

V B. 3

CHANGE ORDER

Distribution:

OWNER	<input checked="" type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
IOR (copy)	<input checked="" type="checkbox"/>
DSA	<input type="checkbox"/>



Via:

Fax	<input type="checkbox"/>
E-Mail	<input checked="" type="checkbox"/>
Mail	<input checked="" type="checkbox"/>
Overnite	<input type="checkbox"/>
Hand	<input checked="" type="checkbox"/>

PROJECT: Gravenstein Ph 2 Modernization
Gravenstein Union School District
Sebastopol, CA 95472

Change Order No.	62
Contract For:	Phase 2
Contract Date	05-24-16
DSA File No.:	49-39
DSA App. No.:	01-115393
Arch. Project No.:	940
Arch File Code:	97.00

CONTRACTOR: Murray Building Inc.
1181 Broadway
Sonoma, CA 95476

You are directed to make the following changes in this contract: (Refer to Attached Summary, next page)
Reserved for Architect's Stamp

Reserved for DSA Approval Stamp

The original Contract Sum was	
Net change by previous Change Orders	\$ 3,255,000.00
The Contract Sum prior to this Change Order was	\$ 634,334.55
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 3,889,334.55
The new Contract Sum including this Change Order will be	\$ 72,646.38
The Contract Time will be INCREASED by this Change Order in the amount of	\$ 3,961,980.93
The Date of Completion as of the date of this Change Order:	66
	3/25/2017

Not valid until signed by both the Owner and the Architect.

Signature of the contractor indicates his approval herewith, including any adjustment in the Contract Sum or Contract Time.
The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all Suppliers, at all tiers, for the work or change defined in the Change Order, including all impact on unchanged work. By signing this Change Order the Contractor acknowledges and agrees, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, that the stipulated compensation includes payment for all work contained in the Change Order, plus all payment for the interruption of schedules, extended and unabsorbed overhead costs, delay, disruption, and all impact, ripple impact or cumulative impact on all other work under this Contract. The signing of the Change Order indicates that the Change Order constitutes full mutual accord and satisfaction for the changed work, and that the time and cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors and all Suppliers, at all tiers, as a result of the change. The Contractor, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, agrees to waive all rights, without exception or reservation of any kind whatsoever to file any further claim related to this Change Order. No further claim or request for equitable adjustment of any kind whatsoever shall arise out of or as a result of this change or the impact of this change on the remainder of the work under this Contract.

By execution of this Change Order the Contractor specifically waives, relinquishes, and releases any and all rights under Section 1542 of the California Civil Code which reads as follows:
"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM MUST HAVE MATERIALLY EFFECTED HIS SETTLEMENT WITH THE DEBTOR."

ARCHITECT	CONTRACTOR	OWNER
AXIA Architects	Murray Building Inc.	Gravenstein Union School District
250 D Street, Suite 210	1181 Broadway	3840 Twig Ave.
Santa Rosa, CA 95404	Sonoma, CA 95476	Sebastopol, CA 95472
By.	By.	By.
Date	Date	Date

PROJECT:
 Gravenstein Ph 2 Modernization
 Gravenstein Union School District

SUMMARY OF ATTACHMENTS TO: Change Order No.

Contract For:
 DSA File No.:
 DSA App. No.:

62
 Phase 2
 49-39
 01-115393

No Reference:	Description:	C.O.R. #	Request by:	Amount	Calendar Days Added to Contract			
					DoC	M1	M2	M3
TOTALS:				\$ 72,646.38	66	0	0	0
1.	Additional Added General Conditions	56		\$ 72,646.38	66			
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								

END OF SUMMARY

CHANGE ORDER REQUEST

Distribution to:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

OWNER
ARCHITECT
CONTRACTOR
INSPECTOR

COR

56

TITLE: Additional Added General Conditions

PROJECT: Gravenstein Modernization 3840 Twig Ave. Sebastopol, Ca 95472	ARCHITECT: AXIA 250 D Street, Suite 210 Santa Rosa, Ca 95404 Fax:	C. O. R. No. Date: Arch. Project No. Contract For: Contract Date: DSA File No. DSA App. No. OPSC App. No. Response to: Arch. RFP No.	56 940.00 Modernization 5.31.16 01-115393
OWNER: Gravenstein Union School District 3840 Twig Ave. Sebastopol, Ca 95472 Fax:	INSPECTOR OF RECORD: Isaac Kuster Fax:		

DESCRIPTION:

COR for additional work required for additional general conditions due to job being delayed numerous changes as outlined in the attached summary. 66 working days (14 weeks) have been added to contract time line due to changes and delays. Added cost include full time foreman, added rental of fencing, added rental of storage container added rental of the office trailer and added rental of the sanitary facilities.

MODIFICATION TO

CONTRACT SUM:

(Line 22 from Page 2)

\$72,646.38

MODIFICATION TO

CONTRACT TIME:

66 WD

Supporting schedule information attached

CONTRACTORS CERTIFICATION AND WAIVER OF CLAIMS:

"The undersigned Contractor approves the foregoing as to the changes in work, if any, and as to the contract price specified for each item and as to the extension of time allowed, if any, for completion of the project as stated herein, and agrees to furnish all labor, materials, and service and to perform all work necessary to complete any additional work specified for the consideration stated herein. Submission of claims which have no basis in fact or which Contractor knows are false are made at the sole risk of the Contractor and may be a violation of the False Claims Act, as set forth in Government Code Sections 12650 et seq. It is understood that the changes to the Contract Documents set forth herein shall only be effective upon approval by the governing board of the District."

"It is expressly understood that the value of the extra work or changes expressly includes any and all of the Contractor's costs and expenses, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project. Any costs, expenses, damages, or time extensions not included herein are deemed waived."

"Any alteration or revision of this Document, it's terms, or this Certification is deemed a waiver of any costs, expenses, damages, or time extensions included herein."

CONTRACTOR

By: **Scott Murray**
Date: 1/0/1900

Fax:

Architect's Action	
<input type="checkbox"/>	REJECT - Received Too Late.
<input type="checkbox"/>	REJECT - Inadequate Back-Up.
<input type="checkbox"/>	REJECT - Not in Proper Form.
<input type="checkbox"/>	Review and Comment Only

SUMMARY OF ATTACHMENTS TO:
PROJECT:
Gravenstein Modernization
3840 Twig Ave.

C.O. R. No.:	56
Project No.:	
Date:	1/0/1900
DSA App. No.:	0.00
Page	2
of	3

Line	TITLE:	Additional Added General Conditions	ADDED	CREDIT
------	--------	-------------------------------------	-------	--------

ALL LINES SHALL BE FILLED IN, (zero values acceptable).

GENERAL CONTRACTOR'S WORK

1	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)		\$0.00	\$0.00
2	Labor (attach itemized hours and rates)		\$57,552.00	\$0.00
3	Equipment (attach invoices)		\$4,380.12	\$0.00
4	Subtotal		\$61,932.12	\$0.00
5	General Contractor's Overhead and Profit, not to exceed fifteen percent (15%) of lines 1 & 4.		\$9,289.82	\$0.00
6	Subtotal		\$71,221.94	\$0.00
7	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 2.			\$0.00
8	Subtotal General Contractor Work (sum of lines 6 and 7.)		\$71,221.94	\$0.00

SUBCONTRACT WORK (Provide separate breakdown for each subcontract)*

9	Material (attach itemized quantity and unit cost <u>excluding</u> sales tax)		\$0.00	\$0.00
10	Labor (attach itemized hours and rates)		\$0.00	\$0.00
11	Vendor (attach invoices)		\$0.00	\$0.00
12	Subtotal		\$0.00	\$0.00
13	Subcontractor's overhead and profit on work performed by Sub-contractor, not to exceed fifteen percent (15%) of line 12.		Incl.	\$0.00
14	Subtotal		\$0.00	\$0.00
15	General Contractor's Overhead and Profit on subcontract work, not to exceed ten percent (10%) of line 14.		\$0.00	\$0.00
16	Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed thirty-five percent (35%) of line 10.		\$0.00	\$0.00

17	Total of Subcontract Work (sum of lines 14, 15 and 16)	<u>\$0.00</u>	<u>\$0.00</u>
18	Subtotal General Contractor and Subcontractor Work (sum of lines 8 and 17.)	<u>\$71,221.94</u>	<u>\$0.00</u>
19	Applicable Taxes (itemized by levy and by contract)	<u>\$0.00</u>	<u>\$0.00</u>
20	Subtotal (sum of lines 18 and 19)	<u>\$71,221.94</u>	<u>\$0.00</u>
21	Bond not to exceed two percent (2%) of line 20.	<u>\$1,424.44</u>	<u>\$0.00</u>
22	TOTAL (sum of lines 20 and 21.) Copy to cover page.	<u>\$72,646.38</u>	<u>\$0.00</u>

* Attach additional copies of this page as required to summarize additional subcontracts.

Gravenstein Union School District

Exhibit

Certificated Personnel

E 4121

Substitute Teacher Daily Rates

Substitute teachers shall be compensated according to the following rates:

Proposed Daily Rate:

Full Day	\$130
Half Day	\$ 70
After 10 consecutive days in the same class	\$140
After 20 consecutive days in the same class	\$150
After 30 consecutive days in the same class	\$200

Adopted: September 2, 1982
Revised: September 10, 1987
 February 12, 1992
 January 12, 1994
 December 11, 1996
 September 13, 2000
 June 11, 2008
 April 8, 2015
 November 4, 2015

Gravenstein Union School District
Sebastopol, CA

Gravenstein Union School District

Exhibit

Certificated Personnel

E 4121

Substitute Teacher Daily Rates

Substitute teachers shall be compensated according to the following rates:

Daily Rate:

Full Day	\$110
Half Day	\$ 65
After 10 consecutive days in the same class	\$120
After 20 consecutive days in the same class	\$130
After 30 consecutive days in the same class	Rate determined by Superintendent but the rate will be less than the salary of the employee on leave.

Adopted: September 2, 1982
Revised: September 10, 1987
February 12, 1992
January 12, 1994
December 11, 1996
September 13, 2000
June 11, 2008
April 8, 2015
November 4, 2015

Gravenstein Union School District
Sebastopol, CA

SUBSTITUTE TEACHER PAY RATE SURVEY – Updated Nov 2016

District Name	Full Day	Half Day	Long Term Rates	Day	Changes/Comments
Alexander Valley	\$150.00	Pro-rated	None		
Bellevue	\$150.00	\$85.00	185.00	10 th	
Bennett Valley	\$120.00	\$65.00	\$130.00	21 st	
Cinnabar	\$115.00	\$70.00	\$130.00/\$80 am/\$70pm	20 th	Increased 7/1/16
Cloverdale	\$160.00	\$80.00	\$170.00	11 th	Increased Nov 2016
District Retiree	\$190.00		\$180.00	21 st +	
Cotati/RP	\$120.00	\$70.00	\$135.00/ \$80.00 1st Salary Schedule	11-20 21 st	Increased 11/1/16
District Retiree	\$135.00	\$75.00	\$155.00/\$90.00	11-20	Up to 11F on Salary Schedule
Dunham	\$150.00	\$84.00	\$170.00	31 st	Increased 1/12/2016
Forestville	\$115.00	\$65.00	\$125.00	21 st	
Ft. Ross	\$130.00	\$70.00			
Geyserville	\$130.00	\$70.00	\$150.00	21 st	
Gravenstein	\$120.00	\$65.00	\$200.00	30 th	Increased 1/15/16
Harmony	\$117.00	\$65.00	\$130.00/ \$65.00	21 st	
Healdsburg	\$140.00	\$90.00	\$155.00 Salary Schedule	11 th 21 st	Increased 1/4/16
Horicon	\$150.00	\$75.00	Salary Schedule	20 th	
Kenwood	\$145.00	\$75.00	\$170.00/\$85.00	11 th	Increased Oct 2016
Liberty	\$115.00	\$70.00	\$125.00 \$135.00	16 th 31 st	Increased 1/1/15
Mark West	\$140.00	\$87.00	\$170.00	21 st	
Monte Rio	\$125.00	\$71.43 am \$53.37 pm			
Novato	\$140.00	\$70.00	\$170.00/ \$85.00 \$238.00/\$119.00	11 th 21 st	Increased 11/1/15
Old Adobe	\$115.00	\$60.00	\$242.95	21 st	Increased 2014
Petaluma	\$120.00	\$70.00	\$135.00/\$80.00 \$180.00/\$100.00	11 th 21 st	
Piner-Olivet	\$150.00	\$100.00	\$160.00 – Short Notice \$160/\$110	11 th	
Rincon Valley	\$120.00	\$75.00	\$160.00	6 th	
Roseland	\$145.00	\$95.00	Salary Schedule	30 th	
Santa Rosa	\$140.00	\$91.00	\$150.00 \$170.00	1 st 6 th	Increased 10/1/15
SCOE	\$155.00	\$90.00	\$165.00	16 th	Increased 8/1/16
Sebastopol	\$125.00	\$70.00	\$150.00/pro-rated	21 st	Increased Nov 2016
Sonoma Valley	\$145.00	\$85.00	\$165.00/\$95.00 \$209.00/ \$105.00	11 th 21 st	
Twin Hills	\$125.00	\$65.00	\$150.00/ \$75.00	31 st	
Two Rock	\$120.00	\$75.00	none	n/a	Increased May 2016
Waugh	\$140.00	\$85.00	\$170.00/\$85.00	20 th	Increased 2016
West Side	\$145.00	\$90.00	\$165.00	11 th	
West Sonoma	\$130.00	\$95.00	\$140.00/\$105.00	21 st	
Wilmar Union	\$135.00	\$70.00	\$135.00 \$150.00 \$160.00	1-15 16-30 31 st	
Windsor	\$140.00	\$87.00	\$159.00		
District Retirees	\$154.00	\$96.00	\$175.00		
Wright	\$145.00	\$85.00	\$155.00 Salary Schedule	11 th 30 th	

Sonoma County Public School Districts (Pay > \$120, at least 150 students, within 20 miles)

Name	AESOP	Grades	Schools/Students	Full/Half	DD	City/Miles from S.R.	Phone	Contact
Bellevue Union	Y	K-6	5 / 1872	\$150 / 85	Y	Santa Rosa	542-5197	Amy
Bennett Valley Union	Y	K-6	2 / 1048	\$120 / 65	Y	Santa Rosa	542-2201	Cassandra
Dunham (ON)	NO	K-6	201	\$150 / 84	Y	Petaluma / 14	795-5050	Lori
Forestville Union	Y	K-8	2 / 354	\$115 / 65	Y	Forestville / 17	887-9767	Cristy
Harmony Union	NO	K-8	2 / 714	\$140 /		Occidental / 19	874-1205	Suzy
Healdsburg Unified	Y	K-12	4 / 1650	\$140 / 90	Y	Healdsburg / 20	431-3488	Linda
Mark West Union	Y	K-8	4 / 1433	\$140 / 87	N	Santa Rosa	524-2970	Renee
Oak Grove Union	Y	K-8	2 / 975	\$125 / 70	N	Santa Rosa	545-0171	Danielle
Old Adobe Union	Y	K-6	6 / 1886	\$130 / 74	Y	Petaluma / 19	765-4321	Sonya
Petaluma City	Y	K-12	20 / 7776	\$120 / 70	Y	Petaluma / 20	778-4813	Linda
Piner-Olivet Union	Y	K-8	5 / 1419	\$150 / 100	Y	Santa Rosa	522-3000	Requires special appt. before 3:00pm Ellen
Rincon Valley Union	Y	K-8	9 / 3632	\$120 / 75	Y	Santa Rosa	542-7375	Asia
Roseland	Y	K-12	6 / 2755	\$145 / 85	Y	Santa Rosa	545-0102	Pat
Santa Rosa City	Y	K-12	29 / 16700	\$140 / 91	Y	Santa Rosa	528-5000	Beth
SonomaValleyUnified	Y	K-12	11 / 4653	\$145 / 85	Y	Sonoma / 19	935-6000	Claudia
Twin Hills Union	Y	K-8	4 / 1286	\$125 / 65	?	Sebastopol / 12	823-0871	Cheryl
Two Rock Union (ON)	NO	K-6	161	\$120 / 65	N	Petaluma / 18	762-6617	Superintendent -Barbara Liz
Waugh	Y	K-6	2 / 942	\$120 / 70	Y	Petaluma / 18	765-3331	Michelle

<u>District Name</u>	<u>AESOP</u>	<u>Grades</u>	<u>Schools/Students</u>	<u>Full/Half</u>	<u>DD</u>	<u>City/Miles from S.R.</u>	<u>Phone</u>	<u>Contact</u>
West Side Union	Y	K-6	166	\$145 / 90	N	Healdsburg / 21	433-3923	Leslie
W.SonomaUnionHigh	Y	9-12	3 / 2069	\$130 / 90	N	Sebastopol / 10	824-6403	Super/Principal –Rhonda Kimberly
Wilmar Union (ON)	NO	K-6	234	\$135 / 70	Y	Petaluma / 18	765-4340	Colleen
Windsor Unified	Y	K-12	7 / 5415	\$140 / 87	Y	Windsor / 13	837-7700	SuperPrincipal –Eric HR -Brandon
Wright	Y	K-8	3 / 1622	\$145 / 85	Y	Santa Rosa	542-0550	HR–Linda /R-Janice

Pay < \$120, or more than 20 miles from S.R., or less than 150 students

<u>District Name</u>	<u>AESOP</u>	<u>Grades</u>	<u>Schools/Students</u>	<u>Full/Half</u>	<u>DD</u>	<u>City/Miles from S.R.</u>	<u>Phone</u>	<u>Contact</u>
Alexander Valley Union	Y	K-6	119	\$150 / none	Y	Healdsburg / 20	433-1375	Jackie
Cinnabar	NO	K-8	257	\$115 / 60	Y	Petaluma / 16	765-4345	Rina
Cloverdale Unified	Y	K-12	3 / 1394	\$160 / 80	Y	Cloverdale / 36	894-1920	Claudia
Cotati-Rohnert	Y	K-12	11 / 5145	\$110 / 65	Y	Rohnert Park / 11	792-4720	Stephanie
Fort Ross	NO	K-8	32			Cazadero / 46	847-3390	
Geyserville Unified	Y	K-12	5? / 253	\$130 / 70	Y	Geyserville / 27	857-3592	Christina
Guerneville	Y	K-8	270			Guerneville / 24	887-7762	Patty
Gravenstein Union	NO	K-8	2 / 704	\$110 / 65	N	Sebastopol / 13	823-7008	Caroline
Horicon	NO	K-8	61			Annapolis / 67		
Kashia	NO	K-8	16			Stewarts Point / 44		
Kenwood	NO	K-6	150	\$125 / 65		Kenwood / 10	833-2500	Karen
Liberty	NO	K-6	? / 958	\$115 / 70		Petaluma / 18	795-4380	Joyce
Monte Rio Union	Y	K-8	89			Monte Rio / 24		
Montgomery	NO	K-8	26			Cazadero / 33		
SCOE (Special Ed)	Y	?	?			Santa Rosa	524-2730	Elsa
Sebastopol Union	Y	K-8	2 / 898	\$115 / 70	N	Sebastopol / 10	829-4570	Robin

DD = offer Direct Deposit for Subs

V G.

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: Gravenstein Union Elementary School District

School District (or Charter School) Address: 3840 Twig Avenue, Sebastopol, CA 95472

County-District Code: 4970714

County Name: Sonoma

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

51

SCHOOL CLOSURE

Nature of Emergency (describe): Power outages and impassable roads due to inclement weather.

Name of School(s): Gravenstein First, Gravenstein Community Day School
(if request covers all schools, write "all schools")

School Code(s): 0126888, 6119655

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

January 11, 2017

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

December 11, 2014

December 12, 2014

MATERIAL DECREASE

Nature of Emergency (describe):

Name of School:
(if request covers all schools, write "all schools")

School Code(s):

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) _____ during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day (October or May ADA): _____ students per day. Estimated daily attendance multiplied by number of days of material decrease, yields _____ days of attendance requested.

State method of determining estimated daily attendance (October or May ADA):

ADA for school month beginning on _____, 2_____ and ending on _____, 2_____.

Actual apportionable attendance for days of material decrease:

Site	Date	Actual Attendance

LOST OR DESTROYED ATTENDANCE RECORDS

We request the use of estimated attendance in lieu of attendance that cannot be verified because of the loss or destruction of attendance records. This request is made in accordance with Section 46391. The entire period covered by the lost or destroyed records commences with _____, 2____, up to and including, _____, 2____.

Describe circumstances and extent of records loss or destruction:

Describe how it is proposed to reconstruct attendance records or estimate attendance in the absence of records:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Gravenstein Union Elementary school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.
Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.
Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

V.H.

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: Gravenstein Elementary School

School District (or Charter School) Address: 3840 Twig Avenue, Sebastopol, CA 95472

County-District Code: 4970714

County Name: Sonoma

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code Section 41422*
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code Section 46392*
- When attendance records have been lost or destroyed as described in *Education Code Section 46391*

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code Section 37202* (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

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Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

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56

SCHOOL CLOSURE

Nature of Emergency (describe): Power outages and impassable roads due to inclement weather.

Name of School(s): Gravenstein Elementary School
(if request covers all schools, write "all schools")

School Code(s): 6051742

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

January 11, 2017

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

December 11, 2014

December 12, 2014

MATERIAL DECREASE

Nature of Emergency (describe):

Name of School:
(if request covers all schools, write "all schools")

School Code(s):

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) _____ during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day (October or May ADA): _____ students per day.
Estimated daily attendance multiplied by number of days of material decrease, yields _____ days of attendance requested.

State method of determining estimated daily attendance (October or May ADA):
ADA for school month beginning on _____, 2____ and ending on _____, 2____.

Actual apportionable attendance for days of material decrease:

Site	Date	Actual Attendance
_____	_____	_____

LOST OR DESTROYED ATTENDANCE RECORDS

We request the use of estimated attendance in lieu of attendance that cannot be verified because of the loss or destruction of attendance records. This request is made in accordance with Section 46391. The entire period covered by the lost or destroyed records commences with _____, 2____, up to and including, _____, 2____.

Describe circumstances and extent of records loss or destruction:

Describe how it is proposed to reconstruct attendance records or estimate attendance in the absence of records:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the _____ school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this _____ day of _____, 2____.
Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Date: _____

Subscribed and sworn (or affirmed) before me, this _____ day of _____, 2____.
Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____
Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF CHARTER SCHOOL GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Gravenstein Elementary charter school, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

Approval by Superintendent of Authorized Local Educational Agency (LEA)

Signature, Title _____
of _____ (LEA).

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____
Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

V.I.

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: Hillcrest Middle School

School District (or Charter School) Address: 3840 Twig Avenue, Sebastopol, CA 95472

County-District Code: 4970714

County Name: Sonoma

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

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SCHOOL CLOSURE

Nature of Emergency (describe): Power outages and impassable roads due to inclement weather.

Name of School(s): Hillcrest Middle School
(if request covers all schools, write "all schools")

School Code(s): 6051759

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

January 11, 2017

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years:

December 11, 2014
December 12, 2014

MATERIAL DECREASE

Nature of Emergency (describe):

Name of School:
(if request covers all schools, write "all schools")

School Code(s):

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) _____ during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day (October or May ADA): _____ students per day.
Estimated daily attendance multiplied by number of days of material decrease, yields _____ days of attendance requested.

State method of determining estimated daily attendance (October or May ADA):
ADA for school month beginning on _____, 2____ and ending on _____, 2____.

Actual apportionable attendance for days of material decrease:

Site	Date	Actual Attendance
_____	_____	_____

LOST OR DESTROYED ATTENDANCE RECORDS

We request the use of estimated attendance in lieu of attendance that cannot be verified because of the loss or destruction of attendance records. This request is made in accordance with Section 46391. The entire period covered by the lost or destroyed records commences with _____, 2____, up to and including, _____, 2____.

Describe circumstances and extent of records loss or destruction:

Describe how it is proposed to reconstruct attendance records or estimate attendance in the absence of records:

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the _____ school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____

Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

AFFIDAVIT OF CHARTER SCHOOL GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the Hillcrest Middle charter school, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ___ day of _____, 2___.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

Approval by Superintendent of Authorized Local Educational Agency (LEA)

Signature, Title _____
of _____ (LEA).

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____

Date: _____

Subscribed and sworn (or affirmed) before me, this ___ day of _____, 2___.

Signature, Title _____
of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

Phone: _____ Fax : _____ E-mail: _____

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GASB 45 AMM SERVICE AGREEMENT

This GASB 45 AMM Agreement, ("Agreement"), is executed by Gravenstein USD (Public Agency), for the benefit of the California School Boards Association District Services Corporation ("CSBADSC").

RECITALS

WHEREAS, pursuant to Governmental Accounting Standards Board, Statement 45 (GASB 45) Public Agency is required to report as an expense on its financial statements, its liability for costs pertaining to its current and future retired employees' health and other post-employment benefits (OPEBs); and

WHEREAS, Public Agency is permitted pursuant to GASB 45 to calculate its liability (actuarial valuation) by an alternative measurement method; and

WHEREAS, CSBADSC offers actuarial valuation calculation service (GASB 45 AMM service) to public agencies.

NOW THEREFORE, in consideration of CSBADSC preparing an actuarial valuation for Public Agency, and for other good and valuable consideration the receipt and sufficiency of which Public Agency hereby acknowledges, Public Agency agrees as follows:

1. That Public Agency will pay CSBADSC a fee of \$1500 upon completion of the actuarial valuation.
2. That Public Agency will pay CSBADSC an additional fee, at the rate of \$250 per hour or a fraction thereof, if it requests additional technical support related to the actuarial valuation, and the support would require the actuary's expertise.
3. That Public Agency acknowledges that accurate data is critical to calculating a reliable actuarial valuation and that CSBADSC is not liable for an incorrect actuarial valuation that is caused by erroneous data supplied by Public Agency.
4. That Public Agency acknowledges that the actuarial valuation may contain CSBADSC's work product and/or proprietary materials intended for Public Agency's use and benefit only, and that Public Agency may not disclose any such material to any third parties without CSBADSC's prior consent. This shall by no means affect Public Agency's right or responsibility to distribute the actuarial valuation to any of its professional service providers which Public Agency may hold liable under a duty of confidentiality or to any regulatory or government agency when required by law.
5. That this Agreement shall be governed by and construed in accordance with the applicable laws of the State of California.

6. That Public Agency has carefully reviewed this Agreement and has agreed to each of its terms.

IN WITNESS WHEREOF, Public Agency duly executes this Agreement as follows:

Gravenstein USD
(Public Agency)

Signature: Jennifer Sel
Name: Jennifer Schwin
Title: Superintendent
Date: 1-26-2017

V.K.



www.counterpointcs.com

January 17, 2017

Ms. Jennifer Schwinn
Gravenstein Union School District
3840 Twig Avenue
Sebastopol, CA 95472

Re: Gravenstein Elementary School, Proposal for Estimating Services – Phase 3 DD
TRANSMITTED VIA EMAIL

Dear Jennifer,

I am pleased to provide this proposal for cost estimating services associated with construction of the above-referenced project. I have reviewed your emails dated January 16, 2017, including attachments, and I understand that you are seeking a proposal for Schematic Design phase plans and specifications. Following is my proposal:

- One Site Visit to re-familiarize myself with site conditions.
- For SD phase:
 - Preparation of a draft cost estimate for initial review by your staff and team prior to publishing, and a meeting to discuss this review.
 - Preparation of a final cost estimate predicated upon the draft review process.
 - Meetings as required to discuss cost factors, value engineering, additional divisions of the work, etc...

I propose to provide the forgoing estimates and services based upon a fixed fee, as follows:
Schematic Design Phase: \$3,000.00.

Thank you for the opportunity to provide this proposal. If acceptable, please advise in writing. I am happy to enter into a specific agreement for these services.

Sincerely,
COUNTERPOINT CONSTRUCTION SERVICES, INC.

Justin Walling
President

Enc: None

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California School Boards Association

TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Wednesday, March 15, 2017

January 31, 2017

TRANSMITTAL

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Charlyn Tuter, Program Manager

Re: 2017 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Wednesday, March 15, 2017

Enclosed in this mailing you will find the following:

- Memo from CSBA President Susan Henry
- Return envelope U.S. Postmark Deadline – Wednesday, March 15, 2017
- Red ballot to be signed by Superintendent or Board Clerk
- List of the current Delegates in your region (reverse side of ballot)
- Copy on white paper of the red ballot for insertion in board packets
- Copies of each candidate's biographical sketch and optional résumé, if provided

Please do not hesitate to contact me at (800) 266-3382 ext. 3281 should you have any questions.

Thank you.

Enclosures



California School Boards Association

***TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Wednesday, March 15, 2017***

January 31, 2017

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Susan Henry, President

Re: 2017 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Wednesday, March 15, 2017

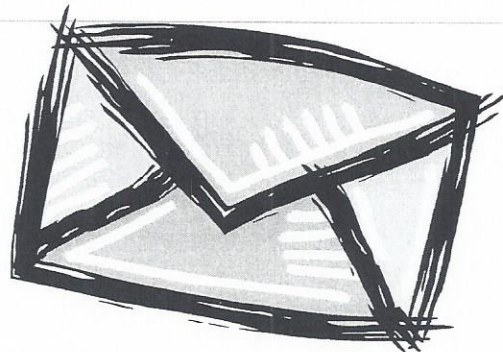
Enclosed is the ballot material for election of a representative to the CSBA Delegate Assembly from your region or subregion. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, résumé for each candidate. In addition, we are including a “copy” of the ballot on white paper so that it may be included in board agenda packets, if you choose to do so. **Only the ballot on red paper is to be completed and returned.**

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery; please write **DELEGATE ELECTION** prominently on the envelope with the region or subregion number on the bottom left corner. **Ballots must be postmarked by the U.S. Post Office on or before Wednesday, March 15, 2017. No exceptions are allowed.**

Election results will be posted on CSBA’s web site no later than Monday, April 3. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019. The next meeting of the Delegate Assembly is on Saturday, May 20 – Sunday, May 21 at the Hyatt Regency in Sacramento.

Please do not hesitate to the Executive Office at (800) 266-3382 should you have any questions. Thank you.



BALLOTS SHOULD BE RETURNED IN THE
ENCLOSED ENVELOPE; HOWEVER, SHOULD THE
ENVELOPE BECOME MISPLACED, PLEASE USE
YOUR STATIONERY AND RETURN TO:

CSBA
DELEGATE ASSEMBLY ELECTIONS
3251 BEACON BLVD.
WEST SACRAMENTO, CA 95691

ON THE BOTTOM LEFT CORNER OF THE
ENVELOPE, PLEASE FILL IN YOUR REGION OR
SUBREGION NUMBER (THIS NUMBER APPEARS
ON THE BALLOT).

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **WEDNESDAY, MARCH 15, 2017**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2017 DELEGATE ASSEMBLY BALLOT
SUBREGION 3-A
(Sonoma County)

Number of vacancies: 1 (Vote for no more than 1 candidate)

Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019

**denotes incumbent*

Preston Addison (Cloverdale USD)

Ron Kristof (Santa Rosa City Schools)

Jennifer Wiltermood (Cotati-Rohnert Park USD)

COPY

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

Region 3 – A.C. (Tony) Ubalde (Vallejo City USD)
8 Delegates (8 elected)

Below is a list of all the current Delegates from this Region.

Subregion A

Cassandra Maitlen-Jones (Bennett Valley Union SD), term expires 2018
Vacant, (Cloverdale USD), term expires 2017

Subregion B

Indira Lopez (Calistoga Joint USD), term expires 2017

Subregion C

Michele (Shelley) Dally (Vacaville USD), term expires 2018
Diane Ferrucci (Benicia USD), term expires 2017
David Isom (Fairfield-Suisun USD), term expires 2017

Subregion D

Barbara (Barb) Owen (Tamalpais Union HSD), term expires 2018

County Delegate

Herman Hernandez (Sonoma COE), term expires 2017

Counties

Sonoma (Subregion A)
Napa (Subregion B)
Solano (Subregion C)
Marin (Subregion D)

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Preston Addison</u>	CSBA Region-subregion #: <u>3A</u>
District or COE Name: <u>Cloverdale Unified School District</u>	Years on board: <u>New</u>
Profession: <u>Educator/Contractor</u> Contact Number: <u>(707)360-5007</u>	E-mail: <u>addison@cusd.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I was an educator for over 10 years before following my other passion of building. I currently own a small business as a general contractor in Sonoma County. I have a strong interest and experience in training students for jobs, careers and college. Our schools and school boards should be serving the needs of our students and communities. I will bring those skills and interests to my role as a Delegate.

Please describe your activities and involvement on your local board, community, and/or CSBA.

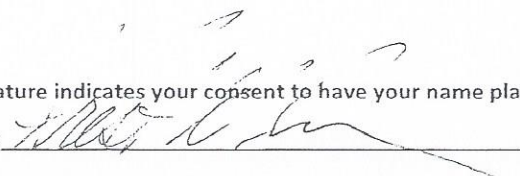
I am newly elected as a School Board member. I was elected based on my strong connections to education, local business and development of the the arts in our community. My connection to education spans not just my lifetime, but as a third generation educator in California my family has a deep commitment to public education in California. I have been involved in schools as a volunteer, teacher, parent and promoter of vocational education since I graduated from college. I have been involved locally for 20 years.

Specifically I was a teacher in Sonoma County for 10 years and very active in developing science education not just at the schools I taught in, but also for the county with the Biotech educator program we developed for teachers in the county. In my final years of teaching I taught ROP Woodshop and continue to work with the CASA woodshop program in Healdsburg. My business is active in supporting the local film society, performing arts center and local artisinal food scene. Now as a new School Board member I support those through my role as a trustee.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Funding for our schools is the biggest challenge we face as a unit, but our priority needs to not get lost in that pursuit as we pursue our primary mission of a solid education for all students. We must work to find a solid financial formula for our schools and provide schools that meet the needs of our students and communities.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 7 January 2017



2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Ron Kristof</u>	CSBA Region-subregion #: <u>3-A</u>
District or COE Name: <u>Santa Rosa City Schools</u>	Years on board: <u>6</u>
Profession: <u>retired teacher</u> Contact Number: <u>(707) 528-5181</u>	E-mail: <u>ronkristofsrcs@sbcglobal.net</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

During my 30+ years in education, I have involved myself with state level issues. I am a firm believer in local control of education. I was a classroom teacher for 30 years during which time I assumed both campus and district leadership roles. Throughout my teaching career I was involved with CTA and AFT in a variety of leadership roles as well. While a member of CTA's state council for nine years, I became convinced that our state legislators needed good input in order to make the best decisions for our students. I believe I have the experience, communication skills and passion to advocate on behalf of public education in California.

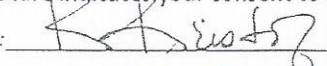
Please describe your activities and involvement on your local board, community, and/or CSBA.

I just finished my sixth year as a member of the Santa Rosa City Schools' Board of Education. I am proud to be a member of such a dedicated and hard working board. I have served on the Facilities Committee, the Career Pathways Committee and the Green Team. I pride myself on regularly visiting our schools and sitting in on classes. I find myself constantly speaking to teachers, site administrators, parents and the community at large to better understand "how" we are doing and what we "should" be doing. I have been a member of local school foundations and was active in having passed school bonds over the last three decades. Recently, I have become involved with the Historic Society of Santa Rosa where I served as Vice-President. I have attended all of the CSBA conventions since I was elected to the board, as well as two of the NSBA conventions. I hold a CSBA Master of Governance certificate.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The focus of my graduate work in political science/government has been on local and state government where public education has been in the forefront. I am completely in step with CSBA's emphasis on advocacy. California schools are woefully underfunded and I see a dearth of qualified people going into public education. These are issues that must be dealt with at the state level where CSBA can help lead the charge to incentivize and rebuild our teaching corps among other things. There is also a need to find ways to attract more candidates to run for school board, in general, and to find ways to attract candidates who reflect California's diversity, in particular.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: January 5, 2017

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Jennifer Wiltermood</u>	CSBA Region-subregion #: <u>3-A</u>
District or COE Name: <u>Cotati-Rohnert Park USD</u>	Years on board: <u>4</u>
Profession: <u>Realtor</u> Contact Number: <u>707-481-6859</u>	E-mail: <u>Jennifer_wiltermood@crpusd.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I believe there is so much to be learned and shared by becoming a Delegate, the information is a powerful tool to further the education of our students and provide vital information to our families and communities. I have been a business owner and have ran many non-profits organizations in the last 20 years that have given me extensive knowledge and expertise in team work, great listening skills, communicating and collaborating. I have disciplined myself over the years which has given me the ability to get the job done, while also motivating others and being sensitive to individual needs and concerns. I am a people person which has allowed me to build large networks of relationships, both personal and professionally. My willingness to work hard for a mission, cause, project or purpose gives me the necessary motivation to move ahead despite challenges we are faced within the education community.

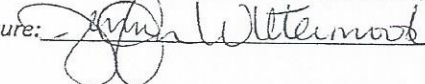
Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served as a Trustee for 4 years, 1 as Clerk, 2 as Board President. I am currently on our LCAP, Wellness, City Liason and Facility Committees as well as our Sonoma County Committee on School District Organization. I am an active member with our Chamber of Commerce and serve on the Rohnert Park Founders Day Committee as the President. I Co-chaired our first Parcel Tax in 2012 and served on the Committee to Protect Quality Education where we passed 2 Bond elctions (2014, 2016) and renewed our Parcel Tax (2015). I have served on many PTA boards at both the school and council levels for over 8 years. As well as I served on the local Chapter of Realtor Board for over 6 years.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

We have a new President of our Country about to be sworn in and with that will come a lot of changes. We need to keep a positive outlook and fight for the changes we need. Finance is and has been our biggest challenge. How to communicate effectively needs to be taught. Information needs to be broken down to where anyone can understand it, find it, implement it and pass it along. We are in a world of transformation with common core, technology and social media which has yet to filter completely down.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 1/07/16

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2016 SARC

Gravenstein Elementary

2016 SARC Input Form

THIS IS NOT THE FULL SARC TEMPLATE.

Please review and update each section of this template for completeness and accuracy. This template is provided as a tool to update your SARC and contains only a list of required reporting components that our team isn't able to retrieve from public sources (i.e., Dataquest). DTS will import publicly available data as it becomes available.

This template provides clear, concise guidance in each section to assist you through the update process. You can also click on the section title for any of the sections to review detailed guidance from CDE regarding the reporting requirements for the section being reviewed/updated. A full version of CDE's data elements document can be downloaded by [clicking here](#).

A list of answers to frequently asked questions can be reviewed by [clicking here](#). If, after reading the provided guidance and referring to the frequently asked questions documentation, you find you still need assistance, please feel free to contact the DTS Support Team by [clicking here](#).

School Contact Information

Please review and update the information below as needed. This section should include **current** School Contact Information for your school.

School Information	
School Name	Gravenstein Elementary School
Street	3840 Twig Ave.
City, State, Zip	Sebastopol, Ca, 95472-5750
Phone Number	707-823-5361
Principal	Jennifer Schwinn, Principal
E-mail Address	jschwinn@grav.k12.ca.us
School Website	http://www.grav.k12.ca.us
CDS Code	49707146051742

District Contact Information

Please review and update the information below as needed. This section should include **current** District Contact Information for your district.

District Information	
District Name	Gravenstein Union Elementary School District
Street	3840 Twig Ave.
City, State, Zip	Sebastopol, Ca, 95472-5750
Phone Number	(707) 823-7008
Superintendent	Jennifer Schwinn
Web Site	http://www.grav.k12.ca.us
E-mail Address	jschwinn@grav.k12.ca.us

School Description and Mission Statement (Most Recent Year)

Please review and update the information below as needed. This section should include information about your school, its programs and its goals. This section should be kept to 2-3 paragraphs.

School Profiles

Gravenstein Union School District is a Kindergarten through 8th grade school district with an enrollment of approximately 750 students, most of who come from English speaking homes. The district is located in the western rural section of Sebastopol in Western Sonoma County. The district serves a primarily rural population in an area of limited growth. Approximately ninety four percent of the property located within the school district boundaries is zoned "rural residential" in the Sonoma County General Plan. This zoning classification affects the number of students living within the district. Approximately 65% of the students attending our schools live outside of the original district boundaries.

There are four schools in the district. Gravenstein School is a K-5 charter school with the exception of some first grade classes (called Gravenstein First School).

Hillcrest Middle School is a 6th - 8th grade middle school which is a charter school, and the district also has a Community Day School. The district has a K-8 Magnet/GATE Program at both campuses (ENRICH!).

The sites reflect the rural nature of the community. The relatively small enrollment at each site, excellent staff and very involved parents have worked together to establish a student body that has achieved some of the highest API and testing scores in Sonoma County for the last 15 years.

All classes K-6 are self-contained. Primary classes (K-3) have an approximate ratio of 20-1 and middle grades average an approximate ratio of 25-1. Instructional and temporary support assistants, paid by categorical monies, are utilized in Grades K-8 according to need in the classroom. Instructional assistants work in conjunction with the Special Education Teachers to instruct in Learning Labs at both campuses. The Learning Labs are operated through state and federal funding to serve students who need intervention or tutoring. This setting provides additional services in the areas of Reading/Language Arts and Math to identified and/or below -grade-level students. Other services available to Gravenstein Union School District students (on both campuses) include the Speech and Language Program and a school psychologist. The same services are available at the middle school campus.

Students in grades K through 5 receive music instruction one day per week and additional band time by the

district's music specialist. Visual art is also part of the Gravenstein School program. Classroom teachers and an art specialist provide this program. Hillcrest Middle School has a variety of scheduled music, art and drama programs. Our Grade K-8 Magnet/GATE Program does include additional field trips and visual and enrichment classes. The school district utilizes a social emotional learning program (SEL) entitled Second Step. Empathy, Emotion Management, Impulse Control, Problem Solving and Anger Management are some of the topics covered.

Thank you for your interest in our schools.

Jennifer Schwinn, Superintendent

There are four schools within Gravenstein Union School District. They are: Gravenstein Elementary, Gravenstein First, Hillcrest Middle School and Gravenstein Community Day School.

We are convinced that all students can learn and that our mission is to ensure that each child masters the knowledge and develops the attitudes and skills necessary to become a contributing and productive citizen. We believe the education of our children is a cooperative effort of home, school and community. We provide a comprehensive program of education for grades K-8 and are grateful for our very supportive and caring parents.

Mission Statement

We, the Gravenstein Union School District, are dedicated to academic excellence and the cultivation of individual strengths and talents in a caring and cooperative environment. Our sense of community fosters a high level of ethical, responsible citizenship. State and district policies support our common goal.

Opportunities for Parental Involvement (Most Recent Year)

Please review and update the information below as needed. This section should include information on how parents can become involved in school activities, including contact information pertaining to organized opportunities for parent involvement. This section should be kept to 1-2 paragraphs.

The Gravenstein Schools Foundation (GSF), Magnet Parent Foundation (MPF), School Site Council, volunteering in classrooms, and field trips are some of the opportunities available for parental involvement. Fundraising through the foundations and helping teachers in class are not the only methods used in volunteering. Many parents share their own talents as a doctor, dentist, chef/cook, scientist, artist, poet, foreign language specialist, physical fitness instructor, and more with classroom students.

During the 2013-14 school year the Board of Trustees, Site Council/LCAP Committee, Leadership, and all teachers were introduced to the LCFF /LCAP throughout the fall. The LCAP was revised and adopted by the board for 2014-15, 2015-16, and 2016-17.

The Trustees and the Superintendent attended county office workshops regarding LCFF and LCAP. Input on the LCAP was solicited via Monday Messages to the Superintendent and a series of meetings. It was decided to include individual responses to questions to include people who could not attend meetings.

1. Videos, written information, and websites were provided at LCAP meetings.

2. Parent, staff, board, and administrative LCAP meetings held 5-6 times throughout the year.
3. Questions about involving the 8 priorities were emailed to all staff, parents, and school board members inviting responses.

School Safety Plan (Most Recent Year)

Please review and update the information below as needed. This section should include information about your school's comprehensive safety plan, including the dates on which the safety plan was last reviewed, updated, and discussed with faculty; as well as a brief description of the key elements of the plan (please do not paste your entire safety plan in this field). This section should be kept to 1-2 paragraphs.

The Comprehensive School Safety Plan includes a written plan comprised of all mandatory components, a physical tour of the campus to include some staff, a review of the fire alarm system, and workshops attended by some of the district's safety committee.

The safety plan is reviewed by the Site Council and approved by the school board every year prior to March 1. It was reviewed by the school board at the February 10, 2016 board meeting.

The safety plan was reviewed in its entirety with the staff on August 18, 2014. This review included sections covering child abuse, disaster and crisis response, new policies, such as Suspension and Expulsion, the Temporary Removal and Removal of students, sexual harassment of students and personnel, hate crime, and more. Fire and Disaster Response, Hazardous Materials, and more was covered with the assistance of a local Fire Battalion Chief. We also reviewed new safety measures taken over the summer, such as new door locks installed at the Gravenstein campus. The safety plan was reviewed again in August of 2015 and 2016.

New alarms were placed in all classrooms at Gravenstein during the summer and fall of 2015. The fire prevention system was updated in 2016-17, including the installation of a large water tank on the Gravenstein Elementary campus.

School Facility Conditions and Planned Improvements (Most Recent Year)

Please review and update the information below as needed. This section should include information from the most recent Facility Inspection Tool (FIT) data (or equivalent), including:

- Description of the safety, cleanliness, and adequacy of the school facility
- Description of any planned or recently completed facility improvements
- The year and month in which the data were collected
- Description of any needed maintenance to ensure good repair

You can [click here](#) to submit your school's most recent FIT tool in MS Excel format. Please do not submit your FIT tool in any format other than MS Excel.

Year and month of the most recent FIT report: 12/9/2016

This section should be kept to 1-2 paragraphs.

This school has 28 classrooms, a multipurpose room, a library, and an administration building - which includes