

Paramount Unified School District

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BOARD OF EDUCATION

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Co-Interim Superintendent

SPECIAL MEETING OF BOARD OF EDUCATION

MINUTES

April 15, 2015

The meeting was called to order at 6:04 p.m. by President Alicia Anderson in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Roll Call

Trustee Alicia Anderson

Trustee Linda Garcia

Trustee Tony Peña

Trustee Vivian Hansen

Trustee Sonya Cuellar – 6:31 p.m.

Approve Special Meeting
Agenda April 15, 2015
1.101

Trustee Garcia moved, Trustee Cuellar seconded and the motion carried 4-0 to approve the April 15, 2015 Special Meeting agenda.

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

Absent: 1 – Trustee Cuellar

INFORMATION ITEM

LCAP Update

LCAP Update

Dr. Verdugo, Co-Interim Superintendent shared with the Board that District administration will provide an update that focuses on the process the District is using to update our three year LCAP Plan. Information presented will describe the activities that primarily we have implemented this year, the feedback we have received from schools, parents and students on the impact of LCAP services and plans for 2015-16. Dr. Verdugo shared that they will also review the purpose of and background on the LCAP, services and activities implemented this year, feedback on the impact of activities and services implemented, recommended actions and services for the next three year and next steps in the process.

Dr. Michael Conroy shared that the LCAP is a three (3) year plan:

- California's transition to the *Local Control Funding Formula* was accompanied by the requirement that school districts demonstrate how they will use newly acquired funding flexibility

demonstrate how they will use newly acquired funding flexibility by writing a *Local Control Accountability Plan*, or LCAP.

- School districts were required to write a three year plan and have it approved by their Board of Education and County Office by July 1, 2014.
- Each year this plan must be updated and approved.

The LCAP must address eight state priorities:

<u>Conditions of Learning</u>	<u>Pupil Outcomes</u>	<u>Engagement</u>
Basic Services	Student Achievement	Parent Involvement
Implementation of Common Core Standards	Other Student Outcomes	Student Engagement
Course Access		School Climate

Summary of PUSD's Current LCAP: 2014-17

Dr. Myrna Morales shared that PUSD's LCAP includes four goals that address the eight state priorities.

Goals were written to be broad to include many different services and activities.

Goal 1: Support Academic Progress and Behavior

Goal 2: Create a College Going Culture

Goal 3: Implement Common Core Standards

Goal 4: Provide Basic Services

Goal 1: What activities and services have we implemented to support academic progress in K-5 schools ?

- Math Coach to support math instruction at every school.
- Full time counselor for every school.
- PE and music teachers provide instruction, collaboration time for grade level teams of teachers.
- GATE program on differentiated instruction piloted at two schools.
- Purchase of over 700 laptops for student research and SBAC administration. Schools allocated funds to update site technology (K-12).
- Technology Aides hired and trained for computer labs (K-12).
- Additional Foster Youth tutors hired to tutor and mentor FY students (K-12).
- On line math software implemented in grades 3-4.

Goal 1: What activities and services have we implemented to support academic progress in 6-12 schools?

- Committee met monthly, outlined recommendations to provide academic interventions for students and professional period for

6-8 teachers.

- School library collections at PHS, PHS West, Alondra, Paramount Park, Zamboni assessed to increase number of high quality reading materials. Over 2,000 new books purchased for D. Stephens Library at PHS.
- Safe and Civil Schools' professional development provided, implemented at PHS, PHS West, Buena Vista.

Goal 2: What activities and services have we implemented to create a college going culture?

- College and Career Center expanded at PHS; College and Career Center created at PHS West. College Counselors staff each Center.
- PHS counselors attended conferences to learn how to expand access to college.
- College and Career Committee is developing a two year plan to create a district wide college going culture.
- New A-G college preparatory courses implemented:

Web Design/CTE Capstone Course at PHS.

Expository Reading and Writing Course at PHS

Agile Mind Common Core Intensified Algebra at PHS, PHS West

AVID elective at Jackson Middle School

Goal 3: What activities and services have we implemented to implement Common Core Standards?

Rewritten Common Core curriculum units and assessments for K-12 ELA and Math prepare students for new standards.

Professional development to develop teachers' and principals' skills in supporting Common Core instructional shifts.

- Write from the Beginning and Beyond for all K-5 teachers and 6-8 ELA and Social Studies teachers.
- Thinking Maps for 9th and 10th grade teachers.
- Spatial Temporal Math, a web based computer program, for all grades 3-4 teachers.
- Common Core Lead Teachers in Math and Language Arts at every school.
- Common Core professional development for all K-12 Special Education Teachers.

Goal 4: What activities and services have we implemented to provide Basic Services?

Technology

- Improved technology infrastructure for increased amount of technology at schools to support Common Core instruction and testing.

Operations

- Filled open positions and increased staffing to accommodate new buildings and facilities.
- Replaced kindergarten playground surfacing to increase student safety.
- Addressed repairs and needed improvements throughout district.
- Provided induction training to 42 new teachers
 - 32 year 1 teachers
 - 10 year 2 teachers

- Communicated with support providers giving direction on strategies to successfully assist new teachers.
- Met monthly with teachers to review topics such as classroom management, Common Core, effective teaching strategies.

Instructional Materials:

- Math textbook adoption provided Common Core math materials for grades K-high school.
- New instructional materials provided for all Severely Handicapped classes.
- Supplemental literature purchased for elementary, middle and high school to support new instructional units in Language Arts.

What results are we seeing?

Dr. Deborah Stark shared with the Board that after eight months of implementation we are seeing many positive effects of initiatives implemented. Feedback to assess on going progress was solicited from schools, parent groups and students on the following questions:

1. How have students benefitted from LCAP actions and services?
2. How has professional development supported academic progress?
3. What should we continue, add or revise?
4. What other comments or suggestions do you have?

How have students benefitted from LCAP Services? (Schools' feedback)

Elementary Schools	Middle Schools	High Schools
<u>Additional staff: counselors, math coaches, technology aides</u> Music/PE instruction Math instruction ST Math <u>Technology</u> <u>Write from the Beginning instruction</u>	Students have increased awareness about college. <u>Technology use and access.</u> Common Core instruction. <u>Writing and Math professional development and implementation.</u>	<u>Additional staff: coaches, technology aides, Foster Youth aides, counselors, Additional technology</u> Common Core implementation Professional Development on Thinking Maps, Common Core College and Career Center expansion; College Counselors

Elementary Schools Middle Schools High Schools

Common Core professional development provides more rigor to learning.

Write from the Beginning is improving quality of students' writing.

Students are engaged in more rigorous learning.

Common Core and Write from the Beginning professional development have improved students' thinking and ability to write.

Common Core professional development has helped students think critically.

Thinking Maps help students organize ideas for writing.

Calibration has supported effective writing instruction.

What should we continue, add, revise? (Schools' feedback)

Elementary Schools	Middle Schools	High Schools
<u>Continue professional development we have begun.</u>	<u>Continue Common Core instruction and professional development on topics we have started.</u>	<u>Provide more professional development increase technology at schools and replace obsolete technology.</u>
<u>Increase technology access for students.</u>	<u>Increase technology access and use by students.</u>	Provide support for AP courses.
Continue or expand collaboration time.		Create new courses; Expand A-G course offerings.
Continue funding for math and ELA coaches.	Add planning period/collab. for middle schools.	Provide parent workshops on college preparation.
Provide academic interventions for struggling students; reduce class size.	Provide college and career awareness in middle schools.	<u>Provide more instructional materials.</u>
<u>Provide instructional materials; expand ST Math.</u>		

Feedback from Parents:

How have students benefitted from LCAP actions and services?

Parents commented favorably on K-5 music and PE instruction; the increased amount of technology and students' use of it; Common Core instruction.

How has professional development supported academic progress?

Parents thought students were positively impacted by professional development in Common Core Standards, writing and Thinking Maps.

What should we continue, add or revise?

Parents would like to continue and expand current initiatives. They commented on expanding the K-5 music/PE program to take place more frequently, providing more academic interventions for students who perform below grade level, expanding the K-5 GATE pilot, providing more parent training opportunities.

Feedback from Students*:

- *What programs or services from the LCAP have been*

beneficial to you?

Students overwhelmingly commented on the College and Career Center and the College Counselors' support.

- *How can we provide more support—academic and behavioral—to students?*

Many students commented on tutoring or tutorial and the extra effort specific teachers put forth to interact with students.

- *What should we continue or change?*

Comments ranged from providing more academic support, creating new courses, decreasing class size and changing the school calendar (finals before winter break).

**Based on student focus groups in grades 9-12*

Reporting on Required LCAP Metrics:

	Baseline Year	Baseline Results	2013-14 Outcomes	Met LCAP Goal?
Percent 5 th grade students meeting 4 or more fitness areas	2012-13	60.9%	58.7%	No
Expulsions	2012-13	9	9	Yes
Attendance Rate	2012-13	96.3%	96.6%	Yes
High School Drop-Out Rate	2011-12	14.3%	11.9%	Yes
Number of Middle School Drop-Outs	2011-12	41	23	Yes
Graduation Rate	2011-12	78.3%	80.8%	Yes
Chronic Absenteeism	NA	Determine Baseline	7.4%	Yes
10th Grade CAHSEE Pass Rate	2012-13	74%	77%	Yes
Reclassification Rate	2013-14	9.5%	Comparison data in Jan., 2016	n/a
AMAO1 (Progress acquiring English)	2012-13	58.3%	61.1%	Yes
Percent College Ready in ELA EAP	2012-13	8%	10%	Yes
Percent College Ready in Math EAP	2012-13	11% N tested = 484	4% N tested - 694	No

Overview of Updated LCAP: 2015-18

Name	Assignment	School	Name	Assignment	School
Greg Buckner	Principal	PHS	Judy Morrison	Counselor	Foster Youth
Kim Cole	Director	Special Ed.	Lisa Nunley-Macon	Principal	Hollydale
Devin Dawson	Counselor	Alondra	April O'Conner	Teacher	TAP
Randy Gray	Director	Ed. Services	Monica Parilla	Parent	

Vivian Hansen	Board of Education	PUSD	Ruth Sanchez, Teresita Zamudio	Parent	Zamboni
Elaine Hoffman	Teacher	Mokler	John Teeples	Teacher	PHS
Lisa Kirk	Teacher	Zamboni	Connie Toscano	Principal	Wirtz
Morrie Kosareff	Principal	PHS West	Jill Van Zant	Teacher	Mokler
Jorge Martinez	CSEA President	CSEA	Michael Conroy Debbie Stark Myrna Morales	Asst. Supts.	Business Ed. Services Human Resources
Kelly Morales	Cur. Specialist	Ed. Services			

LCAP Committee Meetings 2014-2015:

November 3, 2014

- Overview and orientation.

January 26, 2015

- Overview of activities and services implemented; discussion and feedback on four questions.

February 23, 2015

- Feedback on draft LCAP rubrics .

March 23, 2015

- Review of data, evidence of implementation, feedback from schools, parents, students, overview of new LCAP requirements.

April 27, 2015

- Review draft sections of updated Plan. Record questions and post responses on website.

DELAC/LCAP Parent Committee Input:

February-March, 2015

Principals meet with site parent committees to solicit parent input on LCAP implementation. Feedback is analyzed for trends; key ideas are integrated into updated plan.

February 25, 2015

LCAP/DELAC Committee reviews LCAP activities and services implemented this year and provide feedback. This feedback is analyzed for trends; key ideas are integrated into updated plan.

March 25, 2015

LCAP/DELAC reviews trends from schools' feedback.

April 30, 2015

LCAP/DELAC reviews draft sections of updated plan. Record and respond to questions.

May 20, 2015

LCAP/DELAC reviews draft sections of updated plan. Record questions and post responses on website

Section	Description
Stakeholder Engagement	Process used to consult with schools, parents, students and how it contributed to Plan.
Goals, Actions, Expenditures and Progress Indicators	Goals for the next three years based on district needs, student subgroups; measurable outcomes for each goal; actions and services that will be taken to meet goals.
Annual Update (NEW)	Description of progress toward goals and required state metrics; effectiveness of actions; changes to goals or actions.
Use of Supplemental and Concentration Funds, Proportionality	Amount of funds. How funds will be spent, 2015-18.

What are the components of the updated LCAP?

The updated LCAP will address the next three years: 2015-18. It includes four sections:

What will we continue?

Based on the feedback from schools, parents, students, LCAP Committee and summative results showing improved student outcomes the following initiatives started this year should be continued in 2015-16:

Goal 1 Academic Support	Goal 2 College Going Culture	Goal 3 Common Core Standards	Goal 4
Professional Development: Writing, Thinking Maps, Safe and Civil Schools	College and Career Centers	Professional Development: Common Core instruction and assessments	BTSA Support for new teachers.
Staffing: Counselors at all schools, Technology Aides, Academic Coaches	New courses: A-G approved CTE courses AVID	Student access to technology; site funds to replace and upgrade technology.	
Site funds for academic interventions, professional development, technology.		ST Math	
On line courses for credit			

What do we need to expand or revise?

Goal 1: Based on feedback, the following need to be added or expanded

Need	Recommended Action in New LCAP	Benefit for Students

Feedback from stakeholders; PE instructional minutes	Provide K-5 Music/PE instruction more often.	More frequent music and PE instruction
Learning needs of GATE students; increase number of GATE identified.	Expand K-5 GATE instruction to additional 5 schools. Provide district certificated support for GATE program.	Differentiated instruction for high achievers.
Current nurse: student ratio is 3950:1.	Increase number of school nurses by adding one nurse	Lower nurse: student ratio to 3600:1.
Support new assessments, increased number of students in GATE	Provide district classified support staff for assessments, GATE identification	Address needs of GATE students
Need	Recommended Action in New LCAP	Benefit for Students
Reduce number of students chronically absent; provide alternatives to suspension.	Provide District Attendance Specialist for early outreach. Research and implement effective suspension alternatives.	Increase attendance and graduation.
Develop leadership skills of new and aspiring leaders	Explore, learn and plan an in district leadership development program	Monitor quality instruction; improve student learning.

Goal 2: Based on feedback, the following need to be added or expanded:

Need	Action	Benefit for Students
Increase current A-G completion rate of 34%	Implement two year plan to create college going culture.	Increase opportunities for college access.
More CTE, A-G options.	Increase current A-G completion rate of 34%. Provide support for students in higher level math courses.	Increase high school completion rate.
Access to college information.	Purchase and implement software to track students' college preparation (9-12).	Increased access to information.
Access to college information.	Provide professional development for counselors	Increased access to information.

Feedback from parent groups.

Provide Parent University

Increase parent understanding.

Goal 3: Based on feedback the following need to be added or expanded:

Need	Recommended Action in New LCAP	Benefit for Students
New science standards adopted, 2013; rewritten ELA and math curriculum and assessments; new curriculum and assessments in Special Ed.	Provide district staffing support for Common Core implementation Provide additional Special Ed. staffing to support ESY and Common Core implementation Purchase supplemental materials.	High quality curriculum, professional development and assessment promotes student achievement.
Current library collections do not reflect content and rigor of new standards	Purchase books for K-5 and 6-8 libraries.	Promote recreational reading, research.
Common Core Standards require students conduct on line research; SBAC requires technology skills. Current student: computer ratio is 1:8.7	Purchase computers to make progress toward student: computer ratio of 1:7 in 2015-16; 1:6 in 2016-17.	Increases student access to technology for instruction; promotes research and digital literacy skills.

Goal 4: Based on the feedback on the importance of deepening and expanding the initiatives begun this year, the following need to be added or expanded in 2015-16:

Need	Recommended Action in new LCAP	Benefit for Students
Current ELA and ELD materials date to 2001. In November, 2015 state will approve new ELA, ELD texts.	Adopt and purchase new ELA and ELD materials for grades K-8 in 2015-16.	Provides students texts and support materials aligned to new standards and increased rigor.
New science standards approved in 2013. In November, 2016 state will approve new science texts.	Adopt and purchase new ELA texts for grades 9-12 and new science texts for grades K-8 in 2016-17.	Provides students texts and support materials aligned to new standards and increased rigor.

Provide support for new Special Education teachers through BTSA program	Submit proposal to CTC	All students will have highly trained teachers
Provide operational safety and security support, direction, and supervision.	Consolidate security services, emergency response, and crisis management into single department.	Provides oversight in the development of student and school safety measures, consistency in protocols and supervision of crisis responses.
Provide additional support for increased LCAP staffing, purchasing, and vendor payments.	Provide additional Fiscal Services staffing to support increased Common Core and LCAP support.	

Recommendations:

Based on feedback, summative data and projected needs, the following are recommendations for the updated LCAP:

- Continue to support and implement the academic initiatives currently in place.
- Incorporate feedback on “what worked” from schools, parents, students into the updated LCAP.
- Incorporate additional services and personnel needed to effectively support LCAP goals and schools’ progress toward meeting them.

Timeline and Next Steps:

Date	Topic
April 27	LCAP Committee Meeting
May 13	Outline details on expanded services, actions in updated LCAP.
Mid-late May	Distribute draft LCAP to schools for feedback; Post on PUSD website
May 27	Update Board of Education
June 10 Board Meeting	Public Hearing on LCAP
June 24 Board Meeting	Submit LCAP to PUSD Board for Approval
By June 30	Submit LCAP to LACOE

ADJOURNMENT

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to adjourn the Special Meeting of the Board of Education held on April 15, 2015 at 7:16 p.m.

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

David Verdugo, Co-Secretary
To the Board of Education

President

Vice President/Clerk

Regular Meeting Minutes
March 25, 2015
1.103

Trustee Peña moved, Trustee Hansen seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on March 25, 2015.

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

REPORTS

Student Board
Representatives

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

There was no CSEA representative in attendance.

TAP President April O'Connor shared that she is very appreciative that of the support and the conversations that she has had with Dr. Verdugo and Mrs. Stephens and hearing the associations concerns. She added that teachers are vigorously working to prep students for the testing. Association realizes that their list submitted is pretty lengthy and overwhelming but thought that placing it on paper would be best for their concerns will be addressed and things would get done. She added that the association is excited and can't wait to talk about the 6-8 prep period and move forward. She shared that members are concerned about AB 420 and the LCAP implications on suspensions and added that we cannot have a successful academic program if classrooms and schools are not safe. She also added that members want to work with the best and the brightest but we need to be competitive and offer competitive salaries.

Board Members' Reports

Trustee Anderson attended the Relay for Life Survivors dinner and wished to thank Linda Garcia for coordinating the dinner.

Trustee Cuellar had no report.

Trustee Garcia attended the Grand Prix Latino Caucus with Councilmember Martinez, the Relay for Life Survivors dinner and announced information on the upcoming Relay for Life of Paramount event that will be taking place at Paramount Park.

Trustee Hansen reminded the audience of the upcoming PEP Scholarship fundraiser "Taste of California" that will be taking place on Friday. The fundraiser will raise funds for scholarships for high school students.

Trustee Peña attended the rededication of the Mary Lash Lane and was great to see so many students there.

Superintendent's Report

Co-Interim Superintendent Mrs. Stephens highlighted a variety of items:

- o Mrs. Stephens thanked the Board for giving her the opportunity to continue to serve the District in this new capacity.
- o She attended the Alondra and Zamboni Middle School's Gold Ribbon meetings.
- o Mrs. Stephens attended Open House at Buena Vista and PHS-West and also visited the Career Center at PHS-W.
- o She shared that Dr. Verdugo and she met with LACOE

- Superintendent Dr. Delgado and also visited PHS.
- o She attended a meeting at Spane Park with Congresswoman Lucille Royball-Allard.
 - o Mrs. Stephens attended the monthly Ad Hoc meeting.
 - o She attended the Paramount Chamber of Commerce meeting.
 - o She attended a Principal-Cohort visit at Jackson School.
 - o Mrs. Stephens attended the Mary Lash Lane rededication.

Student Recognition – JROTC

Board of Education members and Co-Interim Superintendents Delores Stephens and David Verdugo recognized the Paramount High School JROTC program.

The JPA: The Army JROTC program is accredited by AdvancED as a Special Purpose Program and as such is committed to continuous improvements. AdvancEd requires that the Army JROTC program meet five standards of quality.

- Teaching and learning
- Professional development
- Collaborative activities
- Assessment
- Continuous improvement efforts

On March 5, 2015, the PHS JROTC program was inspected to gather information and evidence to support the continuous improvement of teaching and learning in the JROTC program. The JPA school visit is designed to assess the unit primarily in the areas of teaching and learning. The visit was comprised of accreditation criteria that include cadet participation and the assessment of the instructor portfolio.

The Paramount High School program received a score of 98.5%, establishing the school JROTC program JROTC Program of Excellence (JPE): Honor Unit with Distinction, (Gold Start).

Creating a College Going Culture

Dr. Deborah Stark, Assistant Superintendent-Educational Services provided the Board with information on Creating a College Going Culture.

The purpose of the presentation is to:

- Review the goals and key activities of two Committees: College and Career Committee and College Software Committee.
- Outline next steps.

Background

- The new state accountability system may include measures that include college readiness indicators such as A-G course completion and enrollment in Advanced Placement courses.
- One of the four goals in PUSD's LCAP is to "Create a College Going Culture".
- Two committees have been formed to proactively address these needs.

Two Committees:

**Part 1:
College and Career
Committee Goals**

- Understand what it means for a school to have a college going culture.
- Understand best practices for increasing the number of students who meet college admission criteria and enter college.
- Develop a two year plan to increase college readiness in PUSD.

**Part 2:
College Software Committee
Goals**

- Review software available for counselors and students to monitor and manage their college going information.
- Recommend software for purchase to be piloted in 2015-16.

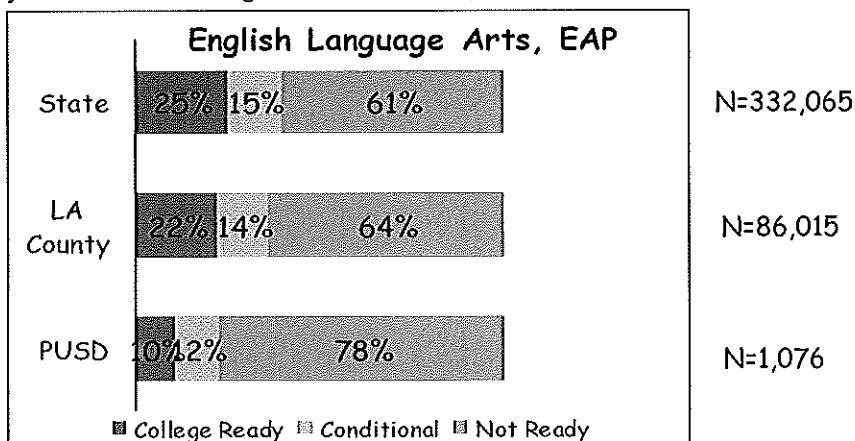
What is a College Going Culture?

The overarching goal of a college going culture is for all students to be prepared for a full range of post secondary options through structural, motivational and experiential college preparatory experiences.

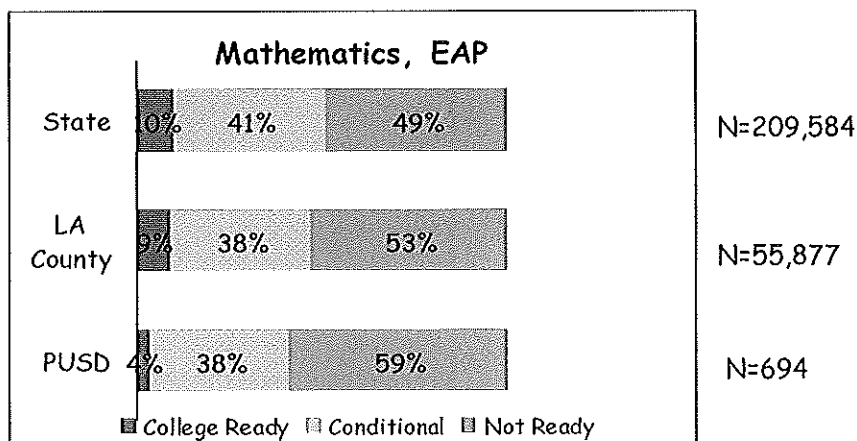
-*Creating a College Going Culture: A Resource Guide*, October, 2006

Why is this Needed?

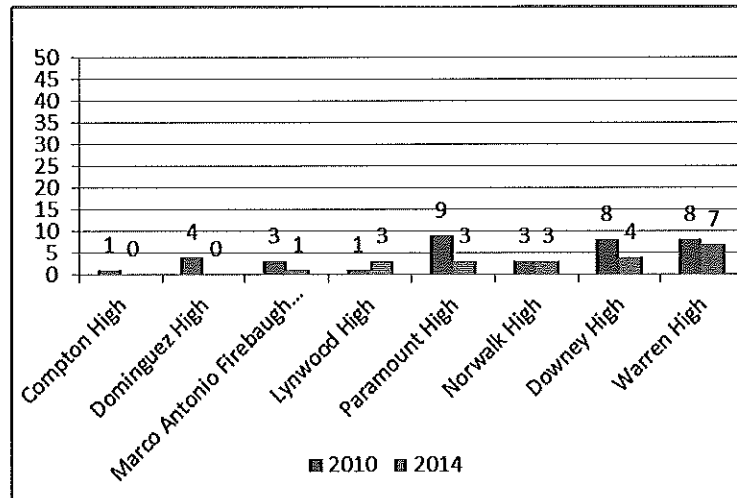
Early Assessment Program ELA Scores, 2013-14



Early Assessment Program, Math, 2013-14



Change in Percent of Students Who Scored College Ready:
EAP English Language Arts 2010-14



What are the Nine Critical Principles of a College Going Culture?

Principle	What does it mean?	What does it look like?
College Talk	On going communication about college so all students develop a college going identity.	Newsletters, posters, College Clubs, essay contests.
Clear Expectations	Defining and communicating explicit goals for college preparation.	Four year plans for students; frequent communication about college options.
Information and Resources	Student access to up to date college information.	College catalogs, PSAT, SAT materials, financial aid materials, workshops on test prep.
Comprehensive Counseling	All counselors are college counselors.	High school counselors attend college conferences, distribute information to students in a systematic manner.

Principle	What does it mean?	What does it look like?
Testing and Curriculum	Students are informed of necessary tests and are given the opportunity to take them. Master schedule provides A-G courses.	PSAT given on school day to 10 th grade students. Master schedule reflects 85% or higher A-G courses.
Faculty Involvement	Faculty are informed partners with counselors; professional development on college information is provided.	"College Corners" in classrooms; college talk during class time.

Family Involvement	Family members provided opportunity to gain college knowledge.	College fairs; workshops for families.
College Partnerships	Active links between K-12 schools and local colleges.	Students at designated grades visit local college campuses; guest speakers.
Articulation	Communication among all schools.	Students hear consistent messages within grades; ie, all 7 th grade students.

College and Career Committee Members

Name	Position	School
Debbie Stark	Asst.	Ed. Services
Nancy Manning	Superintendent	Ed. Services
Margarita Rodriguez	Curriculum Specialist Coordinator, Assessment & Acct.	Ed. Services
Greg Buckner	Principal	PHS
Adrian Quintana	Teacher	PHS
Andy Yonaki	Teacher	PHS
Anna Yasuhara	Asst. Principal	PHS
Brittney Dotson	Teacher	RSP
Camille Steward	Teacher	Chemistry
Colleen Magera	Teacher	ELA
Krystal Fierro	Counselor	PHS
Maria Yepez-Garcia	Counselor	PHS
Melissa Marchesini	Teacher	AP US History
Michael McCarthy	Teacher	AP Social Studies
Patricia Jacobo	Counselor	PHS
Sam Yi	Teacher	Teacher
Tamera Calero-Hill	Counselor	PHS
Eric Lindshield	Counselor	PHS
Morrie Kosareff	Principal	PHS West
Brenda Espinoza	Counselor	PHS West
Deringer Dietz	Teacher	ELA
Leo Gonzalez	Teacher	Geometry
Lorena Chaidez	Teacher	Spanish
Liz Salcido	Principal	Zamboni
Delores Barrios	Counselor	Alondra
Andrea Aguilar	Assistant Principal	Buena Vista
Sue Parson	College Representative	Cerritos College

Meeting Dates and Topics:

October 16, 2014

- Overview of Committee's goals, review of college going data

November 4, 2014

- Visit to Arleta High School to learn about and observe a college going culture.

November 13 and December 11, 2014

- Debrief visit to Arleta High School. Read research on effective practices for creating a college going culture. Review SAT and EAP data for PUSD.
- Begin to identify matches and gaps between current practices and research based practices.

February 12 and March 17, 2015

- Analyze matches and gaps and draft a two year plan that addresses gaps. Prioritize activities based for 2015-16 and 2016-17.

April 29, 2015

- Finalize recommended two year plan.

Strategies in the Draft Plan:

- Plan new A-G, AP and CTE courses.
- Train selected staff to conduct SAT prep. workshops on site.
- Plan a Parent University that provides parents information on college requirements and trips to local universities.
- Provide support for increased number of students in AP and advanced math courses.
- Increase student access to PSAT.

Part 2 – College Software Committee

Background:

- In spring, 2014 a team of counselors and administrators visited high schools in Palos Verdes and Irvine to observe their College and Career Centers. Both high schools provide software for students to monitor their college going information.
- A review of surrounding districts shows that many provide this type of software for students:

School	District	Software
Bellflower HS	Bellflower USD	Yes –Naviance
Artesia HS	ABC Unified	Yes –Naviance
Lakewood HS	LBUSD	Yes –California colleges.
Arleta HS	LAUSD	Yes-College Summit

What is college software?

Software that allows students, parents and counselors to:

- Take interest surveys to determine their strengths and interests
- Keep track of their college and career planning information, including college entrance test scores, financial aide applications, etc.
- Match their interests and academic goals to specific colleges.
- Students have an individual account they monitor; counselors can run reports on individuals and groups of students to monitor their progress toward college application.

College and Career Committee Members

Name	Position	Assignment/School
Anna Yasuhara	Asst. Principal	PHS
Tamara Calero, Eric Lindshield Patricia Jacobo, Krystal Fierro Lourdes Talamontes	Counselors	PHS
Kathleen Uribe Gomez Karina Cortez Garcia	Students	PHS PHS West
Yvonne Rodriguez	Asst. Principal	PHS West Campus
Sheryl Ramirez, Brenda Espinoza	Counselors	PHS West
Wendy Crockett	Counselor	Zamboni
Susana Duran	Counselor	Jackson
Jose Mendez	Counselor	Buena Vista HS
Troy Marshall, Durrell Jackson Nancy Manning Debbie Stark	Curr. Specialist Asst. Supt.	Technology Ed. Services

Committee Work

After researching the most viable software available, three were selected for the committee to review:

- ✓ California Colleges
- ✓ Naviance
- ✓ College Summit

Meeting Dates and Topics:

Date	Activity
Feb. 19	Goals and orientation. Develop criteria for evaluating software.
March 2	Review and evaluate California colleges.
March 16	Review and evaluate Naviance.
April 22	Compare and contrast California colleges and Naviance. Analyze advantages, disadvantages of each.

April 28	Review College Summit. Compare and contrast top two choices. Analyze advantages, disadvantages of each.
May	Conduct further research on top choices. Interview current users in other districts.
June	Purchase College software for piloting at PHS and PHS West in 2015-16. Write implementation plan to monitor progress.
August	Train counselors on software use. Begin implementation plan.

Next Steps:

- Finalize a two year plan that outlines services and activities to create a college going culture. Include resources to implement the plan into the updated LCAP.
- Continue to review college software, making a recommendation to pilot with selected groups of students in fall, 2015. Write an implementation plan to assure the pilot is successful.

Research on college access tells us that having college plans by tenth grade increases the likelihood of attending by 21 percent compared to plans formulated during the senior year. But college plans do not simply happen. They must be fostered and encouraged through a school's culture.

-Reflections on the Process of Establishing a College Culture in Secondary Schools, 2000

BOARD MEETING CALENDAR

There were no changes to the Board of Education Meeting Calendar.

HEARING SECTION

There were no speakers during the hearing section.

CONSENT ITEMS
0.104

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

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

Human Resources

Personnel Report
14-15
2.104

Accept Personnel Report 14-15, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2014-15 State Budget Act and related legislation.

Educational Services

Consultant Services
3.104

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
3.104

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

Memorandum of Understanding for District Referrals to County Community Schools and Specialized Secondary Schools
3.104

Approve the Memorandum of Understanding with Los Angeles County Office of Education for District referrals to county Community Schools and Specialized Secondary Schools.

Contract with the Los Angeles County Probation Department for a Gang Alternative and Prevention Program Officer
3.104

Approve the contract with the Los Angeles County Probation Department for a Gang Alternative and Prevention Program Officer for the 2015-16 school year.

Business Services

Purchase Order Report 14-15
4.104

Approve Purchase Order Report 14-15 as submitted, authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of March 2015
4.104

Approve warrants for all funds through March with a total of \$11,632,798.63.

Acceptance of Donations
4.104

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.

ACTION ITEMS

General Services

Board Member Election – Resolution 14-29 Establishing the Candidate Statement Policy
1.105

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to adopt Resolution 14-29 establishing the District's candidate statement policy providing a 200-word limitation and cost to be paid by candidate at the time of filing for the Board Member election to be held on November 3, 2015.

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

Resolution 14-32 California Day of the Teacher
1.106

Trustee Peña moved, Trustee Hansen seconded and the motion carried 5-0 to adopt Resolution 14-32 recognizing the District's teachers for their commitment, dedication, professionalism, and contributions to the educational success of students

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

Human Resources

Presentation of the Teachers Association of Paramount

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to receive for public review the Teachers Association of

Initial Reopener Proposal for the 2015-16 Collective Bargaining Agreement with Paramount Unified School District
2.107

Paramount 2015-16 initial reopener proposal of the Collective Bargaining Agreement with Paramount Unified School District.

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

Public Hearing on the Teachers Association of Paramount Initial Reopener Proposal for the 2015-16 Collective Bargaining Agreement with Paramount Unified School District
2.108

Trustee Peña moved, Trustee Garcia seconded and the motion carried 5-0 to conduct a public hearing regarding the Teachers Association of Paramount 2015-16 initial reopener proposal of the Collective Bargaining Agreement with Paramount Unified School District.

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

There were no speakers during the hearing section.

Trustee Hansen moved, Trustee Peña seconded and the motion carried 5-0 to close the public hearing regarding the Teachers Association of Paramount 2015-16 initial reopener proposal of the Collective Bargaining Agreement with Paramount Unified School District.

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

Presentation of Paramount Unified School District's Initial Reopener Proposal for the 2015-16 Collective Bargaining Agreement with the Teachers Association of Paramount
2.109

Trustee Cuellar moved, Trustee Hansen seconded and the motion carried 5-0 to receive for public review the District's initial reopener proposal of the 2015-16 Collective Bargaining Agreement with the Teachers Association of Paramount.

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

Public Hearing on the Paramount Unified School District's Initial Reopener Proposal for the 2015-16 Collective Bargaining Agreement with the Teachers Association of Paramount
2.110

Trustee Peña moved, Trustee Garcia seconded and the motion carried 5-0 to conduct a public hearing regarding the District's 2015-16 initial reopener proposal of the Collective Bargaining Agreement with the Teachers Association of Paramount.

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

There were no speakers during the hearing section.

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to close the public hearing regarding the District's 2015-16 initial reopener proposal of the Collective Bargaining Agreement with the Teachers Association of Paramount.

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

Educational Services

Summer School and Extended School Year Program for 2015
3.111

Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to the 2015 Summer School and Extended School Year Program and authorize the employment of teachers and support staff and purchase of materials and supplies as necessary.

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

Revised Board Policy 6146.4
– High School Graduation
Requirements
3.112

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to accept for third reading and adopt proposed revised Board Policy 6146.4 – High School Graduation Requirements, which reflects recent changes to Education Code.

Comprehensive School
Safety Plans for the 2015-16
School Year
3.113

Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to approve the Comprehensive School Safety Plans for the 2015-16 school year, which have been approved by the School Site Council at each site.

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

Approval of Services and
Shared Cost Agreement with
Los Angeles County Sheriff's
Department for Two School
Resource Officers
3.114

Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to approve of any adjustments to the Services and Shared Cost Agreement with the Los Angeles County Sheriff's Department for two School Resource Officers from July 1, 2015 through June 30, 2016.

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

Arts for All School District
Advancement Grant
Application
3.115

Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the submission of the *Arts for All* School District Advancement Grant application to support the arts and expand the District's K-5 Visual and Performing Arts Program for the 2015-16 school year.

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

Nonpublic School
Placements for Special
Education Students for 2014-
15
3.116

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to approve the placement for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2014-15 school year.

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

Business Services

2014-15 Budget Adjustments
as of March 31, 2014
4.117

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt Resolution 14-28, approving the substantially final forms of the Bond Refunding Documents and authorizing the activities required to complete the issuance of the District's 2015 Refunding Bonds.

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

Agreement with LBWSOA for
Sports Officials
4.118

Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to approve Revision 1 of Resolutions 14-14 through 14-23, Signature Authorizations through December 9, 2015.

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

Resolution 14-30, Transfer of Funds
4.119
Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to adopt Resolution 14-30, Transfer of Funds from the Unrestricted General Fund to the Special Reserve Fund for Capital Outlay.

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

Resolution 14-31, Transfer of Funds
4.120
Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to adopt Resolution 14-31, Transfer of Funds from the Unrestricted General Fund to the Capital Facilities Fund.

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

Field Service Contracts and Student Nutrition Services Supplies Renewal
4.121
Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to authorize the renewal of field service contracts, computers, and Student Nutrition Services kitchen supplies and produce, and authorize the Co-Interim Superintendents or designees to execute all necessary documents. Authorize staff to prepare bid specifications for roofing, painting, as well as Student Nutrition Services dairy, snacks and beverages, and bread commodities. Authorize the Co-Interim Superintendents or designees to advertise, review, award, and execute all necessary documents to the lowest responsive and responsible bidder(s).

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

Claim Rejection
4.122
Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to reject Claim No. 2014:004 submitted by an individual and remand to the District's insurance carrier for adjudication.

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

INFORMATION ITEMS

Business Services

Monthly Financial Statements, March 2015
The Board received as information in J-200 format a Financial Statement for each fund for the months of July to March 2015.

Monthly Financial Statements, March 2015 – Special Education
The Board received as information in J-200 format a Financial Statement for Special Education for the months of July to March 2015.

Monthly Financial Statements, March 2015 – Self-Insurance Fund – Health and Welfare
The Board received as information in J-200 format a Financial Statement for the Self-Insurance Fund for the months of July to March 2015.

Average Daily Attendance Summary Report Through March 20, 2015 and the Seventh Monthly School Enrollment Report
The Board received as information the monthly school attendance reports for 2014-15.

ANNOUNCEMENTS

President Anderson reported that the next Regular Meeting would be May 13, 2015, at 6:00 p.m. – Progress Park Plaza, 15500 Downey

Ave, Paramount, CA.

CLOSED SESSION

The Board adjourned to Closed Session at 7:10 p.m. to discuss Conference with Labor Negotiator and Governance Team Items.

OPEN SESSION

The Board reconvened to Regular Session at 10:24 p.m. President Anderson reported that the Board had discussed Conference with Labor Negotiator and Governance Team Items.

ADJOURNMENT

There was no action taken in Closed Session.
Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on April 22, 2015 at 10:25 p.m.

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

Delores Stephens, Co-Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: May 13, 2015
SUBJECT: Personnel Report 14-16

BACKGROUND INFORMATION:

Following is Personnel Report 14-16, 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 14-16 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.

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.

**PERSONNEL REPORT 14-16
MAY 13, 2015
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>				Hourly		
*Tovar, Manuel	ESL** Teacher	Adult Education		\$41.13 Adult Education	04-14-15	06-30-15
<u>ADDITIONAL ASSIGNMENT</u>						
*Martinez, Anna	Home/Hospital Teacher	Alternative Education		\$38.00 General Fund	04-23-15	06-11-15
*Gonzalez, Patricia I.	Home/Hospital Teacher	Special Education		\$38.00 Special Education	04-20-15	06-11-15
*Lucchesi, Ashley	Home/Hospital Teacher	Special Education		\$38.00 Special Education	04-21-15	06-11-15
*Alvarez, Analuz *Juarez, Rene *Leal, Claudia *McCance, Lillian *Varela, Fanny	Math Intervention NTE 10 hrs. each, as needed	Gaines		\$38.00 LCFF-LEP***	04-20-15	05-29-15
*Victoria, Gustavo *Yepes Garcia, Maria	Saturday School NTE 4.5 hrs. each, as needed	Paramount High-West		\$38.00 Saturday School	03-07-15	06-06-15
*Baltazar, Kristine *Covarrubias, Kellie	Language Arts & Math Tutoring NTE 30 hrs. each, as needed	Tanner		\$38.00 LCAP****	03-16-15	06-11-15
*Bailey, Kim	Lead Teacher	Gaines ECE*****		\$2,267 CACFP*****	07-01-14	06-30-15
*Figueroa, Anna	Lead Teacher	Gaines ECE		\$1,889 LAUP*****	07-01-14	06-30-15

*Ratification

**English as a Second Language

***Local Control Funding Formula- Limited English Proficient

****Local Control Accountability Plan

*****Early Childhood Education

*****Child and Adult Care Food Program

*****Los Angeles Universal Preschool

**PERSONNEL REPORT 14-16
MAY 13, 2015
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
STIPEND <u>continued</u>				Stipend		
*Garnett, Clauhdet	Lead Teacher	Gaines ECE**		\$1,889 LAUP***	07-01-14	06-30-15
*Siordia, Margarita	Lead Teacher	Gaines ECE		\$1,889 LAUP	07-01-14	06-30-15
*Cabral, Belen	Lead Teacher	Gaines ECE		\$1,889 ECE	07-01-14	06-30-15
*Chacon, Susana	Lead Teacher	Gaines ECE		\$1,889 ECE	07-01-14	06-30-15
*Landry, Charlene	Lead Teacher	Gaines ECE		\$1,889 ECE	07-01-14	06-30-15
*Peraza, Damaris	Lead Teacher	Gaines ECE		\$1,889 ECE	07-01-14	06-30-15
*Larson, Shirleen	Lead Teacher	Paramount High-Senior		\$2,267 Cal-Safe****	07-01-14	06-30-15
*Alcala-Jacobo, Patricia	Community Services Advisor	Paramount High-Senior		\$2,294 General Funds	08-18-14	06-12-15
*Colenzo, Rocco	Volleyball Girls' Basketball	Alondra		\$172 \$172 LCAP*****	09-18-14 01-22-15	11-25-14 04-02-15
*Otte, John	Football Boys' Basketball	Alondra		\$172 \$172 LCAP	09-18-14 01-22-15	11-25-14 04-02-15
*Diaz, Vicente	Volleyball	Hollydale		\$172 LCAP	09-18-14	11-25-14
*Koch, Jason	Football	Hollydale		\$172 LCAP	09-18-14	11-25-14

*Ratification
 **Early Childhood Education
 ***Los Angeles Universal Preschool
 ****California School Age Family Education
 *****Local Control Accountability Plan

**PERSONNEL REPORT 14-16
MAY 13, 2015
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
STIPEND <u>continued</u>				Stipend		
*Moore, Jessica	Volleyball	Hollydale		\$172 LCAP**	09-18-14	11-25-14
*Van de Velde, Dale	Football	Hollydale		\$172 LCAP	09-18-14	11-25-14
*Wulkowicz, James	Boys' Basketball	Hollydale		\$172 LCAP	01-22-15	04-02-15
*Gonzalez, Patricia	Girls' Basketball	Jackson		\$172 LCAP	01-22-15	04-02-15
*Guzman, Carlos	Football Boys' Basketball	Jackson		\$172 \$172 LCAP	09-18-14 01-22-15	11-25-14 04-02-15
*McWhorter, Wendy	Football Boys' Basketball	Jackson		\$172 \$172 LCAP	09-18-14 01-22-15	11-25-14 04-02-15
*Culhane, Danielle	Girls' Basketball	Paramount Park		\$172 LCAP	01-22-15	04-02-15
*Prepuk, Ronica	Volleyball	Paramount Park		\$172 LCAP	09-18-14	11-25-14
*Sanchez-Ferrell Belinda	Cheerleading	Paramount Park		\$172 LCAP	09-18-14	11-25-14
*Springston, Adam	Football	Paramount Park		\$172 LCAP	09-18-14	11-25-14
*Zamora, Josue	Football Boys' Basketball	Paramount Park		\$172 \$172 LCAP	09-18-14 01-22-15	11-25-14 04-02-15
*Zimmerman, Denelle	Volleyball	Paramount Park		\$172 LCAP	09-18-14	11-25-14
*Banks, Jason	Football	Zamboni		\$172 LCAP	09-18-14	11-25-14

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 14-16
MAY 13, 2015
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u> <u>continued</u>						
*Hasty, Daiva	Girls' Basketball	Zamboni		<u>Stipend</u> \$172 LCAP**	01-22-15	04-02-15
*Lucchesi, Ashley	Volleyball	Zamboni		\$172 LCAP	09-18-14	11-25-14
*Luna, Art	Football Girls' Basketball	Zamboni		\$172 \$172 LCAP	09-18-14 01-22-15	11-25-14 04-02-15
*Stewart, Amie	Volleyball	Zamboni		\$172 LCAP	09-18-14	11-25-14

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 14-16
MAY 13, 2015
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE WITH PAY</u>					
Vargas, Jose	Teacher	Community Day School	Military	03-13-15 only	
Vargas, Jose	Teacher	Community Day School	Military	03-23-15	03-27-15
<u>LEAVE OF ABSENCE WITHOUT PAY</u>					
Plascencia, Monica	Teacher	Hollydale	Family & Medical Leave Act	04-27-15	05-29-15
<u>RESIGNATION</u>					
Lane, Danette	Teacher	Collins Preschool	Personal	06-30-15	
Matyas, Lisa	Teacher	Tanner	Personal	07-01-15	
Bulicki, Britain	Teacher	Zamboni	Personal	04-12-15	
<u>EARLY RETIREMENT</u>					
Morgan, Richard	Principal	Adult Education	Early Retirement	06-30-15	
Hernandez-Sabido, Carmen	Teacher	Mokler	Early Retirement	06-12-15	
Kemp, Mark	Teacher	Paramount High-Senior	Early Retirement	06-12-15	
Wilson-Espinoza, Sandra	Teacher	Paramount High-Senior	Early Retirement	06-12-15	

PERSONNEL REPORT 14-16

MAY 13, 2015

CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Employment						
*Flores, Claudia	Adult Education Counseling Technician 8 hrs. per day/11 mo.	Adult Ed.	126-I	Monthly \$3,470 Adult Ed.	04-20-15	
*Garcia, Boggar	PE/Locker Room Assistant 3.5 hrs. per day/10 mo.	Hollydale	112-I	43.75% of \$2,456 General Fund	04-13-15	
*Naveja, Priscilla	Language Assessment Assistant 3 hrs. per day/11 mo.	Paramount Park	113-I	37.5% of \$2,518 EIA-LEP**	05-01-15	
Short Term						
*Brumfield, Dominick	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each, as needed	Special Education	112-I	Hourly \$14.17 Special Education	04-23-15	06-11-15
*Garcia, Jessica					04-29-15	
*Gonzalez, Carlos					04-27-15	
*Padilla, Jocelyn					05-11-15	
*Alcala, Elena	Office Assistant NTE 8 hrs. per day	Los Cerritos	116-I	\$15.64 EIA-LEP/ Title I	04-20-15	04-28-15
Substitute, on call						
*Galvez, David	Custodian	District	117-I	Hourly \$16.04 General Fund	04-13-15	
*Villagrana, Liliana	Noon Duty Aide	Mokler		\$ 9.50 General Fund	03-27-15	
*Patino, Daniel	Noon Duty Aide	Zamboni		\$ 9.50 General Fund	04-16-15	
Student Worker						
*Sagrero, Leticia	Student Worker NTE 75 hrs. each, as needed	Adult Education		Hourly \$ 9.00 WorkAbility	04-14-15	06-30-15
*Yanez, Elisa					04-01-15	
*Yanez, Elisa	Student Worker NTE 75 hrs., as needed	Community Day School		\$ 9.00 WorkAbility	04-14-15	06-30-15

* Ratification

** Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 14-16
MAY 13, 2015
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Student Worker</u> <u>continued</u>						
*Antunez Jimenez, Jennifer	Student Worker NTE 75 hrs. each, as needed	Paramount High-Senior		<u>Hourly</u> \$ 9.00 WorkAbility	04-15-15	06-30-15
*Manriquez, Joseph					04-15-15	
*Medina, Gabriel					04-14-15	
*Montano, Angel					04-14-15	
<u>ADDITIONAL ASSIGNMENT</u> <u>Short Term</u>						
*Urizar, Mynor	Senior Accounting Assistant NTE 30 hrs.	Fiscal Services	124-II	<u>Hourly</u> \$20.02 General Fund	04-16-15	04-30-15
*Ortega, Saldy	Instructional Assistant - Sp. Ed. NTE 3.5 hrs. per day, as needed	Special Education	112-V	\$17.27 Special Education	04-27-15	06-11-15
*Estrada, Helga	Instructional Assistant - Sp. Ed. NTE 3 hrs. per day, as needed	Keppel	112-II	\$14.89 Special Education	01-05-15	06-11-15
<u>WORKING OUT OF CLASSIFICATION</u>						
*Garcia, Miguel	Lead Custodian NTE 8 hrs. per day	Operations	223-V	<u>Monthly</u> \$3,987** General Fund	04-06-15	04-10-15

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 14-16
MAY 13, 2015
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE</u> Lemus, Beatriz	Instructional Assistant - Sp. Ed.	Paramount High-West	Child Care	04-22-15	06-12-15
<u>RESIGNATION</u> Picos, Nitzia	Substitute Nutrition Services Worker	SNS	Personal	04-18-15	
Serna, Stephanie	Short Term Instructional Assistant - Sp. Ed.	Buena Vista	Personal	04-27-15	
Valle, Rosa	Instructional Assistant - Sp. Ed.	Paramount High-Senior	Personal	04-10-15	
Armijos, Maria	Nutrition Services Worker	Paramount Park	Personal	04-17-15	
<u>TERMINATION</u> Washington, Kyawanna	Substitute Noon Duty Aide	Paramount Park	End of Assignment	04-29-15	

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: May 13, 2015
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	Thinking Maps, Inc. PC15-1603	Provide advanced and beginning level professional development on Thinking Maps to all 9-12 ELA teachers.	Educational Services Requested by: Deborah Stark	August 10- 13, 2015	\$7,500 from LCFF Restricted funds
2	Red Schoolhouse Software PC15-1605	To provide Online Assessment Reporting System (OARS) software for K-12 interim reading and mathematics assessments, software upgrades, installation, technical support and training of selected District staff.	Educational Services Requested by: Deborah Stark	July 1, 2015 through June 30, 2016	\$72,000 from LCFF Restricted funds
3	Lynnanne Hanson-Miller of the AMAN Dance Educators PC15-1606	Consultant to provide a 5-week program in multicultural dance to all third grade students. 15 Third grade classrooms	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$6,500 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	Jane Glaser of the AMAN Dance Educators PC15-1607	Consultant to provide a 5-week program in multicultural dance to all third grade students. 15 Third grade classrooms	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$4,500 from District Arts, Music and PE Block Grant funds
5	Dawn (Dyson) Platero of the AMAN Dance Educators PC15-1608	Consultant to provide a 5-week program in multicultural dance to all third grade students. 20 Third grade classrooms	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$8,000 from District Arts, Music and PE Block Grant funds
6	Rosina Didyk of the AMAN Dance Educators PC15-1609	Consultant to provide a 5-week program in multicultural dance to all third grade students. 15 Third grade classrooms	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$7,000 from District Arts, Music and PE Block Grant funds
7	Literacy Through Art Instruction- Robin Kiss PC15-1610	Teachers and students will be taught four standards-based art lessons by Robin Kiss, Art Consultant. The art lessons integrate the curriculum of Open Court. Academic language will be the focus. 44 Fourth grade classrooms	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$40,000 from District Arts, Music and PE Block Grant funds
8	Art Masters, Inc. PC15-1611	Docent artists will provide four specialized art sessions for all kindergarten classes, to include art instruction, art supplies and implementation materials. 44 Kindergarten classes	Educational Services Requested by: Randy Gray	September 1, 2015 through June 30, 2016	Not to exceed \$10,000 from District Arts, Music and PE Block Grant funds

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
9	Agile Mind PC15-1612	Provide web based Common Core Math and Intensified Algebra to selected students in grades 8-12 at all middle schools, PHS West, PHS and Buena Vista. Approximately 460 students	Educational Services Requested by: Randy Gray	July 1, 2015 through June 30, 2016	Not to exceed \$90,000 from LCFF Restricted funds
10	Mind Research Institute PC15-1613	Contract to provide Spatial Temporal Math online supplemental math program for K-5 schools, Jackson and Hollydale.	Educational Services Requested by: Randy Gray	July 1, 2015 through June 30, 2016	Not to exceed \$36,000 from Title I 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: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Michael Conroy, Assistant Superintendent-Business Services
DATE: May 13, 2015
SUBJECT: Purchase Order Report 14-16

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.

2014/2015

1. Ratified Orders – Early Childhood Education	\$	8,195.20
2. Ratified Orders – General Fund Unrestricted		13,287.04
3. Authorized Orders – General Fund		70,440.49
4. Authorized Orders – Student Nutrition Services Fund		29,886.00
5. Ratified Orders – Restricted Funds		68,393.75
6. Authorized Orders – Restricted Funds		229,329.96
	Subtotal \$	419,532.44
7. Ratified Orders (Under \$1,500)		48,335.83
TOTAL OF ALL ORDERS	\$	<u>467,868.27</u>

POLICY/ISSUE:

Board Policy 3300 - Expenditures and Purchases

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve Purchase Order Report 14-16, authorizing the purchase of supplies, equipment, and services for the District.

PREPARED BY:

Cindy DiPaola, Director-Operations

CONSENT ITEM: 4.1-C

DISTRICT PRIORITY 9:

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

**2014/2015
PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED
MAY 13, 2015**

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-00054	Operations	Norwalk True Value	Annual: window glazing supplies (increase purchase order from \$7,000 to \$14,000)	\$7,000.00	rf
15-00101	Operations	Whittier Fertilizer	Annual: grounds supplies (increase purchase order from \$6,000 to \$9,500)	3,500.00	rf
15-00103	Operations	Vista Paint	Annual: paint supplies (increase purchase order from \$13,600 to \$17,000)	3,400.00	rf
15-00501	Operations	Gardena Nursery	Annual: ground supplies (increase purchase order from \$8,900 to \$18,900)	10,000.00	rfa
15-00697	Jackson	Organized Sports	Annual: PE uniforms (increase purchase order from \$8,000 to \$15,000)	7,000.00	rfa
15-01224	Student Nutrition Services for PHS-West Campus	South Bay Heating & Air Conditioning	Install walk-in freezer	29,886.00	snsa
15-02079	Paramount Park	Southwest School & Office Supply	Office supplies	1,517.32	rf
15-02080	PHS-West Campus	Southwest School & Office Supply	File cabinets (2)	1,738.34	gf
15-02094	Lincoln	My School Things	School banners (10)	1,595.76	rf
15-02102	ECE Gaines	Lakeshore Learning Materials	Classroom supplies	2,139.21	ece
15-02111	Jackson	Coole School	Student planners (960)	3,176.80	rf
15-02113	Zamboni	Bellflower Music	Annual: instrument repairs	2,000.00	gf
15-02119	Zamboni	Bellflower Music	Annual: instruments	2,500.00	gf
15-02122	Technology	Audiovision Inc.	Install projectors: Board room	1,838.10	gf
15-02123	Operations	R Turner Associates LLC	Urinal cartridges (96)	3,222.91	rf
15-02124	ECE Gaines	Really Good Stuff	Classroom supplies	2,271.49	ece
15-02132	Facilities for Keppel	Universal Asphalt	Kinder project: repair asphalt	2,695.00	rf
15-02133	ECE Gaines	Tapia Landscaping	Trim trees	1,815.00	ece
15-02134	Paramount High School	KIS Computer Center	Printers for Career Center (2)	3,270.00	rf
15-02135	Paramount High School	KIS Computers Center	Computers for Career Center (6)	8,233.86	rfa
15-02136	Hollydale	Organized Sportswear	PE uniforms (450) & locks (150)	3,162.09	rf

2014/2015
PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED
MAY 13, 2015

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-02138	Hollydale	Coole School	Student planners (735)	2,734.20	rf
15-02140	Lincoln	KIS Computer Center	Computers for Library (11)	15,047.45	rfa
15-02141	Paramount Park	Coole School	Student planners (900)	2,416.50	rf
15-02147	Facilities for Keppel	Tapia Landscaping	Kinder project: renovate grass play area	14,995.00	rfa
15-02154	ECE Gaines	Lakeshore Learning Materials	Classroom supplies	1,969.50	ece
15-02158	Operations for Stores Inventory	Spicers Paper Inc.	Warehouse stock	20,404.80	gfa
15-02164	Hollydale	Staples	Classroom supplies	2,962.96	rf
15-02170	Los Cerritos	Southwest School & Office Supply	Headphone sets (12)	2,539.09	rf
15-02171	Operations for Paramount High School	Tapia Landscaping	Replace shrubs in campus planters	14,000.00	rfa
15-02172	Business for Keppel	Playtime Playground Equipment	Kinder project: playground equipment	5,526.64	rfa
15-02173	Operations for Stores Inventory	Southwest School & Office Supply	Warehouse stock	10,478.17	gfa
15-02174	Operations for Stores Inventory	Denram Graphics	Warehouse stock	5,651.11	gfa
15-02175	Operations for Stores Inventory	Costco Wholesale	Warehouse stock	1,780.52	gf
15-02178	Operations for Stores Inventory	Champlon Chemical Co.	Warehouse stock	9,903.74	gfa
15-02179	Operations for Stores Inventory	Zep Manufacturing	Warehouse stock	1,692.75	gf
15-02182	Gaines	Staples	Classroom supplies	4,028.62	rf
15-02185	Paramount High School	KIS Computer Center	Print cartridges (25)	2,398.00	rf
15-02188	Alondra	Southwest School & Office Supply	Classroom supplies	2,824.84	rf
15-02190	Los Cerritos	KIS Computer Center	Print cartridges (54)	1,953.28	rf
15-02192	Paramount Park	Southwest School & Office Supply	Classroom supplies	2,481.90	rf/gf
15-02214	Zamboni	Organized Sportswear	PE apparel	12,474.83	rfa
15-02222	Zamboni	Gopher Sports	PE supplies	9,133.98	gfa

2014/2015
PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED
MAY 13, 2015

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-02234	Operations for Print Shop	Enterprise Group	Paper rolls (18)	7,161.30	gfa
15-02235	Mokler	Apple, Inc.	Classroom Ipads (13) (LCAP)	6,851.33	rf
15-02310	Paramount High School	KIS Computer Center	Staff desktop computers (8)	10,978.48	rfa
15-02311	Paramount High School	KIS Computer Center	Classroom projectors (4) & lamps (4)	3,130.48	rf
15-02312	Paramount High School	KIS Computer Center	Student notebook computers (20)	27,470.62	rfa
15-02315	Paramount High School	KIS Computer Center	Student notebook computers (40)	54,941.23	rfa
15-02316	Paramount High School	KIS Computer Center	Notebook carts (2)	3,270.00	rf
15-02318	Paramount High School	Costco Wholesale	Folding chairs (64), carts (2)	5,667.95	rfa
15-02319	Curriculum & Instruction	KIS Computer Center	Poster printer & supplies	7,707.39	gfa
15-02320	Mokler	KIS Computer Center	Staff notebook computers (7)	8,934.73	rfa
15-02321	Collins	KIS Computer Center	Classroom projectors (7)	4,799.27	rfa
15-02322	Special Education	Safe and Civil Schools	Professional activity attendance (9)	5,805.00	rfa
15-02325	Educational Services	Benchmark Education	Text Connection book sets Funding LCAP (partial)	23,454.90	rfa

SUBTOTAL OF RATIFIED/AUTHORIZED ORDERS OVER \$1,500 419,532.44

SUBTOTAL OF RATIFIED UNDER \$1,500 48,335.83

TOTAL OF ALL ORDERS \$467,868.27

FUNDING IDENTIFICATION:

ae=adult education

ece=early childhood education

cf=capital facilities

sns=student nutrition services

dm=deferred maintenance

gf=general fund unrestricted

rf=restricted funds

alc=ASCIP loss control funds

Any request over \$5,000 is indicated with an "a" after the category signifying approval prior to issuing the purchase order

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Michael Conroy, Assistant Superintendent-Business Services
DATE: May 13, 2015
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 totaling \$500.00 from Specialty Graphic Imaging Association. This donation will be designated for the students of Paramount High School to support the Graphic Design Class.
2. The District received a donation totaling \$283.22 from Wells Fargo Foundation's *Educational Matching Gift* Program. This donation will be designated for the students of Paramount High School to support student and teacher incentives.
3. The District received a donation totaling \$242.76 from Wells Fargo's *Community Support Campaign*. This donation will be designated for the students of Paramount High School to support student and teacher incentives.
4. The District received a donation totaling \$242.76 from Wells Fargo Foundation's *Educational Matching Gift* Program. This donation will be designated for the students of Paramount High School to support student and teacher incentives.
5. The District received a donation totaling \$171.53 from Target's *Take Charge of Education* Program. This donation will be designated for the students of Paramount High School to support student and teacher incentives.
6. The District received a donation totaling \$3,000.00 from Jefferson School PTSA. This donation will be designated for the students of Jefferson School to support transportation costs for study trips.

7. The District received a donation totaling \$750.00 from Schools First Federal Credit Union. This donation will be designated for the District to support the 2015 Administrative Professional's Day Luncheon.

For the current 2014-15 fiscal year through May 13, 2015, the District has received an estimated total, which includes the above amounts, of \$47,823.16 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:

Michael Conroy, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

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

Paramount Unified School District

TO: Board of Education
FROM: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
DATE: May 13, 2015
SUBJECT: Resolution 14-33 - Classified School Employee Week

BACKGROUND INFORMATION:

The twenty-ninth annual Classified School Employee Week will be commemorated by the State of California during May 17-23, 2015. Resolution 14-33 is Paramount Unified School District's tribute to classified employees who provide essential support services in classrooms, offices, cafeterias, warehouses, and school sites throughout the year.

POLICY/ISSUE:

Education Code Section 45460 - Classified School Employee Week

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 14-33 recognizing classified employees of Paramount Unified School District for their contributions, dedication and support for the educational success of students.

PREPARED BY:

Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent

DISTRICT PRIORITY 5:

Increase and promote team building and staff development in decision making throughout the District.

ACTION ITEM: 1.1-A

**PARAMOUNT UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

Resolution 14-33

CLASSIFIED SCHOOL EMPLOYEE WEEK

WHEREAS, May 17-23, 2015, will commemorate the twenty-ninth annual Classified School Employee Week honoring classified school employees in California, and

WHEREAS, over 900 full-time and part-time classified employees provide valuable services to 16,000 students and the 20 schools in Paramount Unified School District, and

WHEREAS, classified school employees, through their loyalty and service, contribute to the establishment, promotion and support of a positive, reformed instructional environment, and

WHEREAS, classified school employees serve a vital role in providing for the welfare and safety of the students of Paramount Unified School District, and

WHEREAS, classified school employees strive for excellence, demonstrate pride in their work and contribute to the overall positive climate of Paramount Unified School District, and

THEREFORE, BE IT RESOLVED, that the Paramount Unified School District hereby recognizes and wishes to honor classified school employees' contribution toward quality education in Paramount Unified School District and declares the week of May 17-23, 2015 as Classified School Employee Week.

Alicia Anderson, President
Board of Education

Tony Peña, Vice President
Board of Education

Sonya Cuellar, Member
Board of Education

Linda Garcia, Member
Board of Education

Vivian Hansen, Member
Board of Education

Delores Stephens
Co-Interim Superintendent

David Verdugo
Co-Interim Superintendent

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: May 13, 2015
SUBJECT: 2015-16 Reservation of Options for Represented and
Unrepresented Confidential, Supervisory and Management
Employees

BACKGROUND INFORMATION:

The Education Code specifies that salaries may be set anytime during the year, however the ability to adjust salaries retroactively must be preserved by Board action in advance of the new fiscal year.

Reserving the rights to retroactive salary adjustments is a routine action and does not imply salary increase or decrease, nor obligate the Board to take action.

This proposed action would allow for retroactive salary adjustments only if the Board deemed such action prudent and within financial abilities to provide for such adjustments.

POLICY/ISSUE:

Board Policy 4141 – Salary Guides

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve that all salaries are indefinite for 2015-16 for all bargaining unit represented and unrepresented confidential, supervisory and management employees.

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

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: May 13, 2015
SUBJECT: Math Instructional Materials for Grades 11-12

BACKGROUND INFORMATION:

A committee of high school math teachers met to review textbooks for advanced level math courses in grades 11-12. These courses, including Precalculus, Precalculus Honors, Calculus, AP Calculus AB and AP Calculus BC complete the K-12 math textbook adoption, assuring that all students have textbooks that reflect the content and rigor of the Common Core Standards. After closely reviewing a variety of texts, the committee recommends the following for implementation in fall, 2015:

Course	Textbook	ISBN	Publisher
Precalculus and Precalculus Honors	Precalculus 5e	978-0-13-310123-2	Pearson
AP Calculus AB and AP Calculus BC	AP Calculus Graphing, Numerical, Algebraic 5e	978-0-13-331161-7	Pearson

The required public notice of intent to recommend the adoption of textbooks and materials was published in the Long Beach Press Telegram and posted at Instructional Media Center, Paramount High School, Paramount High West Campus, Buena Vista High School, Alternative Education Center and the Paramount Public Library. Staff and community members were invited to examine the textbooks and resources on display in the Instructional Media Center at the District Office.

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

Approximately \$20,000 from LCFF funds

STAFF RECOMMENDATION:

Approve the adoption and purchase of math textbooks for Precalculus, Precalculus Honors, Calculus, AP Calculus AB and AP Calculus BC courses in 2015-16.

ACTION ITEM: 3.1-A

PREPARED BY:

Deborah Stark, Assistant Superintendent – 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.

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: May 13, 2015
SUBJECT: New Course: Advanced Placement Calculus BC

BACKGROUND INFORMATION:

Advanced Placement Calculus BC is a yearlong mathematics course that is equivalent to two semesters of college Calculus. This course covers advanced mathematical concepts and prepares students for the AP Calculus Exam. The course syllabus approved by the College Board will use the same textbook as Calculus AB, covering additional material within the same text. Advanced Placement Calculus BC will be offered for the first time at Paramount High School in 2015-16.

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the adoption of new course Advanced Placement Calculus BC for implementation at Paramount High School in 2015-16.

PREPARED BY:

Deborah Stark, Assistant Superintendent – 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: 3.2-A

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Michael Conroy, Assistant Superintendent-Business Services
DATE: May 13, 2015
SUBJECT: Agreement for Services with The Kendrick Group, LLC for 2015-2016 and Submission of E-Rate Applications for 2016-17

BACKGROUND INFORMATION:

Applying for E-Rate funding is an annual application and approval process that brings needed funding to the District for technology and other purposes. Timelines and application procedures for E-Rate remain complex; therefore, staff is recommending the renewal of the contract with The Kendrick Group, LLC to manage the application process. Over the past eleven years, The Kendrick Group has played a vital role in the District's filing of applications for E-Rate discounts for both Priority 1 Telecom (telephone and internet) and Priority 2 Internal Connections (cabling and network equipment).

The Kendrick Group, LLC will continue previous funding year close-outs and will produce and submit the 2016-17 applications. The fee will remain unchanged from last year at \$37,500. The District receives a very favorable price for services; most E-Rate consultants charge a percentage, which would increase the cost to the District substantially. The services to be provided from July 1, 2015 through June 30, 2016 will include a review of the best way to structure the applications, compilation of all telecom and project information for internal connections, filing all necessary forms with the Schools and Libraries Division (SLD), and expediting the approval process. The Kendrick Group, LLC will also act as the contact for problem resolutions with the SLD, and they will represent the District in service substitutions, appeals, and audit processes, as needed.

It is estimated that the District will have utilized approximately \$20 million in network cabling, equipment, and services over the last ten years. Funding has been utilized for ongoing network cabling replacement, network services District-wide, and equipment replacement at all sites and the District Office.

Network cabling is a component of the District's standard classroom configuration. The District will always need to keep its E-Rate applications for Priority 2 Internal Connections current. Priority 1 Telecom discounts will be ongoing, and a 68% discount level is anticipated.

If the 2016-17 funding is approved for Priority 1 Telecom, the District will benefit by up to \$340,000 in discounted telephone and data services. In the event that Priority 2 Internal Connections funding is approved, the District will

ACTION ITEM: 4.1-A

continue to receive an 85% discount on network maintenance work that does occur. The amount of that benefit is not known at this time.

The following chart outlines key dates for the District in this year's E-Rate application process.

Critical Dates	Activity
9/24/2015	Request for services, Form 470 filed with the SLD. This form generally outlines all the services and equipment the District is asking for.
10/1/2015	Form 470 signature page sent overnight to SLD.
10/15/2015	All District phone and data circuit bills submitted to consultant.
10/28/2015	Consultant electronically files all Form 471s with the SLD detailing phone and data circuit vendors and costs.
10/29/2015	All quotes for cabling and network equipment submitted to consultant.
2/11/2016	Board approves all Purchase Orders and contracts (contingent on funding approval).
2/18/2016	Consultant electronically files all Form 471s with the SLD detailing network cabling and equipment, vendors, and costs.
2/25/2016	All Form 471 signature pages sent overnight to the SLD.
June 2016	Earliest approvals for funding received.

POLICY/ISSUE:

Board Policy 4126 - Consultants

FISCAL IMPACT:

\$37,500 from budgeted Technology Department funds

STAFF RECOMMENDATION:

Approve the 2015-16 contract agreement with The Kendrick Group, LLC to provide services for E-Rate filings for all District schools, and authorize staff to submit the 2016-17 E-Rate applications, as appropriate, to meet all deadlines.

PREPARED BY:

Troy Marshall, Director-Technology

DISTRICT PRIORITY 3:

Use technology to manage information throughout the District.

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Michael Conroy, Assistant Superintendent-Business Services
DATE: May 13, 2015
SUBJECT: Notice of Completion – Field Service Contracts

BACKGROUND INFORMATION:

At the meeting of May 28, 2014, the Board of Education authorized the renewal of field service contracts. Individual projects over \$15,000 require a formal notice of completion and a five (5%) percent retention for each contract be held until the Board has accepted completion of the project.

The following projects are complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
Advanced Masonry & Concrete	Replace Administration office deck at Zamboni School (Bid #6-11-12) - P. O. 15-01998	\$37,300	\$1,865.00
4 Point Interiors Inc.	Windows and stucco replacement at Zamboni School (Bid #4-11-12) - P. O. 15-01997	\$32,975	\$1,648.75

Once the project is deemed complete, it is the responsibility of the District's Board to formally accept the project, file a Notice of Completion and authorize payment to all contracted parties as allowed by contract.

POLICY/ISSUE:

Board Policy 7430 – Acceptance of Completed Projects

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept as completed the Field Service Contracts for replacement of the administration office deck, windows, and stucco at Zamboni School, and authorize the Superintendent or designee to file the Notices of Completion and make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding.

ACTION ITEM: 4.2-A

PREPARED BY:

Cindy DiPaola-Director of Operations

DISTRICT PRIORITY 9:

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

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Michael Conroy, Assistant Superintendent-Business Services
DATE: May 13, 2015
SUBJECT: Agreement with Los Angeles County Office of Education to Reimburse Administrative Costs Related to the California School-Based Medi-Cal Administrative Activities Program

BACKGROUND INFORMATION:

The District has participated in the MAA program since 2010. California established its School-Based Medi-Cal Administrative Activities Program (SMAA) in 1994. SMAA claims are reimbursements for indirect administrative activities, including outreach and enrollment, referral to Medi-Cal-eligible services, program planning and collaboration of health and Medi-Cal services for the District and certain administrative activities that improve and support Medi-Cal services to children. Starting in 2015, California will be moving from a "Quarterly Time Survey" methodology completed by SMAA participants in order to claim this revenue, to a "Random Moment Time Survey" methodology.

LACOE is the agency responsible for administering the California Medical Assistance Program (Medi-Cal) and the Medi-Cal Administrative Activities Program (MAA) for Local Educational Consortia (LEC) Region 11 in accordance with California Welfare and Institutions Code Section 14132.47(q)(1). In order to participate in the MAA reimbursement program, Paramount USD is required to contract with the designated agency for technical assistance and federal and state program oversight, as well as other services including, but not limited to, the administration of the State-approved time survey methodology, participant training, program monitoring, and audit compliance.

The term of the agreement is July 1, 2014 through June 30, 2017. LACOE shall collect a quarterly administrative fee not to exceed 15 percent of the total quarterly invoices from the LEA. The administrative fees will be based upon each LEAs' pro-rata share of the SMAA funds reimbursed during the Quarterly Time Survey period. Once the administrative fee has been deducted, a total net payment will be submitted to the LEA via electronic journal voucher transfer into the account specified by the LEA.

The administrative fee, including the Region 11 obligation to the State Department of Health Care Services (DHCS), will be reviewed and adjusted on an annual basis so that the fees collected cover both LACOE and DHCS obligations. The administrative fee is calculated on a flat fee schedule so that

ACTION ITEM: 4.3-A

the LEA is eligible to claim fifty percent (50%) of the administrative fee on the invoice submitted to the state.

POLICY/ISSUE:

Board Policy 3322 – Contracts

FISCAL IMPACT:

Not to exceed 15 percent of the District's total quarterly invoice, to be paid with MAA Program funds

STAFF RECOMMENDATION:

Approve the Contract to Reimburse Administrative Costs Related to the California School-Based Medi-Cal Administrative Activities Program with the Los Angeles County Office of Education and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Michael Conroy, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

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

LOS ANGELES COUNTY OFFICE OF EDUCATION

CONTRACT TO REIMBURSE
ADMINISTRATIVE COSTS RELATED TO
CALIFORNIA SCHOOL-BASED MEDI-CAL ADMINISTRATIVE ACTIVITIES PROGRAM
2014 - 2017

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, hereinafter referred to as "LACOE," and **PARAMOUNT UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "LEA".

RECITALS

Medicaid is the nation's major publicly-financed health care program, jointly financed by the federal and State governments. Authorized in 1965 under Title XIX of the Social Security Act, Medicaid acts as a safety net for those unable to purchase health insurance. At the federal level, the Centers for Medicare and Medicaid Services (CMS), Department of Health and Human Services, oversee the Medicaid program. In California, the Medicaid program is known as Medi-Cal and is administered by the California Department of Health Care Services (Department). The Catalog of Federal Domestic Assistance (CFDA) number for the Medical Assistance Program is 93.778.

The Department is the single state agency responsible for administering the California Medical Assistance Program (Medi-Cal) and the School-based Medi-Cal Administrative Activities (SMAA) Program for Local Educational Consortia (LEC) Region 11 in accordance with California Welfare and Institutions Code Section 14132.47(c)(1).

LACOE, in accordance with the California Welfare and Institutions Code Section 14132.47(q)(1), is the agency responsible for the administration of the SMAA claims on behalf of the Department and the coordination of the SMAA Program for the California County Superintendents Educational Services Association LEC Region 11 and all participating LEAs within LEC Region 11.

In June 27, 2014, the Department has received approval from CMS on its revised SMAA plan including the implementation of the Random Moment Time Survey (RMTS) methodology. On February 13, 2014, a Request for Proposal (RFP) No. 13/14-0828 was issued by the San Bernardino County Superintendent of Schools, on behalf of all LECs, to competitively solicit proposals for a state-wide web-based RMTS software system. From among the proposals received and based on the evaluations of all eligible proposals, the LEC Committee has determined that Public Consulting Group, Inc. (PCG) offer is the most advantageous based on the criteria set forth in the RFP.

1. DEFINITIONS:

- a. As used herein, "RMTS" shall mean Random Moment Time Survey, a time survey methodology outlined in the Department-approved SMAA State-wide plan.

- b. As used herein, "RMTS System" shall mean and refer to the PCG Claiming System hosted by Public Consulting Group, Inc. (PCG).
- c. RMTS System Proprietary Information means all software, documentation, technical information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures, programs, or codes, whether tangible or intangible, and whether or how stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing.
- d. As used herein, "Support Services System" shall mean and refer to the web-based services hosted by Fairbanks LLC (Fairbanks).
- e. As used herein, "Authorized Contractor" shall mean any contractor or subcontractor of LACOE and/ or LEA that has been approved for RMTS System access or Support Services System access by LACOE.
- f. As used herein, "LEA Users" shall mean employees, agents, or contractors of the LEA approved by LACOE.
- g. As used herein, "Confidential Information" shall mean all names, job titles, job classifications, salaries, benefits, employee identification numbers, employers, work hours, work schedules, and any other information shared or uploaded by LACOE or the LEA into the RMTS System, the Support Services System, or transmitted to or from LACOE electronically or physically.
- h. As herein used, "Purpose" shall mean participation in the California's SMAA RMTS program, as outlined in the Department-approved SMAA State-wide plan.

2. RESPONSIBILITIES OF LACOE

- a. LACOE shall certify to the State Department of Health Care Services the amount of LEA general funds or other funds allowed under federal law and regulation expended on the allowable SMAA activities.
- b. LACOE shall be the exclusive service provider for all SMAA Claiming Activities within the Region 11 LEC Service Region, including, but not limited to, the administration of the State-approved time survey methodology, participant training, invoice preparation, program monitoring, and audit compliance, etc.
- c. LACOE shall delegate certain administrative activities to vendors to assist with the administration of the program.
- d. LACOE shall permit LEA to access and to use the RMTS System and Support Services System within the scope of work agreed upon by LACOE as specified in Appendix A and B, attached hereto, incorporated herein, and made a part hereof.

e. LACOE shall certify to the Department:

- (1) The availability and expenditure of funds for all nonfederal share costs of performing Program activities.
- (2) The expenditures of LEA that represent costs eligible for federal financial participation in the fiscal year.

f. LACOE shall provide the following services to LEA:

- (1) Administer the LEA's time survey process
- (2) Program technical assistance training to LEA staff.
- (3) Monitor the LEA's operational plan and ensure compliance with local, state, and federal SMAA guidelines.
- (4) Perform desk and site reviews to ensure compliance with all local, state, federal, and Department Program requirements.
- (5) Payment of LEA's portion of the annual participation fee to satisfy Department's claim for administrative services to the Service Region by the due date for such fee.
- (6) Act as liaison between the Department and LEA.
- (7) Submit detailed quarterly invoices to the Department on behalf of the LEA.
- (8) Provide reimbursement information through correspondence and on LACOE's website.
- (9) Issue quarterly reimbursement to LEA on claims approved by the Department via Journal Voucher transfer.
- (10) Submit detailed annual summary report to the LEA reflecting invoices submitted and reimbursements received.
- (11) Maintain LEC SMAA Audit binder, pursuant to the State-approved SMAA claiming plan.

3. LEA RESPONSIBILITIES

- a. LEA shall comply fully with all Title XIX Federal, State and LACOE Program requirements.
- b. LEA shall adhere to all timelines established by LACOE and by the Department for completion of documentation and submission of invoices (e.g., participant universe, reports, maintenance of an LEA audit binder, etc.).

- c. For invoice preparation, LEA shall designate a fiscal contact to LACOE to assist with the compilation of the quarterly SMAA invoices.
- d. LEA shall ensure that invoice claims conform to the Department requirements at the time that such claims are submitted. LACOE reserves the right not to certify invoices that do not comply with LACOE, state and federal SMAA requirements.
- e. LEA shall designate a SMAA Program Coordinator. The SMAA Coordinator shall oversee the time survey process at the LEA level, review time survey responses to ensure the compliance requirements outlined in the Department-approved SMAA State-wide plan; compile LEA's Time Survey Universe pools, maintain duty statements; and review and certify the claiming function grid and invoice accuracy upon submission. The LEA must ensure compliance with all SMAA Coordinator requirements outlined in the state-wide plan.
- f. LEA shall maintain the operational plan and the audit file with supporting documentation for a period not less than five (5) years after payment is received.
- g. In the event a LEA reimbursement is disallowed after disbursement, the LEA: (1) must repay the disallowed amount to the Department via LACOE; (2) develop a revised invoice for LACOE review and submittal to the Department; and (3) must make funds available to LACOE via Journal Voucher transfer for the disallowed amount. LACOE will submit the revised invoice and check to the Department. Should LACOE take action to collect disallowed costs not paid by the LEA, the LEA shall reimburse LACOE for all costs associated with such action, including, but not limited to attorney's fees.
- h. All SMAA correspondence and notices between LACOE and the LEA will be by email to the SMAA Coordinator, Fiscal Designee, and/or a designee of the LEA.
- i. LEA must provide LACOE with its data universal number (DUNS) for its organization(s) specific site(s) prior to the processing of any invoice payments.
- j. LEA must include language in contracts with its sub recipient and/or vendors requiring a DUNS number prior to receipt of any federal funds pursuant to 2 CFR Part 25, Appendix.

4. TERM

- 4.1 Initial Term. This Contract shall begin on July 1, 2014 and continue in full force and effect through June 30, 2017 (expiration date) ("Initial Term") unless early termination occurs in accordance with the terms of this Contract or this Contract is extended by written amendment.
- 4.2 1st Option Term. LACOE, at its sole discretion, may elect to extend the term of this Contract for the period July 1, 2017 through June 30, 2018, ("1st Option Term") by giving written notice to the LEA prior to the expiration of the Initial Term.

4.3 2nd Option Term. LACOE, at its sole discretion, may elect to extend the term of this Contract for the period July 1, 2018 through June 30, 2019, ("2nd Option Term") by giving written notice to the LEA prior to the expiration of the 1st Option Term.

5. COMPENSATION

- a. LACOE shall collect a quarterly administrative fee not to exceed 15 percent of the total quarterly invoice from the LEA. The administrative fees will be based upon each LEAs' pro-rata share of the SMAA funds reimbursed during the quarterly time survey period. Once the administrative fee has been deducted, a total net payment will be submitted to the LEA via electronic journal voucher transfer into the account specified by the LEA.
- b. The administrative fee, including the Region 11 obligation to DHCS, will be reviewed and adjusted on a yearly basis so that the fees collected cover both the LACOE and Department obligations.
- c. The administrative fee is calculated on a flat fee schedule so that the LEA is eligible to claim fifty percent (50%) of it on their invoice.

6. INDEMNIFICATION RESPONSIBILITIES

The LEA agrees to defend, indemnify, save, and hold harmless LACOE from and against any and all demands, debts, liens, claims, losses, damages, liabilities, costs, expenses (including, but not by way of limitation, attorney fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, action, or causes of actions whatsoever, for or in conjunction to: (1) bodily injury or property damage (including, but not limited to, death) sustained or claimed to have been sustained by any persons, or corporation, or public or private entity (including LACOE) arising out of, or incidental to, or occurring as a result of any negligence of the LEA or the negligence of any subcontractor, agent, firm agency, organization, or business retained, engaged, selected, managed, or monitored by the LEA relating to services or operations performed in execution of the Contract; and (2) injury, damage, or loss sustained or claimed to have been sustained by any person or persons, or corporation, or public or private entity (including LACOE) arising out of, or incidental to, or occurring as a result of, any error, omission, or failure to perform, of the LEA, or any error, omission, or failure to perform, of any subcontractor, agent, firm, agency organization, or business retained, engaged, selected, managed, or monitored by the LEA relating to the performance or nonperformance of services or operations pertaining to the Contract, or relating to the enforcement of the Contract.

Without limiting the generality of the foregoing, the indemnification responsibilities of LEA apply to any claims filed by the Department against LACOE for failure to pay an invoice and/or any claims filed by the RMTS System vendor and/or Support Services System vendor against LACOE for LEA's failure to comply with Appendix B and C.

7. INSURANCE

Both parties shall maintain such general liability, property damage, workers' compensation, and auto insurance as is required to protect LEA and LACOE as their interests may appear.

8. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, the LEA is an independent contractor and not an officer, employee or agent of LACOE. The LEA shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of LACOE.

9. NON-DISCRIMINATION AND NON-SEGREGATION

During the performance of this Contract, the LEA agrees to comply with all Federal, state and local laws respecting non-discrimination in employment and non-segregation of facilities including, but not limited to requirements set out in 41 CFR 60-1.4, 60-250.4 and 60-741.4, which equal opportunity clauses are hereby incorporated by reference.

10. NOTIFICATION

Any notice, request, demand or other communication to be given pursuant to this Contract shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addressed to the party for whom intended as follows:

LACOE: Administrative Services Manager
 Contracts Section
 Los Angeles County Office of Education
 9300 Imperial Highway, ECW Room 153,
 Downey, CA 90242-2890

For LEA: Mailing Address is LEA Office.

11. MODIFICATIONS

This document contains the entire Contract between the parties and may be modified only in writing signed by both parties.

12. COMPLIANCE WITH LAW

In the performance of this Contract, both parties shall observe and comply with all applicable local, county, state and federal laws, rules and regulations. Each and every provision of law and clause required by law to be inserted into this Contract shall be deemed to be inserted and this Contract shall read and be enforced as though it were included. If through mistake or otherwise any provision is not

inserted, or is not correctly inserted, upon application of either party the Contract may be amended to make the insertion or correction. All references to statutes and regulations shall include all amendments, replacements and enactments on the subject which are in effect as of the date of this Contract, and any later changes which do not materially and substantially alter the positions of the parties.

13. CHOICE OF LAW OR VENUE

The rights and obligations of the parties and the interpretation and performance of this Contract shall be governed by the laws of California, excluding any laws which direct the application of the laws of another jurisdiction. The parties agree that the venue of any action relating to this Contract shall be Los Angeles County.

14. ASSIGNMENT

Neither party shall assign this Contract without the written consent of the other.

15. SEVERABILITY/WAIVER

15.1 If any provision of this Contract is determined to be illegal, unenforceable, or invalid, such act shall in no way affect the validity of any other provision in this Contract.

15.2 No waiver of any provision of this Contract shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

16. INTEGRATION

This Contract, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the parties' rights, duties and obligations with respect to the transaction discussed in the Contract and supersedes all prior Contracts, understandings and commitments, whether oral or written.

17. EMPLOYEE FINGERPRINTING

During the entire term of the Contract, the LEA, including all subcontractors, shall fully comply with the provisions of the Education Code Section 45125.1 when LACOE determines that the LEA's employees and/or employees of subcontractors will have more than limited contact with LACOE pupils in the performance of the work of the Contract.

18. TOBACCO-FREE WORKPLACE

The LEA hereby agrees to comply with the Los Angeles County Board of Education's Policy 3515.1 which states: "It is the intention of the office to provide a smoke-free workplace within all buildings owned or leased by the office commencing June 30, 1995."

19. ALCOHOL AND DRUG-FREE WORKPLACE

The LEA hereby certifies under penalty or perjury under the laws of the State of California that LEA will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. seq.), and the Los Angeles County Board of Education's Alcohol and Drug-Free Workplace Policy 4020.

20. LACOE BUDGET/GRANT FUNDS CONTINGENCY

If any portion(s) of LACOE's financial budget affecting the contractual time period of this agreement does not appropriate sufficient funds for these contracted services and/or related programs, or if grant funds related to these contracted services and/or related programs are not available for any reason whatsoever, this agreement shall be of no further force and effect. In this event, LACOE shall have no liability to pay any funds to LEA under this agreement, and the LEA shall not be obligated to perform any provisions of this agreement.

In such instances, particularly when partial funding remains available, LACOE shall have the option to either terminate this agreement with no liability occurring to LACOE, or LACOE may offer an amendment to this agreement to reflect the reduced availability of funds.

21. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were so inserted and included.

22. CERTIFICATION REGARDING DEBARMENT, SUSPENSION OR OTHER INELIGIBILITY (Federal Executive Order 12549)

By executing this contractual instrument, LEA certifies to the best of its knowledge and belief that it and its principals:

- 22.1 Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency;
- 22.2 Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (Federal, State or Local) or contract under a public transaction; or violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- 22.3 Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in Section 22.2 above, of this certification; and,
- 22.4 Have not, within a three-year period preceding the execution of this contractual instrument, had one or more public transactions (Federal, State or Local) terminated for cause of default.

23. TERMINATION

Either party may terminate this Contract by delivering written notice of termination to the other party at least 30 days prior to the effective date of termination.

24. DISPUTE RESOLUTION

In the event of a claim, controversy or dispute, the parties agree to use the procedure as stated herein. The party who claims there is a dispute shall first identify the issue in writing with specificity and with supporting facts. The other party shall provide a written response to the identification of the issue within 20 business days. Both parties will attempt to settle such dispute by meeting and conferring in a good faith attempt to resolve the dispute within 15 business days of the date of the written response. The complaining party shall provide the respondent with a written issue statement detailing the claim, controversy or dispute. If the matter is not resolved within a period of within 60 days from the date of the aforementioned meeting, the parties shall proceed to mediation with an agreed upon mediator. If the Parties cannot reach a resolution within a period of 60 days from the date of mediation, then either Party may, upon notice to the other Party, request that the unresolved dispute be settled by binding arbitration conducted in Los Angeles, California by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules (the "AAA Rules"). Notwithstanding any contrary provision within the AAA Rules, the arbitrator must determine the rights and obligations of the parties according to the substantive laws of the state of California. The Parties will mutually select an arbitrator. If the Parties are unable to agree on an arbitrator, the arbitrator will be selected according to AAA Rules. Each Party will bear its own expenses and will share equally the fees of the arbitrator. The arbitrator will have the discretion to award the prevailing Party all or part of its attorneys' fees and costs when supported by law. The arbitrator will not have the power to add to, subtract from or modify any of the terms or conditions of this Agreement. The arbitrator rendering judgment upon disputes between the parties will deliver a written opinion within 15 business days following conclusion of the hearing, setting forth findings of fact, conclusions of law and the rationale for the decision. Any award, which may include legal and equitable relief, will be final and binding and judgment may be enforced by any court of competent jurisdiction.

25. EXECUTION REQUIREMENTS

Proper signatures required for execution of this instrument may be by original signature; photocopy; fax/facsimile copy; valid, encrypted, electronic transmission/signature; and/or other commonly accepted, widely used,

commercially acceptable signature methods. This instrument may be executed in counter-parts by each party on a separate copy thereof with the same force and effect as though all parties had executed a single original copy.

26. EDUCATION CODE

In accordance with Education Code Section 17604, this contract is not valid or an enforceable obligation against LACOE until approved or ratified by the County Superintendent or designee.

27. SIGNATURE AUTHORITY

Each person signing this Contract represents that he or she has been authorized and empowered to enter into this Contract by the party on whose behalf the signature is made.

LOS ANGELES COUNTY
OFFICE OF EDUCATION

PARAMOUNT UNIFIED
SCHOOL DISTRICT

By _____
Patricia Smith
Executive Director
Business and Finance

By _____

Typed or Printed Name

Date _____
lm 8-7
Report 8/18/14
Revised 4/21/15

Title _____

Indicate DUNS Number:

Indicate Federal Tax I.D. Number:

Appendix A

Use of RMTS System and Restrictions

The RMTS System may be accessed only by LEA Users as defined in Section 1. LACOE shall require Authorized Contractors and LEA Users to adhere to the provisions of Appendix A-1.. Acceptance of this contract signifies acceptance of the terms of Appendix A-1. All LEA users must implement the provisions of Appendix A-1 prior to use of the RMTS System. All LEA users must continue to adhere to the provisions of Appendix A-1 during the term of the contract. LACOE reserves the right to restrict access of the RMTS System by any LEA User and/or Authorized Contractor who violates the confidentiality or proprietary rights of the RMTS System.

LEA acknowledges and agrees that (i) the RMTS System sublicensed to LEA by LACOE is and will remain the property of its licensors; (ii) LEA has no right, title or interest to the proprietary information and the RMTS System licensed to LACOE, (iii) not to make available the RMTS System proprietary or confidential information in any form to any third party or to use the RMTS System for any purpose other than the implementation of and as specified in this Contract, (iv) to take all reasonable steps to ensure that proprietary or confidential information of the RMTS System is not disclosed or distributed by its employees, agents or consultants in violation of the provisions of this Contract, (v) ensure that appropriate proprietary notices indicating RMTS System Intellectual Property Rights in the RMTS System and related Documentation are placed on all copies of written materials distributed by LEA, (vi) not decompile, disassemble, or otherwise attempt to reverse engineer the RMTS System or any portion thereof and shall not permit any LEA User to decompile, disassemble, or otherwise attempt to reverse engineer the RMTS System or any portion thereof, (vii) be responsible for the quality, integrity, and accuracy of all data entered and used in connection with the RMTS System Service, including all deletions of such data by LEA Users.

Appendix A-1

TERMS OF USE

Fairbanks LLC and/or its affiliates provide website features to you subject to the following conditions. If you visit fairbanksllc.com, you accept these conditions. Please read them carefully. In addition, when you use any current or future Fairbanks LLC online service or business you also will be subject to the guidelines, terms and agreements ("Terms") applicable to such service or business. If these conditions are inconsistent with such Terms, the Terms will control.

Privacy

Please review our Privacy Policy, which also governs your visit to Fairbanks LLC, to understand our practices.

Electronic Communications

When you visit Fairbanks LLC or send e-mails to us, you are communicating with us electronically. You consent to receive communications from us electronically. We will communicate with you by e-mail or by posting notices on this site. You agree that all agreements, notices, disclosures and other communications that we provide to you electronically satisfy any legal requirement that such communications be in writing.

Copyright

All content included on this site, such as text, graphics, logos, button icons, images, audio clips, digital downloads, data compilations, and software, is the property of Fairbanks LLC or its content suppliers and protected by United States and international copyright laws.

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Fairbanks LLC grants you a limited license to access and make personal use of this site and not to download (other than page caching) or modify it, or any portion of it, except with express written consent of Fairbanks LLC. This license does not include any resale or commercial use of this site or its contents; any collection and use of any product listings, descriptions, or prices; any derivative use of this site or its contents; any downloading or copying of account information for the benefit of another merchant; or any use of data mining, robots, or similar data gathering and extraction tools. This site or any portion of this site may not be reproduced, duplicated, copied, sold, resold, visited, or otherwise exploited for any commercial purpose without express written consent of Fairbanks LLC. You may not frame or utilize framing techniques to enclose any trademark, logo, or other proprietary information (including images, text, page layout, or form) of Fairbanks LLC without express written consent. You may not use any meta tags or any other "hidden text" utilizing Fairbanks LLC's name or trademarks without the express written consent of Fairbanks LLC. Any unauthorized use terminates the permission or license granted by Fairbanks LLC. You are granted a limited, revocable, and nonexclusive right to create a hyperlink to the home page of Fairbanks LLC so long as the link does not portray Fairbanks LLC, or its products or services in a false, misleading, derogatory, or otherwise offensive matter. You may not use any Fairbanks LLC logo or other proprietary graphic or trademark as part of the link without express written permission.

Site Policies, Modification, and Severability

We reserve the right to make changes to our site, policies, and these Conditions of Use at any time. If any of these conditions shall be deemed invalid, void, or for any reason unenforceable, that condition shall be deemed severable and shall not affect the validity and enforceability of any remaining condition.

Privacy Policy

This privacy policy tells you how we use personal information collected at this site. Please read this privacy policy before using the site or submitting any personal information. By using the site, you are accepting the practices described in this privacy policy. These practices may be changed, but any changes will be posted and changes will only apply to activities and information on a going forward, not retroactive basis. You are encouraged to review the privacy policy whenever you visit the site to make sure that you understand how any personal information you provide will be used.

Note, the privacy practices set forth in this privacy policy are for this web site only. If you link to other web sites, please review the privacy policies posted at those sites.

Collection of Information

We collect personally identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our visitors. The information you provide is used to fulfill your specific request. This information is only used to fulfill your specific request, unless you give us permission to use it in another manner, for example to add you to one of our mailing lists.

Cookie/Tracking Technology

The Site may use cookie and tracking technology depending on the features offered. Cookie and tracking technology are useful for gathering information such as browser type and operating system, tracking the number of visitors to the Site, and understanding how visitors use the Site. Cookies can also help customize the Site for visitors. Personal information cannot be collected via cookies and other tracking technology, however, if you previously provided personally identifiable information, cookies may be tied to such information. Aggregate cookie and tracking information may be shared with third parties.

Distribution of Information

We may share information with governmental agencies or other companies assisting us in fraud prevention or investigation. We may do so when: (1) permitted or required by law; or, (2) trying to protect against or prevent actual or potential fraud or unauthorized transactions; or, (3) investigating fraud which has already taken place. The information is not provided to these companies for marketing purposes.

Commitment to Data Security

Your personally identifiable information is kept secure. Only authorized employees, agents and contractors (who have agreed to keep information secure and confidential) have access to this information. All emails and newsletters from this site allow you to opt out of further mailings.

Privacy Contact Information

If you have any questions, concerns, or comments about our privacy policy you may contact us using the information below:

By e-mail: info@fairbanksllc.com

By Phone: 312.321.1225

We reserve the right to make changes to this policy. Any changes to this policy will be posted.

Appendix B

Support Services System

LEA is granted a limited license to access and make personal use of the Support Services System's website. LEA is not to download (other than page caching) or modify website, or any portion of it except with express written consent of the Support Services System Vendor. This license does not include any resale or commercial use of this site or its contents; any collection and use of any product listings, descriptions, or prices; any derivative use of this site or its contents; any downloading or copying of account information for the benefit of another merchant; or any use of data mining, robots, or similar data gathering and extraction tools. This site or any portion of this site may not be reproduced, duplicated, copied, sold, resold, visited, or otherwise exploited for any commercial purpose without express written consent of the Support Services System Vendor. LEA may not frame or utilize framing techniques to enclose any trademark, logo, or other proprietary information (including images, text, page layout, or form) of the Support Services System Vendor without express written consent. LEA may not use any meta tags or any other "hidden text" utilizing the Support Services System Vendor's name or trademarks without the express written consent of the Support Services System Vendor. Any unauthorized use terminates the permission or license granted by the Support Services System Vendor. LEA is granted a limited, revocable, and nonexclusive right to create a hyperlink to the home page of the Support Services System Vendor so long as the link does not portray the Support Services System Vendor, or its products or services in a false, misleading, derogatory, or otherwise offensive matter. LEA users may not use the Support Services System Vendor's logo or other proprietary graphic or trademark as part of the link without express written permission.

Site Policies, Modification, and Severability

The Support Services System Vendor reserves the right to make changes to its site, policies, and these Conditions of Use at any time. If any of these conditions shall be deemed invalid, void, or for any reason unenforceable, that condition shall be deemed severable and shall not affect the validity and enforceability of any remaining condition.

Paramount Unified School District

TO: Delores Stephens, Co-Interim Superintendent
David Verdugo, Co-Interim Superintendent
FROM: Deborah Stark, Assistant Superintendent - Educational Services
DATE: May 13, 2015
SUBJECT: Adult Education AB 86 Planning Grant

BACKGROUND INFORMATION:

Assembly Bill 86 (AB86) provides planning grant funds to school districts and community colleges to better articulate and coordinate adult school and community college adult learner programs. State legislators appropriated twenty five million dollars to begin implementation of AB 86 in 2013-14. The State established regional consortiums and Paramount Unified School District was assigned to work with Compton Unified School District, Lynwood Unified School District and Compton Community College. Members of the consortium submitted a Regional AB 86 plan to the California Department of Education addressing the following areas:

- Overview of the AB 86 Planning Consortium – This component included consortium membership, planning process, stakeholders involved in the planning process, communication plan and demographic profile of the consortium region.
- Seven Objectives – This component included seven objectives that AB 86 is required to address: evaluating current programs and services, assessing current needs, integrating seamless transitions, addressing gaps, promoting student acceleration, developing ongoing professional development and leveraging resources.
- Unaddressed Program Areas – This component identified adult program areas not currently addressed through adult education in the region: parenting programs, older adult programs and programs focusing on adults released from prisons and jails.
- Actionable Components – This component of the plan includes areas that will drive the work of the consortium in the future and focuses instruction, counseling, professional development, measurement and communication (marketing).

The California Department of Education approved the grant proposal and the consortium is currently working on plans on how to address the various actionable components listed in the grant. The consortium will continue to meet and address actionable components in 2015-16.

The plan is submitted under separate cover.

INFORMATION ITEM: 3.1-I

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 4:

Improve student support services.