

S t u d e n t S u c c e s s

SHORELINE UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES REGULAR MEETING

AGENDA

Thursday, August 18, 2016

**TOMALES HIGH SCHOOL
3850 Irvin Lane, Tomales**

1. Formal opening and call to order 5:00 p.m. – Auditorium
2. Roll call
3. Approval and adoption of agenda **ACTION**
4. Announcement regarding closed session items **INFORMATION**
5. Comments from the public on closed session items
6. Recess to closed session

CLOSED SESSION – Staff Room 5:10 p.m.

With respect to every item of business to be conducted in closed session pursuant to Government Code:

- 54957.6: Conference with Labor Negotiator, Bob Raines, regarding certificated and classified negotiations
- 54957: Public Employee Discipline/Dismissal/Release

RECONVENE TO OPEN SESSION 6:00 p.m.

We welcome you to this evening's meeting. The public may provide information and ask questions relevant to agenda items at the time those items are under consideration. We would appreciate it if you would identify yourself by name when addressing the Board. Speakers are limited to four minutes each. Copies of the agenda are located on the agenda table.

7. Announcement of any reportable action taken in closed session
8. Flag salute
9. Consent agenda **ACTION**
The Consent agenda is a group of routine items that are approved by a single Board action. They are grouped together for a single decision in order to save time. A Board member, the superintendent or a person in the audience may ask that any item be removed and acted upon separately.
 - 9.1 Minutes: Approve minutes of June 16, 2016, regular meeting
 - 9.2 Approve warrants: General
 - 9.3 Approve the 2016-17 Tomales High School Coaches
 - 9.4 Approve Superintendent Bob Raines and Chief Business Official Bruce Abbott to attend the National Association of Federally Impacted Schools 2016 Fall Conference from September 25 – 27, 2016, in Washington, DC
 - 9.5 Acceptance of Gifts: To Bodega Bay School: Bodega Bay Fisherman's Festival donated \$1,900 to the after school program. To Tomales Elementary School: Daniel Sneed donated \$750 to the art department. To Tomales High School: Sebastopol Hardware donated landscaping materials valued at \$198.60.
 - 9.6 Approve Dominic Sacheli as the California Interscholastic Federation (CIF) co-representative for Tomales High School (Adam Jennings was approved on June 16, 2016)
 - 9.7 Approve the 40-hour administrative secretary position job sharing agreement between Nancy Crivelli and Linda Borello at West Marin School for the 2016-17 school year
10. Persons desiring to address the Board on items not on the agenda. The Board will listen to your comments but are unable to engage in a discussion.

Curriculum and Instruction

- 11. Principals' report **INFORMATION**
- 12. Superintendent report – special recognition of the custodians and skilled maintenance staff **INFORMATION**
- 13. Board of Trustees' report **INFORMATION**
- 14. Review the 2015-16 District of Choice Report **INFORMATION**
- 15. Approve response to the Marin County Civil Grand Jury Report: Marin Public Schools Fail to Beat Bullies **ACTION**

Finance and Business

- 16. Chief business official report **INFORMATION**
- 17. Consider approval of lease agreement between Shoreline USD and Lion's Club Teen Center **ACTION**
- 18. Consider approval of memorandum of understanding between Shoreline USD and the West Marin Coalition for Healthy Kids **ACTION**
- 19. Consider approval of memorandum of understanding between Shoreline USD and Gallery-Route One (GRO) – Artists in the Schools (AIS) **ACTION**

Employees

- 20. Consider approval to revise the 2016-17 principal employment agreement for Adam Jennings (Tomales High) to include a mileage stipend of \$150 per month **ACTION**
- 21. Consider approval to revise the 2016-17 principal employment agreement for Matt Nagle (West Marin/Inverness) to include a mileage stipend of \$150 per month **ACTION**
- 22. Review of 2016-17 probationary teachers and teachers reaching tenure **INFORMATION**
- 23. Consider approval of nineteen (19) additional days of employment for Bodega Bay School Interim Principal Nancy Wolf for the 2016-17 school year in order to launch the new preschool **ACTION**
- 24. Consider approval of the Shoreline Unified School District classified job descriptions **ACTION**

Auxiliary

- 25. Communications

Adjournment

Written materials for open session items that are distributed to the Board of Trustees within 72 hours of the Board meeting are available for public inspection immediately upon distribution at the District office, 10 John Street, Tomales.

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Jeannie Moody at (707) 878-2225 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

SHORELINE UNIFIED SCHOOL DISTRICT
2016 REGULAR BOARD MEETING CALENDAR

January 21, 2016	-	Tomales High School
February 18, 2016	-	West Marin School
March 17, 2016	-	Tomales High School
April 21, 2016	-	West Marin School
May 19, 2016	-	Bodega Bay School
May 26, 2016	-	West Marin School
June 16, 2016	-	Tomales High School
July 21, 2016	-	West Marin School
August 18, 2016	-	Tomales High School
September 15, 2016	-	West Marin School
October 20, 2016	-	Tomales Elementary School
November 17, 2016	-	West Marin School
December 15, 2016	-	Tomales High School

All regular Board meetings will be held at 6:00 p.m. except the January 21 meeting, which will be held at 8:30 a.m. All regular Board meetings will be on the third Thursday of the month. An additional meeting has been added on May 26 for the LCAP Public Hearing.

SPECIAL MEETINGS

Special meetings/workshops/forums will be scheduled on a case-by-case basis at the time there is a need.

Adopted by the Board: December 10, 2015

**SHORELINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES**

2016

PRESIDENT JILL MANNING-SARTORI

VICE PRESIDENT CLARETTE MCDONALD

CLERK AVITO MIRANDA

BOARD REPRESENTATIVE JIM LINO

TRUSTEE VONDA JENSEN

TRUSTEE JANE HEALY

TRUSTEE TIM KEHOE

**STUDENT REPRESENTATIVES RACHEL GONZALEZ
MAX MCFADDEN**

SECRETARY BOB RAINES

**SHORELINE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING
JUNE 16, 2016**

UNAPPROVED MINUTES

A regular meeting of the Shoreline Unified School District Board of Trustees was held at Tomales High School on Thursday, June 16, 2016.

1. Vice President Clarette McDonald called the meeting to order at 5:05 p.m.
2. Board members present: Clarette McDonald, Vonda Jensen, Jim Lino and Avito Miranda. Jane Healy and Tim Kehoe arrived at 5:07 p.m.; Jill Manning-Sartori arrived at 5:30 p.m. No Board members were absent. Staff present: Superintendent Nancy Neu, Adam Jennings, Matt Nagle, Bruce Abbott and Jeannie Moody.
3. Approved and adopted the agenda.
(Jensen/Lino AYES: McDonald, Jensen, Lino and Miranda
NOES: None ABSTAIN: None ABSENT: Kehoe, Healy and Manning-Sartori) Motion passes.
4. Announced the closed session item: 54957: Public Employee Performance Evaluation: Principals.
5. No comments were heard from the public on the closed session item.
6. Recessed to closed session at 5:08 p.m.
7. Reconvened to public session at 6:08 p.m.
8. No reportable action was taken in closed session.
9. Consent Agenda
 - 9.1. Approved minutes of May 19, 2016, regular meeting.
 - 9.2. Approved minutes of May 26, 2016, regular meeting.
 - 9.3. Approved payment of warrants.
 - 9.4. Approved the 2016-2018 Student Teaching Agreement with Sonoma State University.
 - 9.5. Approved Adam Jennings as our 2016-17 North Coast Section CIF Representative.
 - 9.6. Accepted gifts to TES: Jennifer Reese donated \$656.00 to use the restrooms & school grounds for the annual Positive Pedalers bike event. To: WMS: Collin Hamblin, MD donated art books.
 - 9.7. Approved Matt Nagle to attend iPadalooza in Austin, Texas from June 22-24, 2016.
(Lino/Healy AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
10. No one addressed the Board on items not on the agenda.

Curriculum and Instruction

11. The principals' reported that their graduation ceremonies were nicely done and well attended. Principal Nagle thanked Mr. Kehoe and Mr. Miranda for attending the West Marin School eighth grade promotion. Principal Jennings thanked several staff members for their help with high school graduation. Ms. Marx presented a slideshow full of academic statistics from the graduating class of 2016. Just to mention a few of the statistics; 36 students graduated, 100% met their graduation requirements, 100% will be attending college and over \$390,000 in scholarships were awarded (\$270,000 from local families/organizations).
12. Superintendent Nancy Neu thanked everyone for giving her the opportunity to serve us once again and wished us all well. She then reported on the summer school programs at Tomales High School, Tomales Elementary School, and West Marin School. Shoreline's next priority will be to hire a new principal for TES and BBS. In the meantime, Dr. Don Armstrong and Joe Nokes will fill in for Jim Patterson on his days off to insure that the TES campus has administrative coverage every day.

13. Board President Jill Manning-Sartori thanked Nancy Neu for all of her support, guidance and expertise this past year. She then announced that the Board will be tentatively holding a board retreat on August 16. The Board will be inviting Walt Buster to facilitate this workshop to review the board's goals.
14. Approved the cancelling of our July 21, 2016, regular board meeting.
(Healy/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
15. No reports were filed on the Quarterly Report of Williams Uniform Complaints.
16. Approved authorizing Nancy Wolf as the designated authority for preschool licensing.
(Lino/Healy AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.

Finance and Business

17. CBO Bruce Abbott announced that the district office just finished up two days with our new auditing firm Christy White Associates. The auditor's did not address any major findings with Bruce so he feels that the audit went great. He then stated that he has been spending lots of time working on the budget and Local Control Accountability Plan.
18. Approved CSBA Board Self-Evaluations. Tim Kehoe amended his motion and Clarette McDonald seconded to include approval of a CSBA consultant to lead the follow-up discussion at a cost of \$2,000 plus expenses. After the Board completes their self-evaluation they will select a date in September to have CSBA facilitate a workshop to discuss and debrief the evaluations.
(Kehoe/McDonald AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
19. Adopted Resolution 2015.16.7 – Tax Anticipation Notes (TAN) from County of Marin.
(Healy/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
20. Adopted Resolution 2015.16.8 – Authorization to sign on Behalf of the Governing Board.
(Lino/McDonald AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
21. Adopted Resolution 2015.16.9 – Authorization of Budget Transfers to Permit Payment of Obligations at Close of Year.
(Healy/Kehoe AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
22. Adopted Resolution 2015.16.10 – Open Fund 12 Child Development Fund.
(Lino/Jensen AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
23. Adopted Resolution 2015.16.11 – Designated Position Representatives to the Redwood Empire Schools' Insurance Groups' Joint Powers Board.
(Healy/McDonald AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
24. Approved expenditures 2016-17 Education Protection Account (EPA).
(Lino/Kehoe AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
25. Approved the fifth updates to the 2015-16 budget.
(Healy/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.

26. Approved the 2016-17 budget.
(Lino/Healy AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
27. Approved the 2016-17 Local Control Accountability Plan (LCAP).
(Healy/Lino AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
28. Approved 2016-17 Agreement for Special Education Administrative Support Services with Marin County Office of Education (MCOE) for up to seventy-five days.
(Lino/Healy AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
29. Approved 2016-17 Agreement for Psychologist Support Services with MCOE.
(Kehoe/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
30. Approved 2015-16 Routine Maintenance Report.
(Healy/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.

Employees

31. Approved employment of Sophia Gregaru, Instructional Assistant at Tomales Elementary School, five days a week, six hours per day, effective August 19, 2016.
(Healy/McDonald AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
32. Approved the Declaration of Need for Fully Qualified Educators.
(Healy/Kehoe AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
33. Superintendent Nancy Neu accepted the resignation letter from John McGurke; teacher, athletic director and coach at Tomales High School, effective June 10, 2016.
34. Adopted Resolution #2015.16.12 – Certificated Assignment Authorization for Tamarah Pallingston.
(Lino/Manning-Sartori AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.
35. Adopted Resolution #2015.16.13 – Certificated Assignment Authorization for Dominic Sacheli.
(McDonald/Lino AYES: McDonald, Jensen, Healy, Lino, Kehoe, Miranda and Manning-Sartori
NOES: None ABSTAIN: None ABSENT: None) Motion passes.

Auxiliary

36. Communications: Inverness Garden Club sent a thank you card for the Golden Bell nomination.

Adjournment: 8:10 p.m.

Respectfully submitted,

Nancy Neu, Interim Superintendent

Adopted by the Board:

Shoreline Unified School District

Warrant Recap

August 18, 2016

<u>Fund #</u>	<u>Fund Name</u>	<u>Amount</u>
1	General Fund	428,796.76
12	Child Development Fund	0.00
13	Cafeteria Fund	17,278.79
14	Deferred Maintenance Fund	10,150.00
25	Capital Facilities Fund	-
73	Scholarship Fund	-
74	Special Education Trust Account	-

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0067 DD 060816
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20129680	070336/	BAY ALARM COMPANY				
		PO-165010	1. 01-0000-0-5620.00-0000-8100-105-000-000		13014335	63.82
			1. 01-0000-0-5620.00-0000-8100-105-000-000		13014335	107.21
			3. 01-0000-0-5620.00-0000-8100-106-000-000		12997049	52.34
			3. 01-0000-0-5620.00-0000-8100-106-000-000		12982105	89.34
			4. 01-0000-0-5620.00-0000-8100-107-000-000		13000788	130.19
			4. 01-0000-0-5620.00-0000-8100-107-000-000		12977646	94.50
			4. 01-0000-0-5620.00-0000-8100-107-000-000		12973055	91.90
			6. 01-0000-0-5620.00-0000-8100-108-000-000		12999558	42.55
			6. 01-0000-0-5620.00-0000-8100-108-000-000		12979707	100.83
			6. 01-0000-0-5620.00-0000-8100-108-000-000		1314728	97.01
			5. 01-0000-0-5620.00-0000-8100-420-000-000		13004338	158.83
			5. 01-0000-0-5620.00-0000-8100-420-000-000		13002589	117.42
			2. 01-0000-0-5620.00-0000-8100-700-000-000		12998431	65.64
		PO-169003	1. 01-0000-0-5620.00-1110-3600-740-000-000		12991096	56.16
			1. 01-0000-0-5620.00-1110-3600-740-000-000		13003150	44.67
			1. 01-0000-0-5620.00-1110-3600-740-000-000		13003150	58.73
			WARRANT TOTAL			\$1,371.14
20129681	070917/	CUSTOMINK				
		PO-161187	1. 01-9641-0-4300.00-1110-3110-420-328-000		7498933	193.42
			WARRANT TOTAL			\$193.42
20129682	000688/01	FASTRAK VIOLATION PROCESSING				
		PO-165050	3. 01-9040-0-5819.00-1110-1010-700-000-000		T721637766978	25.00
			3. 01-9040-0-5819.00-1110-1010-700-000-000		T721637558283	25.00
			WARRANT TOTAL			\$50.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0067 DD 060816
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20129683	001431/	FEDERAL EXPRESS CORPORATION				
		PO-165027	1. 01-0000-0-5960.00-0000-7200-700-000-000		5-430-85026	31.66
			1. 01-0000-0-5960.00-0000-7200-700-000-000		5-415-65620	31.66
			1. 01-0000-0-5960.00-0000-7200-700-000-000		5-423-34494	31.98
			WARRANT TOTAL			\$95.30
20129684	002474/	HOME DEPOT CREDIT SERVICES				
		PO-160037	1. 01-0000-0-4300.00-0000-8110-420-000-000		3901767	326.25
			1. 01-0000-0-4300.00-0000-8110-420-000-000		4923260	80.53
			1. 01-0000-0-4300.00-0000-8110-420-000-000		4722909	71.39
			1. 01-0000-0-4300.00-0000-8110-420-000-000		10787	21.48
			WARRANT TOTAL			\$499.65
20129685	000688/	PAY-BY-PLATE				
		PO-165050	3. 01-9040-0-5819.00-1110-1010-700-000-000		I691633547804	7.25
			3. 01-9040-0-5819.00-1110-1010-700-000-000		I691531178878	7.25
			WARRANT TOTAL			\$14.50
20129686	003055/	THE COLLEGE BOARD				
		PO-161238	1. 01-0000-0-5840.00-1110-1010-420-339-000		AP EXAMS	3,395.00
			WARRANT TOTAL			\$3,395.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$5,619.01*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$5,619.01*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$5,619.01*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 06/15/2016

BATCH: 0068 DD 060916

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20130093	001649/	APPLE COMPUTER INC				
		PO-161232	1. 01-0000-0-4400.00-0000-7200-700-000-000		487096938	2,334.67
			WARRANT TOTAL			\$2,334.67
20130094	000012/	BODEGA BAY P U D				
		PO-165012	2. 01-0000-0-5535.00-0000-8200-700-000-000		WATER	99.04
			2. 01-0000-0-5535.00-0000-8200-700-000-000		WATER	85.82
			1. 01-0000-0-5540.00-0000-8200-700-000-000		SEWER SERVICE	316.83
			WARRANT TOTAL			\$501.69
20130095	000015/	BUILDING SUPPLY CENTER				
		PO-160013	2. 01-0000-0-4300.00-0000-8110-108-000-000		42972	15.18
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43251	19.52
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43625	1.62
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43598	7.04
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43597	55.80
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43038	14.09
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43211	4.32
			2. 01-0000-0-4300.00-0000-8110-108-000-000		43070	15.18
			WARRANT TOTAL			\$74.21
20130096	003834/	CROWN TROPHY PETALUMA				
		PO-161287	1. 01-0000-0-4300.00-1110-2700-420-107-000		24109	276.74
			WARRANT TOTAL			\$276.74
20130097	000470/	ENCORE EVENTS RENTALS				
		PO-160852	1. 01-0000-0-5605.00-1110-2700-420-107-000		64858	879.00
			WARRANT TOTAL			\$879.00
20130098	002296/	FISHER SCIENTIFIC				
		PO-161219	1. 01-1100-0-4300.00-1110-1010-107-000-000		4210888	134.92
			1. 01-1100-0-4300.00-1110-1010-107-000-000		3840846	68.32

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0068 DD 060916
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			1. 01-1100-0-4300.00-1110-1010-107-000-000	3794434		558.43
			WARRANT TOTAL			\$761.67
20130099	003211/	FLINN SCIENTIFIC INC				
	PO-161216	1. 01-1100-0-4300.00-1110-1010-107-000-000	1977652		855.85	
		WARRANT TOTAL			\$855.85	
20130100	001614/	JERRY & DON'S PUMP & WELL SVC				
	PO-165037	1. 01-0000-0-5840.00-0000-8200-700-000-000	0116009		160.72	
		1. 01-0000-0-5840.00-0000-8200-700-000-000	0116008		57.28	
		1. 01-0000-0-5840.00-0000-8200-700-000-000	0116007		1,459.89	
		WARRANT TOTAL			\$1,677.89	
20130101	070818/	LANGUAGE PEOPLE INC				
	PO-165035	1. 01-0000-0-5840.00-0000-7110-700-000-000	118251		77.56	
		1. 01-0000-0-5840.00-0000-7110-700-000-000	118250		136.22	
		5. 01-3310-0-5840.00-5770-1100-700-000-000	118378		251.72	
		5. 01-3310-0-5840.00-5770-1100-700-000-000	118377		1,270.50	
		WARRANT TOTAL			\$1,736.00	
20130102	070510/	LOZANO SMITH LLP				
	PO-165040	1. 01-0000-0-5829.00-0000-7100-700-000-000	2003553		150.00	
		1. 01-0000-0-5829.00-0000-7100-700-000-000	2003554		1,091.04	
		WARRANT TOTAL			\$1,241.04	
20130103	070834/	MARIN LANGUAGE SERVICES				
	PO-165046	1. 01-0000-0-5840.00-0000-7110-700-000-000	34		197.52	
		WARRANT TOTAL			\$197.52	
20130104	004366/	MATHESON TRI-GAS INC				
	PO-160049	2. 01-7010-0-4300.00-1471-1010-420-000-000	13458052		137.33	
		WARRANT TOTAL			\$137.33	
20130105	070119/	MAXIM STAFFING SOLUTIONS				
	PO-160549	1. 01-3310-0-5840.00-5770-1100-700-711-000	4123350132		1,025.00	

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
BATCH: 0068 DD 060916
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
		1. 01-3310-0-5840.00-5770-1100-700-711-000			416201032	1,050.00
		1. 01-3310-0-5840.00-5770-1100-700-711-000			4176520132	1,150.00
					WARRANT TOTAL	\$3,225.00
20130106	000261/	MCGRAW-HILL SCHOOL EDUCATION				
		PO-161202 1. 01-6300-0-4200.00-1110-1010-107-000-000			92159626001	350.26
					WARRANT TOTAL	\$350.26
20130107	000094/	P G & E				
		PO-165051 1. 01-0000-0-5510.00-0000-8100-700-000-000			0533030520-1	8,749.90
					WARRANT TOTAL	\$8,749.90
20130108	000589/	PACIFIC TELEMAGEMENT SERVICE				
		PO-165049 1. 01-0000-0-5970.00-0000-2700-700-000-000			841549	75.00
					WARRANT TOTAL	\$75.00
20130109	002480/	TEACHERS' CURRICULUM INSTITUTE				
		PO-161221 1. 01-6300-0-4200.00-1110-1010-107-000-000			21330	544.80
					WARRANT TOTAL	\$544.80
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	17	TOTAL AMOUNT OF CHECKS:	\$23,618.57*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 06/15/2016

BATCH: 0068 DD 060916

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE				ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT SO GOAL	FUNC LOC ACT GRP	DESCRIPTION	
20130110	070206/	AAA FOOD HANDLER							
		PO-161104	1.	13-5310-0-5200.00-0000-3700-700-000-000				HOME STUDY COURSE & CERT	147.00
								WARRANT TOTAL	\$147.00
20130111	004349/	HUBERT COMPANY							
		PO-161214	1.	13-5310-0-4300.00-0000-3700-700-000-000				837121	80.49
								WARRANT TOTAL	\$80.49
20130112	070570/	MARIN-SONOMA PRODUCE COMPANY							
		PO-167011	1.	13-5310-0-4700.00-0000-3700-700-000-000				678379	355.20
			1.	13-5310-0-4700.00-0000-3700-700-000-000				681518	116.82
			1.	13-5310-0-4700.00-0000-3700-700-000-000				677391	173.50
			1.	13-5310-0-4700.00-0000-3700-700-000-000				680440	102.45
			1.	13-5310-0-4700.00-0000-3700-700-000-000				681516	171.96
			1.	13-5310-0-4700.00-0000-3700-700-000-000				679441	449.31
			1.	13-5310-0-4700.00-0000-3700-700-000-000				680438	310.92
			1.	13-5310-0-4700.00-0000-3700-700-000-000				678378	147.07
			1.	13-5310-0-4700.00-0000-3700-700-000-000				677390	370.30
			1.	13-5310-0-4700.00-0000-3700-700-000-000				679442	252.86
								WARRANT TOTAL	\$2,450.39
*** FUND	TOTALS ***			TOTAL NUMBER OF CHECKS:	3			TOTAL AMOUNT OF CHECKS:	\$2,677.88*
				TOTAL ACH GENERATED:	0			TOTAL AMOUNT OF ACH:	\$.00*
				TOTAL EFT GENERATED:	0			TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH TOTALS ***				TOTAL NUMBER OF CHECKS:	20			TOTAL AMOUNT OF CHECKS:	\$26,296.45*
				TOTAL ACH GENERATED:	0			TOTAL AMOUNT OF ACH:	\$.00*
				TOTAL EFT GENERATED:	0			TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0069 DD 061016
 FUND : 01. GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20130113	070509/	HEIDI ALVES-COSTANZO				
		PO-161234	1. 01-0000-0-4300.00-1110-2700-420-107-000		GRADUATION SUPPLIES	120.72
		PO-161235	1. 01-0000-0-5200.00-0000-2700-420-000-000		MAY MILEAGE	35.10
			2. 01-7010-0-5200.00-1471-1010-420-000-000		MAY MILEAGE	259.20
		PO-161253	1. 01-9641-0-4300.00-1110-3110-420-328-000		THANK YOU NOTE CARDS	141.04
					WARRANT TOTAL	\$556.06
20130114	070670/	DEE LYNN ARMSTRONG				
		PO-161270	1. 01-9040-0-4300.00-1110-1010-106-000-000		NAME PLATES, CLASS LIBRARY	208.86
		PO-161289	1. 01-9040-0-4300.00-1110-1010-106-000-000		PLAY MATERIALS	72.32
					WARRANT TOTAL	\$281.18
20130115	003831/	ERIC BALLATORE				
		PO-161224	1. 01-1100-0-4300.00-1110-1010-107-000-000		LAB SUPPLIES, OPEN HOUSE	386.79
					WARRANT TOTAL	\$386.79
20130116	004053/	ROSARIO BALLATORE				
		PO-161226	1. 01-9040-0-4300.00-1110-1010-107-000-000		INTERNATIONAL NIGHT	124.23
					WARRANT TOTAL	\$124.23
20130117	070888/	REBECCA BISHOP				
		PO-161256	1. 01-9641-0-4300.00-1110-3110-420-328-000		SCMP LUNCHEON	340.35
		PO-161275	1. 01-9040-0-4300.00-1110-1010-420-000-000		SENIOR SCRAPBOOK	174.80
					WARRANT TOTAL	\$515.15
20130118	070990/	KELLY BUTLER				
		PO-161261	1. 01-9040-0-4300.00-1110-1010-107-000-000		CONCERT BASS DRUM	150.00
					WARRANT TOTAL	\$150.00
20130119	001303/	COLLEEN CONLEY				
		PO-161274	1. 01-0000-0-5200.00-1110-1010-106-000-000		MILEAGE	64.80
					WARRANT TOTAL	\$64.80
20130120	070827/	RYAN CORRIGAN				
		PO-161280	1. 01-0000-0-5200.00-0000-7200-700-000-000		MILEAGE MARCH	74.30

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0069 DD 061016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		PO-161281	1. 01-0000-0-5200.00-0000-7200-700-000-000		MILEAGE APRIL	117.40
		PO-161282	1. 01-0000-0-5200.00-0000-7200-700-000-000		MILEAGE	185.00
			WARRANT TOTAL			\$376.70
20130121	071045/	CRISTINA SALCEDO				
		PO-161252	1. 01-1100-0-4300.00-0000-2700-107-000-000		3 SPECIAL EVENTS- SUPPLIES	590.77
			WARRANT TOTAL			\$590.77
20130122	071044/	CYNTHIA SKAVDAL				
		PO-161276	1. 01-0000-0-4300.00-0000-8200-420-000-000		LANDSCAPING SUPPLIES	83.78
			WARRANT TOTAL			\$83.78
20130123	071038/	BIDIA DANI DANIELSSON				
		PO-161259	1. 01-0000-0-5200.00-0000-7200-700-000-000		MILEAGE	39.96
			WARRANT TOTAL			\$39.96
20130124	070991/	ERIKA DUARTE				
		PO-160437	1. 01-6500-0-5840.00-5770-3600-700-765-000		MAY MILEAGE	763.34
			WARRANT TOTAL			\$763.34
20130125	070988/	KIM HARVELL				
		PO-161213	1. 01-9641-0-4300.00-1110-1010-106-301-000		CAFECITO	85.98
			2. 01-9641-0-4300.00-1110-1010-108-301-000		CAFECITO	85.98
			WARRANT TOTAL			\$171.96
20130126	001499/	GUADALUPE HERNANDEZ				
		PO-160848	1. 01-6500-0-5840.00-5750-3600-700-745-000		MAY MILEAGE	907.20
			WARRANT TOTAL			\$907.20
20130127	070825/	MERYL JUNIPER				
		PO-161230	1. 01-9641-0-4300.00-1110-1010-105-336-000		ART SUPPLIES	244.50
		PO-161279	1. 01-9040-0-4300.00-1110-1010-107-000-000		ART SUPPLIES	73.48
			WARRANT TOTAL			\$317.98
20130128	003819/	KOEHLER-CRAIG KAREN L				
		PO-161273	1. 01-0000-0-5200.00-0000-2700-106-000-000		MILEAGE	5.40

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0069 DD 061016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	

WARRANT TOTAL						\$5.40
20130129	070414/	ENRIQUETA LAVARTA				
		PO-161251	1. 01-9642-0-4300.00-1110-1010-107-144-000		COMMUNITY COFFEE	23.95
			WARRANT TOTAL			\$23.95
20130130	002533/	SALLY LIVESAY				
		PO-161233	1. 01-9040-0-4300.00-1110-1010-107-000-000		BOOKS	77.01
			WARRANT TOTAL			\$77.01
20130131	004202/	RACHELLE MARTIN				
		PO-165123	1. 01-6500-0-5200.00-5770-1100-107-000-000		MAY/JUNE MILEAGE	110.16
			WARRANT TOTAL			\$110.16
20130132	001212/	MICHAEL P MARWEG				
		PO-161227	1. 01-9040-0-4300.00-1110-1010-107-000-000		TENNIS LUNCH	32.58
		PO-161278	1. 01-0000-0-4300.00-1110-2700-107-107-000		STUDENT AWARDS	57.56
			WARRANT TOTAL			\$90.14
20130133	070886/	CONNIE MARX				
		PO-161236	1. 01-9641-0-4300.00-1110-3110-420-328-000		SCMP WORKSHOP	59.96
		PO-161277	1. 01-4035-0-5200.00-1110-1010-420-000-000		BOOT CAMP CERT	199.00
			WARRANT TOTAL			\$258.96
20130134	070660/	ERIN MONTOYA				
		PO-161271	1. 01-0000-0-5200.00-1110-1010-106-000-000		MAY MILEAGE	86.40
		PO-161272	1. 01-0000-0-5200.00-1110-1010-106-000-000		MILEAGE	108.00
		PO-161290	1. 01-9040-0-4300.00-1110-1010-108-000-000		CLASS SUPPLIES	10.86
		PO-161291	1. 01-9040-0-4300.00-1110-1010-108-000-000		CLASSROOM BOOKS	70.80
			WARRANT TOTAL			\$276.06
20130135	070161/	NANCY NEU				
		PO-161257	1. 01-0000-0-4300.00-0000-7200-700-000-000		STAFF APPRECIATION DAY	103.52
			WARRANT TOTAL			\$103.52

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0069 DD 061016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20130136	001963/	MARIA OROZCO				
		PO-160150	1. 01-6500-0-5840.00-5770-3600-700-753-000		ADDITIONAL FUEL	100.00
			1. 01-6500-0-5840.00-5770-3600-700-753-000		MAY MILEAGE	864.00
					WARRANT TOTAL	\$964.00
20130137	000282/	JAMES J PATTERSON				
		PO-161286	3. 01-0000-0-5200.00-0000-2700-700-000-000		LUNCH MEETING	119.82
			1. 01-1100-0-4300.00-0000-2700-107-000-000		PRINTABLE LABELS	30.98
			2. 01-9040-0-4300.00-1110-1010-107-000-000		ITUNE CARDS	270.00
					WARRANT TOTAL	\$420.80
20130138	070890/	PATRICIA PIKE				
		PO-160365	1. 01-0000-0-5200.00-1110-3600-700-141-000		MAY MILEAGE	362.88
					WARRANT TOTAL	\$362.88
20130139	004412/	MELISSA RILEY				
		PO-161292	1. 01-9040-0-4300.00-1110-1010-106-000-000		INK, PRIZES, HEADPHONES	146.87
		PO-161293	1. 01-1100-0-4300.00-1110-1010-106-000-000		BOKOS	452.08
		PO-161294	1. 01-9040-0-4300.00-1110-1010-106-000-000		KIDS CAMP CHAIRS	181.50
					WARRANT TOTAL	\$780.45
20130140	070983/	MARIA RIVERA				
		PO-160285	1. 01-6500-0-5840.00-5770-3600-700-764-000		MAY MILEAGE	479.54
					WARRANT TOTAL	\$479.54
20130141	070764/	ESPERANZA ROMAN-NUNEZ				
		PO-165133	3. 01-0000-0-5200.00-0000-2700-420-000-000		MAY JUNE MILEAGE	98.82
					WARRANT TOTAL	\$98.82
20130142	071024/	ERIN SAUNDERS				
		PO-161295	1. 01-0000-0-5200.00-1110-1010-420-000-000		MILEAGE	147.74
					WARRANT TOTAL	\$147.74
20130143	070549/	KAREN TAYLOR				
		PO-160159	1. 01-6500-0-5840.00-5770-3600-700-735-000		MAY MILEAGE	151.20

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0069 DD 061016

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	

WARRANT TOTAL						\$151.20
20130144	003224/	DAVID W WHITNEY				
		PO-161228	1. 01-9040-0-4300.00-1110-1010-108-000-000		DRUM HEAD, DRUM DAMPENER	153.33
WARRANT TOTAL						\$153.33
20130145	000565/	NANCY WOLF				
		PO-161225	1. 01-1100-0-4300.00-0000-2700-105-000-000		SUPPLIES	63.26
WARRANT TOTAL						\$63.26
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	33	TOTAL AMOUNT OF CHECKS:	\$9,897.12*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0069 DD 061016
 FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20130146	004206/	SHERRI EDWARDS				
		PO-161284	1. 13-5310-0-4700.00-0000-3700-700-000-000		MARCH-APRIL BREAD,BASIL	51.42
			WARRANT TOTAL			\$51.42
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$51.42*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	34	TOTAL AMOUNT OF CHECKS:	\$9,948.54*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	54	TOTAL AMOUNT OF CHECKS:	\$36,244.99*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
BATCH: 0070 DD 061316
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE					ABA NUM	ACCOUNT NUM	AMOUNT	
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT SO	GOAL	FUNC	LOC ACT GRP	DESCRIPTION	
20130910	070509/	HEIDI ALVES-COSTANZO									
		PO-161305	1.	01-1100-0-4300.00-0000-2700-420-000-000						THANK YOU NOTES	112.49
		PO-161330	1.	01-0000-0-4300.00-1110-2700-420-107-000						COOKIES AND SUPPLIES	86.62
										WARRANT TOTAL	\$199.11
20130911	002610/	AMERICAN TIME & SIGNAL CO									
		PO-161240	1.	01-0000-0-4300.00-0000-8110-420-000-000						765433	775.48
										WARRANT TOTAL	\$775.48
20130912	070645/	AMERIPRINTS									
		PO-165004	1.	01-0000-0-5821.00-0000-7100-700-000-000						16-326	36.00
										WARRANT TOTAL	\$36.00
20130913	001649/	APPLE COMPUTER INC									
		PO-161250	1.	01-9040-0-4300.00-1110-1010-700-000-000						4387791132	8,175.80
										WARRANT TOTAL	\$8,175.80
20130914	000089/	AT&T									
		PO-165007	1.	01-0000-0-5970.00-0000-2700-700-000-000						7078782214	165.24
			1.	01-0000-0-5970.00-0000-2700-700-000-000						7078752724	66.52
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156631014	84.86
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156638145	32.38
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156691018	75.43
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156631455	30.03
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156638130	33.08
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156638145	32.16
			1.	01-0000-0-5970.00-0000-2700-700-000-000						7078782105	45.60
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156638101	44.05
			1.	01-0000-0-5970.00-0000-2700-700-000-000						4156638130	33.18
			1.	01-0000-0-5970.00-0000-2700-700-000-000						7078789589	16.83

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
		1.	01-0000-0-5970.00-0000-2700-700-000-000	4156631014		78.61
		1.	01-0000-0-5970.00-0000-2700-700-000-000	4156691018		75.75
		1.	01-0000-0-5970.00-0000-2700-700-000-000	4156631455		26.60
		1.	01-0000-0-5970.00-0000-2700-700-000-000	4156638101		44.04
		1.	01-0000-0-5970.00-0000-2700-700-000-000	7078782286		228.46
		3.	01-0000-0-5970.00-0000-7200-700-000-000	7078782225		269.89
		2.	01-0000-0-5970.00-1110-3600-740-000-000	4156638762		16.95
		2.	01-0000-0-5970.00-1110-3600-740-000-000	7078782571		59.75
		2.	01-0000-0-5970.00-1110-3600-740-000-000	4156638762		16.86
		2.	01-0000-0-5970.00-1110-3600-740-000-000	7078782221		78.91
			WARRANT TOTAL			\$1,555.18
20130915	070602/	AUS WEST LOCKBOX				
	PO-160006	1.	01-0000-0-5520.00-0000-8200-106-000-000	702778432		35.50
		2.	01-0000-0-5520.00-0000-8200-108-000-000	702805885		250.52
	PO-160007	1.	01-0000-0-5520.00-0000-8200-107-000-000	MAY INVOICES		296.70
	PO-160008	2.	01-0000-0-5520.00-0000-8200-420-000-000	MAY INVOICES		501.04
			WARRANT TOTAL			\$1,083.76
20130916	003754/	AYS ENGINEERING GROUP INC				
	PO-165008	1.	01-0000-0-5840.00-0000-8200-108-000-000	5133		738.70
			WARRANT TOTAL			\$738.70
20130917	004053/	ROSARIO BALLATORE				
	PO-161320	1.	01-9040-0-4300.00-1110-1010-107-000-000	NOVELS- NATIVE SPEAKER CLASS		100.86
			WARRANT TOTAL			\$100.86
20130918	070110/	BARBIER SECURITY GROUP				
	PO-160889	1.	01-0000-0-5840.00-0000-8300-420-000-000	8232 GRADUATION SECURITY		294.00
	PO-160890	1.	01-0000-0-5840.00-0000-8300-420-000-000	OVERNIGHT SECURITY		896.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
WARRANT TOTAL						\$1,190.00
20130919	000617/	BILL'S LOCK AND SAFE SERVICE				
		PO-161324	1. 01-0000-0-4300.00-0000-8110-420-000-000		SERVICE CALL- REKEY	148.87
WARRANT TOTAL						\$148.87
20130920	070246/	BLAINE RAY WORKSHOPS INC				
		PO-161300	1. 01-4035-0-5200.00-1110-1010-107-000-000		3 DAY WORKSHOP	379.00
WARRANT TOTAL						\$379.00
20130921	003687/	LINDA BORELLO				
		PO-161328	1. 01-9040-0-4300.00-1110-1010-106-000-000		BATTERIES	36.92
			2. 01-9040-0-4300.00-1110-1010-108-000-000		BATTERIES	36.93
WARRANT TOTAL						\$73.85
20130922	070990/	KELLY BUTLER				
		PO-161317	1. 01-0000-0-5200.00-1110-1010-107-000-000		MAY/JUNE MILEAGE	95.04
WARRANT TOTAL						\$95.04
20130923	003017/	CAMBIUM LEARNING INC				
		PO-161008	1. 01-1100-0-4300.00-1110-1010-108-000-000		1620864	605.56
WARRANT TOTAL						\$605.56
20130924	003415/	JULIE M CASSEL				
		PO-161302	1. 01-9040-0-4300.00-1110-1010-108-000-000		CLASSROOM SUPPLIES	142.40
		PO-161303	1. 01-9040-0-4300.00-1110-1010-108-000-000		SNACKS FOR COLLEGE DAY	86.45
WARRANT TOTAL						\$228.85
20130925	000024/	CHEVRON USA INC.				
		PO-169036	1. 01-7010-0-4301.00-1110-3600-420-000-000		959593	279.20
WARRANT TOTAL						\$279.20
20130926	003643/	CLARK PEST CONTROL				
		PO-160018	1. 01-0000-0-5840.00-0000-8200-420-000-000		18411153	167.00
WARRANT TOTAL						\$167.00
20130927	003834/	CROWN TROPHY PETALUMA				
		PO-161297	1. 01-0000-0-4300.00-0000-7200-700-000-000		24240	14.07

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
	PO-161298	1.	01-0000-0-4300.00-1110-2700-107-107-000	24218		219.21
			WARRANT TOTAL			\$233.28
20130928	070851/	MARIA DIAZ				
	PO-160284	1.	01-6500-0-5840.00-5770-3600-700-758-000	APRIL MILEAGE		453.60
		1.	01-6500-0-5840.00-5770-3600-700-758-000	MAY MILEAGE		583.20
			WARRANT TOTAL			\$1,036.80
20130929	000034/	DISCOVERY OFFICE SYSTEMS				
	PO-165097	1.	01-0000-0-5620.00-1110-1010-108-000-000	55E1324244		267.48
			WARRANT TOTAL			\$267.48
20130930	070654/	ELIZABETH DREW				
	PO-161312	1.	01-9040-0-5200.00-1110-1010-106-000-000	JUNE MILEAGE		5.40
			WARRANT TOTAL			\$5.40
20130931	070989/	EVERBANK COMMERCIAL FINANCE				
	PO-165119	1.	01-0000-0-5605.00-0000-7200-700-000-000	20206854		336.35
	PO-165136	1.	01-0000-0-5605.00-1110-1010-420-000-000	20219668		630.43
	PO-165137	1.	01-0000-0-5605.00-1110-1010-107-000-000	20219663		245.48
	PO-165138	1.	01-0000-0-5605.00-1110-1010-107-000-000	20219679		336.35
	PO-165145	1.	01-0000-0-5605.00-1110-1010-108-000-000	20235081		410.13
			WARRANT TOTAL			\$1,958.74
20130932	001431/	FEDERAL EXPRESS CORPORATION				
	PO-165027	1.	01-0000-0-5960.00-0000-7200-700-000-000	5-437-70524		63.32
		1.	01-0000-0-5960.00-0000-7200-700-000-000	5-444-96187		31.82
			WARRANT TOTAL			\$95.14
20130933	000050/	FRIEDMAN BROS.				
	PO-160028	2.	01-0000-0-4300.00-0000-8100-420-000-000	5115659I		48.39
		2.	01-0000-0-4300.00-0000-8100-420-000-000	51161791I		442.74
	PO-160029	2.	01-0000-0-4300.00-0000-8110-107-000-000	51162204I		16.59

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
	PO-160030	1.	01-0000-0-4300.00-0000-8110-106-000-000	51175715I		39.90
			WARRANT TOTAL			\$547.62
20130934	070806/	MIKE FRITSCH				
	PO-161315	1.	01-0000-0-5200.00-1110-1010-107-000-000	MAY MILEAGE		95.04
	PO-161319	1.	01-9040-0-4300.00-1110-1010-107-000-000	PE FLAG FOOTBALL		120.10
			WARRANT TOTAL			\$215.14
20130935	004306/	GE CAPITAL				
	PO-165100	1.	01-0000-0-5605.00-1110-1010-105-000-000	64855665		265.48
	PO-165102	2.	01-0000-0-5605.00-1110-1010-420-000-000	64792945		171.43
			WARRANT TOTAL			\$436.91
20130936	001624/	DOLORES GONZALEZ				
	PO-165126	1.	01-0000-0-5200.00-1110-1010-106-000-000	JUNE MILAGE		18.90
			WARRANT TOTAL			\$18.90
20130937	070988/	KIM HARVELL				
	PO-161296	1.	01-1100-0-4300.00-1110-1010-106-000-000	CAFECITO		8.65
		2.	01-1100-0-4300.00-1110-1010-108-000-000	CAFECITO		8.65
	PO-161310	1.	01-0000-0-5200.00-0000-2700-106-000-000	MAY MILEAGE		39.96
		2.	01-0000-0-5200.00-0000-2700-108-000-000	MAY MILEAGE		39.96
			WARRANT TOTAL			\$97.22
20130938	070604/	INSIGNIA BRANDING				
	PO-161299	1.	01-9040-0-4300.00-1110-1010-107-000-000	2016-393		1,158.32
			WARRANT TOTAL			\$1,158.32
20130939	070750/	ADAM JENNINGS				
	PO-161323	1.	01-0000-0-5200.00-0000-2700-420-000-000	SPRING MILEAGE		184.14
			WARRANT TOTAL			\$184.14
20130940	003051/	JIM PATTERSON				
	PV-160089		01-0000-0-4300.00-0000-8110-107-000-000	SWING SUPPLIES		23.70

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0070 DD 061316

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
			01-0000-0-4300.00-0000-8110-107-000-000		PLUMBING SUPPLIES	4.60
			01-1100-0-4300.00-0000-2700-107-000-000		FAX MACHINE	141.04
			01-9040-0-4300.00-1110-1010-107-000-000		JOANN FABRICS	8.47
			WARRANT TOTAL			\$177.81
20130941	070761/	K & A TAKE AWAY				
		PO-161327	1. 01-0000-0-4300.00-0000-7110-700-000-000		49711 BOARD MEETING DINNER	80.00
			WARRANT TOTAL			\$80.00
20130942	070855/	ANNE SPITLER KASHUBA				
		PO-161258	1. 01-6500-0-5200.00-5770-1100-700-000-000		MAY MILEAGE	111.40
		PO-161307	1. 01-6500-0-5200.00-5770-1100-420-000-000		JUNE MILEAGE	39.15
			WARRANT TOTAL			\$150.55
20130943	070521/	EMILIE KLEIN				
		PO-161288	1. 01-9040-0-4200.00-1110-1010-108-000-000		BOOKS	455.32
			WARRANT TOTAL			\$455.32
20130944	071046/	HEIDI KOENIG				
		PO-161325	1. 01-0000-0-4300.00-1110-2700-108-107-000		GRADUATION SUPPLIES	55.94
			WARRANT TOTAL			\$55.94
20130945	070116/	LOWE'S				
		PO-160046	1. 01-0000-0-4300.00-0000-8110-107-000-000		910731	15.56
			WARRANT TOTAL			\$15.56
20130946	070510/	LOZANO SMITH LLP				
		PO-165040	1. 01-0000-0-5829.00-0000-7100-700-000-000		2003830	100.00
			WARRANT TOTAL			\$100.00
20130947	000080/	M MASELLI & SONS INC				
		PO-160048	2. 01-3550-0-4300.00-1471-1010-420-000-000		50866	173.48
			WARRANT TOTAL			\$173.48
20130948	000180/	MARIN COUNTY OFFICE OF ED				
		PO-160689	1. 01-0000-0-5839.00-1110-1010-700-130-000		160963	795.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
	PO-161308	1.	01-0000-0-4300.00-0000-7200-700-000-000	161015		165.83
	PO-165113	1.	01-0000-0-5960.00-0000-7200-700-000-000	161017		69.29
			WARRANT TOTAL			\$1,030.12
20130949	071014/	MARIN GENERAL HOSPITAL				
	PO-161333	1.	01-9040-0-5840.00-1130-4200-420-000-000	JUNE-16 ATHELETE TRAINER		3,865.00
			WARRANT TOTAL			\$3,865.00
20130950	070886/	CONNIE MARX				
	PO-161306	1.	01-1100-0-4300.00-0000-2700-420-000-000	PHOTO PAPER		9.75
	PO-165131	1.	01-0000-0-5200.00-0000-2700-420-000-000	MCOE WORKSHOP		49.68
			WARRANT TOTAL			\$59.43
20130951	003049/	MATTHEW NAGLE				
	PV-160090		01-0000-0-4300.00-0000-8200-106-000-000	BATTERIES		9.75
			01-0000-0-4300.00-0000-8200-108-000-000	SUPPLIES		9.75
			01-0000-0-4300.00-0000-8200-108-000-000	GRADUATION SUPPLIES		27.92
			01-0000-0-4300.00-1110-2700-108-107-000	SUPPLIES		5.40
			01-0000-0-5960.00-0000-2700-700-000-000	MAIL		2.45
			01-0000-0-5960.00-0000-2700-700-000-000	MAIL		3.77
			01-0000-0-5960.00-0000-2700-700-000-000	MAIL		8.45
			01-0000-0-5960.00-0000-2700-700-000-000	POSTAGE		3.25
			01-1100-0-4300.00-1110-1010-108-000-000	SUPPLIES		32.93
			WARRANT TOTAL			\$103.67
20130952	003775/	MATTHEW NAGLE				
	PV-160092		01-9642-0-5200.00-1110-1010-106-144-000	WHALE DELI - STAFF LUNCH		70.54
			01-9642-0-5200.00-1110-1010-106-144-000	MISSING RECEIPTS		122.29
			WARRANT TOTAL			\$192.83
20130953	070119/	MAXIM STAFFING SOLUTIONS				
	PO-160549	1.	01-3310-0-5840.00-5770-1100-700-711-000	4199370132		800.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

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FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			1. 01-3310-0-5840.00-5770-1100-700-711-000		4218800132	800.00
			WARRANT TOTAL			\$1,600.00
20130954	070660/	ERIN MONTOYA				
		PO-161301	1. 01-9040-0-4200.00-1110-1010-108-000-000		BOOKS	213.14
			WARRANT TOTAL			\$213.14
20130955	070015/	JEANNIE MOODY				
		PO-161329	1. 01-0000-0-5200.00-0000-7200-700-000-000		OCT-JUNE MILEAGE	349.68
			WARRANT TOTAL			\$349.68
20130956	070752/	MATTHEW NAGLE				
		PO-161314	2. 01-0000-0-5200.00-0000-2700-106-000-000		AUG-MAY MILEAGE	544.61
			1. 01-0000-0-5200.00-0000-2700-108-000-000		AUG-MAY MILEAGE	544.62
		PO-161318	1. 01-9040-0-4300.00-1110-1010-106-000-000		TOURNAMENT, TABLETS, SPEAKER	548.96
			2. 01-9040-0-4300.00-1110-1010-108-000-000		DISPLAYPORT,SUPPLIES,FIELD DAY	548.95
		PO-161326	1. 01-0000-0-5200.00-0000-2700-108-000-000		JUNE MILEAGE	69.22
			WARRANT TOTAL			\$2,256.36
20130957	003050/	NANCY WOLF				
		PV-160091	01-0000-0-4300.00-0000-8110-105-000-000		PINI ACE HARDWARE- SOCKETS	5.43
			01-1100-0-4300.00-0000-2700-105-000-000		POST OFFICE- STAMPS	4.90
			WARRANT TOTAL			\$10.33
20130958	003905/	NCS PEARSON INC				
		PO-161190	1. 01-9040-0-4300.00-1110-1010-700-000-000		10729241	62.08
			WARRANT TOTAL			\$62.08
20130959	000086/	NORTH MARIN WATER DISTRICT				
		PO-165047	1. 01-0000-0-5535.00-0000-8200-700-000-000		2012302	1,080.54
			WARRANT TOTAL			\$1,080.54
20130960	001046/	STEFFAN P O'NEILL				
		PO-161316	1. 01-0000-0-5200.00-1110-1010-107-000-000		MAY/JUNE MILEAGE	165.24

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FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE				ABA NUM	ACCOUNT NUM	AMOUNT					
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	

WARRANT TOTAL													\$165.24	
20130961	001524/	OFFICE DEPOT												
		PO-161115	1.	01-1100-0-4300.00-0000-2700-108-000-000									836486639-002	11.26
			1.	01-1100-0-4300.00-0000-2700-108-000-000									836486639-001	24.85
			1.	01-1100-0-4300.00-0000-2700-108-000-000									836486759-001	19.50
		PO-161157	1.	01-1100-0-4300.00-1110-1010-107-000-000									839086444-001	81.97
		PO-161179	1.	01-9040-0-4300.00-1110-1010-420-000-000									837977016-001	151.44
			1.	01-9040-0-4300.00-1110-1010-420-000-000									838187205-001	37.13
			1.	01-9040-0-4300.00-1110-1010-420-000-000									837977158-001	19.52
		PO-161183	1.	01-1100-0-4300.00-1110-1010-107-000-000									838839820-002	25.11
		PO-161199	1.	01-0000-0-4300.00-0000-8110-107-000-000									839401873-001	344.86
		PO-161200	1.	01-1100-0-4300.00-1110-1010-107-000-000									839400854-001	274.42
			1.	01-1100-0-4300.00-1110-1010-107-000-000									839400883-001	50.73
		PO-161201	1.	01-1100-0-4300.00-1110-1010-107-000-000									839389616-001	70.07
			1.	01-1100-0-4300.00-1110-1010-107-000-000									839389615-001	35.77
			1.	01-1100-0-4300.00-1110-1010-107-000-000									839389560-001	28.20
		PO-161206	1.	01-1100-0-4300.00-1110-1010-107-000-000									840415752-001	101.24
			1.	01-1100-0-4300.00-1110-1010-107-000-000									840415753-001	52.01
			1.	01-1100-0-4300.00-1110-1010-107-000-000									840415656-001	176.37
		PO-161207	1.	01-1100-0-4300.00-1110-1010-107-000-000									840424473-001	52.95
			1.	01-1100-0-4300.00-1110-1010-107-000-000									841065120-001	124.34
			1.	01-1100-0-4300.00-1110-1010-107-000-000									840419882-001	404.69
		PO-161208	1.	01-9040-0-4300.00-1110-1010-107-000-000									840461553-001	35.15
			1.	01-9040-0-4300.00-1110-1010-107-000-000									840462582-001	19.63

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FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE					ABA NUM	ACCOUNT NUM	AMOUNT			
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
		PO-161209	1.	01-0000-0-4300.00-1110-2700-107-107-000								839780962-001	138.66
			1.	01-0000-0-4300.00-1110-2700-107-107-000								839781146-001	20.38
		PO-161210	1.	01-1100-0-4300.00-1110-1010-107-000-000								840232281-003	32.39
			1.	01-1100-0-4300.00-1110-1010-107-000-000								840232281-001	16.28
			1.	01-1100-0-4300.00-1110-1010-107-000-000								840232597-001	106.70
			1.	01-1100-0-4300.00-1110-1010-107-000-000								840232281-002	6.14
			1.	01-1100-0-4300.00-1110-1010-107-000-000								840232281-001	242.99
		PO-161211	1.	01-9040-0-4300.00-1110-1010-107-000-000								840226536-001	20.39
			1.	01-9040-0-4300.00-1110-1010-107-000-000								840226481-001	69.22
		PO-161222	1.	01-6500-0-4300.00-5770-1100-107-000-000								841299210-001	100.29
			1.	01-6500-0-4300.00-5770-1100-107-000-000								841299266-001	3.52
		PO-161223	1.	01-6500-0-4300.00-5770-1100-107-000-000								841025964-001	48.04
			1.	01-6500-0-4300.00-5770-1100-107-000-000								841026035-001	6.77
		PO-161237	1.	01-9040-0-4300.00-1110-1010-420-000-000								841058420-001	168.38
		PO-161249	1.	01-0000-0-4300.00-0000-8110-107-000-000								842219976-001	194.53
		PO-161260	1.	01-1100-0-4300.00-0000-2700-106-000-000								841475950-001	86.93
			1.	01-1100-0-4300.00-0000-2700-106-000-000								841475950-0002	17.25
			1.	01-1100-0-4300.00-0000-2700-106-000-000								842818589-001	20.83
				WARRANT TOTAL									\$3,440.90
20130962	001963/	MARIA OROZCO											
		PO-160150	1.	01-6500-0-5840.00-5770-3600-700-753-000								JUNE MILEAGE	302.40
			1.	01-6500-0-5840.00-5770-3600-700-753-000								ADDITIONAL FUEL COSTS	50.00
				WARRANT TOTAL									\$352.40
20130963	000094/	P G & E											
		PO-165051	1.	01-0000-0-5510.00-0000-8100-700-000-000								3566004961-6	11.03

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 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
		1.	01-0000-0-5510.00-0000-8100-700-000-000	8156265086-1		597.62
			WARRANT TOTAL			\$608.65
20130964	000688/	PAY-BY-PLATE				
	PO-165050	3.	01-9040-0-5819.00-1110-1010-700-000-000	691532800931		7.25
			WARRANT TOTAL			\$7.25
20130965	000099/	POINT REYES LIGHT INC				
	PO-160354	1.	01-0000-0-5803.00-0000-7100-700-000-000	34943		30.00
			WARRANT TOTAL			\$30.00
20130966	000894/	PRO ED INC				
	PO-161229	1.	01-6500-0-4300.00-5770-1100-700-000-000	2553053		642.40
			WARRANT TOTAL			\$642.40
20130967	070381/	REDWOOD EMPIRE DISPOSAL				
	PO-165055	1.	01-0000-0-5550.00-0000-8200-700-000-000	822407		623.14
		1.	01-0000-0-5550.00-0000-8200-700-000-000	822409		255.25
		1.	01-0000-0-5550.00-0000-8200-700-000-000	822405		290.60
		1.	01-0000-0-5550.00-0000-8200-700-000-000	822408		1,273.56
		1.	01-0000-0-5550.00-0000-8200-700-000-000	822406		715.14
			WARRANT TOTAL			\$3,157.69
20130968	001498/	CELESTINE M RIGHETTI				
	PO-165134	4.	01-0000-0-5200.00-1110-3110-420-126-000	MAY MILEAGE		48.60
			WARRANT TOTAL			\$48.60
20130969	002531/	LAURIE M RUBIN				
	PO-160694	1.	01-0000-0-5200.00-1511-1010-700-000-000	MAY.JUNE MILEAGE		63.72
			WARRANT TOTAL			\$63.72
20130970	070476/	SANTA ROSA WHOLESALE FLORIST				
	PO-161331	1.	01-0000-0-4300.00-1110-2700-420-107-000	13169		82.84
			WARRANT TOTAL			\$82.84

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0070 DD 061316

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION			
20130971	071024/	ERIN SAUNDERS				
		PO-161311	1. 01-0000-0-5200.00-1110-1010-420-000-000		JUNE MILEAGE	92.34
					WARRANT TOTAL	\$92.34
20130972	003001/	SCHOOL MATE				
		PO-161192	1. 01-1100-0-4300.00-1110-1010-107-000-000		000441145	365.00
					WARRANT TOTAL	\$365.00
20130973	000247/	SCHOOL SERVICES OF CALIFORNIA				
		PO-161101	1. 01-0000-0-5200.00-0000-7200-700-000-000		90988	310.00
					WARRANT TOTAL	\$310.00
20130974	002104/	SCSRA				
		PO-161332	1. 01-0000-0-5840.00-1130-4200-420-000-000		06102016	760.62
					WARRANT TOTAL	\$760.62
20130975	002492/	SHORELINE REVOLVING CASH				
		RC-160002	01-0000-0-4300.00-0000-7100-700-000-000		REPLENISH REVOLVING CASH	93.00
			01-0000-0-4300.00-0000-7110-700-000-000		REPLENISH REVOLVING CASH	530.00
			01-0000-0-4300.00-0000-7110-700-000-000		REPLENISH REVOLVING CASH	71.67
			01-0000-0-4300.00-0000-7110-700-000-000		REPLENISH REVOLVING CASH	39.90
			01-0000-0-4316.00-1110-3600-740-000-000		REPLENISH REVOLVING CASH	179.43
			01-0000-0-5200.00-1130-4200-420-000-000		REPLENISH REVOLVING CASH	120.00
			01-0000-0-5840.00-0000-2700-700-000-000		REPLENISH REVOLVING CASH	100.00
			01-9040-0-4300.00-1110-1010-420-000-000		REPLENISH REVOLVING CASH	50.00
			01-9641-0-4300.00-1110-3110-420-328-000		REPLENISH REVOLVING CASH	227.82
					WARRANT TOTAL	\$1,411.82
20130976	003005/	SONOMA COUNTY OFFICE OF ED				
		PO-165065	1. 01-0000-0-5829.00-0000-7100-700-000-000		16-03273	352.50
					WARRANT TOTAL	\$352.50
20130977	002116/	SUPER DUPER PUBLICATIONS				
		PO-161191	1. 01-9040-0-4300.00-1110-1010-700-000-000		2168679	252.69

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	

WARRANT TOTAL						\$252.69
20130978	003686/	ESTHER M UNDERWOOD				
		PO-161304	1. 01-9040-0-4300.00-1110-1010-108-000-000		SUPPLIES, DESK, BOOK	288.82
WARRANT TOTAL						\$288.82
20130979	004000/	UNITED SITE SERVICES INC				
		PO-165071	1. 01-0000-0-5540.00-1130-8200-700-000-000		114-4076733	194.37
		PO-169028	1. 01-0000-0-5540.00-0000-8200-740-000-000		114-4086790	111.32
WARRANT TOTAL						\$305.69
20130980	070587/	VERIZON WIRELESS				
		PO-160882	1. 01-9641-0-4300.00-1130-4200-420-312-000		9766668661	370.63
WARRANT TOTAL						\$370.63
20130981	070634/	WATERSAVERS IRRIGATION INC				
		PO-160326	1. 01-0000-0-4300.00-0000-8110-108-000-000		REISSUED PAYMENT 1679297-00	120.40
WARRANT TOTAL						\$120.40
20130982	000441/	WEST SONOMA COUNTY DISPOSAL				
		PO-165075	1. 01-0000-0-5550.00-0000-8100-700-000-000		133550	496.06
WARRANT TOTAL						\$496.06
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	73	TOTAL AMOUNT OF CHECKS:	\$47,845.45*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0070 DD 061316
 FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20130983	070602/	AUS WEST LOCKBOX				
		PO-167001	1. 13-5310-0-5520.00-0000-8200-700-000-000		MAY INVOICES	216.36
			WARRANT TOTAL			\$216.36
20130984	003553/	CLOVER STORNETTA FARMS INC				
		PO-167004	1. 13-5310-0-4700.00-0000-3700-700-000-000		MAY INVOICES	1,640.85
			WARRANT TOTAL			\$1,640.85
20130985	002520/	COTATI FOOD SERVICE				
		PO-167005	1. 13-5310-0-4700.00-0000-3700-700-000-000		MAY INVOICES	3,686.06
			WARRANT TOTAL			\$3,686.06
20130986	071049/	NORTH COAST MEDICAL INC				
		PO-161217	1. 13-5310-0-4300.00-0000-3700-700-000-000	3678986		99.20
			WARRANT TOTAL			\$99.20
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	4	TOTAL AMOUNT OF CHECKS:	\$5,642.47*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH	TOTALS ***		TOTAL NUMBER OF CHECKS:	77	TOTAL AMOUNT OF CHECKS:	\$53,487.92*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF CHECKS:	77	TOTAL AMOUNT OF CHECKS:	\$53,487.92*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20131543	002069/	A Z BUS SALES INC				
		PO-169001	1. 01-0000-0-4316.00-1110-3600-740-000-000		02P410520	482.94
			WARRANT TOTAL			\$482.94
20131544	003316/	ADTS INC				
		PO-169002	1. 01-0000-0-5840.00-1110-3600-740-000-000		157807	104.50
			WARRANT TOTAL			\$104.50
20131545	003393/	AMAZON				
		PO-161039	1. 01-0000-0-4300.00-1130-4200-420-000-000		286201261107	32.63
		PO-161048	1. 01-9040-0-4300.00-1110-1010-420-000-000		023541865516	17.75
		PO-161071	1. 01-9040-0-4300.00-1110-1010-105-000-000		086966719564	171.26
			1. 01-9040-0-4300.00-1110-1010-105-000-000		299189628147	45.03
			1. 01-9040-0-4300.00-1110-1010-105-000-000		275688788456	67.12
			1. 01-9040-0-4300.00-1110-1010-105-000-000		152718435762	45.50
		PO-161072	1. 01-9040-0-4300.00-1110-1010-420-000-000		129740982515	23.97
			2. 01-9641-0-4300.00-1110-2420-420-307-000		129740935983	124.30
		PO-161076	1. 01-0000-0-4300.00-1130-4200-420-000-000		255247419453	123.68
			1. 01-0000-0-4300.00-1130-4200-420-000-000		197918517670	149.99
			1. 01-0000-0-4300.00-1130-4200-420-000-000		255249592186	123.68
		PO-161077	1. 01-1100-0-4300.00-1110-1010-107-000-000		114815793811	60.81
		PO-161093	1. 01-1100-0-4300.00-1110-1010-105-000-000		113050468424	32.05
			1. 01-1100-0-4300.00-1110-1010-105-000-000		137556442224	43.99
			1. 01-1100-0-4300.00-1110-1010-105-000-000		113057810097	8.55
			1. 01-1100-0-4300.00-1110-1010-105-000-000		113056861400	41.02
		PO-161096	1. 01-0000-0-4300.00-0000-7200-700-000-000		203753015513	718.08
		PO-161097	1. 01-0000-0-4300.00-0000-8110-107-000-000		162921156869	106.28

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		PO-161099	1. 01-9040-0-4400.00-1110-1010-108-000-000		049817555975	919.57
		PO-161111	1. 01-1100-0-4300.00-1110-1010-420-000-000		252783840428	67.07
		PO-161112	1. 01-0000-0-4300.00-0000-8110-107-000-000		105703588641	41.78
		PO-161119	1. 01-0000-0-4300.00-1130-4200-420-000-000		224158546208	55.11
		PO-161121	1. 01-0000-0-4300.00-0000-8200-107-000-000		206776023074	31.92
		PO-161136	1. 01-0000-0-4300.00-1130-4200-420-000-000		292752610989	108.45
		PO-161144	1. 01-1100-0-4300.00-1110-1010-105-000-000		204760257577	13.30
			WARRANT TOTAL			\$3,172.89
20131546	071051/	ARBORSCIENCE				
		PO-161338	1. 01-0000-0-5840.00-0000-8110-106-000-000		SHORE-10-16-16	322.79
			WARRANT TOTAL			\$322.79
20131547	000089/02	AT & T				
		PO-165006	1. 01-0000-0-5940.00-0000-2700-700-000-000		OPTIMAN	9,267.84
			WARRANT TOTAL			\$9,267.84
20131548	003673/	CHRISTINE BOWMAN				
		PO-161335	1. 01-0000-0-4300.00-0000-2700-420-000-000		8TH GRADE OPEN HOUSE	112.56
		PO-161336	1. 01-0000-0-4300.00-0000-7200-700-000-000		MARCH BOARD MEETING	27.37
		PO-161337	1. 01-0000-0-4300.00-1110-2700-420-107-000		AWARDS NIGHT	142.96
		PO-161340	1. 01-0000-0-4300.00-0000-7200-700-000-000		STAFF DEVELOPMENT	5.98
			WARRANT TOTAL			\$288.87
20131549	070028/	BUS WEST LLC				
		PO-169007	1. 01-0000-0-4316.00-1110-3600-740-000-000		BN079005	260.51
			1. 01-0000-0-4316.00-1110-3600-740-000-000		BN77491	95.50
			WARRANT TOTAL			\$356.01
20131550	002719/	CREATIVE CERAMICS				
		PO-161309	1. 01-9040-0-5840.00-1110-1010-107-000-000		161309	1,318.07

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE					ABA NUM	ACCOUNT NUM	AMOUNT			
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	

WARRANT TOTAL													\$1,318.07
20131551	002952/	DAN'S AUTOMOTIVE											
		PO-169048	1.	01-0000-0-4316.00-1110-3600-740-000-000								35954	223.00
WARRANT TOTAL													\$223.00
20131552	071052/	DIESEL EMISSIONS SERVICE											
		PO-169061	1.	01-0000-0-4316.00-1110-3600-740-000-000								4-23607	32.59
			2.	01-0000-0-4316.00-5770-3600-740-000-000								2-4738	2,049.91
			2.	01-0000-0-4316.00-5770-3600-740-000-000								3-34404	68.94
			2.	01-0000-0-4316.00-5770-3600-740-000-000								4-23607	53.61
WARRANT TOTAL													\$2,205.05
20131553	001431/	FEDERAL EXPRESS CORPORATION											
		PO-165027	1.	01-0000-0-5960.00-0000-7200-700-000-000								5-452-39887	63.96
WARRANT TOTAL													\$63.96
20131554	004075/	FIRST NATIONAL BANK OMAHA											
		PO-160337	2.	01-0000-0-5970.00-0000-2700-700-000-000								2443654615500800499097 2	11.41
		PO-161181	1.	01-0000-0-4300.00-1130-4200-420-000-000								2471705614051406274058 7	105.75
		PO-161204	1.	01-0000-0-4300.00-0000-7100-700-000-000								2422436138105012214001 1	372.92
		PO-161239	1.	01-0000-0-4300.00-0000-8200-420-000-000								24692166154000167991039 1	151.11
			1.	01-0000-0-4300.00-0000-8200-420-000-000								24692166153000561199073 1	199.92
		PO-161242	1.	01-6264-0-5200.00-1110-1010-700-000-000								24019516148542800584326 7	1,150.00
WARRANT TOTAL													\$1,991.11
20131555	000922/	GRAINGER											
		PO-160032	1.	01-0000-0-4300.00-0000-8110-107-000-000								6327643178	397.75
WARRANT TOTAL													\$397.75
20131556	071043/	GREEN ACRE											
		PO-165146	1.	01-3310-0-5840.00-5770-1100-700-759-000								GAH03/16	2,335.38
			1.	01-3310-0-5840.00-5770-1100-700-759-000								GAH05/16	4,615.16

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
		1.	01-3310-0-5840.00-5770-1100-700-759-000		GAH04/16	4,154.84
			WARRANT TOTAL			\$11,105.38
20131557	003576/	HILLYARD/SAN FRANCISCO				
		PO-161341	1. 01-0000-0-4300.00-0000-8200-108-000-000		602094982	828.59
			WARRANT TOTAL			\$828.59
20131558	000249/	LACE HOUSE LINEN SUPPLY INC				
		PO-169017	1. 01-0000-0-5520.00-1110-8200-740-000-000		78800-00	23.00
			1. 01-0000-0-5520.00-1110-8200-740-000-000		77921-00	23.00
			1. 01-0000-0-5520.00-1110-8200-740-000-000		76151-00	23.00
			WARRANT TOTAL			\$69.00
20131559	000180/	MARIN COUNTY OFFICE OF ED				
		PO-161345	1. 01-0000-0-4300.00-0000-7200-700-000-000		161030	18.50
		PO-165110	1. 01-9040-0-5840.00-1110-1010-420-000-000		160997	9,062.00
		PO-165148	1. 01-0000-0-5839.00-1130-4200-107-000-000		160945	250.00
			2. 01-0000-0-5839.00-1130-4200-108-000-000		160945	250.00
			WARRANT TOTAL			\$9,580.50
20131560	000359/	MARIN COUNTY TAX COLLECTOR				
		PO-169019	1. 01-0000-0-4301.00-1110-3600-740-000-000		164721	993.22
			WARRANT TOTAL			\$993.22
20131561	000708/	NORTH BAY PETROLEUM				
		PO-169024	1. 01-0000-0-4301.00-1110-3600-740-000-000		1775766	107.06
			1. 01-0000-0-4301.00-1110-3600-740-000-000		1140073	945.46
			1. 01-0000-0-4301.00-1110-3600-740-000-000		1142358	1,629.77
			1. 01-0000-0-4301.00-1110-3600-740-000-000		1142117	1,277.53
			1. 01-0000-0-4301.00-1110-3600-740-000-000		1140023	1,137.35
			1. 01-0000-0-4301.00-1110-3600-740-000-000		1142199	1,487.42

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0071 DD 062016

FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
		1.	01-0000-0-4301.00-1110-3600-740-000-000	1142067		1,047.17
		1.	01-0000-0-4301.00-1110-3600-740-000-000	1140228		1,416.74
		1.	01-0000-0-4301.00-1110-3600-740-000-000	1778252		98.07
		1.	01-0000-0-4301.00-1110-3600-740-000-000	1142509		1,338.21
			WARRANT TOTAL			\$10,484.78
20131562	000206/	PETALUMA AUTO PARTS				
	PO-169022	1.	01-0000-0-4316.00-1110-3600-740-000-000	APRIL PARTS		886.53
		1.	01-0000-0-4316.00-1110-3600-740-000-000	MAY PARTS		489.74
			WARRANT TOTAL			\$1,376.27
20131563	001600/	PETERSON TRUCKS INC				
	PO-169023	2.	01-0000-0-4316.00-5770-3600-740-000-000	FINANCE CHARGE		5.62
		2.	01-0000-0-4316.00-5770-3600-740-000-000	257736P		170.11
		2.	01-0000-0-4316.00-5770-3600-740-000-000	256079P		375.19
		2.	01-0000-0-4316.00-5770-3600-740-000-000	FC1603-A		53.25
			WARRANT TOTAL			\$604.17
20131564	001389/	SAFETY-KLEEN CORP				
	PO-169025	2.	01-0000-0-4301.00-1110-3600-740-000-000	70099757		308.07
			WARRANT TOTAL			\$308.07
20131565	071004/	SAMANTHA SHURA				
	PO-161047	1.	01-6500-0-5840.00-5770-1100-700-770-000	JUNE OT SERVICES		225.00
		1.	01-6500-0-5840.00-5770-1100-700-770-000	MAY OT SERVICES		675.00
		1.	01-6500-0-5840.00-5770-1100-700-770-000	APRIL OT SERVICES		225.00
			WARRANT TOTAL			\$1,125.00
20131566	003464/	SONOMA COUNTY OFFICE OF ED				
	PO-160655	1.	01-6500-0-5840.00-5770-1100-700-768-000	IN16-03420		29,250.00
	PO-161339	5.	01-6500-0-5840.00-5770-1100-700-759-000	IN16-03420		19,500.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		2.	01-6500-0-5840.00-5770-1100-700-769-000		IN16-03420	32,400.00
		1.	01-6500-0-5840.00-5770-1100-700-772-000		IN16-03420	19,500.00
		4.	01-6500-0-5840.00-5770-1100-700-773-000		IN16-03420	9,750.00
		3.	01-6500-0-5840.00-5770-1100-700-774-000		IN16-03420	29,250.00
			WARRANT TOTAL			\$139,650.00
20131567	001256/	SONOMA MEDIA INVESTMENTS LLC				
		PO-161334	1. 01-0000-0-5803.00-0000-7100-700-000-000		132914	273.00
			WARRANT TOTAL			\$273.00
20131568	003327/	TIRE DISTRIBUTION SYSTEMS INC				
		PO-169027	4. 01-0000-0-4316.00-1110-3600-740-000-000		850-53917	293.12
			4. 01-0000-0-4316.00-1110-3600-740-000-000		SERVICE CHARGE	35.71
			4. 01-0000-0-4316.00-1110-3600-740-000-000		850-53340	494.09
			6. 01-0000-0-4316.00-1110-3600-740-000-000		850-54404	1,585.81
			6. 01-0000-0-4316.00-1110-3600-740-000-000		850-53901	4,029.37
			4. 01-0000-0-4316.00-1110-3600-740-000-000		850-54404	442.33
			4. 01-0000-0-4316.00-1110-3600-740-000-000		SERVICE CHARGE	7.41
			WARRANT TOTAL			\$6,887.84
20131569	001568/	VICTORY AUTO PLAZA INC				
		PO-169030	2. 01-0000-0-4316.00-0000-8200-700-000-000		v110-920847	253.72
			WARRANT TOTAL			\$253.72
20131570	070634/	WATERSAVERS IRRIGATION INC				
		PO-161342	1. 01-0000-0-4300.00-0000-8200-105-000-000		1707294-00	179.65
			WARRANT TOTAL			\$179.65
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	28	TOTAL AMOUNT OF CHECKS:	\$203,913.97*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0071 DD 062016

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE							ABA NUM	ACCOUNT NUM	AMOUNT				
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION			
20131571	004206/	SHERRI EDWARDS														
		PO-161283	1.	13-5310-0-5200.00-0000-3700-700-000-000									MAR-APR MILEAGE	76.03		
													WARRANT TOTAL	\$76.03		
*** FUND	TOTALS ***												TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$76.03*
													TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0071 DD 062016
 FUND : 74 FOUNDATION TRUST FUND #2

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE					ABA NUM	ACCOUNT NUM	AMOUNT				
	REQ#	REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
20131572	002955/	KEVIN LAWSON AND INGRID LAWSON												
		PO-165039	1.	74-0000-0-5826.00-0000-9100-700-732-000									1438042	10,150.00
													WARRANT TOTAL	\$10,150.00
*** FUND	TOTALS ***													
						TOTAL NUMBER OF CHECKS:							TOTAL AMOUNT OF CHECKS:	\$10,150.00*
						TOTAL ACH GENERATED:							TOTAL AMOUNT OF ACH:	\$.00*
						TOTAL EFT GENERATED:							TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH	TOTALS ***													
						TOTAL NUMBER OF CHECKS:							TOTAL AMOUNT OF CHECKS:	\$214,140.00*
						TOTAL ACH GENERATED:							TOTAL AMOUNT OF ACH:	\$.00*
						TOTAL EFT GENERATED:							TOTAL AMOUNT OF EFT:	\$.00*
*** DISTRICT	TOTALS ***													
						TOTAL NUMBER OF CHECKS:							TOTAL AMOUNT OF CHECKS:	\$214,140.00*
						TOTAL ACH GENERATED:							TOTAL AMOUNT OF ACH:	\$.00*
						TOTAL EFT GENERATED:							TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0001 DD 070516
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
20132571	070777/	BRIGHT PATH THERAPISTS INC				
		CL-160003	01-6500-0-5840.00-5770-1100-700-735-000	4608		141.19
			WARRANT TOTAL			\$141.19
20132572	000020/	CALIF SCHOOL BOARDS ASSOC				
		CL-160014	01-0000-0-5200.00-0000-7100-700-000-000	22679-S7N9F4		249.00
			01-0000-0-5200.00-0000-7100-700-000-000	22636-R5S4B4		249.00
			01-0000-0-5200.00-0000-7100-700-000-000	21698-Y4L9V4		498.00
			WARRANT TOTAL			\$996.00
20132573	000024/	CHEVRON USA INC.				
		CL-160017	01-7010-0-4301.00-1471-1010-420-000-000	7898867556		114.76
			WARRANT TOTAL			\$114.76
20132574	003208/	ED TECH TEAM INC				
		CL-160019	01-4035-0-5200.00-1110-1010-420-000-000	0002466E		199.00
			WARRANT TOTAL			\$199.00
20132575	004137/	EDUCATIONAL DATA SYSTEMS INC				
		CL-160020	01-1400-0-4300.00-1110-1010-700-000-000	061619850		224.91
			WARRANT TOTAL			\$224.91
20132576	070813/	EUROSPORT				
		CL-160035	01-0000-0-4300.00-1130-4200-420-000-000	57443001		1,713.05
			WARRANT TOTAL			\$1,713.05
20132577	001431/	FEDERAL EXPRESS CORPORATION				
		CL-160021	01-0000-0-5960.00-0000-7200-700-000-000	1498-1523-6		32.14
			WARRANT TOTAL			\$32.14
20132578	070926/	FERGUSON ENTERPRISES INC #686				
		CL-160022	01-0000-0-4300.00-0000-8200-420-000-000	4721775		289.65
			WARRANT TOTAL			\$289.65
20132579	071034/	GOPHER SPORTS				
		CL-160007	01-9040-0-4300.00-1110-1010-106-000-000	9152236		429.07

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0001 DD 070516
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	

WARRANT TOTAL						\$429.07
20132580	003774/	IMAGINATION PLAYGROUND LLC				
		CL-160027	01-9641-0-4300.00-1110-1010-107-333-000		710779	5,506.00
			WARRANT TOTAL			\$5,506.00
20132581	000191/	INVERNESS PUD WATER SYSTEM				
		CL-160023	01-0000-0-5535.00-0000-8100-700-000-000		307-005-50	959.30
			WARRANT TOTAL			\$959.30
20132582	001614/	JERRY & DON'S PUMP & WELL SVC				
		CL-160036	01-0000-0-5840.00-0000-8200-700-000-000		0116568-IN	1,585.51
			01-0000-0-5840.00-0000-8200-700-000-000		011656-IN	46.20
			01-0000-0-5840.00-0000-8200-700-000-000		0116566-IN	46.20
			WARRANT TOTAL			\$1,677.91
20132583	000180/	MARIN COUNTY OFFICE OF ED				
		CL-160025	01-0000-0-5840.00-0000-7200-700-000-000		161052	1,512.00
			WARRANT TOTAL			\$1,512.00
20132584	070834/	MARIN LANGUAGE SERVICES				
		CL-160008	01-0000-0-5840.00-0000-7100-700-000-000		35	211.56
			WARRANT TOTAL			\$211.56
20132585	004366/	MATHESON TRI-GAS INC				
		CL-160024	01-7010-0-4300.00-1471-1010-420-000-000		13629380	67.10
			WARRANT TOTAL			\$67.10
20132586	070119/	MAXIM STAFFING SOLUTIONS				
		CL-160009	01-3310-0-5840.00-5770-1100-700-711-000		41078-0132	400.00
			WARRANT TOTAL			\$400.00
20132587	000159/	NASCO MODESTO				
		CL-160046	01-9040-0-4300.00-1110-1010-105-000-000		72-2587-0	125.24
			WARRANT TOTAL			\$125.24
20132588	001524/	OFFICE DEPOT				
		CL-160029	01-1100-0-4300.00-1110-1010-107-000-000		838583227003	17.35

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0001 DD 070516
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
		CL-160030	01-9040-0-4300.00-1110-1010-107-000-000		837696026003	2.08
			01-9040-0-4300.00-1110-1010-107-000-000		837696026001	346.23
			01-9040-0-4300.00-1110-1010-107-000-000		837696026003	2.05
		CL-160031	01-1100-0-4300.00-1110-1010-107-000-000		844328395001	66.58
		CL-160032	01-0000-0-4300.00-0000-7200-700-000-000		846236303001	123.68
			01-0000-0-4300.00-0000-7200-700-000-000		846236529001	83.09
			WARRANT TOTAL			\$641.06
20132589	001935/	OFFICE MAX CONTRACT INC.				
		CL-160026	01-1100-0-4300.00-1110-1010-420-000-000		234645	283.84
			WARRANT TOTAL			\$283.84
20132590	000282/	JAMES J PATTERSON				
		CL-160010	01-0000-0-5200.00-0000-2700-107-000-000		MILEAGE	503.28
			WARRANT TOTAL			\$503.28
20132591	000095/	PITNEY BOWES INC				
		CL-160033	01-0000-0-5605.00-0000-7200-700-000-000		1000922247	273.42
			WARRANT TOTAL			\$273.42
20132592	071004/	SAMANTHA SHURA				
		CL-160005	01-6500-0-5840.00-5770-1100-700-747-000		MAY OT SERVICES	720.00
			01-6500-0-5840.00-5770-1100-700-747-000		APRIL OT SERVICES	855.00
			01-6500-0-5840.00-5770-1100-700-747-000		JUNE OT SERVICES	315.00
			WARRANT TOTAL			\$1,890.00
20132593	000115/	STATE BOARD OF EQUALIZATION				
		CL-160039	01-0000-0-9517.00-0000-0000-000-000-000		QUARTERLY REPORT USE TAX	148.56
		CL-160040	01-1100-0-9517.00-0000-0000-000-000-000		2ND QUARTER SALES TAX RETURN	41.30
		CL-160041	01-6300-0-9517.00-0000-0000-000-000-000		2ND QUARTER SALES TAX RETURN	3.80
		CL-160042	01-6500-0-9517.00-0000-0000-000-000-000		2ND QUARTER SALES TAX RETURN	54.60

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0001 DD 070516
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP		DESCRIPTION	
		CL-160043	01-9040-0-9517.00-0000-0000-000-000-000		2ND QUARTER SALES TAX RETURN	149.61
		CL-160044	01-9641-0-9517.00-0000-0000-000-000-000		2ND QUARTER SALES TAX RETURN	23.30
			WARRANT TOTAL			\$421.17
20132594	070704/	ELAINE M.ED. J.D. TALLEY				
		CL-160006	01-6500-0-5829.00-5770-7100-700-732-000		2016-40	700.00
			WARRANT TOTAL			\$700.00
20132595	004000/	UNITED SITE SERVICES INC				
		CL-160011	01-0000-0-5540.00-1130-8200-700-000-000		114-4100826	252.34
			WARRANT TOTAL			\$252.34
20132596	003292/	VERITIV				
		CL-160012	01-0000-0-4300.00-0000-8110-420-000-000		631-31814374	742.14
			WARRANT TOTAL			\$742.14
20132597	000565/	NANCY WOLF				
		CL-160013	01-0000-0-5200.00-0000-2700-105-000-000		REIMBURSEMENT	351.72
			WARRANT TOTAL			\$351.72
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:	\$20,657.85*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.

BATCH: 0001 DD 070516

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20132598	001472/	CDE				
		CL-160034	13-5310-0-4700.00-0000-3700-700-000-000	16	SF-21863	104.00
			WARRANT TOTAL			\$104.00
20132599	001524/	OFFICE DEPOT				
		CL-160028	13-5310-0-4300.00-0000-3700-700-000-000	838655136001		249.60
			WARRANT TOTAL			\$249.60
20132600	000115/	STATE BOARD OF EQUALIZATION				
		CL-160045	13-0000-0-8634.00-0000-0000-000-000-000	00026546008		63.83
			WARRANT TOTAL			\$63.83
20132601	002930/	SYSCO SAN FRANCISCO INC				
		CL-160037	13-5310-0-4700.00-0000-3700-700-000-000		JUNE FOOD	8,413.56
			WARRANT TOTAL			\$8,413.56
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	4	TOTAL AMOUNT OF CHECKS:	\$8,830.99*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
***	BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	31	TOTAL AMOUNT OF CHECKS:	\$29,488.84*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0002 July 2016 Health Benefits
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20132602	000146/	ASSOC OF CA SCHOOL ADMINSTR				
		PV-170001	01-0000-0-9527.00-0000-0000-000-000-000		ACSA JUNE 2016	197.25
					WARRANT TOTAL	\$197.25
20132603	070322/	CALIF VALUED TRUST				
		PV-170002	01-0000-0-9523.00-0000-0000-000-000-000		DENTAL EE	4,597.73
			01-0000-0-9528.00-0000-0000-000-000-000		DENTAL ER	5,430.90
					WARRANT TOTAL	\$10,028.63
20132604	070323/	CALIF VALUED TRUST				
		PV-170003	01-0000-0-9523.00-0000-0000-000-000-000		VISION EE	820.52
			01-0000-0-9529.00-0000-0000-000-000-000		VISION ER	1,022.20
					WARRANT TOTAL	\$1,842.72
20132605	000512/	EMPLOYMENT DEVELOPMENT DEPT				
		PV-170006	01-0000-0-9515.00-0000-0000-000-000-000		2016 Q2 SUI	1,009.65
					WARRANT TOTAL	\$1,009.65
20132606	070280/	REDWOOD EMPIRE SCHOOLS INS GRP				
		PV-170004	01-0000-0-9523.00-0000-0000-000-000-000		KAISER HSA ER	35,929.80
			01-0000-0-9523.00-0000-0000-000-000-000		KAISER HSA EE	80.20
			01-0000-0-9523.00-0000-0000-000-000-000		BLUE SHIELD ER	2,578.00
			01-0000-0-9523.00-0000-0000-000-000-000		BLUE SHIELD EE	434.00
			01-0000-0-9523.00-0000-0000-000-000-000		CORRIGAN RETRO	36.15
			01-0000-0-9526.00-0000-0000-000-000-000		KAISER PACKAGE 2 ER	51,295.90
			01-0000-0-9526.00-0000-0000-000-000-000		KAISER MID ER	3,701.40
			01-0000-0-9526.00-0000-0000-000-000-000		CORRIGAN RETRO	587.85
					WARRANT TOTAL	\$94,643.30
20132607	070280/04	RESIG				
		PO-175083	4. 01-0000-0-3402.00-0000-7110-700-000-000		TRUSTEE VISION JULY 2016	24.90
			1. 01-0000-0-3402.00-0000-7110-700-000-000		TRUSTEE DENTAL JULY 2016	131.50

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.
 BATCH: 0002 July 2016 Health Benefits
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
		5.	01-0000-0-3701.00-1110-1010-700-103-000		CERTIFICATED VISION JULY 2016	59.14
		2.	01-0000-0-3701.00-1110-1010-700-103-000		CERT DENTAL JULY 2016	312.31
		6.	01-0000-0-3702.00-1110-1010-700-103-000		CLASSIFIED VISION JULY 2016	86.21
		3.	01-0000-0-3702.00-1110-1010-700-103-000		CLASSIFIED DENTAL JULY 2106	410.93
	PO-175085	1.	01-0000-0-3402.00-0000-7110-700-000-000		KP TRUSTEE JULY 2016	1,363.00
		4.	01-0000-0-3402.00-0000-7110-700-000-000		KP MID TRUSTEE JULY 2016	543.00
		2.	01-0000-0-3701.00-1110-1010-700-103-000		KP CERTIFICATED JULY 2016	1,203.00
		3.	01-0000-0-3702.00-1110-1010-700-103-000		KP CLASSIFIED JULY 2016	4,279.50
	PO-175086	1.	01-0000-0-3701.00-1110-1010-700-103-000		BLUE SHIELD CERT JULY 2016	701.75
			WARRANT TOTAL			\$9,115.24
20132608	070301/		THE STANDARD			
	PO-175087	1.	01-0000-0-3402.00-0000-7110-700-000-000		THE STANDARD TRUSTEES JULY 16	28.00
	PV-170005		01-0000-0-9527.00-0000-0000-000-000-000		THE STANDARD JULY 2016	380.00
			WARRANT TOTAL			\$408.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$117,244.79*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** BATCH	TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$117,244.79*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF CHECKS:	38	TOTAL AMOUNT OF CHECKS:	\$146,733.63*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*

COACHES FOR 2016-17

2% increase as of 7/1/2016

SPORT	ASSIGNMENT	COACH'S NAME	DATE OF BOARD APPROVAL	STIPEND AMOUNT	CURR FORM at DO
	Athletic Director	Dominic Sacheli		\$6,364	
FOOTBALL					
	Head Varsity	Dominic Sacheli		\$3,182	
	Asst Varsity	Baily Tucker		\$2,171	
	Asst Varsity	Javier Isaias		\$2,171	
	Head JV			\$2,362	
	Asst JV			\$2,171	
VOLLEYBALL					
	Head Varsity			\$3,182	
	Asst Varsity			\$2,171	
	Head JV	-----		\$2,362	
SOCCER					
	Head Varsity (M)	Maxwell Chambara		\$3,182	
	Asst Varsity (M)	Larissa Morelj		\$2,171	
	Head Varsity (W)	Morgan Raikes		\$3,182	
	Asst Varsity (W)			\$2,171	
BASKETBALL					
	Head Varsity (M)			\$3,182	
	Asst Varsity (M)			\$2,171	
	Head Varsity (W)	Russ Sartori		\$3,182	
	Asst Varsity (W)	Renee Renati		\$2,171	
	Head JV (M)	Leon Feliciano		\$2,362	
	Head JV (W)	Renee Renati		\$2,362	
BASEBALL					
	Head Varsity	Tyler Walters		\$3,182	
	Asst Varsity	Tyler Reynolds		\$2,171	
	Head JV			\$2,362	
SOFTBALL					
	Head Varsity			\$3,182	
	Asst Varsity			\$2,171	
TENNIS					
	Head	Russell Sartori		\$2,171	
	Asst Varsity				
GOLF					
	Head			\$2,171	
CHEER					
	Head Season 1	Snow Mclsaac		\$2,171	
	Head Season 2	Snow Mclsaac		\$2,171	
CRS CNTRY					
	Head	---			

Tentative NAFIS Fall Conference Program at a Glance

SUNDAY, SEPTEMBER 25, 2016

8:30AM – 3:30PM	Registration Area Open
8:30AM – 5:30PM	Internet Café
9:00AM – 10:30AM	Conference Orientation & The Basics of Impact Aid
10:45AM – 11:30AM	Policy and Advocacy 101
10:30AM – 12:00PM	Subgroup Meeting - Federal Lands Impacted Schools Association (FLISA)
11:30AM – 12:00PM	Subgroup Meeting - Mid-to-Low-LOT Schools (MTLLS)
12:00PM – 12:45PM	Lunch on your own
12:00PM – 12:45PM	State Chair Working Lunch (<i>Invitation Only</i>)
1:00PM – 4:00PM	First General Session
	* Invocation, Pledge of Allegiance, Welcome
	* Association Business and Subgroup Updates
	* FISEF Good Idea Grant Opportunity
	* School District Video - Chamberlain (SD)
	* Break
	* Legislative Update
	* Sharon Parrott, Associate Director of Education, Income Maintenance, and Labor Programs, Office of Management and Budget (OMB)
4:15PM – 5:00PM	School Board Members Session <i>*To vote on the NAFIS School Board position nomination, school district NAFIS dues must be paid or an active purchase order must be on file with NAFIS</i>
4:15PM - 5:00PM	New to NAFIS Welcome
4:45PM	John Forkenbrock FISEF Book Signing
5:00PM - 5:45PM	State Meeting - WA
5:15PM – 6:15PM	Meet and Greet Reception

MONDAY, SEPTEMBER 26, 2016

7:45AM – 2:00PM	Registration Area Open
7:45AM – 5:00PM	Internet Café
7:45AM – 9:45AM	Sub-Group Meeting - Military Impacted Schools Association (MISA)–breakfast (<i>MISA members only</i>)
	Sub-Group Meeting - National Indian Impacted Schools Association (NIISA)–continental breakfast
8:30AM – 9:45AM	Sub-Group Meeting - Federal Lands Impacted Schools Association (FLISA)
10:00AM - 11:00AM	Breakout Sessions, Part I
	Indian Policies and Procedures (IPPs) - Department of Education Staff
	School Facilities - Center for Green Schools at USGBC
	National Parks Are “America’s Largest Classrooms” - Julia Washburn, Assoc. Dir., Interpretation, Education and Volunteers, National Park Service
11:15AM – 12:15PM	Breakout Sessions, Part II
	Indian Policies and Procedures (IPPs) - Department of Education Staff
	The Value of Education Data - Bernice Butler, Senior Associate, Policy and Advocacy, Data Quality Campaign
	Session 6: TBD
12:30PM – 1:45PM	Luncheon
	School District Video - Illinois Federally Impacted Schools
	NAFIS Award Presentations
2:00PM – 4:00PM	Second General Session
	ESSA Implementation - Jessah Walker, Council of Chief State School Officers; Lee Posey, National Conference of State Legislatures; Sasha Pudelski, AASA
	U.S. Department of Education Update
	Education and the Media - Bryan Jernigan, NAFIS Communications Director, Alyson Klein, <i>Education Week</i> , Robert Breidenstein, Superintendent, Salamanca (NY) School District
	Closing Remarks - Goldmann, Doebert
2:30PM – 4:30PM	Department of Education One-on-One Session
4:15PM - 5:00PM	Last-Minute Hill Prep
4:15PM – 5:00PM	State Meetings (as requested by State Chair)
	* AZ * NY * CA * TX * MT

TUESDAY, SEPTEMBER 27, 2016

8:00AM - 10:00AM	Application Workshop - Department of Education Staff
9:00AM – 4:00 PM	Capitol Hill Day - Pre-Scheduled Visits
12:00PM – 1:30PM	State Event - Texas Lunch (TAFIS) Tortilla Coast Restaurant
12:00PM - 1:30PM	California Lunch (CAFIS) - Location TBD
4:00PM – 5:00PM	Hill Day Debrief
6:30PM	John Forkenbrock FISEF Book Signing
7:00PM – 11:00PM	Ending Reception - FISEF Gr_47_ veaway - “School Pride”

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



July 8, 2016

Bodega Bay Fisherman's Festival
PO Box 576
Bodega Bay, CA 94923

Dear Bodega Bay Fishermen:

The Shoreline Unified School District Board of Trustees accepted your gift of \$1,900. that you donated to the Bodega Bay After School Program.

The Board and staff wish to thank you for your generous support.

A vital part of our excellent school program is on-going community support and we are most appreciative.

Cordially,

A handwritten signature in black ink, appearing to read "Bob Raines".

Bob Raines
Superintendent

Thank you!

SHORELINE UNIFIED SCHOOL DISTRICT
P.O. BOX 198
TOMALES, CA 94971
707-878-2266

ACCEPTANCE OF GIFTS

Please submit to the District Office upon completion

Gift Received By: Fisherman's Festival Date: 6.24.16

Description of Gift: \$ 1900. — check

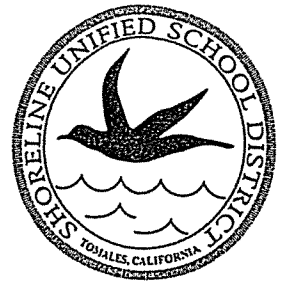
Special Instructions: 2016 Allocation to the
After School Program

Name and Address of Donor - (If organization or agency, give name of president or administrator)

Bodega Bay
Fisherman's Festival
P.O. Box 576
Bodega Bay, Ca. 94923

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



July 8, 2016

Daniel Sneed
430 Highland Street
Houston, TX 77009

Dear Mr. Sneed:

The Shoreline Unified School District Board of Trustees accepted your gift of \$750. that you donated to the art department at Tomales Elementary School .

The Board and staff wish to thank you for your generous support.

A vital part of our excellent school program is on-going community support and we are most appreciative.

Cordially,

A handwritten signature in black ink, appearing to read "Bob Raines".

Bob Raines
Superintendent

Thank you!

SHORELINE UNIFIED SCHOOL DISTRICT
P.O. BOX 198
TOMALES, CA 94971
707-878-2266

Tax I.D. # 68-0194632

ACCEPTANCE OF GIFTS

Please submit to the District office upon completion. Thank you

Date received:

6/3/16

Gift received by:

Erica Beltran

Description of gift:

\$750.00

Special instructions:

Specified over phone that they want funds to be used in Art.

Name/Organization and address of donor to send thank you to:

(If organization or agency, give name of president or administrator)

Daniel Sneed

430 Highland St.

Houston TX 77009

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



July 8, 2016

Sebastopol Hardware Center
Attn: Doug Bishop
660 660 Gravenstein Highway North
Sebastopol, CA 95472

Dear Mr. Bishop:

The Shoreline Unified School District Board of Trustees accepted your gift of landscaping materials valued at \$198.60 that you donated to Tomales High School.

The Board and staff wish to thank you for your generous support.

A vital part of our excellent school program is on-going community support and we are most appreciative.

Cordially,

A handwritten signature in black ink, appearing to read "Bob Raines".

Bob Raines
Superintendent

Thank you!

SHORELINE UNIFIED SCHOOL DISTRICT
P.O. BOX 198
TOMALES, CA 94971
707-878-2266

Tax I.D. # 68-0194632

ACCEPTANCE OF GIFTS

Please submit to the District office upon completion. Thank you

Date received: June 9, 2016

Gift received by: Cindy Skavdal (School Site Council, parent member)

Description of gift:

Landscaping materials for school beautification at THS (Please see attached documentation for full description) in the amount of \$198.60.

Special instructions:

Name/Organization and address of donor to send thank you to:
(If organization or agency, give name of president or administrator)

Sebastopol Hardware Center, Inc
Atten: Dog Bishop, Owner
660 Gravenstein Highway North
Sebastopol, CA 95472

2016-2017 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 29, 2016.**

Shoreline Unified School District/Governing Board at its August 18, 2016 meeting,
 (Name of school district/governing board) (Date)
 appointed the following individual(s) to serve for the 2016-2017 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Tomales High School
NAME OF REPRESENTATIVE Dominic Sacheli POSITION Athletic Director
ADDRESS 3850 Irvin Lane/ PO Box 25 CITY Tomales ZIP 94971
PHONE 707-878-2286 FAX 707-878-2787 E-MAIL dominic.sacheli@shorelineunified.org

NAME OF SCHOOL
NAME OF REPRESENTATIVE POSITION
ADDRESS CITY ZIP
PHONE FAX E-MAIL

NAME OF SCHOOL
NAME OF REPRESENTATIVE POSITION
ADDRESS CITY ZIP
PHONE FAX E-MAIL

NAME OF SCHOOL
NAME OF REPRESENTATIVE POSITION
ADDRESS CITY ZIP
PHONE FAX E-MAIL

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Bob Raines Signature
 Address PO Box 198 City Tomales Zip 94971
 Phone 707-878-2266 Fax 707-878-2554

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.
 SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.**

August 3, 2016

Dear Superintendent Raines,

Per our CSEA Contract 6.18.2

This is our annual request to be allowed to continue our Job Sharing agreement. Nancy Crivelli and I have a Job Share for a 40-hour Administrative Secretary position at West Marin School. Mrs. Crivelli and I have been sharing this position for the past 7 years and would like to continue to do so.

This needs to be on the August Agenda and will need Board Approval, thank you for assisting us in getting this approved.

Sincerely,

Linda Borello and Nancy Crivelli

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



District of Choice Reporting - Education Code 48313

In accordance with Education Code 48313, each school district electing to accept transfer pupils shall keep an accounting of all requests made for alternative attendance. The information maintained shall be reported to the governing board of the school district at a regularly scheduled meeting of the governing board, no later than May 15th of each year.

This report details the District of Choice data for the 2015-16 school year, and is presented for your consideration:

1. The number of requests granted, denied, or withdrawn:

- 107 granted
- 2 denied: 6th and 8th grade classes were full
- 9 withdrawn

2. The number of pupils transferred out of the district pursuant to this article:

- 2 transfers out: Lagunitas School District

3. The race, ethnicity, gender, self-reported socioeconomic status, and the school district of residence of each pupil described in #2 & #3:

- I. -Asian: 1 -Hispanic: 54 -Pacific Islander: 2 -White: 50
- II. -Female: 60 -Male: 47
- III. -Free & Reduced Meal Eligible: 58
- IV. -Bellevue USD: 7 -Cotati/Rohnert Park USD: 10 -Harmony SD: 3 -Laguna Joint SD: 2
-Old Adobe USD: 3 -Petaluma HSD: 41 Piner-Olivet USD: 1 -Ross Valley: 1
-Santa Rosa HSD: 6 Twin Hills USD: 7 Two Rock USD: 23 West Sonoma County UHSD: 3

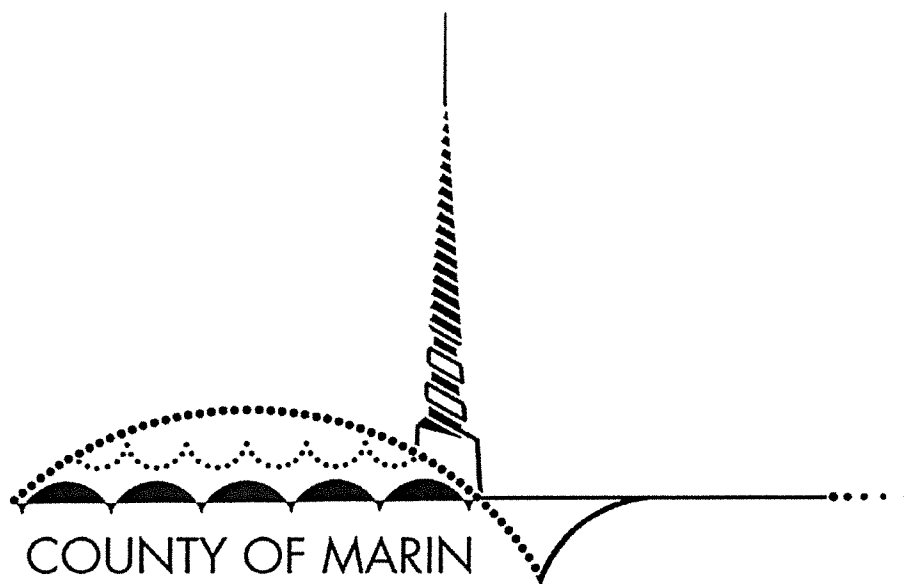
4. The number of pupils described in #2 & #3 who are classified as English learners or identified as individuals with exceptional needs, as defined in Section 56026:

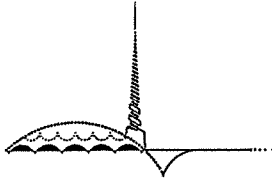
- Redesignated Fluent (RFEP): 24 Limited English (EL): 24 -English Only (EO): 59
- Individuals with Exceptional Needs: 8

2015/2016 MARIN COUNTY CIVIL GRAND JURY

Marin Public Schools Fail to Beat Bullies

Report Date: June 2, 2016
Public Release Date: June 9, 2016





Marin Public Schools Fail to Beat Bullies

SUMMARY

Bullying and cyberbullying are pervasive problems in middle and high schools. Marin schools are no exception, as evidenced by their numbers in the California Healthy Kids Survey (CHKS).¹ In fact, Marin public schools reported more incidents in the grades surveyed than the average California school.

There are 25 middle and high schools in Marin County. “Seth’s Law” (California Assembly Bill 9) took effect on July 1, 2012², requiring schools to update their anti-bullying policies and programs. The Grand Jury examined policies and programs in schools to determine the level of their compliance with Seth’s Law and other applicable laws. While most schools take the bullying problem seriously, maintain records, and provide some training and student education, many fail to adhere to this new legislation requiring the adoption of a school anti-bullying policy, procedures for receiving and investigating bullying complaints, including an appeal process and timeline, and the publication of this information to pupils, parents, employees, and the public.³ **Recommendation: Every middle and high school in Marin County should review its anti-bullying policies and procedures to ensure they comply with California law.**

A school’s handbook and website are good vehicles for publicizing anti-bullying policies and practices. The Grand Jury found that many schools did not take full advantage of their websites to communicate this information. **Recommendation: In the spirit of the requirement that a school’s anti-bullying policies and procedures be adequately and fully publicized, the information should be available online, ideally with a prominent link on the homepage of the school’s website. If information is found in the student-parent handbook, the handbook should be easily found on the school’s website and be text searchable.**

Filing a bullying complaint can be a confusing process. Some schools require specific forms and in some cases the forms are not easily located. Other schools have informal methods and procedures and only a few schools accept anonymous complaints. **Recommendation: The procedure for filing complaints, including anonymous complaints, should be described on the school’s website. Any necessary forms, in languages appropriate for the community, should also be easily found and able to be filed online.**

Many school administrators wrote of the need for more student, parent, and staff education. There are many programs available that include education in student inclusion and cyber safety among other topics. The *No Bully System*[®] training was done across the county in 2011 and many schools continue to use their *No Bully Solution Team*[®] process successfully. **Recommendation: Schools should review their anti-bullying education and training and update and/or upgrade them as needed. Schools should**

¹ <http://chks.wested.org/indicators/27/bullying-harassment-student-reported-by-grade-level/>

² http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_0001-0050/ab_009_bill_20111009_chaptered.html

³ http://leginfo.ca.gov/pub/11-12/bill/asm/ab_0001-0050/ab_009_bill_20111009_chaptered.pdf

consider using the *No Bully Solution Team*[®] process that has been reported to be highly successful, or another equivalent program.

BACKGROUND

Bullying is a form of youth violence. The Centers for Disease Control and Prevention (CDC) defines bullying as “any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. Bullying may inflict harm or distress on the targeted youth including physical, psychological, social, or educational harm.”⁴ Bullying can be physical, verbal, or relational/social aggression. Hitting, name-calling, and rumor spreading can all constitute bullying.

Cyberbullying is bullying that takes place using electronic technology including cell phones, computers, and tablets, as well as communication applications such as social media sites, text messages, chat, and websites. Some examples of cyberbullying are mean text messages or emails, rumors sent by email or posts on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.⁵

Bullying is widespread in US schools. A 2013 nationwide survey found that 20% of high school students reported being bullied on school property during the previous 12 months.⁶ An estimated 15% of high school students stated that they were victims of cyberbullying within the previous 12 months. The 2013-14 School Crime Supplement (National Center for Education Statistics and Bureau of Justice Statistics) indicated that 7% of grade 6-12 students experienced cyberbullying.⁷ Another study found that during the 2012-2013 school year, 8% of public school students (ages 12-18) reported they were bullied on a weekly basis.⁸

Bullying is a public health problem. “Bullying is a serious public health problem, with significant short- and long-term psychological consequences for both the targets and perpetrators of such behavior, and requires a commitment to developing preventive and interventional policies and practices that could make a tangible difference in the lives of many children” says a new report from the National Academies of Sciences, Engineering, and Medicine.⁹ Bullying can cause physical injury, emotional distress and, in extreme cases, death. Bullying victims are known to have an increased risk of developing depression, anxiety, sleep problems, and poor academic performance. Bullies also are at increased risk for substance abuse, academic problems, and violent behavior.¹⁰ While a causal link between being bullied and suicide has not been verified, youth who report frequently bullying others as well as youth who report being frequently bullied are at increased risk for suicide-related behavior.¹¹ Even youth who have *observed but*

⁴ www.cdc.gov/violenceprevention/pdf/bullying-definitions-final-a.pdf

⁵ <http://www.stopbullying.gov/cyberbullying/what-is-it>

⁶ www.cdc.gov/violenceprevention

⁷ <http://www.stopbullying.gov/cyberbullying/what-is-it>

⁸ www.cdc.gov/violenceprevention

⁹ <http://www8.nationalacademies.org/onpinews/newsitem.aspx?RecordID=23482>

¹⁰ www.cdc.gov/violenceprevention

¹¹ <http://www.cdc.gov/violenceprevention/pdf/bullying-suicide-translation-final-a.pdf>

not participated in bullying behavior report significantly more feelings of helplessness and less sense of connectedness.¹² So the goal should be to stop bullying before it starts.

California has enacted anti-bullying legislation. Seth's Law, which went into effect in 2012, was named after a 13 year old California student who committed suicide after being bullied at school. Seth's Law amended Education Code §234-234.3 and added §234.4-5, known as the Safe Place to Learn Act. The new law strengthens existing California laws by requiring public schools to update their anti-bullying policies and programs. It focuses on protecting students who are bullied based on their actual or perceived sexual orientation and gender identity/gender expression, as well as race, ethnicity, nationality, gender, disability and religion.

Under California law¹³, schools are required to do the following:

- Adopt an anti-bullying policy that applies to all acts related to school activity or attendance.
- Adopt a process for receiving and investigating bullying complaints. This process shall include at least:
 - A requirement that if school personnel witness an act of bullying, they take immediate steps to intervene when safe to do so.
 - A timeline to investigate and resolve complaints.
 - An appeal process.
 - A translation of all forms into appropriate languages.
- Publicize to pupils, parents, employees, agents of the governing board and the public (with necessary translations) anti-bullying policies including the complaint-filing procedure.
- Provide to certificated school-site employees who serve pupils in grades 7-12 information on school and community resources related to support of LGBTQ pupils.
- Post the anti-bullying policy in all schools and offices including staff lounges and pupil government meeting rooms.
- Maintain documentation of complaints and their resolution for a minimum of one review cycle.
- Ensure that complainants are protected from retaliation and that their identities remain confidential as appropriate.
- Identify a responsible local agency officer for ensuring compliance.

With regard to cyberbullying, California Assembly Bill 256 (Chapter 700) amended § 48900 of the Education Code (effective January 1, 2014) by widening the definition of an "electronic act" for the purposes of suspension or expulsion for bullying to read:

(2)(A) "Electronic act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

- (i.) A message, text, sound, or image.
- (ii.) A post on a social network Internet Web site.

¹² Ibid.

¹³ [http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_0001-0050/ab_9_bill_20111009_chaptered.html](http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_0001-0050/ab_0001-0050_ab_9_bill_20111009_chaptered.html) and <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=edc&group=00001-01000&file=234-234.5>

METHODOLOGY

For this report, the Grand Jury:

- Examined California state laws and California Education code sections that relate to bullying.
- Collected and reviewed handouts that are sent to parents and students from all the public middle and high schools in Marin County (including K-8 schools).
- Audited each school's website to find out whether student handbooks and the school's bullying policy and procedures were available online.
- Constructed an online questionnaire (see Appendix B) to be completed by administrators at each middle and high school. From this information, we compiled a spreadsheet showing how each of Marin's public middle and high schools is addressing bullying.
- Requested and reviewed materials on the county bullying policy from Marin County Office of Education (MCOE).

DISCUSSION

Scope of the Problem

The California Healthy Kids Survey (CHKS), which is administered every other year in Marin public schools, shows that Marin schools reported more bullying incidents than the statewide average.¹⁴ The CHKS, completed by students anonymously, is the largest statewide survey of resiliency, protective factors and risk behaviors in the nation. The CHKS and its reports were developed by WestEd, in collaboration with Duerr Evaluation Resources, under contract from the California Department of Education Coordinated School Health and Safety Office. According to WestEd, "... the CHKS has led to a better understanding of the relationship between students' health behaviors and academic performance, and is frequently cited by state policymakers and the media as a critical component of school improvement efforts to help guide the development of more effective health, prevention, and youth development programs."¹⁵ The chart below shows the percentage of students who have been harassed or bullied for any reason during the period 2011-2013.¹⁶

¹⁴ <http://chks.wested.org/indicators/27/bullying-harassment-student-reported-by-grade-level/>

¹⁵ <http://chks.wested.org/>

¹⁶ Ibid.

Bullying and Harassment Incidents (School Years 2011-13)

Grade Level	Marin County	California
7th Grade	44.6%	39.4%
9th Grade	38.8%	34.4%
11th Grade	24.7%	27.6%
Non-Traditional	N/R	31.2%
All	35.8%	33.8%

With the adoption of Seth's Law in 2012, California public schools are required to have anti-bullying policies and procedures in place. Their policy must include a process for receiving and investigating bullying complaints along with a timeline and appeal process. In addition, the policy and procedures must be publicized to pupils, parents, employees, agents of the governing board, and the public. The Grand Jury investigated whether County schools are in compliance with the law.

The California Department of Education (CDE) has provided guidance to schools on implementing the new requirements. In September 2012, a letter was sent to all California districts containing the link to a sample UCP (Uniform Complaint Procedure) for schools to use.¹⁷ In addition, on its website the CDE provides a Sample Policy for Bullying Prevention and a Sample Action Plan for complying with Seth's Law. (See Appendix B)

Marin County Office of Education (MCOE) does not publish a countywide policy on anti-bullying, leaving implementation and management of policy and procedures up to each school and school district.¹⁸

School Websites

The Grand Jury examined each school's website to find information on its anti-bullying policy and process for reporting a bullying incident. While all the schools have a website, most do not have the required information available on it. The Grand Jury believes that a prominent BULLYING link on the website's homepage linked to the school's policies and procedures would be ideal, but only one school has this. Another school does have a link on its website's homepage, but it merely leads to a complaint form. Yet another school provides a link to policy language, but without any description of procedures.

When a school did not have such a link on their homepage, the Grand Jury checked to see whether there was information about bullying policies elsewhere on their website. Many schools publish their student-parent handbooks on their websites, although 7 of the 25 schools do not. One school's handbook could only be found on their district's website and another school's handbook, while on the website, was 30 pages long and not text searchable. In addition, 15 of the 25 handbooks lack adequate anti-bullying

¹⁷ <http://www.cde.ca.gov/re/cp/uc/ab9letter09042012.asp>

¹⁸ www.marinschools.org

information (policy and specific procedures). Most of the handbooks that mention bullying still did not fulfill all the state law requirements. Some referred to bullying only in terms of grounds for suspension and expulsion and others merely quoted statute language as to the definition of bullying. Some had policy language, but did not describe any procedures or timelines for dealing with bullying complaints.

Of further concern are discrepancies between what is found on websites and what school administrators reported via Grand Jury questionnaire. In numerous cases the administrator reported that policy and procedures were in the handbook when they were not, or that the handbook was online when it was not. Schools may think they are complying with the law but they are not.

School Policies and Procedures

Many of the administrators answering our questionnaire described the policy and procedures that their schools use for reporting and investigating bullying incident or complaint. Procedures vary greatly:

- Some schools require that a form be used to report a bullying incident.
- In some cases the forms are on the school website.
- In some cases forms are given to parents on the first day of school.
- Sometimes the forms are located on the district website.
- Sometimes the forms are available in school offices.
- Some schools do not use any forms.
- Most schools do not accept online complaints while some schools allow verbal complaints.
- Some schools allow anonymous complaints.
 - One school has an “Advice Box” on campus where anonymous complaints can be made.
 - Several schools have an Anonymous Tip Line phone number on their website that can be called.
 - Several allow phone complaints and the submission of unsigned forms.
 - One school surveys its students every 6 weeks and this survey can be used to make anonymous complaints.

Once a complaint is filed, the procedures also vary:

- One school talks to the student and parent and offers counseling services.
- One school describes their process as “informal”.
- One school’s site administrator investigates complaints and then peer mediation is used if agreed to by students and parents.
- One school sends complaints to the Superintendent’s office for handling.
- One school has a staff member follow up on complaints and document all meetings and situations.
- Another school describes their procedure as investigation, mediation, resolution.
- One school uses a restorative justice or a discipline approach while another offers conflict resolution and Peer Court (pilot program). Restorative Justice or Conflict Resolution is used by some schools.
- Several schools employ *No Bully Solution Teams*[®] and use their procedures to resolve conflicts, but not all provide details of this process on their website. (Prior to sending out the questionnaire, only one school had adequate details of the No Bully Solution[®] process in its online handbook.

After receiving the questionnaire, several schools updated their bullying information online to include the procedure details and timeline.)

The Grand Jury questionnaire asked school administrators whether logs of bullying complaints were compiled. Twenty of the 25 surveyed schools reported keeping a complaint log, though only about half of those provided us with data. The data received is summarized in the table below.

Bullying Complaints, by Year and School

Middle Schools	2010-2011	2011-2012	2012-2013	2013-14	2014-2015	2015-2016 (YTD)
A	4	15	9	32	7	10
B	7	3	6	5	1	
C		1	1	2	2	2
D	3	4	13	13	3	
E	9	9	14			1
F	1	0	0	0	0	2
G			4	3	1	1
H					2	2
Totals	24	32	47	55	16	18

High Schools	2010-2011	2011-2012	2012-2013	2013-14	2014-2015	2015-2016 (YTD)
A	1	4	4	0	2	5
B	2	3	1	0	0	3
C	2	3	1	1	0	0
Totals	5	10	6	1	2	8

Some schools reported that complaint numbers, while kept, were too difficult to produce. The number of incidents kept in school logs, as reported to the Grand Jury, is substantially fewer than the number self-reported in the CHKS survey. This may be due to the anonymous reporting on the CHKS.

Publication

California law requires that anti-bullying policies and procedures, including instructions for filing a complaint, be publicized to students, parents, staff, the school board and the public. By law, school policies and procedures are to be posted in staff and student government rooms. The Grand Jury did not investigate whether the information is posted for staff and students, but many schools indicated in the questionnaire that they hold student meetings and staff training related to anti-bullying. The Grand Jury did find that anti-bullying policies and procedures are currently not being adequately publicized to parents and the public as required by law. Without detailed information on a school’s website or guidance about where information can be found, parents are inadequately informed. Each school’s anti-bullying policy,

including how to file a complaint, must be made public. The Grand Jury found deficiencies in meeting this requirement in both online and printed materials.

Education

School administrators responding to the questionnaire frequently commented on the need for more anti-bullying education:

- *There needs to be training about what bullying truly is. We need to do a better job of educating our parents and students.*
- *We need to keep the message going all the time to keep it fresh in students' minds. We need to focus our energy on social emotional learning and counseling at all levels. We need to find ways to make bullying very uncool.*
- *Continued communication to students, parents, and staff about bullying, how to prevent, and what to do if observed. Continue work with students to let them know it's important to report.*
- *Employ a more organized digital citizenship curriculum in the freshman year.*
- *We have had the most success when we meet with our students, parents, community, and community partners, so we need to go deeper there.*
- *There is a need for greater parental education in the area of gender and sexuality.*
- *There is a need for a parent education piece for all the different apps that students are using.*
- *Continued student and staff education and monitoring.*
- *Continued diligence to provide safe environments where students feel safe to report incidents.*
- *We still need to provide training and consistency across the district.*
- *We need more online awareness and parent education limiting device use.*
- *Students need to be educated on how to include others.*
- *Continue our work in building community and teaching students to stand up for others.*
- *More training of staff and students.*
- *Continued vigilance, remind students to continue to take care of one another.*

Anti-Bullying Programs

The National Academies of Sciences, Engineering, and Medicine in their recent report found that the most effective anti-bullying programs are those that promote a positive school environment and combine social and emotional skill-building for all students, with targeted interventions for those at greatest risk for being involved in bullying. Zero-tolerance policies -- automatic suspension or expulsion of students from school after a bullying incident -- are not effective at curbing bullying or making schools safer.¹⁹

The Grand Jury learned that a variety of anti-bullying programs have been used throughout the County. **No Bully System**[®] is a step-by-step process and set of interventions that guide trained school leaders through bullying situations. When the situation demands it, there is a No Bully Solution Team[®] process where the target's peer group and the bully meet to stop the bullying.²⁰ The Solution Process contains a school policy, procedures, and timeline that fulfill California law. Many schools surveyed (15 of 25) are

¹⁹ <http://www8.nationalacademies.org/onpinews/newsitem.aspx?RecordID=23482>

²⁰ <https://www.nobully.org>

using these Solution Teams[®], and many reported great success with the program. One school found it “remarkably effective”.²¹

In 2011 all the major Marin county school districts received staff training in the No Bully System[®]. This training was provided by a grant from the Lynx Foundation.²² In 2013 Marin County Office of Education (MCOE) invited No Bully[®] to partner with 23 schools in Marin and 6 other San Francisco Bay Area counties. The goal was to train schools in the No Bully System[®] through funding from the California Mental Health Initiative (Prop 63). To monitor the school’s progress, each school was to complete a log at three intervals after a Solution Team[®] process was used to resolve a bullying conflict. In 91% of cases there was immediate improvement following the Solution Team[®] procedure. In 100% of cases the student bullied experienced improvement in *either* frequency or intensity of bullying by the final log entry (3-month follow-up). In 96% of the cases there was a decrease in *both* bullying intensity and frequency.²³

Safe School Ambassadors[®] (SSA) was developed and provided by Community Matters. This program is “designed to reduce bullying and cyberbullying, increase student reporting, decrease suspensions and improve the school climate and student retention.”²⁴ The program identifies and selects student leaders from diverse groups across the campus. Ambassadors are trained in the skills of nonviolent communication to stop bullying, cyberbullying and harassment. SSA includes a two-day training at the school site for the selected students and adults. There is a pre-training component and post-training follow-up.

Beyond Differences[™]: This program empowers students to end social isolation in middle and high school through online and campus programs. The programs are student-led and are focused on ending social isolation. Beyond Differences[™] has three main programs.²⁵ No One Eats Alone[™] teaches everyone how to make friends at lunch. Be Kind Online[™] teaches youth to build healthy relationships over email and social media. Finally, Be The One[™] asks students to make a commitment to be socially inclusive.

Restorative Justice (RJ) empowers students to resolve conflicts on their own and in small groups. RJ is “a set of principles and practices designed to build a community and respond to student misconduct, with the goals of repairing harm and restoring relationships between those impacted. The RJ program uses a three-tiered model of prevention/intervention/supported reentry in response to conflict/harm.”²⁶

iKeepSafe was established in 2005. This program was designed to track global trends and issues surrounding digitally connected products and their effect on children. Their vision is “to see generations of the world’s children grow up safely using technology and the internet”.²⁷

²¹ Questionnaire sent to school administrators.

²² Ibid.

²³ Ibid.

²⁴ www.community-matters.org

²⁵ www.beyonddifferences.org

²⁶ www.ousd.org/restorativejustice

²⁷ <http://ikeepSAFE.org/about-us/mission-vision/>

North Bay Security Group: School Safety Consultants: This company provides training in dealing with truancy and attendance, restorative justice, and bullying. The staff at NBSG provides safety consulting with understanding of current trends and school needs.

Common Sense Media offers information and programs that support the safe and responsible use of technology. Their curriculum includes comprehensive resources for students, lesson plans, student digital interactives, and assessments, as well as professional development for teachers and materials for family education.²⁸

Schools should review their education programs on bullying and cyberbullying to ensure that they are effective, compliant with state law and that all training is up-to-date.

CONCLUSION

Bullying exists in Marin schools. California law requires schools to have anti-bullying policies and procedures in place and have them publicized to students, parents, and the public. Our investigation found that Marin schools are not meeting the law's requirements. Our schools must take a closer look at these requirements and work to fulfill them. The Grand Jury heard many times that there needs to be more training and awareness about bullying for students, parents and school staffs. Strengthening and expanding the educational programs offered is paramount to lessen the bullying problem in our schools.

FINDINGS

- F1. Bullying is a problem in Marin middle and high schools. Marin ranked above the State average overall in incidents for the 2011-13 school years and for two of the three grade levels surveyed in CHKS.
- F2. Marin County schools do not fully comply with California anti-bullying law.
- F3. Most schools do not have a direct link on their website home page to their anti-bullying policies and procedures.
- F4. The Grand Jury found discrepancies between what school administrators reported was on their websites and what information is actually available there.
- F5. School administrators reported the need for more bullying and cyberbullying education for teachers, staff, parents and students.

²⁸ www.common sense media.org

RECOMMENDATIONS

- R1. Each school in the district should review its policies and procedures to ensure full compliance with the requirements of Seth's Law.
- R2. Each school in the district should review its policies and procedures to ensure that complainants are protected from retaliation, and that their identities remain confidential, as appropriate.
- R3. Each school in the district should adequately publicize its anti-bullying policies and procedures through its website, including a direct link on the website's homepage to the information (not simply linking to a lengthy student handbook, but directly to the anti-bullying policy and procedures themselves).
- R4. All procedures and forms for filing a bullying complaint, including an anonymous complaint, should be available on the school's website.
- R5. Each school in the district's website should provide the option to complete and submit bullying complaints online.
- R6. Each school in the district should review its student and parent education programs to ensure they are relevant and current. Schools should consider using the *No Bully Solution Team*[®] process that has been reported to be highly successful, or another equivalent program.

REQUEST FOR RESPONSES

Pursuant to Penal code section 933.05, the grand jury requests responses as follows:

From the following governing bodies:

- | | |
|---|------------|
| ■ Bolinas-Stinson Union School District | F1-3, R1-6 |
| ■ Dixie School District | F1-3, R1-6 |
| ■ Kentfield School District | F1-3, R1-6 |
| ■ Lagunitas School District | F1-3, R1-6 |
| ■ Larkspur-Corte Madera School District | F1-3, R1-6 |
| ■ Marin County Office of Education | F1-3, R1-6 |
| ■ Mill Valley School District | F1-3, R1-6 |
| ■ Nicasio School District | F1-3, R1-6 |
| ■ Novato Unified School District | F1-3, R1-6 |
| ■ Reed Union School District | F1-3, R1-6 |
| ■ Ross School District | F1-3, R1-6 |
| ■ Ross Valley School District | F1-3, R1-6 |
| ■ San Rafael School District | F1-3, R1-6 |
| ■ Sausalito Marin City School District | F1-3, R1-6 |
| ■ Shoreline Unified School District | F1-3, R1-6 |
| ■ Tamalpais Union High School District | F1-3, R1-6 |

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted in accordance with Penal Code section 933 (c) and subject to the notice, agenda and open meeting requirements of the Brown Act.

The Grand Jury invites the following individuals to respond:

- | | |
|---|------------|
| ■ Superintendent, Bolinas-Stinson Union School District | F1-3, R1-6 |
| ■ Superintendent, Dixie School District | F1-3, R1-6 |
| ■ Superintendent, Kentfield School District | F1-3, R1-6 |
| ■ Superintendent, Lagunitas School District | F1-3, R1-6 |
| ■ Superintendent, Larkspur-Corte Madera School District | F1-3, R1-6 |
| ■ Superintendent, Mill Valley School District | F1-3, R1-6 |
| ■ Superintendent, Nicasio School District | F1-3, R1-6 |
| ■ Superintendent, Novato Unified School District | F1-3, R1-6 |
| ■ Superintendent, Reed Union School District | F1-3, R1-6 |
| ■ Superintendent, Ross School District | F1-3, R1-6 |
| ■ Superintendent, Ross Valley School District | F1-3, R1-6 |
| ■ Superintendent, San Rafael School District | F1-3, R1-6 |
| ■ Superintendent, Sausalito Marin City School District | F1-3, R1-6 |
| ■ Superintendent, Shoreline Unified School District | F1-3, R1-6 |
| ■ Superintendent, Tamalpais Union High School District | F1-3, R1-6 |

Note: At the time this report was prepared information was available at the websites listed.

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigation.

APPENDIX A: Sample UCP Board Policies and Procedures

Sample UCP Board Policies and Procedures	
<small>Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-318-0929</small>	
<p><i>[Name of your LEA]</i> <i>[Address of your LEA]</i> <i>[City, State, Zip of your LEA]</i> <i>[Phone number of your LEA]</i></p>	<p>UCP Policies and Procedures adopted by our Governing Board on <i>[Month day, year]</i></p>
<h3>Uniform Complaint Procedures (UCP)</h3> <p>This document contains rules and instructions about the filing, investigation and resolution of a Uniform Complaint Procedures (UCP) complaint regarding an alleged violation by <i>[name of your LEA]</i> of federal or state laws or regulations governing educational programs, including allegations of unlawful discrimination, harassment, intimidation, bullying and non-compliance with laws relating to pupil fees and our Local Control and Accountability Plan (LCAP).</p> <p>This document presents information about how we process UCP complaints concerning particular programs or activities in which we receive state or federal funding. A UCP complaint is a written and signed statement by a complainant alleging a violation of federal or state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, bullying or charging pupil fees for participation in an educational activity or non-compliance with the requirements of our LCAP. A complainant is any individual, including a person's duly authorized representative or an interested third party, public agency, or organization who files a written complaint alleging violation of federal or state laws or regulations, including allegations of unlawful discrimination, harassment, intimidation, bullying and non-compliance with laws relating to pupil fees or non-compliance with the requirements of our LCAP. If the complainant is unable to put the complaint in writing, due to a disability or illiteracy, we shall assist the complainant in the filing of the complaint.</p> <p>Programs and activities that are implemented by our district and subject to the UCP in which we receive state or federal funding are <i>[customize to identify only those programs in your LEA]</i>:</p> <ul style="list-style-type: none"> • Adult Education • After School Education and Safety • Agricultural Vocational Education • American Indian Education Centers and American Indian Early Childhood Education Program Assessments • Career Technical Education • Child Care and Development Programs including state preschool • Consolidated Categorical Programs • Discrimination, Harassment, Intimidation, and Bullying • Foster and Homeless Youth • Local Control Funding Formula and Local Control Accountability Plans • Migrant Education • NCLB Titles I-VII • Nutrition Services - USDA Civil Rights • Regional Occupational Centers and Programs • School Facilities • Special Education • Tobacco-Use Prevention Education Program • Unlawful Pupil Fees 	
<small>Page 1 of 6</small>	<small>June 2015</small>

APPENDIX A: Sample UCP Board Policies and Procedures (continued)

Sample UCP Board Policies and Procedures	
Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-319-0029	
<p><i>[Name of your LEA]</i> <i>[Address of your LEA]</i> <i>[City, State, Zip of your LEA]</i> <i>[Phone number of your LEA]</i></p>	<p>UCP Policies and Procedures adopted by our Governing Board on <i>[Month day, year]</i></p>
<p>The following complaints shall be referred to other agencies for appropriate resolution and are not subject to our UCP process set forth in this document unless these procedures are made applicable by separate interagency agreements:</p> <ol style="list-style-type: none"> 1. Allegations of child abuse shall be referred to County Dept of Social Services (DSS), Protective Services Division or appropriate law enforcement agency. 2. Health and safety complaints regarding a Child Development Program shall be referred to Dept of Social Services for licensed facilities, and to the appropriate Child Development regional administrator for licensing-exempt facilities. 3. Employment discrimination, harassment, intimidation or bullying complaints shall be sent to the State Dept of Fair Employment and Housing (DFEH). 4. Allegations of fraud shall be referred to the Legal, Audits and Compliance Branch in the California Department of Education (CDE). <p>A pupil fee is a fee, deposit, or other charge imposed on pupils, or a pupil's parents or guardians, in violation of state codes and constitutional provisions which require educational activities to be provided free of charge to all pupils without regard to their families' ability or willingness to pay fees or request special waivers. Educational activities are those offered by a school, school district, charter school, or county office of education that constitute a fundamental part of education, including, but not limited to, curricular and extracurricular activities.</p> <p>A pupil fee includes, but is not limited to, all of the following:</p> <ol style="list-style-type: none"> 1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit. 2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment. 3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity. <p>The LCAP is an important component of the Local Control Funding Formula (LCFF), the revised school finance system that overhauled how California funds its K-12 schools. Under the LCFF we are required to prepare an LCAP, which describes how we intend to meet annual goals for our pupils, with specific activities to address state and local priorities identified pursuant to Education Code Section 52060(d).</p> <p>The responsibilities of the <i>[name of your LEA]</i></p> <p>We have the primary responsibility to insure compliance with applicable state and federal laws and regulations. We shall investigate complaints alleging failure to comply with applicable state and federal laws and regulations including, but not limited to, allegations about discrimination, harassment, intimidation, bullying and noncompliance with laws relating to pupil fees for participation in an educational activity and LCAP and seek to resolve those complaints in accordance with our Uniform Complaint Procedures.</p>	
Page 2 of 6	June 2015

APPENDIX A: Sample UCP Board Policies and Procedures (continued)

Sample UCP Board Policies and Procedures	
<small>Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-319-0929</small>	
<p><i>[Name of your LEA]</i> <i>[Address of your LEA]</i> <i>[City, State, Zip of your LEA]</i> <i>[Phone number of your LEA]</i></p>	<p>UCP Policies and Procedures adopted by our Governing Board on <i>[Month day, year]</i></p>
<p>We shall ensure annual dissemination of the written notice of our complaint procedures to students, employees, parents or guardians of its students, school and district advisory committees member, appropriate private school officials or representatives, and other interested parties that includes information regarding unlawful pupil fees and LCAP requirements.</p> <p>An appeal is a request made in writing to a level higher than the original reviewing level by an aggrieved party requesting reconsideration or a reinvestigation of the lower adjudicating body's decision.</p> <p>Our UCP Annual Notice shall also include information regarding the requirements of Education Code sections 49010 through 49013 relating to pupil fees and information regarding the requirements of Education Code section 52075 relating to the LCAP.</p> <p>Our UCP Annual Notice shall be in English and in the primary language, pursuant to section 48985 of the Education Code, or mode of communication of the recipient of the notice.</p> <p>The following is responsible for receiving and investigating complaints and ensuring our compliance: Name or title: _____ Unit or office: _____ Address: _____ Phone: _____ E-mail address: _____</p> <p>The above, responsible for compliance and investigations, is knowledgeable about the laws and programs assigned to investigate.</p> <p>We will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the LEA, which is funded directly by, or that receives or benefits from any state financial assistance.</p> <p>An unlawful discrimination, harassment, intimidation and bullying complaint shall be filed no later than six months from the date the alleged discrimination, harassment, intimidation or bullying occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation or bullying.</p> <p>The time for filing a discrimination, harassment, intimidation or bullying complaint may be extended in writing by our district superintendent or his or her designee, upon written request by the complainant setting forth the reasons for the extension. The period for filing a discrimination, harassment, intimidation or bullying complaint may be extended by our superintendent or his or her designee for good cause for a period not to exceed 90 calendar days following the</p>	
<small>Page 3 of 6</small>	<small>June 2015</small>

APPENDIX A: Sample UCP Board Policies and Procedures (continued)

Sample UCP Board Policies and Procedures	
<small>Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-319-0929</small>	
<p><i>[Name of your LEA]</i> <i>[Address of your LEA]</i> <i>[City, State, Zip of your LEA]</i> <i>[Phone number of your LEA]</i></p>	<p>UCP Policies and Procedures adopted by our Governing Board on <i>[Month day, year]</i></p>
<p>expiration of the six month time period. Our superintendent shall respond immediately upon a receipt of a request for extension.</p> <p>The complaint shall be filed by one who alleges that he or she has personally suffered unlawful discrimination, harassment, intimidation, and bullying or by one who believes an individual or any specific class of individuals has been subjected to discrimination, harassment, intimidation, and bullying prohibited by this part.</p> <p>We ensure that complainants are protected from retaliation and that the identity of a complainant alleging discrimination, harassment, intimidation, and bullying remain confidential as appropriate.</p> <p>An investigation of a discrimination, harassment, intimidation, and bullying complaint shall be conducted in a manner that protects confidentiality of the parties and maintains the integrity of the process.</p> <p>Complainants are advised of the right to pursue civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws. Civil law remedies, including, injunctions, restraining orders, or other remedies or orders may also be available at any time.</p> <p>If we find merit in a pupil fees and/or an LCAP complaint we shall provide a remedy to all affected pupils, parents, and guardians that, in the case of pupil fees, includes reasonable efforts by us to ensure full reimbursement to all affected pupils, parents, and guardians, subject to procedures established through regulations adopted by the state board.</p> <p>We submitted our UCP policies and procedures to our local governing board for approval and adoption (see the top of this document for final adoption date).</p> <p>Filing a complaint with the <i>[name of your LEA]</i></p> <p>Except for Williams complaints regarding instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of pupils or staff, and teacher vacancies or misassignments, and complaints that allege discrimination, harassment, intimidation, and bullying, any individual, public agency or organization may file a written complaint with our district superintendent or his or her designee alleging a matter which, if true, would constitute a violation by our LEA of federal or state law or regulation governing a program. A pupil fees complaint may be filed with the principal of a school.</p> <p>A pupil fees complaint and/or an LCAP complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with laws relating to pupil fees.</p> <p>A pupil fee complaint shall be filed no later than one year from the date the alleged violation occurred.</p>	
<small>Page 4 of 6</small>	<small>June 2015</small>

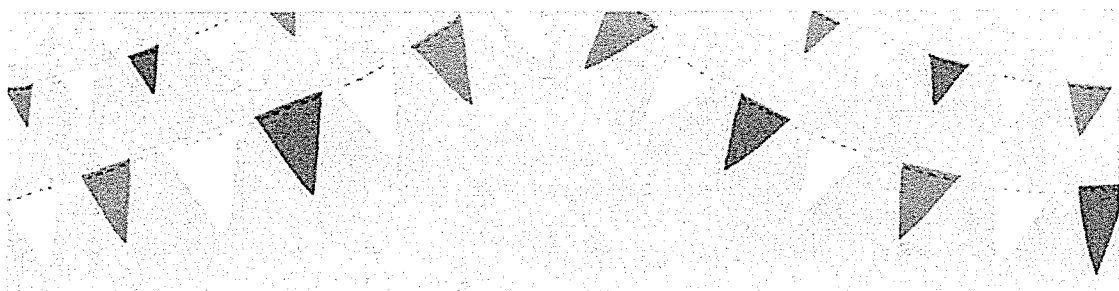
APPENDIX A: Sample UCP Board Policies and Procedures (continued)

Sample UCP Board Policies and Procedures	
<small>Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-319-0929</small>	
<i>[Name of your LEA]</i> <i>[Address of your LEA]</i> <i>[City, State, Zip of your LEA]</i> <i>[Phone number of your LEA]</i>	UCP Policies and Procedures adopted by our Governing Board on <i>[Month day, year]</i>
<p>We will attempt in good faith by engaging in reasonable efforts to identify and fully reimburse all pupils, parents and guardians who paid a pupil fee within one year prior to the filing of the complaint.</p> <p>The investigation shall provide an opportunity for the complainant, or the complainant's representative, or both, to present evidence or information.</p> <p>Refusal by the complainant to provide the investigator with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegations.</p> <p>Refusal by <i>[name of your LEA]</i> to provide the investigator with access to records and/or other information related to the allegation in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred and may result in the imposition of a remedy in favor of the complainant.</p> <p>Except for Williams complaints and pupil fees complaints, a UCP complaint will be investigated and a written report (also known as the Decision) issued to the complainant within 60 days from the date of the receipt of the complaint, unless the complainant agrees in writing to an extension of time.</p> <p>We shall issue a Decision based on the evidence and will contain the following elements:</p> <ul style="list-style-type: none">(i) the findings of fact based on the evidence gathered,(ii) conclusion of law,(iii) disposition of the complaint,(iv) the rationale for such disposition,(v) corrective actions, if any are warranted,(vi) notice of the complainant's right to appeal our LEA Decision to the CDE, and(vii) procedures to be followed for initiating an appeal to the CDE. <p>Nothing in this document shall prohibit anyone involved in the complaint from utilizing alternative methods to resolve the allegations, such as mediation. Nor are we prohibited from resolving complaints prior to the formal filing of a written complaint. Mediation is a problem solving activity whereby a third party assists the parties to the dispute in resolving the complaint.</p> <p>Copies of these complaint procedures shall be available free of charge.</p>	
<small>Page 5 of 6</small>	<small>June 2015</small>

APPENDIX A: Sample UCP Board Policies and Procedures (continued)

Sample UCP Board Policies and Procedures	
<small>Provided by the California Department of Education • Categorical Programs Complaints Management Office • 1430 N Street, Sacramento, CA 95815 • 916-319-0929</small>	
<i>[Name of your LEA] [Address of your LEA] [City, State, Zip of your LEA] [Phone number of your LEA]</i>	UCP Policies and Procedures adopted by our Governing Board on [Month day, year]
 Federal and State Laws cited:	
<ol style="list-style-type: none">1. 34 Code of Federal Regulations [CFR] §§ 300.510-5112. California Code of Regulations [CCR] Title 5 §§ 4600-46873. California Code of Regulations [CCR] Title 5 § 4610(b)4. California Code of Regulations [CCR] Title 5 § 46225. California Code of Regulations [CCR] Title 5 §§ 4630-46316. California Education Code [EC] §§ 200, 220, 262.37. California Education Code [EC] §§ 234 - 234.58. California Education Code [EC] § 351869. California Education Code [EC] § 4088510. California Education Code [EC] §§ 49010 - 4901311. California Education Code [EC] § 5207512. California Government Code [GC] §§ 11135, 1113813. California Penal Code (PC) § 422.55	
<hr/>	
<small>California Department of Education • June 2015</small>	
<small>Page 6 of 6</small>	<small>June 2015</small>

APPENDIX B: Bullying Questionnaire Sent to School Administrators



Bullying Questionnaire

Bullying Questionnaire

* Required

Name of person completing this form *

Name of school *

Email address of person completing form *

Do you have your bullying policy in your handbook? *

Is your bullying policy found on your website and do you employ any specific anti-bullying program? *

What is the process for submitting complaints & how are complaints received & filed. *

Are the complaint forms on the website? Can you file a complaint online? *

How is an anonymous complaint filed? *

APPENDIX B: Bullying Questionnaire (sent to school administrators) (continued)

How do you file a 3rd party complaint? *

What is your school's approach to cyberbullying? *

What is the procedure once a complaint is filed and received? Please explain all ways that a complaint can be investigated and resolved. How is this process shared with students and parents? *

Does your school keep a log of bullying complaints? Where is it kept? Who has access to it? *

Please provide the number of bullying complaints your school received for the following school years: 2010-11, 2011-12, 2012-13, 2013-14, 2014-15, 2015-16. *

What is your process for following up after a complaint has been filed and investigated? What have been the results? *

Has a student in your school ever been expelled or suspended for bullying? Please provide details. *

Does Marin County Office of Education (MCOE) require that complaint history be sent to their office? *

Does your school do any student training and awareness on bullying? If so, how is this done & how often. *

Has your staff received the NoBully training? If so, when and how was it done and how would you rate its effectiveness? *

Are you familiar with any of these programs: Beyond Differences, No One Eats Alone, Be Kind Online, iKeepsafe? Please indicate which your school has used and your experience? *

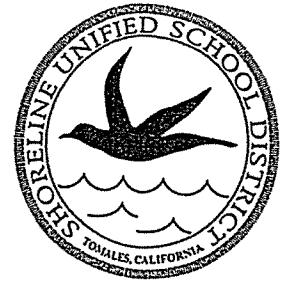
APPENDIX B: Bullying Questionnaire (sent to school administrators) (continued)

Does your school use any other outside organizations to assist in bully awareness and resolution training? If, please indicate what programs you use and your experience. *

What still needs to be done to decrease bullying? How can this be done? *

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



April 11, 2016

The Honorable Kelly V. Simmons
Presiding Judge
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988

John Mann, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903

Dear Judge Simmons and Mr. Mann,

Attached to this letter are the requested responses from the Shoreline Unified District School District to the findings and recommendations of the Marin County Civil Grand Jury Report regarding: **Marin Public Schools Fail to Beat Bullies.**

Thank you for investigating this important issue that impacts our families and communities. Keeping students safe is always our first concern. Our District will take the necessary steps to ensure that all students feel safe and comfortable in our schools.

We look forward to working together with the Marin County Office of Education in a coordinated effort to address this challenging issue. Again, thank you for your support in keeping the students in our schools safe.

Sincerely,

Jill Manning-Sartori,
SUSD Board President

Bob Raines, Superintendent

Response to Grand Jury Report Shoreline Unified School District

Report Title: Marin Public Schools Fail to Beat Bullies

Report Date: June 2, 2016

Board Agenda Date: August 18, 2016

FINDINGS

- **We agree with the findings numbered: 1**

- **We disagree *partially* with the findings numbered: 2, 3**

We partially disagree with finding #2, that Marin County Schools do not fully comply with the laws regarding prevention of bullying. We cannot speak for other districts in Marin County, though we can assert that the Shoreline Unified School District complies with all laws regarding bullying prevention.

We partially disagree with finding #3, that policies and complaint procedures are not posted on district and school websites. The Shoreline Unified School District schools have historically posted policies and complaint procedures on their websites. The District will ensure that these postings are more prominent.

RECOMMENDATIONS

The following recommendations have been implemented.

R1. Each school in the district should review its policies and procedures to ensure full compliance with the requirements of Seth's Law.

Bullying and anti-bullying measures are referenced in the following Board Policies:

0410 (Nondiscrimination in District Programs and Activities)

0440 (Technology Plan cites the Discipline BP)

0450 (Comprehensive Safety Plan)

1114 (District Sponsored Social Media)

1312.3 (Uniform Complaint Procedures)

4119.21 (Professional Standards)

4219.21 (Professional Standards)

4319.21 (Professional Standards)

5030 (Wellness)

5113.1 (Chronic Absence and Truancy)

5131 (Conduct)

5131.2 (Bullying) (Ed Code sections 234 (234.1-234.5))

- 5141.27 (Food allergies and special dietary needs)
- 5144 (Discipline)
- 5144.1 (Suspension and Expulsion/Due Process)
- 5145.3 (Nondiscrimination/Harassment)
- 5145.7 (Sexual Harassment)
- 6142.8 (Comprehensive Health Education)
- 6144 (Controversial Issues)
- 6163.4 (Student Use of Technology)

Policies and no-tolerance-of-bullying statements are in all school handbooks, available from school offices and on-line

The Uniform Complaint Process procedures are also posted on school webpages and included in handbooks.

R2. Each school in the district should review its policies and procedures to ensure that complainants are protected from retaliation, and that their identities remain confidential, as appropriate.

Protection from retaliation is addressed in the following Board Policies 1312.3, 4119.21, 4219.21, 4318.21, 5131.2, and 5145.3, and is addressed in each school's procedures.

The following recommendations have not yet been implemented, but will be implemented in the future. (Attach a timeframe for the implementation.)

R3. Each school in the district should adequately publicize its anti-bullying policies and procedures through its website, including a direct link on the website's homepage to the information (not simply linking to a lengthy student handbook, but directly to the anti-bullying policy and procedures themselves).

R4. All procedures and forms for filing a bullying complaint, including an anonymous complaint, should be available on the school's website.

R5. Each school in the district's website should provide the option to complete and submit bullying complaints online.

While anti-bullying policies and reporting procedures are available on-line, the District will make them more accessible with direct links by the end of September, 2016. The District will also make the reporting forms available for completion on-line.

R6. Each school in the district should review its student and parent education programs to ensure they are relevant and current. Schools should consider using the *No Bully Solution Team* [®] process that has been reported to be highly successful, or another equivalent program.

The District is exploring participating in the *StopIt!* anti-bullying program that is being provided through the Redwood Empire School Insurance Group (RESIG). This program includes education for students, teachers, staff and parents, as well as a smart phone app for anonymous reporting of bullying (and other inappropriate actions), that includes a means of tracking complaints and administrative responses. This program will be piloted by RESIG in the fall of 2016, and rolled out to member districts in the spring of 2017.

Date August 9, 2016

Signed

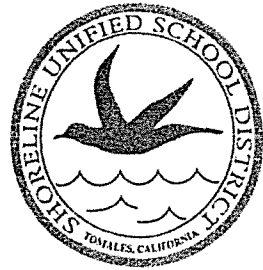


Bob Raines

Superintendent

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



SHORELINE UNIFIED SCHOOL DISTRICT LEASE WITH LION'S CLUB TEEN CENTER

LEASE

This Lease ("Lease") date as of August xx, 2016, is entered into between SHORELINE UNIFIED SCHOOL DISTRICT ("Landlord or District") and the POINT REYES LION'S CLUB ("Tenant") for the benefit of a teenage after school program.

Section 1 Premises

Landlord leases to Tenant and Tenant leases from Landlord a portion of the West Marin School, known as the "Old Music Portable," located at 11550 State Route 1, Pt. Reyes, CA 94956 ("Premises"), as specifically designated and depicted in Exhibit "A," which is incorporated herein by this reference.

Section 2 Term

The term of this Lease is for a period commencing on July 1st, 2016 and ending on June 30th, 2017. Tenant shall advise Landlord not later than April 1, 2017, if Tenant desires to extend the lease for an additional period. After having received such notice from Tenant, Landlord and Tenant shall meet prior to May 15, 2017 to discuss and evaluate to what extent each of their expectations were met with respect to the Leased Premises over the term of the Lease.

Section 3 Rental Term

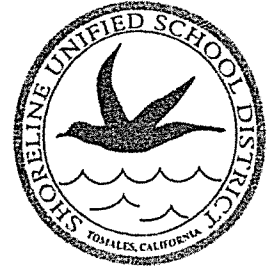
(a) The rent shall be zero dollars (\$0.00) ("Rent") per month for the portions of the Premises as shown on Exhibit "A." Landlord shall keep the restrooms available for the use of Lion's Club users, and shall allow parking for Teen Center users. Tenant is responsible to pay the cost of all maintenance, repairs, and modifications of the Premises. Landlord shall provide all utilities. Tenant shall be responsible for janitorial services, and shall maintain the exterior of the Premises.

(b) Possessory Interest

It is understood that this lease may create an interest subject to property taxation and tenant may be subject to the payment of property taxes levied on such interest. Tenant shall pay, before they become delinquent, all charges, fees, taxes and assessments imposed on the Leased premises by reason of tenant's activities or use of the leased premises or any improvements or personal property

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



located on the leased premises by or on behalf of tenant. Landlord may pay such charges, fees, taxes or assessments, and such payments shall be repaid by tenant on demand.

Section 4

Use

The Premises are to be used to operate a Teen Center, and no part of the Premises shall be used for any different purpose. Tenant shall not do or permit any act to be done that will increase the existing rate or cause cancellation of insurance on the Premises or will cause a substantial increase in utility services normally supplied to the Premises. Tenant shall comply with all statutes, ordinances, regulations, and other requirements of all governmental entities that pertain to the occupancy or use of the Premises, and with all rules and regulations that are adopted by Landlord for the safety, care, and cleanliness of the Premises and the preservation of good order on the Premises. All such rules and regulations as now exist or that may be properly adopted by the Governing Board of Landlord at a regularly scheduled board meeting with Tenant having been given notice of, and an opportunity to comment upon, any proposed change in the rules and regulations are expressly made a part of this Lease.

Additionally Team center staff is responsible for ensuring all Teen center students while on any part of the West Marin Campus follow the established rules and regulations including restrictions of riding of bikes and skateboards.

Section 5

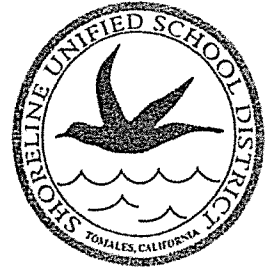
Alterations and Improvements

Tenant may make alterations or improvements to the Leased Premises at Tenant's own expense, after giving Landlord notice in writing of its intentions to do so and having obtained Landlord's written approval. All alterations or improvements shall be made in accordance with plans and specifications prepared in conformity with building industry standards applicable to commercial property in Marin County.

All of Tenant's trade fixtures, furniture, furnishings and other personal property, collectively referred to as "Personal Property" in this Lease, not permanently affixed to the Premises shall remain the property of Tenant. Tenant shall have the right to remove any or all of its Personal Property which it may have stored or installed in the Premises. Tenant shall, at its expense, immediately repair any damage occasioned to the Premises by reason of the removal of any such Personal Property.

SHORELINE UNIFIED SCHOOL DISTRICT

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Section 6 Insurance

Tenant shall provide and maintain general liability insurance with limits of at least One Million Dollars (\$1,000,000.00) per occurrence (Two Million Dollars general aggregate, if used) for bodily injury, personal injury, and property damage arising out of the activities and properties as described herein. Coverage shall include contractual liability covering the Tenant's use of the property. The general liability coverage shall give Landlord, its officers, employees and authorized volunteers insured status using ISO endorsement CG2026 or equivalent. Tenant shall provide Landlord with a certificate of insurance and additional insured endorsement for scheduled use. Such insurance shall be primary and any insurance, self-insurance, or other coverage maintained by Landlord, its officers, employees or authorized volunteers shall not contribute to it. Coverage is to be placed with a carrier with an A.M.Best rating of A-:VII or equivalent, or as otherwise approved by Landlord.

Tenant shall insure, or be a qualified self-insured, with respect to the applicable laws relating to Workers' Compensation coverage (Labor Code §3700), all of Tenant's employees working on or about the Leased premises. Tenant shall provide the Landlord with a certificate of Workers Compensation and Employer's Liability insurance coverage to be placed with a carrier with an A.M.Best rating of no less than A-:VII or equivalent, or as otherwise approved by the Landlord. The Employer's liability limit shall be no less than One Million Dollars (\$1,000,000.00) each accident or disease.

If any of the above coverage expires during the term of this Lease, Tenant shall deliver the renewal certificate(s), including the general liability additional insured endorsement, to the Landlord at least ten (10) days prior to the expiration date.

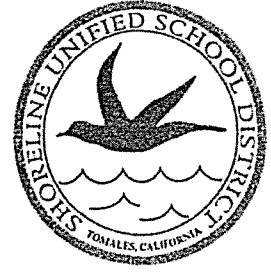
Section 7 **Default**

Each of the following shall be an Event of Default under this Lease:

- a) If Tenant fails to make any payment required by the provisions of this lease, when due;
- b) If Tenant fails within thirty (30) days after written notice to correct any breach or default of the other covenants, term, or conditions of this Lease;
- c) If Tenant vacates, abandons, or surrenders the Premises prior to the end of the term.

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Section 8 Remedies

Upon the occurrence of an Event of Default under this Lease by Tenant, Landlord is entitled at Landlord's option to the following:

- a) To reenter and take exclusive possession of the Premises;
- b) To continue this Lease in force or to terminate it at any time;
- c) To take custody of all of Tenant's personal property on the Premises and to dispose of Tenant's personal property, and to apply the proceeds from any sale of Tenant's personal property to Tenant's obligations under this Lease;
- d) To restore the Premises to the same condition as received by Tenant, or to alter the Premises to make them suitable for reletting, all at Tenant's expense; and
- e) To enforce by suit or otherwise all obligations of Tenant under this Lease and to recover from Tenant all remedies now or later allowed by law.

Section 9 Maintenance and Repairs

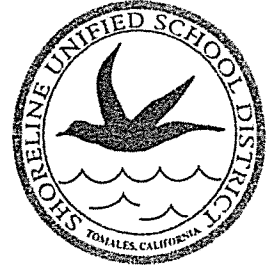
Tenant acknowledges that the Premises are in fair and safe condition and, agrees to maintain the Premises in good and safe condition, including all interior surfaces of walls, windows, plate glass, doors, and ceilings, and all fixtures or equipment installed by Tenant. Tenant shall be responsible for maintenance of leased space. Tenant promises to surrender the Premises at termination of this Lease in the same condition as received, except for normal wear and tear and except for changes authorized by Landlord. Tenant agrees, to make no repairs at the expense of Landlord.

Section 10 Severability

The invalidity of any portion of this Lease shall not affect the remainder, and any invalid portion shall be deemed rewritten to make it valid so as to carry out as near as possible the expressed intention of the parties.

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Section 11 Assignment or Subletting

Any assignment or subletting of any portion of the Premises, whether by operation of law or otherwise, without prior written consent of Landlord is void and shall be a breach of this Lease, and, at the option of Landlord, shall terminate this Lease.

Section 12 Entry

Landlord reserves the right to enter the Premises at reasonable times to carry out any building management or business purpose in or about the building.

Section 13 Signs

In the event that Tenant desires to place any sign, notice, or display of any kind outside the Premises, Tenant shall first have the desired signage approved pursuant to Marin County's signage ordinance. After the signage has been approved by Marin County as being in compliance with its signage ordinance, Tenant shall obtain the written consent of Landlord to the proposed signage.

Section 14 Indemnity

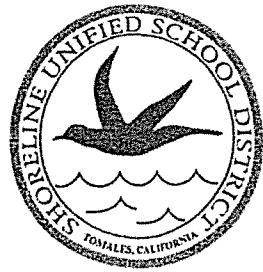
Tenant agrees to indemnify, hold harmless, and defend Landlord from all claims and liability of every kind, including court costs and attorney fees, arising in any way from any occurrence on the Premises, or related to the use or occupancy of the Premises.

Section 15 Notices

Any notice under this Lease shall be given by mailing the notice, postage prepaid, by certified mail, return receipt requested, to Tenant at the Premises or any other address set forth adjacent to Tenant's signature below and to Landlord at the address set forth adjacent to Landlord's signature below, or to any other place designated in writing by the parties.

SHORELINE UNIFIED SCHOOL DISTRICT

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Section 16 Attorney Fees

In any action or proceeding by either party to enforce this Lease or any provision of this Lease, the prevailing party shall be entitled to recover reasonable attorney fees and all other costs incurred.

Section 17 Legal Effect

All obligations of Tenant are expressly made conditions of the Lease, any breach of which shall, at the option of Landlord, terminate this Lease.

Section 18 Titles

The titles or headings to paragraphs shall have no effect on interpretation of provisions.

Section 19 Successors

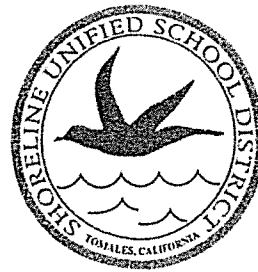
The provisions of this Lease shall apply to and bind the heirs, successors, and assigns of the parties.

Section 20 Waiver

The failure of Landlord to enforce a provision of the Lease shall not be deemed a waiver for any purpose.

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Section 21 Entire Agreement

This Lease; together with each attached exhibit, shall constitute the entire agreement of the parties, and may be modified only by a writing signed by the parties.

Section 22 Governing Law

This Lease shall be governed by and construed in accordance with California law,

The parties have executed this Lease on the date first written above.

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 10

John St

Tomales, CA 94971-0198

(707) 878-2266

By: _____

Point Reyes Lion's Club Point
Reyes Station, CA

By: _____

West Marin Coalition for Healthy Kids

MEMORANDUM OF UNDERSTANDING
Between
the West Marin Coalition for Healthy Kids
And
Shoreline Unified School District

The West Marin Coalition for Healthy Kids (WMCHK) works to create a West Marin community that understands, supports and involves youth. The Coalition's mission is to positively impact the well-being of West Marin youth in the San Geronimo Valley and in the coastal communities of Point Reyes-Inverness-Tomales and Bolinas-Stinson Beach through community action, policy advocacy and education." This shall be accomplished by developing programs aimed at:

- 1) reducing alcohol, marijuana, prescription and other drugs, tobacco by underage youth.
- 2) reducing incidences of bullying

This Memorandum of Understanding (MOU) delineates the understanding between community members, agencies, organizations and key stakeholders, who together form the **WMCHK**, and who share the following common concerns:

- Youth in West Marin are impacted by conditions that influence the personal decisions they make.
- Decisions made around alcohol and drug use, healthy eating, and personal and social interactions can have lasting effects on individual health, well being and academic success.
- To address concerns, we need to change community perceptions and norms in West Marin, with the intent that changing these conditions will impact individual behavior with long-term outcomes.
- We believe the Coalition's efforts should focus on evidence-based strategies and goals that will impact and improve the health, safety, wellness and relationships of youth in West Marin.

As a member of **WMCHK**, I commit to:

- Participating in Coalition meetings and not missing more than one of the six scheduled meetings per year or
- Participating on a Coalition subcommittee and not missing more than two subcommittee meetings per calendar year, and
- Voting on issues coming before the Coalition for decision,
- Serving as a resource and ambassador for the Coalition,
- Supporting the Coalition's mission (*stated above*)
- Designate a single individual to represent it at Coalition meetings. An alternate from the same agency may be appointed to attend and participate in the absence of the primary agency representative (*if an agency*);
- Following the Coalition's operating guidelines
- Notifying the Coalition in writing when I no longer wish to be a member or the Coalition.

July, 23, 2016

As a member, I will be entitled to cast a single vote on any issue coming before **WMCHK**. Individuals who have not entered into a Memorandum of Understanding with **WMCHK**, or who no longer meet these commitments are welcome to attend Coalition meetings but will not be eligible to cast votes on issues coming before the Coalition. Membership and voting rights are non-transferrable.

Changes to this agreement may be provided with the mutual consent of **WMCHK** and the undersigned. This Memorandum of Understanding shall expire in one year from the date below and/or when a NOTICE OF WITHDRAWAL OF MEMBERSHIP is received.

Date

Date

Name or agency name, if any

West Marin Coalition for Healthy Kids

(check the box that best describes you)

I am a:

- Parent Youth Business Community Civic/Volunteer Group
- Healthcare Professional Law Enforcement Agency Media
- Religious/Fraternal Organization School State/local, and/or tribal government agencies
- Youth-serving Organizations Other Organization with Expertise in Substance Abuse
- Other _____

who resides in West Marin or with interests in West Marin and is committed to promoting the health, safety, wellness and respect of youth in West Marin.

This Memorandum of Understanding will expire in one year from which it is signed.

NOTICE OF WITHDRAWAL OF MEMBERSHIP

Accept this as notice of withdrawal from the West Marin Coalition for Healthy Kids

Date

Name

Agency Name *(if any)*

July, 23, 2016

Memorandum of Understanding (MOU)
Between
Gallery Route One (GRO)-Artists in the Schools (AIS)
And
Shoreline Unified School District (SUSD)

This agreement is entered into between Gallery Route One's AIS and LPP and the Shoreline Unified School District. Gallery Route One's Artists in Schools Program and Latino Photography Project will work cooperatively with the SUSD administration and staff to co-facilitate and create a multi-disciplinary program, which includes field trips and projects that focus on art practice, hands-on science, creative writing and Environmental Education.

Background and Objectives

The Artists in the Schools program sponsored by Gallery Route One since 1993, partners with professional artists, writers, photographers and scientists to collaborate with classroom teachers and enrichment staff to focus on local and global environmental and social issues. The program has been in the SUSD school community for 24 years. Each year, the GRO staff, SUSD staff, students, community partners and parents participate in a broad environmental theme that is agreed upon by the staff of SUSD and GRO as well as community stakeholders. The interdisciplinary AIS program reaches beyond the school campus to engage local resources within the coastal community and or Bay Area region. The agreed upon program aligns with California's Common Core curriculum standards. Students' visual, artistic, scientific and literary expressions, along with photo and video documentation culminate in an annual exhibit at Toby's Gallery in Point Reyes Station. The program is funded by grants, donations and partners in art.

Statement of Work

Cooperative activities will include but are not limited to the following:

A. Both Parties Agree to:

1. Meet at the start of the 2016/2017 school year to develop a program that supports the SUSD staff requests and coordinate GRO-AIS resources and expertise. Upon completion of the academic year, meet to assess and evaluate the cooperative program. Appropriate changes will be adopted.
2. Coordinate program opportunities that involve art, writing and hands-on science. Co-facilitate field trips with community partners including, Point Reyes National Seashore Association and the National Park Service.
3. Meet with SUSD staff and administration to introduce the AIS projects, instructors and fieldtrip partners.
4. Create a shared work plan with GRO-AIS and SUSD staff that fosters cooperation and supports the school community, the students, their families and the Gallery Route One Program.
5. Create defined roles and responsibilities for all activities, including field trips.
6. Establish timeline among professional artists, writers and scientists, school staff and students.
7. Share information through a quarterly newsletter with families, students, and partner organizations about the AIS and SUSD program.
8. Coordinate time to complete projects after school through the Tomales Bay Youth Center (TBYC) and the Dance Palace After-School Art Program.
9. Address issues as they arise by communicating in a timely matter to mutual satisfaction.
10. Assess the success of the projects and/or programs.

B. GRO agrees to:

1. Director of the GRO-AIS program will present an outline of the resources available to share with the WM-Inv. School and THS.
2. Coordinate meetings with interested classroom and enrichment teachers.
3. Provide for SUSD teachers and staff of the GRO-AIS program a schedule that introduces the agreed upon themes, projects and fieldtrip for the school year.
4. Amend, approve and share the final program schedule with all stakeholders.
5. Provide information about the GRO's AIS Program to families in the school community describing the mission of the program and its relationship to SUSD.
6. Coordinate fieldtrip permission slips with SUSD staff.
7. Coordinate photography/video consent form with SUSD.
8. Provide materials and supplies that support the art, writing, science and media activities.
9. Provide professional art, writing and science based instruction and resources to school age children and their teachers.
10. Create a student satisfaction survey.

C. SUSD Schools agree to:

1. The SUSD classroom and enrichment staff will schedule with GRO-AIS Program opportunities and introduce an outline of the resources available to share with SUSD.
2. Staff will sign up and/or decline participation.
3. Provide the GRO- AIS staff with a response to the proposed plan for both projects and fieldtrips for the 2016/2017 school year.
4. Amend and accept the agreed upon plan and program schedule.
5. The GRO-AIS program will disseminate information about the annual program to students, their families and community partners.
6. Participating staff will co-facilitate the plan for the benefit of the children and the program goals.
7. Discuss the success and challenges of the partnership.
8. For electives: provide appropriate facilities and materials needed for collaboration.
9. Administer a student and parent satisfaction survey.

Terms of Agreement

- A. This agreement is in effect for the 2016-2017 school year.
- B. This agreement may be modified by written mutual agreement of both parties.

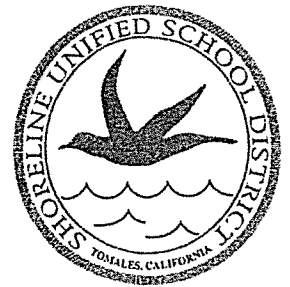
Key People:

Bob Raines, SUSD Superintendent
10 John Street
Tomales, Ca. 94971

Mary Mountcastle Eubank
Gallery Route One, Executive Director
PO Box 937
Point Reyes Station, Ca. 94956

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



EMPLOYMENT AGREEMENT FOR SITE PRINCIPAL TOMALES HIGH SCHOOL

The following is an agreement between the Governing Board of the Shoreline Unified School District, hereinafter referred to as "Board" and Adam Jennings, hereinafter referred to as "Principal". The above named parties hereby mutually agree as follows:

1. The District hereby employs the Principal commencing July 1, 2016 through June 30, 2017.
2. The salary of the Principal shall be \$148,090 in 2016-17, and shall consist of a 217 day work year. Specific work days will be approved by the superintendent.
3. The District will pay ACSA dues on behalf of the Principal.
4. The Principal shall receive either a district-paid cell phone or a stipend of \$50.00 per month.
5. The Principal agrees to perform the duties designated for this position by the governing Board and to provide all services related to the position of Principal.
6. The Principal shall be entitled to reimbursement for actual and necessary expenses incurred while performing duties incidental to this agreement. Reimbursement shall be in accordance with applicable Board regulations.
7. The Principal is required to be present at different campuses and other district facilities on a regular basis. In order to reimburse the Principal for this vehicle requirement, the Principal shall be entitled to a monthly stipend of one hundred and fifty dollars (\$150.00) for travel within Marin and Sonoma Counties. For travel outside Marin or Sonoma Counties, the Principal shall be reimbursed in a manner commensurate with that provided to all other District employees.
8. The Principal shall be evaluated by the Superintendent pursuant to District Policies. The evaluation so required shall be exclusive to any statutory rights to evaluation, and is an integral part of this agreement.
9. The Principal is expected to seek educational and professional advancement while he is employed by the district. He is, therefore, encouraged to attend professional meetings at the local and state levels, as the needs and finances of the District shall permit.

SHORELINE UNIFIED SCHOOL DISTRICT

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10. The agreement is subject to all applicable laws of the State of California, rules and regulation of the State Board of Education, and the rules, regulations, and policies of the Board, all of which are made a part of term and conditions of this contract as set forth herein.

11. Principal hereby represents that he is, on the date of this agreement, a holder of a valid California Administrator's Credential and a valid California Teacher's Credential and such credential are registered with the Marin County Office of Education.

Governing Board of the Shoreline Unified School District

Date

Superintendent, Shoreline Unified School District

Date

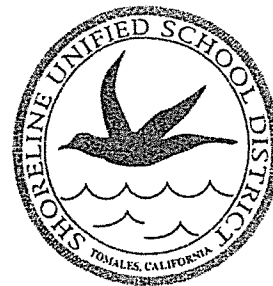
I hereby accept this offer of employment and agree to comply with the conditions thereof and fulfill all of the duties of employment at Tomales High School for the Shoreline Unified School District.

Principal, Tomales High School

Date

SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



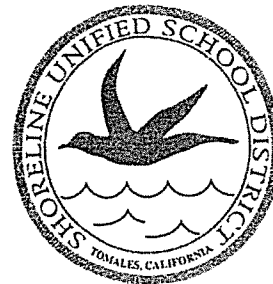
EMPLOYMENT AGREEMENT FOR SITE PRINCIPAL WEST MARIN ELEMENTARY SCHOOL INVERNESS ELEMENTARY SCHOOL

The following is an agreement between the Governing Board of the Shoreline Unified School District, hereinafter referred to as "Board" and Matthew Nagle, hereinafter referred to as "Principal". The above named parties hereby mutually agree as follows:

1. The District hereby employs the Principal commencing July 1, 2016 through June 30, 2017.
2. The salary of the Principal shall be \$137,789 in 2016-17, and shall consist of a 212 day work year. Specific work days will be approved by the superintendent.
3. The District will pay ACSA dues on behalf of the Principal.
4. The Principal shall receive either a district-paid cell phone or a stipend of \$50.00 per month.
5. The Principal agrees to perform the duties designated for this position by the governing Board and to provide all services related to the position of Principal.
6. The Principal shall be entitled to reimbursement for actual and necessary expenses incurred while performing duties incidental to this agreement. Reimbursement shall be in accordance with applicable Board regulations.
7. The Principal is required to be present at different campuses and other district facilities on a regular basis. In order to reimburse the Principal for this vehicle requirement, the Principal shall be entitled to a monthly stipend of one hundred and fifty dollars (\$150.00) for travel within Marin and Sonoma Counties. For travel outside Marin or Sonoma Counties, the Principal shall be reimbursed in a manner commensurate with that provided to all other District employees.
8. The Principal shall be evaluated by the Superintendent pursuant to District Policies. The evaluation so required shall be exclusive to any statutory rights to evaluation, and is an integral part of this agreement.

SHORELINE UNIFIED SCHOOL DISTRICT

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9. The Principal is expected to seek educational and professional advancement while he is employed by the district. He is, therefore, encouraged to attend professional meetings at the local and state levels, as the needs and finances of the District shall permit.
10. The agreement is subject to all applicable laws of the State of California, rules and regulation of the State Board of Education, and the rules, regulations, and policies of the Board, all of which are made a part of term and conditions of this contract as set forth herein.
11. Principal hereby represents that he is, on the date of this agreement, a holder of a valid California Administrator's Credential and a valid California Teacher's Credential and such credential are registered with the Marin County Office of Education.

Governing Board of the Shoreline Unified School District

Date

Superintendent, Shoreline Unified School District

Date

I hereby accept this offer of employment and agree to comply with the conditions thereof and fulfill all of the duties of employment at West Marin Elementary School and Inverness Elementary School for the Shoreline Unified School District.

Principal, West Marin Elementary School
& Inverness Elementary School

Date

CERTIFICATED STAFF UPDATE
AS OF JULY 1, 2016

NEW HIRES: NONE

PROB 1 – NONE

PROB 2

Jennifer Bradbury	THS
Kelly Butler	TES
Monica Mueller	THS
Erin Saunders	THS

TENURE/PERMANENT

Rebecca Bishop	THS
Courtney Fritsche	TES
Emilie Klein	WMS
Connie Marx	THS
Anne Spitler-Kashuba	DISTRICT
Ashley Steward	BBS

Nancy Wolf
813 Keokuk St.
Petaluma CA., 94952

July 19, 2016

Bob Raines
Shoreline Unified School District
PO Box 198
Tomales, CA

Dear Bob,

I am writing to request approval of 19 additional days (38 half days) of employment for the 2016-17 school year as the Interim Principal of Bodega Bay School.

Launching a preschool on the Bodega Bay campus has proven to be quite time consuming. Both the demands of licensing and implementation of the CSPP Grant have necessitated additional time thus far.

My goal in getting this program “off the ground” demands careful planning and implementation on the Bodega Bay site. This would require my attention for an additional half day per week.

Sincerely,

Nancy Wolf
Interim Principal
Bodega Bay School

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Administrative Secretary

SALARY: Range 15

BASIC FUNCTION

Under the general supervision of the site principal, provides a wide variety of secretarial support; acts as liaison between the administrator and other parties, provides information to the public, addresses issues related to the students of the school.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Maintains documents, files, records for the purpose of providing up to date reference and audit trail compliance
- Maintain inventory of supplies and materials
- Responds to inquiries from a variety of internal and external parties for the purpose of providing information and facilitating communication
- Compose documents for the purpose of documenting events, providing and/or requesting information
- Perform multiple technical tasks with an occasional need to upgrade skills due to changing job conditions
- Operate standard office equipment including pertinent software applications
- Perform standard bookkeeping/accounting procedures
- Plan and manage projects
- Prepare and maintain accurate records and reports
- Administers first aid to students and staff
- Sort and route mail for all employees
- Perform related duties as assigned
- Enroll students , maintain cumulative files and student information system database, post trainings, send report cards and progress reports
- Administer student body accounts according to Board Policy and California Education Code

MINIMUM QUALIFICATIONS

Knowledge of:

- Basic math calculations including fractions and percentages
- Grammar and punctuation
- Standard bookkeeping/accounting principles
- First Aid/CPR
- Bilingual (Spanish) highly desirable

Ability to:

- Work and communicate with a significant diversity of individuals and/or groups
- Work with data of varied types and/or purpose
- Adapt to changing work priorities
- Maintain confidentiality
- Meet deadlines and schedules
- Set priorities
- Work as part of a team
- Work with constant and sustained interruptions
- Work with detailed information/data
- Operate standard office equipment and pertinent software applications
- Relate to children in a supportive and nurturing manner

EXPERIENCE, EDUCATION AND TRAINING

- High School diploma or recognized equivalent
- CPR/First Aid certificate required within six months
- Any combination of education and experience that would provide the qualifying knowledge and abilities

PHYSICAL REQUIREMENTS

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodations may be made to enable a person with a disability to perform essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Bus Driver

SALARY: Range 14

BASIC FUNCTION

Under the general supervision of the Director of Transportation, the Bus Driver operates with patience and skill a school transportation vehicle in accordance with State law and regulations to transport children to and from school over prescribed routes and to make special trips authorized by the School District.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Safely operate a school transportation vehicle over prescribed routes, picks up children at designated stops
- Maintains vehicle in a clean manner, checks vehicle before each trip as required by law
- Reports need for mechanical repairs as they are observed and recommend preventative maintenance to the Director of Transportation
- Fill out daily and weekly reports as directed
- Maintain order and discipline among children on school bus
- Assist and recommend to Director of Transportation in the areas of planning, scheduling and services offered as requested
- Pick up and deliver intradistrict mail and parcels as requested
- Performs related duties as assigned

MINIMUM QUALIFICATIONS

- High School diploma or recognized equivalent
- Possession of Class A or Class B California Driver's License with passenger (P) and airbrakes (A) endorsements and a California Bus Drivers certificate
- Successful completion of school bus driver examination given by the California Highway Patrol
- Pass a bus drivers physical examination paid by the District
- CPR/First Aid certificates

PHYSICAL REQUIREMENTS

While driving school buses, seasonal heat and cold or adverse weather conditions will be experienced while loading and unloading children, controlling traffic and inspecting equipment. Exposure to fumes, dust, odors, petroleum products and ambient noise will occur daily. Stress from driving in difficult traffic environments,

interacting with dissatisfied or abusive individuals must be dealt with in a positive manner. Exposure to blood borne pathogens may occur.

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb,, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance

TB clearance (every 4 years)

Periodic random drug testing

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Custodian

SALARY: Range 8

BASIC FUNCTION:

Under the general supervision of the site Principal performs a variety of custodial duties to maintain the cleanliness and orderliness of assigned rooms, buildings, and related facilities.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Sweeps, scrubs, waxes floors; vacuums and cleans rugs and carpets; cleans restrooms; empties and cleans waste receptacles
- Washes black/white boards, windows, walls and blinds
- Performs minor maintenance or repairs on appliances or equipment such as replacing light bulbs and assists skilled maintenance with projects as necessary
- Locks and unlocks, arms and disarms buildings; checks buildings for security
- Inspects buildings for safety, fire and sanitary hazards
- Operates a variety of electrical cleaning equipment; maintains custodial equipment and supplies
- May occasionally perform grounds maintenance work including watering lawns and shrubs and cleaning grounds
- Assists school personnel in moving or rearranging furniture, desks and other equipment
- Performs other duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Methods of cleaning and preserving floors, walls and fixtures
- Cleaning materials and disinfectants, equipment and tools used in custodial work
- Safe work practices

Ability to:

- Use personal judgment and initiative to maintain a clean, attractive and safe learning and working environment

- Use tools required in custodial and minor maintenance work, including electrical cleaning equipment
- Understand and follow oral and written instructions.
- Perform heavy manual labor
- Clean and care for assigned areas and equipment
- Establish and maintain effective working relationships with those contacted in the course of work

EXPERIENCE EDUCATION AND TRAINING:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying.

PHYSICAL REQUIREMENTS:

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES:

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: District Technology Support Technician

SALARY: Range 17

BASIC FUNCTION:

Under the direct supervision of the Superintendent, monitors, maintains, and updates information systems and equipment to ensure optimum performance. Provides consultation and training to staff.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Researches and implements emerging telecommunication and IP technologies
- Monitor, tests, troubleshoots and debugs database and network systems
- Performs routine system management and develops procedures and documentation
- Installs, deploys and manages network services such as print, email, web, database, file sharing, domain name system (DNS) dynamic host configuration protocol (DHCP), security and other network operations
- Installs, configures and manages network switches, routers and other local area network (LAN) and wide area network (WAN) network devices
- Coordinates the collection, management and distribution of data
- Monitors and maintains computer network security systems
- Provides individual and group training in advanced uses of software applications
- Develops training materials
- Attends trainings, workshops and other professional development opportunities as assigned
- Performs other related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Principles, theories, methods, materials and equipment used in the design, installation, operations and maintenance of computer networks, web pages and database systems
- Administration, use and requirements of computer applications
- Operating systems and telecommunication systems
- Procedures of software and hardware configurations and optimization
- Standard English usage, spelling, grammar and punctuation

Ability to:

- Plan, install, operate, administer, troubleshoot, maintain and repair computers, networks and peripherals
- Provide technical service and assistance on matters relating to the installation, operation and maintenance of the SUSD information system
- Comprehend technical manuals and instructions
- Analyze and problem solve in a complex and technical environment
- Demonstrate strength, stamina and physical ability to complete assigned tasks
- Establish and maintain cooperative working relationships
- Operate sophisticated technical equipment
- Work independently utilizing effective time management strategies to complete assigned tasks
- Keep abreast of new development in technology

EDUCATION, TRAININGS AND EXPERIENCE

- High School Diploma or recognized equivalent
- Any combination of education and experience that would provide the knowledge and abilities such as:
 - Two years of responsible experience in the installation, operation, backup, repair, upgrade, support, maintenance and interoperability of stand alone and network operating systems, applications, hardware, network peripherals and network security
 - AA Degree in Computer Science
 - Graduation from an accredited four year institution of higher learning in Computer Science, Information Technology or related Field
- Possession of valid California Driver's License

PHYSICAL REQUIREMENTS

- Ability to lift, stoop, climb, push, pull, kneel, grasp, reach overhead, stand or walk for long periods of time, lift and/or carry 0-50 pounds to waist height, and perform physical tasks, with sufficient physical mobility and stamina to participate in activities which may be strenuous.
- Climb ladders
- Vision to observe needed repairs and to produce repairs

CLEARANCES

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELUNE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Food Services Assistant

SALARY: Range 6

BASIC FUNCTION:

Under the general supervision of the site Principals, and the direction of the Food Services Manager prepares, cooks and serves a variety of foods in large quantities; assists in the maintenance of school cafeteria and related work.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Sets up and serves a wide variety of meals.
- Performs in the cleaning and storing of dishes, utensils, cafeteria equipment, and food supplies.
- Cleans work areas and disposes of refuse.
- May assist with packaging and loading food for transport to other facilities.
- May assist with the preparation of vegetables, fresh fruits and other foods.
- Sweeps floors, wipes tables and counters, fills supplies for next day and performs general clean-up tasks.
- May perform baking duties as necessary.
- Assists others in the assembly and heating of foods.
- Operates computerized cash registers and oversees use of student thumbprint reader as needed.
- Operates food service machinery and equipment.
- Supervises student helpers.
- Performs assigned duties in a safe manner.
- Coordinates with site secretaries regarding students' food allergies
- Be available for County Health Inspections
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Sanitation principles applicable to food serving, kitchen maintenance, and cleaning of food eating areas.
- General food preparation.

Ability to:

- Maintain records as needed. Understand and carry out oral and written directions.

- Communicate with and give clear instructions to students.
- Learn to operate food service machines.
- Establish and maintain cooperative relationships with those contacted during the course of work.
- Work as an effective team member.
- Be free from communicable and infectious diseases.
- Push, carry and lift large and heavy items; ability to bend, twist and reach.
- Learn to operate computerized cash registers and equipment.
- Read and follow warning labels and to use hazardous materials and equipment with extreme caution.
- Make simple arithmetical computations.

EXPERIENCE, EDUCATION AND TRAINING:

- High School diploma or recognized equivalent
- Current Food Safety Certificate
- Any combination of experience and training, which indicate possession of the above skills and abilities.

PHYSICAL REQUIREMENTS:

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELUNE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Food Services Lead

SALARY: Range 10

BASIC FUNCTION:

Under the general supervision of the site administrator and the direction of the Food Services Manager, the Food Services Lead organizes and supervises the activities of a cafeteria; assists in training site cafeteria personnel; coordinates the operation between kitchen and cafeteria with the site administrator.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Organizes and supervises the preparation and serving of meals
- Prepares main dishes and other foods including hot and cold items; prepares food in advance for timely serving of meals
- Directs the activities of assigned staff; schedules and assigns duties; trains new employees as necessary
- Ensures that all food areas and equipment are properly cleaned and sanitized; ensures compliance with health, fire, safety and sanitation regulations of local and state agencies
- Assists other groups utilizing the cafeteria facilities for special events
- Operates a variety of kitchen related equipment and machines
- Manage free and reduced lunch program information at site
- Performs assigned duties in a safe manner
- Performs related duties as assigned
- Coordinates with school secretaries regarding food allergies

MINIMUM QUALIFICATIONS:

Knowledge of:

- Methods, techniques and equipment used in preparing and cooking foods in large quantities;
- Food inventory methods and procedures
- Federal and State nutrition guidelines
- Health and safety rules and regulations, which apply to food service programs
- The safe use of manual and mechanical kitchen equipment
- Food service accounting procedures

Ability to:

- Estimate quantities needed and order correct amounts for economical food service
- Prepare and cook foods applicable to the needs of children
- Maintain accurate records
- Supervise and train assigned personnel
- Communicate clearly and concisely, both orally and in writing

- Establish and maintain effective working relationships with those contacted during the course of work
- Work as an effective team member
- Push, carry and lift large and heavy items; ability to bend, twist and reach and stoop
- Be free from communicable and infectious diseases
- Take, maintain, and control inventories
- Coordinate and direct daily food production
- Make arithmetical computations and account for monies and supplies received
- Operate computerized cash registers and oversee use of student keypad
- Read and follow warning labels and to use hazardous materials and equipment with extreme caution

EXPERIENCE, EDUCATION AND TRAINING:

- High School Diploma or recognized equivalent
- Current Food Safety Certificate
- Any combination of experience and training, which would indicate possession of the above skills and abilities
- CPR/First Aid certificates required within six months of employment

PHYSICAL REQUIREMENTS:

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARNCES:

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELUNE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Food Services Manager

SALARY: Range 13

BASIC FUNCTION:

Under the general supervision of the Chief Business Official the Food Services Manager organizes and supervises the activities of a cafeteria; assists in training district cafeteria personnel; coordinates the operation between kitchen and cafeteria with the site administrator.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Plans, organizes and supervises the preparation and serving of meals
- Prepares main dishes and other foods including hot and cold items; prepares food in advance for timely serving of meals
- Estimates and orders food and supplies; maintains an accurate inventory for the kitchen; prepares required district state and federal reports
- Directs the activities of assigned staff; schedules and assigns duties; trains new employees as necessary
- Ensures that all food areas and equipment are properly cleaned and sanitized; ensures compliance with health, fire, safety and sanitation regulations of local and state agencies at all district food prep sites
- Assists other groups utilizing the cafeteria facilities for special events
- Operates a variety of kitchen related equipment and machines
- Receives and records cash collected; maintains records of meal counts; maintains accurate records of student information on computer
- Manage free and reduced lunch program, including state and federal reporting
- Performs related duties as assigned
- Coordinates with school secretaries regarding food allergies

MINIMUM QUALIFICATIONS:

Knowledge of:

- Methods, techniques and equipment used in preparing and cooking foods in large quantities
- Food inventory methods and procedures
- Federal and State nutrition guidelines
- Health and safety rules and regulations, which apply to food service programs
- The safe use of manual and mechanical kitchen equipment and food values
- Food service accounting procedures

Ability to:

- Estimate quantities needed and order correct amounts for economical food service. Prepare and cook foods applicable to the needs of children

- Maintain accurate records
- Supervise and train assigned personnel
- Communicate clearly and concisely, both orally and in writing
- Establish and maintain effective working relationships with those contacted during the course of work
- Work as an effective team member
- Push, carry and lift large and heavy items; ability to bend, twist and reach and stoop
- Be free from communicable and infectious diseases
- Take, maintain and control inventories
- Coordinate and direct daily food production
- Make arithmetical computations and account for monies and supplies received
- Operate computerized cash registers and oversee use of student keypad
- Read and follow warning labels and to use hazardous materials and equipment with extreme caution

EXPERIENCE, EDUCATION AND TRAINING:

- High School Diploma or recognized equivalent
- Current Food Safety Certificate
- Any combination of experience and training, which would indicate possession of the above skills and abilities
- CPR/First Aid certificates required within six months of employment

PHYSICAL REQUIREMENTS:

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects.
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARNCES:

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Groundskeeper

SALARY: Range 7

BASIC FUNCTION:

Under the general supervision of the site Principal at the assigned location, performs general grounds maintenance for the District.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Performs grounds maintenance and repair duties related to school grounds and athletic fields
- Cultivates, waters, and trims lawns, shrubs, hedges and trees
- Uses hand tools to work soil and to remove weeds, undergrowth, and debris from school grounds and landscaped areas
- Plants, transplants, and fertilizes a variety of plants and shrubs; sprays shrubs, trees and lawns
- Operates a variety of grounds equipment, including hand and power mowers, tractors, edger's and gang mowers
- May drive a pickup truck in the performance of work
- Assists in the installation and repair of sprinkler systems
- Lines athletic fields
- May perform cleaning and custodial work as required
- May assist skilled maintenance personnel on a broad variety of projects
- Performs related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Tools, materials, equipment and standard practices of grounds keeping work
- Common trees, ornamental shrubs, lawn pests and diseases and approved methods of controlling and eradicating them
- Safe work practices

Ability to:

- Use and operate a variety of hand and power tools and equipment
- Perform heavy physical labor
- Understand and carry out oral and written instructions
- Establish and maintain cooperative relationships with those contacted in the course of work

EXPERIENCE, EDUCATION AND TRAINING:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying.

Special Requirements:

- Possession of, or ability to attain a valid California Drivers License

PHYSICAL REQUIREMENTS

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES:

State and Federal Fingerprint Clearance
TB Clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Instructional Assistant

SALARY: Range 12

BASIC FUNCTION:

Under the general supervision of the site principal, assist certificated staff in the instruction, supervision and training of individual or groups of students by performing a variety of training and/or instructional support activities and perform related duties, as assigned. This position provides a variety of instructional/training support activities related to the classroom. Incumbents may work with non/limited English speaking or special education students.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Tutor students in individual lessons and/or practices to reinforce learning concepts
- Assist certificated teacher(s) in implementing curriculum for assigned area(s) of instruction and various recreational activities
- Assist in supervising students to maintain effective learning environment, noting behavioral problems observed and disciplining when necessary
- Assist certificated personnel in organizing assigned learning, vocational and/or instructional environment(s)
- Clean and maintain neat and orderly classroom/instructional/vocational areas
- Prepare instructional materials and equipment for classroom use
- Work closely with substitute teacher to provide program continuity when regularly assigned certificated teacher is absent
- Provide teacher(s) and/or school administrators with relevant feedback and information on students progress through observation, daily contact and maintaining accurate student records
- Maintain informal and operational records and files, including tests/homework scores, student work folders and other records related to instructional objectives
- Maintain confidentiality of student information in accordance with existing law
- Monitor, assist and interact with students while using equipment and technology
- Practice safe work habits on a consistent basis
- Perform a variety of clerical tasks as assigned that may include filing, answering phones, taking messages and completing and preparing forms as appropriate for assignment
- Direct and monitor the work of student assistants/tutors as required
- Work cooperatively with teachers, parents, students and staff
- Treat others with courtesy and respect
- Perform related duties, as assigned

MINIMUM QUALIFICATIONS:

Knowledge of:

- Pertinent academic areas and learning situations
- General behavior management techniques
- Indoor/outdoor recreational activities
- Standard English usage, spelling, grammar and punctuation
- Standard office machines and technology
- Safe work practices

Ability to:

- Plan, organize and prioritize own work to meet deadlines; accomplish assigned tasks within established timelines including maintaining accurate records and files
- Maintain an orderly work environment and perform tasks in prescribed and safe manner
- Establish and maintain cooperative working relationships with those contacted during performance of job duties
- Maintain and improve professional skills and knowledge
- Be flexible and receptive to change
- Understand and apply established principles, techniques and procedures required for effective job performance
- Learn methods and procedures to be followed in assigned instructional area
- Understand and carry out both oral and written instructions in an independent manner
- Learn the requirements of the students in the specific learning program(s) to which assigned
- Analyze situations accurately and adopt an effective course of action
- Effectively supervise students in a variety of situations and remain calm and patient in stressful situations
- Communicate effectively and tactfully in both oral and written forms
- Administer basic first-aid/CPR
- Interact with students during recreational and classroom activities which require twisting, bending, pushing and pulling
- Develop rapport with students and be consistently fair, impartial and objective when dealing with students
- Adapt to periodic heavy work load
- Maintain regular and reliable attendance

EDUCATION, TRAINING AND EXPERIENCE:

- High School diploma or recognized equivalent
- Two (2) years of higher education, from an accredited institution, study equivalent to 48 semester units, an Associate of Arts Degree or passage of District competency exam
- Demonstrated experience in using judgment in high pressure situations
- Bilingual (Spanish) is desirable
- First-Aid and CPR Certificates required within 6 months of employment

PHYSICAL REQUIREMENTS

- Meet the physical requirements necessary to perform assigned duties safely and effectively, including lifting fifty (50) pounds on an occasional basis and in excess of fifty (50) pounds with assistance

Reasonable accommodations may be made to enable a person with a disability to perform the essential function of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (required every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Mechanic

SALARY: Range 16

BASIC FUNCTION

Under the general supervision of the Director of Transportation the mechanic repairs, services, and performs major and minor repairs to school busses, automobiles, trucks, and other power driven equipment.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Inspects busses, automobiles, trucks, and related equipment to locate and determine the extent of necessary overhaul or repair
- Performs general overhaul and repair work on gasoline and diesel powered engines such as busses, automobiles, trucks, and other automotive and mechanical equipment and schedules outside labor on vehicles when necessary
- Inspects, adjusts, and replaces necessary units and related parts including valves, pistons, main bearing, and assemblies
- Repairs cooling, fuel, and exhaust systems; tunes engines using standard testing equipment
- Schedules and performs preventative maintenance and repair work on vehicles including lubrication and oil changes
- Maintains records on all maintenance and repair work performed
- Answer telephone and dispatch as necessary
- Receives and unloads food and supplies from delivery truck as necessary
- Cleans and maintains the shop area and equipment
- Secure busses and building
- Assesses and assigns priority to repair requests
- Orders and maintains inventory of parts
- Responds to emergency breakdowns
- Evaluates bus accidents and assesses damage
- Reads and interprets schematics
- Operates a variety of vehicles and equipment, including: busses, forklift, tractor, bus hoist, welder and drill press
- Gives input and recommendations on new vehicle specifications
- Repairs minor paint and body work
- Checks all bus fluids daily
- Performs related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Various mechanical and electrical systems of gasoline and diesel engines
- Standard practices, equipment and tools of the automotive and equipment mechanicals trade
- Principles of gasoline and diesel engines
- Hazards and safety precautions

Ability to:

- Diagnose and repair a variety of mechanical problems of gasoline, diesel and propane driven equipment
- Use various hand and power driven shop tools
- Maintain clear and accurate records
- Establish and maintain effective working relationships with those contacted in the course of work
- Lift fifty (50) pounds

EXPERIENCE EDUCATION AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying.

Special Requirements

- Possession of, or ability to obtain, a valid California Class B driver's license

PHYSICAL REQUIREMENTS

- Ability to exert fifty (50) pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (every 4 years)
Periodic random drug testing

SHORELUNE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Para-educator Art

SALARY: Range 14

BASIC FUNCTION:

Under the general supervision of the site Principal oversees the art program and facilitates projects with students. Coordinates with staff on in-class themes to enhance core curriculum.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES:

- Assists students individually and in groups in the use of art supplies
- Schedule and prepare art room for use by students
- Maintain and troubleshoot all equipment used in the art room
- Model, monitor and direct ethical use of equipment
- Oversee the art room by observing and enforcing the proper use of materials to ensure that the materials are use safely and correctly
- Responsible for the ordering and purchasing of art supplies
- Assist in supervising students to maintain effective learning environment, noting behavioral problems observed and disciplining when necessary

MINIMUM QUALIFICATIONS

Knowledge of:

- California State Framework for the Visual and Performing Arts and Content Standards
- General behavior management techniques
- Proper English usage, spelling and grammar
- Art instruction techniques and methods to motivate students

Ability to:

- Plan, organize and prioritize work to meet deadlines
- Maintain accurate records and files
- Establish and maintain cooperative working relationships with those contacted during the performance of job duties
- Maintain and improve professional skills and knowledge
- Analyze situations accurately and adopt an effective course of action
- Assist students with specific learning disabilities
- Assist students with limited English capabilities

- Communicate effectively and tactfully in both oral and written forms

EDUCATION, TRAINING AND EXPERIENCE:

- High School diploma or recognized equivalent
- Bilingual (Spanish) is desirable
- First Aid/CPR certificates required within six months
- Any combination of education and experience in art, art history or art instruction that would provide the required knowledge and abilities

PHYSICAL REQUIREMENTS

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Para-educator Library

SALARY: Range 14

BASIC FUNCTION

Under the general supervision of the site principal the Para-educator Library works independently to perform a wide variety of clerical and library services for faculty and students, supervises students and volunteers and maintains the library and its collection.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Assists students in the use of the library including computer/card catalogue, use of basic reference sources, finding materials~ instructs students in use of library computers for Internet and word processing
- Maintains the library in a neat and orderly condition, maintains order and discipline among students using the library
- Checks incoming books and non-book materials
- Assists teachers in locating appropriate materials and in compiling materials for their classes
- Trains and directs the work of students aides in the circulation and shelving of materials
- Maintains daily circulation records and maintains computer/card catalog
- Assists in cataloging and processing library materials
- Maintains library based technology for student and staff
- Assists in the preparation of the annual library budget and acquisitions
- Prepares bulletin boards and displays; maintains vertical file of information on various subjects
- Types necessary library communiqués, including overdue notices, book orders, bibliographies, cards, and memos
- Inventories library material annually
- May assist with the formal instruction of students including the proper method of using the library
- Performs related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Use of library computer/card catalogue and basic reference sources

- Current library methods, practices and terminology
- Proper English usage, spelling, grammar and punctuation
- Modern office methods, procedures and computer equipment

Ability to:

- Use the Dewey Decimal classification system and basic library reference materials
- Perform general clerical and paraprofessional library duties
- Maintain discipline and order among students using the library
- Care for and use audio-visual and computer equipment and programs
- Communicate clearly and concisely, both orally and in writing
- Is able to work under pressure to complete various library duties
- Establish and maintain cooperative relationships with those contacted during the course of work
- Type accurately at a speed necessary for successful job performance

EXPERIENCE, EDUCATION AND TRAINING

- High School diploma or recognized equivalent
- Any combination of education and experience in library operations that would provide the required knowledge and abilities

PHYSICAL REQUIREMENTS

- Ability to exert fifty (50) pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

Title: Skilled Maintenance

Range: Range 15

BASIC FUNCTION

The Skilled Maintenance operator works under general supervision of the site principal to perform a variety of technical tasks in several trades in the maintenance and repair of buildings, facilities, and equipment; helps plan and participates in construction, maintenance, and grounds keeping operations of the school assigned and related work as required.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Responds to requests for repairs and maintenance; evaluates work needed; plans and organizes work to be done
- Maintains the interior and exterior of buildings, including rough and finished carpentry, painting, roof repair and repairs on plumbing, electrical and heating systems
- Inspects heating units; repairs, steam cleans and reassembles units
- Performs electrical system wiring and installations; installs new lights and replaces lights
- Repairs and installs electrical equipment such as motors, heaters and circuit breakers
- Inspects, operates and maintains the District's water and sewer lines; performs repair work on the water and sewer system
- Maintains supplies for routine building maintenance requirements orders, purchases and inventories supplies
- Inspects, operates and maintains heating systems
- Abates asbestos materials, as appropriate
- Arranges for outside firms to perform maintenance work, as necessary
- Paints buildings, fixtures and equipment; paints or stains cabinets and woodwork
- Operates a variety of maintenance equipment, machines and tools; drives motorized equipment
- Estimates cost of repair and construction work in terms of labor and materials
- Performs related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Methods or work scheduling and review
- Methods of cleaning and preserving floors, walls, and fixtures
- Methods, materials, equipment and tools used in the various building and grounds maintenance specialties
- Methods and techniques of electrical repairs, carpentry, plumbing, painting, mechanical work, heating and air conditioning maintenance, and gardening
- Cleaning materials and disinfectants, equipment and tools used in custodial work
- Use and maintenance of a variety of power and hand tools
- Safe work practices
- Cleaning materials and disinfectants, equipment and tools used in custodial work

Ability to:

- Use tools required in custodial and minor maintenance work, including electrical cleaning equipment
- Communicate clearly, both orally and in writing
- Perform heavy manual work
- Clean and care for assigned areas and equipment
- Establish and maintain effective working relationships with those contacted in the course of work

EXPERIENCE, EDUCATION AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying.

Special Requirements:

- Possession of, or ability to obtain, a valid California drivers license
- May be required to possess, or obtain, a valid asbestos maintenance and operation certificate as required by the Asbestos Hazard Emergency Response Act

PHYSICAL REQUIREMENTS

- Ability to exert 50 pounds of force frequently to lift, carry, push, pull or otherwise move objects
- Ability to stoop, climb, stand for long periods of time and perform physical labor, physical mobility and stamina to participate in activities which may be strenuous

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (required every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Sub Service

SALARY: Range 12

BASIC FUNCTION

Under the supervision of the Superintendent, structures and operates the substitute teacher service for the school district. Establish and maintain cooperative relationships with those contacted to work.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- Structure and operate the substitute teacher service for the District
- Establish and maintain a data base of substitute teachers available for all the teachers in the District
- Be available at 6:00 AM and evenings to take messages off the District answering machine from Sunday evening through Friday
- Place and receive phone calls from 6:00 AM until late night
- Contact Administrative Secretaries daily to coordinate subs required/requested
- Performs other related duties as assigned

MINIMUM QUALIFICATIONS

Knowledge of:

- Basic telephone skills
- Organizational skills

Ability to:

- Work and communicate effectively in English with a significant diversity of individuals
- Work independently
- Meet deadlines and schedules

EXPERIENCE, EDUCATION AND TRAINING

- High School diploma or recognized equivalent

PHYSICAL REQUIREMENTS

- Ability to communicate effectively and clearly in English

Reasonable accommodations may be made to enable and person with a disability to perform essential functions of the job.

CLEARANCES

State and Federal Fingerprint Clearance
TB clearance (every 4 years)