

**STATUTORY MEETING
OF BOARD OF EDUCATION**

MINUTES

December 11, 2013

The meeting was called to order at 6:03 p.m. by President Vivian Hansen in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Pledge of Allegiance Troy Marshall, Director-Technology, led the Pledge of Allegiance.

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

Administrators Present Herman Mendez, Superintendent
Michael Conroy, Assistant Superintendent-Business Services
Myrna Morales, Assistant Superintendent-Human Resources
Deborah Stark, Assistant Superintendent-Educational Services
Ranita Browning, Director-Fiscal Services
Kim Cole, Director- Special Education
Rosemary Green, Director-Human Resources
Jose Iniguez, Director-Secondary Education
Troy Marshall, Director-Technology
Manuel San Miguel, Director-Student Services
Chris Stamm, Director, Student Nutrition Services
Elvia Galicia, Assistant Director-Fiscal Services
Jeff Bowers, Principal-Gaines School
Patricia Brent-Sanco-Principal-Tanner School
Greg Buckner, Principal-Paramount High School
Lynn Butler, Principal-Alondra Middle School
Linda Go, Principal-Keppel School
Morrie Kosareff, Principal-Paramount High School-West Campus
Jean Law, Principal-Buena Vista High School
Kevin Longworth, Principal-Hollydale School
Susan Marilley, Principal-Roosevelt School
Richard Morgan, Principal-Paramount Adult School
Lisa Nunley, Principal-Jackson Middle School
Linh Roberts, Principal-Mokler School
Elizabeth Salcido, Principal-Zamboni Middle School
Beatriz Spelker-Levi, Principal-Collins School
Connie Toscano, Principal-Wirtz School
Rose Vitetta, Principal-Los Cerritos School
Kelly Williams, Principal-Jefferson School
Pamela Williams, Principal-Lincoln School
Elida Garcia, ECE-Program Director

OATH OF OFFICE

Superintendent Mendez Administered the Oath of Office to newly re-elected Board of Education members: Trustee Alicia Anderson, Trustee Sonya Cuellar and Trustee Tony Peña.

BOARD ORGANIZATION

Election of Officers –
President
1.1

Trustee Garcia nominated Trustee Sonya Cuellar for President and Trustee Anderson seconded the nomination. There were no other nominations. Trustee Cuellar was elected President by a vote of 5-0.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Vice President/Clerk
1.2

Trustee Peña nominated Trustee Alicia Anderson for Vice President/Clerk, and Trustee Garcia seconded the nomination. There were no other nominations. Trustee Anderson was elected Vice President/Clerk by a vote of 5-0.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Secretary to the Board
1.3

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to designate the Superintendent of Schools, Herman Mendez, as Secretary to the Board of Education in accordance with Education Code Section 35025.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Representative to Elect
County Committee on School
District Organization
1.4

Trustee Hansen nominated Trustee Tony Peña as the District's representative to elect members of the County Committee on School District Organization in accordance with Education Code Section 35023, and Trustee Anderson seconded the nomination. There were no other nominations. Trustee Peña was elected by a vote of 5-0.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Representative to Los
Angeles County School
Trustees Association
1.5

Trustee Hansen nominated Trustee Linda Garcia as the District's representative to the Los Angeles County School Trustees Association, and Trustee Peña seconded the nomination. There were no other nominations. Trustee Garcia was elected by a vote of 5-0.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Establish Board Meetings –
Day, Time, and Place
1.6

Trustee Peña moved and Trustee Anderson seconded the motion with a change that the proposed January 8, 2014 meeting be changed to a Special Meeting. The motion carried 5-0 to establish Board of Education meetings on the second and fourth Wednesday of each month, beginning at 6 p.m. in the Boardroom with the change as noted.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Superintendent Mendez and Board of Education members recognized and thanked outgoing President Vivian Hansen for her service to the Board of Education and to Paramount Unified School District, and presented her with a plaque. Trustee Hansen was also presented with Certificate of Merits by City of Paramount Mayor Gene Daniels, Erin Stibal with the office of L.A. County Supervisor Don Knabe's office, and Alfonso Alfaro representative to Congresswoman Lucille Roybal-Allard.

REGULAR MEETING OF BOARD OF EDUCATION

Approve Agenda
December 11, 2013
1.7

Trustee Anderson moved, Trustee Garcia seconded. Mr. Mendez informed the Board that Action Item 4.4 had a change due to changes in titles for Directors Kim Cole and Jose Iniguez. The motion carried 5-0 to approve the December 11, 2013 agenda as amended. The Board was provided with an updated Resolution with the corrected titles.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Regular Meeting Minutes
November 13, 2013
1.8

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on November 13, 2013.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Special Meeting Minutes
November 20, 2013
1.9

Trustee Hansen moved, Trustee Peña seconded and the motion carried 5-0 to approve the minutes of the Special Meeting held on November 20, 2013.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

REPORTS

Student Board
Representatives

Maria Rivera-Paramount High School, Ariel Waggner-Buena Vista High School, and Hector Hernandez-Paramount Adult School reported on school academic, athletic and extra-curricular activities.

Employee Representative
Reports

No CSEA representative was present.

TAP President Deb Meyers congratulated outgoing President Vivian Hansen on her successful year as Board President. She added that the association is in the process of ratifying the increase in salary and the results will be in on Friday. She wished everyone Happy Holidays and a Happy New Year.

Board Members' Reports

Trustee Anderson wished everyone Happy Holidays. She attended the CTA sponsored Board member dinner, the District Office Annual Holiday luncheon, she attended CSBA's Annual Education Conference in San Diego and also rode on the Santa Train.

Trustee Cuellar wished everyone Happy Holidays. She attended the CTA sponsored Board member dinner, attended the CSBA Annual

Education Conference and the District's Annual Holiday luncheon.

Trustee Hansen wished everyone Happy Holidays. She attended the CSBA Annual Education Conference in San Diego and the City's Annual Tree Lighting event.

Trustee Garcia attended the CTA sponsored Board member dinner, the District Office Annual Holiday luncheon and the City's Annual Tree Lighting events. She wished everyone Happy Holidays and a Happy New Year.

Trustee Peña wished everyone Happy Holidays. He attended CSBA's Annual Education Conference He also participated in the City's Annual Senior Thanksgiving dinner, the City's Santa Train event and attended the District's Annual Holiday luncheon.

Superintendent's Report

Superintendent Mendez highlighted a variety of items:

- Superintendent Mendez along with Board of Education members attended the CSBA Annual Education Conference held in San Diego.
- He announced that Principals Lynn Butler-Alondra Middle School and Lisa Nunley-Macon-Jackson School received notification that they will be receiving visits by the School's To Watch program and advancing into the second phase of the process.
- Mr. Mendez wished everyone happy holidays and announced the District will be observing winter break beginning December 16 through January 3, 2014 with school resuming on January 6th.

Bulletin Boards – Tanner School

Principal Patricia Brent-Sanco presented an overview of the Boardroom bulletin boards representing the Tanner School's educational program student work. The bulletin boards reflect the theme of "Tanner's Winter Learning Wonderland" and enhance the educational message sent to visitors and District office employees.

Budget Update

Assistant Superintendent-Business Services, Dr. Michael Conroy provided the Board with a brief summary of the First Interim Budget that will be before the Board's approval further in the agenda.

Paramount Unified School District's Fiscal Stabilization Plan is guided by three principles: Advance Student Achievement, Ensure District Fiscal Solvency and Maintain Positive Labor Relations – all equally important.

The First Interim budget is based on 1) what fiscal information we know today and 2) guidance from Los Angeles County Office of Education.

Dr. Conroy shared the District's budget assumptions which include:

* LCFF Calculation

- Multi Year Projections declining enrollment projection

- Status quo regarding student demographics
- * Budget tentative agreements with employee associations for salary and health & welfare contribution increases
 - Total compensation package = 5.45 % increase
- * Reduce deficit spending beginning in 2014-15
- * Ending Fund Balance – establishment of LCFF Reserve beginning in 2014-15

Dr. Conroy also shared some 2013-14 encroachment figures that total \$12,700,074. The JROTC program totals \$121,001, Continuation School-\$428,767, Routine Restricted Maintenance-\$3,667,990 and Special Education-\$8,482,316.

The District will be applying for deferral waiver and a mid-year TRANS.

The Department of Finance cited evidence that the State's economic conditions may be slowing. The Legislative Analyst's Office estimate that full implementation of the Local Control Funding Formula will take longer than originally planned. It is now expecting only about 90% implementation by 2020-21. Prop 30 Temporary taxes will expire in 2016.

Multi-Year considerations include:

- Additional LCFF reserve to protect against economic downturn
- CSR requirements
- Revenue changes due to fluctuations in:
 - * projected deceleration of enrollment growth
 - * student demographics changes
- COLA no longer determines subsequent year's increases
- There is no statutory calculation for how much the state will contribute – and no obligation to fund at any certain amount
- Prop 30 – Temporary Tax

LCFF Volatility include:

- LCFF calculations are impacted by:
 - *student enrollment fluctuations
 - *targeted sub-group enrollment variations
 - *uncertainties due to variances in economy
 - * impacts the Base Grant calculations

The District's next steps include:

* December

- Approve 1st Interim Budget
- Includes budget assumptions & transfers
- Self-Certify "Positive"

*January

- Governor's Budget Proposal
- Budget impact for 2014-15
- Begin development of 2014-15

*January-March

- Plan for 2nd Interim Budget Update
- Continue LCAP meetings

Meeting Break Celebration

The Board of Education recessed the regular meeting at 7:32 p.m. and staff and guests celebrated the election of the new 2014 officers.

The Paramount High School-West Choir, under the direction of Sandra Wilson-Espinoza, provided an entertaining musical tribute to the holidays.

President Cuellar reconvened the meeting at 8:06 p.m.

BOARD MEETING CALENDAR

There were no changes in the Board meeting calendar.

HEARING SECTION

There were no speakers during the hearing section.

CONSENT ITEMS

0.10

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

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Human Resources

Personnel Report
13-08
2.10

Accept Personnel Report 13-08, 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 2013-14 State Budget Act and related legislation.

Educational Services

Consultant and Contract
Services
3.10

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

Participation in the Los
Angeles County Regional
Occupational Program for the
2013-14 School Year
3.10

Ratify the agreement with the Los Angeles County Office of Education for the 2013-14 school year providing Regional Occupational Program services to District.

Business Services

Purchase Order Report
13-10
4.10

Approve Purchase Order Report 12-08 as submitted, authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of
November 2013
4.10

Approve warrants for all funds through November with a total of \$10,863,427.99.

Donations 4.10	Accept donations as presented on behalf of the District of any bequests or gifts of money or property for a purpose deemed to be suitable by the District.
Consultant Services 4.10	Approve the Consultant Services request authorizing contracts with consultants or independent contractors who provide specialized services.

ACTION ITEMS

General Services

Nomination for CSBA Delegate Assembly – Region 24 1.11	Trustee Hansen nominated Trustee Sonya Cuellar, Trustee Anderson seconded the nomination and the motion carried 5-0 to nominate President Cuellar to serve a two-year term as a representative to the California School Boards Association’s Delegate Assembly from Region 24. There were no other nominations.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Educational Services

Nonpublic School Placements for Special Education Students for 2013-14 3.11	Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the placement for special education students in nonpublic school, as determined by the students’ Individual Education Plan for the 2013-14 school year.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Paramount Adult School to Serve as Pearson Vue Testing Center 3.12	Trustee Peña moved, Trustee Hansen seconded, and the motion carried 5-0 to approve Paramount Adult School to become a regional testing site, effective February, 2014.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Viatron Systems Company 3.13	Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to approve Viatron Systems Company to digitize student cumulative file folders.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Memorandum of Understanding with Solutions4Families, Inc. 3.14	Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with Solutions4Families, Inc. from December 12, 2013 through June 30, 2014.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Memorandum of Understanding with the Los Angeles County Department of Public Health 3.15	Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with Los Angeles County Department of Public Health to examine the correlation among childhood obesity, physical fitness and school attendance.
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Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Business Services

First Interim Report
4.16

Trustee Peña moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the First Interim Report with a positive certification.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Public Hearing 2013-14
Education Protection Account
4.17

Trustee Garcia moved and Trustee Cuellar seconded the motion to conduct a public hearing prior to the recording of Education Protection Account expenditures.

There were no speakers during the hearing section.

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

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Resolution 13-16, The
Education Protection Account
4.18

Trustee Anderson moved and Trustee Peña seconded the motion to adopt Resolution 13-16 determining that all Education Protection Account funds shall be used to pay teacher salaries.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Resolutions 13-17 through
13-26, Signature
Authorizations
4.19

Trustee Cuellar moved and Trustee Garcia seconded the motion to adopt Resolution 13-17 to 13-26, Signature Authorizations for 2013-14.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

CONFERENCE ITEMS

General Services

Revised Board Bylaw 9270-
Conflict of Interest Code

The Board accepted for first reading the proposed revised Board Bylaw 9270 – Conflict of Interest Code, revised in compliance with a request from the Los Angeles County Board of Supervisors.

INFORMATION ITEMS

Educational Services

Williams Settlement Quarterly
Uniform Complaint Summary

The Board received as information the required Williams Settlement Quarterly Uniform Complaint Summary for the second quarter October 1 – December 31, 2013.

Business Services

Average Daily Attendance
Summary Report Through
November 8, 2013 and the

The Board received as information the monthly school attendance reports for 2013-14.

Third Monthly School
Enrollment Report

ANNOUNCEMENTS

President Cuellar reported that the next Special Meeting would be January 8, 2014, at 6:00 p.m. – Boardroom of the District Office.

CLOSED SESSION

The Board adjourned to Closed Session at 7:44 p.m. to discuss Liability Claims, Public Employee Appointment, Public Employee Performance/Evaluation, Conference with Labor Negotiator and Governance Team Items.

OPEN SESSION

The Board reconvened to Regular Session at 9:01 p.m. President Cuellar reported that the Board had discussed Liability Claims, Public Employee Appointment, Public Employee Performance/Evaluation, Conference with Labor Negotiator and Governance Team Items.

The following action was taken in Closed Session:

Public Employee Appointment
2.20

The Board of Education unanimously voted to approve the appointment of Kelly A. Anderson as Middle School Assistant Principal as soon as mutually agreeable.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

ADJOURNMENT

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to adjourn the Statutory Meeting of the Board of Education held on December 11, 2013, at 9:02 p.m.

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña,

Herman Mendez, Secretary
To the Board of Education

President

Vice President/Clerk