

Paramount Unified School District



15110 California Avenue, Paramount, California 90723-4378
(562) 602-6000 Fax (562) 602-8111

BOARD OF EDUCATION

LINDA GARCIA

President

VIVIAN HANSEN

Vice President

ALICIA ANDERSON

Member

SONYA CUELLAR

Member

TONY PEÑA

Member

RUTH PÉREZ

District Superintendent

REGULAR MEETING OF BOARD OF EDUCATION

MINUTES

July 17, 2017

The meeting was called to order at 6:02 p.m. by President Linda Garcia in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

- | | |
|---|--|
| Pledge of Allegiance | Scott Law, Director-Facilities and Project Management, led the Pledge of Allegiance. |
| Roll Call | Trustee Linda Garcia
Trustee Vivian Hansen - ill
Trustee Alicia Anderson
Trustee Sonya Cuellar - ill
Trustee Tony Peña |
| Administrators Present | Ruth Pérez, Superintendent
Ruben Frutos, Assistant Superintendent-Business Services
Deborah Stark, Assistant Superintendent-Educational Services
Daniel Aguilar, Director-Safety & Security
Cindy DiPaola, Director-Maintenance & Operations
David Daley, Director-Special Education
Scott Law, Director-Facilities and Project Management
Margarita Rodriguez, Director-Research & Evaluation
Beatriz Spelker-Levi, Director-Personnel
Chris Stamm, Director-Nutrition Services
Patricia Tu, Director-Fiscal Services
Yolanda Calderon, Assistant Director-Fiscal Services |
| Approve Agenda
July 17, 2017
1.232 | Trustee Anderson moved, Trustee Peña seconded and the motion carried 3-0 to approve the agenda of the Regular Meeting of July 17, 2017.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen |
| Regular Meeting Minutes
June 26, 2017
1.233 | Trustee Peña moved, Trustee Anderson seconded the motion carried 3-0 to approve the minutes of the Regular Meeting of June 26, 2017.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen |

REPORTS

Employee Representative Reports

There was no representative present for CSEA.

There was no representative present for TAP.

Board Members' Reports

Trustee Anderson attended the Paramount Adult School graduation, the City's Concert in the Park, and participated in the joint Relay For Life event with Bellflower.

Trustee Garcia attended the City's Concert in the Park, the Paramount Adult School graduation and participated in the joint Relay For Life event held in Bellflower.

Trustee Peña visited sites hosting the Summer Food service program. He attended the Los Cerritos School summer BBQ. He attended the Senior Commission meeting, the Paramount Adult School graduation and the City's Concert in the Park.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- ❖ Superintendent Pérez attended the AVID Institute along with Board Vice President Hansen and Dr. Smith.
- ❖ Dr. Pérez attended the Paramount Adult School graduation.
- ❖ Dr. Pérez announced that Paramount High School's summer graduation is scheduled for later this week on Thursday.

BOARD MEETING CALENDAR

There were no changes to the Board meeting calendar.

HEARING SECTION

The following speakers addressed the Board:

Gerald Cerda expressed his concern in regards to the air in Paramount. He would like to know what kind of testing is taking place in the classroom for toxins. These toxins he indicated are making the kids and staff sick and it is a domino effect on kids and staff missing school. The responsibility of the District is specifically the well-being and education of the kids. He would like to know what is being done in preparation of the kids returning to school.

Sandra Dekay thanked the Board for the opportunity to address them. She shared with the Board that last week she along with many others attended a meeting regarding air pollution coming from Carlton Forge and other metal forging companies. They heard from concerned residents and most all speakers searched for answers. Some who spoke were teachers who spoke up in support of our students enough to make one cry. At the same time filled ones heart with pride. One by one despite the fact that by testifying they could be subject to termination they spoke up in defense of our children. She thought why only were teachers there and not the Board? She will await for a response.

Sara Patricia Vega Huevo stated that the District that the mandate reporter has the responsibility to protect school children, teachers and staff from the levels of hexavalent chromium. They expect the Board to be proactive in taking steps in providing air purifications systems in the

classrooms and replace water pipes as was stated by the District for Measure I. They also want to place on record that in advocating for their concerns they don't want to feel retributed against or intimidated in any manner for looking out for their children or residents.

Jose De Leon asked the Board why no one from the District was sent to the recent Abatement meeting for representation. He stated the District needs to be involved. Fumes are smelled everyday. He is surprised why some of the Board do not call in to report. He added that the issue is just not at Lincoln school but also others including the one next to the refinery including the High School. He wants to know why the District did not send any representation if they really care for our kids. He asks for actions.

Sonia Olmos De Leon is in attendance representing the parents in the community of Paramount Unified School District who are concerned regarding Chromium 6 and toxic odors. She thanked the teachers who are advocating for the safety our children by calling SCAQMD. These teachers showed their commitment for the well-being of our children and their advocacy demonstrates their proactive approach. As advocates for their children they ask the District that no retribution be taken upon the teachers who are supportive. They wonder if any District personnel have called in when odors are smelled. It is impossible that only teachers, parents and students smell the odors but no District personnel. They expect the District to advocate for students in the future to call SCAQMD when odors are smelled and detected and to move students indoors. They expect the District by the beginning 2017-18 school year that air purifications systems be placed in school that are most impacted by these toxins by allocating funds from the Bond Measure I.

She reminded the Board that they are all elected officials chosen by them to represent their voice as a public and trusted to carry out their requests. There is a whole community concerned and worried for their children's health and who wish to have a dialog with the District. By ignoring parents' petitions and concerns they demonstrate that they are not being represented and making clear that they don't value their position on the Board and make it apparently obvious they will not be reelected.

CONSENT ITEMS

0.234

Trustee Anderson, Trustee Hansen Peña seconded and the motion carried 3-0 to approve the Consent items.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

General Services

Representatives to Athletic Leagues for 2017-18
1.234

Approved Mr. Michael Ono, Principal-Paramount High School as District Representative to athletic leagues for 2017-18.

Human Resources

Personnel Report
17-01

Accepted Personnel Report 17-01, as submitted. The report includes details, assignments, terminations, and employment of personnel.

2.234 Certain assignments listed in this report may be contingent upon allocation of funding in the 2017-18 State Budget Act and related legislation.

Educational Services

Consultant and Contract Services
3.234 Approved the consultant and contract services request authorizing contracts with consultant or independent contractors who provide specialized services, as submitted.

Business Services

Purchase Order Report 17-01
4.234 Approved Purchase Order Report 17-01 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of June 2017
4.234 Approved warrants for all funds through June with a total of \$16,559,056.23.

Acceptance of Donations
4.234 Accepted the donations as presented on behalf of the District with any bequests or gifts of money or property for a purpose deemed suitable by the District.

ACTION ITEMS

Resolution 17-01
2017-18 Board Memberships
1.235 Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to adopt Resolution 17-01 authorizing memberships in associations and organizations for the Board of Education members for the 2017-18 school year.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

2017-18 Compensation for Board of Education Members
1.236 Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to approve compensation per Education Code Section 25120 for the Board of Education members for the 2017-18 school year.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Resolution 17-02
Board Member
Compensation for Absence
Due to Illness
1.237 Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to adopt Resolution 17-02 authorizing the compensation of a Board of Education member for a maximum of two Board meetings per calendar year when the member cannot attend the meetings due to illness.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Public Hearing –
Opportunities For Learning
(OFL) Charter Petition
1.238 Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to convene a public hearing on the provisions of Opportunities For Learning, at which time the Governing Board should consider the level of support for the Charter by Paramount Unified School District teachers, other PUSD employees and parents.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Dr. Jill Wells, OFL Director-Charter Development with OFL and former educator and administrator in public schools and charter is in

attendance tonight speaking on behalf of the students and community.

She commented that there are two reason why she is here and that is to serve those students who are lost in the community and to save OFL schools who have been closed due to a State level decision. She applauds Paramount Unified as the District is highly regarded for preparing students for college.

Dr. Wells added that OFL provides a choice, they are not a destination school for the young people who are underserved. They want to be a lifeline for post-secondary success and more career opportunities.

The mission of OFI is their schools create an educational choice for all students. OFL-Paramount's staff will connect with students to empower and inspire them to achieve their goals and make their dreams a reality.

The targeted population are students who are:

- disengaged from school settings
 - long term suspensions, expulsions, dropout
 - living in transition or homeless
- struggling with substance abuse or mental health issues
- victims of bullying
- teen parents or expectant mothers
- caregivers or wage earners

OFL-Paramount's educational model includes:

- personalized learning
 - individualized learning plans
 - small group instruction
 - daily tutoring
- Common Core and NGSS-aligned curriculum
- 11 months of instruction
- wrap around support structures
- post secondary college and career opportunities

What makes OFL Different:

- social and emotional skill development
- community service
- offsite STEM learning activities

Experiential trips and programs promote:

- increase in student engagement
- improvement in academic performance

Community Outreach - Meetings with local community organizations

1. career colleges
2. child and family service programs
3. shelters
4. counseling programs
5. local businesses

Why Partner?

- Hundreds of full-time, at risk OFL students displaced without viable alternatives
- Societal impact of students without high school diplomas
- 1% authorizing fee will be paid to Paramount Unified School District (per CA Education code 47613)

Open Hearing

Juan Martinez shared that his life before OFL was very similar to students he works with. He was always getting into trouble and was forced to enroll in new schools. He would get into trouble but he knew he had potential to be a good student. He realized that the traditional school setting was not for him. He had a few cousins already attending OFL and suggested he try it out. OFL staff has always helped him and has made him the person he is today. Every teacher at OFL knew him. He became part of the peer tutoring at his center. He was so invested in school that he became a speaker at graduation. He obtained a job after graduation at OFL. Years later he is still at OFL and now holds a position as Center Coordinator at the Compton Center. He asks that their petition be taken into consideration.

Ester Cruz shared that before her enrollment at OFL her educational success was non-existing. At OFL she has been able to maintain a 4.0 GPA. At traditional schools she felt misguided, absences and tardies were excessive and her behavior was violent. Despite her past, OFL opened the doors to her. OFL has positively impacted her. They gave her a sense of direction she had never experienced at any other school. This charter school provides more than educational service, it contributes to society by inculcating important American values and ethical behavior. She is only one example of many students who were at risk of failure. Yet she became confident with success. She urges the Board to grant them the necessary permission to allow students like her, students who deserve the chance to continue their academic pursuits to attend those schools.

Maggie Ramirez a substitute teacher at the Compton Center OFL. She is here today as a Paramount resident and former city employee who worked with the after school program, she knows the value that Paramount places on educating students and nurturing a positive school community. Often time people have misconceptions of charter schools. Each student's story is unique but similar in that they needed a program like OFLs to receive credits and graduate. Not only does OFL helps these students earn a high school diploma but help them build social skills and the relationships built with them understand the real world. She believes chartering OFL will be an asset not only for Paramount Unified but for the community of students and family it serves. Students who need a different school setting will benefit greatly and our students all over who have been displaced have their schools once again. They can be back on track again to continue earning the credits needed to graduate and through their postsecondary plans also contribute to their community and society. She thanked the Board for their time and consideration.

Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to close the public hearing on the provisions of

Opportunities For Learning, at which time the Governing Board should consider the level of support for the Charter by Paramount Unified School District teachers, other PUSD employees and parents.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Educational Services

3.1-A
WorkAbility I Grant
Application for the 2017-18
School Year
3.140

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to approve the application of the WorkAbility I Grant for the 2017-18 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.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

3.2-A
Naviance Software Contract
3.141

Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to approve the purchase of Naviance software program for 2017-18.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Business Services

Resolution 17-03, Interfund
Cash Transfers
4.142

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to adopt Resolution 17-03, Interfund Cash Transfers between any of the District's operating funds, as needed, during the 2017-18 fiscal year.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Resolution 17-04, Annual
Delegation of Administrative
Authority to Process Routine
Budget Revisions,
Adjustments, and Transfers
4.143

Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to adopt Resolution 17-04, authorizing the Los Angeles County Superintendent of Schools to process routine budget revisions, adjustments, and transfers.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Resolution 17-05, Temporary
Interfund Borrowing
4.144

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to adopt Resolution 17-05, Temporary Interfund Borrowing between any of the District's operating funds as needed, during the 2017-18 fiscal year.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Resolution 17-06, Temporary
Transfers from the School
Pools Fund Maintained by the
Los Angeles County
Treasurer
4.145

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to adopt Resolution 17-06, Temporary Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Notices of Completion – Field Service Contracts 4.146	Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to accept as completed the Field Service Contracts for repair of the exterior wall system at Adult Education; playground surface replacement at Gaines, Collins, Roosevelt, Mokler, Wirtz, and Jefferson Schools; replace fencing at Paramount High School; replace HVAC units in Rooms 11 through 20 at Roosevelt; replace the energy management system on HVAC units at Paramount High School; and make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen
Sale, Disposal or Recycle of Surplus Property 4.147	Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to authorize staff to identify surplus or obsolete property, and further authorize the Superintendent or designee to arrange for the sale or disposal of District surplus property in accordance with Board Policy and the requirements of State law. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen
Agreement for Architectural and Design Services 4.148	Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to authorize the Superintendent or designee to execute all necessary documents for architectural services for Bond and Facilities projects. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen
Agreement for Construction Management Services for Installation of Modular Buildings 4.149	Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to Authorize the Superintendent or designee to execute all necessary documents for construction management services for installation and renovation of modular buildings throughout the District. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen
Agreement for Inspection Services and Inspector of Record for Measure I Bond Projects 4.150	Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to authorize the Superintendent or designee to execute all necessary documents inspection and Inspector of Record services for Measure I bond projects. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen
Procurement, Improvement, Planning and Installation of Modular Buildings at Various School Sites 4.151	Trustee Peña moved, Trustee Anderson seconded, and the motion carried 3-0 to Authorize the Superintendent or designee to execute all necessary documents for the procurement, improvement, planning and installation of modular buildings at various school sites. Ayes: 3 – Trustees Anderson, Garcia, Peña Absent 2 – Cuellar, Hansen

INFORMATION ITEMS

Educational Services

Golden Bell Award
Applications for Collins
Elementary, Tanner
Elementary and Paramount
Park Middle School

The Board received as information is Collins Elementary, Tanner Elementary and Paramount Park Middle Schools application submission for the California School Boards Association's Golden Bell Award.

Beginning and Ending Times
for Schools

The Board received as information the beginning and ending times for schools for the 2017-18 school year.

Business Services

Bid Summary – LED Lighting
Replacement

The Board received a summary of bid results for LED lighting replacement for Lakewood, Buena Vista and Adult Education.

ANNOUNCEMENTS

President Garcia reported that the next Regular Meeting would be Monday, August 14, 2017 at 6:00 p.m. – Boardroom of the District Office.

Staff Employee Comments
Per Government Code 54957

There were no staff/employee comments.

CLOSED SESSION

The Board adjourned to Closed Session at 6:52 p.m. to discuss Conference with Legal Counsel-Anticipated Litigation, Public Employment, Public Employee Performance/Evaluation (Superintendent), and Public Employee Discipline/Dismissal/Release.

OPEN SESSION

The Board reconvened to Regular Session at 8:23 p.m. President Garcia reported that they discussed Conference with Legal Counsel-Anticipated Litigation, Public Employment, Public Employee Performance/Evaluation (Superintendent) and Public Employee Discipline/Dismissal/Release.

There following action was taken in Closed Session:

Public Employment
2.252

Trustee Anderson moved, Trustee Peña seconded and the motion carried 3-0 to approve the appointment of Michelle Soto as Assistant Principal effectively as soon as mutually agreeable.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Public Employment
2.253

Trustee Anderson moved, Trustee Peña seconded and the motion carried 3-0 to approve the appointment of Darrenn Platt as K-8 Principal effective as soon as mutually agreeable.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Public Employment
2.254

Trustee Peña moved, Trustee Anderson seconded and the motion carried 3-0 to approve the appointment of Jerry King as Dean of Students effective as soon as mutually agreeable.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Public Employee
Discipline/Dismissal/Release
2.255

Trustee Anderson moved, Trustee Peña seconded and the motion carried 3-0 to impose a ten (10) day suspension on employee # 5742.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

ADJOURNMENT

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 3-0 to adjourn the Regular Meeting of the Board of Education held on July 17, 2017 at 8:25 p.m.

Ayes: 3 – Trustees Anderson, Garcia, Peña
Absent 2 – Cuellar, Hansen

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: August 14, 2017
SUBJECT: California School Boards Association (CSBA) – GAMUT Online Services

BACKGROUND INFORMATION:

Paramount Unified School District has utilized California School Boards Association's Policy Updates service as the source to obtain current changes in pertinent laws that affect District policies, regulations and bylaws.

GAMUT Online is updated continuously and is easily accessible using a member user i.d. and password provided by CSBA to obtain the most current changes to sample policies, regulations, bylaws, the Education Code, Title 5, California Department of Education advisories and the ability to easily download sample policies and regulations to word processing programs for easy editing.

POLICY/ISSUE:

Bylaw 9340 - Memberships in Associations

FISCAL IMPACT:

\$3,980.00 – General Funds

STAFF RECOMMENDATION:

Ratify and approve the California School Boards Association GAMUT Online Service agreement for 2017-18.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 3:

Use technology to manage information throughout the District.

CONSENT ITEM: 1.1-C

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: August 14, 2017
SUBJECT: Personnel Report 17-02

BACKGROUND INFORMATION:

Following is Personnel Report 17-02, which reports details of personnel assignments, employment and terminations.

POLICY/ISSUE:

Board Policy 4110 – Permanent Personnel – Certificated
Board Policy 4111 – Recruitment & Selection – Certificated
Board Policy 4210 – Permanent Personnel – Classified
Board Policy 4211 – Recruitment & Selection – Classified

FISCAL IMPACT:

As indicated in the following personnel report.

STAFF RECOMMENDATION:

Accept Personnel Report 17-02 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 2016-17 State Budget Act and related legislation.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources
Beatriz Spelker-Levi, Director of Personnel – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

CONSENT ITEM: 2.1-C

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>				<u>Annual</u>		
*Alvarado, Angelica	Behavior Intervention Specialist	Special Education		\$83,550 Special Education	08-01-17	
*Nuthall, Keith	High School Principal	Educational Services	Sch. C III-6	\$143,160 General Fund	07-11-17	
*Romero, Maria	Social Worker	Special Education		\$97,780 LCAP**	08-01-17	
*Platt, Darrenn	K-5 Principal	Keppel	Sch. I III-4	\$127,704 General Fund	07-24-17	
*Ono, Michael	High School Principal	Paramount High-Senior	Sch. B II-6	\$141,864 General Fund	07-10-17	
*Garcia, Valerie	Teacher Temporary	Educational Services		\$52,720 LCAP	08-11-17	06-30-18
*Powell, Stephanie	Teacher Temporary	Adult Education		\$83,615 Special Education	08-14-17	06-30-18
*Chang, Jamie	Teacher Temporary	Alondra		\$52,720 General Fund	08-11-17	06-30-18
*Morgan, Sara	Teacher Temporary	Alondra		\$52,720 General Fund	08-11-17	06-30-18
*Beck, Maloree	Teacher Temporary	Collins		\$52,720 General Fund	08-11-17	06-30-18
*Gallegos Garcia, Zoila	Teacher Temporary	Gaines ECE		\$52,720 General Fund	08-11-17	06-30-18
*Rodriguez, Maira	Teacher Temporary	Gaines		\$52,720 General Fund	08-11-17	06-30-18
*Farrell, Kathleen	Teacher Temporary	Jackson		\$52,720 General Fund	08-11-17	06-30-18
*Gutierrez, Natalia	Teacher Temporary	Jackson		\$52,720 General Fund	08-11-17	06-30-18

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u> <u>continued</u>						
*Witrigo, Vanessa	Counselor Temporary	Keppel		<u>ANNUAL</u> \$69,452 General Fund/ Special Education	08-01-17	06-30-18
*Voukon, David	Teacher Temporary	Lincoln		\$83,615 Special Education	08-14-17	06-30-18
*Watwood Cissoko, Miriam	Teacher Temporary	Los Cerritos		\$52,720 Special Education	08-11-17	06-30-18
*Romero, Gabriela	Teacher Temporary	Mokler		\$59,867 General Fund	08-14-17	06-30-18
*Soriano, Marissa	Teacher Temporary	Mokler		\$52,720 General Fund	08-11-17	06-30-18
*Alvarez, Daniel	Teacher Temporary	Paramount High-West		\$52,720 General Fund	08-11-17	06-30-18
*Andre, Vanessa	Teacher Temporary	Paramount High-West		\$52,720 General Fund	08-11-17	06-30-18
*Dodson, Dereck	Teacher Temporary	Paramount High-West		\$52,720 General Fund	08-11-17	06-30-18
*Hunter, Patrice	Teacher Temporary	Paramount High-West		\$52,720 General Fund	08-11-17	06-30-18
*Medeiros, Nicole	Teacher Temporary	Tanner		\$52,720 General Fund	08-11-17	06-30-18
*Robinson, Susan	Teacher Temporary	Tanner		\$52,720 General Fund	08-11-17	06-30-18
*Rodriguez, Rebecca	Teacher Temporary	Tanner		\$52,720 General Fund	08-11-17	06-30-18

*Ratification

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>continued</u>						
*Martinez, Desiree	Teacher Temporary	Zamboni		<u>ANNUAL</u> \$52,720 General Fund	08-11-17	06-30-18
*Arroyo, Janeth	Substitute Teacher on-call, as needed	District		<u>DAILY</u> \$150	08-14-17	
*Blomgren, Mary				General Fund	08-14-17	
<u>PROMOTION</u>						
*Soto, Michelle	Assistant Principal	Jackson	Sch. G III-1	\$108,980 General Fund	07-18-17	
<u>CTE</u>						
*Galvan, Laura	Health Careers Academy NTE 6 hrs. per day	Paramount High-Senior		<u>HOURLY</u> \$47.16 LCAP**	08-14-17	06-08-18
*Guevara, Maribel	Health Careers Academy NTE 6 hrs. per day	Paramount High-Senior		\$44.92 LCAP	08-14-17	06-08-18
*Haynes, Jeremiah	Engineering Design NTE 6 hrs. per day	Paramount High-Senior		\$47.16 LCAP	08-14-17	06-08-18
*Jacobso, Ernesto	Graphic Design NTE 6 hrs. per day	Paramount High-Senior		\$47.16 LCAP	08-14-17	06-08-18
*Munoz, Juliette	Culinary Arts NTE 6 hrs. per day	Paramount High-Senior		\$44.92 LCAP	08-14-17	06-08-18
*Walker, Lanette	Health Careers Academy NTE 6 hrs. per day	Paramount High-Senior		\$44.92 LCAP	08-14-17	06-08-18
<u>ADDITIONAL ASSIGNMENTS</u>						
*Lee, Hannah	Preschool Assessments NTE 120 hrs.	Special Education		<u>HOURLY</u> \$38.00 Special Education	07-03-17	08-11-17

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u>						
<u>continued</u>						
*Hagood, Michaela *Jimenez, Liliana *Lee, Katie *Rogers, Catherine	Orientation and Testing for Incoming Kindergarten students NTE 5 hrs. each	Collins		<u>HOURLY</u> \$38.00 Title I	08-10-17	08-11-17
*Garica, Moises	CTE Cord Presentation NTE 4 hrs.	Paramount High-Senior		\$38.00 Title I	05-15-17	05-16-17
<u>ADDITIONAL DAYS/PER DIEM</u>						
*Del Toro, Maria	Preschool Assessments NTE 15 days	Special Education		<u>DAILY</u> \$514.51 Special Education	07-03-17	08-11-17
*Liang, Susan	Providing BCBA** Support NTE 5.75 hrs. per day	Special Education		\$484.06 LCAP***	06-12-17	06-29-17
<u>STIPEND</u>						
*McWhorter, Wendy	Cheer and/or Athletic Advisor	Jackson		\$692 LCAP	08-01-16	04-07-17
*Guggino, Cara *Saldana, Adrian *Taracena, Natalie	Sport Coaches	Jackson		\$172 LCAP	01-16-17	04-14-17
*Cunningham, Arthur	Athletic Director	Zamboni		\$692 LCAP	09-01-16	06-30-17

*Ratification

**Board Certified Behavior Analyst

***Local Control Accountability Plan

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Employment				Monthly		
*Buie, Kidadazayana	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Alondra	112-II	3.5% of \$2,817 Special Education	08-14-17	
*Fernandez, Lorena	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Alondra	112-III	3.5% of \$2,961 Special Education	08-14-17	
*Tsais, Crystal	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Alondra	112-II	3.5% of \$2,817 Special Education	08-14-17	
*Ramos, Rosalva	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Jackson	112-II	3.5% of \$2,817 Special Education	08-14-17	
*Vega, Griselda	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Jefferson	112-I	3.5% of \$2,682 Special Education	08-14-17	
*Rioz, Sandra	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Jefferson	112-III	3.5% of \$2,961 Special Education	08-14-17	
*Bernardino-LL, Norma	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-III	3.5% of \$3,189 Special Education	08-14-17	
*De La Torre, Maria	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-I	3.5% of \$2,899 Special Education	08-14-17	
*Covarrubias, Yolanda	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-I	3.5% of \$2,899 Special Education	08-14-17	

* Ratification

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Employment						
<u>continued</u>						
*Cruz, Luzmila	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-I	Monthly 3.5% of \$2,899 Special Education	08-14-17	
*Martinez, Kaitlyn	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-I	3.5% of \$2,899 Special Education	08-14-17	
*Ochoa Ruiz, Jesus	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-I	3.5% of \$2,899 Special Education	08-14-17	
*Galindo, Heylynn	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Keppel	112-I	3.5% of \$2,682 Special Education	08-14-17	
*Sanchez, Jessica	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Paramount High-West	112-I	3.5% of \$2,682 Special Education	08-14-17	
*Gutierrez, Elizabeth	Instructional Assistant- Sp. Ed. 3 hrs. per day/10 mo.	Paramount High-West	112-I	3.5% of \$2,682 Special Education	08-14-17	
Promotion						
*Tlaseca, Rosario	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Collins	412-VI	Monthly 3,5% of \$3,439** Special Education	08-14-17	
*Guzman, Anita	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-V	3.5% of \$3,519 Special Education	08-14-17	
*Collazo Valencia, Carina	School Office Assistant 8 hrs. per day/12 mo.	Paramount High-Senior	216-V	\$3,688** LCAP***	07-31-17	

* Ratification

** Includes Longevity and/or Professional Growth Increment

*** Local Control Accountability Plan

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term *Trujillo, Andrew	Office Assistant NTE 40 hrs., per week	Human Resources	116-I	Hourly \$17.08 General Fund	07-19-17	08-04-17
*Adams, Martha *Durr, Maurice	Campus Security NTE 8 hrs. each	Operations	118-I	\$17.95 General Fund	06-08-17 only	
*Gonzalez, Gustavo *Rocha, Rosalinda	Custodian NTE 130 hrs. each	Operations	117-I	\$17.52 General Fund	07-24-17	09-01-17
Alvarez, Yadimahara Covarrubias, Megan Gomez, John Lopez, Jacqueline Medina, Liliana Munoz, Katherine Perez, Daisy Raygoza, Emma Shaw, Nikeya Valdez, Paola Violago, Kathryn Zamorano, Patricia	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$15.47 Special Education	08-16-17	12-15-17
Gastelum, Nia Greenhouse, Desiree Hernandez, Michelle Reyes, Blanca	Instructional Assistant SE/SH NTE 3 hrs. per day each	Special Education	115-I	\$16.67 Special Education	08-16-17	12-15-17
*Venegas, Elani	Office Assistant NTE 40 hrs.	Superintendent's Office	116-I	\$17.08 General Fund	08-01-17	12-29-17
Llamas, Roxana	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Alondra	112-I	\$15.47 Special Education	08-16-17	12-15-17
Lopez, Ricki Romero, Antonio Segovia-Angulo, Wendy Sparks, Erica Valencia, Paloma Vizcarra, Daniel	Instructional Assistant SE/SH NTE 3 hrs. per day each	Alondra	115-I	\$16.67 Special Education	08-16-17	12-15-17

* Ratification

PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>				Hourly		
Bonilla, Magali Carrera Cruz, Michelle Coleman, Ronald Delangel, Daniel Flores, Jose Flores, Justin Jimenez, Heather Martinez, Sandra Morales, Osvaldo	Instructional Assistant SE/SH NTE 3 hrs. per day each	Adult School	115-I	\$16.67 Special Education	08-16-17	12-15-17
Garcia, Raquel Rodriguez, Noemi	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Buena Vista	112-I	\$15.47 Special Education	08-16-17	12-15-17
Paloma, Gisele	Instructional Assistant SE/SH NTE 3 hrs. per day	Buena Vista	115-I	\$16.67 Special Education	08-16-17	12-15-17
*Robles, Claudia	Office Assistant NTE 30 hrs.	Buena Vista	116-I	\$17.08 Title I	06-12-17	06-30-17
Garcia, Isabel Hernandez Gonzalez, Ana Luna, Irene Rangel, Anita Sanchez, Daniela Valenzuela, Diana	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Collins	112-I	\$15.47 Special Education	08-16-17	12-15-17
De La Paz, Monica	Instructional Assistant SE/SH NTE 3 hrs. per day	Gaines	115-I	\$16.67 Special Education	08-16-17	12-15-17
Ayala-Flores, Imelda Barajas, Beatriz Bedolla, Teresa Cano, Jesus Carranza, Guadalupe Castro, Beatriz Cortez Zavala, Esmeralda Figueroa, Anilia Garcia, Saul Herrera, Ashley Herrera, Kimberly	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Hollydale	112-I	\$15.47 Special Education	08-16-17	12-15-17

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>						
Lopez, Rosa Padilla, Wendy Perez, Berenis Quintero-Ruiz, Silvia Ruiz, Elizabeth Ruiz, Joycelyn Sustaita, Maribel Trejo, Stephanie Trinidad, Ada Williams, Monisha	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Hollydale	112-I	Hourly \$15.47 Special Education	08-16-17	12-15-17
Campos-Zavala, Vanessa Fletcher, Mimi Gonzalez, Gabriela White, Valencia	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jackson	112-I	\$15.47 Special Education	08-16-17	12-15-17
Ayon, Brenda Garnett, Bethany	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jackson ECE	112-I	\$15.47 Special Education	08-16-17	12-15-17
Archuleta, Amber Barajas, Kathian Doroteo, Daisy Gomez, Deysi Habelitz, Ryan Owens, Kevin Rodriguez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jefferson	112-I	\$15.47 Special Education	08-16-17	12-15-17
Curiel, Jeanne	Instructional Assistant SE/SH NTE 3 hrs. per day	Jefferson	115-I	\$16.67 Special Education	08-16-17	12-15-17
Godinez, Wendy Gonzalez, Marla Guzman, Iomara Lopez, Elpidia Manalese, Dina Martinez Vazquez, Luz Ornelas, Rafael Pacheco, Rachel Salazar, Monica	Instructional Assistant SE/SH NTE 3 hrs. per day each	Lincoln	115-I	\$16.67 Special Education	08-16-17	12-15-17

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>						
Henriquez, Alvaro Quintanilla, Kevin Raygoza, Jennyfer	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Lincoln	112-I	Hourly \$15.47 Special Education	08-16-17	12-15-17
Alarcon Lopez, Cristina Aldape, Josie Cabral, Margarita De Los Palos, Wendy Diaz, Joanna Gonzalez Valencia, Valerie Gutierrez, Maria Lazcano, Isaura Lopez, Marcela Perez Garcia, Adriana Perry, Daranisha Robledo, Javier	Instructional Assistant SE/SH NTE 3 hrs. per day each	Los Cerritos	115-I	\$16.67 Special Education	08-16-17	12-15-17
Beltran, Jessica Gonzalez, Gaudy	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Los Cerritos	112-I	\$15.47 Special Education	08-16-17	12-15-17
Hernandez, Elizabeth Johnson, Khalilah Ortega, Cristina Pasa, Eudora Sandoval, Meghan	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Mokler	112-I	\$15.47 Special Education	08-16-17	12-15-17
Barba, Octavio Budgett, Kelsie Cardenas Hermosillo, Jocelyne Cervantes-Vega, Elizabeth Estrada, Marina Lopez, Francisca Nava, Vanesa Padilla, Jessica Padilla, Jocelyn Rivero, Raul Salazar, Diana Santis, Rosemary Smith, Maria Vidauri, Maribel	Instructional Assistant SE/SH NTE 3 hrs. per day each	Paramount High-Senior	115-I	\$16.67 Special Education	08-16-17	12-15-17

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>				Hourly		
Brown, Regina Dobson, Susan Garcia, Jessica Hernandez, Jessica Leon, Carlos Martinez, Nayzette Noriega, Carla Osorio, Richard Paredes, Rosario Robinson, Mary	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-Senior	112-I	\$15.47 Special Education	08-16-17	12-15-17
Ruvalcaba, Maria	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Paramount High-West	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Guadamuz, Nadia	Office Assistant NTE 80 hrs.	Paramount Park	116-I	\$17.08 General EIA-LEP**	05-30-17	06-09-17
Cortes, Brittany Finley, Simone Rangel, Amanda	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Roosevelt	112-I	\$15.47 Special Education	08-16-17	12-15-17
Butler, Gayle Lozano, Maria Perez, Yvette	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Tanner	112-I	\$15.47 Special Education	08-16-17	12-15-17
Castillo, Jazmyn Collazo Hernandez, Claudia Delgado, Joana Hernandez, Stephany Padilla Santiago, Kaira Vargas, Diana Zubiri, Annel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Wirtz	112-I	\$15.47 Special Education	08-16-17	12-15-17
Aguilera, Belen Cortes, Marcos D'Ambrosio, Maria Franco Meza, Susana Franklin, Donna	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$15.47 Special Education	08-16-17	12-15-17

* Ratification

** Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u>						
<u>continued</u>						
Herrera, Jasmin Ledezma, Julianna Olague, Gisell Ramos, Alexander Salcedo, Xitlaly Sandoval, Maricela Servin, Guadalupe	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	<u>Hourly</u> \$15.47 Special Education	08-16-17	12-15-17
<u>Substitute, on call</u>						
*Venegas, Elani	Office Assistant	District	116-I	<u>Hourly</u> \$17.08 General Fund	07-25-17	
<u>Student Worker</u>						
*Machado, Israel	Student Worker NTE 27.5 hrs. per week	Educational Services		<u>Hourly</u> \$10.50 General Fund	07-03-17	09-29-17
*Hernandez-Gonzalez, Christian	Student Worker NTE 2 hrs. per day each	Student Nutrition Services		\$10.50 SNS**	06-28-17	08-04-17
*Gonzalez, Gloria					07-03-17	
*Cardenas Galindo, Irene *Ochoa, Martha *Patron de Quinones, Marisol *Pedroza, Lupita *Suarez, Gabriela *Torres, Lizzette	Student Worker NTE 27.5 hrs. per week each	Adult Education		\$10.50 Adult Education	07-01-17	07-31-17
<u>Summer Assignment</u>						
*Yrra, Elizabeth	Library Technician NTE 6 hrs. per day	Educational Services	316-VI	<u>Hourly</u> \$21.70*** General Fund	07-03-17	07-28-17
*Contreras, Alma	Human Resources Technician NTE 40 hrs. per week	Human Resources	325-VI	\$26.97*** General Fund	07-17-17	08-04-17
*Andrade, Wendy	Special Education Technician NTE 32 hrs. per day	Special Education	321-VI	\$24.48*** Special Education	07-10-17	07-20-17

* Ratification

** Student Nutrition Services

*** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>						
*Smith, Franklin	Mental Health Specialist NTE 5 hrs. per day	Special Education		Per Diem \$525 Special Education	07-03-17	07-20-17
*Acevedo, Guadalupe	Senior Nutrition Services Worker NTE 8 hrs. per day each	Student Nutrition Services	311-VI	Hourly \$19.25**	07-03-17	07-28-17
*Avila, Consuelo			411-VI	\$19.37**		
*Berruecos, Silvia			111-VI	\$18.68		
*Flores Trejo, Mayra			111-VI	\$18.68		
*Gonzales, Luz			211-VI	\$19.14**		
*Green, Gloria			611-VI	\$19.60**		
*Lim, Young			311-VI	\$19.25**		
*Lucas, Maria			211-VI	\$19.14**		
*Nevarez, Maria			411-VI	\$19.37**		
*Perez, Leticia			311-VI	\$19.25**		
*Rodriguez, Mayra			111-VI	\$18.68		
*Thompson, Felicia			211-VI	\$19.14**		
*Toledo, Gloria			211-VI	\$19.14** SNS		
*Lewis, Kenneth	Campus Security NTE 6 hrs. per day each	Alondra	218-VI	\$22.66**	07-03-17	07-13-17
*Pena, Ignacio			118-II	\$18.87		
*Pigee, Anthony			118-VI	\$22.19 General Fund		
*Sanchez, Tami	Student Data Technician NTE 64 hrs.	Alondra	419-VI	\$23.45** General Fund	07-03-17	07-20-17
*Lopez, Josephine	School Administrative Assistant NTE 40 hrs.	Collins	323-VI	\$25.68** EIA-LEP	07-05-17	07-28-17
*Carrion, Manuel	Campus Security NTE 72 hrs. each	Paramount High-Senior	118-VI	\$22.19	07-03-17	07-20-17
*Duran, J. Trinidad			118-VI	\$22.19		
*Frisch, Katherine			118-II	\$18.87 LCAP		
*Martinez, Teresa	Nutrition Services Manager – HS NTE 8 hrs. per day	Paramount High-Senior	323-VI	\$25.68** SNS	07-01-17	07-28-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>						
*Ortega, Saidy	Technology Instructional Assistant NTE 6 hrs. per day	Paramount High-Senior	118-IV	Hourly \$20.82 Title I	07-03-17	07-20-17
*Rodriguez, Nora	Student Data Technician NTE 40 hrs.	Paramount High-Senior	219-VI	\$23.22** General Fund	07-03-17	07-07-17
*Jimenez, Romelia	Nutrition Services Worker-West Campus NTE 8 hrs. per day	Paramount High-West	619-VI	\$23.68** SNS	07-01-17	07-28-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 17-02
AUGUST 14, 2017
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE</u>					
Ortega Curiel, Elisa	Instructional Assistant – ECE	Gaines ECE	Personal	07-17-17	07-28-17
<u>RESIGNATION</u>					
Sosnowski, Laura	Buyer	Operations	Personal	08-03-17	
De La Cruz, Claudia	Instructional Assistant – SH/SH	Special Education	Personal	07-13-17	
Arroyo, Janeth	Instructional Assistant – Sp. Ed.	Alondra	Personal	07-14-17	
Palomares, Arianna	PE/Locker Room Assistant	Alondra	Personal	07-26-17	
Sepulveda, Nancy	Instructional Assistant – Sp. Ed.	Collins	Personal	07-13-17	
Ruiz-Castaneda, Arlet	Noon Duty Aide	Paramount Park	Personal	06-08-17	
Garcia, Jasmine	Noon Duty Aide	Wirtz	Personal	06-08-17	
Rendon, Valerie	School Health/Office Technician	Wirtz	Personal	07-31-17	
Montelongo, Gloria	Instructional Assistant – Sp. Ed.	Zamboni	Personal	07-05-17	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent-Human Resources
DATE: August 14, 2017
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

The District contracts with consultants or independent contractors who provide valuable and necessary specialized services not normally required on a continuing basis.

The following contract service is requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	Los Angeles County Superintendent of Schools PC-17-1858	Create Employee Assistance Program to provide full-time employees a source of information, pre-referral counseling, evaluation, referrals and follow-up, and to provide training programs for management and supervisory personnel to assist in the early recognition of employee problems that can or do affect performance.	Human Resources Requested by: Myrna Morales	July 1, 2017 through June 30, 2018	Amount not to exceed \$12,342 (1210 full-time employees x \$10.20 per employee per year) from General Fund
2	PeopleAdmin (formerly eSchools Solutions) PC 17-1859	Consultant will provide software, training, and ongoing support for operation of the SmartFind Substitute Employee Management System.	Human Resources Requested by: Myrna Morales	July 1, 2017 through June 30, 2018	Not to exceed \$9,360 from General Fund

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

As indicated above.

CONSENT ITEM: 2.2-C

STAFF RECOMMENDATION:

Ratify the Consultant Services Request authorizing contracts with consultants or independent contractors who provide specialized services, as submitted.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: August 14, 2017
SUBJECT: Consultant and Contract Services

BACKGROUND INFORMATION:

The District contracts with consultants or independent contractors who provide valuable and necessary specialized services not normally required on a continuing basis.

The following specialized service is/are requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	Camfel Productions, Inc. PC17-1847	Consultant to provide interactive assemblies addressing the importance of education, making good choices and setting goals. 620 students in grade TK-5	Tanner School Requested by: Holly Hennessy	August 31, 2017	\$920 from Title I School Site funds
2	AMAN Dance Educators Instructor PC17-1850	Consultant to provide a 5-week program in multicultural dance to all third grade students.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$10,000 from District Arts, Music and PE Block Grant funds
3	Jane Glaser of the AMAN Dance Educators PC17-1851	Consultant to provide a 5-week program in multicultural dance to all third grade students.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$10,000 from District Arts, Music and PE Block Grant funds

CONSENT ITEM: 3.1-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	Dawn (Dyson) Platero of the AMAN Dance Educators PC17-1852	Consultant to provide a 5-week program in multicultural dance to all third grade students.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$10,000 from District Arts, Music and PE Block Grant funds
5	Rosina Didyk of the AMAN Dance Educators PC17-1853	Consultant to provide a 5-week program in multicultural dance to all third grade students.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$10,000 from District Arts, Music and PE Block Grant funds
6	Art Masters Legacy PC17-1854	Docent artists will provide four specialized art sessions for all K-2 classes, to include art instruction, art supplies and implementation materials.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$30,000 from District Arts, Music and PE Block Grant funds
7	Meet the Masters Inc. PC17-1855	Consultant to provide five in-service art lessons to K-6 students at St. Pancratius School.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$3,100 from Title II site funds

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
8	The Jazz Angels PC17-1856	Consultant to provide a 12-week session of music instruction at Alondra, Hollydale, Jackson, Paramount Park and Zamboni Middle Schools.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$10,000 from Arts, Music and PE Block Grant funds
9	Mind Research Institute PC17-1857	Contract to renew the Spatial Temporal Math online supplemental program for K-5 schools, Jackson and Hollydale.	Educational Services Requested by: Renée Jeffrey	October 1, 2017 through June 30, 2018	Not to exceed \$40,500 from LCAP funds

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: August 14, 2017
SUBJECT: Memorandum of Understanding with Upward Bound Program at California State University, Long Beach

BACKGROUND INFORMATION:

Upward Bound is a college based outreach program intended to increase the number of students from low income and traditionally underrepresented backgrounds who enroll in post-secondary education. Upward Bound is based at California State University Long Beach (CSULB) and collaborates with Paramount High School to provide academic tutoring and college readiness awareness. Additionally, a number of Paramount High School students are selected annually to participate in a six week summer residence program at CSULB free of charge. Summer residence students are provided an opportunity to take classes for high school credit.

POLICY/ISSUE:

Board Policy 3322 – Contracts
Board Policy 1210 – Community Relations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with the Upward Bound program at California State University Long Beach to provide college outreach services to students at Paramount High School in 2017-18.

PREPARED BY:

Greg Francois, Director – Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and 9-12 core.

CONSENT ITEM: 3.2-C

Paramount Unified School District

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between Upward Bound, California State University Long Beach and the Paramount Unified School District.

Upward Bound will provide:

- Instruction in summer classes to selected students.
- Accommodations and meals for students who participate in the summer residence program.
- Information on college preparation and academic tutoring.

Paramount Unified School District agrees to provide:

- High school students who meet the criteria needed to participate in the summer program.
- A room or location for tutoring during the 2017-18 school year.

This Memorandum of Understanding shall be effective August 2016 through August 2017. Should this Memorandum of Understanding require modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

Jamie Johnson
Academic Coordinator
Upward Bound
California State University,
Long Beach

Ruben Frutos
Assistant Superintendent
Business Services
Paramount Unified School District

Date

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Purchase Order Report 17-02

BACKGROUND INFORMATION:

The Board receives and approves Purchase Orders as submitted. Individual Purchase Orders and supporting documentation are available for review in the Business Services Department.

2016/2017

1. Ratified Orders –Cafeteria Fund	\$	1,500.00
2. Authorized Orders – General Fund		25,000.00
	Subtotal	\$ 26,500.00
3. Ratified Orders (Under \$1,500)		4,136.49
TOTAL OF ALL ORDERS	\$	<u>30,636.49</u>

2017/2018

1. Authorized Orders – Building Fund	\$	199,403.50
2. Authorized Orders – Cafeteria Fund		12,500.00
3. Authorized Orders – Capital Facilities Fund		31,269.48
4. Ratified Orders – General Fund		143,871.29
5. Authorized Orders – General Fund		357,162.28
6. Authorized Orders – LCAP		1,419,535.24
7. Ratified Orders – LCAP		31,472.41
	Subtotal	\$ 2,195,214.20
8. Ratified Orders (Under \$1,500)		44,537.29
TOTAL OF ALL ORDERS	\$	<u>2,239,751.49</u>

CONSENT ITEM: 4.1-C

POLICY/ISSUE:

Board Policy 3300 - Expenditures and Purchases

Board Policy and Administrative Regulation 3320 - Purchasing Procedures

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve Purchase Order Report 17-02 authorizing the purchase of supplies, equipment, and services for the District.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

2016/2017

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
17-01058	VMA COMMUNICATIONS, INC.	Business Services	Professional services (Board approved: 09/12/16) (increase from \$85,000 to \$110,000)	\$25,000.00 *
130 - Cafeteria Fund				
17-00062	MAR DOMINOS PIZZA	Nutrition Services	Annual: delivered pizza (increase from \$25,000 to \$26,500)	\$1,500.00

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2016/2017

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PURCHASE ORDER SUMMARY BY FUND

13 Purchase orders for a total of \$30,636.49

010 - General Fund	To Be Authorized	\$25,000.00
	To Be Ratified Under \$1,500	\$2,767.92
	Fund Total	\$27,767.92
010 - General Fund - LCAP	To Be Ratified Under \$1,500	\$168.57
	Fund Total	\$168.57
130 - Cafeteria Fund	To Be Ratified Over \$1,500	\$1,500.00
	To Be Ratified Under \$1,500	\$1,200.00
	Fund Total	\$2,700.00

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
18-00386	CI SOLUTIONS	Paramount High School West	School ID unit system rental & supplies	\$1,959.53
18-00388	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School West	Storage cabinets (5)	\$2,144.96
18-00389	SANDERS HYDROSEEDING, INC.	Maintenance & Operations	Roosevelt: renovation field	\$17,732.50 *
18-00392	COSTCO WHOLESALE	Educational Services	Annual: online ordering	\$1,500.00
18-00393	STAPLES	Educational Services	Annual: online ordering	\$3,500.00
18-00394	STAPLES	Special Education	Annual: online ordering	\$4,500.00
18-00397	RIDDELL	Paramount High School	Annual: reconditioning of athletic equipment	\$14,000.00 *
18-00398	COSTCO WHOLESALE	Paramount High School	Annual: online ordering	\$3,500.00
18-00402	APPLE, INC.	Secondary Ed Services	Ipads (10)	\$3,197.25
18-00403	SMART & FINAL	Paramount High School	Annual: food supplies	\$3,000.00
18-00405	GOPHER SPORTS EQUIPMENT	Paramount High School	PE supplies	\$2,602.11
18-00430	STAPLES	Community Day School	Annual: online ordering	\$2,000.00
18-00432	STAPLES	Roosevelt Elementary School	Annual: online ordering	\$5,000.00 *
18-00433	STAPLES	Jackson Middle School	Annual: online ordering	\$5,000.00 *
18-00437	STAPLES	Buena Vista High School	Annual: online ordering	\$2,000.00
18-00438	STAPLES	Paramount High School West	Annual: online ordering	\$4,500.00
18-00439	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School West	Annual: online ordering	\$4,500.00
18-00440	KENNY PRODUCTS	Paramount High School West	Lanyards (2,800)	\$3,211.95
18-00441	SCHOLASTIC NEWS SERVICE	Collins Elementary School	Subscription renewal	\$2,494.94
18-00442	SOUTHWEST SCHOOL & OFFICE SUPPLY	Hollydale K-8 School	Annual: online ordering	\$4,500.00
18-00443	STAPLES	Hollydale K-8 School	Annual: online ordering	\$4,500.00
18-00444	ORIENTAL TRADING COMPANY	Mokler Elementary School	Annual: student incentives	\$2,500.00
18-00445	POSITIVE PROMOTIONS	Mokler Elementary School	Annual: student incentives	\$2,500.00
18-00446	SOUTHWEST SCHOOL & OFFICE SUPPLY	Mokler Elementary School	Annual: online ordering	\$2,500.00
18-00447	STAPLES	Mokler Elementary School	Annual: online ordering	\$4,500.00
18-00458	COSTCO WHOLESALE	Paramount High School West	Folding chairs (152) & tables (4)	\$5,362.66 *
18-00466	GOPHER SPORTS EQUIPMENT	Gaines Elementary School	PE equipment	\$5,249.06 *
18-00467	GOPHER SPORTS EQUIPMENT	Collins Elementary School	PE supplies	\$2,469.25
18-00470	TEXTBOOK WAREHOUSE	Educational Services	3rd-5th grade library novels (300)	\$2,403.50
18-00471	TEXTBOOK WAREHOUSE	Educational Services	Buena Vista: Spanish textbooks (50) (Board adopted: 5/25/04)	\$2,471.78

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
18-00472	TEXTBOOK WAREHOUSE	Educational Services	PHS West: Biology textbooks (700) (Board adopted: 4/22/03)	\$18,315.76 *
18-00473	CENGAGE LEARNING	Educational Services	Paramount High School: Sports Medicine textbooks (40) & training materials (Board adopted: 4/10/17)	\$11,281.05 *
18-00474	CENGAGE LEARNING	Educational Services	Paramount High School:HCA Medical Foundation books (246) & training materials (Board adopted:5/8/17)	\$25,614.90 *
18-00475	CENGAGE LEARNING	Educational Services	Paramount High School:HCA Medical Internship books (146) & training materials (Board adopted:5/8/17)	\$16,402.84 *
18-00476	CENGAGE LEARNING	Educational Services	Paramount High School: Statistics textbooks (540) & instructional materials (Board adopted: 5/22/17)	\$44,246.25 *
18-00478	TAPIA LANDSCAPING	Maintenance & Operations	Roosevelt: install pressure regulator to irrigation main line	\$2,979.00
18-00479	AMERICOAT	Maintenance & Operations	Vehicle equipment (2)	\$1,938.75
18-00480	ELSEVIER	Educational Services	Paramount High School: HCA Medical Explorations books (170) (Board adopted: 5/8/17)	\$21,776.74 *
18-00491	RAYMOND PRODUCTS	Paramount High School West	Chair carts (5)	\$1,618.31
18-00492	GOPHER SPORTS EQUIPMENT	Paramount Park Middle School	PE supplies	\$1,832.91
18-00493	LEGO EDUCATION	Collins Elementary School	Instructional materials	\$2,417.07
18-00494	SOUTHWEST SCHOOL & OFFICE SUPPLY	Roosevelt Elementary School	Office supplies	\$3,044.12
18-00497	STAPLES	Paramount High School	Office supplies	\$1,966.57
18-00499	BEDFORD FREEMAN & WORTH PUBLISHING GROUP	Educational Services	Paramount High School: AP Statistic textbooks (70) (Board adopted: 04/10/17)	\$10,325.45 *
18-00500	FOLLETT EDUCATIONAL SERVICES	Educational Services	Paramount High School & Buena Vista: Entrepreneur textbooks (85) (Board adopted: 05/08/17)	\$2,224.06
18-00501	MCGRAW-HILL EDUCATION	Educational Services	Paramount High School: Medical textbooks (190) (Board adopted: 05/08/17)	\$29,730.24 *
18-00502	PERFECTION LEARNING CORP.	Educational Services	Paramount High School: Theater production textbooks (45) (Board adopted: 03/13/17)	\$3,217.07
18-00504	WILEY PUBLISHING	Educational Services	Paramount High School & Buena Vista: Business textbooks (85) (Board adopted: 05/08/17)	\$2,254.84
18-00506	ATTAINMENT COMPANY, INC.	Educational Services	Los Cerritos: instructional materials	\$2,582.10
18-00517	STAPLES	Human Resources	Annual: online ordering	\$3,000.00
18-00521	CODESP	Human Resources	Membership fees	\$2,050.00

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
18-00533	STAPLES	Educational Services	Annual: online ordering	\$2,500.00
18-00534	STAPLES	Educational Services	Annual: online ordering	\$2,500.00
18-00537	UNIVERSITY OF WASHINGTON	Human Resources	Professional services (Board approved: 6/26/17)	\$58,690.00 *
18-00538	SAN JOAQUIN COUNTY OF EDUCATION	Human Resources	Annual: EDJOIN service agreement	\$2,229.39
18-00541	SHOE KINGDOM	Maintenance & Operations	Annual: safety shoes	\$3,500.00
18-00544	PRUDENTIAL OVERALL SUPPLY	Paramount High School West	Annual: floor mats	\$4,001.76
18-00550	WESTED	Educational Services	Healthy student surveys: Elementary enrollment (1,272) & Secondary enrollment (3,645)	\$3,709.78
18-00556	KIS COMPUTER CENTER	Secondary Ed Services	Notebook computers (2)	\$2,472.33
18-00560	PEARSON	Special Education	Psychological assessments	\$1,696.61
18-00561	SUPER DUPER PUBLICATIONS	Special Education	Speech record forms & test kits	\$1,885.24
18-00562	PEARSON	Special Education	Psychological assessments	\$1,791.45
18-00563	FOLLETT EDUCATIONAL SERVICES	Educational Services	West Campus:Spanish txtbks (129) (Board adopted:5/25/04)& theatre books (75) (Board adopted:8/21/07)	\$5,372.45 *
18-00568	FRED J. MILLER, INC.	Paramount High School	Band supplies	\$2,639.05
18-00569	FRED J. MILLER, INC.	Paramount High School	Band supplies	\$2,281.16
18-00573	PRO-ED	Special Education	Psychological assessments	\$3,629.97
18-00576	KIS COMPUTER CENTER	Special Education	Los Cerritos: notebook computers (8)	\$6,952.67 *
18-00577	OPENGOV, INC.	Business Services	Accounting systems software license agreement	\$23,125.00 *
18-00578	JOHNSON CONTROLS	Maintenance & Operations	Gaines & Paramount Park: circuit board repair	\$2,998.00
18-00579	SPICERS PAPER INC.	Maintenance & Operations	Paper	\$10,743.21 *
18-00590	GOPHER SPORTS EQUIPMENT	Buena Vista High School	PE supplies	\$1,956.48
18-00603	FOLLETT SCHOOL SOLUTIONS, INC.	K-5 Schools and Innovative Programs	Destiny software license for all school sites	\$22,241.50 *
010 - General Fund - LCAP				
18-00396	CHARLES G. HARDY, INC	Maintenance & Operations	Building supplies	\$13,727.97 *
18-00400	NETOP	Paramount High School	Vision pro software license	\$3,836.70
18-00401	APPLE, INC.	Los Cerritos Elementary School	Ipads (31)	\$13,592.66 *
18-00422	SCHOOL SAVERS	Paramount High School	Graphing calculators (65)	\$8,179.25 *
18-00434	KIS COMPUTER CENTER	Paramount Park Middle School	Notebook computers (32), printers (2), charging carts (2), & supplies	\$31,752.83 *

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund - LCAP				
18-00435	KIS COMPUTER CENTER	Jackson Middle School	Notebook computers (32), printers (2), charging carts (2), & supplies	\$31,752.83 *
18-00456	THINKING MAPS, INC.	Educational Services	Professional development materials	\$4,971.83
18-00482	CYBERTEK	Technology	Network servers (3)	\$4,237.22
18-00484	PROJECT LEAD THE WAY	Alondra Middle School	Instructional materials	\$2,450.66
18-00513	KIS COMPUTER CENTER	Los Cerritos Elementary School	Notebook computers (10), LCD projectors (5), & document cameras (6)	\$15,210.88 *
18-00518	SHI	Technology	Annual: Microsoft software licenses	\$89,088.70 *
18-00539	UNIVERSAL ASPHALT COMPANY	Maintenance & Operations	Annual: asphalt repairs (Bid No. 3-13-14)	\$100,000.00 *
18-00545	AVID CENTER HQ	Zamboni Middle School	AVID subscription & membership fees	\$3,994.00
18-00546	AVID CENTER HQ	Paramount Park Middle School	AVID subscription & membership fees	\$3,994.00
18-00547	AVID CENTER HQ	Paramount High School	AVID subscription & membership fees	\$3,994.00
18-00548	AVID CENTER HQ	Jackson Middle School	AVID subscription & membership fees	\$3,994.00
18-00549	COLLEGE BOARD	Secondary Ed Services	PSAT exam fees	\$118,584.00 *
18-00570	KAPLAN K12 LEARNING SERVICES LLC	Secondary Ed Services	Kaplan AP study guides (970) & SAT prep testing support (Board approved: 6/26/17)	\$100,597.42 *
18-00571	KIS COMPUTER CENTER	Educational Services	Notebook computers (3,170) & licensing fees (3,170)	\$872,732.70 *
18-00580	TAPIA LANDSCAPING	Maintenance & Operations	Adult Ed: planter removal (7)	\$11,900.00 *
18-00582	REM CUSTOM BUILDERS INC.	Maintenance & Operations	Adult Ed: wall repair for HVAC replacement	\$12,416.00 *
130 - Cafeteria Fund				
18-00519	GARDA CL WEST, INC. LOCKBOX#233209	Nutrition Services	Annual: transport services	\$7,500.00 *
18-00520	SHIRTS UNLIMITED	Nutrition Services	Annual: staff uniforms	\$5,000.00 *
210 - Building Fund				
18-00306	OCEANSTATE DEVELOPMENT, INC.	Maintenance & Operations	Collins: relocation of portable classrooms (8) (increase from \$381,700 to \$515,000)	\$133,300.00 *
18-00483	LUCKY'S GLASS, LLC	Maintenance & Operations	PHS West Campus: replacement window glass units (122) and supplies	\$66,103.50 *
250 - Capital Facilities Fund				
18-00525	WILLIAMS SCOTSMAN, INC.	Business Services	Annual lease: Adult Ed	\$19,080.00 *
18-00581	WILLIAMS SCOTSMAN, INC.	Facilities Department	Annual lease: Our Lady of the Rosary	\$12,189.48 *

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

August 14, 2017

PURCHASE ORDER SUMMARY BY FUND

181 Purchase orders for a total of **\$2,239,751.49**

010 - General Fund	To Be Authorized	\$357,162.28
	To Be Ratified Over \$1,500	\$143,871.29
	To Be Ratified Under \$1,500	\$39,490.35
	Fund Total	\$540,523.92
010 - General Fund - LCAP	To Be Authorized	\$1,419,535.24
	To Be Ratified Over \$1,500	\$31,472.41
	To Be Ratified Under \$1,500	\$3,532.15
	Fund Total	\$1,454,539.80
120 - Child Development Fund	To Be Ratified Under \$1,500	\$300.00
	Fund Total	\$300.00
130 - Cafeteria Fund	To Be Authorized	\$12,500.00
	To Be Ratified Under \$1,500	\$940.00
	Fund Total	\$13,440.00
210 - Building Fund	To Be Authorized	\$199,403.50
	Fund Total	\$199,403.50
250 - Capital Facilities Fund	To Be Authorized	\$31,269.48
	To Be Ratified Under \$1,500	\$274.79
	Fund Total	\$31,544.27

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Warrants for the Month of July 2017

BACKGROUND INFORMATION

The following warrants were issued during the month of July:

FUNDS	REGISTER NO.		AMOUNT
<u>GENERAL FUND (01)</u>			
Certificated Salaries	C1L/194	\$	8,759,727.97
Classified Salaries	E4X/H1A	\$	2,200,455.75
Commercial Warrants	23911570/23955282	\$	3,119,731.42
TOTAL GENERAL FUND		\$	<u>14,079,915.14</u>
<u>ADULT EDUCATION FUND (11)</u>			
Certificated Salaries	C1L/194	\$	159,323.19
Classified Salaries	E4X/H1A	\$	49,126.64
Commercial Warrants	23911570/23955282	\$	325,576.68
TOTAL ADULT EDUCATION FUND		\$	<u>534,026.51</u>
<u>CHILD DEVELOPMENT FUND (12)</u>			
Certificated Salaries	C1L/194	\$	77,628.17
Classified Salaries	E4X/H1A	\$	36,329.33
Commercial Warrants	23911570/23955282	\$	3,201.60
TOTAL CHILD DEVELOPMENT		\$	<u>117,159.10</u>
<u>BUILDING (BOND) FUND (21)</u>			
Commercial Warrants	23911570/23955282	\$	5,707.63
TOTAL BUILDING (BOND) FUND		\$	<u>5,707.63</u>
<u>CAPITAL FACILITIES FUND (25)</u>			
Classified Salaries		\$	
Commercial Warrants	23911570/23955282	\$	0.00
TOTAL CAPITAL FACILITIES FUND		\$	<u>0.00</u>

CONSENT ITEM: 4.2-C

SCHOOL FACILITIES FUND (35)

Commercial Warrants	23911570/23955282	\$	15,427.50
TOTAL SCHOOL FACILITIES FUND		\$	<u>15,427.50</u>

CAFETERIA FUND (13)

Classified Salaries	E4X/H1A	\$	313,341.44
Commercial Warrants	23911570/23955282	\$	94,001.92
TOTAL CAFETERIA FUND		\$	<u>407,343.36</u>

SELF-INSURANCE FUND - H & W (67.0)

Commercial Warrants	23911570/23955282	\$	29,633.75
TOTAL SELF-INSURANCE FUND - H & W		\$	<u>29,633.75</u>

SELF-INSURANCE FUND - Workers' Comp (67.1)

Commercial Warrants	23911570/23955282	\$	0.00
TOTAL SELF-INSURANCE FUND - Workers' Comp		\$	<u>0.00</u>

SELF-INSURANCE FUND - Early Retirees (67.2)

Commercial Warrants	23911570/23955282	\$	533,506.99
TOTAL SELF-INSURANCE FUND - Early Retirees		\$	<u>533,506.99</u>

REVOLVING CASH FUND

Commercial Warrants	9484/9518	\$	19,495.79
TOTAL REVOLVING CASH FUND		\$	<u>19,495.79</u>

TOTAL WARRANTS ALL FUNDS

\$ 15,742,215.77

POLICY/ISSUE:

Education Code Section 42643 - Keeping a Register of Warrants Open to Public Inspection Required
Board Policy 3326.1 - Warrants

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

Approve warrants for all funds through July with a total of \$15,742,215.77.

PREPARED BY:

Patricia Tu, Director of Fiscal Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Agreement for Use of Facilities – Our Lady of the Rosary

BACKGROUND INFORMATION:

For many years the agreement with Our Lady of the Rosary has permitted the District a lease extension for one relocatable unit for use by the Title 1 Program for the District's students. This will be the twentieth extension of the lease with Our Lady of the Rosary for the relocatable unit for another one-year period ending August 31, 2018.

POLICY/ISSUE:

Board Policy 3322 – Contracts

FISCAL IMPACT:

\$7,200 – Title 1 funds

STAFF RECOMMENDATION:

Approve the lease agreement for use of a relocatable unit at Our Lady of the Rosary from September 1, 2017 through August 31, 2018.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Agreement for Use of Facilities - Four Square Church Parking Lot

BACKGROUND INFORMATION:

For many years, Four Square Church, located at 6709 Mark Keppel Avenue, has permitted Keppel School the use of their parking lot during school hours. Up until 2011, the District was paying \$100 per month for the use of the lot. At that time the church wanted to increase the rent to \$600 per month, which would include cleaning, parking lot maintenance, landscaping upkeep, and closing of the gate. Staff discontinued use of the parking lot in May of 2011 as no agreement was reached between the parties.

The school has determined the need to use the church lot once again, and the District and the church have negotiated the terms for use of the lot. The District will pay \$300.00 per month for Keppel staff parking, effective August 16, 2017, through August 15, 2018. There will be an option to renew for an additional year at that time. Further, the District will sweep the lot with a District sweeper machine every Friday that school is in session, and the District custodian will lock the gates every night.

POLICY/ISSUE:

Board Policy 3322 – Contracts

FISCAL IMPACT:

Not to exceed \$3,600 from General Funds

STAFF RECOMMENDATION:

Approve the Agreement for Use of Facilities, Four Square Church Parking Lot, and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

CONSENT ITEM: 4.4-C

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Acceptance of Donations

BACKGROUND INFORMATION:

The Board may accept and utilize, on behalf of the District, any bequests or gifts of money or property for a purpose deemed to be suitable by the Board.

The following donations have been presented to the District:

1. The District received a donation of 300 air filter machines, with an estimated total of \$30,000.00, from Southern California Gas Company. This donation will be designated for use in District facilities.

For the current 2017-18 fiscal year through August 14, 2017, the District has received an estimated total, which includes the above amounts, of \$47,241.66 in gifts, grants, and bequests.

POLICY/ISSUE:

Board Policy 3280 – Gifts, Grants, and Bequests

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

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.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

The District contracts with consultants or independent contractors who provide valuable and necessary specialized services not normally required on a continuing basis.

The following contract services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
	School Services of California, Inc. PC-17-1860	Provide fiscal and management information services for the period September 1, 2017 through August 31, 2018	Business Services Requested by: Ruben Frutos	September 1, 2017 through August 31, 2018	Not to exceed \$3,700 from General Funds

POLICY/ISSUE:

Board Policy 4126 - Consultants

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve the consultant services requests authorizing contracts with consultants or independent contractors who provide specialized services, and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

CONSENT ITEM: 4.6-C

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: August 14, 2017
SUBJECT: Resolution 17-09, Denying the Charter Petition for Opportunities for Learning-Paramount

BACKGROUND INFORMATION:

On or about June 15, 2017, a charter petition (“Petition”) was submitted on behalf of Opportunities for Learning (“OFL” or “School”), to the Paramount Unified School District (“District”). The OFL petition seeks approval for granting of a petition for establishment of a charter school, which proposes to offer an educational program for grades 7-12.

In accordance with the Charter Schools Act of 1992, the Petition was brought to the District Governing Board meeting of June 26, 2017, at which time it was received by the District Governing Board, thereby commencing the timelines for District Governing Board action thereon.

Pursuant to Education Code Section 47605, the Governing Board of the District (“Governing Board”) shall hold a public hearing on the provisions of the Petition, at which time the Governing Board shall consider the level of support for the Petition from teachers employed by the District, other employees of the District, and parents. In order to fulfill this requirement, the District Governing Board conducted a public hearing on July 17, 2017, to consider the level of support for this Petition by teachers employed by the District, other employees of the District, and parents. During the hearing, the lead petitioners and several students spoke in support of the Petition. No District teachers, other District employees, or parents spoke in favor of the Petition.

The District administrative staff has the responsibility of providing the District Governing Board with a comprehensive recommendation regarding the OFL Petition. The Petition has been assessed against the standards and requirements, as set forth in the Education Code and Charter Schools Act, in order to develop final recommendations to the Board regarding approval or denial of the OFL Petition.

Pursuant to Education Code Section 47605(b), the Governing Board of a school district shall not deny a petition for the establishment of a charter school unless it is not satisfied that granting the charter is consistent with sound educational practice and it makes written factual findings, specific to the particular petition, setting forth specific facts to support one or more of the following findings:

ACTION ITEM: 1.1-A

1. The Petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
2. The Petition does not include the required number of signatures.
3. The Petition does not contain required non-discrimination and enrollment affirmations.
4. The Petition does not contain reasonably comprehensive descriptions of fifteen (15) required elements.
5. The petition does not contain a declaration of whether or not the charter school shall be deemed the exclusive public employer of the employees of the charter school for purposes of Chapter 10.7 (commencing with Section 3540) of Division 4 of Title 1 of the Government Code.

Working as a collaborative professional team, District administration and legal counsel from the law firm of Atkinson, Andelson, Loya, Ruud and Romo submit that the recommendation to the Governing Board of the District is well documented and based upon solid criteria. Analysis of the Petition demonstrates that the Charter is deficient in a variety of respects and that approval of the Petition would not be consistent with sound educational practice. District administrative staff has noted a number of issues and concerns. The proposed Resolution of Denial (*attached*) includes written factual findings specific to the OFL Petition setting forth some of the most significant defects in the Petition and supporting the denial of the OFL Petition.

Furthermore, the staff recommendation and subsequent Governing Board action fall within the required timeline parameters, as set forth in the California Education Code and applicable state laws.

In accordance with Education Code Section 47605(b), the specific factual findings in the Board Resolution are within the following statutory findings for denial of the Petition:

1. The Petitioners are demonstrably unlikely to successfully implement the program set forth in the Charter Petition. [Education Code Section 47605(b)(2)]
2. The Petition does not contain the number of signatures required pursuant to Education Code Section 47605(a). [Education Code Section 47605(b)(3)]
3. The Charter Petition does not contain reasonably comprehensive descriptions of all of the required elements. [Education Code Section 47605(b)(5)]

4. The Petition does not contain required non-discrimination and enrollment affirmations. [Education Code Section 47605(b)(4)]

POLICY/ISSUE:

Education Code 47600 – Charter School Law

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Having fully considered and extensively reviewed the elements of the Opportunities for Learning Charter Petition, the District administrative staff hereby recommends that the Governing Board of Trustees of the Paramount Unified School District take action to adopt the attached Board Resolution 17-09 denying the Opportunities for Learning Charter Petition.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus, especially reading/language arts, ELD, mathematics and core.

**PARAMOUNT UNIFIED SCHOOL DISTRICT
Resolution 17-09 of the Governing Board
to Deny the Charter Petition of the
Opportunities for Learning-Paramount Charter School**

WHEREAS, pursuant to Education Code section 47607, a petition for grant of a charter shall be governed by the standards and criteria set forth in Education Code section 47605; and

WHEREAS, on or about June 15, 2017 ("Petitioner") submitted a petition ("Petition") and supporting documentation to the Paramount Unified School District ("District") for the grant of a charter to establish the "Options for Learning-Paramount" ("OFL-Paramount" or "Charter School"); and

WHEREAS, in accordance with the Charter Schools Act of 1992, the Petition was brought to the District Governing Board ("Board") meeting of June 26, 2017, at which time it was received by the District Board, thereby commencing the timelines for District Board action thereon; and

WHEREAS, the District Board held a public hearing on July 17, 2017, regarding the provisions of the Petition in accordance with the provisions of Education Code § 47605, at which time the District considered the level of public support for this Petition by teachers employed by the District, other employees of the District and parents; and

WHEREAS, the Petition is now before the District's Board for final action at a public meeting on August 14, 2017, in accordance with Education Code section 47605(b); and

WHEREAS, in reviewing the Petition for the charter, the District's Board is cognizant of the intent of the Legislature that charter schools are, and should become, an integral part of the California educational system, and that establishment of charter schools should be encouraged; and

WHEREAS, the District Board has fully considered OFL-Paramount's Petition and the District staff's recommendation; and

WHEREAS, charter schools, as part of the California public school system and subject to the laws governing public agencies generally, are subject to the provisions of the Ralph M. Brown Act (Government Code § 54950, et seq.), the requirements of conflict of interest laws, including, but not limited to, Government Code § 1090 et seq., 1126, and 87100 et seq., and the California Public Records Act (Government Code § 6250, et seq.); and

WHEREAS, charter schools are subject to the requirements of federal law, including, but not limited to, the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the Individuals with Disabilities Education Act, 20 U.S.C. §1400, et seq.; and

WHEREAS, in reviewing the Petition, the District staff working collaboratively with District legal counsel, have reviewed and analyzed all of the information with respect to the Petition, including information related to the operation and potential effects of the proposed charter school and made a recommendation to the District Board that the Petition be denied based on that review; and

WHEREAS, the District Board specifically notes that this Resolution does not include findings relative to every defect in the Petition submitted, but is limited to a few significant issues with the Petition. Not only are the findings set forth herein legally sufficient to support the District Board's denial of the Petition, but also it is imperative, should these petitioners submit another charter petition to this District, that such charter petition must establish that the petitioners themselves have the knowledge, understanding, and expertise necessary both to write an educationally, fiscally, and practically sound charter petition and to open and operate a sound charter school, not just respond directly to findings of this Board; and

WHEREAS, when denying a charter petition the District Board is required to make written factual findings in support of the denial and thus, the District Board will adopt this resolution on August 14, 2017, setting forth the basis for the District Board's decision to deny the OFL-Paramount Petition.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the District Board, having fully considered and evaluated the Petition for grant of a charter for establishment of the Charter School, hereby denies the Petition as not consistent with sound educational practice based upon the following findings:

(A) The Petition does not meet signature requirements as prescribed by law. [Ed. Code § 47605(b)(3)]

(B) The Petition does not contain an affirmation of each of the conditions described in Education Code section 47605(d)(4). [Ed. Code § 47605(b)(4)]

(C) The Petition does not contain reasonably comprehensive descriptions of all of the elements prescribed by law. [Ed. Code § 47605(b)(5)]

(D) The Petitioners are demonstrably unlikely to successfully implement the program set forth in the Petition. [Ed. Code § 47605(b)(2)]

BE IT FURTHER RESOLVED AND ORDERED that the Board of the Paramount Unified School District hereby determines the foregoing findings are supported by the following specific facts:

I. THE PETITION DOES NOT MEET SIGNATURE REQUIREMENTS AS PRESCRIBED BY LAW. [Ed. Code § 47605(b)(3).]

- A. Signature Requirement. The Petition to establish a charter school must be signed by one of the following: (1) a number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the charter school for its first year of operation; or (2) a number of teachers equivalent to at least one-half of

the number of teachers that the charter school estimates will be employed at the school during its first year of operation. (Ed. Code § 47605(a)(1)(A) and (B).)

- B. The Petition identifies a total of 50 signatures from teachers purported to be meaningfully interesting in teaching at the Charter School. It is the District's understanding that many of the teachers who signed the Petition are currently teaching at other Options for Youth/Opportunities for Learning locations. Despite the statement of meaningful interest on the signature pages, it does not appear reasonable or likely that these teachers who currently teach at other Options for Youth/Opportunities for Learning schools are meaningfully interested in leaving those employment positions to teach at the proposed new Charter School.
- C. The signature pages do not provide the date of the specific charter petition that the teachers ostensibly reviewed and approved. It is apparent from these pages that the signatures were gathered from the current OFY/OFL teacher, with the name of the proposed charter school left blank and undated so that the petition could be submitted to any district where the lead petitioners hope to acquire charter approval. There is nothing on the signature pages that indicates that any of the teachers are interested in teaching at the program that is proposed in the Petition currently being considered by the Board.

II. THE CHARTER PETITION DOES NOT CONTAIN AN AFFIRMATION OF EACH OF THE CONDITIONS DESCRIBED IN EDUCATION CODE SECTION 47605(d). [Education Code Section 47605(b)(4)]

One of the conditions established in Education Code Section 47605(d) addresses requirements that admission be by public random drawing if applications exceed capacity, and that preference be extended to current students of the charter school and residents of the authorizing district, and further specifies: "Other preferences may be permitted by the chartering authority on an individual school basis and only if consistent with the law." (Ed. Code § 47605(d)(2)(B).) While OFL-Paramount has included the appropriate affirmation in the Affirmations/Assurances section at the beginning of its Charter, the narrative discussion of admission requirements contradicts this affirmation. OFL-Paramount's Charter states relative to a potential admission drawing that "[o]ther preferences may be permitted consistent with law," but does not identify such preferences or obtain District approval for any such preferences, as required pursuant to Section 47605(d)(2)(B).

III. THE PETITION DOES NOT CONTAIN REASONABLY COMPREHENSIVE DESCRIPTIONS OF ALL OF THE ELEMENTS PRESCRIBED BY LAW. [Ed. Code § 47605(b)(5)]

- A. Governance Structure. [Ed. Code § 47605(b)(5)(D).] The description of the Charter School's governance structure is not reasonably comprehensive.

1. Board of Managers Qualifications. The Petition does not provide any specific information regarding the qualifications and/or expertise of its Board of Managers. The Petition does not state what experience, if any, the Board of Managers have with forming and operating a public charter school.
2. Provision For District Representative to Charter School's Board. The Petition states the District will be entitled to "a sole voting representative on the OFL-Paramount School Board (the District Representative), provided, however, that the District Representative shall not participate in, be privy to, or vote with respect to any corporate business that is unrelated to the operation of OFL-Paramount." Education Code section 47604(b) does not contain a limitation which requires that the District Representative be precluded from voting on issues related to the corporate business of the Charter School. Moreover, the Petition contains no process for identifying "corporate business that is unrelated to the operation of OFL-Paramount corporate business of the Charter School" that may, necessarily, be intertwined.
3. Interrelationships between OFL-Paramount, LLC and Education Management Systems II, Inc.

The description of the governance structure is inadequate. The Petition provides that OFL-Paramount is incorporated as a limited liability corporation. As such, OFL-Paramount is a for profit corporation. The Bylaws further provide, however, that Education Management Systems II, Inc. ("EMS") will serve as the sole statutory member of OFL-Paramount. There is a significant amount of financial, legal and operational involvement by EMS with the Charter School in that EMS is the sole member of the corporation as the Sole Member" shall have the exclusive power to Appoint or designate Managers of the Corporation, including filling vacancies" and the District believes all EMS officers are members of the Hall family. The Bylaws provide:

The Board shall initially have no less than (3) members. The initial members of the Board are Bill Rivera, Bobbi Newman, Herrold Egger, and a representative from the District if the District elects to designate a representative to serve on the Board. If the District elects not to designate a representative to serve on the Board, then the fourth Manager shall be elected by the Member, or the initial Board shall only have three (3) members.

The number of the members of the Board shall be fixed from time to time by the Member, provided that in no instance shall there be less than one (1) member of the Board. Unless a Manager resigns or is removed, each Manager shall hold office until a successor

shall have been elected and qualified. Except as otherwise provided with respect to the Manager elected by the District, Managers shall be elected by the affirmative vote or written consent of the Member.

Although EMS plays a substantial role in the operations of the proposed School, very limited information is provided about the sole statutory member and there is little, if any, involvement or overview that the District is given with respect to EMS.

As a result of the significant financial ties between EMS and OFL-Paramount, there are concerns arising from EMS's failure to acknowledge that it will abide by the Brown Act or California conflicts of interest provisions. As noted in the Petition, EMS selects the OFL-Paramount Board, yet there is no way for the District or parents to observe the operation of EMS. Additionally, due to the fact that EMS has the sole authority to appoint and remove the OFL-Paramount Board, and all of the corporate officers are members of the Hall family, grave concerns arise as to what, if any, real authority the OFL-Paramount Board will be provided.

Furthermore, the Bylaws of OFL-Paramount provide that Board of Managers meetings may be held at any place within or outside California. If meetings are held outside the jurisdictional boundaries of the District, this could prevent the local community members and parents from participation and playing an active role in the operations of the School. Additionally, this provision could interfere with the District's ability to properly oversee the operations of the School.

Moreover, the Petition does not comprehensively describe the operating relationship of the various corporate entities discussed/referred to in the Petition or ensure public access and accountability by requiring each of the corporations to comply with the Brown Act, Public Records Act, Political Reform Act, and/or conflict of interest laws applicable to public agencies. The Petition does not adequately describe processes to ensure the active and effective involvement of parents in the governance of the school.

4. Brown Act:

The Petition does not indicate that the School will fully comply with the Brown Act. Specifically, the Petition provides that the Charter School will comply with the Brown Act to the extent applicable to charter schools. This qualification suggests that the School may not fully comply with the Brown Act. Additionally, there is no assurance that OFL-Paramount or the sole statutory member of the corporation, EMS will comply with the Brown Act.

Indeed, the Bylaws provide:

No annual or regular meetings of the Board are required. Meetings of the Board may be called by any Manager or by the President, any vice-president or the Secretary. Meetings of the Board may be held at any place within or without the State of California which has been designated in the notice of the meeting or at such place as may be approved by the Board.

A charter school must provide information to its parents/guardians and community through regular information meetings, and is legally required to regularly consult with its parents and teachers regarding its educational program. The manner in which the Board of Managers plan to meet is inadequate. Moreover, the Bylaws specify that the board meetings may be within or outside of California and, again, indications are that these meetings will not be publically noticed or open to the public, so it appears that local stakeholders will not have the ability or opportunity to provide meaningful input or receive meaningful information about the school's governance and operations, so OFL is unlikely effectively to comply with its consultation requirements pursuant to Education Code Section 47605(c)(2).

5. Conflicts of Interest:

The Petition and accompanying Bylaws contain no assurances that the School, OFL-Paramount or EMS will comply with the conflict of interest provisions of Cal. Gov. Code § 1090, et seq. and the Political Reform Act of 1974. To the contrary the Petition provides that "OFL-Paramount shall at all times comply with the applicable law concerning conflict of interests" and is in fact operated as a for profit corporation. The Petition states "The Charter School and the District agree that the conversion of the Charter School **from a for-profit entity to a nonprofit entity** during the charter term shall not constitute a material revision of the Charter."

As discussed above, John and Joan Hall, along with their children, are believed to be on the Board or integrally involved with EMS, the sole statutory member that appoints all of the OFL-Paramount Board members.

Legal and administrative considerations, combined with the experience of charter schools operators who have engaged in self-dealing with public funds, lead to a policy of requiring petitions to not only pledge compliance with all conflict of interest laws that govern public agencies generally, but to have written policies and

bylaws supporting the Petition that demonstrate actual compliance.

- B. Admissions. [Ed. Code § 47605(b)(5)(H).] The description of the Charter School's admissions criteria is not reasonably comprehensive. The Petition states that the Charter School may institute "other preferences...consistent with the law" but does not provide a description of what those preferences are so that they may be properly evaluated. Moreover, the Petition does not identify procedures for determining waitlist priority in the event the Charter School reaches capacity. The Petition states that "[p]reference in the public random drawing shall be given as required by Education Code 47605(d)(2)(B)" but does not state how this process will be implemented and how those students who do not have preference will be included in the drawing.
- C. Public Employee Retirement. [Ed. Code § 47605(b)(5)(K).] The description of the manner by which staff members will participate in retirement systems is not reasonably comprehensive. The Petition states that Charter School staff "will be covered by Federal Social Security pursuant to applicable law." However, the Petition does not reference the notice requirements of Education Code section 47611. Specifically, the Charter School must notify all applicants for positions with the Charter School that "accepting employment in the charter school may exclude the applicant from further coverage in the applicant's current retirement system...."

IV. THE PETITIONERS ARE DEMONSTRABLY UNLIKELY TO SUCCESSFULLY IMPLEMENT THE PROGRAM SET FORTH IN THE PETITION [Ed. Code § 47605(b)(2)]

- A. Operational Budget And Financial Statements. [Ed. Code § 47605(g).] The operational budget and financial statements for the Charter School are not reasonably comprehensive.
- B. Administrative Services. [Ed. Code § 47605(g).] The descriptions of the manner in which administrative services are to be provided for the Charter School are not reasonably comprehensive. Although the budgetary documents indicate that the school anticipates expending significant monies for instructional support and administrative services, the Petition fails to provide any specific information regarding the Charter School's agreements with the back office and instructional support providers. Since the Charter School's budget is comprised of public monies, the Board may require the Petitioner to provide more information regarding the manner in which administrative services will be provided pursuant to Education Code section 47605(g) to ensure the Charter School will handle and manage business affairs and public monies efficiently and effectively to achieve sound fiscal practices.
- C. Administrative Contract: The budgetary documents indicate that the School expects to pay \$4,535,284 for consulting and management in the

2017-2018 school year, and that number is expected to increase to \$5,311,730 by the fifth year of operations. Yet, the petitioners have failed to provide the District with a copy of the contracts for such services. The failure to provide this contract hinders the District's ability to properly oversee the operations of this for profit corporation.

Additionally, the budget makes reference to a \$1,500,000 "pre-opening loan" that is to be paid by the School within the first three years of operation, yet no information as to the terms, conditions or even the identity of the lender was provided.

- D. The petitioners wrongfully assert that they can operate facilities outside of the District as well as within Los Angeles County based on the charter school's affiliation with certain work study programs listed in Education Code section 47605.1(g). This provision exempts from the general geographical limitations a charter school that provides instruction "*exclusively* in partnership" with the federal Workforce Innovation and Opportunity Act ("WIOA") or other specified programs.

In a recent trial court decision – *Grossmont Union High School District v. Julian Union Elementary School District, et al.* (filed April 11, 2017) [*Grossmont v. Julian*] Case No. 37-2015-00033720-CU-WM-CT – the court held that the exemption in Section 47605.1(g) was unavailable to a charter school that did not provide *all* its instruction pursuant to an exclusive partnership, as "only some of its students" participated in instruction provided in partnership with WIOA and the charter's remaining students "have the ability to utilize WIOA resources and programs but they are not required to." This ruling is consistent with the plain language of Section 47605.1(g) which specifies the exemption applies only to charter schools that work in "exclusive partnership" with these programs.

The court in *Grossmont v. Julian* found the Diego Valley Charter School was not permitted to operate outside the authorizing district's boundaries but within the same county since the charter school did not provide all of its instruction pursuant to the exclusive partnership with WIOA.

In this Petition, the petitioners do not propose to provide instruction *exclusively* in partnership with federal Workforce Innovation and Opportunity Act ("WIOA") or other specified programs, and thus the exemption in Section 47605.1(g) is not available to OFL-Paramount and accordingly, petitioners cannot operate the following sites under a charter granted by this District:

20553 Devonshire St.
Chatsworth, CA 91311

3882, 3884, 3888 Crenshaw Blvd.
Los Angeles, CA 90008

7955 Atlantic Ave., Suites 05-06
Cudahy, CA 90201

5949 South State St.
Huntington Park, CA 90255

8219 S. Vermont Ave.
Los Angeles, CA 90044

5301 Whittier Blvd., #J
Los Angeles, CA 90022

12029 Ventura Blvd.
Studio City, CA 91604

711 N. Azusa Ave.
West Covina, CA 91791

1731 E. Ventura Blvd.
Oxnard, CA 93036

PASSED AND ADOPTED this 14th day of August 2017 by the Board of the
Paramount Unified School District by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

CERTIFICATION

State of California)
)
)ss.
County of Los Angeles)

I certify the above is a true copy of a Resolution adopted by the Board of the Paramount Unified School District at its regularly scheduled meeting on Monday, August 14, 2017.

Dated: August 14, 2017

GOVERNING BOARD OF THE
PARAMOUNT UNIFIED SCHOOL DISTRICT,
COUNTY OF LOS ANGELES,
STATE OF CALIFORNIA

By: _____
Linda Garcia, President-Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent-Human Resources
DATE: August 14, 2017
SUBJECT: Resolution 17-07: Institutional Memberships for the 2017-18 School Year

BACKGROUND INFORMATION:

Each year, the Board of Education adopts a master listing of organizations to which divisions, offices, departments, or other subdivisions of the District may belong as institutional members. The Board recognizes that the benefits of membership by divisions and departments to these associations increase communication, participation in organization activities and lower costs for publications, workshops and conferences produced or sponsored by the associations and organizations.

POLICY/ISSUE:

Board Policy 1500 – Relations Between Area, State, Regional and National Associations

Board Policy 1600 – Relations Between Non-Public and Other Educational Organizations

Bylaws of the Board 9340 – Membership in Associations

FISCAL IMPACT:

Organization dues and memberships are paid from various departmental budgets.

STAFF RECOMMENDATION:

Adopt Resolution 17-07 authorizing Paramount Unified School District's institutional memberships for the 2017-18 school year.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 2.1-A

RESOLUTION 17-07
INSTITUTIONAL MEMBERSHIPS FOR 2017-18

BE IT RESOLVED that the Board of Education of the Paramount Unified School District hereby authorizes institutional membership for said District for the 2017-18 fiscal year in the following organizations:

American Arbitration Association
American Association of School Administrators
American Association of School Personnel Administrators
American Counseling Association (ACA)
American Educational Research Association
American Speech-Language and Hearing Association
Association for Career and Technical Institutes
Association for School, College & University Staffing, Inc.
Association for Supervision & Curriculum Development
Association of California School Administrators
Association of Latino Administrators and Superintendents (ALAS)
Association of Learning Disabled
Association of Low Wealth Schools
Association of Mexican-American Educators
California Alliance Concerned with School Age Parents (CAC SAP)
California Association for Supervision and Curriculum Development
California Association for the Gifted
California Association of Administrators of State & Federal Education Programs
California Association of Bilingual Education
California Association of Educational Office Professionals
California Association of Health, Physical Education & Dance
California Association of Latino Superintendents and Administrators
California Association of Leaders for Career Preparation
California Association of Program Specialists
California Association of Public Purchasing Officers
California Association of Pupil Personnel Administrators
California Association of Regional Occupational Centers/Programs
California Association of Resource Specialists
California Association of School Business Officials
California Association of School Counselors
California Association of School Social Workers
California Association of Suburban School Districts

California Association of Supervisors of Child Welfare and Attendance
California Consortium for Independent Study
California Continuation School Association
California Council for Adult Education
California Educational Placement Association
California Educational Research Association
California Educational Technology Professionals Association
CAL-FED (Federal legislation regarding housing students at school facilities)
California Large Suburban School Districts (CALSSD)
California League of Middle Schools
California Mathematics Council
California Reading Association
California School-Age Consortium
California School Boards Association
California School Nutrition Association
California Science Teachers Association
California Speech-Language and Hearing Association
California Staff Development Council
Chamber of Commerce-Lakewood
Chamber of Commerce-Paramount
Coalition for Adequate School Housing
Computer Using Educators
Cooperative Organization for the Development of Employee Selection Procedures (CODESP)
Council for Exceptional Children
Credential Counselors and Analysts of California
Greater Los Angeles Chapter National Safety Council
International Reading Association
Law Offices of Keith V. Breon
Learning Forward
Los Angeles County Administrators of Special Education
Los Angeles County School Trustees Association
National Alliance of Business
National Association for Bilingual Education
National Association for the Gifted
National Association of Elementary School Principals
National Association of Federal Education Program Administrators
National Association of School Resource Officers

National Association of Secondary School Principals
National Council for the Social Studies
National Council of Teachers of Mathematics
National School Boards Association
National School Public Relations Association
National Science Teachers Association
Performing Arts Council of Los Angeles County, Music Center Educational Division
Phi Delta Kappa
Public Risk Management Association
School Employers Association of California
School Nutrition Association
School Transportation Coalition
Southern California School Nutrition Association
Southern California Superintendents
Urban Superintendents Association of America

I hereby certify that the above is a true copy of a Resolution adopted by the Board of Education of the Paramount Unified School District at its regular meeting held August 14, 2017.

Ruth Pérez, Secretary to the Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: August 14, 2017
SUBJECT: Fieldwork Experience Agreement with the University of La Verne

BACKGROUND INFORMATION:

Periodically, the District enters into agreements with accredited universities and colleges to provide fieldwork placement or clinical experience for students enrolled in such institutions. The University of La Verne has requested that the District participate in such an agreement commencing August 15, 2017. Upon written notice, the agreement may be terminated by either party.

The District has participated in numerous programs, which have proven to be of definite benefit to the students, as well as the college students.

POLICY/ISSUE:

Board Policy 1600 – Relations between Non-public and other Educational Organizations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the agreement with the University of La Verne for participation in fieldwork experience.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 2.2-A

**University of La Verne
College of Education and Organizational Leadership
University/District Fieldwork Agreement**

Undergraduate Level Programs

**Liberal Studies
Child Development**

Graduate Level Programs

**Multiple Subject and Single Subject Credential Candidates
Multiple and Single Subjects Intern Credential Candidates
Educational Specialist: Mild/Moderate Preliminary Credential
Candidates
Educational Specialist: Mild/Moderate Preliminary Intern
Credential Candidates
School Counseling Credential Candidates
School Counseling Intern Credential Candidates
School Psychology Credential Candidates
School Psychology Intern Credential Candidates
Administrative Services Credential Candidates
Administrative Services Intern Credential Candidates**

THIS AGREEMENT entered into this **15th day of August 2017** with **Paramount Unified School District** by and between the University of La Verne through the Provost of the University of La Verne on behalf of the Board of Trustees hereinafter called the University and, hereafter called the District, referred to in the collective as the Parties.

WITNESSETH

WHEREAS, the University is accredited by the California Commission on Teacher Credentialing (CCTC) and the National Council of Accreditation for Teacher Education (NCATE) as a credential granting institution and desires to provide fieldwork experiences through directed teaching, practicum experiences and/or fieldwork experiences to its students enrolled in the University's undergraduate programs: Liberal Studies and Child Development programs and graduate programs: Multiple and Single Subject Teacher Education program,

Educational Specialist program, School Counseling program, School Psychology program, and Administrative Services program curricula; and

WHEREAS, District agrees to allow University's students to gain the necessary fieldwork, practicum, and teaching, counseling, psychology, and administrative services experiences by interacting with and observing, assessing/assessment of students and teachers, counselors, psychologists, and administrators and teaching classes and working with students at its schools; and

WHEREAS, the Parties agree to provide for the payment in money for multiple and single subject candidates and educational specialist candidates or in services for school counseling, school psychology, administrative services, and the liberal studies and child development undergraduate programs, for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the Parties hereto that the payments for multiple and single subject candidates and educational specialist candidates be made to the District under this agreement do not exceed the actual cost of the District of the services rendered by the District and that there is an understanding that the University does not provide stipends to the District for the school counseling, school psychology, administrative services, and the liberal studies and child development programs;

NOW, THEREFORE, it is mutually agreed between the Parties hereto as follows:

1. The District shall provide experiences through multiple and single subject and educational specialist fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences and fieldwork, and fieldwork experiences in liberal studies, and fieldwork and supervised teaching experiences in child development in schools and classes of the District for students of the University qualified for such assignments and assigned by the University to multiple and single subject and educational specialist candidates fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences, and/or fieldwork, and field work in the liberal studies program, and fieldwork and supervised teaching in child development in schools or classes of the District, and under the direct supervision and instruction of such credentialed employees of the District, as the district and the University, through their duly authorized representatives, may agree upon.

Directed teaching for multiple and single subject credential candidates shall be deemed to include all supervised student teaching in the University's two supervised teaching courses,

Educational Specialist Level I: Mild/Moderate credential candidates complete a minimum of 40 hours in a general education classroom setting and a ten-week supervised teaching experience over a fifteen-week semester in SPED 409: Supervised teaching in the fall and spring semesters.

School Counseling and School Psychology programs require practicum experiences and fieldwork experiences that must be completed under the supervision of a credentialed District employee to meet the required number of practicum hours. Administrative Services program requires fieldwork experiences only.

At the undergraduate level, fieldwork experiences are required for the Liberal Studies program and the Child Development program.

The Child Development program also requires a supervised teaching experience in EDUC 454: Early Childhood Student Teaching.

Fieldwork experiences are completed as part of the curricula requirements in both the undergraduate level for the bachelor's degree requirements and the graduate level credential programs. These fieldwork experiences are hourly based and require the undergraduate candidates and graduate credential candidates to complete the requirements in appropriate districts and school classes.

Intern Programs

The University of La Verne College of Education and Organizational Leadership offers Internship Programs in Multiple and Single Subject Teaching, Educational Specialist Mild/Moderate Level I, School Counseling, School Psychology, and Administrative Services for qualified students. These internship programs provide a process whereby selected, qualified individuals may be employed as multiple and single subject teachers, education specialist teachers, counselors, psychologists, and school administrators in participating public schools and concurrently meet the University of La Verne's requirements in professional education. These internship requirements are consistent with the current multiple and single subject teaching, educational specialist teaching, counseling, psychology, and administrative services credential programs.

Under this contract, the District shall provide intern experiences for multiple and single subject credential program, educational specialist program, school counseling program, school psychology program, and the administrative services program.

Full explanation of the University's undergraduate and graduate programs can be found in: **Exhibit A**

Intern Programs Eligibility can be found in: **Exhibit B**

Intern Programs Agreement can be found in: **Exhibit C**

Prior to any University student entering a District or school-site to complete fieldwork, practicum, or supervised teaching, he/she must have TB clearance and be cleared by the state with either a Certificate of Clearance or other form of DOJ clearance.

The District may, in its sole discretion, refuse to accept for directed teaching, practicum, or fieldwork, any student of the University assigned in the district. Upon request of the District, the University shall terminate the directed teaching, practicum, or fieldwork assignment of any student of the University in the District.

Multiple and single subject and educational specialist and liberal studies and child development directed teaching and fieldwork students, and students completing practicum and fieldwork experiences in school counseling, school psychology, and administrative services programs as used herein and elsewhere in this agreement mean active participation in the duties and function of classroom teaching, school counseling, school psychology, and administrative services practicum, and fieldwork experiences under the direct supervision and instruction of employees of the District holding a valid credential, with a minimum of three years of exemplary experience as a classroom teacher, school counselor, school psychologist, or site administrator, issued by the California Commission on Teacher Credentialing.

2. In the multiple and single subject and educational specialist programs, the University will pay the District directly for the performance by the District of all services required to be performed by the District under this agreement. There is no payment provision for the University's fieldwork assignments that must be completed in the University's coursework or for the school counseling, school psychology, and administrative services programs or the undergraduate programs, liberal studies and child development.

The number of semester units of directed teaching or fieldwork to be provided for each student of the University assigned to directed teaching, practicum, or fieldwork under this agreement shall be determined by the University.

3. An assignment of a student of the University to directed teaching, practicum, or fieldwork in schools or classes of the District shall be at the

discretion of the University. A student may be given more than one assignment by the University for placement in directed teaching, practicum or fieldwork experiences in such schools or classes. The assignment of a student of the University to directed teaching, practicum, or fieldwork in the District shall be deemed to be effective for the purposes of this Agreement as of the date the student presents to the proper authorities of the District the assignment letter or other document given him/her by the University effecting such assignments, but not earlier than the date of such assignments as shown on such letter or other document.

In the event the assignment of a multiple subject, single subject, or educational specialist student of the University to directed teaching, practicum or fieldwork is terminated by the University or the District for any reason, the District shall receive payment on account of such student as though there had been no termination of the assignment, except that if such assignment is terminated before half the term of the assignment is completed, the District shall receive payment for an assignment for one-half services only. There is no payment for students in the school counseling, school psychology, administrative services, or liberal studies and child development programs.

4. Within a reasonable time following the close of each semester of the University the District shall submit an invoice, in duplicate, to the University for payment at the rate provided herein, for all students who participated in directed teaching in the multiple and single subject programs and the education specialist program provided by the District under and in accordance with this Agreement during said semester or term.

The District shall attach to the invoice a certificate, in duplicate, executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such directed teaching an amount not less than the amount of the invoice.

2042 Multiple and Single Subject Credential Program Educational Specialist Credential Program

ED 468: Introductory Supervised Teaching - \$100.00 per student teaching assignment for each student in full-day introductory directed teaching.

ED 478 and SPED 409: Advanced Supervised Teaching - \$200.00 per student teaching assignment for each student in full-day directed teaching.

ED 467: Intern Teaching: Multiple and Single Subjects and SPED 459: Intern Teaching Educational Specialist school-site support providers receive a stipend of \$200 for each semester they have an intern.

Child Development: Liberal Studies: School Counseling: School Psychology: Administrative Services

The university does not pay a stipend to school-site supervisors for these programs.

5. The term of the agreement shall commence on the **15th day of August 2017**. This agreement may be terminated by either District or University immediately for cause upon giving written notice to the other party. If not terminated, this contract will remain in effect until either the District or the University requests to alter the existing contract or write a new contract.
6. Notwithstanding anything herein contained to the contrary, this Agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual written consent of both parties hereto.
7. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of a total of Two Hundred (\$200.00) for ED 478 and SPED 409 or One Hundred (\$100.00) per student for ED 468, or Two Hundred (\$200) per student for ED 467 and SPED 459.
8. Parties agree District is not responsible for maintaining workers' compensation coverage for students of the University.

INDEMNIFICATION: The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims, demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys' fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this agreement by such indemnifying party, or its officers, agents, servants and employees, but only in proportion to and to the extent such liability, claims demands, debts, suits, actions, causes of action, or attorneys' fees are caused by or result from the negligent or intentional acts of omissions of either party.

UNIVERSITY shall carry and maintain at least \$1,000,000 per occurrence and \$3,000,000 in General Aggregate commercial general liability insurance and provide DISTRICT with an additional covered party endorsement naming the DISTRICT as an additional covered party. Copies of renewal notices during the term of this contract must be provided to the DISTRICT within thirty (30) days to keep the contract in force. If the UNIVERSITY changes insurance carriers, DISTRICT must be notified thirty (30) days prior to change.

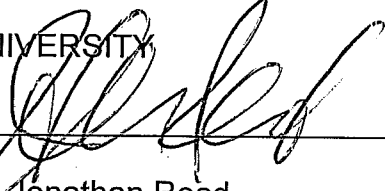
For purposes of this paragraph, the student teacher shall not be deemed to be an officer, agent, servant, or employee of **UNIVERSITY OF LA VERNE** or **PARAMOUNT UNIFIED SCHOOL DISTRICT**.

The following signature hereby indicates approval of this contract:

University of La Verne

UNIVERSITY

By



Dr. Jonathan Reed
Provost

**Paramount Unified School
District
DISTRICT**

By

TITLE

CERTIFICATION

I, the duly appointed and acting Secretary to the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 2017.

It was moved, seconded and carried that the attached contract with **Paramount Unified School District** whereby the University may assign students to the schools in the School District for multiple and single subject and educational specialist internship, directed teaching and/or fieldwork, school counseling and school psychology internship, practicum and/or fieldwork, and administrative services internship and fieldwork be approved; and the Secretary to the Board is hereby authorized to execute the same.

DISTRICT

COUNTY

BY

TITLE

EXHIBIT A

Program Descriptions

Fieldwork Experiences

The University of La Verne requires fieldwork experiences for students at both the undergraduate and graduate levels.

UNDERGRADUATE LEVEL PROGRAMS

Liberal Studies Program Child Development Program

Fieldwork Experiences

At the undergraduate level, the University seeks to place students in fieldwork experiences where each student can observe and interact with regularly certified or credentialed teachers.

These fieldwork experiences may or may not be observed by the University's instructors and may involve observations and small group instruction with limited whole class involvement.

These fieldwork experiences are totally different from the fieldwork experiences required for the graduate programs. These experiences are not graduate level supervised teaching assignments and undergraduate students do not have to meet the same requirements as the graduate students.

Each undergraduate student must hold a State of California Certificate of Clearance (Liberal Studies) or State of California Department of Justice Bureau of Criminal Information and Analysis (Child Development Program) allowing him/her to engage with children in a public or private school setting and a verification of negative TB screening.

Each undergraduate candidate will be issued a letter of introduction listing the requirements of the fieldwork experience to be presented to the school-site and/or the District to request fieldwork placement.

These undergraduate experiences are designated as "Field Study Candidates."

At the undergraduate level, the University seeks to place two classifications of field- work students: 1) Field Study Candidates and 2) Undergraduate Student Teaching Candidates.

Field Study Candidates

Field Study Candidates can observe and interact with regularly certified or credentialed teachers. At this level, students may or may not be supervised by the University's instructors and the experience may involve observations and small group instruction with limited whole class involvement.

Undergraduate Student Teaching Candidates

Undergraduate Student Teaching is a requirement of the Child Development Program. Requirements for this program are completely different from the supervised teaching assignments that must be completed at the graduate and credential level. At this level, students are supervised by the University on a weekly basis. The University works solely with the cooperating school or school district to request placement with a certified or credentialed school-site supervisor for each supervised student teacher.

GRADUATE LEVEL PROGRAMS

Teacher Education: Multiple and Single Subject Credential Program
Educational Specialist Credential Program
School Counseling Credential Program
School Psychology Credential Program
School Administration Credentials Program
Level I Administrative Credential Program
Level II Administrative Credential Program

Graduate level students are placed in participating districts and schools for the purpose of meeting individual course work requirements for field experiences relating to the individual course or for supervised teaching or practicum experiences.

Supervised teaching is a requirement of the Teacher Education and Educational Specialist Credential programs.

Practicum and fieldwork experiences are requirements of the School Counseling and School Psychology programs.

The Administrative Credential program requires fieldwork experiences only.

TEACHER EDUCATION: MULTIPLE AND SINGLE SUBJECT CREDENTIAL PROGRAMS

Fieldwork Requirements

Teacher education programs require fieldwork experiences in classrooms that are not supervised by the University, but are approved by the course instructor, and the placements must be approved by the individual school-sites and districts. Each individual candidate will arrange cooperatively with the school-site administrator and/or the district for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Teacher Education supervised teaching assignments are set up by the University with the cooperating partner districts and are supervised by the University's supervisors on a weekly schedule.

The University works solely with the cooperating partner school districts to request placements for supervised teaching. Candidates are never permitted to seek to placement for themselves.

Placement requests for multiple subject candidates are any two assignments either K-2: 3-5: or 6-8 core middle school.

Placement requirements for single subject candidates are grades 7-12 in the credential area. Students may be placed in a middle school/junior high school assignment for one of the supervised teaching assignments or they can complete the two assignments in a comprehensive high school.

ED 468: Introductory Supervised Teaching: five-week supervised teaching experience.

ED 478: Advanced Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Multiple and Single Subject

Intern teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the pre-requisite requirements.

Completed: ED 460: Diversity, Interaction, and the Learning Process

ED 470: Theories and methods of Education for Linguistically
Diverse Students

Passed: CBEST: CSET or subject matter competency: University's writing
requirement

Verified: Certificate of Clearance: TB clearance: U.S. Constitution

The maximum amount of time for a candidate to remain as an intern is two years.

University of La Verne's interns are supervised on a weekly basis by the University supervisor and by a qualified District employee until the intern has completed all of the state and University's credential requirements. The school-site support provider must be teaching at the same school-site within the same subject area as the intern, and must hold the appropriate credential, has taught in the subject area for a minimum of three years, is EL proficient, and would be an exemplary teacher who can successfully mentor and monitor the supervised teacher.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

EDUCATION SPECIALIST CREDENTIAL PROGRAM

Fieldwork Requirements

Education Specialist Credential program requires fieldwork experiences in appropriate special education classrooms, or mainstreamed classrooms, or included classrooms, that are not supervised by the university, but are approved by the course instructor and the placements must be approved by the individual school-sites and districts.

Each individual candidate will arrange cooperatively with the school-site administrator and/or the District for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Education Specialist supervised teaching assignments are set up by the university with the cooperating partner districts and are supervised by the university's supervisors every two weeks.

The university works solely with the cooperating partner school Districts to request placements for supervised teaching. Candidates are never permitted to seek to place themselves.

Placement assignment requests are for RSP, SDC classrooms, an included classroom, or a mainstream classroom.

SPED 409: Education specialist Mild-Moderate Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Education Specialist Credential Program

Intern special education teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the prerequisite requirements.

The maximum amount of time for a candidate to remain as an intern is two years. University of La Verne's educational specialist interns are supervised on a bi-weekly basis until they have completed all of the state and university's credential requirements.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

PRACTICUM REQUIREMENTS

SCHOOL COUNSELING CREDENTIAL PROGRAM

School Counseling unsupervised fieldwork assignments and supervised practicum assignments are arranged by the University with the cooperating Districts. Supervised practicum assignments are supervised by the University on a regularly scheduled calendar.

All School Counseling candidates hold a Certificate of Clearance and a clear TB verification.

Graduate Level School Counselor Trainee

Graduate Level School Counselor Trainees are University recommended master's degree candidates who have been approved to engage in unpaid educational observation or service for the purpose of gaining professional experience under the supervision of an appropriately trained or credentialed

professional of the district. Arrangements for this experience will be made cooperatively between the counselor trainee and the principal of the participating school.

School Counseling Fieldwork Candidate

School Counseling Fieldwork candidates are University recommended master's degree candidates who have been approved to engage in unpaid counseling experiences under the supervision of a fully credentialed school counselor from the district and a University supervisor. Assignment of a University candidate to placement in a district school shall be at the discretion of the University working cooperatively with the District. The school-site supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing and the American School Counselor Association standards. This information will be noted in writing prior to beginning the fieldwork experience. The University reserves the right to issue or deny the PPS credential at the end of the fieldwork experience. Either the District or the University may remove the school counseling candidate for unsatisfactory performance.

School Counseling Intern

School counseling interns are University recommended master's degree candidates who possess a Pupil Personnel Service (PPS) Internship Credential. School counseling interns have been approved to engage in paid counseling services under the supervision of a fully credentialed school counselor from the district and a university supervisor. The district supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing. This information will be noted in writing prior to beginning the internship. The University reserves the right to issue or deny the PPS credential at the end of the internship experience. Either the District or the University may remove the school counseling intern for unsatisfactory performance.

SCHOOL PSYCHOLOGY CREDENTIAL PROGRAM

School Psychology Practicum Trainees

School Psychology Practicum Trainees are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to participate in unpaid school psychology experiences, that occur prior to the field experience. These experiences are conducted in laboratory field-based settings under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor.

The District supervisor or the on-site supervisor and the school psychology practicum trainee will decide how the 450 prescribed clock hours (spread over two years) will be accomplished in fulfillment of the National Association of School Psychology domains, to be completed at the site. These hours are prescribed by the School Psychology curriculum: the district supervisor is not necessarily involved. This information will be noted in writing, in the Planning Document, prior to beginning the practicum experience. Either the district or the university may remove the school psychology practicum trainee for unsatisfactory performance.

School Psychology Fieldwork Candidates

School Psychology Fieldwork Candidates are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to engage in unpaid school psychology experiences under supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. The District supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished in fulfillment of the National Association of School Psychology domains to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the fieldwork experience, based on passing the PRAXIS at the University of La Verne required level. Either the District or the University may remove the school psychology candidate for unsatisfactory performance.

School Psychology Interns

School Psychology Interns are candidates recommended by the University, possessing a Certificate of Clearance and an Intern Credential, who have been approved to engage in paid school psychology services under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. The district supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished, in fulfillment of the National Association of School Psychology domains, to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the internship experience. Either the District or the University may remove the school psychology intern for unsatisfactory performance.

ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM

Administrative Services Credentials

The Administrative Services Preliminary and Professional Credential Programs require fieldwork experiences supervised by the University staff at the beginning of the placement. All administrative services placements must be approved by the individual school-sites and Districts prior to starting the program.

Administrative Fieldwork Candidates

Administrative Fieldwork Candidates are candidates recommended by the University, who possess appropriate certification, and have been approved to engage in unpaid administrative services under the supervision of a fully credentialed administrative employee of the district. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. Either the District or the University may remove the administrative fieldwork candidate for unsatisfactory performance.

Administrative Interns

Administrative Interns are candidates recommended by the University, possess an Intern Credential issued by the California Teacher Credentialing Commission, who have been approved to engage in paid administrative duties under the supervision of a fully credentialed employee of the District, and a University supervisor. The University reserves the right to issue or deny the Preliminary Administrative Credential upon completion of the University program. Either the District or the University may remove the administrative Intern for unsatisfactory performance.

Professional Administrative Fieldwork Candidates

Professional Fieldwork Candidates are candidates who hold a valid Preliminary Administrative Credential, have been hired by a District for a full time, paid administrative position, and are under the supervision of a fully credentialed administrative employee of the District and a University supervisor. Recommendation for the Professional Credential shall be at the discretion of the University, working cooperatively with the District.

EXHIBIT B

Intern Credential Program Eligibility

These programs permit the students to become eligible for the intern credential if the student has:

Multiple and Single Subject Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed the program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as a classroom teacher in the credential subject area.
8. U.S. Constitution
9. Speech

Internship must be completed within two years.

Interns are observed by the University weekly.

Education Specialist Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as an educational specialist-mild-moderate teacher
8. Complete previous experience in a special education classroom.

Internship must be completed within two years.

Interns are observed by the University bi-weekly.

School Counseling Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school counselor

Internship must be completed within two years.

Interns are supervised by the University.

School Psychology Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school psychologist

Internship must be completed within two years.

Interns are supervised by the University.

Administrative Services Intern Eligibility

1. Preliminary or clear teaching credential or other appropriate credential
2. Admitted into program and completed program's prerequisite course requirements
3. Minimum three years teaching or other appropriate experience
4. Letters of recommendation
5. Personal statement
6. Been offered employment as a school administrator

Internship must be completed within two years.

Interns are supervised by the University.

EXHIBIT C

INTERNSHIP PROGRAMS AGREEMENT

RESPONSIBILITIES OF PARTICIPATING PUBLIC SCHOOL DISTRICTS

The participating public school district has the following responsibilities:

1. To assist in the screening of interns;
2. To screen and employ qualified interns;
3. To determine the salary of each intern in accordance with district policies;
4. To identify and assign an individual who holds a valid California teaching credential to provide on-site supervision of the internship teacher, counselor, psychologist, administrative services candidate throughout the internship experience
5. To assume appropriate responsibilities for preparing the intern for full credentialing, including advising, supervising, evaluating and recommending the intern for the credential.
6. District shall assign each intern a site supervisor who, along with the University, shall supervise the intern on a regular basis.

EVALUATION

The Multiple and Single Subject Teacher Internship Program, Special Education Level I - Mild/Moderate Internship Program, School Counseling Intern Program, School Psychology Intern Program, and the Administrative Services Intern Program Evaluation Plan will be conducted by the individual Departments of the College of Education and Organizational Leadership of the University in cooperation with approved participating public school districts. The evaluation plan will include the following components:

1. evaluation of candidates prior to admission to the program;
2. continuing evaluation during the period of internship counseling;
3. final evaluation prior to recommendation to CCTC;
4. follow-up of graduates; and
5. evaluation of the program.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: August 14, 2017
SUBJECT: Agreement with California Women, Infants and Children Supplemental Nutrition Program.

BACKGROUND INFORMATION:

A Memorandum of Understanding (MOU) with the California Women, Infants and Children Supplemental Nutrition Program for the 2017-18 school year is submitted for Board approval. The South Los Angeles Health Projects Women, Infants and Children (WIC) Supplemental Nutrition Program is a nutrition program that helps pregnant women, new mothers and young children eat well and stay healthy. The WIC Program also provides nutrition and health education, nutritional counseling and referrals to health care agencies to the California school-age families of the Paramount Unified School District. WIC has provided this service for the District since 2006 and will continue through June 30, 2018.

POLICY/ISSUE:

Board Policy 5141 – Health & Health Examinations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the agreement with the South Los Angeles Health Projects WIC Supplemental Nutrition Program to provide health and nutrition information to District families for the 2017-18 school year.

PREPARED BY:

Elida Garcia, Director-Early Childhood Education

DISTRICT PRIORITY 4:

Improve student support services.

ACTION ITEM: 3.1-A

Paramount Unified School District

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by the South Los Health Projects Women, Infants and Children (WIC) Supplemental Nutrition Program and the Paramount Unified School District for the purpose of educating students and families in good nutrition.

WIC will provide:

- WIC Program presentations to staff and parents
- Share referrals and support services
- Share WIC outreach and educational materials

Paramount Unified School District agrees to provide:

- A target audience
- Provide referrals to WIC for all preschool families that include pregnant, postpartum, and breastfeeding women, infants and children up to age five.

This Memorandum of Understanding shall be effective August 14, 2017 through June 30, 2018. If this Memorandum of Understanding requires modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

Ruth Pérez, Superintendent Date
Paramount Unified School District

Heidi Kent, Executive Director
South Los Angeles Health
Projects WIC Program

Elida Garcia, Program Director Date
Early Childhood Education
Paramount Unified School District

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: August 14, 2017
SUBJECT: The Frostig Center Consultant Agreement

BACKGROUND INFORMATION:

As part of the Title II requirement, the District provides funding for professional development services to private school teachers of children from low-income families who reside in Paramount Unified School District's attendance areas. St. Pancratius is a private school that serves District students. Professional development activities are designed to help private school teachers better meet the needs of students who receive Title II services.

The Frostig Center provides professional development to build capacity through effective Professional Learning Communities (PLCs). Teachers will learn strategies to differentiate instruction through the implementation of PLCs.

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

Not to exceed \$1,000 from Title II funds

STAFF RECOMMENDATION:

Approve The Frostig Center consultant agreement to provide professional development to teachers at St. Pancratius Catholic School.

PREPARED BY:

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: August 14, 2017
SUBJECT: Great Minds Consultant Agreement

BACKGROUND INFORMATION:

As part of Title II requirement, the District provides funding for professional development services to private school teachers of children from low-income families who reside in Paramount Unified School District attendance areas. Our Lady of the Rosary is a private school that serves District students. Professional development activities provided are designed to help private school teachers better meet the needs of students who receive Title II services.

Great Minds provides professional development to effectively teach mathematics aligned to State Standards.

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

Not to exceed \$2,150 from Title II funds

STAFF RECOMMENDATION:

Approve Great Minds consultant agreement to provide professional development to teachers at Our Lady of the Rosary Catholic School.

PREPARED BY:

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.3-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: August 14, 2017
SUBJECT: Memorandum of Understanding with California State University Long Beach to Provide Practicum Interns in Social Work

BACKGROUND INFORMATION:

On March 13, 2017, a Memorandum of Understanding (MOU) with California State University Long Beach was approved. This item is brought back to the Board because of a change of date to the original MOU. Although the originally approved date was June 30, 2022, the actual start date on the MOU has June 30, 2017.

California State University Long Beach (CSULB) will provide up to four social worker practicum interns to provide individual and group counseling with elementary and middle school students identified as at risk of behavioral, emotional and/or mental health problems that prevent them from being successful in school. Under the supervision of the Behavior Intervention Specialist, practicum interns will provide supportive and psychoeducational group counseling that includes socio-emotional skills, anger management, grief and loss and trauma recovery. The interns will provide support at sites two to three days per week. Practicum interns may also participate in the implementation of parent education groups and workshops.

CSULB will provide services under the agreement from March 14, 2017 through June 30, 2022. The agreement may be terminated by either party at any time.

POLICY/ISSUE:

Board Policy 6141.1 – Experimental/Innovative Programs

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Ratify the Memorandum of Understanding with the California State University Long Beach to provide up to four social worker practicum interns from March 14, 2017 through June 30, 2022.

PREPARED BY:

David Daley, Director – Special Education

DISTRICT PRIORITY 4:

Improve student support services.

ACTION ITEM: 3.4-A



STUDENT FIELD PLACEMENT AGREEMENT

This agreement (öAgreementö) is between the Trustees of the California State University (CSU) on behalf of California State University Long Beach (öUniversityö) and Paramount Unified School District (öFacilityö).

University offers degree programs in a wide variety of disciplines, which are academically enhanced by practical experiences outside of the traditional classroom setting. For this Agreement, the Facility shall provide practical experience pursuant to the terms of this agreement and serve as a learning site offering facilities, resources and supervision to students. In consideration the mutual promises and conditions set forth below, the University and the Facility (öParty or Partiesö) agree as follows:

- I. **EDUCATIONAL PROGRAMS** – The following University educational programs are included in this Agreement and are governed by the corresponding Exhibit(s), incorporated as if fully stated herein:

Exhibit A – Social Work Program Protocol, consisting of two (2) pages

II. **GENERAL PROVISIONS**

- A. Term of Agreement** - The term of this Agreement shall be operative from date of full execution until June 30, 2022. Either Party may terminate this agreement upon forty-five (45) days written notice. If either Party sends a Notice of Termination prior to the completion of an academic semester, all students enrolled at that time shall be allowed to continue their education experience until that student completes their placement work.
- B. Relationship of Parties** ö Facility (including its employees and agents) shall act in an independent capacity and not as officers, employees or agents of CSU or University. Nothing in this Agreement shall be construed to constitute a partnership, joint venture or any other relationship other than that of independent contractors.
- C. Indemnification** - University shall be responsible for damages caused by the negligence of its directors, officers, agents and employees, as defined by law, and agrees to indemnify and hold harmless Facility (including its officers, agents and employees) from any and all liability arising out of the negligent acts, omissions or willful misconduct of University directors, officers, agents or employees in the performance of this Agreement.

Facility shall be responsible for damages caused by the negligence of its directors, officers, agents and employees, and agrees to indemnify and hold harmless CSU and University (including its officers, agents and employees) from any and all liability arising out of the negligent acts, omissions or willful misconduct of Facility's directors, officers, agents or employees in the performance of this Agreement.

D. Insurance

1. Each party shall maintain general and professional liability insurance (or a program of self-insurance), comprehensive or commercial form, with minimum limits of \$1,000,000 each occurrence and \$3,000,000 general aggregate.
2. Students shall maintain general and professional liability, through the Student Professional Liability Insurance (SPLIP) program, in the amount of \$2,000,000 for each occurrence and \$4,000,000 general aggregate.
3. Workers' compensation insurance coverage for students shall be provided by Facility.

- E. Confidentiality of Student Records** - Student records shall remain confidential as required by the Family Educational Rights and Privacy Act (FERPA). Neither Party shall release any protected student information without written consent of the student, unless required to do so by law or as dictated by the terms of this Agreement.

- F. Confidentiality of Medical Records (HIPAA)** - All of Facility's medical records and charts created in connection with Clinical Training shall be and shall remain the property of Facility. Solely for the purposes of this Agreement and patient confidentiality under the Health Insurance Portability and Accountability Act of 1996 and regulations promulgated thereunder (öHIPAAö), Students shall be considered to be members of Facility's öWorkforce,ö as defined at 45 Code of Federal Regulations (C.F.R.) § 160.103.

In the course of Clinical Training at Facility, Students will have access to Protected Health Information, as defined at 45 C.F.R. § 160.103, and shall be subject to Facility's HIPAA Privacy and Security policies and procedures. Students will be

required to participate in training related to the HIPAA Privacy and Security Rules and Facility's HIPAA Privacy and Security policies and procedures.

The Parties agree that University is not a "business associate" of Facility under HIPAA. University will not be performing or assisting in the performance of covered HIPAA functions on behalf of Facility. There will be no exchange of individually identifiable protected health information between School and Facility.

- G. Governing Law** – This agreement shall be construed in accordance with and governed by the laws of the State of California, except where superseded by federal law. All actions or proceedings arising in connection with this Agreement shall be subject to the exclusive jurisdiction of the state courts of the County of Los Angeles, State of California.
- H. Services Responsibility**- Facility retains professional and administrative responsibility for services rendered at the Facility.
- I. Student Safety and Personal Risk**- Facility shall inform the participating student of any potential health or safety risks associated with their field placement.
- J. Assignments** - This Agreement is not assignable in whole or in part.
- K. Renewal** - This agreement may be renewed by mutual written consent of authorized representatives of the parties. Nothing herein guarantees any such renewal(s).
- L. Endorsement** - Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore, nothing in this Agreement shall be construed as endorsement of any commercial product or service by University its officers or employees.
- M. Fair Labor Standards Act and Displacement of Organization Employees** – It is not the intention of this Agreement for students to perform services that would displace or replace regular employees of the Facility.
- N. Nondiscrimination** - During the performance of this Agreement, the Parties may not deny placement under this Agreement to any student on the basis of religion, color, ethnic group identification, sex, age, sexual orientation/gender identity, physical or mental disability, nor may they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40) or sex. The parties will insure that the evaluation and treatment of students are free of such discrimination.
- O. Survival** - Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.
- P. Severability** - If any provision of this agreement is held invalid by any law, rule, order of regulation of any government, or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.
- Q. Authority** - Each party represents and warrants that the person(s) signing below on its behalf has the authority to enter into this Agreement and that this Agreement does not violate any of its existing agreements or obligations.
- R. Entire Agreement** – This document contains the entire agreement and understanding of the Parties, and supersedes all prior agreements, arrangements, and understandings with respect to the subject matter of this document. No amendment, alternation or variation of the terms of the Agreement shall be valid unless made in writing and signed by the Parties hereto.

University:

California State University, Long Beach
1250 Bellflower Blvd., BH-346
Long Beach, CA 90840-0123

Authorized Signature *Date*

Name and Title

Facility: Paramount Unified School District

(please write the complete legal name of the entity)

15110 California Ave.
Paramount, CA 90723
(562) 602-6033
Phone Number *Email*

Authorized Signature *Date*
Dr. Ruth Pérez
Print Name and Title

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: August 14, 2017
SUBJECT: Extended Day High School Program for 2017-18 school year

BACKGROUND INFORMATION:

The Local Control and Accountability Plan (LCAP) outlines Paramount Unified School District's effort to improve academic skills of target students. The Extended Day High School program takes place before and after school, four days per week and is structured to help students make-up classes needed for graduation. Student graduation needs dictate courses that are offered within the Extended Day program. Selected courses required for graduation will be offered in both fall and spring semesters. LCAP funds are used to employ teachers and support staff.

POLICY/ISSUE:

Education Code 51225.3 - Requirements for Graduation
Board Policy 6146.4 - Instruction, High School Graduation Requirements
Board Policy 6154.1 - Credit and Course Make-up
Board Policy 6173 - Summer/Vacation School

FISCAL IMPACT:

Approximately \$20,000 from LCAP funds

STAFF RECOMMENDATION:

Approve an Extended Day High School program for the 2017-18 school year including hourly employment of certificated and classified staff.

PREPARED BY:

Greg Francois, Director – Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.5-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: August 14, 2017
SUBJECT: Center for Educational Leadership Consulting Agreement

BACKGROUND INFORMATION:

The Board approved an agreement with Center for Educational Leadership (CEL) Consulting on March 27, 2017. The agreement established a partnership between CEL and Paramount Unified School District to provide professional development focused on the 5 Dimensions of Teaching and Learning for high school leadership teams.

The amended agreement will now include and provide additional professional development days to support all Paramount Unified School District principals beginning August 3, 2017 through June 30, 2018.

POLICY/ISSUE:

Board Policy 4126 – Consultants

FISCAL IMPACT:

\$22,500.00 – Educator Effectiveness Grant Funds

STAFF RECOMMENDATION:

Ratify amended agreement with Center for Educational Leadership Consulting to provide professional development for all principals.

PREPARED BY:

Ryan Smith, Assistant Superintendent – Secondary Educational Services

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.6-A

**Paramount Unified School District
Proposed Scope of Services
School Year 2017-18**

Addendum				
Activity	Description	Unit	Cost	Total
Content Session on Purpose for All Principals	1 day with Jenn McDermott on Aug 3	1	\$3,750	\$3,750
Introduce 5D to Principals During Principal Meetings	5 days with Jenn McDermott on Sep 13, Nov 8, Dec 6, May 16, Jun 13	5	\$3,750	\$18,750
Total				\$22,500

AGREEMENT TO PROVIDE SERVICES

On this 31st day of July 2017, the Center for Educational Leadership (CONSULTANT) and Paramount Unified School District (DISTRICT) agree to the following:

1. The CONSULTANT shall perform the following services: (attach additional page if necessary) 6 additional days with Jennifer McDermott on Aug 3, Sept 13, Nov 8, Dec 6, 2017 and May 16, June 13, 2018.
2. Consideration and Conditions of Payment:
 - a. In consideration for services provided under the terms of this agreement the DISTRICT shall pay the CONSULTANT Twenty-two thousand five hundred dollars (\$22,500)
 - b. Payments shall be made by the DISTRICT within 30 days of date of invoice upon presentation of an invoice by the CONSULTANT.
 - c. All services provided under this agreement shall be performed to the satisfaction of the DISTRICT, and no payment shall be made for any portion of this project not performed in a satisfactory manner.
3. This Agreement shall become effective August 1, 2017, and shall terminate on June 30, 2018.
4. This Agreement may be canceled prior to termination date shown in Section 3. above by either of the parties upon written notice and without showing cause. In the event that this Agreement or any of the services outlined in section 1. above are canceled prior to the termination date specified in section 3, the CONSULTANT shall be entitled to payment as follows:
 - a. If cancelled prior to 90 days of the scheduled date(s) of service then DISTRICT will have no obligation to pay for the day(s) of service including the daily rate, travel, project management and overhead.
 - b. If cancelled between 60-90 days of the scheduled date(s) of service then DISTRICT will be obligated to pay for 50% of the cost of the day(s) of service including the daily rate, travel, project management and overhead.
 - c. If cancelled within 60 days of the scheduled date(s) of service then DISTRICT will be obligated to pay for 100% of the cost of the day(s) of service including the daily rate, travel, project management and overhead.
5. The CONSULTANT herein expressly waives to the DISTRICT any claim to copyright pertaining to all materials, publications, and documents, produced as a result of this agreement and agrees that the DISTRICT shall have exclusive responsibility for their distribution, publication, copyrighting (when applicable), and all other matters relating to dissemination of the materials.
6. The CONSULTANT shall neither assign nor transfer any part of his/her interest in this agreement without the express written consent of the DISTRICT.
7. No changes may be made in the terms or conditions of this agreement, except by the mutual written consent of the parties hereto.
8. No payment or reimbursement shall be made under this agreement for any services performed or expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule or regulation.
9. Payment for services under this agreement shall be reported to the Internal Revenue Service, as required.



Consultant Signature Date 7/31/17

Donna Andle

Consultant Name (Please print)

Superintendent/Administrator Signature Date

Superintendent/Administrator Name (Please print)

Center for Educational Leadership
9709 3rd Ave NE, Suite 306,
Seattle, WA 98115
206-221-6881

91-6001537

Federal Tax ID Number

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Resolution 17-08, Establishing Fund 21.1 for Measure I Funds

BACKGROUND INFORMATION:

A fund is established to demonstrate fiscal accountability and compliance with finance-related legal, budgetary, and contractual provisions and restrictions on the use of public resources.

Fund 21.0 – Building (Bond) Fund exists primarily to account for the proceeds from the sale of bonds. The current fund balance in Fund 21.0 consists of proceeds from the District’s previous bond, Measure AA. In order to maintain accurate accounting separate and distinct from Measure AA funds, the District’s financial advisor and auditor has recommended that the District separate incoming funds from the new Bond Measure I by creating a new sub-fund to distinguish between that of Measure AA. This will provide for better accountability and financial reporting.

It is recommended that the Board of Education approve the establishment of Fund 21.1 - Bond Fund – Measure I.

POLICY/ISSUE

Education Code Section 42600 – District Budget Limitation on Expenditure
Board Policy 3100 – Budget
Board Policy 7215 – General Obligation Bonds

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 17-08, establishing Fund 21.1 – Building Fund – Measure I for accountability of Measure I funds.

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District’s mission.

ACTION ITEM: 4.1-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 17-08

ESTABLISHMENT OF FUND 21.1 FOR MEASURE I FUNDS

WHEREAS, Fund 21.0 – Building (Bond) Fund exists primarily to account for proceeds received from the sale of bonds.

WHEREAS, the current fund balance in Fund 21.0 consists of proceeds from the District's previous bond, Measure AA.

WHEREAS, in order to maintain accurate accounting, and to keep accountability separate and distinct for both bond measures, the District will create Fund 21.1 – Building Fund – Measure I to distinguish between the two revenue sources.

THEREFORE, BE IT RESOLVED that the establishment of Fund 21.1 Building Fund – Measure I be approved.

ADOPTED by the Paramount Unified School District Governing Board on this 14th day of August, 2017.

Linda Garcia
President, Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Claim Rejection

BACKGROUND INFORMATION:

A claim has been submitted for damages from an injury that allegedly occurred during a sporting event. This claim is identified as Claim No. 2017:001.

CorVel, the District's claims administrator, recommends rejection of this claim.

POLICY/ISSUE:

Government Code Section 945.6

Limitation Practices on Claims Required to be Presented in Accordance with Chapter 1 and 2 of part 3

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Reject Claim No. 2017:001 and remand to the District's insurance carrier for adjudication.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 6:

Monitor and promote school safety and security.

ACTION ITEM: 4.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Agreement for Services with Prosum

BACKGROUND INFORMATION:

The District currently uses the Microsoft Identity Manager (MIM) to administer users and groups within the organization. Changes to our network authentication service requires updates and upgrades to the Microsoft network services environment. Prosum will replace our prior programming company, Forsyte IT Solutions, to provide updates and revisions to our network and identity services.

POLICY/ISSUE:

Board Policy 3322 – Contracts

FISCAL IMPACT:

Not to exceed \$50,000 from General Funds

STAFF RECOMMENDATION:

Approve the agreement with Prosum for technology projects and managed services, and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

ACTION ITEM: 4.3-A



MASTER SERVICES AGREEMENT

This Master Services Agreement for Information Technology Services is made this 1st day of August, 2017 ("Effective Date") by and between Prosum, Inc. ("Prosum"), having its office at 2201 Park Place, Suite 102, El Segundo, CA 90245 and Paramount Unified School District, ("Client") having its office at 15110 California Avenue, Paramount, CA 90723.

I. Project and Managed Services. Prosum provides technology projects and managed services performed by Prosum employees and contractors managed by Prosum ("Consultants").

a) Fees. Client agrees to pay the fees outlined in a separate Statement of Work ("SOW") to be incorporated into this Agreement as an addendum.

b) Assignment. Prosum shall be solely responsible for assigning its Consultants to perform the services under the SOW. If Client has any objections to any of the Consultants assigned, Client may provide Prosum written notice of any such objections. If the matter cannot be resolved to Client's reasonable satisfaction, Prosum will remove the identified Consultant and assign new Consultants as soon as practicable.

c) Consultant Non-Solicitation. During the term of this Agreement and for twenty-four months after completion of any projects or managed services engagements, Client and its affiliates agree not to solicit and not to hire or contract the Consultant (other than through Prosum). If Client breaches the foregoing restriction, Client shall pay Prosum, as liquidated damages, two times the Consultant's annualized compensation or two times any dollars being earned by Consultant (whichever is greater).

d) Termination of SOWs. Client, if not in breach of this Agreement, may terminate a SOW prior to the completion of the project or prior to the expiration of any applicable term if Prosum fails to perform any material obligation, warranty, duty or responsibility set forth in the SOW, and such failure is not cured within thirty (30) days following the receipt of a written notice of such failure by Client reasonably describing the failure and proposing at least one reasonable method of cure which would be acceptable to Client; provided that any other reasonable cure performed by Prosum shall also be deemed to effect a "cure" as required above.

II. General Terms and Conditions

1. Term of Agreement/Addendum(s). The term of this Agreement shall be for an initial period of 2 years commencing on the Effective Date (unless otherwise specified in any SOW or the Attachments or Addendum(s), hereto), unless this Agreement is earlier terminated as provided for in Section 5 (Termination). If this Agreement is not so terminated, then upon the then-scheduled expiration of this Agreement, this Agreement shall automatically renew for successive one-year periods unless and until it is terminated pursuant to Section 5, or unless, at least thirty (30) days prior to such automatic renewal, either party provides written notice to the other party that it has elected to not renew this Agreement, in which case no such automatic renewal shall occur and this Agreement shall expire on the then-scheduled expiration date. Notwithstanding anything in this Agreement to the contrary, all of the non-solicitation, confidentiality, and limitation of liability provisions set forth in this Agreement (including obligations to make any payments in connection with such provisions) shall survive the expiration or termination of this Agreement.

2. Payment Terms. Client shall pay all Prosum invoices within ten (10) days of the date of such invoice. Unpaid amounts for invoices that are past due more than 30 days from the invoice date will be subject to interest at the rate of one and one-half percent (1.5%) per month, compounding monthly.

3. Independent Contractor. Prosum is an independent contractor under this Agreement. The employees and contractors of Prosum shall be deemed employees and contractors, as applicable, of Prosum, and Prosum shall be solely responsible for paying all employment taxes, unemployment insurance, disability and other taxes and fringe benefits, as applicable thereto.

4. Taxes. The fees for the services provided under this Agreement and set out in the Addenda are exclusive of local, state and federal sales, excise, personal property or other similar taxes or duties, and Client shall be solely responsible for any such taxes that may be assessed on the provision of any services under this Agreement.

5. Termination. Client may terminate this Agreement pursuant to its termination rights set forth in Section I(d) and Section II(1) above. In addition to its other rights under this Agreement, Prosum may terminate this Agreement in its sole discretion by providing sixty days written notice to the other party.

6. Insurance: With respect to Prosum's services under this Agreement, Prosum shall at its sole cost and expense maintain insurance that it deems commercially reasonable in its sole discretion.

7. Confidentiality: Each party shall (and shall cause its affiliates to) keep confidential and not directly or indirectly use or disclose to others during the term of this Agreement and for a period of one (1) year thereafter, any of the other party's confidential or proprietary information. Each party agrees to take the same reasonable steps to safeguard the other party's confidential information as such party uses to safeguard its own confidential or proprietary information. The confidentiality obligations in this Agreement shall not apply to; (1) any information which is, or becomes, available in the public domain through no wrongful act of the receiving party's or its representatives; (2) any information lawfully in the possession of the receiving party or its representatives prior to their receipt of such information from the other party; (3) any information independently developed by the receiving party or its representatives; (4) any information received by a party or its representatives from a third party lawfully in possession of such information and having the right to disclose such information; and (5) any information required to be disclosed by law or court order. Without limiting the foregoing, Client agrees not to disclose or discuss Prosum's fees or bill-rates with anyone other than a Prosum account executive, project manager, or executive.

8. Ownership and Intellectual Property Rights: All work produced pursuant to this Agreement shall be the property of Client, and all intellectual property rights, including but not limited to copyrights, patents and trade secrets, arising from any existing Client-owned or newly created work developed by Prosum's Consultants while performing work for Client under this Agreement shall remain Client's property. All other work product or intellectual property rights shall remain the sole and exclusive property of the party to which they originally belonged.

9. Limitation of Liability. In no event shall the total liability of Prosum for any actual, direct damages arising out of or relating to the use of the services provided hereunder or the performance or non-performance of a party under this Agreement, whether in contract or in tort (including breach of warranty, negligence and strict liability), exceed, in the aggregate, the total amount of payments received by Prosum from Client under the applicable Addendum(s) which relate to the matters giving rise to such liability. Further, in no event shall either party be liable for indirect, exemplary, punitive, special or consequential damages of any kind (including loss of anticipated profits, savings or data) incurred or suffered by the other party arising from any breach of this Agreement, even if advised of the possibility of such loss or damages. Notwithstanding the foregoing, the provisions of this Section shall not be construed as limiting the extent or applicability of a party's liability for (i) breach of its confidentiality obligations hereunder, (ii) any intentional misconduct of a party, (iii) a party's duty to indemnify the other party (if any), and (iv) any third-party claims.

10. DISCLAIMER. EXCEPT AS EXPRESSLY SET OUT HEREIN, NEITHER PARTY MAKES ANY WARRANTIES, EXPRESS OR IMPLIED, OF ANY KIND, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES OR WORK PRODUCT PROVIDED HEREUNDER. THIRD-PARTY PRODUCTS, SOFTWARE, MATERIALS, AND SERVICES ARE PROVIDED ON AN "AS-IS" BASIS WITHOUT ANY WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED. PROSUM SPECIFICALLY DISCLAIMS ANY WARRANTY (1) OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, PERFORMANCE, SUITABILITY, OR NON-INFRINGEMENT, (2) RELATING TO THIRD-PARTY PRODUCTS, SOFTWARE OR SERVICES; OR (3) RELATION TO THE PERFORMANCE OF THIRD-PARTY PRODUCTS, SOFTWARE OR SERVICES; OR (4) REGARDING THE RESULTS TO BE OBTAINED FROM THIRD-PARTY PRODUCTS, SOFTWARE, MATERIALS, SERVICES, OR THE RESULT OF ANY RECOMMENDATION FROM PROSUM.

11. Force Majeure. Neither party shall be liable under this Agreement for any loss or damage to the other party due to delay in delivery or other performance failures resulting from any cause beyond the first party's

reasonable control. Such causes shall include compliance with regulations, orders, acts, instructions, or priority requests of any Government or department or agency thereof, civil or military authority, acts of God, acts of the public enemy, acts or omissions of the other party which resulted in the delay, electrical power surges or current fluctuations, lightning strike, fires, floods, strikes, lockouts, embargoes, wars, acts of terrorism, fuel shortages, riots, insurrections, default or delay of suppliers, delays in transportation and loss or damage of goods in transit. The delayed or non-performing party's time for performance shall be extended by the period of any delay resulting from any such cause beyond the party's control, plus a reasonable period to accommodate adjustment to such extension. Notwithstanding the above, both parties shall use their commercially reasonable efforts to minimize the adverse consequences of any such condition, and the foregoing shall not apply with respect to the timing of payment for any monetary amounts owed under this Agreement.

12. Entire Agreement: This Agreement (including any SOWs, Attachments, or Addenda) constitutes the entire agreement among the parties hereto with regard to the subject matter hereof, and supersedes any and all other agreements, oral or written, among the parties hereto with regard to the subject matter hereof.

13. Successors; Assignment: This Agreement and all of the provisions hereof shall be binding upon and inure to the benefit of the parties hereto and their respective successors, transferees and assignees. Neither this Agreement nor any interest herein may be transferred, directly or indirectly, or assigned by Client, in whole or in part, without the prior written consent of Prosum. Any such transfer or assignment by Client without such Prosum prior written consent shall be null and void; provided, however, that Client may assign this Agreement without such consent in the case of a merger, consolidation, sale of all or substantially all of such party's assets or any other transaction in which more than fifty percent (50%) of such party's voting rights are transferred.

14. Severability; Enforceability: If any term or provision of this Agreement or any application thereof shall be invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision shall not be affected thereby.

15. Applicable Law: This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California (other than principles of conflict of laws). No provision of this Agreement shall be construed against any party by reason of that party having drafted the same.

16. Attorney's Fees: In the event of any Dispute (defined below), the out-of-pocket costs and reasonable attorney's fees of the prevailing party shall be paid by the other party in addition to any other relief.

17. Dispute Resolution; Arbitration; Jury Trial Waiver: In the event of any dispute, claim, or controversy arising from or relating to this Agreement (a "Dispute"), except in connection with equitable remedies (which may be immediately submitted to arbitration as contemplated below), the parties agree that they shall use reasonable efforts to resolve such Dispute among themselves, and in connection therewith, executives of the parties will meet and confer as needed to do so. If such Dispute cannot be resolved as contemplated above after thirty days (30), then such Dispute shall be submitted to the American Arbitration Association then existing, or its successor ("AAA"), for mediation. If such Dispute is not resolved through the foregoing procedures, or if it relates to equitable remedies, then it shall be submitted to AAA for final and binding arbitration held in Los Angeles, California, before one (1) neutral arbitrator, pursuant to the Commercial Arbitration Rules of AAA, including the Optional Rules for Emergency Measures of Protection. Judgment on the arbitration may be entered in any court having jurisdiction over the subject matter of the controversy. The arbitrator shall not have the power to amend or modify this Agreement. If Client has any Dispute, then Client must notify Prosum in writing of such Dispute within fourteen (14) days after the completion of the SOW or the termination of this Agreement (whichever is earlier), and any such Dispute which is not so presented is barred and waived. TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE PARTIES HEREBY WAIVE THEIR RIGHT TO A JURY TRIAL IN CONNECTION WITH ANY DISPUTE.

18. Notices: All notices and other communications required under this Agreement shall be in writing and shall be sufficient in all respects if: (a) personally delivered; (b) sent by registered or certified mail, or reputable overnight delivery service (such as Federal Express) postage prepaid; or (c) by facsimile or e-mail (with confirmed receipt); and in each case addressed to the parties at the addresses first listed above. Any notice shall be deemed to have been delivered on the earlier of: (i) actual receipt; or (ii) seventy-two (72) hours after the date it was properly dispatched in the manner described above. Any party may change its address by a notice given to the other party in the manner set forth above.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their authorized representatives effective as of the Effective Date set forth above.

Client

By: _____
Name: _____
Title: _____

Prosum

By: _____
Name: _____
Title: _____

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: August 14, 2017
SUBJECT: Revised Board Policy 1242.1 – Parent Involvement-Title I Programs

BACKGROUND INFORMATION:

Submitted for first reading is revised Board Policy 1242.1 – Parent Involvement-Title I Programs. The proposed policy reflects current State requirements. Major changes in new policy, which align with California School Boards Association recommendations, include the following:

- Remove Board policy related to parent involvement from Community Relations section
- Include Board policy related to parent involvement in Instruction section
- Evaluation and reporting of parent involvement efforts to the Board
- Language that allows flexibility with focus on high-impact parent engagement

In order to facilitate easier reading, revisions are reflected with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

POLICY/ISSUE:

Board Policy 1242.1 – Parent Involvement-Title I Programs

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept for first reading proposed revised Board Policy 1242.1 – Parent Involvement-Title I Programs which reflects current State requirements.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

CONFERENCE ITEM: 3.1-CF

CURRENT POLICY

BP1242.1(a)

Community Relations

Parent Involvement – Title I Program

The Governing Board directs the establishment of a parent involvement program for the District and for each school in the District that receives funds under Title I, *No Child Left Behind Act* (2001).

The parents/guardians of students enrolled in the Title I programs shall be involved in the planning, design, implementation and evaluation of the program in a systematic and informed fashion. They shall have regular opportunities to make recommendations on the educational needs of their children and on ways in which they can help their children benefit from the program.

The Superintendent or designee shall:

1. Involve parents/guardians in the joint development of the District's Title I plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316.
2. Coordinate technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.
3. Build capacity of the schools and parents/guardians for strong parent involvement.
4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in 20 USC 6318.
5. Conduct, with parent/guardian involvement, an annual review of the District's Title I parent involvement policy and program for their content and effectiveness in improving the academic quality of the schools served by Title I, including:
 - a) Identifying barriers to more effective participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency or who are parents/guardians of migratory students.
 - b) Using evaluation findings to design strategies for more effective parent involvement
 - c) If necessary, revising the District and school parent involvement policies.
6. Involve parents/guardians in the activities of school served by Title I.

CURRENT POLICY

BP1242.1(b)

Community Relations

Parent Involvement – Title I Program (continued)

This policy shall be distributed to parents/guardians of participating students and incorporated into the District's Title I plan.

The school parent involvement policy and program shall contain at least the following elements:

- a. Procedures to ensure that parents/guardians are consulted and participate in the planning, design, implementation and evaluation of the parent involvement policy and program.
- b. Regular and periodic programs offered at flexible times throughout the school year that provide training, instruction and information on all of the following:
 1. Parental ability to directly affect the success of their children's learning through the support they give their children at home and at school.
 2. Home activities, strategies, and materials that can be used to assist and enhance the learning of children both at home and at school.
 3. Parenting skills that assist parents/guardians in understanding the developmental needs of their children and how to provide positive discipline and build healthy relations with their children.
 4. Parental ability to develop consistent and effective communications between the school and parents/guardians concerning the progress of their children in school and school programs.
 5. Timely information about Title I programs.
 6. Strategies that build capacity for involvement of parents/guardians.
- c. Accessibility and opportunities for involvement of parents/guardians with limited English proficiency, parent/guardians with disabilities and parents of migratory students.
- d. An annual statement identifying specific objectives of the program.

CURRENT POLICY

1242.1(c)

Community Relations

Parent Involvement – Title I Programs (continued)

- e. An annual review and assessment of the program's progress in meeting its objectives. Parents/guardians shall be made aware of the existence of this review and assessment process through regular school communications mechanisms and shall be given a copy of the process upon request.
- f. Procedures to submit to the Superintendent or designee any negative comments by parents/guardians related to the Title I program.
- g. To the extent practical, all information, programs, and activities will be provided in a language and form parents/guardians can understand.

At least one percent of the Title I funds received by the District shall be used for parental involvement activities. The parents/guardians of children receiving Title I services shall be involved in deciding how these funds are allotted.

To the extent permitted by federal law, the District may contract with nonprofit organizations and agencies experienced in administering parent involvement programs to design and implement a school's parent involvement program

Legal Reference:

Education Code

6301 - 6514 Title I Program
8851 - 8857 Coordination of Programs
Consolidated State and Local Applications

Education Code § 11500 – 11506 – Programs to Encourage Parent Involvement

Policy
adopted: 6-25-91
Revised: 10-22-02
Revised: 6-13-06

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

PROPOSED POLICY

BP 1242.1 (a)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Program

~~The Governing Board directs the establishment of a parent involvement program for the District and for each school in the District that receives funds under Title I, *No Child Left Behind Act* (2001).~~

~~The parents/guardians of students enrolled in the Title I programs shall be involved in the planning, design, implementation and evaluation of the program in a systematic and informed fashion. They shall have regular opportunities to make recommendations on the educational needs of their children and on ways in which they can help their children benefit from the program.~~

~~The Superintendent or designee shall:~~

- ~~1. Involve parents/guardians in the joint development of the District's Title I plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316.~~
- ~~2. Coordinate technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.~~
- ~~3. Build capacity of the schools and parents/guardians for strong parent involvement.~~
- ~~4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in 20 USC 6318.~~
- ~~5. Conduct, with parent/guardian involvement, an annual review of the District's Title I parent involvement policy and program for their content and effectiveness in improving the academic quality of the schools served by Title I, including:
 - ~~a) Identifying barriers to more effective participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency or who are parents/guardians of migratory students.~~
 - ~~b) Using evaluation findings to design strategies for more effective parent involvement~~
 - ~~c) If necessary, revising the District and school parent involvement policies.~~~~
- ~~6. Involve parents/guardians in the activities of school served by Title I.~~

PROPOSED POLICY

BP 1242.1 (b)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Program (continued)

~~This policy shall be distributed to parents/guardians of participating students and incorporated into the District's Title I plan.~~

~~The school parent involvement policy and program shall contain at least the following elements:~~

- ~~a. Procedures to ensure that parents/guardians are consulted and participate in the planning, design, implementation and evaluation of the parent involvement policy and program.~~
- ~~b. Regular and periodic programs offered at flexible times throughout the school year that provide training, instruction and information on all of the following:
 - ~~1. Parental ability to directly affect the success of their children's learning through the support they give their children at home and at school.~~
 - ~~2. Home activities, strategies, and materials that can be used to assist and enhance the learning of children both at home and at school.~~
 - ~~3. Parenting skills that assist parents/guardians in understanding the developmental needs of their children and how to provide positive discipline and build healthy relations with their children.~~
 - ~~4. Parental ability to develop consistent and effective communications between the school and parents/guardians concerning the progress of their children in school and school programs.~~
 - ~~5. Timely information about Title I programs.~~
 - ~~6. Strategies that build capacity for involvement of parents/guardians.~~~~
- ~~c. Accessibility and opportunities for involvement of parents/guardians with limited English proficiency, parent/guardians with disabilities and parents of migratory students.~~
- ~~d. An annual statement identifying specific objectives of the program.~~

PROPOSED POLICY

BP 1242.1 (c)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Programs (continued)

- ~~e. An annual review and assessment of the program's progress in meeting its objectives. Parents/guardians shall be made aware of the existence of this review and assessment process through regular school communications mechanisms and shall be given a copy of the process upon request.~~
- ~~f. Procedures to submit to the Superintendent or designee any negative comments by parents/guardians related to the Title I program.~~
- ~~g. To the extent practical, all information, programs, and activities will be provided in a language and form parents/guardians can understand.~~

~~At least one percent of the Title I funds received by the District shall be used for parental involvement activities. The parents/guardians of children receiving Title I services shall be involved in deciding how these funds are allotted.~~

~~To the extent permitted by federal law, the District may contract with nonprofit organizations and agencies experienced in administering parent involvement programs to design and implement a school's parent involvement program.~~

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in District and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the District's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

PROPOSED POLICY

BP 1242.1 (d)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Programs (continued)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the District's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program.

The Superintendent or designee shall ensure that the District's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318.

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the District's Title I funds will be allotted for parent involvement activities.

The Superintendent or designee shall ensure that each school receiving Title I funds integrates parent involvement programs into the school plan for academic accountability and develops a school-level parent involvement policy in accordance with 20 USC 6318.

Legal Reference:

Education Code

<u>11500-11506</u>	<u>Programs to encourage parent involvement</u>
<u>48985</u>	<u>Notices in languages other than English</u>
<u>64001</u>	<u>Single plan for student achievement</u>

Policy
adopted: 6-25-91
Revised: 10-22-02
Revised: 6-13-06
Revised:

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: August 14, 2017
SUBJECT: Student Fundraisers at Buena Vista High School, Paramount High School and Paramount High School-West Campus

BACKGROUND INFORMATION:

Per Board Policy 5131.8 - Student Activity Funds, schools are to provide a list of proposed student organization fundraising activities to the Superintendent annually. All activities must be reviewed by the Superintendent or designee prior to Board submittal to ensure they align with the schools' educational program. The student group that implements each fundraiser is determined by the Associated Student Body and principal.

POLICY/ISSUE:

Board Policy 5131.8 – Student Activity Funds

PREPARED BY:

Greg Francois, Director – Secondary Education and Instructional Technology

DISTRICT PRIORITY 7:

Increase parent and community involvement and collaboration.

Buena Vista High School

Associated Student Body 2017-18 Fundraiser Activities

Club	Activity	Date
Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met. <ul style="list-style-type: none"> • Associated Student Body • AVID • Freagles 	Four snack sales in accordance with nutritional guidelines outlined in the FCMAT Accounting Manual	September, 2017 - June, 2018
	Student Store Sales	September, 2017 - June, 2018
	See's Candy Sales	September, 2017 - June, 2018
	Catalog Sales	October, 2017 - June, 2018
	Picture Sales	September, 2017 - June, 2018
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's and In-N-Out	September, 2017 - June, 2018

Paramount High School

Associated Student Body 2017-18 Fundraiser Activities

Club	Activity	Date
<p>Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met.</p> <ul style="list-style-type: none"> • Associated Student Body • Band • Baseball • Boys' Soccer • Boys' Volleyball • Boys' Wrestling • Spirit Squad • Choir • Class of 2017/2018/2019 • Corsairs • Cross Country • Do Something Club • Drama/Theater • Football • Girls' Basketball • Girls' Soccer • Girls' Volleyball • Girls' Wrestling • Green Club • JROTC • K-Pop • Latino Club • Side B Club • Swim • Track • Travel Gourmet • Water Polo 	Calendar/Program/Picture Sales	
	Catalog Sales	September 2017-June, 2018
	Christmas Tree Sales	October 2017-December 2017
	Clinics/Camps	September 2017-June, 2018
	Concerts/Festivals/Theater Performances/Comedy Sportz	September 2017-June, 2018
	Concessions at Club/Sporting events	August 2017-June, 2018
	Restaurant discount card/coupon Sales	August 2017-June, 2018
	Dodger/Angel Night(s)	September 2017-June, 2018
	Donation Scratcher Sales	September 2017-June, 2018
	Faculty/Student Games, Alumni Games, and All-Star Games	September 2017-June, 2018
	Food Truck Nights	September 2017-June, 2018
	Holiday Gram/Picture Sales	September 2017-June, 2018
	Jewelry/Flower Sales	September 2017-June, 2018
	A-Thons including Jog-a-Thon, Swim-a-Thon, and Bowl-a-Thon	September 2017-June, 2018
	Movie Nights	September 2017-June, 2018
	Off Season Tournaments/Meets	September 2017-June, 2018
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey', In-N-Out, 5 Guys	September 2017-June, 2018
	Recycling (plastics and ink cartridges)	September 2017-June, 2018
	T-Shirts/Spirit Gear Sales	August 2017-June, 2018
	School Dances	
	Yearbook Sales	August 2017-June, 2018
	Healthy Snack Sales	September 2017-June, 2018
	Student Store Sales	August 2017-June, 2018
Talent Show(s)	September 2017-June, 2018	
Turn-Around Trips	August 2017-June, 2018	
Boosters/PTSA	Activity	Date
<p>These fundraisers are sponsored and implemented by the Parent Teacher Student Association and/or Booster Club.</p>	Family Game Night	September 2017-June, 2018
	50/50	September 2017-June, 2018
	Daddy-Daughter Dance	March, 2018
	Community Night at Hollywood Sports	March 2018-June, 2018
	Golf Tournament(s)	September 2017-June, 2018
	Water/Flower Sales at Graduation	June 2018

Paramount High School - West

Associated Student Body 2017-18 Fundraiser Activities

Club	Activity	Date
Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met. <ul style="list-style-type: none"> • Associated Student Body • AVID • Class of 2021 • Dance Club • Photo Club • Unity Club • CTE Club 	Four snack sales in accordance with nutritional guidelines outlined in the FCMAT Accounting Manual	September, 2017 - June, 2018
	Student Store Sales	September, 2017 - June, 2018
	See's Candy Sales	September, 2017 - June, 2018
	Catalog Sales	October, 2017 - June, 2018
	Picture Sales	September, 2017 - June, 2018
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's and In-N-Out, Chipotle, Yogurtland, The Habit, Jamba Juice	September, 2017 - June, 2018

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: August 14, 2017
SUBJECT: Bid Summary-Pizza Delivery Services

BACKGROUND INFORMATION:

At the meeting of April 10, 2017, the Board of Education authorized staff to seek bids for pizza delivery services.

The award is based on the highest number of points given during the evaluation process.

The summary below reflects the proposal evaluation criteria:

Vendor Score:

	Domino's Pizza	Papa John's Pizza	Southern California Pizza Company
Possible total score: 100	91	92	82

Papa John's Pizza was awarded the contract.

The above-listed contract is renewable upon District approval.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve District's mission.