

**REGULAR MEETING  
OF BOARD OF EDUCATION**

**MINUTES**

**March 11, 2015**

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

Pledge of Allegiance	Kim Cole, Director-Special Education/ECE, led the Pledge of Allegiance.	
Roll Call	Trustee Alicia Anderson Trustee Tony Peña Trustee Sonya Cuellar	Trustee Linda Garcia Trustee Vivian Hansen
Administrators Present	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/Early Childhood Education Cindy DiPaola, Director-Maintenance & Operations Randy Gray, Director-Curriculum & Instruction/Projects Troy Marshall, Director-Technology Manuel San Miguel, Director-Student Services Chris Stamm, Director, Student Nutrition Services Greg Buckner, Principal-Paramount High School Morrie Kosareff, Principal-Paramount High School-West Campus Yuki Mio, Interim Principal-Buena Vista High School Richard Morgan, Principal-Paramount Adult School Yvonne Rodriguez, Asst. Principal-Paramount High School-West Elvia Galicia, Assistant Director-Fiscal Services	
Approve Agenda March 11, 2015 1.76	Trustee Cuellar moved, Trustee Hansen seconded and the motion carried 5-0 to approve the March 11, 2015 agenda as amended.  Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña	
Meeting Minutes February 25, 2015 1.78	Trustee Peña moved, Trustee Cuellar seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on February 25, 2015.  Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña	
Special Meeting Minutes March 5, 2015	Trustee Garcia moved, Trustee Hansen seconded and the motion carried 4-0 to approve the minutes of the Regular Meeting held on	

1.79

February 25, 2015.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen

Abstention: 1 – Trustee Peña

## **REPORTS**

Student Board  
Representatives

Avery De La Cruz-PHS, Armando Torres -Paramount High School-West, Stephanie Alonzo-Buena Vista High School and Armando Vera-Paramount Adult School reported on school academic, athletic and extra-curricular activities.

Employee Representative  
Reports

Jorge Martinez shared with the Board that the association members are looking at opening a Food Pantry and working with FEMA to assist community members in need. This would allow community members the opportunity to come to the food pantry at headquarters and receive the food needed with no questions asked. They look at offering it once a month and are working on getting the word out to assist those in need. More information will be shared soon.

April O'Connor, TAP president shared that on behalf of teachers, they appreciate the work the Board does and thanked them for leading the District in a positive direction. She added that they are excited for the positive results achieved at the Calendar meeting and looks forward to the next bargaining session addressing working conditions and resolutions on various issues.

Board Members' Reports

Trustee Anderson had no report.

Trustee Cuellar attended the Elk's Club Civic Night reception recognizing the Citizen of the Year and shared that this year's recipient is Frank Peck.

Trustee Garcia attended the Jackson and Jefferson Schools Read Night, the PEP Fundraiser Kick-off, the Elk's Club Civic Night reception recognizing the Citizen of the Year and she shared that this year, the Woman's Club has selected Jackson School to participate in the Woman's History Month essay contest.

Trustee Hansen attended the Elk's Club Civic Night reception recognizing the Citizen of the Year and the Jackson School Read Night.

Trustee Peña attended the Jackson School Read Night meeting and he attended the PHS vs. Servite CIF boys' soccer game.

Assistant Superintendent's  
Report

Assistant Superintendent Dr. Stark highlighted a variety of items:  
○ Dr. Stark attended the annual Black Family Forum hosted by Paramount High School.

### **Student Recognition-ACSA Region 14 Every Student Succeeding**

The Board of Education recognized PHS student Matthew Cobian on being the recipient of the ACSA Region 14 Every Student Succeeding award.

ACSA's Every Student Succeeding program honors students who exceed expectations and the educators who support them along the way. The award honors students at all grade levels who have succeeded, against all odds, beyond expectations or simply won the hearts of the administrators and other educators who helped them achieve their goals. One student from each region is honored.

Matthew is a hard working student and is also in the Junior Reserve Officer Training Corps (JROTC) program. He is an active participant on the Track and Field team and exhibits great talent and stamina as both a sprinter and long distance runner. With the support of his family, Matthew participated in the Long Beach Special Olympics since 2013. Matthew traveled to Shanghai, China this past November to compete in the Special Olympics, earning gold status in 3 events. Matthew has also been selected as an alternate for the 2015 Special Olympics World Games, which will be held in Los Angeles.

#### Central Basin Water Municipal Water District Check Presentation

Central Basin Water Municipal Water District Site Sponsor Mark Moss, presented the Board of Education and PHS staff members and students with a \$2,500 check that will be designated to the PHS Solar Cup team for the upcoming Solar Cup competition that will be held May 15-17, 2015 in Lake Skinner in Riverside County.

In attendance to also receive the check was Paramount High School Solar Cup advisors Alicia Megofna, principals Morrie Kosareff and Greg Buckner, and participant students Jishaly Castillo, Angelica Ceballos, Evelyn Figueroa, Aquiles Hildago, Geovanny Mora, Jose Olmos, Justin Pena, Victor Rendon, Jessie Reynoso, Abelardo Rivera, Samantha Rodriguez, Jorge Sanchez, Salvador Sanchez, Joann Seals, and Briana Villaverde. Paramount High School is in its fifth year of participation thanks to the generous sponsorship of the Central Basin Municipal Water District.

#### Planning a New CTE Pathway

Dr. Deborah Stark and Dr. Manuel San Miguel provided the Board with information on the planning of a new CTE Pathway.

Dr. San Miguel shared that the purpose of the presentation was:

- Outline CTE goals addressed in the LCAP.
- Present CTE Student Interest Survey results.
- Report on the process to select a new CTE Pathway for implementation in 2015-16.
- Outline next steps.

What are the CTE Industry Sectors offered in PUSD?

Since 2008, the District has offered three CTE pathways in the industry sectors of:

- Arts, Media and Entertainment
- Health Science and Medical Technology
- Engineering and Architecture

**Where is CTE addressed in the LCAP?**

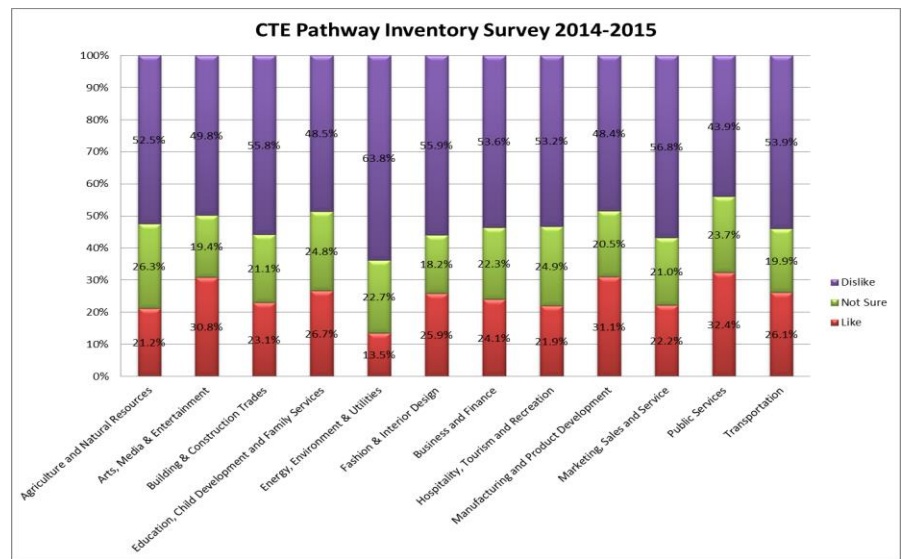
The Local Control Accountability Plan has a goal to create a college going culture. An additional CTE Pathway will increase:

- The number of CTE capstone courses offered.
- The number of CTE courses that link to industry certifications and colleges.
- The number of A-G course offerings.

**Which industry sectors are of greatest interest to our students?**

- A CTE interest survey was administered in all middle schools.
- A sampling of 8<sup>th</sup> grade students described their interest in twelve career areas. Their responses were collected and analyzed.

**What were the results of the survey?**



**What is the plan for recommending a new CTE pathway?**

Activity	Who is Responsible	Date
✓ <b>Develop Needs Survey</b>	Manuel San Miguel	January, 2015
✓ <b>Administer Survey</b>	Manuel San Miguel	February, 2015
✓ <b>CTE Committee Meeting #1 Build Foundation and Lay Groundwork</b>	Manuel San Miguel, Principals	March, 2015
<b>CTE Committee Meeting #2 Review and Discuss Data</b>	CTE Committee	March, 2015
<b>CTE Committee Meeting #3 Perform Decision Analysis</b>	Manuel San Miguel, CTE Committee Members	March, 2015
<b>Update Board of Education</b>	Manuel San Miguel	March, 2015
<b>CTE Advisory Committee Meeting</b>	Manuel San Miguel	April, 2015
<b>Course Outline and Textbook Adoption</b>	Manuel San Miguel	May, 2015
<b>Curriculum Development</b>	Nancy Manning	May, 2015
<b>Professional Development</b>	Nancy Manning	August, 2015

Who is on the CTE Pathway Selection Committee?

Name	School	Position
Manuel San Miguel	District Office	Director
Nancy Manning	District Office	Curriculum Specialist
Michael Conroy	District Office	Asst. Superintendent
Damon Dragos	Paramount High School	Assistant Principal
Patricia Jacobo	Paramount High School	Counselor
Jason Sewell	Paramount High School	Teacher
Magy Gharghoury	Paramount High School	Teacher
Patricia Gonzalez	Paramount High School	Teacher
Morrie Kosareff	Paramount High School West Campus	Principal
Sharon Bryant	Paramount High School West Campus	Counselor
Brent Jaffe	Paramount High School West Campus	Teacher
Laura Donato	Jackson Middle School	Teacher
Dolores Barrios	Alondra Middle School	Counselor
Maria Childres	Paramount Park Middle School	T.A.P. Representative
Steve Tully	Zamboni Middle School	Teacher

Next Steps:

- Recommend new CTE Pathway and bring recommendation to Board of Education for approval.
- Select and approve instructional materials.
- Provide professional development in preparation for implementation in fall, 2015.

**CLOSED SESSION**

The Board adjourned to Closed Session at 6:40 p.m. to discuss Public Employee Appointment.

**OPEN SESSION**

The Board of Education reconvened to Regular Session at 7:07 p.m.

**Budget Update – 2<sup>nd</sup> Interim**

Dr. Michael Conroy, Assistant Superintendent-Business Services provided the Board with a budget update and information on the 2<sup>nd</sup> Interim.

Dr. Conroy shared that the objective of the presentation is to:

- ❖ Review Factors Influencing LCFF & District Budget
- ❖ Discuss Components of Second Interim Budget
- ❖ Report Review Revenues and Expenses
- ❖ Share Multiyear Projections
- ❖ Provide Insight to Composition of Fund Balance
- ❖ Compare Cash Flow to 1<sup>st</sup> Interim Budget
- ❖ Next Steps
- ❖ Questions and Answers

**Factors Influencing LCFF & District Budget**

- State Economy
- State Politics
- District Specific Factors:
  - Enrollment
    - Future Grade Level Cohort year-to-year changes

- District declining enrollment
  - Student Demographic Changes
    - Unduplicated Count (FRM + EL + Foster Youth)
  - COLA
  - GAP Funding Percent Changes

Components of 2<sup>nd</sup> Interim Budget

❖ Budget Basics

Total Revenues Received

- Encroachment

= Net Revenues

- Expenses

= Surplus / Deficit Spending

*(added to or subtracted from Beginning Fund Balance)*

Beginning Fund Balance

*(increased by Surplus / decreased by Deficit Spending)*

= Ending Fund Balance

*(Reserves)*

*Unrestricted Revenues*

The District has budgeted \$127,963,355 in Unrestricted Revenues for 2014 -15 at 2<sup>nd</sup> Interim. The majority of District funding is now coming from the State's LCFF Revenue Limit sources. The District also incurs \$17,353,829 in encroachment to cover other District programs that are NOT fully funded by the program sources, which results in a net revenue of \$110,609,526. Other State Revenues are primarily CSR and Mandated Costs funds. Other Local Revenues are primarily R.O.P. funds.

*District Encroachment*

Total Revenues of \$127,963,355 are reduced by encroachment, which reduces the overall available revenue for operational needs by \$17,353,829. The total available net revenues after encroachment is \$110,609,526. Encroachment (or District Contribution) is used to cover other District programs NOT fully funded: Special Education, Continuation School, JROTC, and Routine Restricted Maintenance.

*Encroachment Detail - \$17,353,829*

\* Special Education - 66%

\* Routine Restricted Maintenance – 24%

\* Continuation School – 9%

\* JROTC – 1%

*Unrestricted Expenses*

The District has budgeted \$113,427,235 in total operational Unrestricted Expenses at 2<sup>nd</sup> Interim. Education is primarily a service related industry, consequently as an organization the District spends the majority share of its budgetary resources in personnel related areas. Employee salaries account for approximately 61% of all expenses and employee benefits alone account for approximately 21%. All personnel related expenses comprise approximately 82% of all District expenses.

### 2014-15 Interim Comparisons

<b>GF Unrestricted</b>	<b>1<sup>st</sup> Interim</b>	<b>2<sup>nd</sup> interim</b>	<b>Difference</b>
Revenues <i>(after Encroachment)</i>	\$108,558,513	\$110,609,526	\$2,051,013
Expenditures	\$112,773,165	\$113,427,235	\$654,070
<b>Surplus / (Structural Deficit)</b>	<b>(\$4,214,652)</b>	<b>(\$2,817,709)</b>	<b>\$(1,396,943)</b>
Beginning Fund Balance	\$15,926,661	\$14,968,205	(\$958,456)
Ending Fund Balance	\$11,712,009	\$12,150,496	\$438,487

### Unrestricted Multi-Year Projections

\*2<sup>nd</sup> Interim MYP Overview 2014-15 thru 2016-17

<b>GF Unrestricted</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
Revenues <i>(after Encroachment)</i>	\$110,609,526	\$122,001,803	\$127,874,340
Expenditures	\$113,427,235	\$120,937,932	\$129,381,214
<b>Surplus / (Structural Deficit)</b>	<b>(\$2,817,709)</b>	<b>\$1,063,871</b>	<b>(\$1,506,874)</b>
Beginning Fund Balance	\$14,968,205	\$12,150,496	\$13,214,367
Ending Fund Balance	\$12,150,496	\$13,214,367	\$11,707,493

2<sup>nd</sup> Interim MYP Overview 2014-15 thru 2016-17

<b>2<sup>nd</sup> Interim Budget</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
Beginning Fund Balance	\$14,968,205	\$12,150,496	\$13,214,367
Ending Fund Balance	\$12,150,496	\$13,214,367	\$11,707,493
Revolving Cash	\$40,000	\$40,000	\$40,000
Stores/Warehouse	\$300,000	\$300,000	\$300,000
3% -- Designated for Economic Uncertainty	\$10,900,000	\$10,900,000	\$10,900,000

Remaining Unassigned	\$910,496.41	\$1,974,367	\$467,493
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Next Steps include:

- \*March 11, 2015 – Approval of 2<sup>nd</sup> Interim Budget
- \*March – June – Governor & Legislative actions
- \*June – LCAP and Budget Public Hearings & Adoptions

March

- Tonight approve 2nd Interim Budget  
\*Action Item 4.1A, details budget adjustments & Transfers
- POSITIVE CERTIFICATION  
\*Does not require a 3<sup>rd</sup> interim budget update in May

March – June (State level)

- Governor & Legislators debate Governor’s January Budget Proposal
- Governor’s May Revise
- June 15<sup>th</sup> Constitutional deadline for Legislature to present balanced budget
- Governor has twelve (12) working days to sign or veto the budget bill
- Approved budget goes into effect on July 1<sup>st</sup>

June (District)

- Draft LCAP & Budget Public Hearings
- LCAP review of current year + approval of “new” 3-year Plan
- Budget Adoption + 3-year Multiple Year Projections

**BOARD MEETING CALENDAR**

1.80

Trustee Cuellar moved, Trustee Peña seconded and the motion carried 5-0 to cancel the April 8, 2015 Board of Education meeting and also to schedule a Special Study Session on April 15, 2015 to provide an update on the LCAP.

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

**HEARING SECTION**

There were no speakers during the hearing section.

**CONSENT ITEMS**

0.81

Trustee Hansen 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  
14-13  
2.81

Accept Personnel Report 14-13, 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 2014-15 State Budget Act and related legislation.



## **Educational Services**

Consultant and Contract Services  
3.81

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

Overnight and/or Out-of-County Study Trips  
3.81

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

## **Business Services**

Purchase Order Report 14-13  
4.81

Approve Purchase Order Report 14-13 as submitted, authorizing the purchase of supplies, equipment, and services for the District.

Acceptance of Donations  
4.81

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 and Contracted Services  
4.81

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

## **ACTION ITEMS**

### **General Services**

Appointment and Approval of Employment Agreement for Interim Superintendent  
1.82

Trustee Peña moved to appoint Dr. David Verdugo as Co-Interim Superintendent, Trustee Cuellar seconded the appointment of Dr. David Verdugo as Co-Interim Superintendent and the motion carried 5-0 to approve the appointment and approve of employment agreement for Interim Superintendent.

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

Appointment and Approval of Employment Agreement for Interim Superintendent  
1.83

Trustee Hansen moved to appoint Delores Stephens as Co-Interim Superintendent, Trustee Garcia seconded the appointment of Delores Stephens as Co-Interim Superintendent and the motion carried 5-0 to approve the appointment and approve of employment agreement for Interim Superintendent.

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

### **Educational Services**

WorkAbility I Grant Funds  
3.84

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to accept continued funding of the WorkAbility I Grant for 2014-15 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: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña

Amendment to the Foster Youth Services Program Grant Award for 2014-15  
3.85

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to acceptance of additional funds for the Foster Youth Services Program Grant Award to provide services for K-12 Foster students for the 2014-15 school year.

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

### **Business Services**

Second Interim Report 2014-2015  
4.86

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 2014-15 Second Interim Report with a positive certification

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

Issuance of Purchase Orders to Vendors for E-Rate 2015-2016 Eligible Projects  
4.87

Trustee Peña moved, Trustee Hansen seconded, and the motion carried 5-0 to authorize staff to create and hold the 2015-2016 E-Rate Purchase Orders pending E-Rate funding approval.

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

### **CONFERENCE ITEMS**

#### **Human Resources**

Revised Job Description for Educationally Related Mental Health Services Psychologist – Special Education

The Board received proposed revised job description for Educationally Related Mental Health Services Psychologist – Special Education.

#### **Educational Services**

Revised Board Policy 6146.4 – High School Graduation Requirements

The Board accepted for first reading proposed revised Board Policy 6146.4 – High School Graduation Requirements, which reflects current state requirements.

### **ANNOUNCEMENTS**

President Anderson reported that the next Regular Meeting would be March 25, 2015, at 6:00 p.m. – Boardroom of the District Office.

### **CLOSED SESSION**

The Board adjourned to Closed Session at 7:32 p.m. to discuss Public Employee Appointment, Public Employee Discipline /Dismissal/Release, and Governance Team Items.

### **OPEN SESSION**

The Board reconvened to Regular Session at 8:54 p.m. President Anderson reported that the Board had discussed discuss Public Employee Appointment, Public Employee Discipline /Dismissal/Release, Conference with Labor Negotiator and Governance Team Items.

The following action was taken in Closed Session:

Public Employee Discipline/Dismissal/Release  
2.88

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the resolution regarding possible reassignment of a certificated administrator employee #1307 at the end of the 2014-15 school year.

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

**ADJOURNMENT**

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on March 11, 2015 at 8:55 p.m.

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

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President

\_\_\_\_\_  
Vice President/Clerk