

**REGULAR MEETING  
OF BOARD OF EDUCATION**

**MINUTES**

**April 24, 2013**

The Closed Session meeting was called to order at 5:08 p.m. by Vice President Sonya Cuellar in the Closed Session Room at the District Office, 15110 California Avenue, Paramount, California.

Roll Call	Trustee Vivian Hansen (late) Trustee Sonya Cuellar Trustee Alicia Anderson	Trustee Linda Garcia Trustee Tony Peña
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Approve Closed Session Agenda April 24, 2013 1.102	Trustee Anderson moved, Trustee Peña seconded and the motion carried 4-0 to approve the Closed Session Meeting agenda of April 24, 2013.
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**ADJOURNMENT**

Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to adjourn the Closed Session Meeting of the Board of Education held on April 24, 2013 at 5:56 p.m.

The Regular meeting was called to order at 6:00 p.m. by President Hansen in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

Pledge of Allegiance	Cindy DiPaola, Director-Maintenance & Operations led the Pledge of Allegiance.
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Roll Call	Trustee Vivian Hansen Trustee Sonya Cuellar Trustee Alicia Anderson	Trustee Linda Garcia Trustee Tony Peña
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Administrators Present	David J. Verdugo, Superintendent Michael Conroy, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Deborah Stark, Assistant Superintendent-Educational Services Ranita Browning, Director-Fiscal Services Kim Cole, Director-Special Education/ECE Cindy DiPaola, Director-Maintenance & Operations Randy Gray, Director-Curriculum & Instruction/Projects Rosemary Green, Director-Human Resources Troy Marshall, Director-Technology Jim Monico, Director-Student Services Manuel San Miguel, Director-Secondary/Alternative Education Greg Buckner, Principal-Paramount High School
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Morrie Kosareff, Principal-Paramount High School-West  
Jean Law, Principal-Buena Vista High School  
Richard Morgan, Principal-Paramount Adult School/CDS  
Connie Toscano, Principal-Los Cerritos School

Approve Agenda  
April 24, 2013  
1.103

Trustee Anderson moved, Trustee Cuellar seconded the motion. Superintendent Verdugo informed the Board that there was a change to consent item 4.1-C P.O. #131349 (decrease in the amount of the purchase order to \$24,900.05) and also a change to Action Item 2.2-A with a change in date to the resolution. New notification date should read May 24, 2013. The motion carried 5-0 to approve the Regular Meeting agenda of April 24, 2013 as noted.

Regular Meeting Minutes  
March 27, 2013  
1.104

Trustee Peña moved, Trustee Garcia seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on March 27, 2013.

## **REPORTS**

Student Board  
Representatives'

Maria Rivera-Paramount High School, Darren Cobian-Paramount High School-West Campus, and Daniel Zuniga-Buena Vista High School reported on school academic, athletic and extra-curricular activities.

Employee Representatives'  
Reports

There was no CSEA representative.

TAP President Deb Meyers shared it has been a busy year. She shared that the local PTAs have been very busy raising money and are doing well. They have completed the K-8 principal surveys and will be working next on the high school principal surveys. She participated in the Teacher of the Year selection committee and it was a great experience for her. She added that this years "Who's Who" TAP recipient is April O'Conner.

Board Member' Reports

Trustee Anderson attended the Relay For Life Cancer Survivors dinner and the Salud Park Grand Opening.

Trustee Cuellar attended the Annual Administrative Assistants Day luncheon and congratulated Alondra and Zamboni Middle Schools for receiving the California Business for Education Excellence (CBEE) award.

Trustee Garcia attended the Relay For Life Cancer Survivors dinner, a Latino Caucus hosted by Diane Martinez and the Annual Administrative Assistants Day luncheon.

Trustee Hansen congratulated the GATES Millennium scholars in attendance, she attended the Annual Administrative Assistants Day luncheon and the City's Salud Park grand opening

Trustee Peña attended the Annual Administrative Assistants Day luncheon, the Salud Park grand opening and the Festival of Books at USC.

## Superintendent's Report

### Superintendent Verdugo highlighted a variety of items:

- Superintendent Verdugo hosted the 14<sup>th</sup> Annual Administrative Assistants Day luncheon. He extended a thank you to Ana Gonzalez, Isela Preciado for the coordination of the event and Chris Stamm for providing the food.
- Dr. Verdugo shared that this year's District wide fundraising efforts for the Annual Pennies for PEP brought in \$10,881.52.
- He announced that the Press-Telegram recently released and announced that Paramount High School Wrestling Coach Don Wakefield was named Press-Telegram Wrestling Coach of the Year.
- Superintendent Verdugo proudly announced the District recently learned that five Paramount High School senior students have earned the GATES Millennium Scholarships and in attendance today are Xavier Saldana, Crystal Estrada, and Lucio Lopez. Thalia Hernandez and Faviola Zuniga were not in attendance.

### Bulletin Boards – Los Cerritos

Principal Connie Toscano presented an Los Cerritos School educational program student work. The bulletin boards reflect the theme of "We all pitch in to form a team" and enhance the educational message sent to visitors and District office employees.

### LEA Plan Implementation Update – Meeting the Needs of African American Students in PUSD

Dr. Deborah Stark, Assistant Superintendent-Educational Services shared the purpose of the presentation is to provide an update on LEA Plan activities that focus on African American student achievement, describe actions implemented and PHS-West and PHS and to outline next steps.

Strategy 1: Professional Learning Principals and academic coaches from each school participated and topics discussed included caring relationships, having high expectations, holding students accountable for meeting high expectations and communicating in culturally responsive ways. Professional readings included, *Creating Environments of Success and Resilience: Culturally Responsive Classroom Management and More* and *A Mind Shaped by Poverty: 10 Things Educators Should Know*.

Strategy 2: School Visits, principals participated in cohort groups to visit schools with the goal of observing best practices related to culturally responsive classrooms.

- K-5 principals visited Collins, Gaines, and Roosevelt
- 6-12 principals visited Paramount Park and PHS-West
- Principals used a structured protocol to observe classrooms and identity trends

#### Trends from School Visits:

- There is positive rapport between teachers and students
- Students are on task, well behaved
- There is evidence of clear expectation for routines, rules
- Several schools incorporate student goal setting to increase accountability for learning

#### Trends from School Visits: Needs

- All students need to be accountable for participating and being actively engaged in learning
- Students need to use evidence to support their thinking on a regular basis
- Questions teachers ask and assignments students are given need to be more rigorous

Dr. Greg Buckner, Principal at Paramount High School shared the implementation process at Paramount High School.

- Teachers develop SMART Goals that target students not reaching proficiency, specifying interventions that will be used to support improved achievement. African American students are given special attention as part of this process.
- LACOE's African American Professional Learning Community meetings have been held on the PHS campus this year. Twenty PHS teachers participated in professional development on analyzing African American student data, working to build cultural bridges between home and school strategies to increase student motivation.
- The need to focus on African American student achievement has been identified as a priority in PHS's WASC Action Plan.
- PHS hosted the sixth annual Black Family Forum in February, featuring speakers and entertainment presented by professionals and students.
- The African American Cultural Club continues to be a dynamic club with members sponsoring multiple activities and events throughout the year.

Initial results show:

- Barriers to student access to higher level classes are being removed in order to promote open enrollments to Honors and Advanced Placement classes
- African American student enrollment has increased in Pre-Calculus Honors, AP Chemistry, World History Honors, AP European History, AP Biology and AP Economics.

PHS commitment steps for PHS include:

- Strategically assign African American students in classes in the master schedule that afford them the greatest

academic challenge and access to the most rigorous courses

- Schedule a series of meetings with parents of African American students during the 2013-14 school year to provide information on their students' education and a forum to engage in constructive discussion with school faculty and administration
- Engage African American students in meetings throughout the year to give them a voice to contribute to and shape their educational experience.

Morrie Kosareff, Principal at Paramount High School shared the implementation process at Paramount High School-West.

Teacher involvement has included:

- Fourth year of African American Student Achievement PLC
- UCLA Consultant-Crossing the Cultural Bridges
- Period by Period Roundtable Discussion

Student and parent involvement includes:

- Student roundtable discussions
- Getting your "A" Up Focus Groups (UCLA)
- African American Parent meeting series
- African American Cultural Club lunchtime speakers
- Black History celebration

What has been implemented?

- Pre-scheduling of every African American student
- Push into higher level courses & push out of support classes
- Mandatory study hall
- Getting your "A's" Up Focus Groups (UCLA)
- Personal home contacts with African American families

Results show:

- Increased numbers of students in LA Honors, Biology, Geometry, & World History
- Increased Academic Achievement of Students
- Increased Communication Among Staff
- Increased Parent Involvement and Advocacy

PHS West Commitment and next steps:

- Continue professional development for teachers, administrators
- Continue getting your "A's" Up initiative
- Create articulation on parent and student involvement between middle schools and West Campus, West Campus and Senior Campus.
- Develop opportunities for student mentorships with community members

The District's Commitment and next steps include:

- Continue professional development on Culturally Responsive Instruction, integrating this topic with the focus on College and Career Readiness as reflected in the Common Core Standards
- Have schools analyze academic results and behavior/suspension data by student subgroup to assess progress
- Establish a goal for schools to increase enrollment of African American and EL students in high level courses and provide follow up monitoring to assure they are successful.

### **BOARD MEETING CALENDAR**

There were no changes to the Board meeting calendar.

### **HEARING SECTION**

There were no speakers during the hearing section.

### **CONSENT ITEMS**

0.105

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to approve the Consent Items.

### **Human Resources**

Personnel Report  
12-15  
2.105

Accept Personnel Report 12-15, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2012-13 State Budget Act and related legislation.

### **Educational Services**

Consultant and Contract  
Services  
3.105

Approve the consultant and contract services request authorizing contracts with consultants or independent contractors who provide specialized services, as submitted.

Overnight and/or Out-of-  
County Study Trips  
3.105

Approve the overnight and/or out-of-county study trips for students consistent with the District policies and instructional programs.

Memorandum of  
Understanding with California  
Women, Infants and Children  
Supplemental Nutrition  
Program  
3.105

Approve the Memorandum of Understanding with the California Women, Infants and Children Supplemental Nutrition Program for the 2012-13 school year.

Consultant Agreement with  
Community Family Guidance  
Center for the 2013-14 School  
Year  
3.105

Approve the Consultant Agreement with Community Family Guidance Center to provide needed services to District-referred students and their families during the 2012-13 school year.

<p>Memorandum of Understanding with El Camino College Compton Center for the 2013-14 School Year 3.105</p>	<p>Approve the Memorandum of Understanding with El Camino College Compton Center to provide after-school instruction for selected students at Buena Vista High School for the 2013-14 school year.</p>
<p>Memorandum of Understanding with El Nido/Adolescent Family Life Program 3.105</p>	<p>Approve the Memorandum of Understanding with El Nido/Adolescent Family Life Program to provide services to pregnant or parenting teenagers who participate in the California School Age Families Education Program for the 2013-14 school year.</p>
<p>Memorandum of Understanding with Kaiser Permanente Downey Medical Center 3.105</p>	<p>Approve the Memorandum of Understanding with Kaiser Permanente Downey Medical Center to allow visiting physicians to educate students in the Cal-SAFE Program for the 2013-14 school year.</p>
<p>Memorandum of Understanding with the Long Beach Guidance Center 3.105</p>	<p>Approve the Memorandum of Understanding with the Upward Bound program at California State University, Long Beach for high school students for the 2013-14 school year.</p>
<p>Memorandum of Understanding with Upward Bound Program at California State University, Long Beach 3.105</p>	<p>Approve the Memorandum of Understanding with California State University, Los Angeles to provide the California Student Opportunity and Access Program at Paramount High School for 2013-14.</p>
<p>Memorandum of Understanding to Participate in Long Beach Promise Pathways Initiative 3.105</p>	<p>Approve the Memorandum of Understanding with Long Beach Community College (LBCC) to provide PUSD's graduating students with the opportunity to participate fully in this program for support and early entry into college.</p>
<p>Memorandum of Understanding with California State University of Los Angeles 3.105</p>	<p>Approve the Memorandum of Understanding with California State University, Los Angeles to provide the California Student Opportunity and access Program at Paramount High School for 2013-14.</p>

**Business Services**

<p>Purchase Order Report 12-15 4.105</p>	<p>Approve Purchase Order Report 12-15 authorizing the purchase of supplies, equipment, and services for the District.</p>
<p>Warrants for the Month of March 2013 4.105</p>	<p>Approve warrants for all funds through March with a total of \$10,611,409.58.</p>
<p>Donations 4.105</p>	<p>Accept the donations as presented on behalf of the District with any bequests or gifts of money or property for a purpose deemed to be suitable by the District.</p>

## **ACTION ITEMS**

### **General Services**

Resolution 12-28  
Establishing the Candidate  
Statement Policy  
1.106

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to adopt resolution 12-28 establishing the District's candidate statement policy providing a 200-word limitation and cost to be paid by candidate at the time of filing for the Board Member election to be held on November 5, 2013.

Resolution 12-31  
California Day of the Teacher  
1.107

Trustee Anderson moved, Trustee Peña seconded and the motion carried 5-0 to adopt Resolution 12-31 recognizing the District's teachers for their commitment, dedication, professionalism, and contributions to the educational success of students.

### **Human Resources**

General Provisions  
Agreement for Candidate  
Fieldwork with California  
State University, Long Beach  
2.108

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to approve the agreement with California State University, Long Beach for participation in the General Provisions Agreement for Candidate Fieldwork.

Resolution 12-29 Reduction  
or Discontinuance of  
Particular Kinds of  
Certificated Services and  
Release of Temporary  
Certificated Employees  
2.109

Trustee Anderson moved, Trustee Peña seconded and the motion carried 5-0 to adopt Resolution 12-29, which pertains to the release of all temporary certificated employees at the conclusion of the 2012-13 school year in accordance with Education Code Section 44954 and requires notice to all categorically funded temporary employees of their limited rights pursuant to Education Code Sections 22949 and 44955.

Establishment of a Job  
Description for Behavior  
Intervention Specialist –  
Special Education and  
Establishment of, and  
Employment Authorization for,  
Two Behavior Intervention  
Specialist – Special Education  
2.110

Trustee Garcia moved, Trustee Anderson seconded and the motion carried 5-0 to approve the new job description of Behavior Intervention Specialist and establishment of, and employment authorization for, two Behavior Intervention Specialists – Special Education.

Establishment of a Job  
Description for Educationally  
Related Mental Health  
Services Psychologist –  
Special Education and  
Establishment of, and  
Employment Authorization for,  
an Educationally Related  
Mental Health Services  
Psychologist – Special  
Education  
2.111

Trustee Anderson moved, Trustee Peña seconded and the motion carried 5-0 to approve the new job description of Educationally Related Mental Health Services Psychologist and establishment of, and employment authorization for, one Educationally Related Mental Health Services Psychologist – Special Education.



## **Educational Services**

*Arts for All* Residency Grant Program for 2013-14  
3.112

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the submission for the *Arts for All* Residency Grant Program application to support learning in the arts for grade four students for the 2013-14 school year.

Application for Workforce Investment Act, Title II: Adult Education and Family Literacy Act for 2013-14  
3.113

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to approve application for funding from the Workforce Investment Act, Title II: Adult Education, Family Literacy Act Grant Award for 2013-14.

Agreement for Services with PRO – CPR (Cardiopulmonary Resuscitation)  
3.114

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the agreement with PRO – CPR to provide consulting services for District in monitoring, renewing and updating certifications for instructors for the 2012-13 school year.

New High School CTE Course: *Computer Integrated Manufacturing*  
3.115

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve Project Lead the Way course *Computer Integrated Manufacturing* to expand Career Technical Education offerings for high school students.

## **Business Services**

Agreement for Services with The Kendrick Group, LLC for 2013-2014 and Submission of E-Rate Applications for 2014-15  
4.116

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to Approve the 2013-14 contract agreement with The Kendrick Group, LLC to provide services for E-Rate filings for all District schools, and authorize staff to submit the 2014-15 E-Rate applications, as appropriate, to meet all deadlines.

Addendum to Smartetools Software License and Maintenance Agreement  
4.117

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to Ratify the Addendum to the Software License and Maintenance Agreement with Smartetools for the SmarteFinance software.

2012-13 Budget Adjustments as of March 31, 2013  
4.118

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to Approve the 2012-13 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, School Facilities Fund, Cafeteria Fund, and Self Insurance Funds.

Resolution 12-30, The Education Protection Account  
4.119

Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to Adopt Resolution 12-30 the Education Protection Account, determining that all EPA funds shall be used to pay teacher salaries.

## **INFORMATION ITEMS**

### **Educational Services**

New Administrative  
Regulation 6184 –  
Continuation Education

Accept for first reading proposed new Administrative Regulation 6184 – Continuation Education which will specifically address continuation education programs.

### **Business Services**

Monthly Financial Statements,  
March 2013

Staff will present in J-200 format a Financial Statement for each fund for the months July to March 2013.

Monthly Financial Statements,  
March 2013 – Special  
Education

Staff will present in J-200 format a Financial Statement for the Special Education Fund for the months July to March 2013.

Monthly Financial Statements,  
March 2013 – Self-Insurance  
Fund – Health and Welfare

Staff will present in J-200 format a Financial Statement for the Self-Insurance Fund – Health and Welfare for the months July to March 2013.

Average Daily Attendance  
Summary Report Through  
March 22, 2013 and the Sixth  
Monthly School Enrollment  
Report

Staff will present the monthly school attendance reports for 2012-13.

## **ANNOUNCEMENTS**

President Hansen reported that the next Regular Meeting would be May 8, 2013, at 6:00 p.m. – Progress Park Plaza, 15500 Downey Ave, Paramount, CA.

## **CLOSED SESSION**

The Board adjourned to Closed Session at 7:03 p.m. to discuss public employment and governance team items.

There was no action taken in Closed Session.

## **OPEN SESSION**

The Board reconvened to Regular Session at 9:36 p.m. President Hansen reported that the Board had discussed public employment and governance team items.

## **ADJOURNMENT**

Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on April 24, 2013 at 9:37 p.m.

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President

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David Verdugo, Secretary  
To the Board of Education

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Vice President/Clerk