

# Paramount Unified School District

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

## BOARD OF EDUCATION

ALICIA ANDERSON  
*President*

TONY PEÑA  
*Vice President*

SONYA CUELLAR  
*Member*

LINDA GARCIA  
*Member*

VIVIAN HANSEN  
*Member*

DELORES STEPHENS  
*Co-Interim Superintendent*

DAVID VERDUGO, Ed.D.  
*Co-Interim Superintendent*



## REGULAR MEETING OF BOARD OF EDUCATION

### MINUTES

June 10, 2015

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

Pledge of Allegiance Chris Stamm, Director-Nutrition Services, led the Pledge of Allegiance.

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

Administrators Present David Verdugo, Co-Interim Superintendent  
Michael Conroy, Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Deborah Stark, Assistant Superintendent-Educational Services  
Ranita Browning, Director-Fiscal Services  
Kim Cole, Director-Special Education/ECE  
Cindy DiPaola, Director-Maintenance & Operations  
Randy Gray, Director-Curriculum & Instruction/Projects  
Troy Marshall, Director-Technology  
Manuel San Miguel, Director-Student Services  
Chris Stamm, Director, Student Nutrition Services  
Greg Buckner, Principal-Paramount High School  
Greg Francois, Principal-Jackson School  
Morrie Kosareff, Principal-Paramount High School-West  
Yuki Mio, Interim Principal-Buena Vista High School  
Richard Morgan, Principal-Paramount Adult School  
Beatriz Spelker-Levi, Principal-Collins School

Approve Agenda Trustee Garcia moved, Trustee Cuellar seconded and the motion  
June 10, 2015 carried 5-0 to approve the agenda of the Regular Meeting of June 10,  
1.164 2015.

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

Regular Meeting Minutes Trustee Hansen moved, Trustee Peña seconded and the motion  
May 27, 2015 carried 5-0 to approve the minutes of the Regular Meeting held on  
1.165 May 27, 2015.

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

Facilities Corporation  
Meeting Minutes  
May 27, 2015  
1.166

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting held on May 27, 2015.

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

Special Meeting Minutes  
June 3, 2015  
1.167

Trustee Hansen moved, Trustee Peña seconded and the motion carried 5-0 to approve the minutes of the Special Meeting held on June 3, 2015.

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

## REPORTS

Student Board  
Representatives

Avery De La Cruz, Paramount High School, 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 it is amazing what can happen in three weeks. Eighth grade students were off to their trip yesterday, Tuesday. She added that she has appreciated coming to the Board meetings to report. She shared that K-5 staff are enjoying the rotations and 6-8 staff is very appreciative of the support for the planning period. Members strongly believe that Creating a College Going Culture begins at the Kinder level and starting at the 8<sup>th</sup> grade is too late. She knows that the discussion has been taking place to provide support at the K-5 level. They ask that wealth be shared and thanked the Board for their support.

Board Members' Reports

Trustee Anderson attended the District's Annual Veteran Employees and Retirement Tea, Pathways Open House, Buena Vista High School graduation, and the Relay for Life in Catalina Island.

Trustee Cuellar attended the District's Annual Veteran Employees and Retirement Tea and wished everyone a great summer.

Trustee Garcia thanked the District Student Board representatives. She announced information on an upcoming Tepic Sister Cities fundraiser taking place on Saturday and also information on Councilmember Diane Martinez's fundraiser for the Relay for Life that will be at Paramount Park for the Arts, Smarts and Healthy Hearts Fair. She attended the Jefferson School carnival, the District's Annual Veteran Employees and Retirement Tea, Buena Vista High School graduation, the Relay for Life in Catalina Island and the awards assembly at Alondra Middle School. She wished everyone a wonderful summer.

Trustee Hansen attended the District's Annual Veteran Employees and Retirement Tea, City of Paramount Council Meeting, Buena Vista High School graduation and she thanked the District's student representatives for their support they have provided their respective sites as they reported during the Board meetings on their sites activities.

## Superintendent's Report

Trustee Peña thanked everyone for all their hard work during the school year. He attended the District's Annual Veteran Employees and Retirement Tea, Buena Vista High School graduation, the City of Paramount Council meeting and shared information on the upcoming Arts, Smarts & Healthy Hearts fair event scheduled to take place on Saturday, June 13 and also shared information on the Summer Food Service Program beginning at the K-8 schools on Monday, June 15.

Co-Interim Superintendent Dr. David Verdugo highlighted a variety of items:

- Co-Interim Superintendent Dr. Verdugo was asked to assist and evaluate 18 Doctoral Dissertation proposals at USC. He shared that two of these students being evaluated and successfully now being able to take the final steps were our very own principals Pat Brent and Bea Spelker-Levi.
- Dr. Verdugo and Dr. Michael Conroy held a meeting with PSOMAS Solar energy to discuss and determine the positive impact of solar energy on PUSD.
- He attended the Buena Vista and Alternative Education High School graduation.
- Dr. Verdugo with our District Auditors and discussed the need for a District wide Ethics Policy for District employees.

### Student Board Representatives Recognition

Co-Interim Superintendent Dr. Verdugo and the Board of Education thanked and recognized each student Board representative Armando Torres-Paramount High School-West, Avery De La Cruz-Paramount High School, Stephanie Alonzo-Buena Vista High School and Armando Vera-Paramount Adult School for their continued representation of their site during Board meetings. Each student was presented with a Certificate of Merit.

### Introductions:

*Beatriz Spelker-Levi, Director-Personnel:* Beatriz Spelker-Levi received her Bachelor's Degree in Research in Mental Health and Spanish: Language and Literature from the California State University Dominguez Hills, her Master's Degree in Multicultural Education from Cal State University Dominguez Hills and she is currently working on her Doctorate in Leadership in Urban Education from USC. Bea served as a teacher and Literacy teacher at Los Cerritos school, an Assistant Principal at Collins School, Principal at Jefferson and Mokler schools and for the past four years, Principal at Collins School.

*Dr. Greg Francois, Director-Secondary Education:* Dr. Greg Francois received his Bachelor's Degree in Political Science from the University of California Santa Barbara, his Master's Degree in Multicultural Education from Cal State Dominguez Hills and his Doctorate from the USC in Educational Leadership. Greg served as a teacher at Hollydale School, and as an Assistant Principal at Lakewood School and Paramount High School. For the past year, he served as the Principal at Jackson School.

*Adrian Ayala, Director-Leadership Development:* Adrian Ayala received his Bachelor's Degree in History from Western New Mexico University of La Verne in Classroom Guidance and Educational

Management Tier 1. Adrian served as a teacher, Athletic Director and Dean of Student Services in El Rancho Unified School District. He also served as an Assistant Principal at El Rancho High School and La Serna High School in the Whittier Union High School District. Adrian became the Learning Director at Carr Intermediate in Santa Ana Unified School District. For the past five years, Adrian has served as the Principal of Lathrop Intermediate in Santa Ana Unified School District.

New CTE Pathway: Food Service and Hospitality

Dr. Manuel San Miguel provided the Board with information on the process used to select a new CTE pathway, the pathway selected by the committee and the timeline for implementation.

How was the new CTE pathway selected?

A committee of teachers, counselors and administrators representing middle and high schools analyzed five CTE pathways: Education, Food Service and Hospitality, Business and Finance, Arts and Entertainment and Public Service. The Committee discussed which of the pathways best met the following criteria:

- Offers job opportunities for students.
- Allows students to pursue a degree beyond high school.
- Generated student interest.
- Promotes an engaging environment where students experience and practice the depth of the standards.
- Has varied and multiple opportunities for internships within the community.
- Allows for the development of new A-G courses.

Of the five possible pathways three best met the conditions for further consideration:

- Food Service and Hospitality
- Education
- Arts and Entertainment

The committee analyzed the benefits and risks of all three pathways. The Food Service and Hospitality Pathway generated the highest rating.

What are the benefits of the Food Service and Hospitality Pathway?

- Provides new A-G/UC course opportunities.
- Provides internships with local businesses.
- Offers hands-on, high interest experiences.
- Provides students with opportunities to learn to operate their own business.
- Has the potential to attract students from outside the district.
- Generated highest student interest.

Which courses are in the new pathway?

<u>Course</u>	<u>Description</u>	<u>Grade</u>	<u>Timeline</u>
<b>Principles of Nutrition</b>	CTE Standards: A 1.0, A 2.0, A 8.0, B 1.0, B 2.0, B 3.0, B 6.0 <ul style="list-style-type: none"> <li>• Culinary Industry overview, safe food handling, sanitation and cleaning, safety and emergency procedures,</li> </ul>	<b>9<sup>th</sup></b>	2015-16

	<ul style="list-style-type: none"> <li>cleaning equipment and facilities.</li> <li>Six basic nutrients, U.S dietary guidelines, reading food labels and nutritional panels, contemporary diets and cultural differences.</li> <li>Introduction to measurement, cooking utensils, basic knife skills, cooking methods and principles.</li> <li>Introduction to breads, grains, legumes, potatoes, eggs, fruits and vegetables. Introduction to plating and garnishing.</li> </ul>		
<b>Advanced Principles of Nutrition</b>	<p>CTE Standards: A 2.0, A 4.0, A 5.0, A 8.0, B 1.0, B 2.0, B 3.0, B 6.0, B 10.0</p> <ul style="list-style-type: none"> <li>Culinary Industry overview, safe food handling, sanitation and cleaning, safety and emergency procedures, cleaning equipment and facilities.</li> <li>Menu design around restrictive diets – religious social/health, American Dietetic Association guidelines, addressing obesity and portion control, organic vs. modified.</li> <li>Advanced cooking methods and principles. Introduction to meat, poultry, fish and seafood.</li> </ul>	<b>10<sup>th</sup></b>	2016-17
<b>Culinary Arts I</b>	<p>CTE Standards: A 2.0, B 1.0, B 2.0, B 3.0, B 5.0, B 6.0, B 7.0,</p> <ul style="list-style-type: none"> <li>Culinary Industry overview, safe food handling, sanitation and cleaning, safety and emergency procedures, cleaning equipment and facilities.</li> <li>Introduction to soups stalks and sauces.</li> <li>Introduction to dessert cookery.</li> </ul>	<b>11<sup>th</sup></b>	2017-18
<b>Culinary Arts II</b>	<p>CTE Standards: A 2.0, A 3.0, A 6.0, A 7.0, B 1.0, B 2.0, B 3.0, B 4.0, B 6.0, B 8.0, B 11.0, B 12.0</p> <ul style="list-style-type: none"> <li>Culinary Industry overview, safe food handling, sanitation and cleaning, safety and emergency procedures, cleaning equipment and facilities.</li> <li>Procedures for handling accidents, role of</li> </ul>	<b>12<sup>th</sup> Grade</b>	2018-19

CAL/OSHA, Industry laws and regulations, Americans with Disabilities Act, facilities management, personnel management, purchasing and receiving goods, advanced knife skills, advanced tools, advanced cooking trends, advanced recipes and food preparation, cost control, marketing and entrepreneurship.

Timeline:

<u>Activity</u>	<u>Who is Responsible</u>	<u>Date</u>
Visit Surrounding Food Service and Hospitality programs	Manuel San Miguel	May, 2015 and ongoing
Classroom Visit - West Campus	Manuel San Miguel	June, 2015
Develop Plan to Modify Facilities	Manuel San Miguel	June, 2015 and ongoing
Course and Textbook Board Adoption	Manuel San Miguel	June, 2015
Order Equipment and Materials	Manuel San Miguel	June, 2015
Place new course into Master Schedule	PHS West Administration	June, 2015
Recruit and Hire Staff	Human Resources	Summer, 2015
Curriculum Development	Nancy Manning	Summer, 2015
Research for California Career Pathway Grant Opportunities	Director	Fall, 2015
Provide Professional Development on new course	Nancy Manning	August, 2015
Assess Program	Director	January, 2016

Who was on the CTE selection committee?

<u>School</u>	<u>Name</u>	<u>Position</u>
District Office	Michael Conroy	Asst. Superintendent
District Office	Manuel San Miguel	Director of Student Services
District Office	Nancy Manning	Curriculum Specialist
Alondra	Dolores Barrios	Counselor
Jackson	Laura Donato	Teacher
Zamboni	Steve Tully	Teacher
PHS	Damon Dragos	Assistant Principal
PHS	Patricia Gonzalez	Teacher

PHS	Patricia Jacobo	Counselor
PHS	Jason Sewell	Teacher
PHS	Magy Gharghoury	Teacher
PHS West	Morrie Kosareff	Principal
PHS West	Sharon Bryant	Counselor
PHS West	Brent Jaffe	Teacher
TAP	Maria Childres	Teacher

**BOARD MEETING  
CALENDAR**

There were no changes to the Board of Education Meeting Calendar. Dr. Verdugo commented the possibility of a Special Meeting being scheduled.

**HEARING SECTION**

Lisa Bravo, community member and parent addressed the Board and wished to thank the Board for their support of Special Education students in the District. She shared she is the mother of special education student who has Apraxia and who receives constant support at Lincoln School. Her daughter began to receive speech services at the age of three and with the assistance and support of Speech Pathologist Ms. Ashley Boyer, her daughter has made a lot of progress this school year. She added that Ms. Boyer is amazing and has devoted much time to work on projects for her daughter and works weekly to input information that will be covered in class on her daughter's Augmentative and Alternative Communication device. She also shared that her daughter has now mastered her site words and has received achievement awards at school. She added that Ms. Boyer has been a blessing to her daughter and wished to once again thank the Board for their support. Ms. Bravo also shared a poem with the Board that she wrote about her daughter.

**CONSENT ITEMS**  
0.168

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

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

**General Services**

Representatives to Athletic Leagues for 2015-16  
1.168

Approve Dr. Greg Bucker, Paramount High School Principal and Mr. Alex Acosta, Athletic Director, as District Representatives to athletic leagues for 2015-16.

**Human Resources**

Personnel Report  
14-18  
2.168

Accept Personnel Report 14-18, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2014-15 State Budget Act and related legislation.

## Educational Services

- |  |   |
|--|---|
| Consultant and Contract Services<br>3.168  | 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<br>3.168  | Approve the overnight and/or out-of-county study trips for students consistent with the District policies and instructional programs.   |
| Memorandum of Understanding with the City of Paramount, Parks and Recreation Department<br>3.168 | Approve the Memorandum of Understanding with the City of Paramount, Parks and Recreation Department to provide grounds supervision and supervised recreation for the Summer Food Service Program. |
| Memorandum of Understanding with California Youth Connection<br>3.168                            | Approve the Memorandum of Understanding with California Youth Connection to provide Foster Youth students the opportunity to gain leadership skills.  |
| Memorandum of Understanding with the Long Beach Guidance Center<br>3.168                         | Approve the Memorandum of Understanding with the Long Beach Guidance Center for the 2015-16 school year.  |

## Business Services

- |   |  |
|---|--|
| Purchase Order Report<br>14-18<br>4.168 | Approve Purchase Order Report 14-18 as submitted, authorizing the purchase of supplies, equipment, and services for the District.                          |
| Acceptance of Donations<br>4.168        | Accept donations as presented on behalf of the District of any bequests or gifts of money or property for a purpose deemed to be suitable by the District. |
| Consultant Services<br>4.168            | Approve the Consultant Services request authorizing contracts with consultants or independent contractors who provide specialized services.                |

## ACTION ITEMS

### Educational Services

- |   |  |
|---|--|
| Public Hearing – Local Control Accountability Plan<br>3.169 | Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to conduct a public hearing regarding the Local Control Accountability Plan which is required to receive Local Control Funding.<br><br>Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña<br><br>Dr. Verdugo shared with the Board that although we are bringing forward the LCAP draft tonight, circumstances have changed since the May Revise and information we are hearing from Sacramento in regards to the State budget adoption may require the District to address changes in programs and services in the LCAP. These changes and any related dollar estimates will be included in the LCAP |
|---|--|



to be presented for approval at the next Board meeting, as will any other changes that might emerge from this public hearing.

There were no speakers during the hearing section.

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to close the public hearing regarding the Local Control Accountability Plan which is required to receive Local Control Funding.

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

Scholastic Reading Club  
Grant Submission  
3.179

Trustee Peña moved, Trustee Hansen seconded, and the motion carried 5-0 to ratify the submission of the Scholastic Reading Club application for Collins School for the 2015-16 school year.

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

New CTE Course Sports  
Medicine and Adoption of  
Textbook  
3.180

Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the adoption and authorize the purchase of Sports Medicine course and textbook in the Health Careers Academy Pathway at Paramount High School for implementation in 2015-16.

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

New CTE Course Principles  
of Nutrition and Adoption of  
Textbook  
3.181

Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to approve the adoption and authorize the purchase of Principles of Nutrition textbook and instructional materials in the Food Service and Hospitality Pathway for implementation in 2015-16.

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

Nonpublic School  
Placements for Special  
Education Students for  
2014-15  
3.182

Trustee Garcia moved, Trustee Cuellar 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**

Authorization to Make  
Appropriation Transfers  
4.183

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to authorize the Los Angeles County Superintendent of Schools to make appropriate transfers at the close of the 2014-2015 school year.

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

Public Hearing –  
2015-2016 Tentative Budget  
4.184

Trustee Peña moved, Trustee Hansen seconded, and the motion carried 5-0 to conduct a public hearing prior to the approval of the 2015-2016 Tentative Budget.

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

There were no speakers during the hearing section.

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to close the public hearing prior to the approval of the 2015-2016 Tentative Budget.

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

Approval of Agreement with In2Vate Technology and Brit Team Platform Learning Management System  
4.185

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Agreement with In2Vate Technology and Brit Team Platform Learning Management System to provide Online Team Platform Training.

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

Contract Renewal – Vernon Security Services  
4.186

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the contract renewal with Vernon Security Services for one year from July 1, 2015 through June 30, 2016, and authorize the Co-Interim Superintendent(s) or designee to execute all necessary documents.

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

## **INFORMATION ITEMS**

### **Educational Services**

Two Year Plan to Create a College Going Culture

Submitted for the Board's information is a two year plan to create a College Going Culture in Paramount Unified School District.

### **Business Services**

Student Nutrition  
Commodities: Dairy, Snacks and Beverages, and Bread Products Bid Summary

The Board received as information a summary of bid results for Student Nutrition commodities: dairy, snacks, and beverages, and bread products.

## **ANNOUNCEMENTS**

President Anderson reported that the next Regular Meeting would be June 24, 2015, at 6:00 p.m. – Boardroom of the District Office.

## **CLOSED SESSION**

The Board adjourned to Closed Session at 7:02 p.m. to discuss Conference with Labor Negotiator and Governance Team Items.

## **OPEN SESSION**

The Board reconvened to Regular Session at 8:30 p.m. President Anderson reported that the Board had discussed Conference with Labor Negotiator and Governance Team Items.

There was no action taken in Closed Session.

## **ADJOURNMENT**

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on June 10, 2015 at 8:31 p.m. in memory of Lloyd Tanner, husband of retired teacher Diane Tanner and Louis Meza, community member and long time Lincoln School volunteer.

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

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David Verdugo, Co-Secretary  
To the Board of Education

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President

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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:** June 24, 2015  
**SUBJECT:** Personnel Report 14-19

## **BACKGROUND INFORMATION:**

Following is Personnel Report 14-19, 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 14-19 as submitted. The report includes details, assignments, terminations and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 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 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
Ayala, Adrian	Director	Educational Services	Sch. A III-2	<b>Annual</b> \$128,060 LCAP*	07-01-15	
**Rundblade, Rodney	Teacher	Paramount High-Senior		\$61,052 JROTC***	06-01-15	06-30-15
<b><u>PROMOTION</u></b>						
Francois, Gregoire	Director	Educational Services	Sch. A III-2	<b>Annual</b> \$128,060 Title 1/ ROP****	07-01-15	
<b><u>Additional Assignment</u></b>						
**Armstrong, Patricia	On-the-job Training NTE 110 hrs. total	Paramount High-Senior		<b>Hourly</b> \$38.96 ROP	03-30-15	04-30-15
<b><u>SUMMER SCHOOL ASSIGNMENT</u></b>						
**Mikkelson, Blaise	Extended School Year NTE 5.5 hrs. per day, as needed	Special Education		<b>Hourly</b> \$38.00 Special Education	06-15-15	07-16-15
**Alonso, Alex **Cinotto, Lisa **Marquez, Karen	Extended School Year NTE 4 hrs. per day each, as needed	Adult Education		\$38.00 Special Education	06-15-15	07-16-15
**Alvarez, Cesar **Andrade, Enrique **Angulo, Daniel **Aparicio, Michelle **Avitia, Sonia **Brainard, Richard **Childres, Maria **Ferrerer-Bias, Anastasia **Go-Ng, Joy **Hernandez, Martin	Summer School NTE 4 hrs. per day each, as needed	Alondra		\$38.00 Title 1	06-15-15	07-09-15

\*Local Control Accountability Plan  
 \*\*Ratification  
 \*\*\*Junior Reserve Officer Training Corp  
 \*\*\*\*Regional Occupational Program

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>SUMMER SCHOOL ASSIGNMENT</b> <u>continued</u>						
*Ledesma, Alicia *Perez, Mayra *Zimmerman, Denelle	Summer School NTE 4 hrs. per day each, as needed	Alondra		<b>Hourly</b> \$38.00 Title 1	06-15-15	07-09-15
*Diaz, Daniel	Summer School NTE 8 hrs. per day as needed	Community Day School		\$38.00 Community Day School	06-15-15	07-16-15
*Bradley, Tawny *Bruland, Judith *Choi, Becky *Franz, Christina *Gamez, Maria *Garcia, Vienna *Gomez, Maria *Green, Felice *Hamblin, Brenna *Hatch, Carrie *Holland, Ayanna *Huizar, Antonia *Jimenez, Elaine *Kuykendall, Casey *Macias, Sandra *Marquez, Alejandra *McClure, Ashley *Moreno, Margarita	Extended School Year NTE 4.25 hrs. per day each, as needed	Lincoln		\$38.00 Special Education	06-15-15	07-16-15
*Brand, Richard *Diaz, Gracie *Dorantes, Rebecca *Eakle, Cassandra *Galias, Kristina *Quintero, Maria *Rosa, Kenia	Summer School NTE 4 hrs. per day each, as needed	Lincoln		\$38.00 Title 1	06-15-15	07-09-15
*Ratification						

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>SUMMER SCHOOL ASSIGNMENT</b> <u>continued</u> *Saenz-Torres, Gisela *San Miguel, Kristin *Slater, Dawna *Sy, Cheena *Valdez, Laura *Vasquez, Elizabeth *Wood, Lisa	Summer School NTE 4 hrs. per day each, as needed	Lincoln		<u>Hourly</u> \$38.00 Title 1	06-15-15	07-09-15
*Achuff, Natalie *Aguilera, Alycia *Ashabraner, Robert *Beahn, Jeffrey *Bignami, Autumn *Blomgren, Mary *Brown, Scott *Carmona, Angel *Cianci, Anna *Curtius, Diana *Dominguez, Rachel *Duran, Curtis *Durante, Anthony *Felix, Josefina *Fierro, Krystal *Figueroa, Sindy *Garcia, Luis *Garcia, Moises *Godfrey, Pama *Gonzalez, Patricia *Granillo, Sean *Guggiana, John *Healy, Patrick *Howard, Matthew *Humble, Christine *Jackson, Joita *Jordan, Cameo	Summer School NTE 5.25 hrs. per day each, as needed	Paramount High-Senior		\$38.00 LCAP**	06-15-15	07-23-15

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>SUMMER SCHOOL ASSIGNMENT</b> continued						
*Juarez, Maria *Lopez, Joe *Lopez, Nancy *Lopez, Rocio *Mai, Melina *Marchesini, Melissa *Martinez, Anna *Merickel, Stephen *Morelli, Anthony	Summer School NTE 5.25 hrs. per day each, as needed	Paramount High-Senior		\$38.00 LCAP**	06-15-15	07-23-15
*Navarro, Juan *Peterson, Joseph *Polhemus, Douglas *Prangle, Timothy *Rivas, Nancy *Roberts, Amber *Rodriguez, Yvette *Rojas, Blanca *Sanchez, Darek *Smeltzer, Mira *Talamantes, Lourdes *Tellez, Raymundo *Xiong, Vicki *Yepes Garcia, Maria *Yonaki, Andrew *Zwart, Michael	Summer School NTE 5.25 hrs. per day each, as needed	Paramount High-Senior		\$38.00 LCAP	06-15-15	07-23-15
*Alcala-Jacobo, Patricia *Becerra, Monica *Cervantes, Fernando	Summer School NTE 5.25 hrs. per day each, as needed	Paramount High-Senior		\$38.00 Special Education	06-15-15	07-23-15

\*Ratification

\*\*Local Control Accountability Plan



**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>SUMMER SCHOOL ASSIGNMENT</b>						
<u>continued</u>						
*Contreras, Vetina *Dotson, Brittany *Esparza, Julio *Garcia, Kelsy *Medina, Elsa *Patterson, Jonas *Tilney, Julie *Villasenor, Rafael *Yoshiba-Medeiros, Christine	Summer School NTE 5.25 hrs. per day each, as needed	Paramount High-Senior		<b>Hourly</b> \$38.00 Special Education	06-15-15	07-23-15
*Bryant, Sharon *Espinoza, Brenda	Summer School NTE 4 hrs. per day each, as needed	Paramount High-West		\$38.00 Special Education	06-15-15 06-29-15	06-25-15 07-23-15
*Lucchesi, Ashley *Shaw, Veronica	Summer School NTE 3 hrs. per day each, as needed	Paramount High-West		\$38.00 Special Education	06-15-15	07-23-15
<b>STIPEND</b>						
*Bozorgzadeh, Sammaneh	English Language Arts Department Chair	Paramount High-West		<b>Stipend</b> \$4,348.29 General Fund	08-15-14	06-12-15
*Chaidez, Lorena	Electives Department Chair	Paramount High-West		\$1,865.74 General Fund	08-15-14	06-12-15
*Cruzan, Cara	Science Department Chair	Paramount High-West		\$2,769.79 General Fund	08-15-14	06-12-15
*Godfrey, Pama	Physical Education Department Chair	Paramount High-West		\$1,564.39 General Fund	08-15-14	06-12-15
*Gray, Kelly	Counseling Department Chair	Paramount High-West		\$488.02 General Fund	08-15-14	06-12-15

\*Ratification

**PERSONNEL REPORT 14-19**  
**JUNE 24, 2015**  
**CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>STIPEND</b> <u>continued</u> *Ignash, Michelle	Special Education Department Chair	Paramount High-West		\$1,492.64 Special Education	08-15-14	06-12-15
*Ramirez, Sheryl	Counseling Department Chair	Paramount High-West		\$488.02 General Fund	08-15-14	06-12-15
*Thomas, Katherine	Math Department Chair	Paramount High-West		\$2,769.79 General Fund	08-15-14	06-12-15

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\*Ratification

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE WITHOUT PAY</u></b> Harbin, Perry	Teacher	Jackson	Family & Medical Leave	04-27-15	06-12-15*
<b><u>EARLY RETIREMENT</u></b> Hanes, John	Teacher	Paramount High-Senior	Early Retirement	06-12-15	

\*Intermittent Leave, as needed

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Employment Promotion</u></b>						
*Spelker, Beatriz	Director of Personnel 8 hrs. per day/12 mo.	Human Resources	Sch. 2 514-VI	<b><u>Monthly</u></b> \$10,843** General Fund	07-01-15	
<b><u>Short Term</u></b>						
*Alcala, Elena	Office Assistant NTE 8 hrs. per day, as needed	Educational Services	116-I	<b><u>Hourly</u></b> \$15.64 Title I	05-19-15	06-30-15
*Del Angel, Daniel	Instructional Assistant – SE/SH NTE 6 hrs. per day, as needed	Adult School	115-I	\$15.26 Special Education	06-15-15	07-16-15
*Barajas, Francisco *Bernardino-LL, Norma *Curiel, Jeanne *Hernandez, Michelle *Lopez, Ricki *Martinez, Sandra *Ornelas, Rafael *Pacheco, Rachel *Pineda, Cindy *Vizcarra, Daniel *Zuniga, Alexandra	Instructional Assistant – SE/SH NTE 6 hrs. per day each, as needed	Lincoln	115-I	\$15.26 Special Education	06-15-15	07-16-15
*Bonilla, Magali	Instructional Assistant – SE/SH NTE 7 hrs. per day, as needed	Paramount High-Senior	115-I	\$15.26 Special Education	06-15-15	07-23-15
*Cervantes Larios, Jose	Instructional Assistant – Sp. Ed. NTE 7 hrs. per day, as needed	Paramount High-Senior	112-I	\$14.17 Special Education	06-15-15	07-23-15
<b><u>Summer Assignment</u></b>						
*Camargo, Elizabeth *Magana, Debra *Neff, Julith *Rios, Elizabeth *Smith, Patricia	Instructional Assistant – Sp. Ed. NTE 5 hrs. per day each, as needed	Adult School	112-I 412-V 112-V 112-III 112-V	<b><u>Hourly</u></b> \$14.17 \$17.85** \$17.27 \$15.64 \$17.27 Special Education	06-15-15	07-16-15

\* Ratification

\*\* Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 14-19**  
**JUNE 24, 2015**  
**CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>						
*Equihua, Ana	Instructional Assistant – SE/SH NTE 5 hrs. per day each, as needed	Adult School	115-V	\$18.59	06-15-15	07-16-15
*Gilley, Morgan			215-V	\$18.94**		
*Pacheco, Ruben			115-III	\$16.85		
*Perez, Louie			115-V	\$18.59		
*Ramirez, Maria			215-V	\$18.94**		
*Rios Gaytan, Laura			215-V	\$18.94**		
*Varon, Daniel			215-V	\$18.94**		
*Villicana, Marivel			215-V	\$18.94**		
*Villicana, Pedro			215-V	\$18.94**		
*Cooper, Sherena	Instructional Assistant – Sp. Ed. NTE 6 hrs., as needed	Community Day School	112-V	\$17.50** Special Education	06-15-15	07-16-15
*Diaz, Claudia	School Health/Office Technician NTE 8 hrs. per day, as needed	Hollydale	116-II	\$16.43 LCAP***	06-15-15	06-30-15
*Abarca, Elizabeth	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day each, as needed	Lincoln	212-V	\$17.62**	06-15-15	07-16-15
*Azua-Alvarez, Leonor			312-V	\$17.73**		
*Celiz, Annette			212-V	\$17.62**		
*Cortez Hernandez, Alma			212-V	\$17.62**		
*Cueva Vizcaino, Mariana			112-V	\$14.17		
*DeJoseph, Luz			512-V	\$17.96**		
*DeLeon, Susana			112-III	\$15.64		
*Esquivel, Monique			112-V	\$17.27		
*Estrada, Darlene			312-V	\$17.73**		
*Frias, Amanda			312-V	\$17.73**		
*Garcia, Nancy			112-III	\$15.64		
*Gonzalez, Aidee			112-V	\$17.27		
*Haley, Laquette			112-III	\$15.64		
*Jackson, Betty			612-V	\$18.08**		
*Jimenez, Georgina			112-I	\$14.17		
*Lopez, Edith			112-V	\$17.27		
*Macias, Alejandra			212-V	\$17.62**		
*Mejia, Jonathan	112-V	\$17.27				
				Special Education		

\* Ratification

\*\* Includes Longevity and/or Professional Growth Increment

\*\*\* Local Control Accountability Plan

**PERSONNEL REPORT 14-19**  
**JUNE 24, 2015**  
**CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>						
*Nelson, Nicholle	Instructional Assistant - Sp. Ed. NTE 6 hrs. per day each, as needed	Lincoln	112-II	\$14.89	06-15-15	07-16-15
*Noriega, Yolanda			612-V	\$18.08**		
*Padilla, Yolanda			112-V	\$17.27		
*Palacios, Yadira			312-V	\$17.73**		
*Perez, Brenda			112-V	\$17.27		
*Quintero, Patricia			112-III	\$15.64		
*Requeno, Jose			112-III	\$15.64		
*Robles, Marlene			112-V	\$17.27		
*Rodriguez, Mayra			112-II	\$14.89		
*Romero, Yurinely			112-V	\$17.27		
*Sandoval, Evangeline			112-V	\$17.27		
*Valero, Valmira			212-V	\$17.62**		
*Wahl, Mary				Special Education		
*Aguilar, Rita			Instructional Assistant - SE/SH NTE 6 hrs. per day each, as needed	Lincoln		
*Buendía, Laura	115-V	\$18.59				
*Cabanas, Veronica	115-V	\$18.59				
*Carrillo, Margarita	115-V	\$18.59				
*Carrillo, Mayra	115-V	\$18.59				
*Dominguez, Monica	115-V	\$18.59				
*Escobar, Tammy	215-V	\$18.94**				
*Hernandez, Arlene	115-V	\$18.59				
*Hernandez, Luis	115-I	\$15.26				
*Lopez, Georgina	115-V	\$18.59				
*Meza, Charles	115-V	\$18.59				
*Pacheco, Ashley	115-V	\$18.59				
*Perez, Maria	315-V	\$19.05**				
*Salazar, Bertha	115-V	\$18.59				
		Special Education				
*Nunez, Gliselda	Speech/Language Assistant NTE 3.5 hrs. per day each, as needed	Lincoln	111-V	\$16.85	06-15-15	07-16-15
*Ramos, Jessica			111-IV	\$16.04		
				Special Education		

\* Ratification

\*\* Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 14-19**  
**JUNE 24, 2015**  
**CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Summer Assignment</u></b>						
<b><u>continued</u></b>						
*Arellano, Mary	Instructional Assistant – Sp. Ed. NTE 7 hrs. per day each, as needed	Paramount High-Senior	512-V	<b>Hourly</b> \$17.96**	06-15-15	07-23-15
*Collazo Valencia, Carina			112-V	\$17.27		
*Dashiell, Christal			112-V	\$17.27		
*Fernandez Lara, Sara			112-V	\$17.27		
*Medina, Samantha			112-I	\$14.17		
*Navarro, Eulalia			112-I	\$14.17		
*Perez, Michael			312-V	\$17.73** Special Education		
*Carnalla, Jasmin	Instructional Assistant – SE/SH NTE 7 hrs. per day each, as needed	Paramount High-Senior	115-V	\$18.59	06-15-15	07-23-15
*Marquez, Marcel			115-V	\$18.59		
*Martinez, Martina			115-III	\$16.85		
*Perez, Leonel			315-V	\$19.05**		
*Wright, Sharan			115-V	\$18.59		
*Wu, Helen			215-V	\$18.94 Special Education		
*Gomez, Daisy	Instructional Assistant – Sp. Ed. NTE 4 hrs. per day each, as needed	Paramount High-West	112-IV	\$16.43	06-15-15	07-23-15
*Grace, Keelan			112-IV	\$16.43		
*Mota, Natalie			112-II	\$14.89		
*Ravelo, Amy			112-V	\$17.27 Special Education		
<b><u>ADDITIONAL ASSIGNMENT</u></b>						
<b><u>Short Term</u></b>						
*Aguilar, Daniel	Office Assistant NTE 4 hrs. per day	Operations	116-II	<b>Hourly</b> \$16.43 General Fund	05-21-15	06-12-15
<b><u>WORKING OUT OF CLASSIFICATION</u></b>						
*Salazar, Maritza	School Administrative Assistant NTE 8 hrs. per day	Buena Vista	124-V	<b>Monthly</b> \$3,927 Continuation School	05-26-15	05-28-15
*Diaz, Claudia	School Health/Office Technician NTE 8 hrs. per day	Hollydale	116-II	<b>Hourly</b> \$16.43 General Fund	05-28-15	06-12-15

\* Ratification

\*\* Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 14-19  
JUNE 24, 2015  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>RESIGNATION</u></b>					
Rodriguez, Everardo	Short Term Instructional Assistant - Sp. Ed.	Special Education	Personal	06-05-15	
Cuevas, Alicia	Senior Accounting Assistant	Student Nutrition Services	Personal	06-26-15	
Stewart, Porsche	Instructional Assistant - ECE	Jackson ECE	Personal	06-04-15	
Cota-Garcia, Eva	Short Term Instructional Assistant - Sp. Ed.	Tanner	Personal	06-11-15	
<b><u>TERMINATION</u></b>					
Ayala-Flores, Imelda	Substitute Noon Duty Aide	Hollydale	End of Assignment	05-27-15	
Rios, Elizabeth	Substitute Noon Duty Aide	Hollydale	End of Assignment	05-27-15	



# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Overnight and/or Out-of-County Study Trips

**BACKGROUND INFORMATION:**

The following overnight and/or out-of-county study trip is requested:

#	Site/Location	Description/ Participants	Site/ Requested by	Time Period	Cost/ Funding Source
1	Lake Arrowhead, CA	Paramount High School boys' and girls' cross country teams will travel to Lake Arrowhead to run in higher elevations and participate in team building activities.  12 boys and 8 girls, 1 female and 4 male chaperones	Paramount High School  Requested by: Greg Buckner	July 30, 2015 through August 5, 2015	Cost of trip is \$120 per student paid through fundraising and athlete sponsorships.

**POLICY/ISSUE:**

Education Code, Section 35330 - Excursions and Field Trips  
Board Policy 6153 - Instruction, School-Sponsored Trips

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**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.

**CONSENT ITEM: 3.1-C**

Itinerary for Paramount High School  
Boys' and Girls' Cross Country Team  
Lake Arrowhead, CA – July 30-August 5, 2015

**Thursday, July 30, 2015**

7:00 a.m.	Depart from Paramount High School to Lake Arrowhead
9:00 a.m.	Arrive at Lake Arrowhead – morning run
12:00 p.m.	Check-in at Lake Arrowhead cabins
5:00 p.m.	Evening run
6:30 p.m.	Dinner and team meeting
10:00 p.m.	Lights out

**Friday, July 31, 2015**

6:00 a.m.	Morning run
8:00 a.m.	Breakfast
10:00 a.m.	Team meeting – guest speaker
12:00 p.m.	Lunch
1:30 p.m.	Visit local beach club for swimming
5:00 p.m.	Evening run
6:30 p.m.	Dinner and team meeting
10:00 p.m.	Lights out

**Saturday, August 1, 2015**

6:00 a.m.	Morning run
8:00 a.m.	Breakfast
10:00 a.m.	Team meeting
12:00 p.m.	Visit Lake Arrowhead Village
5:00 p.m.	Evening run
6:30 p.m.	Dinner and team meeting
10:00 p.m.	Lights out

**Sunday, August 2, 2015**

6:00 a.m.	Light Breakfast
7:00 a.m.	Drive to Rim of the World High School for team workout
9:30 a.m.	Breakfast
12:00 p.m.	Team meeting at the cabin
1:00 p.m.	Drive to local beach club for swimming and lunch
5:00 p.m.	Closing presentations/team awards
6:30 p.m.	Dinner
7:30 p.m.	Drive to village
10:00 p.m.	Lights out

**Monday, August 3, 2015**

6:00 a.m.	Morning run
8:00 a.m.	Breakfast
10:00 a.m.	Team meeting – guest speaker
12:00 p.m.	Lunch
1:30 p.m.	Visit beach club for swimming
5:00 p.m.	Evening run
6:30 p.m.	Dinner and team meeting
10:00 p.m.	Lights out

**Tuesday, August 4, 2015**

6:00 a.m.	Morning run
8:00 a.m.	Breakfast
10:00 a.m.	Team meeting
12:00 p.m.	Visit Lake Arrowhead Village
5:00 p.m.	Evening run
6:30 p.m.	Dinner and team meeting
10:00 p.m.	Lights out

**Wednesday, August 5, 2015**

6:00 a.m.	Team run on trails
8:00 a.m.	Breakfast
12:00 p.m.	Depart Lake Arrowhead

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Memorandum of Understanding with United Friends of the  
Children, Foster Youth - College Readiness Program

## **BACKGROUND INFORMATION:**

United Friends of the Children, Foster Youth – College Readiness Program is a program for Foster Youth students grades seven through twelve. The program supports Foster Youth students by creating a clear path to college. The College Readiness Program provides individual college counseling, tutoring, workshops, college tours, career planning, mentoring, special events, test preparation, financial aid planning and summer enrichment programs.

## **POLICY/ISSUE:**

Board Policy 6141.1 – Experimental/Innovative Programs

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with United Friends of the Children, Foster Youth – College Readiness Program effective September 1, 2015 through June 30, 2016.

## **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:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Memorandum of Understanding with California State University,  
Los Angeles

## **BACKGROUND INFORMATION:**

The California Student Opportunity and Access Program (Cal-SOAP) is a college based outreach program whose mission is to increase the number of students from low income and traditionally underrepresented backgrounds who enroll in post secondary education. Cal-SOAP is based at California State University Los Angeles and collaborates with Paramount High School and Paramount Middle School counselors, students and families to increase college readiness awareness and preparation.

## **POLICY/ISSUE:**

Board Policy 6141.1 – Experimental/Innovative Programs  
Board Policy 1210 – Community Relations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with California State University Los Angeles to provide the California Student Opportunity and Access Program at Paramount High School and Paramount Park Middle School for 2015-16.

## **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 9-12 core.

**CONSENT ITEM: 3.3-C**

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Memorandum of Understanding with El Camino College Compton Center for 2015-16

**BACKGROUND INFORMATION:**

El Camino College Compton Center will offer two college courses in Human Development at Buena Vista High School in 2015-16. Students who participate will receive both high school and college credit. Classes are held after school once a week September, 2015 through June, 2016.

**POLICY/ISSUE:**

Board Policy 3322 - Contracts

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with El Camino College Compton Center to provide after school instruction for selected students at Buena Vista High School for the 2015-16 school year.

**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.

**CONSENT ITEM: 3.4-C**

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Memorandum of Understanding with the University of California,  
Irvine for the 2015-16 School Year

**BACKGROUND INFORMATION:**

The Early Academic Outreach Program (EAOP) at the University of California, Irvine is a college based outreach program whose mission is to increase the number of low income and traditionally underrepresented students who enroll in post-secondary education. This program provides academic enrichment and academic advising to increase the number of students who apply to four year universities. EAOP staff work with counselors and students at qualifying high schools for no cost. The Memorandum of Understanding between the University of California, Irvine and the District will provide Paramount High School students support to apply for post-secondary education.

**POLICY/ISSUE:**

Board Policy 6141.1 – Experimental/Innovative Programs  
Board Policy 1210 – Community Relations

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with the University of California, Irvine's Early Academic Outreach Program for post-secondary education support at Paramount High School in 2015-16.

**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 9-12 core.

**CONSENT ITEM: 3.5-C**

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** Purchase Order Report 14-19

## **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.

<b><u>2014/2015</u></b>	
1. Ratified Orders – Adult Education Fund	\$ 3,149.00
2. Authorized Orders- Adult Education Fund	22,000.00
3. Ratified Orders – General Fund Unrestricted	21,954.00
4. Authorized Orders – General Fund	125,783.80
5. Ratified Orders – Restricted Funds	145,354.05
6. Authorized Orders – Restricted Funds	96,327.26
	Subtotal \$ 414,568.11
7. Ratified Orders (Under \$1,500)	79,960.86
<b>TOTAL OF ALL ORDERS</b>	<b>\$ <u>494,528.97</u></b>

<b><u>2015/2016</u></b>	
1. Ratified Orders – General Fund Unrestricted	\$ 33,381.88
2. Authorized Orders – General Fund	1,044,075.35
3. Ratified Orders – Student nutrition Services Fund	20,000.00
4. Authorized Orders – Student Nutrition Services Fund	4,837,500.00
5. Ratified Orders – Restricted Funds	84,400.00
6. Authorized Orders – Restricted Funds	3,368,900.00
	Subtotal \$ 9,388,257.23
7. Ratified Orders (Under \$1,500)	29,868.88
<b>TOTAL OF ALL ORDERS</b>	<b>\$ <u>9,418,126.11</u></b>

**CONSENT ITEM: 4.1-C**



**POLICY/ISSUE:**

Board Policy 3300 - Expenditures and Purchases

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

Approve Purchase Order Report 14-19, authorizing the purchase of supplies, equipment, and services for the District.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

**2014/2015**  
**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED**  
**JUNE 24, 2015**

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-00014	Operations	Carson Supply Landscape/JHM	Annual: irrigation repair supplies (increase purchase order from \$14,000 to \$16,500)	2,500.00	rf
15-00022	Operations	Current Electric Construction	Annual: electrical services (Bid# 5-13-14) (increase purchaser order from \$40,000 to \$83,000)	43,000.00	rfa
15-00027	Operations	Ken Porter Auctions	Annual: vehicle replacement (increase purchase order from \$38,000 to \$46,582)	8,582.00	rf/gf
15-00501	Operations	Gardena Nursery	Annual: ground supplies (increase purchase order from \$18,900 to \$22,900)	4,000.00	rf
15-00963	Operations	South Bay Heating & Air Conditioning	Annual: energy management system & repairs (increase purchase order from \$200,000 to \$235,250)	35,250.00	gfa
15-02394	Paramount High School	Morey's Music Store	Music instruments (12)	6,472.42	rfa
15-02490	Alondra	Staples	Office supplies	2,700.13	rf
15-02527	Operations	Van Diest Bros.	Annual: plumbing repairs	5,785.00	rf
15-02529	Paramount High School	The Bach Company	Classroom supplies	2,165.40	gf
15-02530	Roosevelt	SOS Survival	Earthquake supplies	2,047.06	rf
15-02535	Adult Education	Harland Technology Services	Maintenance agreement	1,589.00	ae
15-02544	Zamboni	AVID Center HQ	Library set & membership fees (LCAP)	8,105.00	rfa
15-02545	Paramount Park	AVID Center HQ	Library set & membership fees (LCAP)	8,105.00	rfa
15-02546	PHS-West Campus	AVID Center HQ	Library set & membership fees (LCAP)	8,650.00	rfa
15-02547	Jackson	AVID Center HQ	Library set & membership fees (LCAP)	4,084.00	rf
15-02548	Hollydale	AVID Center HQ	Library set & membership fees (LCAP)	8,105.00	rfa
15-02549	Alondra	AVID Center HQ	Library set & membership fees (LCAP)	8,105.00	rfa
15-02550	Curriculum & Instruction	Benchmark Education	Instructional materials	3,635.95	rf
15-02557	Educational Services	Barnes & Noble	Library books (299)	1,575.93	rf

**2014/2015  
PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-02560	Paramount High School	Follett School Solutions Inc.	AP History books (165)	2,911.77	gf
15-02569	Curriculum & Instruction for PHS-West Campus	Arete Digital Imaging	Career center graphic design mural (LCAP)	1,919.50	rf
15-02570	Curriculum & instruction	Benchmark Education	Instructional materials	3,636.95	rf
15-02575	Educational Services	College Board	AP exam program fees	70,129.00	gfa
15-02581	Adult Education	Melinda A. Connor	Consortium planning (reimbursement)	1,560.00	ae
15-02583	Adult Education	Adult Education Solutions	Adult Ed. Consortium fees for website design consulting	22,000.00	aea
15-02587	Educational Services for Paramount High School	Follett Educational Services	Library books (440) (LCAP)	4,469.87	rf
15-02590	Paramount High School	GST, Inc.	Staff notebook computers (5) & docking stations (5)	5,784.84	rfa
15-02594	Educational Services	Thinking Maps, Inc.	Instructional materials (LCAP)	2,744.08	rf
15-02595	Operations for Stores Inventory	Spicers	Warehouse stock	20,404.80	gfa
15-02596	Paramount High School	Pearson Education	Chemistry lab notebooks (150)	2,053.35	rf
15-02606	Operations for Stores Inventory	Southwest School & Office Supply	Warehouse stock	3,348.48	gf
15-02622	Curriculum, Instruction & Projects for Alondra, Paramount Park, Jackson, Hollydale, Zamboni	Coast Party Rentals	Promotion ceremony rentals	6,412.52	rf
15-02625	Operations for Stores Inventory	Southwest School & Office Supply	Warehouse stock	2,952.81	gf
15-02626	Operations for Stores Inventory	Champion Chemical Co.	Warehouse stock	1,532.54	gf

**2014/2015  
PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
15-02627	Educational Services for Paramount High School	Follett Educational Services	Health textbooks (65) (Board adopted: 5/27/2008), Music textbooks (152) (Board adopted: 9/23/2008), Psychology textbooks (160) (Board adopted: 1/31/2007), Sociology textbooks (65) (Board adopted: 1/31/2007), Spanish textbooks & workbooks (225) (Board adopted: 5/25/2004), French textbooks (20) (Board adopted: 7/16/1996), Literature textbooks (130) (Board adopted: 10/24/2005), Economics textbooks (135) (Board adopted: 6/23/2006), Government textbooks(130) (Board adopted: 6/23/2006)	46,410.51	rf
15-02629	Superintendent's Office	Paramount Chamber of Commerce	PUSD news (June)	2,043.00	gf
15-02630	Educational Services for PHS West Campus	Pearson Education	Algebra textbooks (320) (Board adopted: 5/14/14)	32,951.14	rf
15-02631	Educational Services for 9-12 SDC	Attainment Company Inc.	Consumable textbooks for SDC (180) (Board adopted: 4/9/14)	5,873.86	rf
15-02632	Educational Services for 6-10	Agile Mind	Consumable Math textbooks (250) (Board adopted: 8/14/13)	7,172.20	rf

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

414,568.11

**SUBTOTAL OF RATIFIED UNDER \$1,500**

79,960.86

**TOTAL OF ALL ORDERS**

**\$494,528.97**

**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

**2015/2016**  
**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED**  
**JUNE 24, 2015**

P.O. #	SCHOOL OR DEPARTMENT	VENDOR	ITEM	Amount of P.O.	Category
16-00001	Operations	Admiral Pest Control	Annual: pest control services	2,000.00	rf
16-00005	Operations	American City Pest Control	Annual: pest control services	6,000.00	rfa
16-00006	Operations	American Rentals	Annual: equipment rental	5,400.00	rfa
16-00007	Operations	B&D Alignment	Annual: vehicle repairs	2,000.00	rf
16-00009	Operations	B & V Transmission	Annual: garage supplies	1,500.00	rf
16-00011	Operations	Battery Systems	Annual: garage supplies	1,500.00	rf
16-00012	Operations	BAVCO	Annual: plumbing supplies	1,500.00	rf
16-00015	Operations	C.R. Laurence Doors	Annual: window glazing supplies	2,000.00	rf
16-00016	Operations	Carson Supply Landscape/JHM	Annual: Irrigation repair supplies	14,000.00	rfa
16-00017	Operations	Central Tire Service	Annual: vehicle tires	3,500.00	rf
16-00018	Operations	Charles G. Hardy	Annual: maintenance/roof supplies	9,500.00	rfa
16-00019	Operations	Chem Pro Laboratories Inc.	Annual: equipment maintenance	2,100.00	rf
16-00020	Operations	Chromatic Inc.	Annual: printing	5,000.00	gfa
16-00021	Operations	Clark Security Products	Annual: lock supplies	8,000.00	rfa
16-00022	Operations	Coast Line Equipment	Annual: equipment repair	5,000.00	rfa
16-00023	Operations	Don Miller Plumbing	Annual: plumbing supplies	12,000.00	rfa
16-00026	Operations	Felix Upholstery	Annual: vehicle repair services	2,000.00	rf
16-00027	Operations	File Keepers, LLC.	Annual: shredding services	3,000.00	rf
16-00029	Operations	Floor Tech	Annual: floor repairs	9,000.00	rfa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00030	Operations	Gardena Nursery	Annual: grounds supplies	10,000.00	rfa
16-00031	Operations	Gary's Typewriters & Laser Printer Repair	Annual: typewriter repairs	2,000.00	rf
16-00032	Operations	GCR Truck Tire Center Inc.	Annual: vehicle supplies	2,000.00	rf
16-00033	Operations	GCR Truck Tire Center Inc.	Annual: supplies for transportation vans	2,000.00	rf
16-00036	Operations	Great Scott Tree Service Inc.	Annual: tree trimming	2,000.00	rf
16-00038	Operations	Home Depot	Annual: building supplies	40,000.00	rfa
16-00039	Operations	Interlift Inc.	Annual: repair of vehicle gate lifts	3,000.00	rf
16-00042	Operations	The Jankovich Company	Annual: diesel fuel	3,000.00	rf
16-00043	Operations	John's Wholesale Electric	Annual: electrical supplies	50,000.00	rfa
16-00046	Operations	KM Shoes Boot World	Annual: safety shoes	8,000.00	rfa
16-00047	Operations	Lawrence Roll Up Doors, Inc.	Annual: roll-up door repair services	2,000.00	rf
16-00048	Operations	Legendz Sports	Annual: employee uniform supplies	8,000.00	rfa
16-00049	Operations	Leslie Bee Removal	Annual: bee removal services	1,500.00	rf
16-00050	Operations	Lindsay Lumber	Annual: building supplies	15,000.00	rfa
16-00051	Operations	Lynn's Auto Air Inc.	Annual: vehicle repairs	2,500.00	rf
16-00052	Operations	M.S. Discount Auto Inc.	Annual: vehicle smog	1,500.00	rf
16-00053	Operations	MAACO	Annual: vehicle painting services	5,000.00	rfa
16-00055	Operations	Marco Lawn Garden Supply	Annual: grounds equipment repair/preventive maintenance	6,000.00	rfa
16-00056	Operations	Marx-Bros. Fire Extinguisher Company	Annual: fire extinguisher services & fire detection testing	14,000.00	rfa
16-00057	Operations	NAPA Auto Parts	Annual: vehicle supplies-Operations fleet	31,000.00	rfa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00058	Operations	NAPA Auto Parts	Annual: transportation van supplies	2,500.00	rf
16-00059	Operations	Net Electronics	Annual: electronic supplies	4,000.00	rf
16-00060	Operations	Norwalk True Value	Annual: window glazing supplies	10,000.00	rfa
16-00061	Operations	Ortco Inc.	Annual: wood chips	2,000.00	rf
16-00062	Operations	Palomo's Steel	Annual: building supplies	1,500.00	rf
16-00064	Operations	Pioneer Chemical Company	Annual: custodial supplies	10,000.00	rfa
16-00065	Operations	Pioneer Chemical	Annual: custodial equipment repair	8,000.00	rfa
16-00066	Operations	Quality Fence	Annual: equipment repairs	7,000.00	rfa
16-00068	Operations	Rayvern Lighting Supply Co.	Annual: electric supplies	6,000.00	rfa
16-00070	Operations	Reliable Delivery Services	Annual: sea bin container repairs	3,000.00	rf
16-00074	Operations	RPW Services Inc.	Annual: fertilizer & gopher treatment services	11,000.00	rfa
16-00076	Operations	Shoeteria	Annual: safety shoes	3,500.00	gf
16-00078	Operations	Smardan Supply	Annual: plumbing supplies	15,000.00	rfa
16-00079	Operations	Smith Paint & Supply Inc.	Annual: paint supplies	3,000.00	rf
16-00082	Operations	Statewide Traffic Safety & Signs	Annual: traffic control sign supplies	1,500.00	rf
16-00083	Operations	Stover Seed Company	Annual: ground supplies	2,500.00	rf
16-00084	Operations	Tapia Landscaping	Annual: tree removal, shrub pruning services	83,000.00	rfa
16-00085	Operations	Tavito's Movers	Annual: moving services	10,000.00	rfa
16-00086	Operations	Turf Star Inc.	Annual: mower repairs	2,500.00	rf
16-00087	Operations	Universal Asphalt	Annual: asphalt repairs	9,000.00	rfa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00088	Operations	USA Carburetor's & Auto Repair	Annual: vehicle repair services	9,000.00	rfa
16-00089	Operations	Verne's Plumbing	Annual: plumbing repairs	2,000.00	rf
16-00090	Operations	Vista Paint	Annual: paint supplies	17,000.00	rfa
16-00091	Operations	West Coast Sand & Gravel	Annual: ground supplies	5,000.00	rfa
16-00092	Operations	Vision Communications	Annual: radio repairs	3,000.00	rf
16-00093	Operations	Western Graphix	Annual: laminator repair/ maintenance	1,500.00	rf
16-00094	Operations	Yale Chase Materials Handling, Inc.	Annual: forklift equipment repairs	2,500.00	rf
16-00095	Student Nutrition Services	South Bay Heating & Air Conditioning	Annual: service/repair kitchen equipment	75,000.00	snsa
16-00096	Student Nutrition Services	Chocolate a la Carte	Annual: catering food inventory	1,500.00	sns
16-00098	Student Nutrition Services	Pioneer Chemical	Annual: cleaning supplies	4,000.00	sns
16-00100	Student Nutrition Services	Coca Cola Refreshments	Annual: canned beverages	5,000.00	snsa
16-00101	Student Nutrition Services	Presstige Printing	Annual: printing services	2,000.00	sns
16-00102	Student Nutrition Services	CCP Industries	Annual: kitchen supplies	2,000.00	sns
16-00103	Technology	Cybertek	Annual: phone & network related supplies	9,500.00	gfa
16-00104	Technology	Cybertek	Annual: Hardware Maintenance - Student Information System	12,463.00	gfa
16-00105	Technology	Cybertek	Annual: Software Maintenance - Server and Storage	6,107.32	gfa
16-00106	Technology	Cybertek	Annual: Software Maintenance - Server and Storage	4,185.97	gf
16-00107	Technology	Cybertek	Annual: Maintenance Agreement - Backup Software	2,130.95	gf
16-00108	Technology	Faironics Technologies USA, Inc.	Annual: Maintenance agreement - Deep Freeze software for student computers	2,591.82	gf



**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00109	Technology	Frontrange Solutions	Annual: Maintenance Agreement - Help Desk and Work Order System	9,212.59	gfa
16-00110	Technology	Future Design Communications	Annual: Network Cabling Installation, Repairs and Supplies	12,000.00	gfa
16-00111	Technology	KIS Computer Center	Annual: parts and supplies-computers & printers	28,500.00	gfa
16-00112	Technology	KIS Computer Center	Annual: service and repair - computers & printers	52,000.00	gfa
16-00113	Technology	Lynda.Com	Annual: online training services	1,750.00	gf
16-00115	Technology	Netop Geneva Logic	Annual: network monitoring software maintenance for PHS-West Campus, Jackson & Paramount Park	1,770.00	gf
16-00117	Technology	Blackboard Connect, Inc.	Annual: Parent Communication and attendance calling system (Board Approved on 04/24/09)	30,990.10	gfa
16-00118	Operations	Administrative Services Cooperative, Inc.	Annual: student transportation	1,600,000.00	rfa
16-00119	Operations	Bellflower Unified School District	Annual: fuel	95,000.00	gfa
16-00120	Operations	C & R Systems	Annual: security alarm monitoring & repairs	15,000.00	rfa
16-00121	Operations	De Lage Landen Public Finance LLC (Ricoh)	Copier equipment lease	306,777.24	gfa
16-00122	Operations	Durham School Services	Annual: student transportation (Board approved: 5/28/14)	700,000.00	rfa
16-00123	Operations	Elesco	Annual: emergency back up system	4,800.00	rf
16-00125	Operations	Legendz Sports	Annual: CSP uniforms	3,000.00	gf
16-00126	Technology	Borderlan Security	Annual: Maintenance agreement - Internet Filtering	30,330.34	gfa
16-00127	Operations	NAPA Auto Parts	Annual: vehicle supplies-security	5,000.00	gfa
16-00128	Operations	Pyro-Comm Systems	Annual: alarm monitoring	3,000.00	rf
16-00129	Student Nutrition Services	Garda CL West, Inc.	Annual: transport services	7,000.00	snsa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00130	Operations for Print Shop	Ricoh Professional Services	Annual: supplies & replacement parts	15,000.00	gfa
16-00132	Student Nutrition Services	Admiral Pest Control	Annual: pest control services	10,000.00	snsa
16-00133	Technology	Card Integrators	Annual: ID card system maintenance agreement-Paramount High, PHS-West Campus, Buena Vista	4,720.00	gf
16-00134	Student Nutrition Services	LA County Department of Public Health	Annual: health department inspections	7,000.00	snsa
16-00135	Operations	California Marquee	Annual: marquee maintenance	7,000.00	rfa
16-00136	Student Nutrition Services	Don Miller & Associates	Annual: kitchen staff aprons & hats	8,000.00	snsa
16-00137	Student Nutrition Services	California School Nutrition Association	Annual: professional activity attendance	12,000.00	snsa
16-00138	Technology	Cybertek	Annual: maintenance-network & email system	40,000.00	gfa
16-00139	Student Nutrition Services	Cal-Tropic Producers, Inc.	Annual: food purchases	2,000.00	sns
16-00140	Operations	Ken Porter Auctions	Annual: vehicle replacement	15,000.00	rfa
16-00141	Student Nutrition Services	Future Design Communications	Annual: network cabling	10,000.00	snsa
16-00142	Technology	Edlio	Annual: District Webpage	7,800.00	gfa
16-00143	Operations	FC & Sons Roofing Inc.	Annual: roofing repairs	80,000.00	rfa
16-00144	Student Nutrition Services	G.A. Systems, Inc.	Annual: equipment repairs	10,000.00	snsa
16-00145	Student Nutrition Services	Glo Restaurant Equipment	Annual: kitchen supplies	1,500.00	sns
16-00146	Technology	Edupoint Educational Systems	Annual: custom report design - Synergy Student Information System	21,600.00	gfa
16-00147	Student Nutrition Services	K M Shoes Boot World	Annual: work shoes	12,000.00	snsa
16-00148	Technology	Edupoint Educational Systems	Annual: training for Synergy Student Information System	18,000.00	gfa
16-00149	Student Nutrition Services	Porter Boiler Service	Annual: preventive maintenance	8,000.00	snsa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00150	Technology	Edupoint Educational Systems	Annual: Maintenance Agreements for Synergy SIS, Special Ed, And Gradebook	81,662.76	gfa
16-00151	Student Nutrition Services	Staples	Annual: online ordering	2,000.00	sns
16-00152	Operations	South Bay Heating & Air Conditioning	Annual: energy management system & repairs	200,000.00	gfa
16-00153	Student Nutrition Services	Culligan Water Conditioning	Annual: water softening services	16,000.00	snsa
16-00154	Student Nutrition Services	East Bay Restaurant Supply Company	Annual: kitchen equipment lease	15,000.00	snsa
16-00155	Operations	KDC Systems	Annual: security alarm repairs	3,000.00	gf
16-00156	Student Nutrition Services	Globe Gas Corporation	Annual: propane	10,000.00	snsa
16-00157	Student Nutrition Services	Harris Computer Systems	Annual: pos equipment	50,000.00	snsa
16-00158	Technology	Lightspeed Systems Inc.	Annual: Spam Filter	22,485.00	gfa
16-00159	Student Nutrition Services	Smart and Final	Annual: food purchases	15,000.00	snsa
16-00160	Student Nutrition Services	KIS Computer	Annual: computer equipment	6,000.00	snsa
16-00161	Student Nutrition Services	Chefs' Toys	Annual: kitchen equipment	75,000.00	snsa
16-00162	Student Nutrition Services	Harris Computer Systems	Annual: software support	31,000.00	snsa
16-00163	Student Nutrition Services	MAR Domino's Pizza, Inc.	Annual: delivered pizza	30,000.00	snsa
16-00164	Technology	Viatron System, Inc.	Annual: Maintenance Agreement - Imaging System	8,647.00	gfa
16-00165	Student Nutrition Services	MAAM Domino's Pizza, Inc.	Annual: delivered pizza	35,000.00	snsa
16-00166	Technology	NIC Partners, Inc.	Annual: Maintenance Agreement-video security system	4,010.86	gf
16-00167	Operations	Stanley Convergent Security Solutions	Annual: security alarm monitoring	117,000.00	rfa
16-00168	Operations	TCS Basys Controls	Annual: HVAC repair supplies increase purchase order	15,000.00	gfa
16-00169	Operations	TRL Systems	Annual: fire alarm testing	16,500.00	rfa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00172	Operations	Vernon Security Inc.	Annual: fuel	11,000.00	gfa
16-00173	Operations	Whittier Fertilizer	Annual: grounds supplies	9,500.00	rfa
16-00174	Operations	Target Specialty Products	Annual: grounds supplies	3,000.00	rfa
16-00175	Operations	Laura's Muffler & Welding	Annual: vehicle repairs	2,500.00	rf
16-00177	Technology	Cybertek	Annual: Maintenance - Remote Access Software	2,722.28	gf
16-00178	Student Nutrition Services	Romero's Food Products, Inc.	Annual: food purchases	35,000.00	snsa
16-00179	Student Nutrition Services	State of California Office of Food Dist.	Annual: food commodities	30,000.00	snsa
16-00180	Student Nutrition Services	Galasso's Bakery	Annual: bread products (Bid# 4-14-15)	100,000.00	snsa
16-00181	Student Nutrition Services	AAMM Domino's Pizza, Inc.	Annual: delivered pizza	215,000.00	snsa
16-00182	Student Nutrition Services	P & R Paper Supply Company	Annual: kitchen supply products (Bid#2-11-12)	225,000.00	snsa
16-00183	Student Nutrition Services	Gold Star Foods	Annual: snacks, frozen, beverages, dry goods (Bid# 3-14-15)	2,000,000.00	snsa
16-00184	Student Nutrition Services	Sunrise Produce	Annual: produce purchases (Bid# 1-11-12)	700,000.00	snsa
16-00185	Student Nutrition Services	Driftwood Dairy	Annual: food purchases (Bid# 2-14-15)	900,000.00	snsa
16-00186	Student Nutrition Services	Plastic Package	Annual: food transport supplies	18,000.00	snsa
16-00187	Student Nutrition Services	The Platinum Packaging Group	Annual: food transport supplies	18,000.00	snsa
16-00188	Student Nutrition Services	Costco	Annual: food purchases	1,500.00	sns
16-00190	Student Nutrition Services	John's Wholesale Electric	Annual: electrical supplies	8,000.00	snsa
16-00191	Student Nutrition Services	Chefs' Toys	Annual: kitchen supplies	25,000.00	snsa
16-00192	Student Nutrition Services	Arrow Restaurant Equipment	Annual: kitchen supplies	3,500.00	snsa
16-00193	Student Nutrition Services	School Nutrition Services	Annual: food service sanitation system	62,000.00	snsa

**PURCHASE ORDERS TO BE RATIFIED AND AUTHORIZED  
JUNE 24, 2015**

<b>P.O. #</b>	<b>SCHOOL OR DEPARTMENT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>Amount of P.O.</b>	<b>Category</b>
16-00194	Student Nutrition Services	Pioneer Chemical Company	Annual: equipment repairs	6,000.00	snsa
16-00195	Student Nutrition Services	East Bay Restaurant Supply Company	Annual: equipment supplies	18,000.00	snsa
16-00196	Student Nutrition Services	Prudential Overall Supply	Annual: mop cleaning and replacement service	12,000.00	snsa
16-00197	Student Nutrition Services	Central Tire Service	Annual: truck maintenance	1,500.00	sns
16-00198	Student Nutrition Services	Porter Boiler Service	Annual: repairs	5,000.00	snsa
16-00199	Student Nutrition Services	CRM, Inc. Environmental Service	Annual: steam cleaning services	2,000.00	sns
16-00200	Student Nutrition Services	Arrow Restaurant Equipment	Annual: small equipment	10,000.00	snsa
16-00201	Operations	South Bay Heating & Air Conditioning	Annual: HVAC maintenance & HVAC repairs (Bid# 1-13-14) (LCAP)	350,000.00	rfa

**SUBTOTAL OF RATIFIED/AUTHORIZED ORDERS OVER \$1,500** 9,388,257.23

**SUBTOTAL OF RATIFIED UNDER \$1,500** 29,868.88

**TOTAL OF ALL ORDERS** \$ 9,418,126.11

**FUNDING IDENTIFICATION:**

ae=adult education

ecc=early childhood education

cf=capital facilities

sns=student nutrition services

dm=deferred maintenance

gf=general fund unrestricted

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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:** June 24, 2015  
**SUBJECT:** Warrants for the Month of May 2015

The following warrants were issued during the month of May:

<b>FUNDS</b>	<b>REGISTER NO.</b>	<b>AMOUNT</b>
<b><u>GENERAL FUND (01)</u></b>		
Certificated Salaries	C1J/131	\$ 6,035,135.72
Classified Salaries	C5J/142	\$ 2,503,695.46
Commercial Warrants	22125667/22177250	\$ 1,938,332.19
<b>TOTAL GENERAL FUND</b>		<b>\$ 10,477,163.37</b>
<b><u>ADULT EDUCATION FUND (11)</u></b>		
Certificated Salaries	C5J	\$ 77,159.18
Classified Salaries	E4T	455.29
Commercial Warrants	22125667/22177250	\$ 56,258.23
<b>TOTAL ADULT EDUCATION FUND</b>		<b>\$ 133,872.70</b>
<b><u>CHILD DEVELOPMENT FUND (12)</u></b>		
Certificated Salaries	C1J/C5J	\$ 58,531.07
Classified Salaries	C1J/H1U	\$ 63,902.35
Commercial Warrants	22125667/22177250	\$ 13,176.99
<b>TOTAL CHILD DEVELOPMENT FUND</b>		<b>\$ 135,610.41</b>
<b><u>BUILDING (BOND) FUND (21)</u></b>		
Commercial Warrants	22125667/22177250	\$ 7,025.64
<b>TOTAL BUILDING (BOND) FUND</b>		<b>\$ 7,025.64</b>
<b><u>CAPITAL FACILITIES FUND (25)</u></b>		
Classified Salaries	E4T	\$ 2,384.50
Commercial Warrants	22125667/22177250	\$ 2,071.50
<b>TOTAL CAPITAL FACILITIES FUND</b>		<b>\$ 4,456.00</b>

**SCHOOL FACILITIES FUND (35)**

Commercial Warrants	22125667/22177250	\$	83,478.00
TOTAL SCHOOL FACILITIES FUND			<u>\$ 83,478.00</u>

**CAFETERIA FUND (61)**

Classified Salaries	E4T/H1U	\$	295,255.30
Commercial Warrants	22125667/22177250	\$	468,842.56
TOTAL CAFETERIA FUND			<u>\$ 764,097.86</u>

**SELF-INSURANCE FUND - H & W (67.0)**

Commercial Warrants	22125667/22177250	\$	455.30
TOTAL SELF-INSURANCE FUND - H & W			<u>\$ 455.30</u>

**SELF-INSURANCE FUND - Workers' Comp (67.1)**

Commercial Warrants	22125667/22177250	\$	551,254.00
TOTAL SELF-INSURANCE FUND - Workers' Comp			<u>\$ 551,254.00</u>

**SELF-INSURANCE FUND - Early Retirees (67.2)**

Commercial Warrants	22125667/22177250	\$	1,277.10
TOTAL SELF-INSURANCE FUND - Early Retirees			<u>\$ 1,277.10</u>

**REVOLVING CASH FUND**

Commercial Warrants	7870/7931	\$	27,315.16
TOTAL REVOLVING CASH FUND			<u>\$ 27,315.16</u>

**TOTAL WARRANTS ALL FUNDS**

\$ 12,186,005.54

**POLICY/ISSUE:**

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

**FISCAL IMPACT:**

As shown above.

**STAFF RECOMMENDATION:**

Approve warrants for all funds through May with a total of \$12,186,005.54.

**PREPARED BY:**

Ranita Browning, Director-Fiscal Services

**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:** June 24, 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 \$250.00 from Jefferson School PTSA. This donation will be designated for the staff at Jefferson School to support a Teacher/Staff Appreciation Luncheon.
2. The District received a donation totaling \$729.00 from Media All Stars, Inc. This donation will be designated for the students and staff at Paramount High School to support student/teacher incentives for the athletics department.
3. The District received a donation totaling \$281.00 from Lifetouch National School Studios. This donation will be designated for the students of Collins School to support student achievement and incentive programs.

For the current 2014-15 fiscal year through June 24, 2015, the District has received an estimated total, which includes the above amounts, of \$53,333.16 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

**CONSENT ITEM: 4.3-C**

**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:** June 24, 2015  
**SUBJECT:** Consultant Services

**BACKGROUND INFORMATION:**

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

The following contracted services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	Capitol Advisors Group, LLC  PC15-1640	Provide professional services for legislative consulting and advocacy, strategic counsel, and assistance in developing mutually beneficial partnerships.	Business Services  Requested by: Michael Conroy	July 1, 2015 through June 30, 2016	Not to exceed \$25,200 from General Funds
2	Dolinka Group  PC15-1643	Provide redevelopment consultant services, auditing redevelopment pass-through payments for fiscal year 2014-15.	Business Services  Requested by: Michael Conroy	July 1, 2015 through June 30, 2016	Not to exceed \$16,200 from Capital Facilities Funds

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

Approve the Consultant Services request authorizing contracts with consultants or independent contractors who provide specialized services.

**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:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent-Human Resources  
**DATE:** June 24, 2015  
**SUBJECT:** Field Experience Agreement with Azusa Pacific University

**BACKGROUND INFORMATION:**

Periodically, the District enters into agreements with accredited universities and colleges to provide educational field experiences for students enrolled in the credential programs of such institutions. Azusa Pacific University has requested that the District participate in such an agreement, commencing July 1, 2015 through June 30, 2020.

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

**POLICY/ISSUE:**

Board Policy 4122.1 (a) and 4122.1 (b) – Teacher Internship

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the agreement with Azusa Pacific University for participation in the various authorized credential programs.

**PREPARED BY:**

Myrna Morales, Assistant Superintendent-Human Resources

**DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 2.1-A**



## MEMORANDUM OF UNDERSTANDING

**THIS AGREEMENT** entered into by and between **Azusa Pacific University**, hereinafter called the **UNIVERSITY** and **Paramount Unified School District**, hereinafter called the **DISTRICT**:

### WITNESSETH

**WHEREAS**, the governing board of a school district may enter into agreements with a college or university approved by the Commission on Teacher Credentialing as a teacher education institution (Ed. Code Section 44227), to provide educational field experiences as may be called for in the requirements of the various authorized credentials for public school service; and

**WHEREAS**, any such agreement may provide for the payment in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

**WHEREAS**, the University operates fully-accredited educational programs for its candidates; and

**WHEREAS**, it is to the mutual benefit of the University and the District to make a program of educational fieldwork experiences available to the University's candidates at the District's facilities.

**NOW, THEREFORE**, it is mutually agreed upon between the parties as follows:

### GENERAL TERMS AND CONDITIONS

1. **Term.** The term of this agreement shall commence on **July 1, 2015** and terminate on **June 30, 2020**.
2. **Termination.** Notwithstanding anything herein contained to the contrary, either party may terminate this agreement with thirty (30) days written notice to the undersigned. In the event of early termination of this agreement, candidates who have not yet completed their K-12 Educational field experience assignment in the District may complete their assignment at the discretion of the University. Nothing in this agreement shall limit the right of the University, acting in its sole discretion, to remove a candidate from the K-12 setting at any time.
3. **Amendments.** The provisions of this agreement may be altered, changed, or amended, by mutual written consent of the parties hereto.
4. **Execution.** This agreement may be executed in one or more counterparts, all of which shall constitute one and the same document. Counterparts may be exchanged by facsimile or email. Each counterpart, whether an original signature or a facsimile copy, shall be deemed an original as against any Party who signed it.

## 5. Insurance.

- a. The District shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees. The University shall maintain minimum insurance coverage for Worker's Compensation, including Employer's Liability, covering its employees and candidates.
- b. The District shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees and agents. The University shall carry professional liability insurance coverage in the amount of \$1,000,000 per limit and \$3,000,000 in the aggregate, for its employees, agents, and candidates. The District shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees and agents. The University shall maintain general liability insurance coverage in the amount of \$1,000,000 per incident and \$3,000,000 in the aggregate, covering its employees, agents, and candidates.
- c. The District maintains proof of all insurance coverage and will provide said proof to the University upon request. The University maintains proof of all insurance coverage and will provide said proof to the District upon request.
- d. The employment status of candidates and the responsibility for insurance coverage for candidate activities depends upon the status of the candidates as set forth below:
  - i. Candidates Participating in Unpaid K-12 Educational Field Experience not at Candidate's Place of Employment: If the University's candidates are participating in an unpaid K-12 educational field experience not at his or her place of employment, it is understood that the University's candidates are fulfilling specific requirements for field experiences as part of a degree or credential program requirement, and therefore, the University's candidates do not thereby become employees of the District by virtue of their field experience. The University shall be responsible for providing insurance coverage for such candidates, pursuant to Sections 5.a and 5.b of this agreement.
  - ii. Candidates Participating in Unpaid K-12 Educational Field Experience at Candidate's Place of Employment: If the University's candidates are participating in an unpaid internship or field experience at his or her place of employment, it is understood by that the University and the District shall keep the field experience and work duties of the University's candidates strictly separate. The University shall be responsible for providing insurance coverage for such candidates' field experience pursuant to Section 5.a and 5.b of this agreement. The District shall be responsible for providing insurance coverage for such candidates' activities as a District employee pursuant to Section 5.a and 5.b of this agreement.
  - iii. Candidates Participating in Paid K-12 Educational Field Experience: If the University's candidates are provided with a nominal stipend from the District intended to reimburse them for estimated expenses related to their field experience, the University's candidates do not thereby become employees of the District, and the

University shall be responsible for providing insurance coverage for such candidates pursuant to Sections 5.a and 5.b of this agreement; however, the District shall be responsible for issuing a Form 1099 reporting the stipend to the Internal Revenue Service. If, however, the University's candidates are paid by the District for their services, then they become employees of the District, and the District is responsible for all employee obligations and for insuring the activities of such candidates under Section 5.a and 5.b of this agreement.

**6. Confidentiality.**

- a. All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the District or the project shall remain strictly confidential and shall not be disclosed without consent of the District. The University agrees to notify candidates that they are responsible for respecting and maintaining the confidentiality of all information with respect to all students of the District.
- b. The University and the District agree to comply with the Family Educational Rights and Privacy Act (FERPA) of 1974, and all requirements imposed by or pursuant to regulation of the Department of Education to the end that the rights and privacy of the students enrolled in the District and of their parents are not violated or invaded. This assurance is given to obtain access to individual student data for the purpose of using said data to fulfill assignments or contractual obligations with the District. The provisions of the Family Educational Rights and Privacy Act of 1974 include, but are not limited to ensuring that (a) no identification of students or their parent(s)/guardian(s) by persons other than representatives of the University and required persons performing activities mandated by the California Department of Education, California Commission on Teacher Credentialing (i.e. auditors) is permitted; (b) the individual student data will be destroyed when no longer needed for the purpose(s) for which they were obtained; (c) no access to individual student data shall be granted by the University to any other persons, agency, or organization without the written consent of the pupil's parent/guardian, except for sharing with other persons within the District or representatives of the University, so long as those persons have a legitimate interest in the information; (d) the District will not disclose the candidate records of the University's candidates except to University and District officials who have a legitimate need for the information consistent with their official responsibilities.

7. **Non-Discrimination.** The University and the District agree to make no distinction among candidates covered by this agreement on the basis of race, color, religion, national origin, gender, age, disability, or status as a veteran.
8. **Transportation of Students.** Neither the University nor the District will provide transportation for candidates between the University and the District school. Each candidate shall be responsible for his or her transportation.
9. **Scope of Authority.** The District shall exercise exclusive control over the administration, operation, maintenance and management of the District and its schools, and the University's candidates while they are in residence at the District. Subject thereto, the University shall exercise control and supervision over the operation, curriculum, faculty and candidates of the University within the prescribed framework.

## 10. Indemnification.

- a. The University shall indemnify, save and hold harmless the District, its officers, directors, and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorneys fees) that may arise out of negligent acts or omissions of the University, and its officers, directors, candidates and employees during the course and scope of a University candidate's clinical training.
- b. The District shall indemnify, save and hold harmless the University, its officers, directors, and employees from and against all obligations, claims and liabilities of any kind under state or federal law (including costs and attorneys fees) that may arise out of negligent acts or omissions of the District, and its officers, directors, or employees during the course and scope of a University candidate's clinical training.

## 11. Scope of Work.

### TEACHER EDUCATION STUDENT TEACHING

"Student teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District (a) holding valid credentials issued by the Commission on Teacher Credentialing, other than emergency or intern credentials, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching is provided and (b) having completed a minimum of three years of successful teaching experience.

The District shall provide teaching experience through student teaching in schools and classes of the district for candidates who are assigned by the University to student teaching in schools or classes of the District. Such student teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for student teaching any candidate of the University assigned to student teaching in the District and upon request of the District, made for good cause, the University shall terminate the assignment of any candidate of the University to student teaching in the District.

The University will ensure candidates who participate in student teaching hold a Baccalaureate degree or higher from a regionally accredited institution of higher education and have satisfied the additional requirements of (a) passing the CBEST exam, (b) demonstrating Subject Matter Competence, (c) meeting U.S. Constitution, (d) possessing a valid certificate of clearance, (e) have a negative TB test within 2 years of the end date of the student teaching assignment, and (f) passing applicable Teaching Performance Assessments.

"Full-time student teaching" is an assignment for the regular school day for the full 18-week public school semester, including all duties normally performed by a teacher.

At the secondary level, a full-time assignment is a minimum of four periods of student teaching, one period of planned observation, and one preparation period for eighteen weeks. For this, the University will



pay the District for performance by the District of all services required at the rate of two hundred dollars (\$200) for each full-time student teacher.

For special education, a full-time assignment is a full school day in an appropriate mild/moderate or moderate/severe setting for eighteen weeks. For this, the University will pay the District for performance by the District of all services required at the rate of two hundred dollars (\$200) for each full-time student teacher.

At the elementary level a full-time assignment is a full school day for nine weeks in a primary (K-3) classroom and nine weeks in an intermediate (4-6) classroom. For this, the University will pay the District for performance by the District of all services required at a rate of one hundred dollars (\$100) for each full-time student teacher.

An assignment of a candidate of the University to student teaching in schools or classes of the District shall be, at the discretion of the University for approximately one semester and, as much as possible, shall begin on the first day of the District semester and continue through the last day of the District semester.

Within a reasonable time following the close of each assignment, the District shall submit an invoice, in duplicate, to the University for payment, at the rate provided herein, for all student teaching assignments provided by the District under and in accordance with this agreement during said semester.

#### **TEACHER EDUCATION INTERN TEACHING**

“Intern teaching” as used herein and elsewhere in this agreement means active participation in a teacher internship program pursuant to California Education Code Section 44450 whereby University candidates may be placed as Intern teachers in District Schools. An Intern candidate is authorized to assume the functions authorized by the appropriate Multiple Subject, Single Subject, or Education Specialist Credential. The Intern candidate’s services meet the instructional needs of the participating district. The Intern candidate does not displace other certificated employees in the participating district, and this agreement meets with the District’s contractual specifications with certificated employees.

The District will assign each Intern candidate a certified mentor/support provider who will be responsible for overseeing and offering support to the intern throughout the internship teaching year(s). The District agrees to provide to the University the name of the mentor/support provider for each term. The certified mentor/support provider must (a) hold a valid corresponding Clear or Life credential, (b) have completed a minimum of three years of successful teaching experience, (c) have EL Authorization if he/she is providing supervision and support to a candidate who does not have EL Authorization.

The District must ensure sufficient resources are provided including the identification of protected time for district provided support providers to work with the Intern candidates within the school day to deliver the appropriate support/mentoring and supervision to the candidate and an evaluation of the site support that is provided.

The University will ensure candidates in the Internship Program hold a Baccalaureate degree or higher from a regionally accredited institution of higher education and have satisfied the additional

requirements of (a) passing the CBEST exam, (b) demonstrating Subject Matter Competence, (c) meeting U.S. Constitution, (d) possessing a valid certificate of clearance, (e) have completed the required Pre-service Training, and passing applicable Teaching Performance Assessments.

The University will assign a university supervisor to support the intern who will work cooperatively with the district personnel designated above. The university supervisor will confer with both the site administrator and the mentor/support provider for the intern. The University supervisor will have the following minimum qualifications (a) have current knowledge in the content area of the candidate; (b) have the ability to model best professional practices in teaching learning, scholarship, and service; (c) have knowledge about diverse abilities, cultural, language, ethnic, and gender diversity; and (d) understand the context of public schools and have a thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools.

The District and the University will work in partnership to provide a minimum of 144 hours of support/mentoring and supervision to each Intern candidate each school year. The District will provide approximately 2/3 of the support/mentoring and supervision in the form of content specific coaching; grade level or department meetings; new teacher orientation; coaching from an administrator; co-planning with a special educator or English learner expert to address special needs or English learner students; demonstration lessons or co-teaching activities with a mentor/support provider, coach or supervisor; intern candidate observation of other teachers and classrooms; observing SDAIE/ELD lessons online or in person; editing work-related writing; professional learning communities activities addressing issues in the intern's classroom; OR other support and supervision activities. The University will provide approximately 1/3 of the support/mentoring and supervision in the form of seminars, peer/faculty support; classroom observations and coaching; intern observation of other teachers and classrooms; email, phone, and/or video conferencing support related to observations, problem-solving, planning curriculum, and/or instruction; professional literature/research discussion groups facilitated by appropriately credentialed program faculty; OR other support and supervision activities. The University is responsible for documentation of support/mentoring and supervision.

The District and the University agree to the allocation of additional personnel, time, and resources for individuals who have not yet earned an English learner authorization. The participating district will identify an individual who is immediately available to assist Intern candidates with planning lessons that are appropriately designed and differentiated for ELs, for assessing language needs and progress, and to support language accessible instruction. This individual must have an EL authorization.

The District and the University agree to provide access to those who will be evaluating the performance of the candidate to provide knowledge on the performance of Intern candidates and any areas of needed additional support or supervision.

#### **TEACHER EDUCATION CLEAR/INDUCTION FIELD EXPERIENCE**

“Clear/Induction Field Experience” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching while participating in the General Education Induction Credential Program or Education Specialist Clear Credential Program and holding a Preliminary Teaching Credential.

The University agrees to (1) work with candidates to develop an Individualized Induction Plan (IIP) which identifies field-based goals, accessible materials, and plan for measurement of student progress aligned with CA Standards for the Teaching Profession (CSTPs) related to high priority needs of students served by the Clear/Induction candidate; (2) field-based student assessment, identification and implementation of goals and data collection with opportunities for discussion and input from District support providers; (3) provide opportunities for Clear/Induction candidates to reflect on implementation of goals through interaction with peer teachers, University mentors, and District support providers in structured sessions designed to analyze strengths and set new goals for continuous student improvement; and (4) complete exit Clear/Induction meetings with candidates that review their progress to date, their students' progress data, sets any needed new instructional goals to add to IIPs to ensure continuous improvement, and provides an occasion for the University mentors to evaluate whether each participating Clear/Induction candidate has met the standards to be recommended for the Professional Clear Teaching Credential.

The District agrees to select support providers in a timely manner and in a coordinated effort with the University from the following District sources: (a) BTSA staff; (b) Intern Program Development staff; (c) on-site teachers with Professional Clear Teaching Credentials; (d) off-site teachers with Professional Clear Teaching Credentials; (e) retired teachers; and (f) program specialists. Support providers will meet the following criteria: (a) minimum of five years experience as a teacher; (b) minimum of two years experience as a support provider; (c) Professional Clear or Life Teaching Credential in appropriate specialty area; (d) documented evidence of formal training as support provider through the District, or willingness to be trained by the University; (e) ability and agreement to provide bi-weekly support to participating Clear/Induction candidates; and (f) employed by the District.

### **SCHOOL COUNSELING & SCHOOL PSYCHOLOGY FIELD PROGRAM**

The District agrees to appoint a staff member as District Representative to administer the District's responsibilities related to the Program and collaborate with the Coordinator of Field Education for School Counseling and School Psychology in implementing the candidate's field experience at the District. The District Representative shall be responsible for on-going communication with the University, as well as the designation of District employees to serve as Field Supervisors responsible for direct supervision of assigned candidates. All staff members designated as Field Supervisors shall meet the CCTC criteria for supervising students. In the absence of the Field Supervisor so designated, suitable alternate persons will be designated and available.

The District Representative and Field Supervisors shall be granted with sufficient time to supervise, plan and implement the field experience including, when feasible, time to attend relevant meetings and conferences.

The District shall (a) support continuing education and professional growth and development of those staff members of the District responsible for supervision of assigned candidates; (b) provide the physical facilities and equipment necessary to conduct the field experience; (c) provide assigned candidates, whenever possible, with the use of library facilities, reasonable study and storage space; (d) make available to the University a written description of the planned educational program (including objectives) to be followed during field experience; (e) advise the University of any changes in its personnel,

operations or policies which may affect the field experience; (f) permit inspection by the University of the facilities, services available for learning experiences, candidate records, and other items pertaining to the field experience; (g) determine the number of candidates which the District can accommodate during a given period of time and accept only the number of students which the District can accommodate; and (h) provide access to the University and its candidates the applicable District rules and regulations with which they are expected to comply.

The District shall evaluate the performance of assigned candidates on a regular basis using the evaluation form supplied by the University or one that is regularly used by the District. The completed evaluation will be forwarded to the University promptly upon conclusion of each candidate's field experience. Notice will be provided to the University, as soon as practical and at least by mid-term of a candidate's field experience, of any serious deficiency noted in the ability of the candidate to progress toward achievement of the stated objectives of the field experience. The District shall otherwise have the right to terminate any candidate whose health of performance is a detriment to any patient's well-being or to achievement of the stated objectives of the candidate's field experience. Prior to such termination, the District shall notify the University's Coordinator of Field Education.

The University agrees to appoint a staff member as Coordinator of Field Education to administer the University's responsibilities related to the Program and oversee the candidates' field experience at the District. The Coordinator of Field Education shall be responsible for on-going communication with the District.

The University agrees to assume responsibility for assuring compliance with applicable educational standards established by the California Commission on Teacher Credentialing (CCTC), Council for the Accreditation of Educator Preparation (CAEP), and National Association of School Psychologists (NASP).

The University agrees to notify the District, at a time mutually agreed upon, of its planned schedule of candidate assignments, including each candidate's name, level of academic preparation, and length and date of the field experiences. The university shall refer to the District only those candidates who have satisfactorily completed the prerequisite didactic portion of the curriculum.

The University agrees to advise assigned candidates regarding appropriate health and professional liability insurance. All candidates will be covered by the University's group professional liability insurance as required by the terms of this agreement.

The University agrees to orient the candidates to the District's requirements for acceptance, and to have assigned candidates provide, prior to commencement of their field assignments, any of the following information as may be required by the District to determine whether the candidates meet the District's requirements for field program participants: (i) health screening information, such as copies of any reports of physical examinations, immunizations, or medical tests; and (ii) background checks, such as a criminal background check, confirmation that the candidate is not a sexual offender or listed in any child abuse registry, or confirmation that the candidate is not on an OIG or GSA exclusion list; and (iii) drug screening.

The University agrees to require assigned candidates to comply with existing pertinent rules and regulations of the District and all reasonable directions given by qualified District personnel during periods of field assignment and while on District premises.

The University agrees to supply the District with appropriate forms to be used in evaluating the performance of the assigned students or to accept the forms regularly used by the District.

The University and the District agree to establish the educational objectives for the Program, devise methods for their implementation, and continually evaluate the Program to determine its effectiveness.

### **SCHOOL COUNSELING & SCHOOL PSYCHOLOGY INTERN**

The Intern School Counselor or School Psychologist is authorized to assume the functions that are authorized by the Pupil Personnel Services School Counseling or School Psychology Internship Credential.

The University shall ensure candidates in the Internship Program hold a Baccalaureate degree or higher from a regionally accredited institution of higher education and have satisfied the additional requirement of passing the CBEST exam.

The University shall provide a supervisor to work cooperatively with the Intern School Counselor or School Psychologist and site supervisor.

The District shall authorize an appropriately credentialed School Counselor or School Psychologist to supervise the Intern School Counselor or School Psychologist.

The District shall ensure no Intern School Counselor or School Psychologist will have his/her salary reduced by more than one-eighth of the total contracted pay to cover costs of site supervision. The salary of the Intern School Counselor or School Psychologist shall not be less than the minimum base salary paid regularly certificated personnel in similar positions.

The District agrees that the Intern School Counselor or School Psychologist will remain an employee of the District for the term of the issued Internship Credential or completion of the program, whichever occurs first.

The District shall ensure that the Intern School Counselor or School Psychologist does not displace other certificated Pupil Personnel Services employees in the District.

### **ADMINISTRATIVE SERVICES PRELIMINARY FIELD EXPERIENCE**

The Administrative Services Preliminary Credential Program can more successfully prepare candidates for leadership roles when there is active collaboration between Districts and the University. To that end, this agreement seeks to ensure that candidates receive adequate guidance, mentoring, and assistance from the candidate's mentor as well as from the university fieldwork supervisor and course instructors, aligned with the standards of the California Commission for Teacher Credentialing.

The District agrees to select a site for the candidate that is conducive to learning the skills of educational and instructional leadership and designate a certified administrator at the candidate's site who

has successful leadership experience as a mentor to provide support and counseling to the candidate and to evaluate the candidate's performance in collaborative efforts with the university supervisor. The selected site shall provide opportunities for the candidate to experience responsibilities that are closely related to the job performance requirements of administrators. The designated certified administrator providing supervision shall review and provide input into the Administrative Services Preliminary Credential Program fieldwork materials, activities, assessments, and procedures; complete any and all fieldwork assessments of the candidate in a timely manner; meet with the university fieldwork supervisor as needed to discuss the candidate's progress and professional development needs; and participate in the assessment of the candidate's performance on an ongoing basis.

The University agrees to provide a university fieldwork supervisor that will periodically visit the site or be available via technological means for the candidate, and/or the designated certified administrator to discuss pertinent issues and progress towards established performance expectations. The University agrees to provide guidance to the candidate including conducting seminars related to the fieldwork experience and expectations to complete all fieldwork requirements.

### **ADMINISTRATIVE SERVICES INTERN**

The Intern administrator is authorized to assume the functions that are authorized by the Administrative Services Internship Credential.

The University shall ensure candidates in the Internship Program hold a Baccalaureate degree or higher from a regionally accredited institution of higher education and have satisfied the additional requirements of (a) holding an appropriate clear or life teaching or services prerequisite credential, (b) passing the CBEST exam, and (c) have five years of successful teaching or appropriate service experience.

The University shall provide a supervisor to work cooperatively with the Intern administrator and site supervisor.

The District shall authorize an on-site administrator to supervise the Intern administrator.

The District shall ensure no Intern administrator will have his/her salary reduced by more than one-eighth of the total contracted administrative pay to cover costs of site supervision. The salary of the Intern administrator shall not be less than the minimum base salary paid regularly certificated administrative personnel in similar positions.

The District agrees that the Intern administrator will remain a management employee of the District for the term of the issued Internship Credential or completion of the program, whichever occurs first.

The District shall ensure that the Intern administrator does not displace other certificated administrative employees in the District.

### **ADMINISTRATIVE SERVICES CLEAR FIELD EXPERIENCE**

The Administrative Services Credential Program can more successfully prepare candidates for leadership roles when there is active collaboration between Districts and the University. To that end, this agreement seeks to ensure that candidates receive adequate guidance, mentoring, and assistance from the

candidate's mentor as well as from the university fieldwork supervisor, aligned with the standards of the California Commission for Teacher Credentialing.

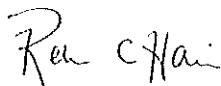
The District agrees to designate a certified administrator at the candidate's site who has successful leadership experience as a mentor to provide support and counseling to the candidate and to evaluate the candidate's performance in collaborative efforts with the university supervisor. The designated certified administrator providing supervision shall review and provide input into the Clear Administrative Services Credential Program fieldwork materials, activities, assessments, and procedures; complete any and all fieldwork assessments of the candidate in a timely manner; meet with the university fieldwork supervisor as needed to discuss the candidate's progress and professional development needs; and participate in the assessment of the candidate's performance on an ongoing basis.

The University agrees to provide a university fieldwork supervisor that will periodically visit the site or be available via technological means for the candidate, and/or the designated certified administrator to discuss pertinent issues and progress towards established performance expectations. The University agrees to provide guidance to the candidate including conducting seminars related to the fieldwork experience and expectations to complete all fieldwork requirements.

The following signatures hereby indicate approval of this agreement:

Azusa Pacific University

Paramount Unified School District



By \_\_\_\_\_

By \_\_\_\_\_

Rebekah Harris,  
Director of Credentials and Student Placements  
Date 04/20/2015

Name: Michael Conroy, Ed.D.  
Title: Assistant Superintendent-Business Services  
Date \_\_\_\_\_

Azusa Pacific University  
School of Education  
P.O. Box 7000  
Azusa, CA 91702

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Local Control Accountability Plan, 2015-18

## **BACKGROUND INFORMATION:**

On June 10, 2015 a public hearing was held on the Local Control Accountability Plan (LCAP) which outlines how the District will use Local Control Funding Formula (LCFF) funds to meet the needs of students over the next three years. The LCAP is required as a result of California's new funding formula.

The draft LCAP was posted on the Paramount Unified School District website for review and comment. The final version of the LCAP reflects input from the LCAP Committee, stakeholder groups and feedback from Los Angeles County Office of Education (LACOE) staff, who received a draft version of the plan to facilitate the approval process. An Annual Update to assess the effectiveness of the actions taken in the plan's first year is included.

Upon approval by the Board of Education the plan will be submitted electronically to Los Angeles County Office of Education by June 30, 2015. The LCAP is submitted under separate cover.

## **POLICY/ISSUE:**

Education Code Section 52060-52077(8)(g)

## **FISCAL IMPACT:**

LCFF funding will increase the General fund in 2015-16 by \$21,910,892. This amount includes \$6,296,313 in Base funds and \$15,614,579 in Supplemental and Concentration funds.

## **STAFF RECOMMENDATION:**

Approve the Local Control Accountability Plan for submission to Los Angeles County Office of Education.

## **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: 3.1-A**



# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Nonpublic School Placements for Special Education Students for 2014-15

## **BACKGROUND INFORMATION:**

In order to facilitate appropriate educational progress some students require programs not available in the District. These students receive services from nonpublic schools (NPS) and agencies which provide the necessary programs and services. The District contracts on an as needed basis for services based on needs identified and delineated through the Individual Education Plan (IEP) process.

An elementary school student (2013002418) with a diagnosis of emotional disturbance was unsuccessful in a district placement. The IEP team recommends placement at Approach Learning and Assessment Centers, Inc. with Designated Instructional Service (DIS) counseling and a 1:1 aide as the least restrictive environment for the 2014-15 school year. The estimated cost not to exceed \$2,400.

An elementary school student (2011000794) with a diagnosis of emotional disturbance was unsuccessful in a county placement. The IEP team recommends placement at Approach Learning and Assessment Centers, Inc. with DIS counseling as the least restrictive environment for the 2014-15 school year. The estimated cost not to exceed \$1,600.

A preschool student (2014002486) with a diagnosis of hard of hearing requires specialized services. The IEP team recommends placement at John Tracy Clinic as the least restrictive environment for the 2014-15 school year. The estimated cost not to exceed \$2,000.

A high school student (2006000949) with a diagnosis of emotional disturbance returned to NPS placement from home hospital instruction. The IEP team recommends placement at Approach Learning and Assessment Centers, Inc. with DIS counseling as the least restrictive environment for the 2014-15 school year. The estimated cost not to exceed \$1,700.

## **POLICY/ISSUE:**

Education Code 56020-56040 - Education of Exceptional Children in Non-Public Schools

**ACTION ITEM: 3.2-A**

**FISCAL IMPACT:**

Estimated cost not to exceed \$4,100 from special education funds, \$1,900 from mental health funds, and \$1,700 from previously allocated funds.

**STAFF RECOMMENDATION:**

Approve the placement for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2014-15 school year.

**PREPARED BY:**

Kimberly Cole, Director - Special Education and Early Childhood Education

**DISTRICT PRIORITY 1:**

Raise student achievement: student achievement is this 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:** June 24, 2015  
**SUBJECT:** Nonpublic School Placements for Special Education Students,  
2015-16 School Year

## **BACKGROUND INFORMATION:**

To facilitate appropriate educational progress, some special education students require programs not available in the District. These students are placed in nonpublic schools (NPS), which provide the necessary programs and services. The District contracts on an as-needed basis or annually for services based on needs identified and delineated through the Individual Education Plan (IEP) process.

### Approach Learning and Assessment Center, Inc. (Formerly Therapeutic Education Center and Canal Street Elementary School) in Santa Ana, CA

A high school student (2013000387) with a diagnosis of emotional disturbance and specific learning disability currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with Designated Instructional Services (DIS) Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

A middle school student (2013002418) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling and a 1:1 aide as the least restrictive environment. The estimated cost not to exceed \$71,000.

A middle school student (2013002394) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

A middle school student (2010004893) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling, Speech Therapy and a 1:1 aide as the least restrictive environment. The estimated cost not to exceed \$75,000.

**ACTION ITEM: 3.3-A**

An elementary school student (2012001018) with a diagnosis of autism currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2011000794) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2010004860) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2011000302) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

A high school student (2006000949) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$48,000.

A high school student (2010004575) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2014001706) with a diagnosis of other health impairment currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2010002887) with a diagnosis of other health impairment currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

A middle school student (2009000437) with a diagnosis of emotional disturbance currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2014001119) with a diagnosis of other health impairment currently attends Approach Learning and Assessment Center, Inc. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$47,000.

Costs for Approach Learning and Assessment Center, Inc. placements are estimated not to exceed \$711,000 for the 2015-16 school year.

Center for Learning Unlimited, Inc. in Torrance, CA

A high school student (2008002470) with a diagnosis of autism currently attends Center for Learning Unlimited, Inc. The IEP team recommends continued placement with DIS Counseling and Speech Therapy as the least restrictive environment. The estimated cost not to exceed \$44,000.

Costs for Center for Learning Unlimited, Inc. placements are estimated not to exceed \$44,000 for the 2015-16 school year.

Del Sol School in Cypress, CA

A high school student (2004003509) with a diagnosis of autism, aggressive behaviors and severe socialization difficulties currently attends Del Sol School. The IEP team recommends continued placement with behavior intervention and development (BID) and speech services as the least restrictive environment. The estimated cost not to exceed \$89,000.

A high school student (2008003175) with a diagnosis of mental retardation, pervasive developmental disorder and bipolar currently attends Del Sol School. The IEP team recommends continued placement with BID and psychological services as the least restrictive environment. The estimated cost not to exceed \$82,000.

A high school student (2002002787) with a diagnosis of autism currently attends Del Sol School. The IEP team recommends continued placement with BID and speech services as the least restrictive environment. The estimated cost not to exceed \$78,000.

Costs for Del Sol School placements are estimated not to exceed \$249,000 for the 2015-16 school year.

Echo Horizon School in Culver City, CA

An elementary school student (2011003209) with a diagnosis of deaf and hard of hearing currently attends Echo Horizon School. The IEP team recommends continued placement as the least restrictive environment. The estimated cost not to exceed \$32,000.

Echo Horizon School placements are estimated not to exceed \$32,000 for the 2015-16 school year.

Epiphany Academy in Compton, CA

A high school student (2011002039) with a diagnosis of emotional disturbance currently attends Epiphany Academy. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$30,000.

Epiphany Academy placements are estimated not to exceed \$30,000 for the 2015-16 school year.

John Tracy Clinic in Los Angeles, CA

A preschool student (2013002445) with a diagnosis of deaf and hard of hearing currently attends John Tracy clinic. The IEP team recommends continued placement as the least restrictive environment. The estimated cost not to exceed \$25,000.

A preschool student (2014002486) with a diagnosis of hard of hearing currently attends John Tracy clinic. The IEP team recommends continued placement as the least restrictive environment. The estimated cost not to exceed \$20,000.

John Tracy Clinic placements are estimated not to exceed \$45,000 for the 2015-16 school year.

Milhous Children's Services in Sacramento, CA

A middle school student (2014001466) with a diagnosis of emotional disturbance currently resides at Milhous Children's Services. The IEP team recommends continued placement for extended school year (ESY) as the least restrictive environment. The estimated cost not to exceed \$19,000.

Milhous Children's Services placements are estimated not to exceed \$19,000 for the 2015-16 school year.

Rossier Park School in Buena Park and Orange, CA

An elementary school student (201003863) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,500.

A high school student (2003001570) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$39,000.

A middle school student (2012002370) with a diagnosis of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,500.

A high school student (2006001496) with a diagnosis of autism currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$38,000.

A high school student (2014002688) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (2012002531) with a diagnosis of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A middle school student (2010003091) with a diagnosis of autism currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling and Speech Therapy as the least restrictive environment. The estimated cost not to exceed \$45,000.

A middle school student (2010005176) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,500.

An elementary school student (2011003142) with a diagnosis of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,500.

A high school student (2001002161) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (2009002477) with a diagnosis of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (2005002345) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,000.

An elementary school student (2011002848) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$43,000.

A middle school student (2009001681) with a diagnosis of autism currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling and Speech Therapy as the least restrictive environment. The estimated cost not to exceed \$46,500.

A high school student (2007001126) with a diagnosis of specific learning disability currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (2008002502) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (2010005042) with a diagnosis of specific learning disability currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

A high school student (200503770) with a diagnosis of specific learning disability currently attends Rossier Park School. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$40,000.

Costs for Rossier Park School in Buena Park and Orange placements are estimated not to exceed \$748,000 for the 2015-16 school year.



Speech and Language Development Center in Buena Park, CA

A high school student (2003001298) with a diagnosis of autism currently attends Speech and Language Development Center . The IEP team recommends continued placement with DIS Counseling and Speech Therapy as the least restrictive environment. The estimated cost not to exceed \$47,000.

An elementary school student (2009002105) with a diagnosis of intellectual disability currently attends Speech and Language Development Center. The IEP team recommends continued placement with DIS Counseling, Adaptive Physical Education and Speech Therapy as the least restrictive environment. The estimated cost not to exceed \$50,000.

Costs for Speech and language Development Center in Buena Park placements are estimated not to exceed \$97,000 for the 2015-16 school year.

Zinsmeyer Academy in Long Beach, CA

A high school student (2011001634) with a diagnosis of specific learning disability currently attends Zinsmeyer Academy. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$39,000.

A high school student (4985500) with a diagnosis of emotional disturbance currently attends Zinsmeyer Academy. The IEP team recommends continued placement with DIS Counseling as the least restrictive environment. The estimated cost not to exceed \$39,000.

Costs for Zinsmeyer Academy in Long Beach placements are estimated not to exceed \$78,000 for the 2015-16 school year.

**POLICY/ISSUE:**

Education Code 56020-56040 – Education of Exceptional Children in Non – Public Schools

Education Code 59300 – Cost to District of Pupils Attending a State-Operated School

**FISCAL IMPACT:**

Approximately \$1,372,500.00 from Special Education Funds and \$681,000 from Mental Health Funds.

**STAFF RECOMMENDATION:**

Approve the funds for the placement of special education students in nonpublic schools, as determined by Individual Education Plans for the 2015-16 school year.

**PREPARED BY:**

Kimberly Cole, Director - Special Education and Early Childhood Education Programs

**DISTRICT PRIORITY 1:**

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

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** License Agreement with Southeast Area Social Services Funding Authority

## **BACKGROUND INFORMATION:**

The Southeast Area Social Services Funding Authority (SASSFA) employs youth age 15 through 21 who meet Work Innovation and Opportunity Act income criteria and have specific barriers for employment. Students work approximately 140 to 200 hours depending on age. The SASSFA program provides an opportunity for approximately 75 Paramount students to acquire employment during the summer. SASSFA is requesting the use of facilities to conduct orientations, provide employer training and house coordinators' offices. Paramount Adult School will be the facility used for the SASSFA program. SASSFA is responsible for providing all necessary documents and insurance.

## **POLICY/ISSUE:**

Board Policy 6141.1 – Experimental/Innovative Programs  
Board Policy 1210 – Community Relations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the license agreement with Southeast Area Social Services Funding Authority.

## **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.

**ACTION ITEM: 3.4-A**

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** Proposed Budget for 2015-16 and the Estimated Actual Financial Report for 2014-15

## **BACKGROUND INFORMATION:**

Staff presents for the Board's consideration the 2014-15 Estimated Actual Financial Report and the 2015-16 Proposed Budget of the Paramount Unified School District. For the current year, the District met its statutory obligation and is projected to end the year with the required level of reserve.

Under separate cover, for the Board's examination, are both the official 2014-15 Annual Financial Report and the 2015-16 Proposed Budget that will be provided to the public, school sites, and District departments.

The budget, once approved, will be submitted to the County Superintendent of Schools for review and recommended revisions consistent with the State budget.

## **POLICY/ISSUE:**

Education Code Section 42100 – Requirements to Prepare and File Annual Statement

Education Code Section 42122 – Contents of Budget

Education Code Section 42123 – Itemization of Revenues and Expenditures

## **FISCAL IMPACT:**

As reflected in the budget.

## **STAFF RECOMMENDATION:**

Approve the Proposed Budget for 2015-16 and the Estimated Actual Financial Report for 2014-15, and authorize submission to the County Superintendent of Schools. Authorize staff to make budgeted transfers as appropriate throughout the year.

## **PREPARED BY:**

Ranita Browning, Director-Fiscal Services

## **DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.1-A**

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** Resolution 14-36, The Education Protection Account

## **BACKGROUND INFORMATION:**

The Education Protection Account (EPA) is the vehicle for collecting and distributing funds which are generated by the temporary tax increases authorized by Proposition 30. Similar to local property taxes, districts' State Aid is reduced by one dollar for each dollar received from the EPA.

The funds received from the EPA cannot be used for salaries or benefits for administrators or any other administrative cost. Therefore, staff is recommending that the 2015-16 EPA funds be used for teacher salaries.

EPA funds will be paid in in four quarterly payments, made at the end of each quarter in September, December, March and June.

## **POLICY/ISSUE:**

California Constitution – Article XIII, Section 36

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Adopt Resolution 14-36, determining that all Education Protection Account funds shall be used to pay teacher salaries.

## **PREPARED BY:**

Ranita Browning, Director-Fiscal Services

## **DISTRICT PRIORITY 9:**

Effectively Manage Resources in Order to Achieve the District's Mission.

**ACTION ITEM: 4.2-A**

# **PARAMOUNT UNIFIED SCHOOL DISTRICT**

## **RESOLUTION 14-36 The Education Protection Account**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30<sup>th</sup> of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the Governing Board of the District shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the Governing Board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its website as accounting of how much money was received from the Education Protection Account and how it was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

BE IT THEREFORE RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Governing Board of the Paramount Unified School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the Governing Board of the Paramount Unified School District has determined to spend the monies received from the Education Protection Act on teacher salaries and fringe benefits.

ADOPTED THIS 24th day of June, 2015.

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Alicia Anderson, President

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Tony Peña, Vice  
President/Clerk

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Sonya Cuellar, Member

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Linda Garcia, Member

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Vivian Hansen, Member



# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** 2014-15 Budget Adjustments as of May 31, 2015

## **BACKGROUND INFORMATION:**

Requests for budget adjustments are submitted for Board approval for various funds. The budget adjustments are self-balancing.

## **GENERAL FUND (01.0) - UNRESTRICTED - TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
1000-1999	Certificated Salaries	\$	162,811
2000-2999	Classified Salaries		81,419
3000-3999	Employee Benefits		27,981
7300-7399	Indirect Costs		8,488
8300-8599	Other State Revenues		(221,207)
9700	Reserves		38,403
	<b>Total Transfer From:</b>	\$	<b>97,895</b>

## **GENERAL FUND (01.0) - UNRESTRICTED - TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
4000-4999	Books and Supplies	\$	51,376
5000-5999	Services, Other Operating Expenses		46,519
	<b>Total Transfer To:</b>	\$	<b>97,895</b>

**GENERAL FUND (01.0) - RESTRICTED - TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
4000-4999	Books and supplies	\$	262,995
8100-8299	Federal Revenues		6,749
8300-8599	Other State Revenues		221,207
8600-8799	Other Local Revenues		9,820
	<b>Total Transfer From:</b>	<b>\$</b>	<b>500,771</b>

**GENERAL FUND (01.0) - RESTRICTED - TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
1000-1999	Certificated Salaries	\$	169,676
2000-2999	Classified Salaries		174,163
3000-3999	Employee Benefits		79,966
5000-5999	Services, Other Operating Expenses		65,762
7300-7399	Indirect Costs		11,204
	<b>Total Transfer To:</b>	<b>\$</b>	<b>500,771</b>

**ADULT EDUCATION FUND (11.0) - TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
1000-1999	Certificated Salaries	\$	12,000
3000-3999	Employee Benefits		2,154
8600-8799	Other Local Revenues	\$	1,491
	<b>Total Transfer From:</b>	<b>\$</b>	<b>15,645</b>

**ADULT EDUCATION FUND (11.0) - TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
4000-4999	Books and supplies	\$	1,491
5000-5999	Services, Other Operating Expenses		14,154
	<b>Total Transfer To:</b>	<b>\$</b>	<b>15,645</b>

**CAPITAL FACILITIES FUND (25.0) - TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
8600-8799	Other Local Revenues	\$	212,159
	<b>Total Transfer From:</b>	\$	<b>212,159</b>

**CAPITAL FACILITIES FUND (25.0) - TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
9700	Reserves	\$	212,159
	<b>Total Transfer From:</b>	\$	<b>212,159</b>

**SPECIAL RESERVE FUND - CAPITAL OUTLAY (40.0) - TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
9700	Reserves	\$	209,525
	<b>Total Transfer From:</b>	\$	<b>209,525</b>

**CAPITAL FACILITIES FUND (25.0) - TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>		<b><u>Amount</u></b>
7400-7499	Other Outgo	\$	209,525
	<b>Total Transfer From:</b>	\$	<b>209,525</b>

**POLICY/ISSUE:**

Board Policy 3150 - Budget as Spending Plan

**FISCAL IMPACT:**

As reflected in the 2014-15 Revised Budget as shown above.

**STAFF RECOMMENDATIONS:**

Approve the 2014-15 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Capital Facilities Fund and Special Reserve Fund for Capital Outlay Projects.

**PREPARED BY:**

Ranita Browning, Director-Fiscal Services

**DISTRICT PRIORITY 9:**

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

PARAMOUNT UNIFIED SCHOOL DISTRICT  
 UNRESTRICTED GENERAL FUND (01)  
 BUDGET REVISIONS  
 2014-2015

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		Adopted Budget	Unaudited Actuals Board Date 09/10/14	08/01 - 08/31 Board Date 9/24/14	09/01 - 09/31 Board Date 10/22/14	10/01 - 10/31 Board Date 11/19/14	1st Interim Board Date 12/10/14	12/01 - 12/31 Board Date 01/28/15	1/1 - 1/31 Board Date 02/25/15	2nd Interim Board Date 03/11/15	3/1 - 3/31 Board Date 04/22/15	04/01 - 04/31 Board Date 05/27/15	5/1 - 5/31 Board Date	Final Budget
2	Revenues:													
3	Revenue Limit Sources	\$ 121,951,521					820,684			173,572		776,616		\$ 123,722,393
4	Federal Revenues	\$ -							935,279		1,860	34,256	(221,207)	\$ 3,646,577
5	Other State Revenues	\$ 2,896,389				8,390		(86,648)		27,799		(22,289)		\$ 1,163,642
6	Other Local Revenues	\$ 1,236,369												\$ 1,163,642
7	A.Total Revenues	\$ 126,084,279				\$ 8,390	\$ 820,684	\$ (86,648)	\$ 935,279	\$ 201,371	\$ 1,860	\$ 861,987	\$ (221,207)	\$ 128,605,995
8	Expenditures:													
9	Certificated Salaries	\$ 54,535,429		142,803	(162,008)	(316,631)	1,153,897	522,078	(84,747)	904,650	(145,667)	(21,890)	(162,811)	\$ 56,365,103
10	Classified Salaries	\$ 12,653,621		106,031	261,859	42,593	398,468	10,546	1,867	(344,368)	77,631	2,630	(81,419)	\$ 13,069,459
11	Employee Benefits	\$ 22,834,619		(62,798)	52,385	(120,270)	844,124	188,649	(22,743)	463,092	21,283	461	(27,981)	\$ 24,270,781
12	Books and Supplies	\$ 7,291,651		(219,860)	61,399	356,883	(168,812)	(820,201)	99,234	13,344	(210,395)	(37,264)	51,376	\$ 6,357,355
13	Services, Other Operating Expenses	\$ 13,014,897		371,857	69,725	40,959	(1,171,017)	19,087	71,403	53,294	(9,063)	49,063	46,519	\$ 12,556,824
14	Capital Outlay	\$ 51,700		18,000	24,412		2,500			357,707		9,000		\$ 462,719
15	Other Outlay	\$ -												\$ -
16	Indirect Costs	\$ (659,831)		21,474	(66,950)	(89,531)		26,119	(44,487)	(7,640)	72		(8,488)	\$ (829,262)
17	B.Total Expenditures	\$ 109,761,586		\$ 357,507	\$ 240,802	\$ (85,997)	\$ 1,029,160	\$ (53,723)	\$ 20,527	\$ 1,102,372	\$ 91,548	\$ 2,000	\$ (182,804)	\$ 112,252,979
18	C. Excess (Deficiency) of Revenues	\$ 16,322,693		\$ (357,507)	\$ (240,802)	\$ 94,387	\$ (208,476)	\$ (32,926)	\$ 914,752	\$ (901,001)	\$ (89,688)	\$ 859,387	\$ (38,403)	\$ 16,323,016
19	Over Expenditures													
20	Other Financing Sources/Uses													
21	D. Transfers In	\$ -												\$ -
22	E. Transfers Out	\$ 1,055,000												\$ 1,055,000
23	F. Financing Sources	\$ -												\$ -
24	G. Financing Uses	\$ -												\$ -
25	H. Flexibility Transfers	\$ 8997												\$ -
26	I. Flexibility Transfers	\$ 8998												\$ -
27	J. Contributions to Res. Programs	\$ (18,833,844)		1,023			11,191		(2,684)	1,470,285				\$ (17,363,829)
28	K.Total, Other Sources/Uses	\$ (19,888,644)		\$ 1,023			\$ 11,191		\$ (2,684)	\$ 1,470,285				\$ (16,298,829)
29	Net Increase (Decrease) in Fund Balance	\$ (3,565,951)		\$ (356,484)	\$ (240,802)	\$ 94,387	\$ (197,285)	\$ (32,926)	\$ 912,068	\$ 569,284	\$ (89,688)	\$ 859,387	\$ (38,403)	\$ (2,085,813)
30	Beginning Balance	\$ 11,309,412	\$ 4,617,250						(958,456)					\$ 14,968,205
31	Ending Balance	\$ 7,743,461	\$ 4,617,250	\$ (356,484)	\$ (240,802)	\$ 94,387	\$ (197,285)	\$ (32,926)	\$ (46,389)	\$ 569,284	\$ (89,688)	\$ 859,387	\$ (38,403)	\$ 12,882,392
32														
33														
34														
35														
36														
37														
38														
39														

PARAMOUNT UNIFIED SCHOOL DISTRICT  
 RESTRICTED GENERAL FUND (01)  
 BUDGET REVISIONS  
 2014-2015

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		Adopted Budget	Unaudited Actuals Board Date 09/10/14	08/01 - 08/31 Board Date 09/24/14	09/01 - 09/31 Board Date 10/22/14	10/01 - 10/31 Board Date 11/19/14	1st Interim Board Date 12/10/14	12/01 - 12/31 Board Date 01/28/15	1/1 - 1/31 Board Date 02/25/15	2nd Interim Board Date 03/11/15	3/1 - 3/31 Board Date 04/22/15	04/01 - 04/31 Board Date 05/27/15	5/1 - 5/31 Board Date	Final Budget
2	Revenues:													
3	Revenue Limit Sources	\$ 8010-8099 \$				1,423,819	212,474	20,705	31,864		137,205		6,749	\$ 10,465,501
4	Federal Revenues	\$ 8100-8299 \$	8,652,685			912,410	4,528	400,082					221,207	\$ 4,873,029
5	Other State Revenues	\$ 8300-8599 \$	3,334,802			23,156	16,884	12,114	1,796,254		14,966	15,069	9,820	\$ 7,808,698
6	Other Local Revenues	\$ 8600-8799 \$	5,918,211			7,281								\$ 23,147,628
7	A.Total Revenues	\$ 17,885,638 \$				2,359,385	16,884	222,215	432,901	1,818,118	152,201	15,069	237,776	\$ 23,147,628
8														
9	Expenditures:													
10	Certificated Salaries	\$ 13,474,716		209,393		540,846	341,912	22,962	258,461	(133,124)	(96,849)	(26,769)	169,676	\$ 14,759,224
11	Classified Salaries	\$ 6,542,263		(146,180)		75,920	128,595	20,121	510	649,672	14,843	(255)	174,163	\$ 7,449,678
12	Employee Benefits	\$ 6,822,463		13,076		111,089	194,667	14,431	35,379	(149,927)	53,764	(5,187)	79,966	\$ 7,168,121
13	Books and Supplies	\$ 2,090,163		1,458,119		1,428,207	(105,282)	51,570	74,897	(13,562)	147,690	(9,654)	(262,965)	\$ 5,016,174
14	Services, Other Operating Expenses	\$ 6,874,144		718,743		21,623	(210,128)	105,938	21,882	(12,866)	32,780	56,894	65,762	\$ 7,788,266
15	Capital Outlay	\$ 280,000		(250,000)		31,000		5,000						\$ 46,000
16	Other Outlay	\$ 80,000												\$ 80,000
17	Indirect Costs	\$ 575,583				58,869	(28,312)	2,193	44,456	7,640	(28)		11,204	\$ 738,565
18	B.Total Expenditures	\$ 36,719,342 \$		2,003,151		2,359,385	321,452	222,215	435,585	347,833	152,200	15,069	237,776	\$ 43,046,028
19														
20	C. Excess (Deficiency) of Revenues	\$ (18,833,644) \$		(2,003,151) \$		(2,684) \$	(304,568) \$		(2,684) \$	1,470,285 \$	1 \$			(19,898,600)
21	Over Expenditures													
22														
23	Other Financing Sources/Uses													
24	D. Transfers In	\$ 8910-8929 \$												\$ -
25	E. Transfers Out	\$ 7610-7629 \$												\$ -
26	F. Financing Sources	\$ 8930-8978 \$												\$ -
27	G. Financing Uses	\$ 7630-7698 \$												\$ -
28	H. Flexibility Transfers	\$ 8997 \$												\$ -
29	I. Flexibility Transfers	\$ 8998 \$												\$ -
30	J. Contributions to Res. Programs	\$ 8980-8989 \$	18,833,644	(1,023)			(11,191)		2,684	(1,470,285)				\$ 17,353,829
31	K.Total, Other Sources/Uses	\$ 18,833,644 \$		(1,023) \$			(11,191) \$		2,684 \$	(1,470,285) \$				\$ 17,353,829
32														
33	Net Increase (Decrease) in Fund Balance	\$ - \$		(2,004,174) \$		(224,739) \$	(315,759) \$				1 \$			(2,544,671)
34														
35	Beginning Balance	\$ 3,749,991	\$ 1,766,033											\$ 5,516,024
36	Ending Balance	\$ 3,749,991	\$ 1,766,033	(2,004,174) \$	(224,739) \$		(315,759) \$				1 \$			\$ 2,971,353
37														
38														

PARAMOUNT UNIFIED SCHOOL DISTRICT  
ADULT EDUCATION FUND (11)  
BUDGET REVISIONS  
2014-15

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
			Adopted Budget	Unaudited Actuals Board Date 09/10/14	08/01 - 08/31 Board Date 08/24/14	09/01 - 09/31 Board Date 10/22/14	10/01 - 10/31 Board Date 11/19/14	1st Interim Board Date 12/10/14	12/01-12/31 Board Date 01/28/15	1/1-1/31 Board Date 02/25/15	2nd Interim Board Date 03/11/15	3/1-3/31 Board Date 04/22/15	04/01 - 04/31 Board Date 05/27/15	5/1-5/31 Board Date	Final Budget	
1																
2	Revenues:															
3	Revenue Limit Sources	8010-8099	\$ -							(21,567)					\$ 965,973	
4	Federal Revenues	8100-8299	\$ 1,017,540												\$ -	
5	Other State Revenues	8300-8599	\$ -						6,586	1,561	1,013	1,197	1,302	1,491	\$ 439,014	
6	Other Local Revenues	8600-8799	\$ 306,200			124	20	119,570	6,536	20,006	1,013	1,197	1,302	1,491	\$ 1,434,987	
7	<b>A. Total Revenues</b>		\$ 1,323,740		\$ -	\$ 124	\$ 20	\$ 119,570	\$ 6,536	\$ 20,006	\$ 1,013	\$ 1,197	\$ 1,302	\$ 1,491	\$ 1,434,987	
8																
9	Expenditures:															
10	Certified Salaries	1000-1999	\$ 616,056		64,000					(71,418)				(12,000)	\$ 596,638	
11	Classified Salaries	2000-2399	\$ -	10,000											\$ 10,000	
12	Employee Benefits	3000-3999	\$ 103,006	13,265						(15,321)				(2,154)	\$ 98,786	
13	Books and Supplies	4000-4999	\$ 51,171	5,000	(2,841)		20	94	4,233	100,325	463	2,997	1,302	1,491	\$ 164,255	
14	Services, Other Operating Expenses	5000-5999	\$ 315,784	148,961	2,965					(33,623)	550	(1,800)			\$ 432,437	
15	Capital Outlay	6000-6999	\$ 8,200	(4,650)											\$ 3,550	
16	Other Outlay	7100-7399	\$ -												\$ -	
17	Indirect Costs	7300-7399	\$ 1,333	9,188						31					\$ 10,522	
18	<b>B. Total Expenditures</b>		\$ 1,095,550	\$ 186,404	\$ 245,354	\$ 124	\$ 20	\$ 94	\$ 4,233	\$ (20,006)	\$ 1,013	\$ 1,197	\$ 1,302	\$ (12,663)	\$ 1,316,218	
19																
20	<b>C. Excess (Deficiency) of Revenues Over Expenditures</b>		\$ 228,190	\$ 237,378	\$ (245,354)	\$ -	\$ -	\$ 119,476	\$ 2,303	\$ -	\$ -	\$ -	\$ -	\$ 14,154	\$ 104,615	
21																
22																
23	Other Financing Sources/Uses															
24	D. Transfers In	8910-8929	\$ -												\$ -	
25	E. Transfers Out	7610-7629	\$ -												\$ -	
26	F. Financing Sources	8930-8979	\$ -												\$ -	
27	G. Financing Uses	7630-7699	\$ -												\$ -	
28	H. Contributions to Res. Programs	8980-8999	\$ -												\$ -	
29	<b>I. Total, Other Sources/Uses</b>		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
30																
31	<b>Net Increase (Decrease) in Fund Balance</b>		\$ 228,190	\$ 237,378	\$ (245,354)	\$ -	\$ -	\$ 119,476	\$ 2,303	\$ -	\$ -	\$ -	\$ -	\$ 14,154	\$ 104,615	
32																
33																
34	Beginning Balance		\$ 507,400	\$ 297,378											\$ 804,778	
35	Ending Balance		\$ 735,590	\$ 297,378	\$ (245,354)	\$ -	\$ -	\$ 119,476	\$ 2,303	\$ -	\$ -	\$ -	\$ -	\$ 14,154	\$ 909,393	

PARAMOUNT UNIFIED SCHOOL DISTRICT  
CAPITAL FACILITIES FUND (25)  
BUDGET REVISIONS  
2014-2015

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
		Adopted Budget	Unaudited Actuals Board Date 09/10/14	08/01 - 08/31 Board Date 09/24/14	09/01 - 09/31 Board Date 10/22/14	10/01 - 10/31 Board Date 11/19/14	1st Interim Board Date 12/10/14	12/01-12/31 Board Date 01/28/15	1/1-1/31 Board Date 02/25/15	2nd Interim Board Date 03/11/15	3/1-3/31 Board Date 04/22/15	04/01 - 04/31 Board Date	5/1-5/31 Board Date	Final Budget
1														
2	Revenues:													
3	Revenue Limit Sources	\$ 8010-8099	\$ -											\$ -
4	Federal Revenues	\$ 8100-8299	\$ -											\$ -
5	Other State Revenues	\$ 8300-8599	\$ -											\$ -
6	Other Local Revenues	\$ 8600-8799	\$ 87,500					\$ 31,739					\$ 212,159	\$ 331,338
7	A.Total Revenues	\$ 87,500	\$ 87,500	\$ -	\$ -	\$ -	\$ -	\$ 31,739	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,239
8														
9	Expenditures:													
10	Certificated Salaries	\$ 1000-1999	\$ -											\$ -
11	Classified Salaries	\$ 2000-2999	\$ 27,414				1,097							\$ 28,511
12	Employee Benefits	\$ 3000-3999	\$ 16,396				793							\$ 17,179
13	Books and Supplies	\$ 4000-4999	\$ 62,000	(10,000)	(10,000)		(1,890)	(15,000)	5,000		4,890			\$ 35,000
14	Services, Other Operating Expenses	\$ 5000-5999	\$ 189,200	10,000	10,000		165,000	75,110	(5,000)					\$ 444,310
15	Capital Outlay	\$ 6000-6999	\$ -											\$ -
16	Other Outpoo	\$ 7100-7299	\$ -											\$ -
17	Indirect Costs	\$ 7300-7399	\$ -											\$ -
18	B.Total Expenditures	\$ 295,000	\$ 295,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ 525,000
19														
20	C. Excess (Deficiency) of Revenues		\$ (207,500)	\$ -	\$ -	\$ -	\$ -	\$ (118,261)	\$ -	\$ -	\$ (80,000)	\$ -	\$ 212,159	\$ (405,761)
21	Over Expenditures													
22														
23	Other Financing Sources/Uses													
24	D. Transfers In	\$ 8910-8929	\$ 500,000											\$ 500,000
25	E. Transfers Out	\$ 7610-7629	\$ -											\$ -
26	F. Financing Sources	\$ 8930-8979	\$ -											\$ -
27	G. Financing Uses	\$ 7630-7699	\$ -											\$ -
28	H. Contributions to Res. Programs	\$ 8980-8999	\$ -											\$ -
29	I.Total, Other Sources/Uses	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
30														
31	Net Increase (Decrease) in Fund Balance	\$ 292,500	\$ 292,500	\$ -	\$ -	\$ -	\$ -	\$ (118,261)	\$ -	\$ -	\$ (80,000)	\$ -	\$ 212,159	\$ 94,239
32														
33														
34	Beginning Balance	\$ 1,053,080	\$ 508,047											\$ 1,561,127
35	Ending Balance	\$ 1,345,580	\$ 508,047	\$ -	\$ -	\$ -	\$ -	\$ (118,261)	\$ -	\$ -	\$ (80,000)	\$ -	\$ 212,159	\$ 1,655,366



PARAMOUNT UNIFIED SCHOOL DISTRICT  
SPECIAL RESERVE-CAP OUTLAY (40)  
BUDGET REVISIONS  
2014-2015

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
			Adopted Budget	Unaudited Actuals Board Date 09/10/14	08/01 - 08/31 Board Date 08/24/14	09/01 - 09/31 Board Date 10/22/14	10/01 - 10/31 Board Date 11/19/14	1st Interim Board Date 12/10/14	12/01-12/31 Board Date 01/28/15	1/1-1/31 Board Date	2nd Interim Board Date	3/1-3/31 Board Date	04/01 - 04/31 Board Date	5/1-5/31 Board Date	Final Budget
1															
2	Revenues:														
3	Revenue Limit Sources	8070-8099	\$ -												\$ -
4	Federal Revenues	8100-8299	\$ -												\$ -
5	Other State Revenues	8300-8599	\$ -												\$ -
6	Other Local Revenues	8600-8799	\$ 500					223	223						723
7	A.Total Revenues		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 223	\$ 223	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 723
8															
9	Expenditures:														
10	Certificated Salaries	1000-1999	\$ -												\$ -
11	Classified Salaries	2000-2999	\$ -												\$ -
12	Employee Benefits	3000-3999	\$ -												\$ -
13	Books and Supplies	4000-4999	\$ -												\$ -
14	Services, Other Operating Expenses	5000-5999	\$ -												\$ -
15	Capital Outlay	6000-6999	\$ -												\$ -
16	Other Outlay	7100-7299	\$ -											209,525	\$ 209,525
17	Indirect Costs	7300-7399	\$ -												\$ -
18	B.Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,525	\$ 209,525
19															
20	C. Excess (Deficiency) of Revenues		\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223	\$ -	\$ -	\$ -	\$ -	\$ (209,525)	\$ (208,302)
21	Over Expenditures														
22															
23	Other Financing Sources/Uses														
24	D. Transfers In	8910-8929	\$ 555,000												\$ 555,000
25	E. Transfers Out	7610-7629	\$ -												\$ -
26	F. Financing Sources	8930-8979	\$ -												\$ -
27	G. Financing Uses	7630-7699	\$ -												\$ -
28	H. Contributions to Ros. Programs	8980-8999	\$ -												\$ -
29	I.Total Other Sources/Uses		\$ 555,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 555,000
30															
31	Net Increase (Decrease) in Fund Balance		\$ 555,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223	\$ -	\$ -	\$ -	\$ -	\$ (209,525)	\$ 346,198
32															
33															
34	Beginning Balance		\$ 2,842,565	\$ (1,949)											\$ 2,840,616
35	Ending Balance		\$ 3,398,065	\$ (1,949)	\$ -	\$ -	\$ -	\$ -	\$ 223	\$ -	\$ -	\$ -	\$ -	\$ (209,525)	\$ 3,186,814

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** Agreement with Orange County Superintendent of Schools for  
Students Transferred to Orange County Department of Education  
Programs

## **BACKGROUND INFORMATION:**

Every year, students who are residents of public school districts are referred to and served by the Orange County Department of Education (OCDE) Community Schools or Special Schools Programs. Paramount Unified School District has had students enrolled in an OCDE program for several years. The OCDE programs include Special Education, Community School for Type A/B, and Homeless students.

Historically, the California Department of Education (CDE) automatically transferred revenue generated by each district's ADA in County programs directly to the County that operated these programs through the Revenue Limit and Principal Apportionment process. This automatic transfer was eliminated with the implementation of the Local Control Funding Formula (LCFF) in the 2013-14 State Budget. There has been a determination from the CDE that they will try to implement an automatic transfer in the future, but will not until the first Principal Apportionment of 2014-15, at the earliest, which has not happened yet. In April of 2014, the District entered into a two-year agreement with OCDE for these services.

Until the CDE implements an automatic transfer process, a methodology needed to be developed at the local level to provide funding to the OCDE for the transfer students that are educated in their programs. The OCDE has developed an agreement for student transfers to the Community School Program and Special Schools Program between the Orange County Department of Education and participating districts, such as Paramount Unified School District.

The term of this agreement is five years, July 1, 2015 through June 30, 2020, subject to termination by either party upon 30 days' written notice.

## **POLICY/ISSUE:**

Board Policy 3100 – Budget  
3322 – Contracts

**ACTION ITEM: 4.4-A**

**FISCAL IMPACT:**

Amounts per student depend upon the services required, to be paid from Special Education Funds and/or General Funds.

**STAFF RECOMMENDATION:**

Approve the Agreement for Student Transfers to the Community School Program and Special Schools Program with the Orange County Superintendent of Schools and for invoicing for services provided for District students.

**PREPARED BY:**

Michael Conroy, Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**AGREEMENT**  
**FOR STUDENT TRANSFERS TO THE COMMUNITY SCHOOL PROGRAM AND**  
**SPECIAL SCHOOLS PROGRAM**  
**BETWEEN THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS AND**  
**PARAMOUNT UNIFIED SCHOOL DISTRICT**

This Agreement is made by and between the Orange County Superintendent of Schools/Orange County Department of Education ("OCDE") and Paramount Unified School District (hereinafter referred to as "District").

**RECITALS**

WHEREAS, the OCDE and District are mutually interested in ensuring that educational opportunities are provided for all students;

WHEREAS, the OCDE operates community schools, in accordance with Education Code section 1980 *et seq.*, that provide an alternative educational program;

WHEREAS, the OCDE operates special schools to serve students eligible for special education services in accordance with the IDEA and applicable state laws and regulations;

WHEREAS, District is in need of such alternative educational program and special school services;

WHEREAS, District wishes to ensure appropriate educational services are available to students referred to and placed in OCDE's Alternative, Community, and Correctional Education Schools and Services (ACCESS) inclusive of Pacific Coast High School (PCHS) and Community Home Education Program (CHEP) and Special Schools programs; and

WHEREAS, the OCDE and District wish to enter into a cooperative effort to ensure the timely transfer of students for whom community schools or special schools are an appropriate educational program.

**NOW, THEREFORE**, the OCDE and the District agree as follows:

1. The recitals stated above are true and correct and are made a part of this Agreement.
2. Community School Program Transfers.
  - 2.1 District agrees to participate in this Agreement for the purpose of ensuring that students will have access to the OCDE community school programs upon referral from the District.
  - 2.2 District agrees to complete a Referral Form provided by OCDE for each student the District refers to the OCDE community school program, in accordance with Education Code section 1981.

- 2.3 District agrees to invoicing for services for the students referred to the OCDE community school programs in accordance with Local Control Funding Formula (LCFF) calculations made by OCDE, which provides the grade span amounts (K-3, 4-6, 7-8, 9-12) in accordance with the Local Control Funding Formula and the grade level ADA reported for the District for P-2 and Annual reporting periods. Invoices shall be submitted to the District, each school year during the term of this agreement, in February and July. A final invoice will be sent in August that reflects all P-2 and Annual attendance revisions.
- 2.4 The OCDE shall provide the District with attendance reports showing the average daily attendance (ADA) for all referred students in January (P-1), May (P-2), July (Annual), and August (P-2 and Annual revisions) of each year.

### 3. Special Schools Program Transfers.

- 3.1 Pursuant to the authority established in Education Code Sections 56195, 56195.1, 56195.3 and 56195.5, OCDE may provide for the education of individual pupils in special education programs who reside in other districts or counties. The OCDE Division of Special Education Services operates the OCDE Special Schools Program to provide special education programs and services to individuals with exceptional needs requiring intensive educational services, including a regional deaf and hard of hearing program.
- 3.2 District agrees to participate in this Agreement for the purpose of ensuring that students who are eligible will continue to have access to the OCDE Special Schools and Services program upon referral from the District. District and OCDE further agree that this MOU regards the transfer of LCFF funding and operates in addition to, not in lieu of, the provisions of the Special Schools MOU between District and OCDE, which provides for the procedures for enrollment, special education program requirements, and special education funding separate from LCFF.
- 3.3 District agrees to complete the referral process in accordance with Special Schools and Services program procedures for each student the District refers to the OCDE Special Schools and Services program.
- 3.4 District agrees to invoicing for services for the students referred to the OCDE Special Schools program in accordance with Local Control Funding Formula (LCFF) calculations made by OCDE, which provides the grade span amounts (K-3, 4-6, 7-8, 9-12) in accordance with the Local Control Funding Formula and the grade level ADA reported for the District for P-2 and Annual reporting periods. Invoices shall be submitted to the District, for the 2015-2016 school year, in February and July. A final invoice will be sent in August that reflects all P-2 and Annual attendance revisions.
- 3.5 The OCDE shall provide the District with enrollment reports for all referred students on a monthly basis. OCDE shall also provide the District with attendance reports showing the average daily attendance (ADA) for all referred students in

January (P-1), May (P-2), July (Annual), and August (P-2 and Annual revisions) of each year.

4. Term of the Agreement. This term of the Agreement will be July 1, 2015, through June 30, 2020 subject to termination as set forth herein.
5. Termination. Participation in this Agreement may be unilaterally terminated by either of the parties. A party wishing to terminate shall provide thirty (30) days prior written notice to the other party, as noted in section 9 below, and termination will be effective on the date following the last date of the school term in which notice was received.
6. Mutual Indemnification. The parties agree to defend, indemnify and hold harmless the other parties, their governing boards, officers, and employees from every claim or demand and every liability, loss, damage, cost, expense, action, cause of action, or judgment of any nature whatsoever, arising from the willful misconduct or negligent act or negligent omission of the other parties in the performance of this agreement.
7. Insurance. The OCDE and District have and agree to maintain, in full force and effect, a policy or policies of insurance evidencing all coverages and endorsements necessary, in each party's sole discretion, for purposes of effectuating the purposes of this Agreement. An appropriate self-insurance program shall be acceptable. Copies of the certificates of insurance for each party shall be provided upon written request of any party to this Agreement.
8. Independent Contractors. The OCDE and District, in the performance of services pursuant to this Agreement, shall be and act as an independent contractor. Each party understands and agrees that it and all of its employees shall not be considered officers, employees or agents of either of the parties to this Agreement. Each party assumes the full responsibility for the acts and/or omissions of its employees as they relate to the services to be provided under this Agreement. Each party shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to the party's employees.
9. Assignment. This Agreement and the services provided herein shall not be assigned by the District or OCDE.
10. Notice. Notice shall be in writing and be given by personal service, interdistrict mail service, or by U.S. Mail, postage prepaid, as follows:

OCDE 200 Kalmus Drive Costa Mesa, CA 92628 Attn: _____	Paramount Unified School District 15110 California Avenue Paramount, CA 90723 Attn: <u>Michael Conroy, Ed.D.</u> Assistant Superintendent-Business Services
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Notice shall be considered given when received, if personally served; if provided by interdistrict mail, on the following business day; or, if mailed, on the third day after deposit in any U.S. Post Office.

11. Applicable Laws. OCDE and District agree to comply with all laws, rules and regulations applicable to these services.
12. Governing Law. This Agreement shall be governed by the laws of the State of California, with venue in Orange County, California.
13. Entire Agreement. This Agreement constitutes the entire agreement between OCDE and the District. However, it does not supersede any prior, current or subsequent written agreement entered into by OCDE and the District with regard to LCFF transfers to community schools. This Agreement may be amended only by a written amendment executed by the OCDE and District.

**DISTRICT:**

Paramount Unified School District

---

Print School District Name

---

Signature

Michael Conroy, Ed.D., Assistant Superintendent-Business Services

---

Print Name and Title

---

Date

**OCDE:**

Orange County Department of Education

---

Signature

---

Print Name and Title

---

Date

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David J. Verdugo, Co-Interim Superintendent  
**FROM:** Michael Conroy, Assistant Superintendent-Business Services  
**DATE:** June 24, 2015  
**SUBJECT:** Consulting Agreement with Elvia Galicia

## **BACKGROUND INFORMATION:**

The end of the school year is the busiest timeframe for Fiscal Services. Staff prepares the budget for the next fiscal year and begins closing out the financial records of the District for the current year. This process takes most of June, July and August. With the Assistant Director of Fiscal Services position vacant, there is a need to have specialized services to assist with the closing of the books as well as training the next Assistant Director of Fiscal Services.

The District is requesting a consulting agreement be entered into with Elvia Galicia, former Assistant Director of Fiscal Services, to assist staff in the Fiscal Services Department. The agreement would not exceed 25 days, at an hourly rate of \$48.75, and not to exceed \$10,000. The agreement would automatically terminate August 31, 2015.

## **POLICY/ISSUE:**

Board Policy 4126 - Consultants

## **FISCAL IMPACT:**

Not to exceed \$10,000 from the General Fund

## **STAFF RECOMMENDATION:**

Approve the Consulting Agreement with Elvia Galicia, and authorize the Co-Interim Superintendent(s) or designee to execute all necessary documents.

## **PREPARED BY:**

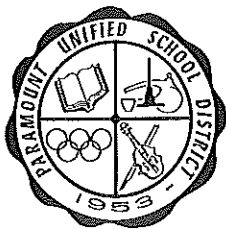
Michael Conroy, Assistant Superintendent-Business Services

## **DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.5-A**





# Paramount Unified School District

## Agreement for Consultant Services

This is an AGREEMENT between the PARAMOUNT UNIFIED SCHOOL DISTRICT, hereinafter referred to as the "DISTRICT," and Elvia Galicia, hereinafter referred to as "CONSULTANT," entered into as of the date of its execution.

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

1. CONSULTANT agrees to render all necessary and reasonable services to the DISTRICT regarding fiscal services in accordance with directions as stipulated by the DISTRICT during the period beginning June 25, 2015, and ending August 31, 2015. Said duties shall include, but not be limited to:

The CONSULTANT will provide technical assistance to Fiscal Services regarding budget development, fiscal services, year-end closing, and staff training.

In the performance of consulting services, the CONSULTANT will provide the DISTRICT with an outline of the proposed services.

Written progress reports by the CONSULTANT will be furnished if such services are performed over a period of time and such reports would be appropriate with the activities.

After all services have been performed, the Board of Education may request a written summary report of the service, including comments on the degree of the objective achievement, evaluation of the program as well as any recommendations by the CONSULTANT. CONSULTANT should be prepared, if requested, to provide this information.

2. CONSULTANT affirms awareness of all Federal, State and local licensure requirements for performing the tasks described in this contract and that all such licenses, permits, certifications or other regulatory requirements have been met and are currently valid. CONSULTANT further acknowledges compliance with California statutes pertaining to workers' compensation insurance and provisions of the California Labor Code and affirms that all activities carried out pursuant to this contract shall be in compliance with said workers' compensation statutes and regulations.
3. CONSULTANT agrees to provide evidence of General Liability Insurance with a minimum limit of \$1,000,000 per occurrence and \$2,000,000 general aggregate. CONSULTANT shall name DISTRICT as an additional insured (by a separate endorsement) on the above policies. In addition, CONSULTANT agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory."

CONSULTANT agrees to provide DISTRICT with proof of insurance no fewer than five (5) working days prior to commencement of duties described in this contract. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice to DISTRICT. CONSULTANT further agrees to notify DISTRICT immediately of any change in status affecting CONSULTANT's licensing and/or ability to perform duties described herein.

4. In relation to this contract and in respect to carrying out any of the activities associated with the performance of this contract, CONSULTANT agrees to hold harmless and indemnify the DISTRICT, its officers, agents and employees from every claim or demand against the DISTRICT associated with alleged liability, loss, damage or expense of any nature whatsoever, which may be incurred by reason of any injury to or death of persons or damage to property, sustained or claimed to have been sustained by any person or property arising out of or in any way connected with the activities of the CONSULTANT arising out of this Agreement. However, this indemnification and hold harmless do not apply to any liability for damages which results from the sole negligence or willful misconduct of the DISTRICT, its officers, agents, or employees. DISTRICT assumes no liability whatsoever for any property/equipment placed on DISTRICT premises by CONSULTANT.
5. DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT at an hourly rate of \$48.75 not to exceed the sum of \$10,000 per year, payable in monthly payments as service time is accumulated. Payments shall be made monthly on the basis of invoices submitted to the DISTRICT.

DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except when the DISTRICT, upon presentation of appropriate invoices, shall reimburse non-clerical

expenses incurred by the CONSULTANT in the performance of activities pre-approved by the DISTRICT in writing.

6. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONSULTANT's employees.
7. CONSULTANT shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT.

CONSULTANT's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

8. DISTRICT and CONSULTANT may, at any time, with or without reason, terminate this AGREEMENT. DISTRICT shall compensate CONSULTANT only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT or CONSULTANT shall be sufficient to stop further performance of services by CONSULTANT. Notice by DISTRICT shall be deemed given when received by the CONSULTANT or no later than five days after the day of mailing, whichever is sooner. Notice by CONSULTANT shall be deemed given when received by the DISTRICT or no later than five days after the day of mailing, whichever is sooner.

Upon termination, or notice thereof, CONSULTANT agrees to cooperate with DISTRICT in the orderly and timely transfer of service responsibilities, active case records, and shall turn over to DISTRICT all records pertaining to the DISTRICT and possessed by CONSULTANT or under its control at the time of termination.

THIS AGREEMENT IS ENTERED INTO THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

Paramount Unified School District  
Name of District

Elvia Galicia  
Consultant Name

By: \_\_\_\_\_

By: \_\_\_\_\_

Michael Conroy, Ed.D.  
Typed Name

Elvia Galicia  
Typed Name

Assistant Superintendent  
Title

Consultant  
Title

\_\_\_\_\_  
Taxpayer Identification Number

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code

Please review, sign and return in the enclosed postage-paid envelope.

Board Approved: June 24, 2015  
Funding: General Fund  
Account Number: 01.0-00000.0-00000-73000-5850-0000000  
PC Number: 15-1644

Department Lead: \_\_\_\_\_  
Name Signature

# Paramount Unified School District

**TO:** Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** June 24, 2015  
**SUBJECT:** Williams Settlement Quarterly Uniform Complaint Summary

**BACKGROUND INFORMATION:**

Submitted for the Board's information is the required Williams Settlement Quarterly Uniform Complaint Summary for the fourth quarter April 1 – June 30, 2015.

**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.



Los Angeles County  
Office of Education  
Serving Students • Supporting Communities  
Leading Educators

## Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints 2014-2015

District Name: Paramount Unified School District

Date: May 22, 2015

Person completing this form: Manuel San Miguel

Title: Director

Quarter covered by this report (check one below):

- |   |                          |     |               |
|---|--------------------------|-----|---------------|
| <input type="checkbox"/> 1st QTR            | July 1 to September 30   | Due | Oct. 17, 2014 |
| <input type="checkbox"/> 2nd QTR            | October 1 to December 31 | Due | Jan. 16, 2015 |
| <input type="checkbox"/> 3rd QTR            | January 1 to March 31    | Due | Apr. 17, 2015 |
| <input checked="" type="checkbox"/> 4th QTR | April 1 to June 30       | Due | Jul. 17, 2015 |

Date for information to be reported publicly at governing board meeting: June 24, 2015

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

Print Name of District Superintendent Delores Stephens, Co-Interim Superintendent  
David Verdugo, Co-Interim Superintendent

Signature of District Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Return the **Quarterly Summary** to:  
Williams Legislation Implementation Project  
Los Angeles County Office of Education  
c/o Kirit Chauhan, Williams Settlement Legislation  
9300 Imperial Highway, ASM/Williams ECW 284  
Downey, CA 90242

Telephone: (562) 803-8382  
FAX: (562) 803-8325  
E-Mail: Chauhan\_Kirit@lacoed.edu