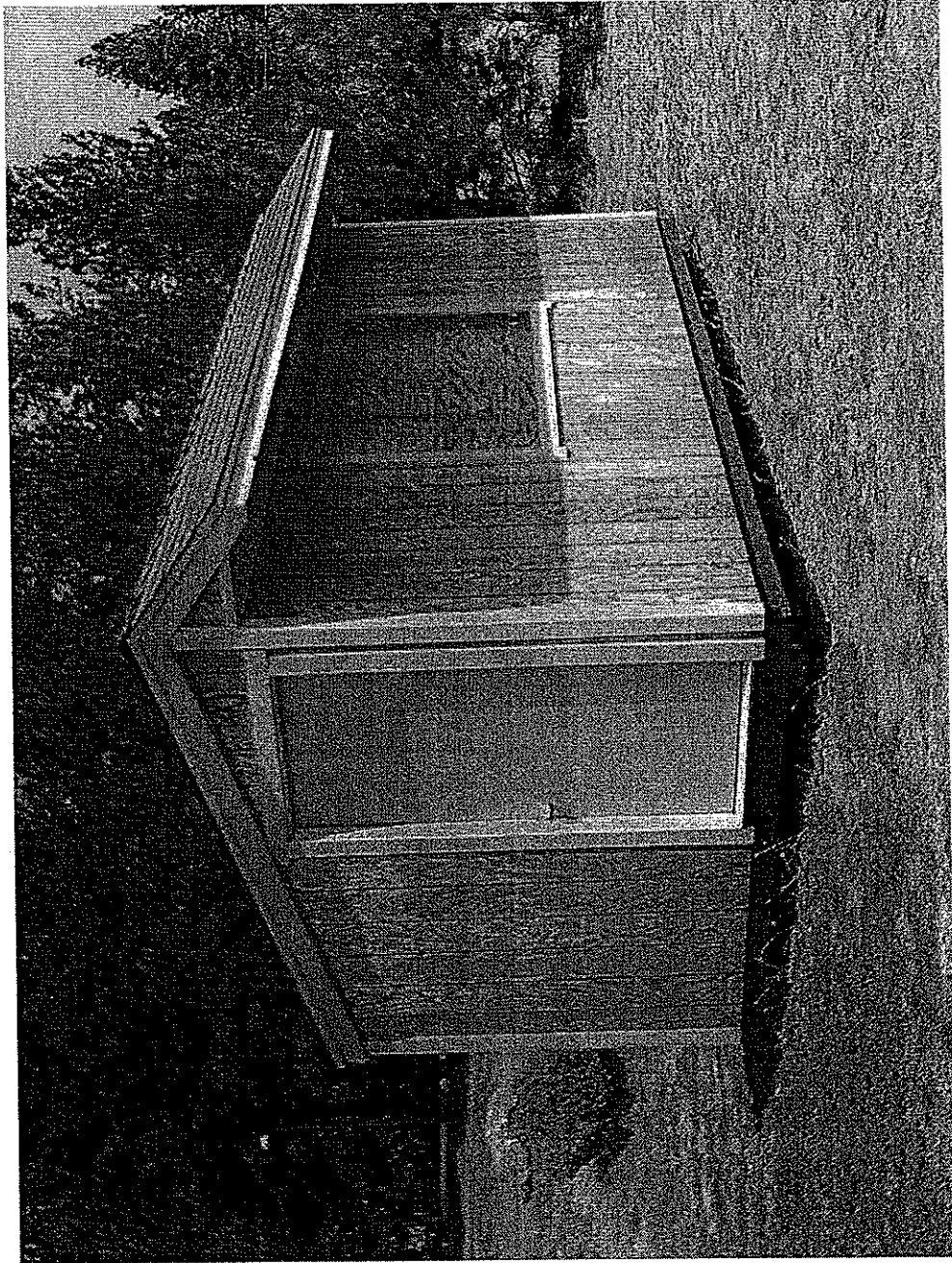
<b>Gold Nugget Soccer Club GNSC</b>	<b>Black Oak Mine Unified School District BOMUSD</b>
By: William Drescher	By: Dr. Robert Williams
Signature: <i>William Drescher</i>	Signature: <i>Dr. Robert Williams</i>
Title: President	Title: Superintendent
Date: 8/25/14	Date: 8.12.14

# Gold Nugget Soccer Club

*Member El Dorado Youth Soccer League*

## Exhibit A

This Exhibit A attached to MOU by and between GNSC and BOMUSD contains photographs of the Shed.



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.4 Consultant Service Agreement with Economics Recovery Services for Mandated Cost Services

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Consultant Service Agreement with Economics Recovery Services for Mandated Cost Services.

BACKGROUND: The fiscal year 2014-15 contract between Economics Recovery Services and Black Oak Mine Unified School District covers providing information on issues of school finance, budgets or practices that impact school district fiscal policies and a copy of each edition of the Fiscal Report and Analysis of the Governor's Budget, analysis of all major school finance/fiscal legislation and eight hours of service on fiscal issues as directed by Black Oak Mine. The contract cost is \$5,200. The fee will be paid from the General Fund.

**FISCAL YEAR 2014-2015 FIXED-FEE CONTRACT  
AGREEMENT TO PROVIDE  
PROFESSIONAL CONSULTING SERVICES  
Between  
ECONOMICS RECOVERY SERVICES  
And the  
BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT is made by Black Oak Mine Unified School District, hereinafter called "Client" and ECONOMICS RECOVERY SERVICES, a California company, hereinafter called "Contractor."

**WITNESSETH**

WHEREAS, Client is authorized to retain consulting services to assist Client in the preparation and filing of reimbursement claims for the costs of certain programs mandated by the State of California ("State"), and Contractor is qualified to perform such services; and

WHEREAS, it is necessary and desirable that Contractor be retained by Client for the purpose of performing the consulting services;

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

- (1) Scope of Services. Consultant shall perform in a professional manner the services as detailed in Exhibit A, incorporated herein by reference as if fully set forth as part of this Agreement.
- (2) Term. This Agreement shall be in full force and effect for the term as stated in Exhibit A.
- (3) Compensation. Client shall pay Consultant a fee for services rendered as set forth in Exhibit B, incorporated herein by reference as if fully set forth as part of this Agreement.
- (4) Termination. Upon Consultant's material breach, Client may terminate this Agreement upon thirty (30) days prior written notice to Consultant wherein Client shall specify the nature of the default and the effective termination date. Upon such notice, Consultant shall be entitled to the opportunity to cure any such default prior to the effective date of termination.

Client may terminate this Agreement for any reason upon sixty (30) days prior written notice to Consultant. Client shall reimburse Consultant for all reasonable costs incurred by Consultant due to such early termination.

Upon termination for whatever reason and regardless of the nature of the default (if any), Client agrees to pay Consultant in full for all goods and/or services provided to, and accepted by, Client under this Agreement, or any amendment thereto, as of the effective date of the Agreement. In no event shall the making of any payment to Consultant constitute or be construed as a waiver by Client or shall in no way impair or prejudice any right or remedy available to Client.

- (5) Services and Materials to be Furnished by Client. Consultant shall provide guidance to Client in determining the data required. Consultant shall assume without incurring liability therefor that all data so provided is correct and complete. Consultant shall make its best effort to complete the project on a timely basis. Consultant shall not be liable for work that cannot be completed as a result of inadequate data, or data that is provided in an untimely manner.
- (6) Records and Inspections. Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for six (6) years after the completion of the Services. During such period, Client shall have the right to examine and audit the records and to make transcripts therefrom. Client shall provide thirty (30) days written notice of its intent to inspect or audit any such records and shall conduct such inspection or audit only during Consultant's normal business hours. Any Client's employee, consultant, subcontractor or agent who may have access to such records shall execute a non-disclosure agreement prior to being granted such access.
- (7) Copyright for Consultant's Proprietary Software. To the extent that the service and/or deliverables provided by Consultant are generated by Consultant's proprietary software, nothing contained herein is intended nor shall it be construed to require Consultant to provide such software to Client. Client agrees that all ownership, including copyright, patents or other intellectual property rights to the software, lie with Consultant. Nothing herein shall be construed to entitle Client to any pre-existing Contractor materials.
- (8) Insurance. Consultant shall maintain appropriate general liability insurance, workers' compensation insurance, automobile insurance, and professional liability insurance.
- (9) Indemnification. Consultant shall defend, indemnify and hold harmless Client from and against damages, liability and costs (including reasonable attorney fees) directly caused by the negligent actions or willful misconduct of Consultant, its employees or agents. Consultant shall not be responsible for any damages or liability resulting from the negligence or willful misconduct of Client, its employees, consultants, or agents or any third party.
- (10) Limitation of Liability. Client agrees that Consultant's total liability to Client for any and all damages whatsoever arising out of or in any way related to this Agreement from any cause, including but not limited to contract liability or Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not, in the aggregate, exceed the value of the contract.

In no event shall Consultant be liable for indirect, special, incidental, economic, consequential or punitive damages, including but not limited to lost revenue, lost profits, replacement goods, loss of technology rights or services, loss of data, or interruption or loss of use of software or any portion thereof regardless of the legal theory under which such damages are sought even if Consultant has been advised of the likelihood of such damages, and notwithstanding any failure of essential purpose of any limited remedy.



Any claim by Client against Consultant relating to this Agreement must be made in writing and presented to Consultant within one (1) year after the date on which Consultant completes performance of the services specified in this Agreement.

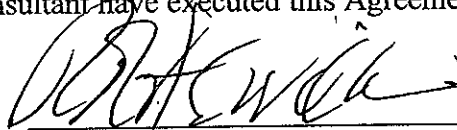
- (11) Consultant Liability if Audited. Consultant will assume all financial and statistical information provided to Consultant by Client employees or representatives is accurate and complete. Consultant shall, upon notice of audit, make work papers and other records available to the auditors.
- (12) Notices. All notices and certifications under this Agreement must be in writing. Notices shall be deemed effective upon actual receipt. However, a notice mailed by certified United States mail shall be deemed effective on the earlier of actual receipt or 5 days after mailing. Notices shall be directed to the parties at their respective addresses set forth below. A party may change the address by giving notice.
- Economics Recovery Services  
DBA: Kimberley Nguyen  
10824 Olson Drive, Ste. C #196  
Rancho Cordova, CA 95670
- Phone: (916) 803-4483  
Email: erservices2011@gmail.com
- (13) Force Majeure. Neither party shall be liable under this Agreement as a result of any delay, failure or interruption resulting from acts of God, acts of civil or military authorities, acts or orders of governmental authorities, catastrophes or any other occurrences or circumstances beyond the party's reasonable control.
- (14) False Claims Act. Client acknowledges that the reimbursement and estimated claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et. seq.), and consequently, Client as well as employees, contractors and other persons acting on behalf of Client may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims or who "knowingly" make or cause to be made false records or statements in support of a claim. "Knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.
- (15) Changes. The terms of this Agreement may be changed via a mutually executed written instrument.
- (16) Miscellaneous.
- a. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.
  - b. The parties intend that Consultant, in performing the services specified in this Agreement shall act as an independent contractor and shall have full control of the work and the

manner in which it is performed. Consultant and Consultant's employees are not to be considered agents or employees of Client for any purpose

- c. Should any part, term, portion, section or provision of this Agreement be decided finally to be in conflict with law or otherwise be unenforceable or ineffectual, the remaining parts, terms, portions, sections or provisions shall be deemed severable and shall remain in full force and effect.
- d. The titles of the sections, subsections, and paragraphs set forth in this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this Agreement.
- e. This Agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.
- f. Neither party shall be liable hereunder by reason of any failure or delay in the performance of its obligations hereunder on account of strikes, shortages, riots, insurrection, fires, flood, storm, explosions, earthquakes, acts of God, war, governmental action, labor conditions, material shortages or any other cause which is beyond the reasonable control of such party.
- g. Each individual signing this Agreement certifies that (i) he or she is authorized to sign this Agreement on behalf of his or her respective organization, (ii) such organization has obtained all necessary approvals to enter into this Agreement, including but not limited to the approval of its governing board, and (iii) when executed, this Agreement is a valid and enforceable obligation of such organization.
- h. Facsimile Signatures. This Agreement may be executed in counterparts. A facsimile signature will be treated as having the same effect as original signature.

IN WITNESS WHEREOF, the Client and the Consultant have executed this Agreement as of the date first written below.

By: Robert E. Williams  
(Print Client Official)

  
(Signature)

Title: Superintendent

Date: 6.5.14

ATTEST:

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

ECONOMICS RECOVERY SERVICES

By: \_\_\_\_\_  
Kimberley Nguyen, President

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

**EXHIBIT A**  
**Term and Scope of Services**

This Agreement shall become effective on until June 1, 2014 and shall continue in full force and effect until July 30, 2015.

Consultant represents that it has, or will secure at its own expense, all personnel required in the performance of services under this Agreement. All of the services required hereunder will be performed by Consultant or under its supervision, and all personnel engaged in the work shall be fully qualified to perform the services described herein. Consultant shall commence, carry on, and complete the services with all practicable dispatch, in a sound, economical, and efficient manner, in accordance with the provisions herein and all applicable laws.

For the purposes of setting forth the scope of services and/or deliverables, the Consultant's Proposal, dated July 1, 2014. These documents are incorporated herein by reference as if fully set forth.

1. Scope of Services. During the contract period, in consideration of the payment hereinafter set forth, Contractor agrees to provide Client services reasonably necessary to:
  - a) Prepare and file, based on information provided by Client:
    - 1) 2013/2014 reimbursement claims that are not part of the block grant program;
    - 2) Collect/Monitor 2013/2014 data to ensure district is in compliance with block grant program;
    - 3) Late and amended 2012/2013 reimbursement claims that are not part of the block grant program; and
    - 4) Newly claimable programs for which State Controller's Office Claiming Instructions are released during the contract period or for which late claims may still be submitted;
  - b) Hold staff training sessions as reasonably determined to be necessary or appropriate by Contractor during the contract period;
  - c) Monitor Client's 2013/2014 mandated cost tracking systems;
  - d) Research and assist with data collection for all test claims that have been approved by the Commission on State Mandates ("Commission") during the contract period;
  - e) Serve as liaison with the State Controller's Office and the Commission regarding statewide cost estimate request responses and ii) general questions from the State Controller's Office; and

f) Provide representation in connection with a State audit of claims that were prepared and submitted with Contractor's assistance, except claims, if any, for which Contractor advised Client, prior to submission, that Contractor would not provide audit assistance due to possible unresolved audit issues such as documentation or data issues or claim rejection concerns.

g) Contractor will determine when travel to Client's site is necessary, subject to Client's agreement as to mutually convenient dates and times. All travel and lodging expenses incurred by Contractor in connection with the initial, anticipated scope of work are included in the above fee. Client agrees to make payment to Contractor no later than 30 days after Client receives Contractor's invoice. Client acknowledges that the above fee is based on the initial scope of work anticipated by Contractor as of the date of this Agreement.

2. Client's Responsibility. Substantiation of each reimbursement claim and estimated claim is ultimately Client's responsibility. In this regard, Client is responsible for accurately preparing and maintaining true and correct documentation and accounting records and for establishing and maintaining data collection and tracking procedures and other internal controls sufficient to permit and support the preparation and filing of true and correct reimbursement and estimated claims. Client also is responsible for ensuring that Client and its employees and contractors properly identify and comply with the laws and regulations applicable to Client's activities. Client is responsible for ensuring Client has record retention policies sufficient to maintain original documentation used in support of the claims in the event of an audit or examination by any state or other regulatory agency. At a minimum,

Client is responsible for maintaining original supporting documents for a period of four years from the date of first payment of the claim by the State. Client is responsible for making available to Contractor, on a timely basis, all of Client's records and related information relevant to any claim as well as, all of Client's personnel to whom Contractor may direct inquiries. Client understands and agrees that the results of Contractor's inquiries, the documentation obtained from Client, and other corroborating information may be used by Contractor for filing or supporting the reimbursement claims or estimated claims and responding to audits or investigations.

Upon Contractor's presentation of a claim for Client's approval, Client agrees to review the claim and then respond to Contractor by either: a) certifying to Contractor, under penalties of perjury, that the time, costs and other data collected by Client and furnished to Contractor in support of the claim are true and correct (for reimbursement claims) or constitute Client's good faith estimates, to the best of Client's knowledge (for estimated claims); or b) notifying Contractor that Client is concerned that the foregoing certification may not be true for the claim, and specifying in the notice the reasons for Client's concern

## EXHIBIT B Compensation

For services provided as set forth in Exhibit A, Client agrees to pay Consultant compensation in the amount of five thousand two hundred dollars (\$5,200).

This fee shall be paid in 4 installments: (4) four equal installments due on the 15th of the following months listed: September, December, March, and June during the contract period commencing with July 1, 2014, and ending with June 30, 2015. ( $\$5,200 / 4 = \$1,300.00$  per installment).

Consultant will render to Client one or more invoices for the fees specified herein, with payment due by thirty (30) days after the due date.

Invoices sixty (60) days after the due dates specified herein will bear interest at the rate of 1% per month.

### ***Three-Year Option***

Client may elect to secure a three-year fixed fee contract under the same terms and conditions as stated in this Agreement at a secured rate as follows:

Initial: REN Fiscal Year 2014-2015 Costs - \$5,200

Initial: REN Fiscal Year 2015-2016 Costs - \$5,200

Initial: REN Fiscal Year 2016-2017 Costs - \$5,200

***Please check and initial here your choice for a three-year contract:***

REN Yes for three-year option  
(Initials)

NO for three-year option  
\_\_\_\_ (Initials)

Waiver of Submission of Claim(s). Notwithstanding any other provisions of this Agreement, the submission of claims may be waived as set forth below. Upon waiver exercised by either party, Client shall pay Consultant for all work performed up to and until the effective date of waiver in an amount not to exceed the maximum dollar amount indicated above and on the payment schedule as indicated below:

Effective date of waiver prior to:

October 31  
February 28  
June 30

Percentage of fee due:

60%  
90%  
100%

- A. At Client's Option. At the sole discretion of Client, Client may instruct Consultant to not file a specific claim or claims. Such instruction must be in writing and provided to Consultant at least thirty (30) days prior to the due date of the claim. The effective date of Client's waiver shall be the date Consultant receives Client's written instruction.
- B. At Consultant's Option. At the sole discretion of Consultant, Consultant may notify Client of its intention to not pursue a specific claim and the reasons therefor. Such notification must be in writing and provided to Client not less than thirty (30) days prior to the due date of the claim. The effective date of Consultant's waiver shall be the date Consultant mails its notification.

The services and associated compensation covered under this agreement may be modified through a written amendment, approved and executed by both parties.



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.5 Consultant Service Agreement with CSM Consulting, Inc.

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Roslynne Manansala-Smith, Chief Fiscal Officer

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Consultant Service Agreement with CSM Consulting, Inc for E-Rate Services.

BACKGROUND: The fiscal year 2014-15 contract between CSM Consulting, Inc., and Black Oak Mine Unified School District sets forth the general terms and conditions applicable for E-RATE services to prepare documentation, forms and applications regarding the Federal Communications Commission E-Rate program. The fees of this contract will be paid from the General Fund.



**AUTHORITY TO COMMUNICATE – Letter of Agency (LOA)**

This ATC/LOA (Agreement) entered into on this 21<sup>st</sup> day of August, 2014 by and between CSM Consulting, Inc., Consultant Registration Number 16043564, a California Corporation ("Consultant") and Black Oak Mine Unified School District, a local education agency under the laws of the State of California ("District"). Consultant's authority to communicate shall remain in effect during the term of the "E-Rate Services" consulting contract.

Consultant and District determines it is necessary to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.

District grants to Consultant the authority to investigate and communicate, in any form, with any telecommunication company, service provider or the Schools and Libraries Division with regard to the E-Rate Program on District's behalf. Consultant acknowledges that nothing contained herein shall constitute a principal and agent relationship or be construed to evidence the intention of the District to constitute such. The District represents and warrants that the officer executing this Agreement has been duly authorized.

The term of this assignment is from the date of final execution (above) until all issues with E-Rate Years 2004, 2005, 2006, 2007, 2008 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016 and 2017 are resolved or June 30, 2018. When executed, this agreement is authorization for all employees of Consultant to communicate on behalf of the District in performance of the duties outlined herein.

Black Oak Mine Unified School District

Name: 

Print Name: Robert E. Williams

Title: Superintendent


## APPENDIX A

### E-RATE SERVICES PRICING PROPOSAL

This proposal for Black Oak Mine Unified School District is to provide the services set forth under Section I of the Agreement for Services Relating to E-Rate.

The cost for services rendered regarding the E-Rate application process as referred to in Section I of this agreement shall amount to \$4,250 per year. Invoices for services will be provided monthly beginning at final execution and continue through June 30, 2015.


August 14, 2014

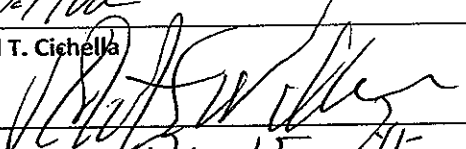
  
\_\_\_\_\_, Vice President  
David T. Cichella

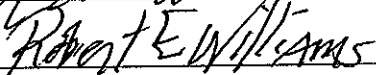
CSM Consulting, Inc.  
4671 Golden Foothill Pkwy, Ste. 101  
El Dorado Hills, CA 91764

covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

Executed at \_\_\_\_\_, on the day and year set forth above.

  
\_\_\_\_\_, Vice President  
David T. Cichella

  
\_\_\_\_\_, Title Superintendent

  
\_\_\_\_\_, Print Name  
Black Oak Mine Unified School District



## CONTRACT FOR E-RATE COMPLIANCE SERVICES

This agreement is made and entered into this 21<sup>st</sup> day of August, 2014 by and between Black Oak Mine Unified School District, a local education agency under the laws of the State of California ("District") and CSM Consulting, Inc., a California Corporation ("Consultant").

### RECITALS

- A. District desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.
- B. District has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate program.
- C. Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

### I. CONSULTANT'S RESPONSIBILITIES

1. Shall provide to District completed forms and processes related to all Priority One and Priority Two applications of the Federal Communications Commission E-Rate filings with the schools and library division ("SLD") for filing year 2015-2016 also known as Funding Year Eighteen (18). Services provided under this agreement to include the following:
  - Advise and coordinate the preparation and filing of FCC Forms: 470, 471, 486 and 500.
  - Advise and coordinate the preparation and filing of:
    - Item 21 Attachments
    - Form 472 (Billed Entity Applicant Reimbursement Form) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.)
    - Implementation Deadline Extension Request (ImDER)
    - Invoice Deadline Extension Request (IDER)
    - Service Provider Identification Number (SPIN) Change Requests
    - Service Substitution Requests
    - Service Certifications (standard)
  - Response to the following requests from USAC:
    - Program Integrity Assurance (PIA)
    - Selective Review Information Request (SRIR) related to a contracted filing year (current)
    - Payment Quality Assurance (PQA)
  - Invoice reconciliation for previous funding year disbursements
2. Up to two onsite meetings with District per funding year to assess technology and telecommunications needs as they relate to the upcoming application period.
3. Act as District's main point of contact with the SLD.
4. Advise District on E-Rate compliance including updates on rule or regulatory changes, as applicable.

- Travel expenses for any non-inclusive on-site meetings including hourly rate, standard mileage reimbursement and actual accommodation/travel expense (including airfare if applicable)
- 5. **Conflict of Interest.** No business or personal relationship exists between any school employee and the service provider.
- 6. **Attorney's Fees and Costs.** In any litigation, arbitration or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgment.
- 7. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall not be affected.
- 8. **Notices.** All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope postage prepaid and deposited with a United States Post Office for delivery by first class and certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.
 

**Black Oak Mine Unified School District**  
**6540 Wentworth Springs Road**  
**Georgetown, CA 95634**

CSM Consulting, Inc.  
 P.O. Box 4408  
 El Dorado Hills, CA 95762-0018
- 9. **Limitation of Liability.** The aggregate liability in connection with any claim arising out of or relating to this agreement whether in contract, tort or otherwise, shall be limited to an amount equivalent to the fee(s) paid by the District to Consultant for services performed pursuant to this Agreement. Consultant shall not in any circumstances be liable to District, whether in contract, tort or otherwise, for any special, indirect, incidental, or consequential damages of any kind whatsoever whether Consultant is made aware in any way due to, resulting from, or arising in connection with the services performed by Consultant pursuant to this Agreement. District's right to monetary damages listed above in that amount shall be in lieu of all other remedies that District may have.
- 10. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California.
- 11. **Authority.** The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.
- 12. **Entire Agreement.** This Agreement, set forth as Appendix A, the "E-Rate Services Pricing Proposal", supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the

## **II. DISTRICT RESPONSIBILITIES**

1. Provide all required information and data for filing all forms with the SLD for Year 18 in a timely manner.
2. Take such official action, such as review of Consultants drafts and promptly sign and return all forms required for filing with a third party in a timely manner so that Consultant can perform its obligations under this Agreement.
3. Promptly pay Consultant its fee for services rendered. All payments are due and payable within 30 days after delivery to the District of the invoice.
4. Sign, date and certify all forms filed by Consultant on District's behalf.

## **III. MISCELLANEOUS**

1. **Term.** Until all issues with Year 18 E-rate are resolved.
2. **Modifications.** This Agreement may be modified only by a written amendment to this Agreement, executed by both parties.
3. **Independent Contractor.** While engaged in carrying out and complying with the terms and conditions of the Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the District.
4. **Additional Professional Services.**
  - A. At the written request of the District, the Consultant will provide additional Professional Services based upon the following hourly rates.

Officer/Principal	\$175 per hour
Information Technology Consultant	\$150 per hour
Lead Consultant	\$120 per hour
Specialist II	\$90 per hour
Specialist I	\$60 per hour

Such service costs are not included in the cost of services amount in the contract for E-Rate Compliance Services in **E-Rate Services Pricing Proposal (APPENDIX A)** of this agreement. These Professional Services may include but are not limited to the following:

- RFPs/RFIs/RFQs, etc.
- Surveys (alternate discount method)
- Technical Specifications
- Comprehensive Technology Plan Writing
- Coordination of response to Special Compliance Reviews
- Assistance with procurement process
- Technology needs assessment, subject to guidelines provided by the District.
- Preparation of USAC and/or FCC appeals
- Technology Plan and Technology Plan Addenda preparation
- On-site audit support
- On-site meetings exceeding the quantity specified under "Consultant's Responsibilities" (including attendance at Board meeting or other special meetings)
- Preparation of documentation/reports/presentations for Board meetings or other special meetings



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.6 Certificated Personnel Action

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ the recommended Certificated Personnel.

BACKGROUND: The position is necessary due to staffing needs. This certificated personnel action is submitted in accordance with District policy.



## CERTIFICATED PERSONNEL ACTION

### Certificated Employment 2014-15

Michael Pendleton - .4 FTE Physical Education Teacher, Georgetown and Northside. Michael has taught Physical Education in the Pollock Pines Unified, Silver Fork District, Buckeye Union and Silva Valley Elementary Districts.

sk/board/Certificated Employment

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.7 Classified Personnel Action

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ the recommended Classified Personnel.

BACKGROUND: This position is being filled due to a vacancy. The classified personnel action is submitted in accordance with District policy.

## CLASSIFIED PERSONNEL ACTION

### Classified Employment 2014-2015 School Year

Carolyn Upton – Bus Driver, Transportation. Carolyn was recently trained by the Black Oak Mine Bus Driver Trainer and has successfully completed all requirements.

cp/board/CLASSIFIED EMPLOYMENT

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.8 Certificated Assignments Under Education Codes 44263

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent  
Shelly King, Personnel Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees authorize Amara Smallwood to teach under Education Code 44263;

BACKGROUND: Education Code 44263 "allows the holder of a teaching credential to serve, by resolution of the governing board and with the consent of the teacher, in a departmentalized class if the teacher has completed eighteen semester units of course work, or nine semester units of upper division or graduate course work, in the subject to be taught". These actions are for the 2014-2015 school year. The following teacher needs Board approval to teach under this Education Code:

- Amara Smallwood - Golden Sierra Junior Senior High School Science and Math teacher. Amara who holds a Single Subject Crosscultural, Language & Academic Development Emphasis, Science Credential, has the necessary coursework and has consented to the assignment.



**MINUTES OF A REGULAR MEETING  
OF THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
August 14, 2014**

<u>CALL TO ORDER</u>	16.9	The Regular Meeting of the Board of Trustees was called to order by President Joe Scroggins at 6:00 P.M. at 6540 Wentworth Springs Road, Georgetown.  Present: Joe Scroggins, Darcy Knight, Jeff Shurtz, Steve DePue, Jeff Burch and Dr. Robert Williams, Superintendent.
<u>CLOSED SESSION</u>		After announcing the topics in Open Session, the Board met in Closed Session and discussed: Public employee employment; American River Charter School Certificated Salary Schedule and Benefit Cap Increase; Discussed Personnel Matters CSROP; Initial Collective Bargaining Proposal with BOMTA for 2014-15.
<u>OPEN SESSION</u>		The Open Session of the Board convened at 7:11 p.m. Present: Board members, Members of the audience (including staff/community)
<u>PLEDGE OF ALLEGIANCE</u>		The pledge was led by Dr. Robert Williams.
<u>ADOPTION OF THE AGENDA</u> ACTION M-14-50		It was moved by Mr. DePue (asked to pull item 14.11), seconded by Mr. Burch and carried unanimously to adopt the agenda. 5 to 0 Scroggins Y Knight Y Burch Y DePue Y Shurtz Y
<u>COMMUNICATIONS</u> Public Hearing		President Scroggins Opened the Public Hearing for the Education Protection Account-Prop 30 Funds – 7:12P.M.
Written Communications		Written Communications – Mrs. Knight was invited by Supervisor Veerkamp to attend a meeting with him. Dr. Williams and Mr. Burch will be attending the meeting.
Oral Communications		Steven Rohm commented about the bike path by Northside School. Board did comment that the District doesn't have anything to do with the bike path. Ronnie Ebitson commented about neighbors next to the high school and how kind they were.
<u>B.O.M.T.A. REPORT</u>		Bill Sammons, President of BOMTA discussed Vergara Law suit.
<u>C.S.E.A. REPORT</u>		Wes Younger, President of CSEA, stated he attended a conference and how excited he is about the district implementing PBIS.
<u>SUPERINTENDENT'S REPORT</u>		Superintendent, Dr. Robert Williams (see handout)
<u>INFORMATION AND DISCUSSION</u> Williams Uniform Complaints Procedures Policy Quarterly Report		As required by Education Code 35186, the quarterly report of complaints received pursuant to the Williams Uniform Complaint Procedures is provided for information to the Board of Trustees.
2014-15 Budget Update		Mrs. Manansala-Smith, Chief Fiscal Officer shared with the Board of Trustees the 2014-15 Budget updates.
2014-15 CalSTRS and CalPERS Rate Increases		Mrs. Manansala-Smith, Chief Fiscal Officer shared with the Board of Trustees the rate increases for CalSTRS and CalPERS for 2014-15.
Board of Trustees Self-Evaluation		The Board of Trustees evaluated themselves in six areas: Contextual, Educational, Interpersonal, Analytical, Political and Strategic. They discussed how they would go over the results.  Mr. DePue suggested and with unanimous agreement decided that the current board could evaluate in two sections per future board meetings through November.
Initial Collective Bargaining		As required by Government Code Section 3547 The Black Oak Mine Unified School District submitted its collective bargaining proposal with BOMTA for information only.

NEW BUSINESS

Student Calendar Revision  
ACTION M-14-51

It was moved by Mrs. Knight, seconded by Mr. Burch and carried unanimously to approve the four (4) Minimum Days for Teacher/Staff Collaboration revising the 2014-15 Student Calendar.  
5 to 0 Scroggins Y Knight Y Burch Y DePue Y Shurtz Y

Education Protection Account  
ACTION M-14-52

It was moved by Mrs. Knight, seconded by Mr. DePue and carried unanimously to approve the use of the Education Protection Account Funds for certificated teacher salaries and benefits.  
5 to 0 Scroggins Y Knight Y Burch Y DePue Y Shurtz Y  
Public Hearing -- closed at 8:19PM.

Board of Trustees Procedural  
Review  
ACTION M-14-53

It was moved by Mrs. Knight, seconded by Mr. DePue and carried unanimously to set board Trainings, planned site visits, Special Board Meeting dates for 2014 and review and update Board Bylaws.  
5 to 0 Scroggins Y Knight Y Burch Y DePue Y Shurtz Y

Special Meetings:  
September 25<sup>th</sup> at Northside 6:00 PM  
October 23<sup>rd</sup> at GSJSHS 6:00 PM  
November no special meeting this month

CONSENT AGENDA  
ACTION M-14-54

It was moved by Mr. Shurtz, seconded by Mr. DePue and carried unanimously to approve the consent agenda.  
5 to 0 Scroggins Y Knight Y Burch Y DePue Y Shurtz Y

14.11 was pulled from consent agenda and voted on separately

Pulled Item 14.11

Mr. DePue made a motion to recommend a study on the American River Charter School regarding their salary schedule before ratifying proposal, and it was seconded by Mr. Shurtz and carried 1 to 4 to not approve the study of the American River Charter School salary schedule.  
2 to 3 Scroggins N Knight N Burch Y DePue Y Shurtz N

Ms. Whittington gave the board a bit of information regarding how the Charter School Salary Schedule was originally set up.

Mrs. Knight moved to keep Item 14.11 as stated in the consent agenda and was seconded by Mr. Shurtz and carried to approve this agenda item.  
3 to 2 Scroggins Y Knight Y Burch N DePue N Shurtz Y

2014-15 Consolidated Application  
(ConApp)

Approved the 2014-15 Consolidated Application (ConApp) for funding.

Conflict of Interest Code Review

Approved the Conflict of Interest Code Review.

Consultant Service Agreement with  
Sierra Child and Family Services

Approved the Consultant Service Agreement with Sierra Child and Family Services for the 2014-15 school year.

Board Resolution #2014-17  
Authorizing Designated Agents

Adopted Board Resolution #2014-17 Authorizing Designated Agents to Act As Custodians of Agency Fund and Sign Bank Transactions and Documents On Behalf of the Black Oak Mine Unified School District.

Board Resolution #2014-18  
Authorized Signatures for District  
Warrants and Official Documents

Adopted Board Resolution #2014-18 Authorized Signatures for District Warrants and Official Documents

Certificated Personnel Action

Approved the employment of Andrea Celio, 1.0 FTE District Nurse and Tiffany Mitchell, .5 FTE Special Education Teacher for the 2014-15 school year.

Certificated Personnel Action for  
American River Charter School

Approved the employment of Tiffany Mitchell, Teacher .2 FTE and Karen Bauman, .6 FTE Teacher for the 2014-15 school year.

American River Charter School  
Classified Salary Schedule

Approved the classified salary schedule for the American River Charter School.

## Letters of Resignation

Accepted the resignations from the following employees: Brenda Travers, Scott Gilliland, Paula Parrish, and Catherine Yoho, Teacher Assistant, American River Charter School.

## Short-Term Employment Action

Approved the employment of Scott London as the Assistant Junior Varsity Football Coach at Golden Sierra Junior-Senior High School.

American River Charter School  
Certificated Salary Schedule

Approved the certificated salary schedule and benefit cap increase for the American River Charter School.

2014-15 Single Plan for Student  
Achievement

Approved the 2014-15 Single Plan for Student Achievement from Northside School and Golden Sierra Junior-Senior High School.

## Minutes Regular Board Meeting

Approved the Board Meeting Minutes for the June 16, 2014 Regular Board Meeting.

## Minutes Regular Board Meeting

Approved the Board Meeting Minutes for the June 19, 2014 Regular Board Meeting.

Purchase Orders, Warrants, Bids  
and Quotes

Approved the 2013-14 fiscal year Batch numbers 4117-4130 dated June 6 through June 30, 2014 and 2014-15 fiscal year Batch numbers 5001-5005 dated July 7 through July 30, 2014 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, and Batch numbers 4060 and 4064 dated June 6 and June 30, 2014 and Batch number 5001 dated July 7, 2015 for ROP Fund, for a total of 1,052,771.06, be approved.

## Gifts

Accepted the gifts donated.

## Obsolete Vehicle

Approved the recommendation to declare specified vehicle obsolete.

REPORTS OF THE BOARD

Mr. DePue stated that he talked with Mr. Matt Souza about the numerous awards that his students received at the State Fair. Mr. DePue wants to honor them at a future meeting.

Mr. Scroggins also stated that he was at the fair and saw all of the GSHS awards. Mr. Scroggins also talked about a memorial at GSHS for students who have passed away. Mr. Souza and his students may help with this memorial.

FUTURE MEETINGS

The next regular meeting of the Board is on September 11, 2014 at 7:00P.M. at the District Office.

ADJOURNMENT

The meeting was adjourned at 9:00P.M. (Board went back into closed session at 9:00P.M.)

Respectfully submitted,

Robert Williams, Ed.D.  
Secretary to the Board

Joe Scroggins  
President of the Board

Date





## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.10 Obsolete Equipment

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees declare specified equipment obsolete.

BACKGROUND: Mark Koontz, Director of Facilities, Maintenance, Operations & Transportation, has requested that the following maintenance equipment be declared obsolete:

- 20 broken student desks from Golden Sierra High School
- Photo Equipment 3-Enlargers  
Serial # 0000464, 0000470, 0046? (# unreadable)
- 1 Editing Table
- One Negative Processor



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.11 Purchase Orders, Warrants, Bids and Quotes

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that 2014-15 fiscal year Batch numbers 5006-5013 dated August 5, to September 2, 2014, for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund and Batch number 5004 and 5006 dated August 7 and 25, 2014, for the ROP Fund, for a total of \$439,564.41, be approved.

BACKGROUND: Copies of Warrants which are provided under separate cover for Board of Trustees approvals includes the following:

Fund Name and Number Amount

Fund Name and Number	Amount
General Fund 01	407,227.16
Charter School Fund 09	8,185.00
Deferred Maintenance Fund 14	2,826.77
Building Fund 21	2,257.84
School Facilities Fund 35	15,712.84
Foundation Trust Fund 73	2,000.00
Bond Interest & Redemption Fund 51	450.00
R.O.P. Fund 09	904.80
Total	439,564.41



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.12 Gifts

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the board of trustees consider taking action to accept the gifts donated by Claire Williams, FaYun Monastery and Eric Harrelson.

BACKGROUND: The following gifts are being donated:

- 1) A Laptop computer valued at \$100.00.
- 2) Art paper and pens valued at \$350.00.
- 3) Office and school supplies valued at \$250.00.
- 4) Polaris 425 4-wheel Drive Quad valued at \$1,000.00.

Pursuant to District practice, the Board of Trustees may accept on behalf of and for the District, any bequest, gift of money, or gift of property that is presented to the District. The donor may request that the donation be used for a specific program or at a specific school site. A letter of appreciation will be sent to the donor.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
Robert Williams Ed.D.,  
Superintendent

6540 Wentworth Springs Road  
Post Office Box 4510  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

### Request for Board Acceptance of Gift

To:	Robert Williams
From:	Wendy Westsmith
Re:	Request for Board Acceptance of Gift
Date:	6/18/14
Description of Gift:	Gateway 15.6 laptop computer
Donor Estimated Value:	\$100.00
Donated By:	Claire Williams
Mailing Address:	13009 Lincoln Way, # 106, Auburn, CA 95603
Donor Requests Gift To Be Used At/For:	Northside School - classroom use.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
Robert Williams Ed.D.,  
Superintendent

6540 Wentworth Springs Road  
Post Office Box 4510  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

### Request for Board Acceptance of Gift

To:	Robert Williams
From:	Joyce Cameron
Re:	Request for Board Acceptance of Gift
Date:	August 15, 2014
Description of Gift:	Art paper and pens
Donor Estimated Value:	\$350.00
Donated By:	FaYun Monastery
Mailing Address:	6001 Spanish Flat Rd GV 95633
Donor Requests Gift To Be Used At/For:	Black Oak Mine School sites



BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
Robert Williams Ed.D.,  
Superintendent

6540 Wentworth Springs Road  
Post Office Box 4510  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

### Request for Board Acceptance of Gift

To:	Robert Williams
From:	Joyce Cameron
Re:	Request for Board Acceptance of Gift
Date:	August 20, 2014
Description of Gift:	varies office and school supplies
Donor Estimated Value:	\$250.00
Donated By:	FaYun Monastery
Mailing Address:	6001 Spanish Flat Rd, GV 95633
Donor Requests Gift To Be Used At/For:	Black Oak Mine Unified School Sites

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

Robert Williams,

Superintendent

Drew Woodall,

Director of Educational Services

6540 Wentworth Springs Road

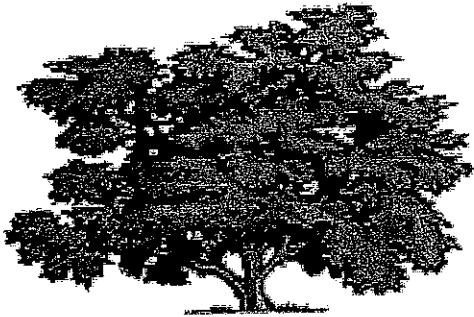
Post Office Box 4510

Georgetown, CA 95634

(530) 333-8300

Fax: (530) 333-8303

Website: bomusd.org



## Request for Board Acceptance of Gift

To:	Robert Williams
From:	Eric Harrelson
Re:	Request for Board Acceptance of Gift
Date:	8/27/14
Description of Gift:	Polaris 425 4-wheel Drive Quad
Donor Estimated Value:	\$1000.00
Donated By:	Valeri Heer
Mailing Address:	500 Avenue Chateau Placerville, CA 95667
Donor Requests Gift To Be Used At/For:	Automotive Class



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 16.13 Field Trips

MEETING DATE: September 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve the overnight field trips.

BACKGROUND: Field trip request forms for trips over 200 miles radius one way or overnight are due to the district office 45 days prior to requested departure. These trips are required to have board approval.

The following trips are being requested:

Golden Sierra Junior-Senior High School is requesting an overnight field trip for 20 Science students from September 24, through September 27, 2014 to Union Valley.

Golden Sierra Junior-Senior High School Athletic Department is requesting four (4) overnight wrestling tournaments to Stockton, Sonoma Valley, Chico and Corning.

American River Charter School is requesting an overnight field trip for 26 students from October 1, through October 3, 2014 to Capps Crossing Campground.

Georgetown School is requesting an overnight field trip for 31 students from October 8 through October 10, 2014 to Gerle Creek.

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS  
OR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED  
DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 9/24/14 Destination: Union Valley - WES summit  
Date returning: 9/27/14 Time leaving: 12:00 noon  
Est. time of return: 1:00 pm  
School: Golden Sierra Dept.: Science Club or Org.: WES  
Trip Supervisor: Brad Mason # of Students: 20 # of Staff: 3 # of Chaperones: \_\_\_\_\_  
Place of Departure: GSHS Print Name

Mode of Transportation: Walking \_\_\_\_\_ School Bus \_\_\_\_\_ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles X  
Total Estimated Cost of Trip: subs for teachers Funding Source: Site Funds per conversation with Judy  
9-4-14 cb

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum: The 16<sup>th</sup> year of an  
ongoing service learning project assisting the Forest Service in water  
quality data.

Lead up activities, trip activities, and follow up activities: Pre-trip meetings

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

**For Transportation Department Use Only**

Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**BILLING:**

Hours \_\_\_\_\_ O.T. \_\_\_\_\_ Miles \_\_\_\_\_  
Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Transportation Department Signature: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

**ODOMETER READING (MILEAGE)**

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

Total Wages \$ \_\_\_\_\_  
Total Mileage \$ \_\_\_\_\_  
TOTAL CHARGES \$ \_\_\_\_\_

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Requested by: Larry Bryant Print Name

Principal/Site Administrator Signature: \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

Signature \_\_\_\_\_

Date 8/15/14

Date: 8/13/14

Approved X Denied \_\_\_\_\_

Date 8-15-14 Approved \_\_\_\_\_ Denied \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

DISTRIBUTION: Requestor (GOLDENROD copy), Transportation (WHITE/GREEN copies), Site Administrator (PINK copy), District Board (YELLOW)  
MS:misc\field trip request form -- REVISED 7-28-03

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 12/12/14 Destination: Beav Creek (Stockton)  
 Date returning: 12/13/14 Time leaving: 8:30 am  
 School: GSHS Dept.: Athletics Club or Org.: Waistline  
 Trip Supervisor: Arena # of Students: 15 # of Staff: 1 # of Chaperones: \_\_\_\_\_  
 Place of Departure: GSAS  
 Mode of Transportation: Walking \_\_\_\_\_ School Bus ~~X~~ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles X  
 Total Estimated Cost of Trip: \_\_\_\_\_ Funding Source: \_\_\_\_\_

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Lead up activities, trip activities, and follow up activities: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

Dinner Stop?

For Transportation Department Use Only

Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
 Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**BILLING:**

Hours \_\_\_\_\_ O.T. \_\_\_\_\_ Miles \_\_\_\_\_  
 Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Transportation Department Signature: \_\_\_\_\_  
 Reason for Denial: \_\_\_\_\_

**ODOMETER READING (MILEAGE)**

Ending \_\_\_\_\_  
 Beginning \_\_\_\_\_  
 Total Miles \_\_\_\_\_  
 Total Wages \$ \_\_\_\_\_  
 Total Mileage \$ \_\_\_\_\_  
 TOTAL CHARGES \$ \_\_\_\_\_

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Requested by: Keith Bush Date: 8/22/14  
 Print Name \_\_\_\_\_ Signature \_\_\_\_\_  
 Principal/Site Administrator Signature: [Signature] Date 8/22/14 Approved X Denied \_\_\_\_\_  
 Superintendent's Signature: \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
 Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
 Reason for Denial: \_\_\_\_\_

DISTRIBUTION: Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
 MS:misc/field trip request form - REVISED 7-28-03

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 1/2/15 Destination: Sonoma Valley  
 Date returning: 1/3/15 Time leaving: 8:00 am  
 Est. time of return: Sat. 9:00 pm  
 School: GSHS Dept.: Athletics Club or Org.: Wrestling  
 Trip Supervisor: Arena # of Students: 5 # of Staff: 1 # of Chaperones:       
Print Name  
 Place of Departure: GSHS  
 Mode of Transportation: Walking ☐ School Bus ☒ School Van ☐ Public Transportation ☐ Private vehicles ☒  
 Total Estimated Cost of Trip:      Funding Source:     

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum:       
      
      
      
 Lead up activities, trip activities, and follow up activities:       
      
    

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

Dinner stop?

**For Transportation Department Use Only**

Driver:      Van#      Bus #       
 Leave      A.M.      P.M. Leave      A.M.      P.M.  
 Return      A.M.      P.M. Return      A.M.      P.M.  
 Total Hours      Total Hours     

**BILLING:**

Hours      O.T.      Miles       
 Rate @ \$      Rate @ \$      Rate @ \$       
 Total \$      \$      \$     

Transportation Department Signature:       
 Reason for Denial:     

**ODOMETER READING (MILEAGE)**

Ending       
 Beginning       
 Total Miles       
 Total Wages \$       
 Total Mileage \$       
 TOTAL CHARGES \$     

Date      Approved ☐ Denied ☐

Requested by: Keith Bush Keith Bush Date: 8/22/14  
Print Name Signature  
 Principal/Site Administrator Signature:      Date 8/22/14 Approved ☒ Denied ☐  
 Superintendent's Signature:      Date      Approved ☐ Denied ☐  
 Date of Board Action (for overnight trips or over 200 mile radius one way):      Approved ☐ Denied ☐  
 Reason for Denial:

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 1/9/15 Destination: Chico  
Date returning: 1/10/15 Time leaving: Fri 8:00 am  
Est. time of return: Sat 9:00 pm  
School: GSHS Dept.: Athletics Club or Org.: Wrestling  
Trip Supervisor: Arena # of Students: 15 # of Staff: 1 # of Chaperones: 1  
Place of Departure: GSHS Print Name  
Mode of Transportation: Walking ☐ School Bus ☒ School Van ☐ Public Transportation ☐ Private vehicles ☐  
Total Estimated Cost of Trip:                      Funding Source:                     

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

ITINERARY. Dinner Stop?

Driver: _____	Van# _____	Bus # _____
Leave _____ A.M.	P.M.	Leave _____ A.M. _____ P.M.
Return _____ A.M.	P.M.	Return _____ A.M. _____ P.M.
Total Hours _____		Total Hours _____

Ending	
Beginning	
Total Miles	

<u>Hours</u>	O.T. <u>                    </u> Miles <u>                    </u>	
Rate @ \$ <u>                    </u>	Rate @ \$ <u>                    </u>	Rate @ \$ <u>                    </u>
Total \$ <u>                    </u>	\$ <u>                    </u>	\$ <u>                    </u>

Total Wages \$ \_\_\_\_\_  
Total Mileage \$ \_\_\_\_\_  
**TOTAL CHARGES \$** \_\_\_\_\_

Date	Approved	Denied
11/1/54		
11/2/54		
11/3/54		
11/4/54		
11/5/54		
11/6/54		
11/7/54		
11/8/54		
11/9/54		
11/10/54		
11/11/54		
11/12/54		
11/13/54		
11/14/54		
11/15/54		
11/16/54		
11/17/54		
11/18/54		
11/19/54		
11/20/54		
11/21/54		
11/22/54		
11/23/54		
11/24/54		
11/25/54		
11/26/54		
11/27/54		
11/28/54		
11/29/54		
11/30/54		

Principal/Site Administrator Signature: 

**Superintendent's Signature:** \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way):

Reason for Denial:

Date 5/22/14 Approved X Denied \_\_\_\_\_  
Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

**DISTRIBUTION:** Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
MS:misc/field trip request form – REVISED 7-28-03



# BLACK OAK MINE UNIFIED SCHOOL DISTRICT FIELD TRIP REQUEST FORM

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 1/30/15 Destination: Corning  
Date returning: 1/31/15 Time leaving: Fri Sat 6 am  
Est. time of return: Sat 9 pm  
School: GSHS Dept.: Athletics Club or Org.: Wrestling  
Trip Supervisor: Arena # of Students: 15 # of Staff: 1 # of Chaperones: \_\_\_\_\_  
Place of Departure: GSHS Print Name  
Mode of Transportation: Walking \_\_\_ School Bus ☒ School Van \_\_\_ Public Transportation \_\_\_ Private vehicles \_\_\_  
Total Estimated Cost of Trip: \_\_\_\_\_ Funding Source: \_\_\_\_\_

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

Dinner Stop?

**Date** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_

Requested by: Keith Bush Date: 8/22/14  
Print Name Signature  
Principal/Site Administrator Signature: [Signature] Date: 8/24/14 Approved ☒ Denied ☐  
Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Approved ☒ Denied ☐  
Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_ Approved ☒ Denied ☐  
Reason for Denial: \_\_\_\_\_

DISTRIBUTION: Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
MS:misc:field trip request form -- REVISED 7-28-03

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 12/12/14 Destination: Beav Creek (Stockton)  
 Date returning: 12/13/14 Time leaving: 8:30 am  
 School: GS HS Dept.: Athletics Club or Org.: Waistline  
 Trip Supervisor: Anna # of Students: 15 # of Staff: 1 # of Chaperones:         
 Place of Departure: GS HS  
 Mode of Transportation: Walking ☐ School Bus ☒ School Van ☐ Public Transportation ☐ Private vehicles ☒  
 Total Estimated Cost of Trip:        Funding Source:       

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum:         
        
        
        
 Lead up activities, trip activities, and follow up activities:         
        
      

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

Dinner Stop?

**For Transportation Department Use Only**

Driver:        Van#        Bus #         
 Leave        A.M.        P.M. Leave        A.M.        P.M.  
 Return        A.M.        P.M. Return        A.M.        P.M.  
 Total Hours        Total Hours       

**BILLING:**

Hours        O.T.        Miles         
 Rate @ \$        Rate @ \$        Rate @ \$         
 Total \$        \$        \$       

Transportation Department Signature:         
 Reason for Denial:       

**ODOMETER READING (MILEAGE)**

Ending         
 Beginning         
 Total Miles         
 Total Wages \$         
 Total Mileage \$         
 TOTAL CHARGES \$       

Date        Approved        Denied       

Requested by: Keith Bush  
 Print Name

Principal/Site Administrator Signature:       

Superintendent's Signature:       

Date of Board Action (for overnight trips or over 200 mile radius one way):       

Reason for Denial:       

Signature

Date 8/22/14

Date: 8/22/14

Date 8-27-14

Approved ☒ Denied ☐

Approved ☒ Denied ☐

Approved ☐ Denied ☐

# BLACK OAK MINE UNIFIED SCHOOL DISTRICT FIELD TRIP REQUEST FORM

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHTARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

DEPARTURE. (Exceptions are made for league changes in athletic schedules and play-offs.)

Date leaving: 1/2/15 Destination: Sonoma Valley  
Date returning: 1/3/15 Time leaving: 7:00 am  
Est. time of return: Sat. 9:00 pm  
School: GS HS Dept.: Athletics Club or Org.: Wrestling  
Trip Supervisor: Arena # of Students: 5 # of Staff: 1 # of Chaperones:       
Place of Departure: GS HS

Mode of Transportation: Walking \_\_\_ School Bus ~~\_\_\_~~ School Van \_\_\_ Public Transportation \_\_\_ Private vehicles ~~\_\_\_~~  
Total Estimated Cost of Trip: \_\_\_\_\_ Funding Source: \_\_\_\_\_

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:**

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. **SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

Dinner stop?

**Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

ITINERARY. Dinner stop?

For Transportation Department Use Only

Driver: _____	Van# _____	Bus # _____
Leave _____ A.M.	P.M.	Leave _____ A.M. P.M.
Return _____ A.M.	P.M.	Return _____ A.M. P.M.
Total Hours _____		Total Hours _____

Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
 Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**BILLING:**

Hours _____	O.T. _____ Miles _____	
Rate @ \$ _____	Rate @ \$ _____	Rate @ \$ _____
Total \$ _____	\$ _____	\$ _____

Hours _____	O.T. _____ Miles _____
Rate @ \$ _____	Rate @ \$ _____ Rate @ \$ _____
Total \$ _____	\$ _____ \$ _____

**Transportation Department Signature:** \_\_\_\_\_

Reason for Denial:

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

**Total Wages \$** \_\_\_\_\_

**Total Mileage \$** \_\_\_\_\_

TOTAL CHARGES \$

**Date**                      **Approved**                      **Denied**\_\_\_\_\_

Requested by: Keith Bush Keith Bush Date: 8/22/14  
Print Name Signature  
 Principal/Site Administrator Signature: \_\_\_\_\_ Date 8/22/14 Approved ☒ Denied ☐  
 Superintendent's Signature: \_\_\_\_\_ Date 8-27-14 Approved ☒ Denied ☐  
 Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
 Reason for Denial: \_\_\_\_\_

**DISTRIBUTION:** Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
MS:misc\field trip request form - REVISED 7-28-03

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT FIELD TRIP REQUEST FORM

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 1/1/13

Destination: Chgo

Date returning: 1/10/15

Time leaving: 12, 8:00 am

Est. time of return: Sat 9:00 pm

School: GrSHS Dept.: Athletics Club or Org.: Wrestling

Trip Supervisor: Arena # of Students: 15 # of Staff: 1 # of Chaperones: 1

Print Name \_\_\_\_\_  
Place of Departure GS HS

Mode of Transportation: Walking \_\_\_\_\_ School Bus ~~\_\_\_\_\_~~ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles \_\_\_\_\_

**Total Estimated Cost of Trip:** \_\_\_\_\_ **Funding Source:** \_\_\_\_\_

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:**

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. **SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

Dinner Stop?

ITINERARY. Dinner Stop?

For Transportation Department Use Only					
Driver: _____		Van# _____		Bus # _____	
Leave _____	A.M.	P.M.	Leave _____	A.M.	P.M.
Return _____	A.M.	P.M.	Return _____	A.M.	P.M.
Total Hours _____			Total Hours _____		

<b>Leave</b>	<b>A.M.</b>	<b>P.M.</b>	<b>Leave</b>	<b>A.M.</b>	<b>P.M.</b>
--------------	-------------	-------------	--------------	-------------	-------------

**Total Hours** **Total Hours**

Hours	O.T.	Miles

Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

Requested by: Keith Bush 1 nl

Principal/ Site Administrator Signature: \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way)

DISTRIBUTION: Requestor (GOLDENROD copy) Transportation (WHITE /GREEN copy)

**ODOMETER READING (MILEAGE)**  
Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

## Beginning

.....

Total Mileage \$ \_\_\_\_\_

---

John Wilson Date: 0/22/17

Date 6/24/67 Approved X Denied \_\_\_\_\_  
 Date 7/3/67 Approved X Denied \_\_\_\_\_

ay): \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

onies). Site Administrator ( PINK conv). District/Board (YELLOW)

DISTRIBUTION: Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
MS:misc/field trip request form - REVISED 7-28-03

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**  
**FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHTARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 1/30/15 Destination: Corning  
Date returning: 1/31/15 Time leaving: fr 6 am  
Est. time of return: Sat 9 pm  
School: GS HS Dept.: ATHLETICS Club or Org.: Wrestling  
Trip Supervisor: Arena # of Students: 15 # of Staff: 1 # of Chaperones:           
Place of Departure: GS HS Print Name

Mode of Transportation: Walking \_\_\_ School Bus ~~\_\_\_~~ School Van \_\_\_ Public Transportation \_\_\_ Private vehicles \_\_\_  
Total Estimated Cost of Trip: \_\_\_\_\_ Funding Source: \_\_\_\_\_

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Lead up activities, trip activities, and follow up activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Educational purpose of trip and relationship to class or group curriculum:** \_\_\_\_\_

Lead up activities, trip activities, and follow up activities: \_\_\_\_\_

**FOR TRIPS USING SCHOOL BUSES**

**Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

Dinner Stop?

**Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.**

ITINERARY. Dinner Stop?

**For Transportation Department Use Only**

<b>Driver:</b> _____	<b>Van#</b> _____	<b>Bus #</b> _____	
<b>Leave</b> _____ <b>A.M.</b>	<b>P.M.</b>	<b>Leave</b> _____ <b>A.M.</b>	<b>P.M.</b>
<b>Return</b> _____ <b>A.M.</b>	<b>P.M.</b>	<b>Return</b> _____ <b>A.M.</b>	<b>P.M.</b>
<b>Total Hours</b> _____		<b>Total Hours</b> _____	

Driver: _____		Van# _____		Bus # _____	
Leave _____	A.M. _____	P.M. _____	Leave _____	A.M. _____	P.M. _____
Return _____	A.M. _____	P.M. _____	Return _____	A.M. _____	P.M. _____
Total Hours _____		Total Hours _____			

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_  
  
Total Wages \$ \_\_\_\_\_  
Total Mileage \$ \_\_\_\_\_  
**TOTAL CHARGES \$ \_\_\_\_\_**

**Total Mileage \$** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Hours _____	O.T. _____ Miles _____
Rate @ \$ _____	Rate @ \$ _____ Rate @ \$ _____
Total \$ _____	\$ _____ \$ _____

Hours _____	O.T. _____ Miles _____
Rate @ \$ _____	Rate @ \$ _____ Rate @ \$ _____
Total \$ _____	\$ _____ \$ _____

**Transportation Department Signature:** \_\_\_\_\_

Reason for Denial:

Requested by: Keith Bush Keith Bush Date: 8/22/14  
 Print Name Signature  
 Principal/Site Administrator Signature: [Signature] Date 8/22/14 Approved X Denied     
 Superintendent's Signature: [Signature] Date 8/22/14 Approved X Denied     
 Date of Board Action (for overnight trips or over 200 mile radius one way):    Approved    Denied     
 Reason for Denial:   

Principal/Site Administrator Signature: 

Superintendent's Signature: [Signature]

Date of Board Action (for overnight trips or over 200 mile radius one way)

Reason for Denial:

Date 01/24/17 Approved /s/ Denied     

Approved \_\_\_\_\_ Denied \_\_\_\_\_

[illegible]

DISTRIBUTION: Requestor (GOLDENROD copy), Transportation (WHITE /GREEN copies), Site Administrator ( PINK copy), District/Board (YELLOW)  
MS:misc/field trip request form - REVISED 7-28-03

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: 10-1-2014

Destination: Capps Crossing Campground

Date returning: 10-3-2014

Time leaving: 9:00 AM 10-1-14

Est. time of return: \_\_\_\_\_

School: ARCS Dept.: \_\_\_\_\_ Club or Org.: \_\_\_\_\_

Trip Supervisor: Anne Sawyer-Scharf # of Students: 26 # of Staff: 3 # of Chaperones: 10

Place of Departure ARCS

Mode of Transportation: Walking \_\_\_\_\_ School Bus \_\_\_\_\_ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles ☒

Total Estimated Cost of Trip: \$200 Funding Source: donations

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum: We are studying Native Americans and ecosystems as part of our 3rd & 4th grade curriculum. We will be extending our learning while on this trip by experiencing ways that local Native American groups lived in the Sierra Nevada

Lead up activities, trip activities, and follow up activities: We will be researching Native American Culture and then participating in hands on activities to learn about the housing food and culture of the Miwok. We will be doing hands on activities related to ecosystems as we observe & collect specimens & study the local ecosystem

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

**For Transportation Department Use Only**

Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**BILLING:**

Hours \_\_\_\_\_ O.T. \_\_\_\_\_ Miles \_\_\_\_\_  
Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Transportation Department Signature: \_\_\_\_\_  
Reason for Denial: \_\_\_\_\_

**ODOMETER READING (MILEAGE)**

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

Total Wages \$ \_\_\_\_\_  
Total Mileage \$ \_\_\_\_\_  
TOTAL CHARGES \$ \_\_\_\_\_

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Requested by: Anne Sawyer-Scharf Date: 8-28-14

Principal/Site Administrator Signature: [Signature]

Signature \_\_\_\_\_ Date 8-28-14 Approved ☒ Denied \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_

Date 8-29-14 Approved ☒ Denied \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: October 8<sup>th</sup>, 2014 Destination: Gede Creek Res.  
Date returning: October 10<sup>th</sup>, 2014 Time leaving: 12:50 Wed  
Est. time of return: 2:00 Friday

School: Georgetown Dept.: \_\_\_\_\_ Club or Org.: \_\_\_\_\_

Trip Supervisor: Grant Tonelli # of Students: 31 # of Staff: 1 # of Chaperones: 6

Place of Departure Georgetown

Mode of Transportation: Walking \_\_\_\_\_ School Bus \_\_\_\_\_ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles ☒  
Total Estimated Cost of Trip: \$500-\$600 Funding Source: Donations

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum: Much of this trip will be tied into our Ancient Civilization course work. Physical education, building classroom culture, and demonstrate Georgetown Schools' core values.

Lead up activities, trip activities, and follow up activities: Hike out in the nature area. Identifying signs of life. Discussions of Ancient Civilizations and what made civilization thrive. Discovering what important factors of geography give life.

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

**For Transportation Department Use Only**

Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**ODOMETER READING (MILEAGE)**

Ending \_\_\_\_\_  
Beginning \_\_\_\_\_  
Total Miles \_\_\_\_\_

**BILLING:**

Hours \_\_\_\_\_ O.T. \_\_\_\_\_ Miles \_\_\_\_\_  
Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Total Wages \$ \_\_\_\_\_  
Total Mileage \$ \_\_\_\_\_  
TOTAL CHARGES \$ \_\_\_\_\_

Transportation Department Signature: \_\_\_\_\_  
Reason for Denial: \_\_\_\_\_

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Requested by: Grant Tonelli Date: 9/4/2014  
Print Name \_\_\_\_\_ Signature \_\_\_\_\_

Principal/Site Administrator Signature: [Signature] Date 9/4/14 Approved \_\_\_\_\_ Denied \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Denial: \_\_\_\_\_