

**REGULAR MEETING
OF BOARD OF EDUCATION**

MINUTES

June 24, 2013

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 Manuel San Miguel, Director-Secondary/Alternative Education led the Pledge of Allegiance.

Roll Call Trustee Vivian Hansen Trustee Linda Garcia
Trustee Sonya Cuellar Trustee Tony Peña
Trustee Alicia Anderson

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
Chris Stamm, Director-Nutrition Services
Jeff Bowers, Principal-Gaines School
Patricia Brent-Sanco, Principal-Tanner School
Greg Buckner, Principal-Paramount High School
Lynn Butler, Principal-Alondra Middle School
Elida Garcia, Program Director-ECE
Linda Go, Principal-Keppel School
Topekia Jones, Principal-Paramount Park Middle School
Morrie Kosareff, Principal-Paramount High School-West
Jean Law, Principal-Buena Vista High School
Kevin Longworth, Principal-Hollydale School
Susan Marilley, Principal-Roosevelt School
Yuki Mio, Principal-Jefferson School
Richard Morgan, Principal-Paramount Adult School/CDS
Lisa Nunley, Principal-Jackson School
Elizabeth Salcido, Principal-Zamboni Middle School
Beatriz Spelker-Levi, Principal-Collins School

Connie Toscano, Los Cerritos School
 Kelly Williams, Principal-Wirtz School
 Pamela Williams, Principal-Lincoln School
 Maria Cervantes, Assistant Principal-Hollydale School
 Josephine Contreras, Assistant Principal-Collins School
 Kim Chavez, Assistant Principal-Paramount Park Middle School
 Damon Dragos, Assistant Principal-Paramount High School
 Greg Francois, Assistant Principal-Paramount High School
 Hector Lujan, Dean of Students-Paramount High School
 Edgar Ortega, Assistant Principal-Paramount High School
 Yvonne Rodriguez, Assistant Principal-PHS-West
 Hilda Verdugo, Assistant Principal-Zamboni Middle School
 Gwen Yates, Assistant Principal-Buena Vista High School
 Elvia Garcia, Assistant Director-Fiscal Services
 Linh Roberts, Facilitator/Supervisor

Regular Meeting
 June 24, 2013
 1.182

Trustee Anderson moved, Trustee Garcia seconded and the motion. Superintendent Vedugo informed the Board that there was a change to item 3.1-C, #1 and change should reflect \$68,000 and not \$83,500. The motion carried 5-0 to approve the Regular Meeting agenda of June 24, 2013 as amended.

Regular Meeting Minutes
 June 12, 2013
 1.183

Trustee Cuellar moved, Trustee Peña seconded and the motion carried 5-0 to approve the Regular Meeting minutes of June 12, 2013.

Special Meeting Minutes
 June 8, 2013
 1.184

Trustee Garcia moved, Trustee Anderson seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on June 8, 2013.

Special Meeting Minutes
 June 9, 2013
 1.185

Trustee Peña moved, Trustee Cuellar seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on June 9, 2013.

REPORTS

Employee Representatives'
 Reports

CSEA President Jolanda Dudgeon and CSEA Board members Cheryl Browning, JoAnn Garner and Erika Martin presented Dr. Verdugo with a token of appreciation on behalf of CSEA Chapter 447 employees for all his support.

TAP President Deb Meyers reported that it has been a busy summer. A survey has been completed and class size is an issue of concern amongst its members. She wished everyone a happy summer.

Board Member' Reports

Trustee Anderson attended Paramount High School's graduation.

Trustee Cuellar attended Paramount High School's graduation. She thanked Dr. Verdugo on behalf of all of the students and the Board of Education for all he has done for the District.

Trustee Garcia attended Paramount High School's graduation and also wished to thank Superintendent Verdugo for all his support and all he has done for Paramount Unified School District.

Trustee Hansen thanked Superintendent Verdugo and expressed how much she appreciates all he has done for Paramount Unified School District and added that he will be missed.

Trustee Peña attended Paramount High School's graduation and thanked Superintendent Verdugo for all he has done for Paramount Unified School District and congratulated him on his retirement.

Superintendent's Report

Superintendent Verdugo highlighted a variety of items:

- Superintendent Verdugo CSEA and TAP for their support.
- Dr. Verdugo attended Paramount High School graduation and added that it was a spectacular graduation ceremony involving 1,052 graduates, the highest ever in PHS history.
- He thanked the Board of Education for making his eight years with the District fulfilling and the best. He is filled with enormous gratitude to all District staff and the community.

Bulletin Boards – Roosevelt School

Principal Susan Marilley accompanied by Student Council representatives Angelina Rivera-President, Destiney Barragan, Monica Caldera, Monica Payares, and Emmanuel Reyes presented an overview of the Boardroom bulletin boards representing Roosevelt School's educational program student work. The bulletin boards reflect the theme of "Summer" and enhance the educational message sent to visitors and District office employees.

PTA Update

District-wide PTA President Teodora Espinoza presented the District with a volunteer hours assimilated check in the amount of \$456,914.20 which is equivalent to 22,745 volunteer hours.

Dr. Verdugo thanked Mrs. Espinoza for her continued support of PTA and dedicated work.

Special Education FCMAT Review

Dr. Randy Gray, Director-Curriculum & Instruction shared that the purpose of the presentation is to provide an overview of the accomplishments of the Parent Volunteer Task Force, review the new procedures for school volunteers as outlined in a new Paramount Unified School District volunteer handbook and outline our next steps.

The Parent Volunteer Task Force's Goals are to increase parent and community involvement and collaboration as reflected in

PUSD's priorities, develop consistent, District wide practices, and procedures for volunteers and to create a PUSD Volunteer Handbook that includes procedures and is aligned to the updated Board policy.

The Task Force meeting dates and topics were as follows:

- October 17, 2012 – Reviewed goals and CDE's Family Engagement Framework
- October 24, 2012- Examined PUSD and surrounding District's current policies and procedures for volunteers.
- January 2013 – Developed recommendations for new volunteer application procedures and acronym VAPSS – Volunteers Assisting Paramount Students and Staff.
- February 2013 – DELAC reviewed recommendations.
- April 2013 – Provided input for draft of Volunteer Handbook.
- May 21 & 29, 2013 – Principals discussed recommendations for new volunteer application procedures.

One of the Task Force goals was to develop consistent, district wide practices and procedure for volunteers in PUSD's schools. As a result of this goal, the following procedures will be implemented at all schools in 2013-14:

- Volunteers complete a VAPSS application and obtain TB clearance
- Volunteers turn in a District application to the school
- Principal reviews applications and forwards to the District Office.
- Special Projects office processes the application and screens for TB and Megan's Law compliance
- Principal receives notification of approved volunteers
- Each site contacts volunteers and maintains approved list.

The District will provide handbooks, volunteer badges, procedure poster, sample sign-in form, and information on TB testing to all schools. The District will post volunteer handbook, including application on the District website and principals will communicate volunteer information to parents in the Fall 2013.

Budget Update

Ranita Browning, Director of Fiscal Services provided the Board with an update on the Budget.

Major changes to the LCFF include use of a three year rolling average percentage of English learners, students from low income families and foster children for purposes of calculating the supplemental and concentration grants. It will require county offices of education to review school district English learner, low income, and foster child data and require that data to be subject

to audit as part of each local education agency's annual financial and compliance audit. It will allow local education agencies to receive supplemental and concentration grant funding for each English learner for up to seven years. It will provide Regional Occupation Centers and Programs and Home to School Transportation joint powers authorities with continued funding for two additional years.

The Governor is proposing some changes to spending on targeted students.

- LEAs are required to spend no less than the amount they spent during the 2012-13 fiscal year on English learners and students designated fluent-English proficient, students from low income families and foster children.
- LEAs upon full implementation, must spend for the primary benefit of targeted students at least as much as they receive from the base, supplemental and concentration grants that is generated by these students.
- LEAs must demonstrate how they will meet the above requirements and how they will increase resources to targeted students as resources increase over time.
- LEAs must ensure that expenditures for supplemental and concentration funds are proportional to the number of students at each school site.

County superintendents may provide technical assistance to any school district at any time. The county superintendent may disapprove a local plan if a district fails to meet academic achievement targets for each sub group of students for 2 out of 3 years if the local plan is unlikely to improve student achievement. When a Fiscal Crisis and Management Assistance Team (FCMAT) review is necessary, a county superintendent may make changes to a district's plan or overturn any decisions made by a local governing board. The SPI may intervene in place of the county superintendent when a district is failing to meet its academic achievement targets.

Over the past 10 years, the percentage of the unrestricted General Fund total expenses dedicated to salaries and related benefits has increased. For Paramount, in 1999-2000 the percentage was 82.39%, in 2011-12 it was 89.90%. The District's percentage of Personnel related expenses to total expenses continues to increase.

Tonight, the 2013-14 District budget will be upon the Board for approval. The Governor is expected to approve and the State budget this week. In July/August LACOE will review our District budget and by August 15, 2013, the Los Angeles County Office of Education is required to approve, conditionally approve or disapprove the District's budget. The District will revise its budget 45 days after the Governor signs the State budget.

Meeting Break

The Board of Education recessed the meeting at 6:38 p.m. to celebrate Superintendent Verdugo's retirement and go into Closed Session to discuss Public Employee Appointment.

President Hansen convened the Regular meeting at 7:22 p.m.

**BOARD MEETING
CALENDAR**

There were no changes to the Board meeting calendar.

HEARING SECTION

There were no speakers during the hearing section.

CONSENT ITEMS

0.186

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

Human Resources

Personnel Report

12-19

2.186

Accept Personnel Report 12-19, 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

3.186

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

3.2-C

Overnight and/or Out-of-
County Study Trips

3.186

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

Business Services

Purchase Order Report
12-18

4.186

Approve Purchase Order Report 12-18 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of
May 2013

4.186

Approve warrants for all funds through May with a total of \$9,904,800.76.

Consultant Services

4.186

Approve the consultant and contracted services request authorizing contracts with consultants or independent contractors who provide specialized services.

Donations

4.186

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.

ACTION ITEMS

Human Resources

Establishment of a Job Description for Medi-Cal Administrative Activities (MAA) Coordinator and Establishment of, and Employment Authorization for, a MAA Coordinator
2.187

Trustee Peña moved, Trustee Garcia seconded and the motion carried 5-0 to approve the new Job Description of MAA Coordinator and establishment of, and employment authorization for, a MAA Coordinator.

Establishment of a Job Description for Coordinator of Assessment and Accountability, Establishment of, and Employment Authorization for, a Coordinator of Assessment and Accountability
2.188

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to approve the new Job Description and Salary Schedule 2, Range 12 of Coordinator of Assessment and Accountability and establishment of, and employment authorization for, a Coordinator of Assessment and Accountability.

Establishment of, and Employment Authorization for, One Full-Time Accounting/Budget Technician Position in Special Education
2.189

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to approve the establishment of, and employment authorization for, one full-time Accounting/Budget Technician position in Special Education.

Educational Services

Memorandum of Understanding to Participate in California Partnership for Achieving Student Success
3.190

Trustee Anderson moved, Trustee Peña seconded and the motion carried 5-0 to approve the Memorandum of Understanding to share student data with the California Partnership for Achieving Student Success system.

Revised Board Policy 1240 – Volunteer Assistance
3.191

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to accept for second reading and adopt proposed revised Board Policy 1240 – Volunteer Assistance, which reflects current State requirements.

Application for the Carl D. Perkins Grant for Paramount Adult School for 2013-14
3.192

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to approve the submission of the Carl D. Perkins Grant application for Paramount Adult School for the 2013-14 school year.

Nonpublic School Placements for Special Education Students for the 2012-13 School Year
3.193

Trustee Cuellar moved, Trustee Peña seconded and the motion carried 5-0 to approve the placements for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2012-13 school year

Nonpublic School Placements for Special Education Students for the 2012-13 School Year
3.194

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to approve the placements for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2012-13 school year.

Residential and Nonpublic School Placements for Special Education Students, 2013-14 School Year
3.195

Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 5-0 to approve the funds for the placements for Special Education students in a residential and nonpublic schools, as determined by the students' Individual Education Plan for the 2013-14 school year.

Services Agreement with the Los Angeles County Sheriff's Department for Two School Resource Officers and Shared Cost Agreement with the City of Paramount
3.196

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to approve the Services Agreement with the Los Angeles County Sheriff's Department for two School Resource Officers from July 1, 2013 through June 30, 2017. Approve the Shared Cost Agreement between the District and the City of Paramount to share equally in the cost of the second School Resource Officer.

WorkAbility I Grant Application for the 2013-14 School Year
3.197

Trustee Peña moved, Trustee Cuellar seconded and the motion carried 5-0 to ratify the application of the WorkAbility I Grant for the 2013-14 school year to provide supervision of special education students' on-the-job training and subsidized wages for high school and transition students and career awareness activities for middle school students.

Business Services

Public Hearing – 2013-2014 Budget
4.198

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to conduct a public hearing prior to the approval of the 2013-2014 budget.

There were no speakers during the hearing section.

Trustee Garcia moved, Trustee Peña seconded and the motion carried 5-0 to close the public hearing.

Estimated Actual Financial Report for 2012-2013 and the Proposed Budget for 2013-14
4.199

Trustee Anderson moved, Trustee Peña seconded and the motion carried 5-0 to approve the Estimated Actual Financial Report for 2012-13 and the Proposed Budget for 2013-14 and authorize submission to the County Superintendent of Schools. Authorize staff to make budget transfers as appropriate throughout the year.

Buena Vista High School Restroom Building
4.200

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to authorize staff to proceed with the necessary documents to purchase a new restroom building for Buena Vista High School in accordance with Board Policy and the requirements of State law.

Measure AA – Change Order for Hollydale K-8 School Mini-Gymnasium Project
4.201

Trustee Peña moved, Trustee Garcia seconded and the motion carried 5-0 to accept the change order for a credit of \$144,471, decreasing the guaranteed maximum price to \$5,634,357, and authorize the Superintendent or designee to review and execute all necessary documents for payments.

Contract Renewal – Administrative Services Cooperative, Inc.
4.202

Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 5-0 to renew the contract with Administrative Services Cooperative, Inc. for approved students, and authorize the Superintendent or designee to execute all necessary documents.

2012-13 Budget Adjustments as of May 31, 2013
4.203

Trustee Garcia moved, Trustee Peña seconded and the motion carried 5-0 to approve the 2012-13 Budget Adjustments for the General Funds, Unrestricted and Restricted, Cafeteria Fund and Self-Insurance Funds.

Agreement with Paradigm Healthcare Services, LLC
4.204

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to approve the agreement with Paradigm Healthcare Services, LLC and authorize the Superintendent or designee to execute the necessary documents.

Claim Rejection
4.205

Trustee Garcia moved, Trustee Anderson seconded and the motion carried 5-0 to reject Claim No. 2012:005 submitted by an individual and remand to the District's insurance carrier for adjudication.

Resolution 12-35, 2006 Measure AA Authorized School Projects Series 2013 General Obligation Bond Issuance, Adoption of Fiscal Year 2012-13 Tax Levy
4.206

Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 5-0 to adopt Resolution 12-35, directing the County of Los Angeles to place the estimated tax levy on the tax rolls for the upcoming 2013-14 fiscal year regarding the planned issuance of the District's Series 2013 Bonds.

INFORMATION ITEMS

Human Resources

Reduction of Work Year for Assistant Principal of Buena Vista High School

The Board received as information an update on the reduction of work year for the Assistant Principal for Buena Vista High School.

ANNOUNCEMENTS

President Hansen reported that the next Regular Meeting would be July 10, 2013, at 6:00 p.m. – Boardroom of the District Office.

CLOSED SESSION

The Board adjourned to Closed Session at 7:44 p.m. to discuss public employee appointment, public employment, conference with labor negotiator and governance team items.

The following action was taken in Closed Session:

Public Employment
1.207

The Board of Education extended contracts by 3 years for the Assistant Superintendent-Business Services, Assistant Superintendent Educational Services and Assistant Superintendent-Human Resources.

OPEN SESSION

The Board reconvened to Regular Session at 8:31 p.m. President Hansen reported that the Board had discussed public employee appointment, public employment, conference with labor negotiator and governance team items.

ADJOURNMENT

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on June 24, 2013 at 8:32 p.m.

David Verdugo, Secretary
To the Board of Education

President

Vice President/Clerk