

Cold Spring School District Board of Trustees

AGENDA

Regular Meeting
Monday, August 24, 2015

Cold Spring School Auditorium

2243 Sycamore Canyon Road, Santa Barbara, CA 93108

Public Comments – *Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:*

Persons wishing to address the Board are requested to turn in a Request to Address the Board form prior to the agenda item or prior to the Public Comments period if the item is not on the agenda.

During the Public Comments agenda item (Item 8), members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

Members of the public may address the Board on any item on the agenda either before or during the Board's consideration of the item. A Request to Address the Board must be turned in prior to the agenda item.

Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 15 minutes.

Accessibility – *In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in disability-related alternative format, please contact the Superintendent/Principal's Office at (805) 969-2678.*

Reports/Attachments – *Members of the public may request a copy of the agenda, or a copy of the documents constituting the agenda packet, of any meeting of the Board of Trustees.*

REGULAR SESSION

1. CALL TO ORDER – 2:30 p.m. (5 minutes)

Bryan Goligoski, President
Michael Wasserman, Vice-President
Jennifer Miller, Clerk of the Board
John Murphy, Trustee
Kim Ferrarin, Trustee

2. ADJOURN TO CLOSED SESSION

The Board will be discussing the following during Closed Session:

2.A. The Board will hear an appeal from parents regarding an inter-district transfer denial (Board Administrative Regulation 5117 (a))

3. PLEDGE OF ALLEGIANCE

4. ANNOUNCEMENT OF CLOSED SESSION ACTION

5. APPROVAL OF MINUTES

5.A. July 13, 2015 Regular Session

**6. RECOGNITIONS, RECEIPT OF GIFTS,
ACKNOWLEDGEMENTS AND ACCEPTANCES**

7. BOARD COMMENTS - COMMUNICATION/CORRESPONDENCE

Individual Board members may share information or correspondence with the Board, staff, and the public.

8. PUBLIC COMMENTS

During this time, the Board President may acknowledge requests to speak on a topic not on the agenda. Persons wishing to address the Board should make a written request prior to this agenda item.

9. CONSENT AGENDA

The following items are routine and may be enacted by approval of a single motion. There will be no separate discussion of these items. Any item may be removed from the Consent Agenda upon request of a Board member.

Recommended that the board approve the following items as presented:

9.A. FINANCE ITEMS:

1. Warrants (attachment)
2. Regular Payroll: 117,592.85
3. Other financial items since preparation of the agenda

9.B. Applications for Use of School Facilities

9.C. Recommended Personnel items

1. Assignment: 9 classified
2. Resignation: 1 classified
3. Leave: 1 certificated 25%

10. SUPERINTENDENT REPORT

- 10.A. Opening of School Timeline**
- 10.B. Update on 2015-16 Enrollment Report and Staffing Report**
- 10.C. Report on Request for Qualifications (RFQ) Process (Architect)-Mary Stark**
- 10.D. Governor's Budget Update – “45 Day Revise”- Mary Stark**
- 10.E. CSBA Talking Points for Board Members Regarding CAASPP Results**

11. ACTION AGENDA

- 11.A. Recommendation to Extend Board Member Leave Not to Exceed 90 Days**
- 11.B. Review of Teacher Induction Memorandum of Understanding for 2015-16**
- 11.C. Review of Job Description for Math, Language Arts, and Testing Coordinator**
- 11.D. Review of Job Description for Next Generation Science Standards Teacher on Special Assignment**

12. CONFERENCE AGENDA

Conference items may recognize people and programs, provide reports, request operational actions, discuss proposals, or make recommendations. The Board may comment, provide direction or take action on these items. Generally, items requiring action will be placed on a following agenda.

- 12.A. Review and/or Approval of Revisions to Dolphin Center Handbook**
- 12.B. Review and/or Approval of Agreement with Brandis Tallman for Placement Agent Services for Administration Building Financing**

13. ADJOURNMENT

Cold Spring School District

Board of Trustees

MINUTES - Regular Meeting

Monday, July 13, 2015

Members Present

Michael Wasserman, Vice-President
John Murphy, Trustee
Kim Ferrarin, Trustee

Staff Present

Dr. Tricia T. Price, Superintendent/Principal
Coral Godlis, Executive Assistant
Taiwo Madison, DFS

Guests

1. CALL TO ORDER

The meeting was called to order at 6:07 P.M.

Superintendent Price and Executive Assistant Godlis presented the new paperless Board Agenda that will now be available on the Cold Spring School District website.

2. ADJOURN TO CLOSED SESSION

No Closed Session scheduled.

3. PLEDGE OF ALLEGIANCE

4. ANNOUNCEMENT OF CLOSED SESSION ACTION

No Closed Session scheduled.

5. APPROVAL OF MINUTES

5.A. June 8, 2015 Regular Session

Trustee Murphy *Motioned*, Trustee Ferrarin seconded, to approve the Minutes of June 8, 2015. The Motion carried unanimously.

6. RECOGNITIONS, RECEIPT OF GIFTS, ACKNOWLEDGEMENTS, AND ACCEPTANCES

Superintendent Price recognized Mr. Nickson, the Maintenance Director at Cold Spring School District. He will be retiring this summer after twenty one years of service.

7. BOARD COMMENTS – COMMUNICATION/CORRESPONDENCE

There were no comments to report.

8. PUBLIC COMMENTS

There were no public comments to report.

9. CONSENT AGENDA

9.A. FINANCE ITEMS:

1. Warrants (attachment)
2. Regular payroll: \$214,711.38
3. Other financial items since preparation of the agenda (attachment)

9.B. Applications for Use of School Facilities

9.C. Authorization of Signatures for Release of Commercial and Payroll Warrants

9.D. Authorization of Signatures to Act as District Agents

9.E. Agreement for Special Services with Liebert Cassidy Whitmore to participate in the Central Coast Personnel Council for the 2015-16 school year

9.E. Personnel

Resignations: four classified
Assignment: one certificated

Vice President Wasserman *Motioned*, Trustee Murphy seconded, to approve the Consent Agenda. The Motion carried unanimously.

10. SUPERINTENDENT REPORT

10.A. Enrollment and staffing update

Enrollment is still fluctuating. Currently Cold Spring School will have two third grade classes and one fourth grade class. Ms. Perkins was hired to substitute for Ms. Katzenstein while she takes a leave of absence.

10.B. Quarterly Williams Report

There were no complaints to report.

10.C. Draft Schedule for Certificated Week of August 27 – September 1

Kindergarten round-up will take place on Wednesday, August 26 at 9:00 am. Staff members will present information from professional development they attended over the summer.

11. ACTION AGENDA

11.A. Resolution 2015/16-1 Delegating Authority to Make Cash and Budget Transfers

Vice President Wasserman *Motioned*, seconded, to approve the Resolution 2015/16-1 Delegating Authority to Make Cash and Budget Transfers. The Motion carried unanimously.

11.B. Approval of Education Protection Account Resolution 2015/16-2

Trustee Murphy *Motioned*, Trustee Ferrarin seconded, to approve the Approval of Education Protection Account Resolution 2015/16-2. The Motion carried unanimously.

11.C. Review and Approval of FY 2015-16 Off-Campus Federal Work-Study Agreements with Westmont

Vice President Wasserman *Motioned*, Trustee Ferrarin seconded, to approve the FY 2015-16 Off-Campus Federal Work-Study Agreements with Westmont. The Motion carried unanimously.

11.D. Review and Approval of Dolphin Center Director Job Description

Lindsay Stark will act as interim Dolphin Center Director for the start of the school year. Superintendent Price will present a revised Dolphin Center Manual at the next Board meeting.

Vice President Wasserman *Motioned*, Trustee Murphy seconded, to approve the Dolphin Center Director Job Description. The Motion carried unanimously.

11.E. Review and Approval of the SACS Format for 2014-15 Approved Budget

Trustee Murphy *Motioned*, Vice President Wasserman seconded, to approve the SACS Format for 2014-15 Approved Budget. The Motion carried unanimously.

11.F. Approval of the 2014-15 Consolidated Application and Reporting System (CARS), Part II

Vice President Wasserman *Motioned*, Trustee Ferrarin seconded, to approve the 2014-15 Consolidated Application and Reporting System (CARS), Part II. The Motion carried unanimously.

12. CONFERENCE AGENDA

12.A. Review and/or revise Board Meeting Summer Schedule

The Board discussed a possibility to reschedule the August 10 Regular session meeting due to not having the available board members for a quorum.

12.B Recommendation to Remove Ash Tree on Campus

Superintendent Price presented a bid for removal of a tree on the playground. The tree has presented a problem because leaks quite a bit of sap as well as branches being brittle and breaking from the tree during wind storms. The Board decided to put the removal of the tree on hold and trim it extensively instead.

13. ADJOURNMENT

The regular meeting of the Cold Spring School District Board of Trustees was adjourned at 6:55 P.M.

Checks Dated 07/22/2015 through 07/23/2015

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
01-373935	07/22/2015	Amy B. Campbell	01-5860		22.00
01-373936	07/22/2015	A-Ok Weed & Brush	01-5850		360.00
01-373937	07/22/2015	Cox Communication-Org	01-5910		808.71
01-373938	07/22/2015	Cox Communication-Org	01-5910		468.61
01-373939	07/22/2015	Dreambox Learning	01-5835		2,250.00
01-373940	07/22/2015	Economy Supply Company	01-4300		69.56
01-373941	07/22/2015	Empire Chemical Co., Inc. dba Empire Cleaning Supply	01-4300		1,495.45
01-373942	07/22/2015	Marborg Industries	01-5570		835.05
01-373943	07/22/2015	Nick Gosnell Tree Service	01-5640		750.00
01-373944	07/22/2015	Sansum Clinic Occupational Med	01-5850		26.00
01-373945	07/22/2015	Sisc li Property & Liability	01-5450		9,793.76
01-373946	07/22/2015	Southern Ca Edison Company	01-5520		1,697.04
Total Number of Checks				12	18,576.18

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	12	18,576.18
Total Number of Checks		12	18,576.18
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			18,576.18

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE
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ReqPay12c

Board Report

Checks Dated 08/05/2015 through 08/06/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
01-375531	08/05/2015	Diana N. Wilson	01-5860	Live Scan		54.00
01-375532	08/05/2015	Bay Alarm Company	01-5630	REPLACED BATTERY		32.40
01-375533	08/05/2015	CONTRACT PAPER GROUP, INC	01-4310	WHITE COPIER PAPER		2,233.44
01-375534	08/05/2015	Curriculum Associates Inc.	01-4310	FOR TEACHER: CAMPBELL		54.79
01-375535	08/05/2015	ELAN PUBLISHING COMPANY	01-4300	ELAN, TCHR PLNRS FOR GRADIAS, DISALVO		75.00
01-375536	08/05/2015	Golden State Alarms, Inc.	01-5600	14 AWG WIRE, STRANDED, YELLOW, BLUE & LABOR		825.90
01-375537	08/05/2015	Liebert Cassidy Whitmore	01-5830	CENTRAL COAST PERSONNEL COUNCIL		1,016.30
01-375538	08/05/2015	Office Depot, Inc.	01-4300	OFFICE SUPPLIES/BUSINESS OFC SUPPLIES		431.55
01-375539	08/05/2015	S.B. Home Improvement Center	01-4300	MAINTENANCE SUPPLIES		210.86
01-375540	08/05/2015	Schoolmate	01-4310	SCHOOL PLANNERS, 4-6		297.00
01-375541	08/05/2015	ZANER-BLOSER	01-4300	ZANER-BLOSER HANDWRITING		1,392.41
Total Number of Checks					11	<u><u>6,623.65</u></u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	11	6,623.65
Total Number of Checks		11	6,623.65
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u><u>6,623.65</u></u>

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Board Report

Checks Dated 08/12/2015 through 08/13/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
01-376231	08/12/2015	Aaron B. Brinegar	01-5860	Live Scan		22.00
01-376232	08/12/2015	Sara Disalvo	01-4310	Rock 'n' Roll Unit Classroom/decor	41.04	
			01-5220	Meal Reimb Ithica Trip	39.62	80.66
01-376233	08/12/2015	Misha D. Lewis	01-5860	Live Scan		54.00
01-376234	08/12/2015	Joel Y. Orr	01-5860	Live Scan		22.00
01-376235	08/12/2015	A-Ok Weed & Brush	01-5850	GOPHER ABATEMENT		360.00
01-376236	08/12/2015	Better Earth Landscape Co.	01-5850	LANDSCAPE MAINTENANCE		351.00
01-376237	08/12/2015	Carlton Electrical Construction Inc	01-5640	Troubleshoot electrical issues over phone		84.99
01-376238	08/12/2015	Coastal Copy, Lp	01-4300	KYOCERA KM7551&KYOCERA80011	28.71	
			01-4310	KYOCERA KM7551&KYOCERA80011	499.64	
			01-5640	COPIER SERVICE CALL	135.00	663.35
01-376239	08/12/2015	Crocker Group Corp dba Crocker Refrig Heat & Ai	01-5640	HVAC MAINTENANCE		650.00
01-376240	08/12/2015	Department Of Justice	01-5850	FINGERPRINT APPS		96.00
01-376241	08/12/2015	Dick Blick	01-4310	ART SUPPLIES		146.65
01-376242	08/12/2015	Ge Capital Info Tech Sltns,inc	01-5630	COPY MACH PYMT KYOCERA		848.88
01-376243	08/12/2015	GREAT BOOKS STORE	01-4200	NONFICTION CCSS LIBRARY		378.11
01-376244	08/12/2015	HEINEMANN	01-4310	K-5 CURRICULUM, TRADE BOOKS		699.68
01-376245	08/12/2015	Houghton Mifflin Harcourt Pub	01-4310	KINDERGARTEN PRACTICE BOOKS		259.55
01-376246	08/12/2015	Laguna Clay Company	01-4310	ART SUPPLIES		521.85
01-376247	08/12/2015	Marborg Industries	01-5570	WASTE SERVICE JULY 2015		841.88
01-376248	08/12/2015	Miranda bros Iron Works, LLC	01-4300	GATE REPAIRS		600.00
01-376249	08/12/2015	Montecito Water District	01-5530	WATER SERVICE 06/27-07/28/15		1,298.34
01-376250	08/12/2015	Mountain Spring Water	01-5860	DRINKING WATER		87.80
01-376251	08/12/2015	Nasco Modesto-Aristotle Corp	01-4310	ART SUPPLIES FOR 2015-16		2,221.95
01-376252	08/12/2015	Office Depot, Inc.	01-4310	OPEN PO FOR 2015-16; NOT TO EXCEED \$20,000		639.23
01-376253	08/12/2015	S.B. Home Improvement Center	01-4300	MAINTENANCE SUPPLIES		80.97
01-376254	08/12/2015	San Joaquin Co. Office Of Ed	01-5850	ED JOIN EMPLOYMENT ADS (2)		450.00
01-376255	08/12/2015	Sansum Clinic Occupational Med	01-5850	TB SKIN TEST		26.00
01-376256	08/12/2015	Santa Barbara County Schools	01-4310	Elementary Folders		32.00
01-376257	08/12/2015	SCHOLASTIC INC C/O SCOLASTIC TEACHER STORE CUSTOMER SERVICE	01-4110	3RD GD COMPREHENSION CLUB		1,588.16
01-376258	08/12/2015	Schoolmate	01-4310	Elementary Value Planners		330.00
01-376259	08/12/2015	Schoolyard Communications	01-4310	150 ANTP ENGLISH booklets		204.60
01-376260	08/12/2015	SHERWIN-WILLIAMS	01-4300	PAINT		908.56
01-376261	08/12/2015	SISC III	01-3401	AUG 2015 H&W PREMIUMS	26,395.66	
			01-3402	AUG 2015 H&W PREMIUMS	1,512.70	
			20-9510	AUG 2015 H&W PREMIUMS	12,421.50	40,329.86

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 08/12/2015 through 08/13/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
01-376262	08/12/2015	Social Studies School Service	01-4310	SOCIAL STUDIES CURRICULUM, 5TH GRADE		59.69
01-376263	08/12/2015	TRACE LEST ROBINSON LANDSCAPE	25-5850	IRRIGATION		1,947.15
01-376264	08/12/2015	Visa	01-4300	DR PRICE'S VISA SEASIDE GARDENS		108.00
01-376382	08/13/2015	Cory D. Cordero-Rabe	01-3402	Reimbursement of Employee Paid Premiums		645.70
					Total Number of Checks	35
						<u><u>57,638.61</u></u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	34	43,269.96
20	Spec Resv Postempl Benefits	1	12,421.50
25	Capital Facilities Fund	1	1,947.15
Total Number of Checks		35	57,638.61
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u><u>57,638.61</u></u>

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ESCAPE ONLINE
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ReqPay12c

Board Report

Checks Dated 07/15/2015

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
01-373300	07/15/2015	Linda K. Edwards	01-5860	Live Scan		22.00
01-373301	07/15/2015	Disalvo, Sara	01-5210	Reimbursement for New York Trip		1,844.66
01-373302	07/15/2015	Ge Capital Info Tech Sltns,inc	01-5630	COPY MACH 02/15 PYMT KYOCERA TASK		848.88
01-373303	07/15/2015	Montecito Water District	01-5530	ALFA 7551CI & 8001I		1,598.24
01-373304	07/15/2015	Santa Barbara County Schools	01-7142	WATER SERVICE 5/27-06/27/15 DIRECT SERVICE CHARGEBACK		128,340.00
					Total Number of Checks	5
						<u>132,653.78</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	5	132,653.78
Total Number of Checks		5	132,653.78
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			<u>132,653.78</u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE
Page 1 of 1

~~FAX~~

805.969.0787

ATTN: CORAL

CODE/S

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
 Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
 Quarter (April-Mid June) Deadline: Mar. 2
 Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 9/25/15 End Date: 12/11/15
 Days of Week: Fridays Exact Time of Day: 3:15-5:00

What Facility do you need? (Check all that apply)

- Auditorium Classroom Playground Basketball Court Kitchen
 Library Field Baseball Field Parking Lot Bathrooms

Applicant Information

Group Name: Piano Studio of Cheryl HallContact Name: Cheryl HallAddress: 300 HOT SPRINGS RD. B57City & Zip: MONTICELLO 93108Phone: 805.845.3535Email: CHALL2@GMAIL.COMNumber of Participants: 4Purpose: PRIVATE PIANO INSTRUCTIONIs the activity open to the general public? Yes NoIs Applicant a non-profit organization? Yes NoDoes your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Cheryl J. HallPrint: Cheryl J. HallDate of Application: 7/23/15CERTIFY INSURANCE ON FILE

This Application is not a valid permit until signed below:

District Use Only

Administrator Approval: [Signature]Date: 7.24.15

Fee Determination:

 Direct-Cost Fair Rental

Certificate of Insurance:

 Verified & AttachedTotal Due: \$ 0 Calendar check Maintenance Director Preliminary Approval Board Approval

Cold Spring Elementary School District

2243 Sycamore Canyon Road - Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

OR

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June-Aug) Deadline: June 4

Start Date: 9/21 End Date: 12/9
Days of Week: M/W Exact Time of Day: M: 2:00

W: 1:30 5:00
5:00

What Facility do you need? (Check all that apply)

- | | | | | | |
|-------------------------------------|--|---|--------------------------------------|---|----------------------------------|
| <input type="checkbox"/> Auditorium | <input checked="" type="checkbox"/> Room 2 | <input type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Library | <input type="checkbox"/> Field | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Parking Lot | <input checked="" type="checkbox"/> Bathrooms | in classroom |

Applicant Information

Group Name: Parent Club / Afterschool Spanish Contact Name: Holly Covington
 Address: 1110 Westmont Rd. City & Zip: Santa Barbara, CA 93108
 Phone: 805-969-2427 Email: hcovington@westmont.edu
 Number of Participants: 15/class max Purpose: Spanish Classes / enrichment per

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Holly B Covington Print: Holly Covington

Date of Application: 8-17-15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: [Signature]

Date: 8-17-15

Fee Determination:

Direct-Cost Fair Rental

Certificate of Insurance:

Verified & Attached

Total Due: \$ 0

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 9/25/15 End Date: 12/11/15
 Days of Week: Friday Exact Time of Day: 3:05-4:05
*no class 11/25, 11/27

What Facility do you need? (Check all that apply)

- | | | | | |
|---|---|---|---|------------------------------------|
| <input type="checkbox"/> Auditorium | <input checked="" type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen |
| <input checked="" type="checkbox"/> Library | <input type="checkbox"/> Field | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Bathrooms |

Applicant Information

Group Name: Academic Chess

Contact Name: _____

Address: 8300 Tampa Ave, Suite G

City & Zip: Northridge, 91324

Phone: 818 850 1114

Email: SantaBarbara@AcademicChess.net

Number of Participants: minimum 8

Purpose: After school Enrichment | Chess Class

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

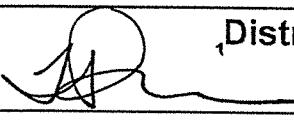
Applicant Signature: _____

Print: _____

Date of Application: _____

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: 

Date: 8.13.15

Fee Determination: Direct-Cost Fair Rental

Total Due: \$ 

Certificate of Insurance: Verified & Attached

Calendar check Maintenance Director Preliminary Approval Board Approval

Cold Spring Elementary School District
 2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 9/8/15 End Date: 12/15/15

Days of Week: Tuesday Exact Time of Day: 2:45 - 4:10

OR

What Facility do you need? (Check all that apply)

- | | | | | |
|--|------------------------------------|---|---|------------------------------------|
| <input checked="" type="checkbox"/> Auditorium | <input type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Library | <input type="checkbox"/> Field | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Bathrooms |

Applicant Information

Group Name: South Coast Karate Contact Name: Brian Jordan

Address: 37 Six Flags Circle City & Zip: Buellton, CA 93427

Phone: 805 687-5001 Email: SouthCoastKarate@gmail.com

Number of Participants: 6 - 20 Purpose: Kid Power Safety Awareness and Self Defense Program

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Brian Jordan Print: Brian Jordan

Date of Application: 8/14/15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: 

Date: 8.17.15

Fee Determination: Direct-Cost Fair Rental

Total Due: \$ _____

Certificate of Insurance: Verified & Attached

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: July 31
- Winter Quarter (Jan-Mar) Deadline: Dec. 1 Spring
- Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: Sept 24, 2015 End Date: Dec 10, 2015
 Days of Week: Thursday Exact Time of Day: 3:10pm to 4:10pm

What Facility do you need? (Check all that apply)

- | | | | | |
|-------------------------------------|---|---|---|------------------------------------|
| <input type="checkbox"/> Auditorium | <input checked="" type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Library | <input type="checkbox"/> Field | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Bathrooms |

Applicant Information

Group Name: Musical Minds Contact Name: Warren Mendes
 Address: P.O. Box 8477 City & Zip: Van Nuys, CA 91409
 Phone: 310-592-0433 Email: imendes2000@hotmail.com
 Number of Participants: 20 Purpose: piano Keyboard class

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Warren Print: Warren Mendes

Date of Application: 8/13/15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: Warren Date: 8-13-15

Fee Determination: Direct-Cost Fair Rental Total Due: \$ 0
 Certificate of Insurance: Verified & Attached

- Calendar check
- Maintenance Director
- Preliminary Approval
- Board Approval

Cold Spring Elementary School District
 2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: Sept 21 - Dec 7
 Exact Hours of Use: 2:30 - 4:30

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: Aug. 17
- Winter Quarter (Jan-Mar) Deadline: Dec. 1
- Spring Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: Sept 21/15 End Date: Dec 2/15
 Days of Week: T + W Exact Time of Day: 2:30 - 4:30

What Facility do you need? (Check all that apply)

- | | | | | |
|-------------------------------------|------------------------------------|---|---|---|
| <input type="checkbox"/> Auditorium | <input type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball Court | <input checked="" type="checkbox"/> Kitchen |
| <input type="checkbox"/> Library | <input type="checkbox"/> Field | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Bathrooms |

Applicant Information

Group Name: Cold Spring Culinary Academy Contact Name: Susan Iwanaga
 Address: 963 Chelham Way City & Zip: Santa Barbara, CA 93108
 Phone: (805) 969 4499 Email: tsiwanag@coldspringschools.net
 Number of Participants: 6 per Purpose: enrichment

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Susan Light Iwanaga

Print: Susan Light Iwanaga

Date of Application: 8/13/15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: J. Reis

Date: 8.13.15

Fee Determination: Direct-Cost Fair Rental

Total Due: \$ _____

Certificate of Insurance: Verified & Attached

- Calendar check
- Maintenance Director
- Preliminary Approval
- Board Approval



COLD SPRING SCHOOL DISTRICT

1243 Sycamore Canyon Road • Santa Barbara, CA 93108 (805) 969-2678 • FAX 969-0787

USE OF SCHOOL FACILITIES APPLICATION AND AGREEMENT

2009-2010 SCHOOL YEAR

THIS BOX FOR DISTRICT USE

Application received on: _____

 Calendar Check Preliminary Approval Board Approval

Rental fee (if any) \$ _____ Approved by: _____

Restroom fee \$ _____

Key/cleaning deposit \$ _____ Approval Date: _____

Total amount due: \$ _____

1) WHEN IS YOUR EVENT?

Recurring Event

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule. *Mon + Wed*

Exact hours of use: *3:30 - 5:00* ~~Fri + Thurs.~~
Start Date: 8/23/15 End Date: Nov. 25, 2015

- Fall Quarter (Sept-Dec). Deadline: Sept. 11
- Winter Quarter (Jan-Mar). Deadline: Dec. 11
- Spring Quarter (Apr-Mid-June). Deadline: Mar. 11
- Summer Quarter (Mid-June-Aug). Deadline: Jun. 4

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first-come, first-serve.

Single Event

OR

Exact hours of use: _____

Date requested: _____

WHAT FACILITIES DO YOU NEED? (CHECK ALL THAT APPLY)

- | | | | | |
|-------------------------------------|--|--------------------------------------|---|------------------------------------|
| <input type="checkbox"/> Auditorium | <input type="checkbox"/> Classroom | <input type="checkbox"/> Playground | <input type="checkbox"/> Basketball court | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Library | <input checked="" type="checkbox"/> Play field <u>Stoddard</u> | <input type="checkbox"/> Parking lot | <input type="checkbox"/> Baseball field | <input type="checkbox"/> Bathrooms |

3) EVENT INFORMATION

Expected number of attendees: 12 people
2 vehicles

The purpose of the requested use of school facilities is:

AYSO Soccer practice
CUU

Does your organization plan to charge an admission fee, collection or solicitation of funds? Yes No

If yes, the net proceeds will be used for:

School equipment or furniture requested:

4) APPLICANT INFORMATION

Name of Applicant:

ROBERT HANN

Address:

947 ARCADY RD
MONTEBELLO CA 93108

Name of Organization:

AYSO

Contact information (phone or email):

805-886-4714
robertehann@gmail.com

I hereby certify that I have reviewed the Facility Use Rules and Regulations (printed on reverse) and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.


Signature

9/10/14

Date



COLD SPRING SCHOOL DISTRICT

2243 SYCAMORE CANYON ROAD • SANTA BARBARA, CA 93108 (805) 969-2678 • FAX 969-0787

USE OF SCHOOL FACILITIES APPLICATION AND AGREEMENT

2009-2010 SCHOOL YEAR

THIS BOX FOR DISTRICT USE

Application received on: _____

Calendar Check Preliminary Approval Board Approval

Rental fee (if any) \$ _____

Approved by: _____

Restroom fee \$ _____

Key/cleaning deposit \$ _____

Approval Date: _____

Total amount due: \$ _____

1) WHEN IS YOUR EVENT?

Recurring Event

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule.

Exact hours of use: Tues./Thurs. 4-5:30

Start Date: Aug. 20 End Date: Dec. 1

- Fall Quarter (Sept-Dec). Deadline: Sept. 11
- Winter Quarter (Jan-Mar). Deadline: Dec. 11
- Spring Quarter (Apr-Mid-June). Deadline: Mar. 11
- Summer Quarter (Mid-June-Aug). Deadline: Jun. 4

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first-come, first-serve.

Single Event

OR

Exact hours of use: _____

Date requested: _____

2) WHAT FACILITIES DO YOU NEED? (CHECK ALL THAT APPLY)

Auditorium

Classroom

Playground

Basketball court

Kitchen

Library

Play field Stoddard

Parking lot

Baseball field

Bathrooms

3) EVENT INFORMATION

Expected number of attendees: 10 people
_____ vehicles

The purpose of the requested use of school facilities is:

AYSO Soccer

Does your organization plan to charge an admission fee, collection or solicitation of funds? Yes No

If yes, the net proceeds will be used for:

School equipment or furniture requested:

None

4) APPLICANT INFORMATION

Name of Applicant:

Kelly Orwoll

Address:

420 Paso Robles Drive
SB, CA 93108

Name of Organization:

AYSO

Contact information (phone or email):

Kelly 805-415-2573

I hereby certify that I have reviewed the Facility Use Rules and Regulations (printed on reverse) and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Kelly A Orwoll
Signature

2/12/15
Date

Cold Spring School District
2243 Sycamore Canyon Road
Santa Barbara, CA 93108
PHONE: (805) 969-2678 FAX: (805) 969-0787

FACILITIES USE APPLICATION AND AGREEMENT

For District Use

Application received on: _____

- Calendar Check
- Preliminary Approval
- Board Approval

Rental Fee \$ _____

Restroom Fee \$ _____

Key/Cleaning deposit \$ _____

Total Amount due: \$ _____

Approved by: _____

Approval date: _____

When is your event? Fall 2015

Recurring event? Yes No

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule.

flexible 4:30
Hours of use: Wednesday or Thursday
Start Date: Sept 2015
End Date: Dec 2015

- Fall Quarter (Sept.-Dec.)
- Winter Quarter (Jan.-March)
- Spring Quarter (April-Mid-June)
- Summer Quarter (Mid-June-August)

One time event?

Hours of Use: _____

Date of Event: _____

Space is first come, first served.

What Facilities do you need? Check all that apply for your event:

- | | | | | |
|-------------------------------------|--------------------------------------|---|------------------------------------|---|
| <input type="checkbox"/> Auditorium | <input type="checkbox"/> Classroom | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Playground |
| <input type="checkbox"/> Library | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Bathrooms | <input checked="" type="checkbox"/> Playing Field |

Event Information:

Expected number of attendees: People Vehicles

The purpose of the requested use of school facilities is: AYSO U7 soccer practice

Does your organization plan to charge an admission fee, collection or solicitation of funds? No

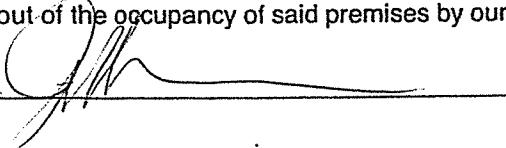
If yes, the net proceeds will be used for: _____

School equipment or furniture requested: none

Applicant Information:

Name: Jacques Marcilac Address: 20 S. Sierra Vista Rd Organization: AYSO
Contact information (phone or e-mail) 805-452-5121

I hereby certify that I have reviewed the Facility Use Rules and Regulations (*printed on the back*) and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Signature: 

Date: 5/28/15



COLD SPRING SCHOOL DISTRICT

2243 Sycamore Canyon Road • Santa Barbara, CA 93108 (805) 969-2678 • FAX 969-0787

USE OF SCHOOL FACILITIES APPLICATION AND AGREEMENT

2009-2010 SCHOOL YEAR

THIS BOX FOR DISTRICT USE

Application received on: _____

Calendar Check Preliminary Approval Board Approval

Rental fee (if any) \$ _____

Approved by: _____

Restroom fee \$ _____

Key/cleaning deposit \$ _____

Approval Date: _____

Total amount due: \$ _____

1) WHEN IS YOUR EVENT?

Recurring Event

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule.

Exact hours of use: 1 hour ^{Tues + Thurs} any day 2x
Start Date: 8/3/15 End Date: 12/15/15

- Fall Quarter (Sept-Dec). Deadline: Sept. 11
- Winter Quarter (Jan-Mar). Deadline: Dec. 11
- Spring Quarter (Apr-Mid-June). Deadline: Mar. 11
- Summer Quarter (Mid-June-Aug). Deadline: Jun. 4

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first-come, first-serve.

OR

Single Event

Exact hours of use: _____

Date requested: _____

2) WHAT FACILITIES DO YOU NEED? (CHECK ALL THAT APPLY)

- Auditorium
- Library

- Classroom

Play field Soccer

- Playground

- Parking lot

- Basketball court

- Baseball field

- Kitchen

- Bathrooms

3) EVENT INFORMATION

Expected number of attendees: 10 people
_____ vehicles

The purpose of the requested use of school facilities is:

Soccer practice, any day
2x per week.

Does your organization plan to charge an admission fee, collection or solicitation of funds? Yes No

If yes, the net proceeds will be used for:

School equipment or furniture requested:

4) APPLICANT INFORMATION

Name of Applicant:

Leslie Kneafsey

Address

675 Circle Dr.
Santa Barbara, CA 93108

Name of Organization:

AYSO

Contact information (phone or email):

(805) 452 6804

I hereby certify that I have reviewed the Facility Use Rules and Regulations (printed on reverse) and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

LCF
Signature

6/8/15
Date

* Can I get 2 hours back-to-back?

Cold Spring Elementary School District
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: Aug. 17
- Winter Quarter (Jan-Mar) Deadline: Dec. 1
- Spring Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: Aug 25 End Date: _____
Days of Week: Tues Exact Time of Day: 3:30-4:30

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

Applicant Information

Group Name: AYSO / the IGNITE! Contact Name: Eric Greenspan
 Address: 856 CHELHAM WAY City & Zip: MONTECITO CA 93108
 Phone: 805 252 7779 Email: eric.greenspan@gmail.com
 Number of Participants: 8 Purpose: Soccer practice

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

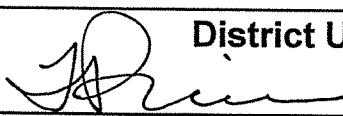
Applicant Signature: 

Print: Eric Greenspan

Date of Application: 8/12/15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: 

Date: 8-13-15

Fee Determination:

Direct-Cost Fair Rental

Certificate of Insurance:

Verified & Attached

Total Due: \$ 0

Calendar check

Maintenance Director

Preliminary Approval

Board Approval

Cold Spring Elementary School District
2243 Sycamore Canyon Road • Santa Barbara, CA 93108 • Phone (805) 969-2678 • Fax (805) 969-0787

Application and Agreement for Community Use of School Facilities and Grounds

Event or Activity Information

Single Event:

Date requested: _____

Exact Hours of Use: _____

Note: School-connected organizations must apply by the deadline in order to receive priority scheduling. After the deadline, space is first come first serve.

OR

Recurring Event:

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule:

- Fall Quarter (Sept-Dec) Deadline: Aug. 17
- Winter Quarter (Jan-Mar) Deadline: Dec. 1
- Spring Quarter (April-Mid June) Deadline: Mar. 2
- Summer Quarter (Mid June -Aug) Deadline: June 4

Start Date: 8-20 End Date: 12-1

Days of Week: _____ Exact Time of Day:
M, T, W, R 3:50 - 6

What Facility do you need? (Check all that apply)

- Auditorium
- Classroom
- Playground
- Basketball Court
- Kitchen
- Library
- Field
- Baseball Field
- Parking Lot
- Bathrooms

Applicant Information

Group Name: ALEX STEPHENS / AYSO Contact Name: ALEX STEPHENS
 Address: 272 DAWNSIDE PL. City & Zip: SB, 93108
 Phone: 805-452-1411 Email: riavone@mac.com
 Number of Participants: 14 Purpose: SOCER PRACTICE

Is the activity open to the general public? Yes No

Is Applicant a non-profit organization? Yes No

Does your organization plan to charge an admission fee, collection of solicitation of funds? Yes No

I hereby certify that I have reviewed the *Use of School Facilities or Grounds Rules and Regulations* and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Applicant Signature: Alex Stephens

Print: ALEX STEPHENS

Date of Application: 8-22-15

This Application is not a valid permit until signed below.

District Use Only

Administrator Approval: Han

Date: 8.18.15

Fee Determination: Direct-Cost Fair Rental

Total Due: \$ _____

Certificate of Insurance: Verified & Attached

Calendar check Maintenance Director Preliminary Approval Board Approval

Cold Spring School District
2243 Sycamore Canyon Road
Santa Barbara, CA 93108
PHONE: (805) 969-2678 FAX: (805) 969-0787

FACILITIES USE APPLICATION AND AGREEMENT

When is your event? *Mondays / Wednesdays* *3:30 - 6*

Recurring event? Yes No

If you need to use school facilities on a regular basis, you must apply on a quarterly schedule.

Hours of use: *3:30 - 5*
Start Date: *8-1-15*
End Date: *12-1-15*

- Fall Quarter (Sept.-Dec.)
- Winter Quarter (Jan.-March)
- Spring Quarter (April-Mid-June)
- Summer Quarter (Mid-June-August)

What Facilities do you need? Check all that apply for your event:

- | | | | | |
|-------------------------------------|--------------------------------------|---|------------------------------------|---|
| <input type="checkbox"/> Auditorium | <input type="checkbox"/> Classroom | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Playground |
| <input type="checkbox"/> Library | <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Baseball Field | <input type="checkbox"/> Bathrooms | <input checked="" type="checkbox"/> Playing Field |

Event Information:

Expected number of attendees: *11* People Vehicles

The purpose of the requested use of school facilities is: *AYSO practice*

Does your organization plan to charge an admission fee, collection or solicitation of funds? *No*

If yes, the net proceeds will be used for: _____

School equipment or furniture requested: _____

Applicant Information:

Name: *Tony Rogers* Address: *619 CHELSEA 93108* Organization: *AYSO*
Contact information (phone or e-mail): _____

I hereby certify that I have reviewed the Facility Use Rules and Regulations (*printed on the back*) and shall be personally responsible, on behalf of our organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment out of the occupancy of said premises by our organization.

Signature: *[Signature]* Date: *7-22-15*

For District Use

Application received on: _____

- Calendar Check
- Preliminary Approval
- Board Approval

Rental Fee \$: _____

Restroom Fee \$: _____

Key/Cleaning deposit \$: _____

Total Amount due: *\$12* _____

Approved by: *[Signature]* _____

Approval date: *8-18-15* _____

One time event?

Hours of Use: _____

Date of Event: _____

Space is first come, first served.

CONSENT 9.C.
August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

RE: Personnel Items – Employment

The following personnel items are submitted to the Board for approval.

Employees

Assignment

Name	Position	Effective Date
Joel Orr	Instructional Assistant	August 31, 2015
Christina Rogers	Instructional Assistant	August 31, 2015
Christina Castillo	Instructional Assistant	August 31, 2015
Gwendolyn Stephens	Instructional Assistant	August 31, 2015
Monica Morgan	Instructional Assistant	August 31, 2015
Alisa Oberjuerge	Instructional Assistant	August 31, 2015
Manny Murillo	Lunch League	September 2, 2015
Aaron Brinegar	Head Custodian	August 3, 2015
Mary T. Stark	CBO	Date in August TBD

Leave

Name	Position	Effective Date
Mari Callahan	Certificated Teacher	August 27, 2015

Resignation

Name	Position	Effective Date
Janine Dallow	Instructional Assistant	August 15, 2015
Stephen Legome	Custodian	August 21, 2015

August 11, 2015

To Dr. Price and the Cold Spring School Board:

This letter is to inform you of my request for a leave from my teaching position of 25% for the 2015-2016 school year. If you have any questions, you may contact me at (805) 722-7402 or email me at mcallahan@coldspringschool.net.

Thank you,

Mari Callahan

Janine Dallow <janinedallow@mac.com>
To: Dr. Price <tprice@coldspringschool.net>
Janine resignation

August 4, 2015 8:58 PM

Dr. Price,

I regret that due to personal issues I am unable to return to work as a Teacher's Aide this fall. I hope that things resolve quickly, and that I may re-apply to be part of the Cold Spring Staff in the not too distant future.

Thank you so much for the opportunity of working at CSS, I can't imagine a better group of people and children to be with each day. It truly was a rewarding and fulfilling experience.

Sincerely,
Janine Dallow

Hi Coral. Please let me know if you need something else, happy to help.

I, Stephen Legome, tender my resignation from Cold Spring Elementary School effective Wednesday, August 26, 2015.

Thanks,
Stephen.

SUPERINTENDENT'S REPORT
August 24, 2015

BOARD AGENDA ITEM 10.A.

TO: Board of Trustees
FROM: Tricia T. Price, Superintendent/Principal
RE: Opening of School Timeline

Included in your packet is the timeline of important events leading up to the first day of school, September 2.

OPENING OF SCHOOL MATERIALS/DISTRIBUTION TIMELINE

DATE	KINDERGARTEN	REGISTRATION PACKET	CLASS NOTICE – FIRST MAILING	CERTIFICATED STAFF	CLASSIFIED STAFF
August 3 (Monday)	Letter to Parents re Round- Up	Letter and email to Parents re Registration Materials Pick-up	[sixth grade Pali Institute letter?]		
August 10 (Monday)		Email parents reminder re: pick-up packet assembly with parent helpers		Welcome Letter <ul style="list-style-type: none">• cover letter• First week schedule• Offer of Employment	Welcome Letter <ul style="list-style-type: none">• Cover letter• Offer of employment• Aide assignment
August 7 (Friday)		Packet Pick-up Day Contents include: <ul style="list-style-type: none">• Emergency Card• ANTP Brochure• Dolphin Center• Field Trip Driver Form• Parent Club letter	<ul style="list-style-type: none">• afterschool classes• Directory Order• eScript• grade level supply list• Lunch Order form• Directory Info verification		
August 21 (Friday)	K Round-Up 9:00-11:00	Packet Drop-Off Day All Packets Due			
August 27, 28				Staff Development	
August 31	Class Placement Letters <ul style="list-style-type: none">• Welcome Letter• Staff List		Class Placement Letters <ul style="list-style-type: none">• Welcome Letter• Staff List	Work in Classrooms	First Day for Aides
September 1			Class Lists Posted		

PROJECTED ENROLLMENT REPORT, 2015-16

Teacher	K	1st	2nd	3rd	4th	5th	6th	Total				
Ishikawa	15											
Gonzales	14							29				
Carey		18							18			
Campbell			21						21			
Lewis				11					23			
Katzenstein/sub				12								
Orwig/Wooten					20				20			
Edwards						14			27			
Thorpe						13						
Pierce/Gradias							21	21				
TOTALS	29	18	20	23	20	27	21	159				
without SDC	29	18	19	23	20	25	20	155				
K,1,2,3	91	by	6	is	15.2	average class size						
4,5,6	68	by	4	is	17	average class size						
K-6 average	159	by	10	is	15.9							

Board Agenda Item 10.C.

TO: Board of Trustees
FROM: Mary T. Stark
RE: **Report of Request for Qualifications (RFQ) Process – Architect
Construction of Administrative Building**

The Board will recall authorizing at their June 8, 2015 meeting an agreement for legal services with Stradling, Yocca, Carlson and Rauth, Attorneys at Law, in San Francisco. The agreement was for services provided by two lawyers, one for the specialized work of financing and the second for the purpose of helping with facilities issues, such as the need for review of an architect contract, construction contracts, etc.

Working with Attorney Sean Absher an RFQ for Architect Services and an example Architect's Agreement were developed and sent to four architect firms on July 17. The deadline to submit a response was August 7th at 2:00 p.m.

One response from the firm of KBZ was received. This is the same firm that drew up the initial plans and estimates for the construction project. A review of their response revealed that the basic criteria were met by the firm. See the attached recap.

The next step is for Selection Committee members to meet with Joe Wilcox of KBZ on the same date as this Board meeting, August 24. The goal will be to ask questions based upon the proposal and receive a project timeline and tasks and responsibilities schedule to complete a draft Architect's Agreement with the firm.

The Committee will determine if the draft Architect's Agreement will be provided in a future agenda item for the Board's Review and/or Action.

RFQ FOR ARCHITECT**CRITERIA FOR RESPONDENTS ITEM VI. E.****STATEMENT OF QUALIFICATIONS (SOQs)****Completeness & Quality of Proposal (10 points)****KBZ**

SOQ ITEM	DESCRIPTION	COMPLETED	DETAIL	SOQ Page #
I.	Signature of Firm Officer	X		page 1
	Received before 2 p.m. 8/7	X		
IV.	Clear, Concise, Complete	X		
	Original & two copies	X		
B	Submittal Letter	X		page 1
C	Table of Contents	X		page 2
D	DVBE Requirements	X		page 3
E	Dollar Value of CA public school projects completed in the past calendar year	X	\$15,000,000 California public school projects completed Jan 2014-Dec 2014	page 4
	New School & Modernization projects the firm provides architectural & additional services for over the past two years	X	23 projects (3 of which are 75% or more completed)	page 4
	...in the next year?	X	6 projects (\$27M plus)	page 4
	...in the next two years?	X	including the 6 above, 3 projects (\$12M plus)	page 4
F	Project Team	X	Incl. consultants & engineers used	page 5
G	State Funding Knowledge	X	Principal-In-Charge Wilcox has worked with Citizen Oversight Committees providing detailed reports & presentations	page 7
H	Experience in Working w/ State & City Agencies	X	Details experience with CDE, DSA, DTSC, OPSC & the SAB	page 8
I	Experience w/ Education Specification Development	X	Principal-In-Charge Wilcox has worked with San Luis Coastal USD & Templeton USD on master plans. Each district has ed specs that are the road map & provide guidelines	page 9
J	Management of Workload	X	Committed to completing projects on time and are currently at 80% of capacity	page 10
K	Proof of Insurance	X	Certificate provided	page 11
L	Architect's Agreement & Fees	X	Rates listed based on \$2.213M Construction Cost NTE fee of \$197,040 & reimbursable exp eff Jan 1, 2015 at cost plus 15%. Additional fees for program management \$6K cost estimation, 8.5k fire sprinklers, \$4.5k landscape design, \$10.3k direct cost, expense, reimbursables = \$226,340 plus expenses?	page 12
M	Design Process	X	14 month contract period; describes coordinating w/ subs, securing agency approvals, quality assurance, pre-construction coord, minimizing change orders. Discusses detailed schedule at "kick-off" meeting, team meetings, regulatory reviews, etc.	Pages 14 & 15
N	References & Description of Experience	X	Santa Barbara USD, Carpinteria USD, San Luis Coastal USD, Templeton USD & a number of contractor references to include Schipper & Diani.	pages 16 & 17

BOARD AGENDA ITEM 10.D.

TO: Board of Trustees
FROM: Mary T. Stark
RE: **Governor's Budget Update – "45 Day Revise"**
Superintendent's Report

One-Time Discretionary Funds:

This item was first introduced in the Governor's January budget at an amount of approximately \$180 per average daily attendance (ADA). In the May Revise the projection jumped to \$610 per student and in the final budget adopted in June, 2015, the amount finalized at \$530 per student. The reduction per ADA was carved out to fund an Educator Effectiveness grant and toward the K-12 High Speed Network.

These funds will be based upon the 2014-15 P2 ADA count of 158 and are estimated to be \$83,740 in one-time funds for the district. The budget used a conservative \$25,466 so this represents an ***increase to the budget of \$58,274.***

These one-time dollars are discretionary although intent language is to use them for professional development, teacher induction, instructional materials, technology infrastructure, and any other investments necessary to implement Common Core Standards.

Educator Effectiveness Grant:

A one-time grant projected to be \$1,450 per CalPADS reported 2014-15 certificated staff count. **The amount could be over \$15,000 as a new budget item.**

The CDE will publish funded amounts soon and the Board will develop and adopt an expenditure plan during a public meeting prior to adoption at a subsequent meeting. The District will then be authorized to spend the funds over three fiscal years restricted to beginning teacher and administrator support and mentoring, professional development for teachers needing improvement or added support, and/or to align to state-adopted content standards and training to promote educator quality and effectiveness.

Pocket Budget 2015-16:

A copy of the front and back of this handy guide to the final, adopted State budget is provided for your information.

directly to consortia. Each consortia will be required to develop a comprehensive plan at least once every three years, with annual updates.

Additionally, \$25 million in one-time funds are available to assist consortia in establishing data systems to evaluate the effectiveness of their programs.

Educator Support

The State Budget appropriates \$490 million in one-time funding for activities that promote educator quality and effectiveness. Funding will be allocated to school districts, COEs, charter schools, and state special schools in an equal amount per certificated staff in the 2014-15 fiscal year, estimated at \$1,450 per certificated staff.

Funds may be used for beginning teacher and administrator support and mentoring; professional development, coaching, and support services for teachers identified as needing improvement; and professional development for teachers and administrators that is aligned to state academic content standards and other training that promotes educator quality and effectiveness.

Child Care and Preschool

The final State Budget agreement includes significant funding increases for child care and preschool programs.

Full-day State Preschool programs receive:

- \$34.3 million increase to provide an additional 7,030 slots
- Alternative Payment Program vouchers will increase by \$52.6 million to fund an additional 6,800 vouchers for low-income working families
- \$61 million is provided to fund a 5% increase to the reimbursement rate for State Preschool

- 4.5% increase is provided in the regional market reimbursement rate to increase the maximum reimbursement ceiling for voucher-based childcare providers

School Facilities

There is no new funding available for school facility modernization or construction.

An estimated \$273.4 million in Proposition 98 one-time funds is provided for the Emergency Repair Program, which will extinguish the list of approved but unfunded projects.

The Proposition 39 (2012) appropriation for energy efficiency projects is reduced by \$6.7 million (to \$313.4 million) to reflect reduced revenue estimates from the single sales factor.

K-3 Grade Span Adjustment

There was no change in the enacted 2015-16 State Budget to the K-3 Grade Span Adjustment requirements. For those school sites that do not have a school-site average enrollment of 24 in grades K-3 (including Transitional Kindergarten), class sizes must be reduced by the same percentage as the gap closure percentage—either the May Revision DOF-provided 53.08% or the enacted State Budget 51.52%. The class-size reduction ratio for 2015-16 is calculated using the allowed maximum calculated class size in 2014-15 (the required progress), not the actual 2014-15 enrollment. All school sites must make progress to a school site enrollment average of 24 upon full implementation of the LCFF, unless an alternative class-size ratio is locally bargained.

Educational Technology

The enacted State Budget includes \$50 million in one-time funding to provide network connectivity infrastructure grants. First priority is given to LEAs unable to administer computer-based assessments at the schoolsite and second priority to LEAs that have to shut down essential operations in order to administer the assessments. Remaining funds may be used for

schools that do not have adequate broadband infrastructure. Also, \$10 million in one-time funding is provided to the K-12 High Speed Network to provide professional development and technical assistance to LEAs.

Local Reserve Cap

One of the consequences of last year's State Budget Act and the passage of Proposition 2 (2014) was the addition of a requirement that would place limits on the level of reserves a school district could maintain when certain conditions exist. Based on the enacted State Budget, all of the conditions for implementation of those limitations will not be met in 2015-16 and, therefore, the cap will not be triggered.

Dartboard Factors

The School Services of California, Inc. (SSC), Financial Projection Dartboard factors presented below are developed by SSC with input from independent state agencies and private economic consulting firms, based on the latest information available. These factors are provided to assist school agencies in preparing their upcoming budgets and multiyear projections.

Factor	'14-'15	'15-'16	'16-'17	'17-'18
LCFF Planning Factors	SSC Simulator	SSC Simulator	SSC Simulator	SSC Simulator
Statutory COLA	0.85%	1.02%	1.60%	2.48%
Ten-Year Treasuries	2.20%	2.50%	2.70%	2.90%
California Consumer Price Index	1.60%	2.30%	2.70%	2.80%
Lottery	Base Prop. 20	\$128 \$34	\$128 \$34	\$128 \$34

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1121 L Street, Suite 1060 | Sacramento, CA 95814
(916) 446-7517 | Fax (916) 446-2011 | Email: ssc@sscal.com

POCKET BUDGET 2015-16

A Summary Analysis of the Enacted 2015-16 State Budget for California's Schools

Prepared by



July 2015

The 2015-16 Enacted State Budget

Thanks to burgeoning state revenue growth and the Proposition 98 guarantee, the final 2015-16 State Budget contains unprecedented funding increases for K-14 education.

The enacted State Budget continues to pay down state debt and make deposits into the Rainy Day Fund established under Proposition 2 and passed by voters in 2014.

Despite the positive features in the 2015-16 enacted State Budget, there are continued warnings from Governor Jerry Brown and legislative leaders that the spending plan remains “precariously balanced.” Citing the billions needed to address the state’s aging infrastructure and costs of retiree health benefits, Governor Brown has called special sessions to address funding these two issues impacting the state.

Proposition 98 and the Maintenance Factor

The enacted 2015-16 State Budget shows Proposition 98 funding increasing \$2.1 billion more than the revised 2014-15 Budget Act level. The minimum funding guarantee will reach \$68.4 billion in 2015-16.

The State Budget also acknowledges that the Proposition 98 maintenance factor—the amount owed to K-14 education to restore the cuts imposed during the recession—will almost be fully repaid in 2015-16. Only \$772 million will remain at the end of the budget year.

Local Control Funding Formula

In 2015-16, the largest state investment for K-14 education will go toward continued implementation of the Local Control Funding Formula (LCFF). The enacted State Budget provides \$6.0 billion in additional funds for the LCFF. The Department of Finance (DOF) notes this will close the remaining funding implementation gap by more than 51%, which is applied to the difference between

each school district’s and charter school’s floor funding level and its LCFF target entitlement.

In addition, the 2015-16 targets for base grants are increased from 2014-15 levels by the statutory cost-of-living adjustment (COLA) of 1.02%. The following table shows the final 2015-16 COLA amounts per average daily attendance (ADA) and the corresponding revised 2015-16 targets by grade span.

Grade Span	2014-15 Target Base Grant per ADA	1.02% COLA	2015-16 Target Base Grant per ADA
TK-3	\$7,011	\$72	\$7,083
4-6	\$7,116	\$73	\$7,189
7-8	\$7,328	\$75	\$7,403
9-12	\$8,491	\$87	\$8,578

The final State Budget agreement maintains the May Revision proposals for supplemental and concentration grants, with supplemental grants equal to 20% of the base grant and concentration grants equal to 50% of the base grant.

One-Time Discretionary Funds

An increase of more than \$3.2 billion in one-time and settle-up funding is provided to school districts, county offices of education (COEs), and charter schools. The DOF estimates this amount will result in local educational agencies (LEAs) receiving \$530 per 2014-15 Second Principal Apportionment ADA.

These one-time dollars are discretionary, although intent language is once again included that the funds be used for professional development, instructional materials, technology infrastructure, and any other investments necessary to implement Common Core State Standards in English Language Arts and Mathematics, English Language Development, and Next Generation Science Standards.

K-12 Mandated Costs

The final State Budget increases the Mandate Block Grant (MBG) by \$1.2 million to reflect greater school district participation.

Once again, the Budget includes language that the one-time discretionary funds will count toward satisfying prior year mandate reimbursement claims. Language was also included prohibiting the State Controller’s Office (SCO) from requiring a school district or community college district to remit funding back to the state to pay for disallowed mandate claims derived from an audit and prohibiting the SCO from reducing any other school funds owed except for future mandate claim reimbursements.

COEs will receive \$40 million over two years to assist schools in meeting new responsibilities required under the accountability structure of the LCFF. Each COE will receive the greater of (1) \$30,000 multiplied by the number of school districts for which the COE has jurisdiction or (2) \$80,000.

Career Technical Education

The State Budget establishes a new transitional Career Technical Education (CTE) Incentive Grant Program for the purpose of establishing new or expanding existing high-quality CTE programs. The Budget provides \$400 million in 2015-16, \$300 million in 2016-17, and \$200 million in 2017-18, and requires a local:state match of 1:1, 1.5:1, and 2:1, respectively.

The California Department of Education (CDE) and State Board of Education (SBE), in consultation with entities having CTE expertise, will develop the request for grant applications and a process for awarding the grants. Priority will be given to new programs operating after the 2014-15 fiscal year. Beginning in 2018-19, school agencies are expected to use LCFF and 9-12 grade span adjustment (GSA) funding to support the program.

Special Education

The 2015-16 enacted State Budget contains minor increased base funding for special education programs, by providing a 1.02% COLA, estimated at \$5.38 per ADA.

Building on some of the recommendations made in the recent Special Education Task Force report, the State Budget includes \$60.1 million in ongoing and one-time funding:

- \$30 million in ongoing funding is provided for early intervention services to infants and toddlers younger than three years of age. The CDE, DOF, and Legislative Analyst’s Office (LAO) will determine the distribution method.
- \$12.1 million in ongoing funding is provided for 2,500 part-day preschool slots that give first priority to state preschool contractors that use the slots to increase access for children with exceptional needs. Additionally, \$6.1 million is included for teacher and parent training.
- \$10 million in one-time funding is provided for data-driven systems of learning and behavioral supports to one or two designated COEs for the purpose of providing technical assistance and developing and disseminating statewide resources. The COE(s) will establish a competitive grant application for LEAs to apply for startup and demonstration grants.
- \$1.9 million in ongoing funding is provided to expand existing Alternative Dispute Resolution (ADR) services statewide to all Special Education Local Plan Areas (SELPA). Funds will be used to develop and test ADR procedures, materials, and training.

Adult Education

The 2015-16 State Budget includes \$500 million to establish an ongoing funding source for Adult Education programs. Funding is provided to regional consortia established by the CDE and the California Community Colleges Chancellor’s Office.

In 2015-16, the Chancellor and State Superintendent of Public Instruction (SSPI) will apportion funds first to school districts and COEs to match the amounts they have been required to spend on adult education (maintenance of effort) in each of the last two years. Beginning in 2016-17, all funds will be appropriated

SUPERINTENDENT'S REPORT
August 24, 2015

BOARD AGENDA ITEM 10.E

.

TO: Board of Trustees

FROM: Tricia T. Price, Superintendent/Principal

RE: **CSBA Talking Points for Board Members Regarding CAASPP Results**

Included in your materials are some suggested talking points for Board members to use when responding to community inquiries regarding the results of the California Assessment of Student Performance and Progress (CAASPP). These results should be available to Districts and parents at the end of August or early September.



SBAC Results and Community Reactions

Talking Points for Board Members

This spring, students in grades 3-8 and grade 11 took part in California's new statewide assessments in English language arts and mathematics. As families and school staff receive students' scores, they might have questions about understanding the results. CSBA has developed these sample talking points for board members to aid them in responding to local constituents. These talking points are *not* intended to be a handout, but instead offer key messages and language that may help board members talk with community members about SBAC scores. More information is available at: www.cdefoundation.org/what-we-do/common-core/.

The tests are just one part of a much bigger K-12 remodeling effort

- » California recently adopted new standards, and has been developing new professional development efforts for teachers, new instructional resources and new state accountability measures.
- » These changes are big, a bit disruptive, and difficult to align — like trying to get all the subcontractors to work together on a kitchen remodel and still cook dinner every night.
- » The “under construction” signs of this remodeling are still very visible. Like any successful remodeling project, this work will take time and effort to carry out.

Apples to Oranges: The SBAC results are different from the previous state test

- » It's important to understand that our 2015 results *cannot be* compared to previous years' results.
- » The numerical scores will be different because they reflect performance on a new test that measures different standards.
- » The 2015 scores will establish a new baseline — a starting point from which we'll measure our progress towards preparing our children for the future workforce and economy of tomorrow.

Just one gauge on the dashboard

- » As a part of the remodeling, California is moving toward a dashboard approach to measuring what students are learning. The statewide tests are something like the odometer on a car's dashboard, letting us know how far the child traveled at the end of the school year.
- » While the odometer is important, it's not the only gauge on the dashboard.
- » The state system of tests also includes formative assessments used locally that tell us how a child is making progress throughout the year.

California updated its standards and built matching assessments to shift the focus of student learning toward more complex skills that today's colleges and careers require. This remodeling project is not over. The dust is still settling, and it will take patience and persistence to work through the changes. But we are well on our way.

ACTION 11.A.

August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

RE: **Recommendation to Extend Board Member Leave Not to Exceed 90 Days**

Per Board Bylaw 9223, if a Board member is out-of-state beyond 60 days, the Board must consent to an additional period not to exceed 90 days. We have a Board member who will be out-of-state for more than 60 days, which requires consent by the Board.

I recommend that the Board consent to Board member out-of-state absence not to exceed 90 days.

Tricia T. Price, Superintendent/Principal

ACTION 11.B.
August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

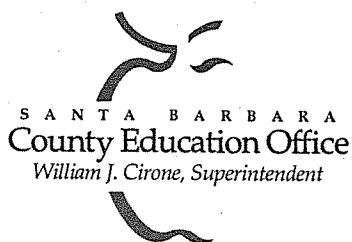
RE: **Review of Teacher Induction Memorandum of Understanding (MOU) for 2015-16**

New teachers are required to complete a two-year Induction Program provided by the Santa Barbara County Education Office (SBCEO). The Santa Barbara Teacher Induction Program (formerly the Beginning Teacher Support and Assessment "BTSA" Program) is designed to offer a supported induction experience for beginning teachers who have finished their credentialing program and have applied for, or currently hold, a Preliminary Multiple Subject Credential, Preliminary Single Subject Credential, and/or Preliminary or Level I Education Specialist Credential. Upon completing the program, teachers will be eligible to apply for a Clear Credential through the California Commission on Teacher Credentialing.

Cold Spring School currently employs two teachers who are participating in the Induction Program. Included with your Board materials is the MOU that clarifies the roles of the County Office and of the District.

I recommend that the Board approve the Teacher Induction MOU for 2015-16.

Tricia T. Price, Superintendent/Principal



Santa Barbara County Education Office

4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712 • Direct Dial: 964-4710 plus extension

Service and Leadership • sbceo.org

July 31, 2015

Dear Tricia,

Subject: Teacher Induction Memorandum of Understanding for 2015-2016

The enclosed Memorandum of Understanding (MOU) defines Project Governance, General Responsibilities and Shared Accountability, and Fiscal Responsibility for the Santa Barbara County Teacher Induction Program. In addition, the MOU sets forth the operative conditions for the Teacher Induction Program and clarifies the roles of the various participants. It is important that everyone involved in our program has a clear understanding of the working relationship between the local districts and the Santa Barbara County Education Office, who serves as the Lead Agency for the program.

Please share this MOU with your administrative team and make additional copies for others in your district that should be aware of it.

We are continuing the previous registration fee structure: \$100 per participating teacher, \$50 per mentor teacher.

Please return a signed copy of the MOU signature page to the Induction office by September 11, 2015. You may return it via US mail or through the Santa Barbara County truck mail. You are also welcome to fax it to 805-683-6529 or scan it and attach it to an email: induction@sbceo.org. Be sure that all appropriate signatures and dates are affixed, and that you have initialed the method of payment you would prefer for receipt of mentor teacher stipend payment. If you have chosen to receive payment by journal voucher, be sure to include the appropriate account number.

We appreciate your continued partnership with our program. Should you have any questions or concerns, please feel free to contact me by phone: (805) 964-4710 x5426 or by email: gbranum@sbceo.org

Sincerely,

Gina Branum
Director, Teacher Induction Program

RECEIVED
AUG 04 2015
BY: _____



Santa Barbara County Education Office
4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712 • Direct Dial: 964-4710 plus extension
Service and Leadership • www.sbceo.org

**Santa Barbara County
Teacher Induction Program and Participating Districts
Memorandum of Understanding (MOU)
2015-2016**

This is a memorandum of understanding between the member districts of the Santa Barbara County Teacher Induction Program and the Santa Barbara County Education Office.

The purpose of the MOU is to establish a formal working relationship between the parties of this agreement and to set forth the operative conditions that will govern this partnership. The goal of the partnership is to provide quality professional development and support to first and second year participating teachers (PTs) and their mentor teachers (mentor).

This MOU is meant to define:

- 1.0 Project Governance
- 2.0 General Responsibilities and Shared Accountability
- 3.0 Fiscal Responsibility

1.0 Project Governance

- 1.1. The Induction Advisory Board is composed of representatives from participating districts, Institutes of Higher Education (IHE), and other administrative personnel.
- 1.2. The Induction Advisory Board agrees to meet tri-annually to review the program and provide advice to the director.
- 1.3. Operational leadership is provided by the director of the Teacher Induction Program.
- 1.4. Role of the Local Educational Agency (LEA)
The Santa Barbara County Education Office will serve as:
 - Project fiscal agent.
 - Clearinghouse for information, data and reporting requirements.
 - Liaison and contact between state agencies and the member districts.

2.0 General Responsibilities and Shared Accountability

- 2.1. Santa Barbara County Education Office agrees to the following:
 - Provide administrative, management and coordination, and secretarial support for the project activities as described in the implementation and augmentation grants.
 - Provide workspace for program coordination and secretarial support.
 - Convene Induction Advisory Board meetings.
 - Coordinate training and professional development opportunities.
- 2.2. The Teacher Induction Program agrees to do the following:
 - Provide a stipend for each mentor.
 - Provide program materials for each PT and mentor.
 - Provide resources for administrators, as needed, to acquaint them with the *California Standards for the Teaching Profession (CSTP)* and the formative assessment system.
 - Provide or contract to provide annual program assessment to meet the State program requirements.
 - Ensure that all mentors understand and are committed to fulfill their responsibilities as mentors and the requirements of the Teacher Induction Program.

- 2.3 The member districts agree to the following:
- Identify a district representative, if requested, to be on the Induction Advisory.
 - Provide two days of release time to each PT and mentor for planning, observation, and completion of induction program requirements.
 - Ensure that site administrators comply with the requirements outlined in Standard 2 of the Induction Program Standards:
 - (a) Participate in design, implementation, and evaluation of program.
 - (b) Promote success of PTs.
 - (c) Provide the structure and positive climate for support and assessment activities on site.
 - (d) Commitment includes:
 - Orientation for new teachers (site resources, personnel, and policies).
 - Focus on State-adopted academic content standards and CSTP.
 - Ensure site-level induction activities.
 - Provide a \$100 registration fee for each PT and a \$50 registration fee for each mentor.
 - Select mentors according to State criteria for eligibility not to exceed a ratio of 1 mentor to 2 PTs (exceptions made upon consultation with the Induction director).
 - Ensure that all mentors understand their responsibilities as a mentor and the requirements of the Teacher Induction Program.
 - Support participation of PTs and mentors in the professional development provided.
 - Provide training space when requested by Teacher Induction Program.
 - Participate in on-going informal and formal program evaluation.
 - Establish and maintain accurate records and reports.
 - Submit required reports and documents to the funding agency and to the Induction Advisory Board.

3.0 Fiscal Responsibility

- 3.1 The Santa Barbara County Education Office, as the LEA of the Santa Barbara County Teacher Induction Program, will:
- Assume overall fiscal responsibility for the administration of funds, to include submission of year-end expenditure reports, and any other documentation sought by the California Department of Education and/or California Commission on Teacher Credentialing
 - Develop and maintain a budget that allocates amounts sufficient to meet the costs of implementing its program responsibilities as described in section 2.0 above.



MEMORANDUM OF UNDERSTANDING SIGNATURE PAGE



Santa Barbara County Education Office Representatives:

A handwritten signature of Gina Branum.

Gina Branum,
Director, Teacher Induction Program

Date: 7-30-15

A handwritten signature of Ellen Barger.

Ellen Barger,
Assistant Superintendent,
Curriculum and Instruction

Date: 7-30-15

Participating District Representative:

Name of District: Cold Spring
A handwritten signature of Tricia Price.

Signature – District Superintendent

Print Name: Tricia Price

Date: 8-4-15

Preferred method for receipt of mentor stipend payment:

Please initial your choice:

Warrant

Journal Voucher Acct. No.: _____

Please return this page to the Teacher Induction Program office:

Fax: 683-6529

Email: induction@sbceo.org

Truck Mail: M-F

US Mail: SBCEO/Induction – PO Box 6307 – Santa Barbara, CA 93160-6307

ACTION 11.C.
August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

RE: **Review of Job Description for Math, Language Arts, and Testing Coordinator**

For the last two years, Misha Lewis has provided critical curriculum and instruction support to teachers in math and language arts, and has coordinated the Smarter Balanced Assessment System. Mrs. Lewis has returned to the classroom this year, but support is still needed in these areas.

Jean Gradias will be providing support to teachers in the implementation of the Next Generation Science Standards (NGSS), work we will be beginning this year. 50% of her assignment this year will be focused on the NGSS. In the areas of language arts and math, instructional support continues to be needed as K-5 teachers implement the Bridges math program and teachers continue to develop their reading and writing programs. This job description proposal would provide support in these areas on a 25% basis for the 2015-16 school year.

I recommend the Board approve the job description for Math, Language Arts, and Testing Coordinator.

**Tricia T. Price
Superintendent/Principal**

Math, Language Arts, and Testing Coordinator

Definition and Description of Job Activities:

Under the supervision of the principal, the Math, Language Arts, and Testing Coordinator will provide math and language arts curriculum evaluation, development, and alignment, assist in the planning and implementation of district and state interim and summative assessments, and provide or arrange professional development activities to support district goals in math and language arts.

Duties will include but are not limited to:

- Facilitate collaborative conversations with teachers to support learning
- Research and evaluate instructional materials and facilitate the adoption process
- Assist in the acquisition of new instructional materials and resources
- Assist teachers in transferring what they learn about new and existing curriculum and teaching practices into their classroom
- Collaborate with teachers and specialists to develop and teach lessons
- Provide demonstration lessons and model technology integration as appropriate
- Facilitate staff, team, and grade level meetings to discuss research-based instructional and assessment practices and how they can be applied
- Assist teachers with the use of formative assessment data to inform instruction
- Act as District Coordinator (DC) for the Smarter Balanced Assessment: facilitate trainings and coordinate the implementation of the state interim and summative tests
- Continue to align the report card with the Common Core and Next Generation Science Standards
- Work on special projects as outlined by the team of the principal and teachers

ACTION 11.D.
August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

RE: **Review of Job Description for Next Generation Science Standards Teacher on Special Assignment**

Jean Gradias will be providing support to teachers in the implementation of the Next Generation Science Standards (NGSS), work we will be beginning this year. 50% of her assignment this year will be focused on the NGSS. The job description proposal included in your materials describes support in science on a 50% FTE basis for the 2015-16 school year.

I recommend the Board approve the job description for Next Generation Science Standards Teacher on Special Assignment.

Tricia T. Price
Superintendent/Principal

Teacher on Special Assignment (TOSA) For Next Generation Science Standards (NGSS)

Definition and Description of Job Activities:

Under the supervision of the principal, the NGSS TOSA will provide evaluation of science curriculum, development, and alignment, assist in the planning and implementation of district and state interim and summative assessments, and provide or arrange professional development activities to support district goals in science.

Duties will include but are not limited to:

- Facilitate collaborative conversations with teachers to support learning
- Research and evaluate instructional materials and facilitate the selection process
- Assist in the acquisition of new instructional materials and resources
- Assist teachers in transferring what they learn about new and existing curriculum and teaching practices into their classroom
- Collaborate with teachers and specialists to develop and teach lessons
- Provide demonstration lessons and model technology integration as appropriate
- Facilitate staff, team, and grade level meetings to discuss research-based instructional and assessment practices and how they can be applied
- Assist teachers with the use of formative assessment data to inform instruction
- Act as School Coordinator (SC) for the Smarter Balanced Assessment: assist the District Coordinator in the implementation of the assessments
- Continue to align the report card with the Common Core and Next Generation Science Standards
- Work on special projects as outlined by the team of the principal and teachers

CONFERENCE 12.A.
August 24, 2015

BOARD AGENDA ITEM

TO: Board of Trustees

FROM: Tricia Price, Superintendent/Principal

RE: Review and Approval of Dolphin Center Handbook

In the spring we surveyed Cold Spring parents regarding Dolphin Center services. In editing and revising the Dolphin Center Handbook that parents receive at the beginning of each school year, we have fully considered the responses to this survey.

The revised Manual is included in your packet for review.

I recommend that the Board approve the revised Dolphin Center Handbook.

Tricia T. Price, Superintendent/Principal

DOLPHIN CENTER
AFTER-SCHOOL CHILD CARE PROGRAM
PARENT HANDBOOK
COLD SPRING SCHOOL DISTRICT



Welcome to the Dolphin Center!

PROGRAM DESCRIPTION

The Dolphin Center (DC) is a school district program budgeted and approved annually by the Cold Spring Elementary School District Board of Trustees. Our purpose is to provide a safe after-school program that will add to your child's learning experience at Cold Spring School.

DC LOCATION & HOURS

Location

Cold Spring School
2243 Sycamore Canyon Rd
Santa Barbara, CA 93108
805-969-2678, ext. 214

School Days of Operation

Monday – Friday
(as per school calendar)
***K begins Sept 28, 2015**
***1st – 6th begin Sept 8, 2015**

Hours

After school – 5:30

*NOTE: These dates vary, depending on grade level, as noted above.

Students will report to the DC at the end of their school day. The DC program is only offered during the school calendar year. There will be no holiday or non-work day care during the calendar year.

On Minimum days, the DC will provide care from the time school ends until 5:30 p.m.

REGISTRATION

Children must be enrolled in grades Transitional Kindergarten (TK) through 6 at Cold Spring School in order to participate.

Annually, a separate registration form must be completed by the parent or legal guardian for each child and returned with a \$30.00 non-refundable registration fee per family. The interactive form may be found at: <https://coldspringschool.net/about-us/the-dolphin-DC>.

SCHOOL ATTENDANCE REQUIRED ON DAY OF SERVICE

Children who did not attend Cold Spring School for school that day may not attend the DC. This includes absences due to illness or for any other personal reasons.

FEES

Per Board direction, fees charged may only be used for staff salaries and benefits, daily snacks, materials and other expenses of the program. The Board intends to keep fees at the same level all year, but it may be necessary to adjust them to keep the program financially sound.

Registration Fee:	\$30.00 / year / family
Hourly Rate:	\$7.50 / hour / child based on a half-hour minimum attendance.
Late Payment Fee:	\$15.00 /account when a previous balance remains unpaid at the time of the following bi-monthly invoice.
Late Pickup Fee:	Varies, see “Late Pick-Up Fees” below; Added to bi-monthly invoice for months incurred.

Fees are charged at the hourly rate per child and applied on a minimum half-hour basis.

The sign-in and sign-out daily attendance sheets are used to determine the hours invoiced.

Bi-monthly (every two months) invoices will be mailed out by the 10th of the succeeding month of service. Example: The invoice for services received for September and October will be mailed by the 10th of November. Payment will be due by the 31st of December; late payments will accrue a late fee, which will be reflected on the following invoice.

Invoices will be mailed by the Business Office. You may call 969-2678, ext 137 for questions on invoice details.

Payments must be submitted to the Business Office and may be made by personal check, cashier’s check or money order. Please make your check or money order payable to **Cold Spring ESD** and mail to or drop off payment at the Business Office. Your canceled check or money order copy will be your receipt.

Late Pick Up Fee

The DC closes each school day promptly at 5:30 p.m. All late pick-ups will generate a fee (per child) for each 10-minute increment past 5:30 p.m.

- 1st time: \$7.50 per child, same family, per 10 minute increment
- 2nd time: \$10.00 per child, same family, per 10 minute increment
- 3rd time: \$15.00 per child, same family, per 10 minute increment

Any family that has picked up late more than three times in the same school year will be contacted by the Superintendent/Principal and may be dropped from the DC program.

If an emergency prevented you from arriving on time please make every effort to contact staff so the employees are aware ASAP. **Call 969-2678, ext 214.**

The late pickup fee will be added to the bi-monthly billing.

Late Payments

Will be assessed the amount of \$15.00 per account when charges are unpaid at the time of the next bi-monthly invoice. The fee will be assessed each subsequent invoice, if past due charges remain unpaid, up to 90 days past due.

- **Prior year unpaid charges** must be paid up-to-date prior to the first day of DC attendance in the next school year before children may be registered to attend.
- **Over 90 days past due** - The Superintendent/Principal will contact the parent/guardian to arrange a confidential meeting to discuss payment arrangements.

An arrangement that is made and not honored as agreed may become the basis to request the family locate another after school care provider and discontinue use of the DC. The Superintendent/Principal may allow use of the DC again once the account balance is brought up to date in full.

Non-Sufficient Funds

If your check is returned for non-sufficient funds you will be required to cover the check IN CASH plus a \$35.00 handling fee, within five (5) days of being notified by the business office.

Two returned checks will result in the requirement to pay by cash, cashier's check or money order only.

Uncollectible/Write-Off Balances

The Superintendent/Principal will determine on an annual basis, in consultation with the Chief Business Official, those account amounts determined to be uncollectible and inform the Board of the number of accounts and the amount to be written off on a Consent Agenda item at a regular Board meeting.

SIGNING IN AND OUT PROCESS

- Each child coming to the DC directly from school will be signed in by a staff member.
- Parent/guardians are responsible for having their child(ren) picked up on time.
- Each child must be signed out daily by a parent/guardian listed on the registration form or by a subsequently authorized person.

PLEASE NOTE: You or your authorized person must personally come into the DC to pick up your child(ren) and sign and date the attendance sheet . This is most important since this is our legal record of the time your child is in our custody.

- Only individuals over the age of 18 may be authorized to sign out your child.
- If at any time a new friend or relative is picking up your child, please notify the staff ahead of time. 969-2678, ext 214.

No child will be released to anyone who is not identified as authorized on the release card or presents written evidence (signed and dated) of your permission to pick up your child. Please ensure that they have a current photo ID in their possession to provide to staff.

If a staff member suspects that a parent, guardian, or authorized person is impaired in any way when they arrive to pick up a child, and that the child would not be safe in their care, an alternate authorized person will be called to pick up your child instead. You will be responsible for all applicable hourly service charges and late fees.

- **DC staff are not authorized to sign out your child(ren) and drive them offsite.**

AUTOMATIC SIGN IN

Any child not picked up by 15 minutes after the end of the school day will be automatically signed in by staff into the DC. Staff will contact you at the phone numbers provided on your emergency form if your child is not already registered at the DC for that school day.

If your child is not currently registered in the DC a form will be provided and completion requested at time of pick-up.

All applicable fees will be billed as detailed in this handbook.

SPONTANEOUS PLAYDATES

Please instruct your child(ren) that Central Office and DC staff and phones are not available to arrange a spontaneous playdate at the end of the school day. Those arrangements are to be made prior to the beginning of the school day between the parent/guardians.

ABSENCES

If your child is ill or will not attend a regularly scheduled day for any reason, please notify the staff by calling the DC number at 969-5330. We take daily attendance each afternoon and must account for each of our children.

SNACK TIME

The DC will provide a daily nutritious snack for those children in attendance.

Any food allergies you indicated on the Student Medical Information card will be carefully considered in selection of the snack.

You may provide your own snack packed in your child(ren)'s backpack in lieu of one offered by DC staff.

Parents/guardians are discouraged from sending sugared or high fat foods, candy or gum with their children.

DAILY STUDY/READING TIME:

At approximately 3:40 p.m. each day all students at the DC are expected to do one of three things:

1. Work on a portion of a homework assignment provided by their teacher; or

2. Read a book selected from the DC library; or
3. Participate in a story group directed by a counselor (TK-grade 1 students only).

This study time is part of the daily program schedule to enable us to encourage positive study/reading habits in your child. Your child is responsible for:

- Letting the staff know when they have homework assigned.
- Working quietly on their assignments.
- Returning all materials to their backpack.

During this time our staff is available to assist children with general explanations but is not offering in-depth one-on-one tutoring at this time.

- **The staff does not correct homework. Please review your child's homework with him/her.**
- **The staff does not "sign off" on homework assignments to meet teacher requirements. That remains the responsibility of the parent/guardian.**

PERSONAL ITEMS

A child's personal possessions are difficult to track and often hard for them to share with everyone, so we discourage children from bringing personal items (toys, games, etc.) to the DC unless they are clearly labeled and can be used by all the children. Each child will be responsible for personal items brought into the DC. All items left in the DC will remain there until the end of that week at which point they will be brought to the school lost and found.

CHILD ILLNESS

If your child shows any sign of an oncoming illness, please be sure to keep him/her home both for your child's well-being and to protect the other children. Children who are ill or have had a fever within the past 24 hours should not be brought to school or to the DC.

Children should be kept at home from school or the DC if they display any of the following symptoms:

- A fever of 100 degrees or higher.
- Diarrhea within the previous 24 hour period
- A heavy nasal discharge indicative of infection
- Vomiting within the previous 24 hour period
- A skin rash
- Head lice
- Symptoms of a communicable disease
- Must be symptom-free for 24 hours after being out due to illness

MEDICATION

Occasionally students may need to take medication during after school care. Please see the [District Annual Notification to Parents](#) for information on how medication may be administered at school.

EMERGENCY CONTACT

If a medical or accident emergency arises, DC staff will comfort and render aid as trained and immediately attempt to contact you based upon your completion of the [Dolphin Center Medical Emergency Form](#). Contact will be in the priority order you listed.

If the emergency is such that immediate hospital attention is necessary, DC staff will call paramedics to transport your child to emergency services. Parent/guardians will be contacted immediately.

Parent/guardians will be responsible for all costs incurred in response to the emergency.

COMMUNICATIONS

Parent/guardians are encouraged to become involved with the DC. Suggestions as to how you could participate are:

- Provide wholesome snacks that may be shared with the other children: tangerines, carrot sticks, apples, are examples.
- Share a Talent: Each of you have special talents, hobbies, careers that could be shared with our children. We would be glad to arrange a time with you to do so.
- Information regarding events and the program will be posted on the Cold Spring School District website at: <http://www.coldspringschool.net/about-us/the-dolphin-center>.
- We welcome ideas and suggestions from parent/guardians. You may write to us at: dc@coldspringschool.net.

CONFERENCES

Daily interaction with staff is important with helping your child realize your interest in his/her time at the DC. Focus on any concerns or events that might affect a child's behavior, special concerns, or other areas are best held during specific conference times. With prior notice, time for a conference with the Director can be arranged to meet parental need.

Conferences requested by the Superintendent/Principal with a parent/guardian must be attended if the child is to remain in the Program.

BEHAVIORAL EXPECTATIONS and DISCIPLINE POLICY

Children who attend the DC will be required to follow the same rules developed for behavior currently in place for attendance at Cold Spring Elementary and included within Board policies. Please consult the [District Annual Notification to Parents](#) for these rules and policies.

DC STAFF

The site will be staffed by a Director and an Assistant Director carefully selected for their experience, training and ability to respond to the individual needs of school-age children.

Westmont College Work-Study program students and District approved employees will work with our staff to provide additional enrichment activities and individual time with the children. The staff follows established guidelines to ensure continuity of daily routines, smooth operation and stability of the program. A positive attitude and consistency will be observed by adults in care of the children.

Board Agenda Item 12.B.

TO: Board of Trustees

FROM: Mary T. Stark

RE: **Review and/or Approval of Agreement with Brandis Tallman for Placement Agent Services for Construction of Administration Building Financing**

The Board will recall authorizing at their June 8, 2015 meeting an agreement for legal services with Stradling, Yocca, Carlson and Rauth (SYCR), Attorneys at Law, in San Francisco. The agreement was for services provided by two lawyers, one consulted for the specialized work of financing. In addition, Superintendent Price noted that a specialized financial advisor firm would be needed to arrange and place the financing.

On Monday, August 10, Superintendent Price and I had a teleconference with Attorney Casnocha and representatives of the firm of Brandis Tallman regarding placement agent services.

A number of documents were provided to Attorney Casnocha and to Brandis Tallman to assist them in assessing the district's fiscal health and in understanding the value of the current facilities. The draft agreement proposes services in developing an RFP for placement of a tax exempt lease. This lease would be non-voter approved as a sale to one bank with no official statement.

The fee would be financed as a cost of issuance and include all related expenses. The fee would be contingent upon closing of the transaction. Services provided would include developing a schedule, monitoring the process, computing debt issuance size and structure, disclosure reports, the entire RFP process, market commentary, finance document review and closing activities.

Besides the draft agreement, a copy of a required disclosure known as a "G17 letter" is included for your information. Attorney Casnocha is available to attend the September Board meeting to provide an update on the process and answer any questions.

RECOMMENDATION: For your review and/or approval of an Agreement with Brandis Tallman for Placement Agent Services for financing construction of the administration building and to receive the MSRB G17 disclosure letter.

**AGREEMENT FOR
PLACEMENT AGENT SERVICES**

**COLD SPRING ELEMENTARY SCHOOL DISTRICT
ADMINISTRATION BUILDING FINANCING**

This Agreement, made and entered into, by and between Cold Spring Elementary School District (the "District") and Brandis Tallman LLC ("BTLLC") is for the purpose of establishing BTLLC as Placement Agent for the District's Administration Building financing (the "Financing"). BTLLC will be compensated by a fee to be paid out of costs of issuance in the not-to-exceed amount of (including all expenses) \$12,500 in connection with the Financing. Payment of the fee will be contingent on the closing of the transaction. The District reserves the right to terminate this Agreement or reject the proposed Financing at any time.

SCOPE OF SERVICES

BTLLC shall perform all the duties and services specifically set forth herein and shall provide such other services as it deems necessary or advisable, or are reasonable and necessary to accomplish the intent of the District in a manner consistent with the standards and practices of placement agents prevailing at the time such services are rendered to the District.

The District may, with the concurrence of BTLLC, expand this Scope of Services to include any additional services not specifically identified within the terms herein.

DEBT ISSUANCE SERVICES

Insofar as BTLLC is providing services which are rendered only to the District, the overall coordination of the Financing shall be such as to minimize the costs of the transaction coincident with maximizing the District's Financing flexibility and capital market access. BTLLC's proposed services may include, but shall not be limited to, the following:

- Develop Financing Schedule
- Monitor the Transaction Process
- Compute Sizing and Design Structure of the Financing
- Compilation/Drafting of Disclosure Reports for Private Placement Distribution
- Draft, Distribute, and Evaluate RFP for Investors
- Provide Market Commentary
- Review Financing Documents
- Provide Pre-Closing and Closing Assistance

Specifically, BTLLC will:

1. Develop the Financing Schedule.

BTLLC shall assist in preparing a schedule and detailed description of the interconnected responsibilities of each team member and update this schedule, with refinements, as necessary, as the work progresses.

2. Monitor the Transaction Process.

BTLLC shall have responsibility of working with the Financing team for the successful implementation of the Financing strategy and timetable that is adopted. BTLLC shall coordinate (and assist, where appropriate) in the preparation and review of the Financing documents and shall monitor the progress of all activities leading to the sale of the Financing. BTLLC shall monitor the timetables and work schedules necessary to achieve this end in a timely, efficient and cost-effective manner and will coordinate and monitor the activities of all parties engaged in the Financing.

3. Compute Sizing and Design Structure of Debt Issue.

BTLLC shall work with the District's staff to design the Financing to be consistent with the District's objectives and to reflect current conditions in the capital markets. Our goal is to achieve the best possible Financing terms (which usually translates into the lowest cost of borrowing). These terms will be weighed and considered against what the investor will accept (and at what price) and what works best for the District. Financing terms can include final maturity, call provisions, reserve funds and additional financing consideration. BTLLC will assist with the performance of numerical iterations to provide examples of Financing scenarios, sources and uses of funds, debt service schedules and cash flow projections, as needed. BTLLC will also work with the Financing team to structure debt consistent with existing covenants and requirements, if any.

4. Compilation/Drafting of Disclosure Reports (as necessary and appropriate) for Distribution to Sophisticated Investors.

BTLLC will request disclosure documents from the District to distribute to private placement investors.

5. Draft, Distribute, and Evaluate RFP for Investors.

BTLLC shall prepare a Request for Proposal to be distributed to all potential sophisticated investors, detailing the terms of the financing and providing background information on the District. BTLLC shall prepare an evaluation of each potential investor's response to the Request for Proposal, taking into consideration the proposed interest rates, bank fees, rate lock ability, and prepayment provisions.

6. Provide Market Commentary.

BTLLC shall provide regular summaries of current market conditions, trends in the market and how these may favorably or unfavorably affect the District's proposed Financing.

7. Review Financing Documents.

BTLLC shall assist bond counsel and/or other legal advisors in the drafting of the respective Financing resolutions, notices and other legal documents. In this regard, BTLLC shall monitor document preparation for a consistent and

accurate presentation of the recommended business terms and Financing structure, it being specifically understood however that BTLLC's services shall in no manner be construed as engaging in the practice of law.

8. Provide Pre-Closing and Closing Activities.

BTLLC shall assist in arranging for the closing. BTLLC shall assist bond counsel in assuming responsibility for such arrangements as they are required, including arranging for or monitoring the progress of final delivery of the securities and settlement of the costs of issuance.

Confirming discussions with the District regarding risk, BTLLC represents the following:

- a. we have no conflict of interest with the District, such as a third party payment or profit-sharing with investors in connection with this Financing;
- b. we have made every effort to have a reasonable basis for all information provided and to present it in a clear, accurate and not misleading presentation;
- c. it must be noted that as a broker/dealer, our relationship with an issuer is basically an arm's-length commercial transaction and we may have financial and other interests that differ from the District.
- d. we are not acting as a municipal advisor, financial advisor or fiduciary to the District or any other person or entity and have not assumed any advisory or fiduciary responsibility to the District with respect to the transaction contemplated hereby and the discussions, undertakings and proceedings leading thereto.
- e. the only obligations we have to the District with respect to the transaction contemplated hereby expressly are set forth in this Agreement, except as otherwise provided by applicable rules and regulations of the SEC or the rules of the MSRB.
- f. the District has consulted its own legal, accounting, tax, financial and other advisors, as applicable, to the extent it has deemed appropriate in connection with the transaction.

The District and BTLLC have each caused this Agreement to be executed by their duly authorized officers as of the date first above written.

BRANDIS TALLMAN LLC

COLD SPRING ELEMENTARY SCHOOL DISTRICT

By _____
Nicki Tallman, CEO

By _____



BRANDIS TALLMAN LLC

22 Battery Street
Suite 500
San Francisco, CA 94111

Phone: 415-912-5630
Fax: 415-912-5636
www.brandistallman.com

August 12, 2015

Cold Spring Elementary School District
2243 Sycamore Canyon Road
Santa Barbara, CA 93108

Attention: Tricia Price, Superintendent/Principal

Re: Disclosures by Brandis Tallman LLC
Pursuant to MSRB Rule G-17 in connection with
Administration Building Financing

Dear Superintendent Price:

We are writing to provide you, as an authorized officer of the Cold Spring School District (the "Issuer"), with certain disclosures relating to the captioned financing (the "Financing"), as required by the Municipal Securities Rulemaking Board (MSRB) Rule G-17 as set forth in MSRB Notice 2012-25 (May 7, 2012) (the "Notice").

The Issuer has engaged Brandis Tallman LLC to serve as placement agent, and not as a financial advisor or municipal advisor, in connection with the Financing. Pursuant to the Notice, we are required by the MSRB to advise you that:

- MSRB Rule G-17 requires a placement agent to deal fairly at all times with both municipal issuers and investors.
- The placement agent's primary role is to place the Financing in an arm's-length commercial transaction with the Issuer. As such, we have financial and other interests that differ from those of the Issuer.
- Unlike a municipal advisor, we do not have a fiduciary duty to the Issuer under the federal securities laws and are, therefore, not required by federal law to act in the best interests of the Issuer without regard to our own financial and other interests.

- We have a duty to place the Financing at a fair and reasonable price, but must balance that duty with our duty to investors at prices that are fair and reasonable.

We will be compensated by a not to exceed fee (including all expenses) of \$12,500 in connection with the Financing. Payment of the fee will be contingent on the closing of the Financing and paid out of costs of issuance. If the Financing does not close, the fee is not payable.

If you or any other Issuer representatives have any questions or concerns about these disclosures, please make those questions or concerns known immediately to the undersigned. In addition, the Issuer should consult with its own financial, municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate.

It is our understanding that you have the authority to bind the Issuer by contract with us, and that you are not a party to any conflict of interest relating to the subject transaction. If our understanding in incorrect, please notify the undersigned immediately.

The MSRB requires that we seek your acknowledgment that you have received this letter. Accordingly, please send me an email to that effect, or sign and return the enclosed copy of this letter to me within five (5) business days of the date of this letter.

We look forward to working with you and the District in connection with the Financing, and we appreciate the opportunity to assist with your financing needs. Thank you.

Very truly yours,

BRANDIS TALLMAN LLC

Nicki Tallman, CEO

ACKNOWLEDGMENT OF RECEIPT:

Tricia Price, Superintendent/Principal

Dated: _____, 2015