

# Paramount Unified School District

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

## BOARD OF EDUCATION

TONY PEÑA  
*President*

LINDA GARCIA  
*Vice President*

ALICIA ANDERSON  
*Member*

SONYA CUELLAR  
*Member*

VIVIAN HANSEN  
*Member*

DR. RUTH PÉREZ  
*Superintendent*



## REGULAR MEETING OF BOARD OF EDUCATION

### MINUTES

**February 24, 2016**

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

Pledge of Allegiance                      Kim Cole, Director-Special Ed/Early Childhood Education, led the Pledge of Allegiance.

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

Administrators Present                      Ruth Pérez, Superintendent  
Ranita Browning, Interim-Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Deborah Stark, Assistant Superintendent-Educational Services  
Adrian Ayala, Director-Leadership Development  
Kim Cole, Director-Special Education/ECE  
Greg Francois, Director-Secondary Ed. & Instructional Technology  
Randy Gray, Director-Curriculum & Instruction/Projects  
Roger Ramirez, Interim Director-Operations  
Margarita Rodriguez, Director-Research  
Manuel San Miguel, Director-Student Services  
Beatriz Spelker-Levi, Director-Personnel  
Chris Stamm, Director-Student Nutrition Services  
Patricia Tu, Interim Director-Fiscal Services  
Andrea Aguilar-Nuno, Principal-Buena Vista High School  
Greg Buckner, Principal-Paramount High School  
Jerry King, Principal-Paramount Adult School  
Morrie Kosareff, Principal-Paramount High School-West

Approve Agenda                              Trustee Anderson moved, Trustee Hansen seconded the motion. Dr. February 24, 2016                              Pérez informed the Board of a change to item 4.4-I under the second 1.75    bullet, actual enrollment should reflect the 5<sup>th</sup> month and not the 4<sup>th</sup>. The motion carried 4-0 to approve the agenda of the Regular Meeting of February 24, 2016 as amended.

Ayes:    4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent:  1 – Trustee Cuellar

Regular Meeting Minutes                      Trustee Garcia moved, Trustee Hansen seconded and the motion February 10, 2016                              carried 4-0 to approve the Regular Meeting minutes of February 10,

**2-24-16** *Serving the communities of Bellflower, Lakewood, Long Beach, Paramount and South Gate.*

*Great things are happening in Paramount schools*

1.76

2015.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

## REPORTS

Student Board  
Representatives

Armando Torres-PHS, Yanet Lopez -Paramount High School-West, Gabriela Garibay-Buena Vista High School and Martha Rubio-Paramount Adult School reported on school academic, athletic and extra-curricular activities.

Employee Representative  
Reports

There was no CSEA representative in attendance.

TAP representative Teresa Kugler shared that the association has been busy interviewing for the bargaining team for the positions. They have also been busy solidifying openers. She added that April O'Connor has met with Superintendent Pérez three times and has received positive feedback. Topics of discussion K-5 support, pacing guides being on time, safety, overlapping of testing.

Board Members' Reports

Trustee Anderson attended the State of the City.

Trustee Garcia attended the State of the City and visited classes at Keppel School.

Trustee Hansen attended the State of the City and the CTA Legislative breakfast.

Trustee Peña attended the State of the City, he attended the STAR luncheon with Principals and the PHS Girls CIF soccer game.

Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items

- Superintendent Pérez attended and presented at the State of the City.
- She met with President Peña at the Parks and Recreation center and took a tour of the facility and was able to meet the staff there.
- Dr. Pérez met with the MAPS Board and looks forward to working to support them in their efforts in fundraising for scholarships.
- She met with Dr. Verdugo to discuss practices in the District.
- Superintendent Pérez met with Red Cross representatives to discuss support the District could provide.
- She attended Black History month at PHS-West and thanked Morrie Kosareff and his staff for hosting the event.
- Dr. Pérez attended the CTA Legislative Breakfast.
- She visited Jackson and Zamboni schools.
- Superintendent Pérez visited co-taught classes that include Special Education students at PHS-W and PHS.
- She attended the STAR Luncheon with Principals.
- Superintendent Pérez shared that she is looking forward to sharing with the Board her mission and vision on Saturday during the Study Session meeting.

LCAP Update

Dr. Debbie Stark, Assistant Superintendent-Educational Services provided the Board with an update on LCAP.

Dr. Stark shared that the purpose of the presentation is:

- Review trends from school surveys that will inform the updated LCAP
- Report on the K-5 TOSA pilot
- Outline next steps

LCAP Process Cycle:

Fall	LCAP, 2015-16 Report 2014-15 in Annual Update
On Going	Monitor formative data Measure progress on implementation.
January – May	Solicit feedback on implementation (surveys). Review data and survey results. Plan and recommend changes to the LCAP for 2016-17.

Input from Stakeholders

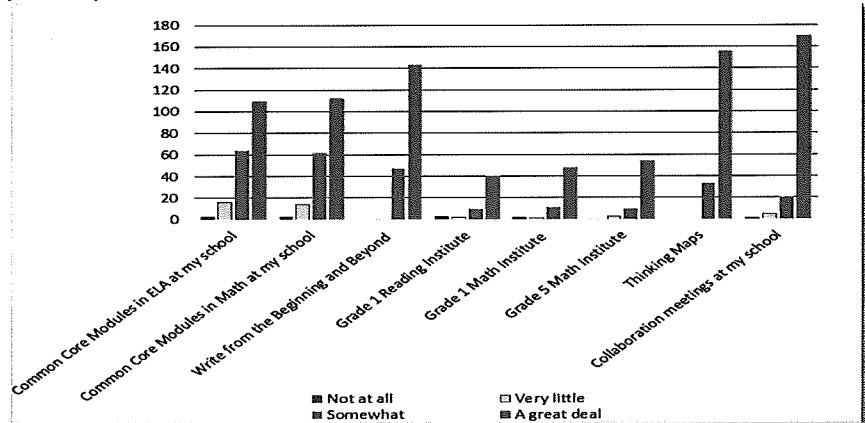
- Each year we solicit feedback from stakeholders on the impact of actions and services funded through the LCAP.
- This year we are using on line survey questions for school staffs, parents and students.

School Surveys - We have received the following completed surveys:

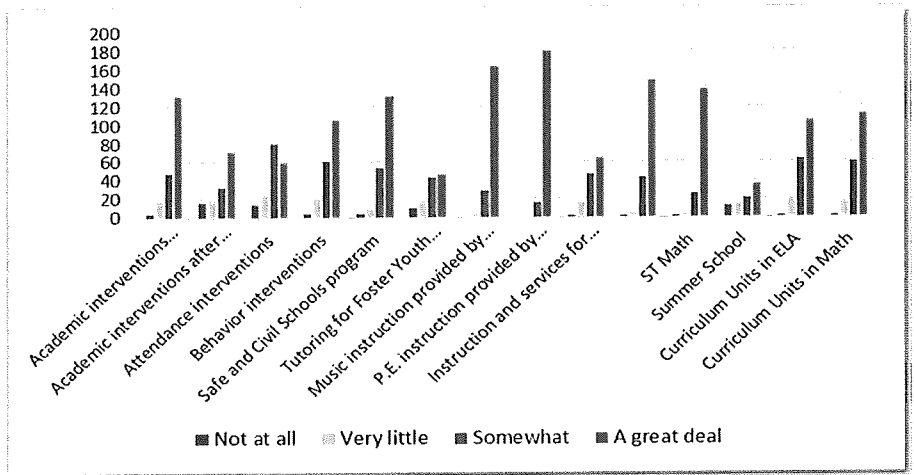
Elementary Schools	Middle Schools	High Schools
257	125	166

LCAP Survey Questions and Results- **Elementary** - February 9, 2016

*To what degree has the following professional development supported your implementation of Common Core Standards and assessments?*

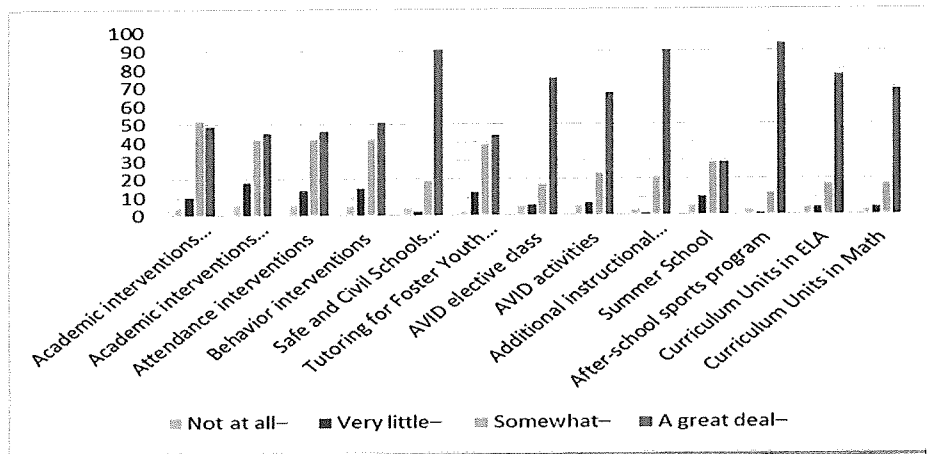


*To what degree have your students benefited from the following LCAP actions and services?*

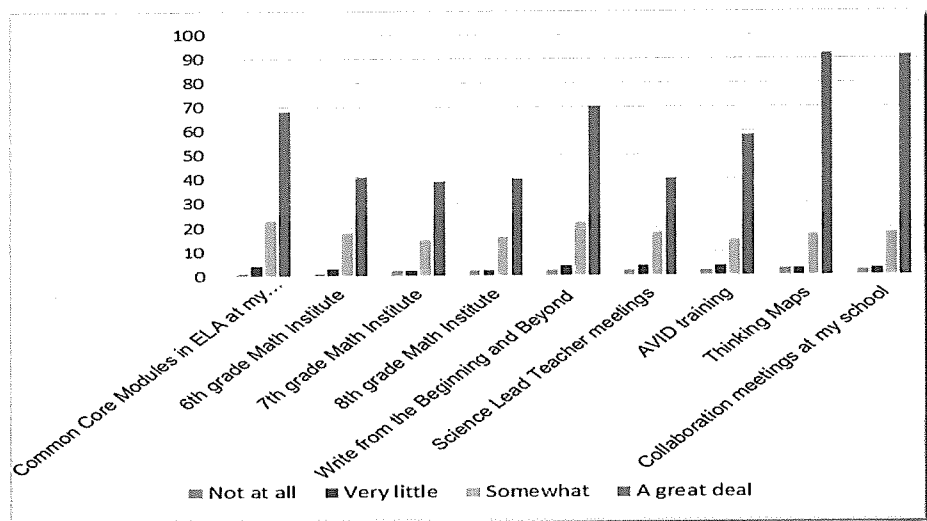


LCAP Survey Results- **Middle School** - February 9, 2016

**Middle Schools:** To what degree have your students benefited from the following LCAP actions and services?



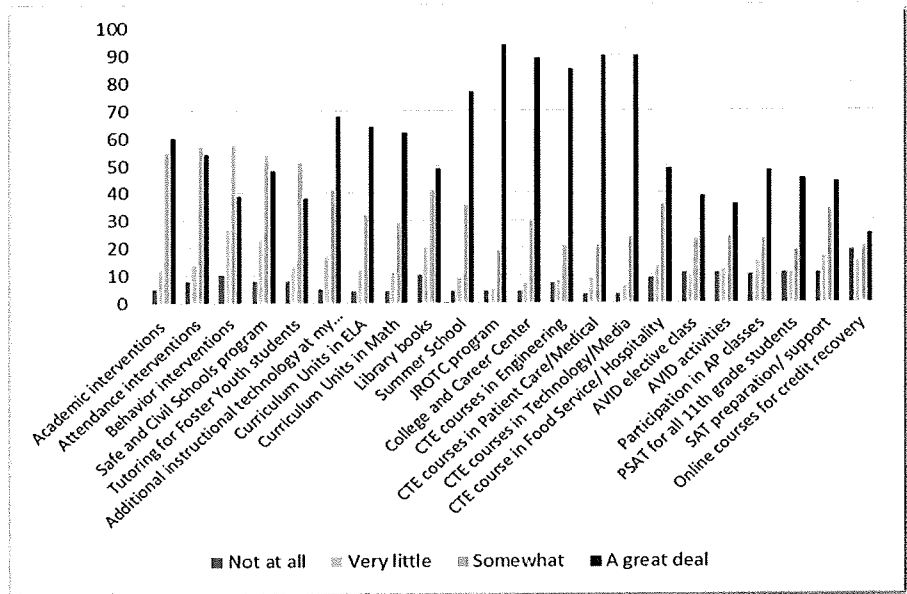
To what degree has the following professional development supported your implementation of Common Core Standards and assessments?



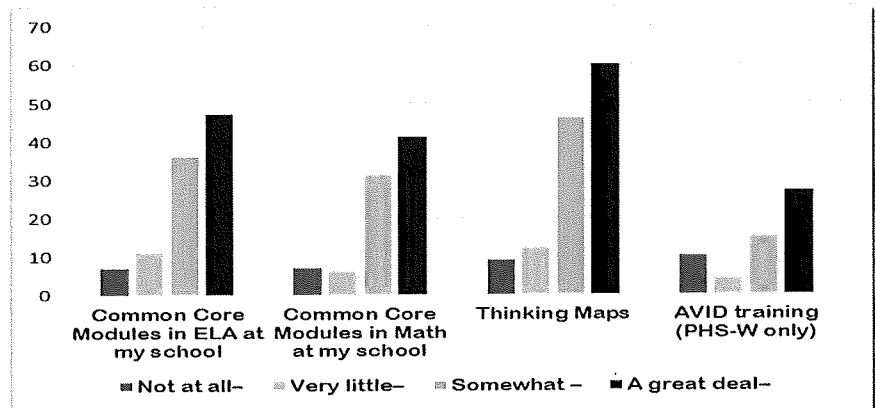
LCAP Survey Results – High School – February 9, 2016



To what degree have your students benefited from the following LCAP actions and services?



To what degree has the following professional development supported your implementation of Common Core Standards and assessments?



Parent and Student Input

- A parent survey is posted on the PUSD website. A Connect Ed. message was sent to all parents requesting that they complete the survey.
- Focus groups of high school students will complete a student survey.
- These results will be analyzed at the March LCAP Committee meeting.

K-5 Teacher on Special Assignment Pilot

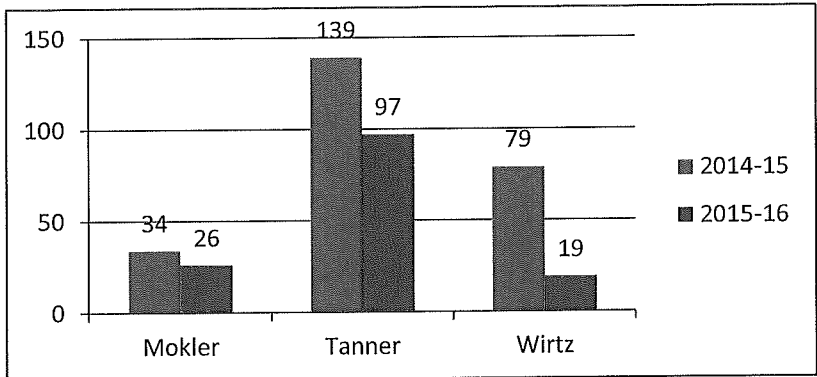
- This year, Mokler, Tanner and Wirtz Elementary Schools hired a Teacher on Special Assignment (TOSA) to proactively address attendance and behavior needs.
- These three schools were selected based on data related to attendance and behavior support.

Providing Extra Support

The TOSA's duties include:

- Supporting effective Safe and Civil Schools strategies Structuring and monitoring common areas, including playground, cafeteria
- Developing and monitoring behavior contracts for students with high behavior needs
- Monitoring attendance
- Meeting with parents of students with chronic absenteeism

#### TOSA Pilot Results Reduces Disciplinary Referrals



#### Improving Attendance

- Early results are showing TOSAs' work to implement attendance improvement strategies is reducing the number of absences of target students.
- Some of these strategies include: attendance goal setting with specific students, "check and connect", parent meetings, class incentives, visible displays of improved or perfect attendance.
- Data on attendance and chronic absenteeism of targeted students will be collected.

#### Next Steps:

- LCAP Committee will analyze survey results from parents and students to identify common trends.
- District Departments, including Business, Human Resources and Educational Services will share future needs with Committee.
- LCAP Committee will discuss trends and needs to determine recommendations for the updated LCAP.
- Information will be shared with Board of Education as the process continues.

#### Timeline:

Month	Event
February	<ul style="list-style-type: none"> <li>• Parent and Student Surveys</li> <li>• LCAP Committee Meeting</li> </ul>
March	<ul style="list-style-type: none"> <li>• LCAP Committee reviews parent and student survey data, identifies trends.</li> </ul>

- |       |   |
|-------|---|
| April | <ul style="list-style-type: none"> <li>• LCAP Committee reviews, gives feedback to draft sections of updated LCAP.</li> </ul>                               |
| May   | <ul style="list-style-type: none"> <li>• LCAP Committee reviews, gives feedback to draft sections of updated LCAP. Draft posted on PUSD website.</li> </ul> |
| June  | <ul style="list-style-type: none"> <li>• Board of Education approval.</li> <li>• Submit to LACOE.</li> </ul>  |

Every Student Succeeds Act

Dr. Randy Gray, Director-Curriculum & Instruction provided the Board with information on the Every Student Succeeds Act and share that the purpose of the presentation is:

- Provide a brief overview of the Every Student Succeeding Act
- Provide clarifying information on specific provisions of the bill
- Highlight key changes in the new bill

What is the Every Student Succeeds Act?

- ESSA replaces No Child Left Behind (NCLB)
- It passed with a wide margin in the House (359-64) and Senate (85-12) indicating bi-partisan support
- President Obama signed the bill on December 10, 2015

What are the key changes and big ideas?

- States have more authority to make decisions and enforce requirements than they did under NCLB
- The authority of the U.S. Education Secretary has been significantly reduced
- The phrase “core academic subjects” has been replaced by “well-rounded education”
- There are changes in Title I implementation, assessment, and accountability

What are the changes in Title 1 Implementation?

- Local Education Agencies (LEAs) are no longer required to provide Supplemental Educational Services
- Adequate Yearly Progress (AYP) standards are eliminated but states must certify that they have adopted “challenging academic standards.” California adopted state standards in 2010.
- Accountability for English learners has moved from Title III to Title I

What are the changes to Title 1 Funding?

- Title I funding formula remains the same
- (New) The bill creates a three year pilot program allowing 50 LEAs to pool their federal, state and local education funding. The LEAs will design their own allocation formula targeting their neediest schools. The U.S. Department of Education will decide if it will expand the program to additional LEAs at the end of 2018-19.

What are the implications for assessments?

Ongoing	Implications for PUSD
Annual assessment for every child in grades 3-8 in math and English Language Arts	No change from current practice
Annual assessment once in high school	No change from current practice
Three assessments in science (One per grade span)	No change from current practice
Annual assessment of English learners' English proficiency	No change from current practice
New	Implications for PUSD
LEAs can use a local, nationally recognized test such as the SAT or ACT at the high school level instead of the state test	This would allow students to focus on the SAT or ACT rather than the SBAC and may increase applications for college admittance
LEAs can use computer adaptive assessments	No change from current practice

What are the changes to accountability?

(New) States must develop an accountability system using "Annual Meaningful Differentiation" that rates schools based on metrics including:

- academic achievement
- growth or other indicator for K-8 schools
- graduation rates for high schools
- progress in achieving English language proficiency for English learners
- at least one "valid, reliable, comparable, and statewide" indicator of school quality

How will LEAs be held accountable?

(New) States must establish a methodology for identifying schools for comprehensive support that must include:

- At least the lowest performing 5% Title I schools
- All public high schools in the state that fail to graduate 1/3 or more of their students
- Title I schools in which any subgroup would be identified as the lowest performing 5% and has not improved in a number of years (as defined by the state)

What is the timeline for accountability?

- (New) States must use the meaningful differentiation system to conduct an annual evaluation on the performance of LEAs, schools and subgroups
- (New) Beginning in 2017-18, states must identify schools for comprehensive support and improvement at least once every 3 years

Next Steps:

- 2016-17 is a transition year for ESSA
- New regulations for non-competitive formula grants at the federal level such as Title I take effect July 1, 2016
- New state accountability systems and related interventions take effect in 2017-18
- States must develop accountability systems and systems for comprehensive support by the 2017-18 school year

**BOARD MEETING**  
**CALENDER**

0.78

Trustee Anderson moved, Trustee Hansen seconded and the motion carried 4-0 to cancel the May 11, 2016 Board meeting to allow the Board and Superintendent Pérez to attend the Annual CTA Who's WHO Awards Dinner.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

There were no speakers during the hearing section.

**CONSENT ITEMS**

0.79

Trustee Garcia moved, Trustee Hansen seconded and the motion carried 4-0 to approve the Consent Items.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

**Human Resources**

Personnel Report  
15-11  
2.79

Accept Personnel Report 15-11, 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 2015-16 State Budget Act and related legislation.

**Educational Services**

Consultant and Contract  
Services  
3.79

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

Overnight and/or Out-of-  
County Study Trips  
3.79

Approved the overnight and/or out-of-county study trip for students consistent with the District policies and instructional programs

**Business Services**

Purchase Order Report  
15-11  
4.79

Approved Purchase Order Report 15-11 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of  
January 2016  
4.79

Approve warrants for all funds through January with a total of \$12,272,304.83.

Acceptance of Donations  
4.79

Accepted 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.

## **ACTION ITEMS**

### **General Services**

Selection of Representatives,  
California School Boards  
Association Delegate  
Assembly-Region 24  
1.80

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to select up to eight (8) candidates to serve as representatives to the California School Boards Association Delegate Assembly-Region 24.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

### **Human Resources**

Resolution 15-30  
Teachers Instructing Single  
Subject Classes per  
Education Code 44263  
2.81

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to approve the revised list of teachers instructing subjects per Education Code Section 44263 for the 2015-16 school year.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

### **Educational Services**

Nonpublic School Placement  
for Special Education  
Students for 2015-16  
3.82

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to approve the placement for special education students in nonpublic schools, as determined by the student's Individual Education Plan for the 2015-16 school year.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

McTighe and Associates  
Consulting Agreement  
3.83

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to approve McTighe and Associates Consulting Agreement to provide support for high quality curriculum units in grades K-12.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

### **Business Services**

2015-16 Budget Adjustments  
as of January 31, 2016  
4.84

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 4-0 to approve the 2015-16 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Child Development Fund, and Cafeteria Fund.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

Revised Board Policy 3100 –  
Budget  
4.85

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to accept for second reading and adopt proposed revised Board Policy 3100 – Budget, which reflects current State requirements.

Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña  
Absent: 1 – Trustee Cuellar

## **CONFERENCE ITEMS**

### **Educational Services**

Revised Board Policy  
6173.1 – Education for  
Foster Youth

The Board accepted for first reading revised Board Policy proposed revised Board Policy 6173.1 – Education for Foster Youth. The proposed policy reflects revisions related to current State requirements.

## **INFORMATION ITEMS**

### **Educational Services**

Revised Administrative  
Regulation 6146.4 – High  
School Graduation  
Requirements

The Board received as information revised Administrative Regulation 6146.4 – High School Graduation Requirements. The regulation reflects recent changes to Education Code in light of elimination of the requirement for students to pass the California High School Exit Examination.

Revised Administrative  
Regulation 5141.3 –  
Immunization:  
Communicable Diseases

The Board received as information revised Administrative Regulation 5141.3 – Immunization: Communicable Diseases.

Study Session on High  
School

The Board received information on the preparation for the February 27, 2016 Board Study Session.

K-5 Physical Education  
Instructional Minutes  
Documentation

The Board received as information the end-of-semester report for Paramount Unified School District.

### **Business Services**

Monthly Financial  
Statements, January 2016

The Board received as in J-200 format a Financial Statement for each fund for the months of July to January 2016.

Monthly Financial  
Statements, January 2016 –  
Special Education

The Board received as in J-200 format a Financial Statement for Special Education for the months July to January 2016.

Monthly Financial  
Statements, January 2016 –  
Self-Insurance Fund – Health  
and Welfare

The Board received as information in J-200 format a Financial Statement for the Self-Insurance Fund – Health and Welfare for the months July to January 2016.

Average Daily Attendance  
Summary Report through  
January 21, 2016 and the  
Fifth Monthly School  
Enrollment Report

The Board received as the monthly school attendance reports for 2015-16.

## **ANNOUNCEMENTS**

President Peña reported that the next Regular Meeting would be March 9, 2016, at 6:00 p.m. – Boardroom of the District Office.

Staff Employee Comments  
Per Government Code  
54957

There were no employee comments.

**CLOSED SESSION**

The Board adjourned to Closed Session at 7:04 p.m. to discuss governance team items.

**OPEN SESSION**

The Board reconvened to Regular Session at 8:18 p.m. President Peña reported that they discussed governance team items.

There was no action taken in Closed Session.

**ADJOURNMENT**

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on February 24, 2016 at 8:18 p.m.

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

Absent: 1 – Trustee Cuellar

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Ruth Pérez, Secretary  
To the Board of Education

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President

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Vice President/Clerk



# Paramount Unified School District

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## BOARD OF EDUCATION

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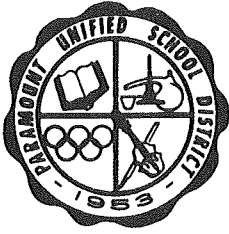
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ALICIA ANDERSON  
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SONYA CUELLAR  
*Member*

VIVIAN HANSEN  
*Member*

DR. RUTH PÉREZ  
*Superintendent*



## STUDY SESSION MEETING OF BOARD OF EDUCATION

### MINUTES

**February 27, 2016**

The meeting was called to order at 9:05 a.m. by President Tony Peña in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

- Pledge of Allegiance Ruth Perez, Superintendent, led the Pledge of Allegiance.
- Roll Call Trustee Alicia Anderson Trustee Linda Garcia  
Trustee Tony Peña Trustee Vivian Hansen  
Trustee Sonya Cuellar
- Administrators Present Ruth Pérez, Superintendent  
Ranita Browning, Interim-Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Deborah Stark, Assistant Superintendent-Educational Services  
Greg Francois, Director-Secondary Ed. & Instructional Technology  
Beatriz Spelker-Levi, Director-Personnel  
Morrie Kosareff, Principal-Paramount High School-West
- Approve Agenda Trustee Hansen moved, Trustee Garcia seconded and the motion  
February 27, 2016 carried 5-0 to approve the agenda of the Special Study Session of  
1.86 February 27, 2016.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Hearing Section There were no speakers during the hearing section.

### General Services

#### Superintendent's Entry Plan Presentation

Superintendent Dr. Perez shared with the Board that she would be providing them with information on her Superintendent's Entry Plan and also shared that the following are goals she has established for herself as the new Superintendent of the Paramount Unified School District. She added that in April, she will present to the Board of Education on the actions taken towards meeting these goals with recommended next steps to lead our District to the next level of success.

#### **My Story**

"We lead from the essence of who we are as a person."  
-Warren Bennis

Dr. Perez shared with the Board that she was born in Puerto Rico and grew up in New York where she received her education. She is the

eldest of 6. Her parents spoke mainly Spanish and very little English. She was an English Language Learner growing up. She developed a love for reading and that made all the difference to her. There was no bilingual education and no support for ELL students in the school system and it was a struggle for her and because of that, she has developed a sensitivity for English Language Learner students. Her youngest brother was a Special Education student and she became her brother's advocate through his middle and high school years. That experience has also influenced her sensitivity towards Special Education students.

Dr. Perez was formerly Superintendent in the Norwalk La Mirada Unified School District. She also served as Deputy Superintendent of Instruction in the Los Angeles Unified School District. Prior to that she was Chief Academic Officer in Charlotte North Carolina, and Area Superintendent in Orlando Florida. She began her educational career as a high school teacher, also in Florida.

#### **Goal #1**

***Build relationships with key stakeholders in and outside of the District. Assess current state of leadership dynamics and relationships.***

Action steps will include:

- ❖ Meetings with individual Board Members to develop a positive working relationship and establish communication preferences and expectations for the Superintendent.
- ❖ Visitations to all sites and meetings with principals.
- ❖ Leadership Team Building Sessions with Principals, Cabinet and Executive Cabinet members.
- ❖ Establish and begin monthly meetings with association presidents, PTA Executive Board Members, DELAC, LCAP committee, etc.

#### **Goal #2**

***Gain the trust of the Paramount community and begin to build positive relationships with all organizations that support the school district.***

Action steps include:

- ❖ Meetings with City of Paramount officials, Chamber of Commerce, Rotary as well as businesses and other civic organization educational partners.
- ❖ Visit pertinent sites in the City of Paramount.
- ❖ Meet with parent groups to seek perspective and input on their experiences, hopes and desires for their children in the PUSD.

#### **Goal #3**

***Study data and trends on student academic achievement and progress to develop a plan of action for implementation in August 2017. The plan will aim at supporting and increasing academic achievement while supporting the four LCAP Goals established and approved by the Board of Education***

Action Steps Include:

- ❖ Attend monthly principal leadership meetings.
- ❖ Work with Assistant Superintendent of Educational Services to orient myself to the work meeting LCAP goals.

- ❖ Work with the Executive Cabinet on District priorities

#### **Goal #4**

***Learn the instructional practices, LCAP initiatives, and interventions that are supporting student achievement. Evaluate effectiveness of each initiative.***

#### **LCAP Goals:**

Goal 1: Support Academic Progress and Behavior

Goal 2: Create a College Going Culture

Goal 3: Common Core Standards and Assessment Implementation

Goal 4: Basic Services

#### **Goal #5**

***Learn the District's management and organization systems.***

Learn each major Division including Fiscal, Nutrition Services and Maintenance and Operations.

Assess the status of each department and determine how each is serving student needs and meeting District goals and priorities.

#### **Goal #6**

***Work with a consultant affiliated with a university that will assist me in reviewing current work and support for students, especially subgroups that have unique needs. Additionally, the consultant will provide outside perspective toward the work and analyses made. This will assist the Superintendent to make the recommendations that will be presented to the Board of Education.***

#### **My Mission**

##### **Opportunities for ALL students**

- ❖ English language learners
- ❖ African American students
- ❖ GATE students
- ❖ Special Education students

##### **Focus on high school student preparation for college and careers.**

- ❖ Career Pathways
- ❖ Linked Learning
- ❖ Advanced Placement supports for success,
- ❖ Middle school student preparation for A-G success.
- ❖ Instructional Technology
- ❖ Equity and access of programs and supports for all students

#### **My Vision**

*My vision is for the Paramount Unified School District to be an organization where people are continually expanding their capacity, where people create results they truly desire, where new and expansive patterns of thinking are nurtured, where collective aspirations are set free, where people are continually learning to see the whole together and each child is given every opportunity to succeed.”“*

*Inspired by Peter Senge, The Fifth Discipline (1990)*

The Board of Education recessed for five (5 minutes) at 9:57 a.m.

The Board of Education reconvened the meeting at 10:02 a.m.

Human Resources

Dr. Myrna Morales, Assistant Superintendent-Human Resources provided the Board with information on the District's hiring process and practices.

Dr. Morales shared with the Board that the objective of her presentation is to:

- o To share practices in recruiting, screening, interviewing and selecting of candidates
- o To explain laws, contract article and rules that guide our practices and employee classifications
- o To review evaluation processes
- o To answer questions and clarify practices

Impact of Teacher Quality

*Studies have well documented that the most important factor affecting student learning is the teacher.*

-Dr. Bill Sanders, University of Tennessee

Selection process:

There is a comprehensive process that takes place from posting, screening, interviewing and selecting of the best candidate to serve the students of Paramount Unified School District.

Posting of Positions

- o Posting Options
- o Inside only
- o Certificated: Position that require expertise
- o Classified: Promotional Only
- o Inside/Outside
- o Posting at all work locations
- o PUSD Website
- o EdJoin
- o Notices to other public agencies
- o Press Telegram
- o [www.govjobs.com](http://www.govjobs.com)

Interest Cards

Classified Human Resources  
Paramount Unified School District  
18150 S. California Avenue  
Paramount, CA 90723

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State \_\_\_\_\_

PARAMOUNT UNIFIED SCHOOL DISTRICT  
HUMAN RESOURCES DIVISION

DATE \_\_\_\_\_  
Please notify me when applications are being accepted for \_\_\_\_\_ position.  
(a Classified position)

For Office Use Only: DO NOT WRITE BELOW THIS LINE  
Applications are now being accepted for the above position.  
The closing date is: \_\_\_\_\_

## Screening of Candidates

- o Classified
  - o Applicants are screened for minimum qualifications.
  - o All qualified applicants are invited to test.
  - o Cut points are determined and the top 10 candidates are invited to interview for a position.

## Classified Testing

- o Tests or supplemental questionnaire for all positions.
- o If an applicant takes a test, they are not eligible to take the same test for four months.
- o Test scores for each test given are kept on file for two years.

## Notice of Employment Testing

**PARAMOUNT UNIFIED SCHOOL DISTRICT**  
Human Resources Division

**NOTICE OF EMPLOYMENT TESTING**

The Paramount Unified School District has scheduled an employment test for the position of **BUYER**. If you are still interested please report on the following date, time and place:

DATE: TUESDAY, FEBRUARY 23, 2016

TEST

TIME: 9:00 a.m. (PLEASE PLAN TO ARRIVE AT LEAST 15 MINUTES PRIOR TO THE TIME INDICATED TO ALLOW FOR DIFFERENCES IN CLOCK SETTINGS, AS WELL AS TRAVEL DELAYS AND PARKING. **NO ONE WILL BE ADMITTED AFTER THIS TIME, ACCORDING TO THE DISTRICT'S CLOCK.**)

LOCATION: PARAMOUNT UNIFIED SCHOOL DISTRICT  
District Office  
15110 California Avenue, Paramount, CA 90723

THE TEST WILL TAKE APPROXIMATELY: 1 hour

**Test Requirements**

In order to be considered for employment in this classification, you must pass this test. If you have taken the same test within the last four months, you will not be permitted to take it again at this time. If you passed the same test within the last two (2) years and do not wish to take the test again, you must call Human Resources to request that your previous test score be used for this test. However, you should understand that a passing score may not result in an interview for this position. Only those applicants who pass the test and score within the ten will be invited back for further testing.

Please notify Human Resources at (562) 602-6009 prior to the test date, if you require accommodations in accordance with the American with Disabilities Act.

**Identification Requirement**

Be sure to bring your driver's license with you when you report for testing. If you do not have a driver's license, bring another form of government issued identification which has your picture on it. No one will be allowed to take the test without proper I.D.

**UNFORTUNATELY, DUE TO LIMITED ROOM AVAILABILITY, IF YOU ARE NOT ABLE TO KEEP THIS APPOINTMENT, WE CANNOT RESCHEDULE.**

Dr. Morales shared sample letters of the following:

- Notification of not meeting minimum qualifications
- Notification of non-passing score
- Passing score without an interview
- Letter related to convictions
- Notification of non-selection

## Screening of Candidates

- o Certificated
  - o HR personnel screen EdJoin candidates for appropriate credentials.
  - o Each application is reviewed with a Screening form.
  - o Top candidates and any inside candidates are invited to interview.

# Screening Form

## PARAMOUNT UNIFIED SCHOOL DISTRICT REVIEW/SCREENING OF AN APPLICANT FOR THE POSITION CLASSIFICATION OF:

POSITION: \_\_\_\_\_  
 APPLICANT'S NAME: \_\_\_\_\_  
 PRESENT POSITION: \_\_\_\_\_  
 CURRENT EMPLOYER: \_\_\_\_\_

<b>ESSENTIAL QUALIFICATIONS:</b>		High	Average	Low		Y	N
Letters of Recommendation		( )	( )	( )	Imm. Supv.	( )	( )
Number of Letters: _____		Dated Appropriately _____					
<b>DEGREE</b>	<b>UNIVERSITY/COLLEGE</b>	<b>SUBJECT</b>					
Bachelor's							
Master's							
Doctorate							
<b>PUSD EMPLOYEE:</b>						<b>INTERVIEW</b>	
Current _____	Past _____	Employment Dates _____				YES	NO
Notes:							

Reviewed by: \_\_\_\_\_

### Interviews and panels

- Panels are inclusive. Two administrators are needed for teacher selection.
- Panels are diverse and representative.
- All members are made aware of the confidentiality of serving on the panel.
- Panel members are instructed to be impartial.

### Interview protocols

- Candidates are welcomed.
- Stellar first impressions are made.
- All members on the panel are introduced.
- Questions are consistent for all candidates.

### Scoring of Individuals

- True and accurate rating that can hold up, if questioned.
- Rubrics are utilized for consistency.
- Highest scoring individuals are moved forward.

### Reference Checks

- Vital to ensure quality of potential employee.
- Each candidate must have two positive references.
- Supervisors should be contacted for reference.
- Certificated or classified management conduct the reference checks.
- Accurate recording what the reference says and note to what is not being said.

### Selection Sheets

- List of all candidates interviewed
- Administrator signature
- Two references
- All interview scores

### After Interviews and Selection

- Human Resources personnel personally calls successful candidates and makes an offer of employment.
- Once the offer is accepted, Human Resources contacts the unsuccessful candidates.

### PreEmployment Processing

- Fingerprints to Department of Justice
- Once cleared processing begins
  - Driver's license

- o Social security card
- o TB test
- o Physical
- o Transcripts
- o Test Results
- o Orientation

#### Employee Classifications

*Start out with good people, lay out the rules, communicate with your employees, motivate them and reward them. If you do all those things effectively, you can't miss.*

-Lee Iacocca

#### Classified Classifications

- o Each new employee is on probation for nine months or a minimum of 185 days. During the probationary period, the employee is **not** eligible to apply for a new position.
- o Permanent employees who receive a promotion are on probation for six months. During the probationary period, the employee is eligible to apply for a new position.

#### CSEA Contract

#### **(CSEA Contract Excerpt)**

#### **Article VII - EVALUATION PROCEDURES**

7.01 The District retains the sole responsibility for the evaluation and assessment of the job performance of each employee, subject only to the following procedural requirements:

A. Probationary employees (employees with less than nine (9) months or a minimum of 185 days of actual service in their current job classification) shall be evaluated at least twice during the probationary period. No less than three weeks (15 working days) of service shall pass between evaluations. Exception: Probationary employees charged with misconduct will be excluded from this requirement.

1. Permanent employees who receive a promotion shall serve a six (6) month probationary period (a minimum of 125 days of actual service) and receive at least one evaluation not less than 30 days before the expiration of their probation in the promoted classification.

#### Substitutes

- o Substitutes are hired to cover absences of regular employees.
- o Some substitutes move into regular employment with the district.
- o Substitute teachers need full credentials to move into a regular, on-going teaching assignments.

#### Temporary Certificated Employees

- o Temporary teachers are needed to hold the spots of the tenured employees who are out of the classroom.
- o Temporary teachers are needed to hold the position of anyone that works in a categorically funded position. In the event the

funding ends, there needs to be a spot for the teacher to return to the classroom.

- o Temporary teachers are needed to work in the position on a temporary basis for teachers that are on leave of absences.

#### Temporary Teacher Backfill

- o Temporary teachers are needed to backfill for these out-of-classroom positions:
  - o Instructional Coaches
  - o Teachers on Special Assignment
  - o Curriculum Specialists
  - o Program Specialists
  - o Categorical Positions
  - o Teachers on Leave of Absence
  - o There are approximately 90 positions each year that require temporary employees.

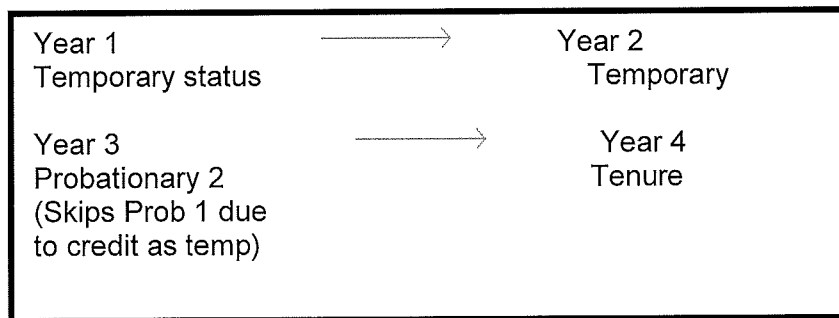
#### Why do we have temporary teachers?

- o It is fiscally prudent to save a spot for a teacher to return to in the event of decreased funding for out-of-the class positions occurs.
- o This is utilized to avoid having costly lay-offs due to over-staffing.
- o Due to the temporary status, it allows the district to invite back the number of teachers that are needed.

#### Probationary Certificated Employees

- o **Probationary 1** – the first step in becoming Tenured
- o **Probationary 2** – once a Probationary employee works at least 75% of the school year, the next year they will move to this step
- o **Tenure** – after their Probationary 2 year, an employee gains tenure at the beginning of the next year

#### Road to Permanency



#### Evaluations

*Timely, informative feedback is vital to any improvement effort.*

*-Mike Schmoker, ASCD, 1999*

#### Classified Evaluations

- o Each new employee will receive two evaluations during their probationary period. The first one is due in the third month of employment and the second one is due during the seventh month.



- o After passing the probationary period, the employee is evaluated every other year.

Certificated Evaluations

- o All Temporary, Probationary 1, Probationary 2 and first-year Tenure employees are formally evaluated each school year.
- o After their first year on Tenure status, the employee is evaluated every other school year until they reach their eleventh year of permanency.
- o Eleventh year of permanency, teachers are eligible for 4-year evaluation cycle.
- o Three forms are utilized.

Teacher Evaluation Matrix

TEACHER/COUNSELOR MATRIX

Employment Status	Yrs. in District	Evaluation Cycle	Forms
Prob or Temp	1-2+	Every year	Rotate #1 & #2
Permanent	3-10	At least every 2 yrs. starting with the 1 <sup>st</sup> year of permanency	Rotate #1 & #2
Permanent	11+	At least every 4 yrs.*	#3

\*Evaluator and employee must agree to this term. Employee must be highly qualified, as defined, and most recent evaluation rated employee as meeting or exceeding standards (i.e., met or in-progress).

Staffing Timelines

- o Staffing for the following school year begins in January to determine the projected enrollment by site and grade level.
- o Administrators review and confirm projections.
- o During the middle of May, Human Resources meets in small groups with the site administrators to determine any openings.
- o At the end of May, the openings are posted and the recruitment process begins.

The Board of Education recessed for five (5 minutes) at 11:19 a.m.  
The Board of Education reconvened the meeting at 11:28 a.m.

**Educational Services**

The High School Promise:  
Creating the Future in PUSD

Dr. Debbie Stark, Assistant Superintendent-Educational Services shared with the Board that the purpose of her presentation is to highlight recent research on preparing students for college and career-success after high school graduation, review the history and progress of middle and high school education in PUSD, and outline the process for beginning the discussion on a vision for the future.

What do we know:

With the growing complexity of the world and the increasing demands of the 21<sup>st</sup> Century workforce, there is little question that all students should graduate from high school fully prepared for college AND careers. —Achieve

## What is College and Career Readiness?

- Currently there is a state and national conversation on the need to assure students have college and career success after high school graduation. PUSD has made real progress for many students; however, we are committed to preparing all students to succeed.
- College and career readiness means that a high school graduate has ...the English and math knowledge and skills needed to...succeed in post secondary job training and/or education necessary for their chosen career.
- In 2014, 27% of students enrolled in the California State University System need to take a remedial course in math; 30% in English.
- As many as 80% of students who enroll in the state's community colleges are required to take a remedial course.

## How are we preparing students for this future?

- Ten years ago the iphone was introduced. Think about how this technology has changed everyday lives. We need to prepare students to be successful in the next ten years.
- More jobs require extensive use of technology. 28% of jobs in agriculture currently require technology skills.
- What does the near future hold? At UC San Diego's engineering school there is a wearable brain monitor you strap to your head that enables users to "type" their commands using only their brains. Some researchers say these devices could become as popular as smartphones within the next decade.

--LA Times, February 9, 2016

## What have we done today?

In an effort to better prepare students for high school, in 2009-10, PUSD reconfigured from K-8 schools to elementary and middle schools.

Time	Number	Structure
Prior to 2009	13 1	K-8 schools K-3 school and 4-8 school
Currently	10 4 1	Elementary schools (K-5) Middle Schools (6-8) K-3 school and 4-8 school

## What progress have we made in 6-8 grades?

- After reconfiguration, middle schools made outstanding gains in academic achievement, resulting in students being better prepared to be successful in high school.
- Alondra, Jackson and Zamboni Middle Schools were recognized with a state and national award and were named as *Middle Schools to Watch*.

School	API, 2008 (before reconfiguration)	API, 2013 (after reconfiguration)
Alondra	704	823
Jackson	668	781
Zamboni	714	823

What is the history of grades 9-12 in PUSD?

- 1994 –Ninth grade campus, PHS West, created. PHS maintains grades 10-12.
- 2007 – Buena Vista High School moves to its current location, serving grades 11-12 students who need to recover credits to graduate.
- 2009 – Lakewood Elementary School, adjacent to Buena Vista HS is closed.

What is PUSD's current 9-12 structure?

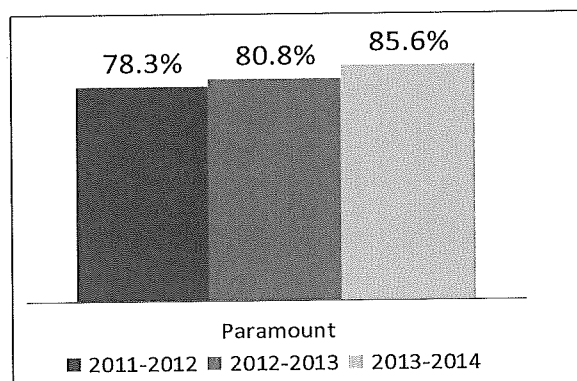
School	Grades	Enrollment
PHS West Campus	9	1220
Paramount High School	10-12	3500
Buena Vista High School	10-12	186

What improvement are we seeing?

- PUSD has a successful history of focusing efforts and engaging all participants to improve outcomes for students.
- As a result, we are sending students to high school better prepared to graduate. In the last five years, achievement measures show improvement.

Graduation Rates, 2012-2014

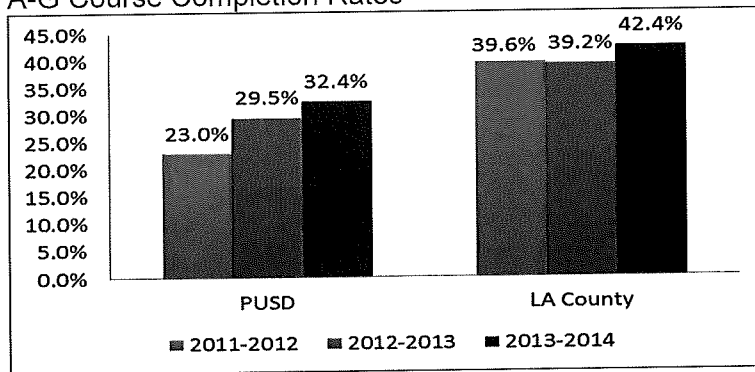
**7% Increase in 4-Year Cohort Graduation Rate**



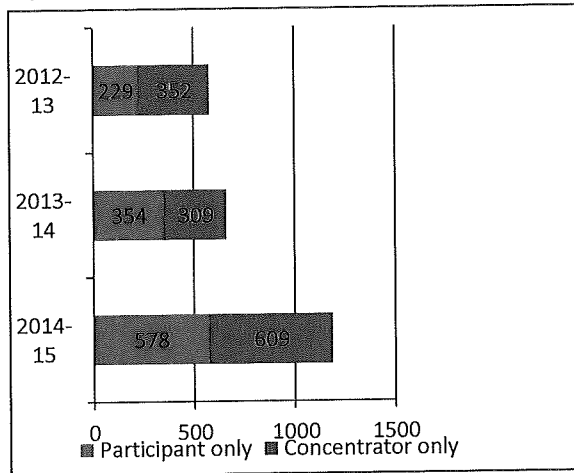
From the California Department of Education, 2/3/2016

**89 Additional Students Graduated Than 3 years ago**

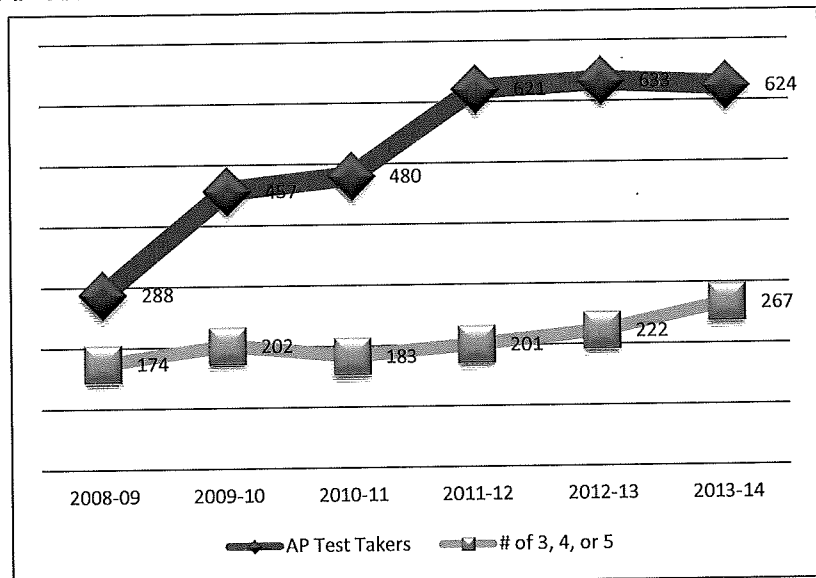
### A-G Course Completion Rates



### High Student Interest in CTE Classes



### AP Exam Takers and Pass Rates, 2009-14



### Why Now?

A national study found that students who experienced the following in high school are much more likely to *feel extremely or very well prepared* for college and the work world attended high schools that excelled at:

- Communicating about the classes/grades needed to graduate from high school.
- Communicating about the classes/grades needed to

get into college.

- Encouraging students to take the most advanced courses.
- Communicating the knowledge/skills needed for the future.
- Encouraging students to explore professional/career opportunities.

Took math beyond Algebra II.

Had teachers who were effective at tying learning to real world experiences.

*Achieve. College Faculty and Employers Weigh In: Are Students Ready for College?, June, 2015*

California will replace the previous accountability system, the Academic Performance Index, with new state accountability metrics.

These may include:

- Percent of students who take AP Exams
- Percent of students who pass AP Exams
- Percent of students who complete a CTE Pathway
- Percent of students who complete A-G courses

With the state and national focus on preparing students for college and career, we must be proactive about looking ahead.

What is the goal?

- The goal is to study and identify approaches to increase student success after high school graduation.
- Assess facilities, including Lakewood site, to determine how they can support high school programs

What is the process?

- Engage our education professionals, including teachers, administrators, support staff, to examine the wide range of opportunities to prepare more students for college and career.
- Use a fully collaborative process, including the professionals who will implement the plan.
- Dedicate a full year-- 2016-17--to the process of collaborative study and design to make the most informed recommendations.

A High School Design Team will be formed. This team will:

- Review recent research.
- Visit high schools with college and career focus.
- Plan how to gather input from stakeholders, including educators, parents, students, business community and college partners.
- Outline recommendations for future options for secondary students in PUSD.

What happens Next?

Activity	Timeline
<ul style="list-style-type: none"><li>• Convene High School Design Team</li><li>• Assess facilities, including Lakewood site, to determine how they can support high school programs</li></ul>	Spring, 2016
<ul style="list-style-type: none"><li>• Design Team Meetings and Planning</li></ul>	2016-17

• Design Team makes recommendations for 2017-18	January, 2017
• Plan facilities needs	January-June, 2017
• Begin Implementation	Fall, 2017-18

Design Team Composition:

Position	School	Number
Teachers	PHS, PHS West , Buena Vista HS	12
Counselors	Middle School, PHS , PHS West	3
TAP, CSEA		2
Principals	Middle School, PHS , PHS West, Buena Vista HS	4
Classified Staff	Middle School, PHS , PHS West	3
Business	Community	1
Students	PHS, PHS West , Buena Vista HS	3
Parents	PHS, PHS West, Buena Vista HS, Alondra	4
Cerritos College CSULB	College/Higher Ed. Representatives	1-2
District Office	Human Resources, Business, Ed. Services	6
Board Member	Board of Education	1
Total		39-40

Our Commitment

For students to truly graduate ready for college and careers, they need to complete a rigorous, robust and well-rounded curriculum that exposes them to a wide range of academic and technical knowledge and skills to ensure all doors are left open for them when they leave high school.

--Achieve, a national non-profit organization dedicated to improving college and career success.

**ADJOURNMENT**

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adjourn the Special Study Session of the Board of Education held on February 27, 2016 at 11:59 a.m.

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

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Ruth Pérez, Secretary  
To the Board of Education

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President

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Vice President/Clerk

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** March 9, 2016  
**SUBJECT:** Personnel Report 15-12

**BACKGROUND INFORMATION:**

Following is Personnel Report 15-12, 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 15-12 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 2015-16 State Budget Act and related legislation.

**PREPARED BY:**

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

**DISTRICT PRIORITY 1:**

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



**PERSONNEL REPORT 15-12  
MARCH 09, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
*Norman, Stacey	Teacher Temporary	Lincoln	A-1	<b><u>Annual</u></b> \$50,692 General Fund	02-16-16	06-30-16
*Becerra, Jorge *Carrera, Cristina *Colon, Brianna *Flores, Alejandra *Hamilton, Alicia *James, Tyler *Manfredi, Giovanna *Marsh, Sarah *Martinez, Abraham *Velazquez, Manuel *Vo, Andrew	Substitute Teacher on-call, as needed	District		<b><u>Daily</u></b> \$150 General Fund	09-10-15 03-07-16 12-01-15 02-29-16 02-25-16 02-22-16  02-16-16 02-16-16  02-16-16  02-25-16	
<b><u>ADDITIONAL ASSIGNMENT</u></b>						
*Rumbolz, Megan	Home/Hospital Teacher	Alternative Education		<b><u>Hourly</u></b> \$38.00 General Fund	02-10-16	06-10-16
*Gilreath, Pamela	Home/Hospital Teacher	Special Education		\$38.00 Special Education	02-22-16	06-09-16
*Amezcuca, Maria *Bignami, Autumn *Brown, Whitley *Cavaness, Dylana *Dotson, Brittany *Durante, Anthony *Dwankowski, Carrie *Lopez, Rocio *Roberts, Amber *Walker, Jessica *Xiong, Vicki	Intervention Program NTE 1.5 hrs. per day	Paramount High-Senior		\$38.00 LCAP**	02-29-16	06-03-16

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 15-12  
MARCH 09, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>STIPEND</b> *Prepuk, Ronica	Cheer	Paramount Park		<b>Stipend</b> \$172.00 LCAP**	12-07-15	03-31-16

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 15-12**  
**MARCH 9, 2016**  
**CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b>RETIREMENT</b> Axworthy, Robin	Teacher	Paramount High-West	Retirement	06-10-16	

**PERSONNEL REPORT 15-12**  
**MARCH 09, 2016**  
**CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Employment</b>						
*Ortega, Christian	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-Senior	109-I	<u>Monthly</u> 25% of \$2,395 SNS**	02-24-16	
*Pedraza, Elizabeth	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-West	109-I	25% of \$2,395 SNS	02-23-16	
*Plata, Alejandra	School Health/Office Technician 8 hrs. per day/12 mo.	Paramount High-West	116-III	\$3,144 General Fund	02-11-16	
<b>Promotion</b>						
Mejia Rosas, Elena	Student Information Systems Manager 8 hrs. per day/12 mo.	Educational Services	Sch. 2 9-I	<u>Monthly</u> \$6,104 General Fund	02-19-16	
<b>Short Term</b>						
*Hidalgo, Yvonne	Instructional Assistant – Sp. Ed.	Special Education	112-I	<u>Hourly</u> \$14.88 Special Education	02-16-16	06-09-16
*Vazquez, Christian	NTE 3 hrs. per day each				02-16-16	
*Zubiri, Annel Jan					02-12-16	
*Garcia, Isabel	Instructional Assistant – Sp. Ed.	Collins	112-I	\$14.88 Special Education	02-23-16	06-09-16
*Morales, Lizbeth	NTE 3 hrs. per day each				02-17-16	
*Ramos, Alexander					02-18-16	
*Briones, Mayra	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Gaines	112-I	\$14.88 Special Education	02-10-16	06-09-16
*Barajas, Kathian	Instructional Assistant – Sp. Ed.	Jefferson	112-I	\$14.88 Special Education	02-19-16	06-09-16
*Villegas, Marilyn	NTE 3 hrs. per day each				02-10-16	
*Valdizon, Jr., Mario	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Los Cerritos	112-I	\$14.88 Special Education	02-10-16	06-09-16
*Butler, Gayle	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Tanner	112-I	\$14.88 Special Education	02-10-16	06-09-16

\* Ratification

\*\* Student Nutrition Services

**PERSONNEL REPORT 15-12  
MARCH 09, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u> *Reyes, Blanca	Instructional Assistant – SE/SH NTE 3 hrs. per day	Wirtz	115-I	<b>Hourly</b> \$16.03 Special Education	02-22-16	06-09-16
<b>Student Worker</b> *Abernathy, Daniel	Student Worker NTE 75 hrs.	Adult Transition		<b>Hourly</b> \$10.00 WorkAbility	02-02-16	06-30-16
*Benitez, Griselda *Williams, Tiarra	Student Worker NTE 75 hrs. each	Paramount High-Senior		\$10.00 WorkAbility	02-16-16	06-30-16
<b>College Tutor</b> *Tejeda, Silvia	College Tutor NTE 8 hrs. per week	Hollydale		<b>Hourly</b> \$13.50 LCAP**	02-12-16	06-09-16
*Hortua, Angie	College Tutor NTE 8 hrs. per week	Paramount High-West		\$13.50 LCAP	02-04-16	06-09-16
*Hernandez, Jennifer *Ignacio, Daisy	College Tutor NTE 8 hrs. per week, each	Paramount Park		\$13.50 LCAP	02-22-16	06-09-16
<b>WORKING OUT OF CLASSIFICATION</b> *Mejia Rosas, Elena	Student Information Systems Manager NTE 8 hrs. per day	Educational Services	Sch. 2 9-I	<b>Monthly</b> \$6,104 General Fund	02-01-16	02-18-16
*Mendoza, Jesus	Maintenance Plumber NTE 8 hrs. per day	Operations	132-I	\$4,227 Restricted Routine Maintenance	02-01-16	02-29-16
*Serrano, Santiago	Lead Custodian NTE 8 hrs. per day	Operations	123-I	\$3,384 General Fund	01-25-16	01-29-16
*Martinez, Laura	Senior Custodian NTE 8 hrs. per day	Hollydale	122-IV	\$3,829 General Fund	02-01-16	02-04-16
*Mercado, Efrain	Senior Custodian NTE 8 hrs. per day	Paramount High-Senior	425-II	\$3,857*** General	02-05-16	02-12-16

\* Ratification

\*\* Local Control Accountability Plan

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

**PERSONNEL REPORT 15-12**  
**MARCH 09, 2016**  
**CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>RESIGNATION</u></b>					
Garcia, Boggar	PE/Locker Room Assistant	Hollydale	Personal	02-16-16	
Morales Fernandez, Jonathan	Instructional Assistant – SE/SH	Los Cerritos	Personal	02-18-16	
Pulido, Olga	Substitute Noon Duty Aide	Los Cerritos	Personal	07-01-15	
<b><u>TERMINATION</u></b>					
Melendez, Ana	Nutrition Services Worker	Paramount High-Senior	Job Abandonment	01-11-16	
Ramirez, Martha	Senior Nutrition Services Worker	Roosevelt	Per Education Code 45195	02-24-16	

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** March 9, 2016  
**SUBJECT:** Consultant and Contract Services

**BACKGROUND INFORMATION:**

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

The following specialized service is/are requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	STAR Education  PC15-16136	Consultant to provide one workshop to GATE students from Los Cerritos, Roosevelt, Wirtz and Lincoln Schools.  120 students	Los Cerritos School  Requested by: Hilda Verdugo	May 21, 2016	Not to exceed \$3,000 paid from GATE funds
2	Harlynnne Geisler  PC15-16137	Consultant to provide an assembly that supports the social science curriculum.  120 students in grade 3	Harry Wirtz School  Requested by: Connie Toscano	May 4, 2016	Not to exceed \$350 paid from Title I funds
3	LRA Interpreters, Inc.  PC15-1628	On June 10, 2015, a request for LRA Interpreters, Inc. interpreting and translating services was approved by the Board. Due to an increase in needs of services, additional funds are required to cover costs.	Special Education  Requested by: Kimberly Cole	March 10, 2016 through June 30, 2016	\$8,000 additional funds for a total of \$11,500 from Special Education and Title I funds

**CONSENT ITEM: 3.1-C**

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	Achievement Via Individual Determination (AVID)  PC15-16138	AVID will provide 62 teachers, counselors and administrators college readiness curriculum and Summer professional development to learn the latest AVID methodologies and strategies.	Secondary Education  Requested by: Greg Francois	July 1, 2016 – June 30, 2017	\$69,000 LCAP funds

**POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Manuel San Miguel, Director – Student Services

**DISTRICT PRIORITY 1:**

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



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** March 9, 2016  
**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	Visalia, CA	Ratify Paramount High School girls' wrestling team travel to Visalia Convention Center to participate in CIF State wrestling finals.  4 students and 2 chaperones	Paramount High School  Requested by: Greg Buckner	February 25-28, 2016	Cost of trip paid through ASB or Booster Club funds and students
2	Bakersfield, CA	Ratify Paramount High School boys' wrestling team travel to Rabobank Arena to participate in CIF State wrestling finals.  2 students and 2 chaperones	Paramount High School  Requested by: Greg Buckner	March 3-5, 2016	Cost of trip to be paid through Booster Club funds and students

**POLICY/ISSUE:**

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

**FISCAL IMPACT:**

No cost to the District

**STAFF RECOMMENDATION:**

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

**CONSENT ITEM: 3.2-C**

**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.

Itinerary for Paramount High School Girls' Wrestling Team  
Visalia, CA  
February 25-28, 2016

**Thursday, February 25, 2016**

- 12:00 p.m. Depart Paramount High School
- 4:00 p.m. Arrive at La Quinta Inn and Suites
- 5:00 p.m. Registration at Visalia Convention Center
- 7:00 p.m. Dinner
- 9:30 p.m. Lights out

**Friday, February 26, 2016**

- 7:00 a.m. Arrive at Convention Center for wrestling events
- 8:00 p.m. Return to hotel
- 9:00 p.m. Lights out

**Saturday, February 27, 2016**

- 7:00 a.m. Arrive at Convention Center for wrestling events
- 9:00 p.m. Return to hotel
- 10:00 p.m. Lights out

**Sunday, February 28, 2016**

- 8:00 a.m. Breakfast
- 9:00 a.m. Leave Visalia
- 12:30 p.m. Arrive at Paramount High School

Itinerary for Paramount High School Boys' Wrestling Team  
Bakersfield, CA  
March 3-5, 2016

**Thursday, March 3, 2016**

8:00 a.m. Depart Paramount High School  
12:00 p.m. Arrive at La Quinta Inn and Suites  
3:00 p.m. Registration at Rabobank Arena  
7:00 p.m. Dinner  
9:30 p.m. Lights out

**Friday, March 4, 2016**

7:00 a.m. Arrive at Rabobank Arena for wrestling events  
11:00 p.m. Return to hotel

**Saturday, March 5, 2016**

7:00 a.m. Arrive at Rabobank Arena for wrestling events  
7:00 p.m. Leave Bakersfield  
11:00 p.m. Arrive at Paramount High School

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** March 9, 2016  
**SUBJECT:** Memorandum of Understanding for District Referrals to County Community Schools and Specialized Secondary Schools

## **BACKGROUND INFORMATION:**

Los Angeles County Office of Education (LACOE) operates County Community Schools and Specialized Secondary Schools that serve expelled and at risk students in grades 6-12. County Community Schools and Specialized Secondary School serve the following students:

- Expelled students and students who the Paramount Unified School District determines are seriously at-risk and require a county level alternative.
- Students whose parents have requested and received district approval to attend a Community School.

Under the new Local Control Funding Formula, the district of residence will receive funding for students referred to and served by LACOE. The District will be invoiced for any student who is enrolled in a County Community School or Specialized Secondary School for the 2015-16 school year.

## **POLICY/ISSUE:**

Board Policy 3322 – Contracts

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

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

## **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: 3.3-C**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Purchase Order Report 15-12

## **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.

### **2015/2016**

1. Ratified Orders – Adult Education Fund	\$	1,954.28
2. Ratified Orders – Capital Facilities Fund		1,883.28
3. Ratified Orders – Early Childhood Development		4,100.48
4. Ratified Orders – General Fund Unrestricted		32,529.75
5. Authorized Orders – General Fund		131,401.64
6. Authorized Orders – LCAP Fund		99,409.09
7. Authorized Orders – Student Nutrition Services		20,294.68
8. Ratified Orders (Under \$1,500)		29,187.26
<b>TOTAL OF ALL ORDERS</b>	<b>\$</b>	<b><u>320,760.46</u></b>

## **POLICY/ISSUE:**

Board Policy 3300 - Expenditures and Purchases

## **FISCAL IMPACT:**

As indicated above

## **STAFF RECOMMENDATION:**

Approve Purchase Order Report 15-12 authorizing the purchase of supplies, equipment, and services for the District.

## **PREPARED BY:**

Roger Ramirez, Assistant Director-Operations

**CONSENT ITEM: 4.1-C**

**DISTRICT PRIORITY 9:**

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

**Paramount Unified School District**

2015/2016

**Purchase Orders To Be Ratified and Authorized**

March 09, 2016

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
16-00210	ALBERTSON'S MARKET	Paramount High School	Annual: meeting supplies	\$1,590.00
16-00506	STAPLES	Hollydale K-8 School	Annual: online ordering (increase purchase order from \$10,000 to \$15,000)	\$5,000.00 *
16-01722	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Warehouse stock	\$4,079.33
16-01780	GOPHER SPORTS EQUIPMENT	Paramount High School West	PE supplies	\$1,622.09
16-01786	KIS COMPUTER CENTER	Maintenance & Operations	Computer	\$1,806.49
16-01795	LOCH UNLIMITED, INC.	Paramount High School	Skateboard racks (2)	\$8,949.09 *
16-01811	EXECUTIVE ENVIRONMENTAL SERVICES CORP.	Maintenance & Operations	Asbestos inspections	\$4,000.00
16-01816	LAKESHORE LEARNING MATERIALS	Mokler Elementary School	Classroom materials	\$1,756.97
16-01817	JONES SCHOOL SUPPLY	Lincoln Elementary School	Student incentives	\$1,622.25
16-01818	KIS COMPUTER CENTER	Paramount Park Middle School	Print toners (24)	\$2,092.80
16-01824	NANCY MANNING	Hollydale K-8 School	Reimbursement	\$1,513.35
16-01827	ANDERSON'S PINSATIONS	Mokler Elementary School	Student incentives	\$2,434.83
16-01833	DIGITAL MOUNTAIN	Human Resources	Professional services	\$2,719.80
16-01835	KIS COMPUTER CENTER	Paramount High School West	Computers (7), printer, notebook computers (10), document cameras (10) LCD projectors (5) & supplies	\$27,837.85 *
16-01837	MULTI-HEALTH SYSTEMS INC.	Special Education	Psychological assessments	\$11,002.86 *
16-01838	LAKESHORE LEARNING MATERIALS	Los Cerritos Elementary School	Classroom materials	\$5,543.74 *
16-01839	SARGENT-WELCH SCIENTIFIC	Paramount High School West	Science materials	\$3,176.97
16-01840	NASCO MODESTO	Hollydale K-8 School	Classroom materials	\$3,614.09
16-01843	APPLE, INC.	Paramount High School West	Computers for Media Pathway Lab (25)	\$54,990.50 *
16-01844	SOUTHWEST SCHOOL & OFFICE SUPPLY	Hollydale K-8 School	Laminator	\$2,090.78
16-01846	KIS COMPUTER CENTER	Paramount High School	Computers (8)	\$9,679.20 *
16-01848	KIS COMPUTER CENTER	Mokler Elementary School	Notebook computers (11)	\$8,398.40 *
<b>010 - General Fund - LCAP</b>				
16-01802	KIS COMPUTER CENTER	Jackson Middle School	Software License: Remote tracking for 1-to-1 Project at Jackson	\$8,393.00 *
16-01823	KIS COMPUTER CENTER	Paramount High School	Notebook computers (110)	\$91,016.09 *

**110 - Adult Education Fund**

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



**Paramount Unified School District**

2015/2016

**Purchase Orders To Be Ratified and Authorized**

March 09, 2016

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>110 - Adult Education Fund</b>				
16-01841	LABYRINTH PUBLICATIONS	Adult Education	Computer software books (55)	\$1,954.28
<b>120 - Child Development Fund</b>				
16-01842	DEFOE FURNITURE 4 KIDS	ECE - Gaines	Hollydale Pre-School: playhouse	\$2,542.86
16-01845	APPLE, INC.	ECE - Gaines	Ipads (2)	\$1,557.62
<b>250 - Capital Facilities Fund</b>				
16-01779	U. S. BANK	Business Services	IMC project: kitchen cabinets	\$1,883.28
<b>610 - Cafeteria Fund</b>				
16-01836	HARRIS SCHOOL SOLUTIONS	Nutrition Services	Point of Sale terminals for 7 school sites	\$20,294.68 *

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

**Paramount Unified School District**

2015/2016

Purchase Orders To Be Ratified and Authorized

March 09, 2016

**PURCHASE ORDER SUMMARY BY FUND**

86 Purchase orders for a total of \$320,760.46

<b>010 - General Fund</b>	To Be Authorized	\$131,401.64
	To Be Ratified Over \$1,500	\$32,529.75
	To Be Ratified Under \$1,500	\$25,081.04
	<b>Fund Total</b>	<b>\$189,012.43</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$99,409.09
	To Be Ratified Under \$1,500	\$2,489.75
	<b>Fund Total</b>	<b>\$101,898.84</b>
<b>110 - Adult Education Fund</b>	To Be Ratified Over \$1,500	\$1,954.28
	To Be Ratified Under \$1,500	\$133.01
	<b>Fund Total</b>	<b>\$2,087.29</b>
<b>120 - Child Development Fund</b>	To Be Ratified Over \$1,500	\$4,100.48
	<b>Fund Total</b>	<b>\$4,100.48</b>
<b>250 - Capital Facilities Fund</b>	To Be Ratified Over \$1,500	\$1,883.28
	<b>Fund Total</b>	<b>\$1,883.28</b>
<b>610 - Cafeteria Fund</b>	To Be Authorized	\$20,294.68
	To Be Ratified Under \$1,500	\$1,483.46
	<b>Fund Total</b>	<b>\$21,778.14</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**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 \$95.59 from Target's *Take Charge of Education* Program. This donation will be designated for the students of Mokler School to support student incentives.
2. The District received a donation totaling \$37.67 from Target's *Take Charge of Education* program. This donation will be designated for the students of Paramount High School-West Campus for supplies, field trips, and technology.
3. The District received a donation totaling \$128.52 from Target's *Take Charge of Education* program. This donation will be designated for the students of Collins School for student achievement and incentives.
4. The District received a donation totaling \$1,875 from Scholarship America and Azusa Pacific University's *Keeping History Alive* grant. This donation will be designated for the students of Mokler School for student incentives and class materials.

For the current 2015-16 fiscal year through March 9, 2016, the District has received an estimated total, which includes the above amounts, of \$25,178.31 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:**

Ranita Browning, Interim Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** March 9, 2016  
**SUBJECT:** Resolution 15-35, Children's Day/Dia del Niño

**BACKGROUND INFORMATION:**

On March 26, 2016, Paramount Unified School District will join the City of Paramount, Paramount Council PTA and the Paramount Tepic Sister Cities in proclaiming March 26, 2016 as Children's Day/Dia del Niño in recognizing and supporting the role of children in society and the importance of raising happy, healthy and educated children who reach their potential to promote an environment of hope and love for children and urges all members of the community to unite in participating in the education, recognition and inspiration of our District's children.

**POLICY/ISSUE:**

Education Code Section 37222 – Days Having Special Significance

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolution 15-35, proclaiming March 26, 2016 as Children's Day/Dia del Niño.

**PREPARED BY:**

Ruth Pérez, Superintendent

**DISTRICT PRIORITY 5:**

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

# PARAMOUNT UNIFIED SCHOOL DISTRICT

## RESOLUTION 15-35 CHILDREN'S DAY/DIA DEL NIÑO

**WHEREAS**, Paramount Unified School District in collaboration with the City of Paramount, the Paramount Council PTA and the Paramount Tepic Sister Cities declares Children's Day/Dia del Niño, Saturday, March 26, 2016, recognizing and supporting the role of children in society, and

**WHEREAS**, Paramount Unified School District recognizes the importance of raising happy, healthy and educated children who reach their potential to promote an environment of hope and love for children; and

**WHEREAS**, Paramount Unified School District promotes healthy living adhering to the district's adopted Wellness Board Policy - 5030 Student Wellness to establish a healthy and psychological environment; and

**WHEREAS**, Paramount Unified School District is dedicated to the well-being of our children and we pledge to continue our commitment, and

**WHEREAS**, Paramount Unified School District urges all members of the community to unite in participating in the education, recognition and inspiration of our district's children; and

**THEREFORE BE IT RESOLVED**, that the Paramount Unified School District Board of Education establishes a leading effort to demonstrate support, commitment, and dedication beyond the classroom for our students in our community and invites community members, organizations, administrators, certificated staff, and Board of Education members to adopt a solidarity effort in proclaiming and celebrating Children's Day/Dia del Niño in the Paramount community.

Adopted this 9th day of March 2016.

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Tony Peña, President  
Board of Education

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Linda Garcia, Vice President  
Board of Education

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Alicia Anderson, Member  
Board of Education

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Sonya Cuellar, Member  
Board of Education

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Vivian Hansen, Member  
Board of Education

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Dr. Ruth Pérez  
Superintendent

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** March 9, 2016  
**SUBJECT:** 2016-17 and 2017-18 School Calendars

**BACKGROUND INFORMATION:**

Through a collaborative process, the Teachers Association of Paramount (TAP) and the District came to agreement on the attached 2016-17 and 2017-18 school calendars. The California School Employees Association (CSEA), Chapter 447, accepts the proposed calendars. The calendars are based upon a 180-day student instructional schedule.

The adoption of these calendars will facilitate planning, preparation, purchasing, and dissemination of information to parents and staff. Any subsequent calendar changes will be developed in concert with the associations and submitted to the Board for approval.

**POLICY/ISSUE:**

Board Policy 4135 – Organizational Units

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt the proposed school calendars for the 2016-17 and 2017-18 school years.

**PREPARED BY:**

Myrna Morales, Assistant Superintendent – Human Resources

**DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 2.1-A**







# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** March 9, 2016  
**SUBJECT:** Resolution 15-34: Reduction or Discontinuance of Early Childhood Education Services Commencing with the 2016-17 School Year

**BACKGROUND INFORMATION:**

Due to a projected lack of funds, staff has identified particular kinds of services to be reduced or discontinued. These services are currently being performed by certificated employees in the District.

In order to initiate the layoff process as recommended, the Board is required by law to approve a resolution specifying the particular kinds of services to be reduced or discontinued for the 2016-17. Proposed Resolution 15-34 is submitted for that purpose.

**POLICY/ISSUE:**

California Education Code Sections 44949 and 44955  
Policy and Regulation 4117.3 – Certificated Personnel Reduction Layoff/Rehire)

**FISCAL IMPACT:**

To be determined.

**STAFF RECOMMENDATION:**

Adopt Resolution 15-34, which pertains to the reduction or discontinuance of Early Childhood Education Services commencing with the 2016-17 school year.

**PREPARED BY:**

Myrna Morales, Assistant Superintendent – Human Resources

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 2.2-A**

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

**RESOLUTION NO. 15-34**

**Reduction and/or Discontinuance of  
Early Childhood Education Services  
(Education Code Sections 8366, 44949)**

WHEREAS, Education Code section 8366 authorizes a district to employ persons working in positions requiring child development permits for the supervision and instruction of children, or for service as a physician, dentist, or nurse, or in the supervision of the child development program; and

WHEREAS, the Paramount Unified School District employees individuals in positions requiring a child development permit for the supervision and instruction of children, or in the supervision of the child development program; and

WHEREAS, Education Code section 8366 authorizes a district to lay off individuals requiring child development permits at any time during the school year for lack of work or lack of funds; and

WHEREAS, it is the determination of the Board of Education of the Paramount Unified School District, in analyzing the anticipated need for child development/preschool services within the District for the 2016-2017 school year, the anticipated income and expenditures for the 2016-2017 school year, and in balancing the educational and service priorities of the District, that the best interests of the District would be served by the reduction and/or discontinuance of particular services being provided in positions within the Early Childhood Education program, and that based upon such reduction and discontinuance in services, the affected employees shall be subject to layoff for lack of work and/or lack of funds within the meaning of Education Code sections 8366; and

WHEREAS, the reduction and/or discontinuance of positions referred to herein are as follows:

DISCONTINUE the following positions within the Early Childhood Education Program (\*\* indicates position requires Child Development Permit or alternate qualification approved by the California Commission on Teacher Credentialing):

<b>Position</b>	<b>Site</b>	<b>FTE</b>	<b>Months/Year</b>	<b>Hours/Week</b>
Teacher, Teen Parent Program (Cal-SAFE)**	Paramount High School	2.0	10	40
Teacher, Early Childhood Education**	Gaines ECE	1.0	12	40

REDUCE the following positions within the Early Childhood Education Program (\*\* indicates position requires Child Development Permit or alternate qualification approved by the California Commission on Teacher Credentialing):

<b>Position</b>	<b>Site</b>	<b>FTE</b>	<b>Hours/Week</b>	<b>Current Months/Year</b>	<b>New Months/Year</b>
Teacher, Early Childhood Education**	Alondra	1.0	40	12	11

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the Paramount Unified School District:

1. That all the foregoing recitals are true and correct.
2. That due to a lack of funds and/or lack of work, the number of positions wherein the employee is required to hold a child development permit or other certification qualification, and the amount of service rendered in such positions requiring certification qualifications shall be reduced and/or discontinued as specified above, pursuant to Education Code section 8366.
3. That said reductions in services and resulting layoff of employees serving in permit-required positions shall become effective on the June 10, 2016.
4. That with respect to permanent and/or probationary employees serving in positions wherein a child development permit is required and herein being reduced/discontinued, the order of layoff shall, in accordance with Education Code section 8366, be determined by length of service within the District programs requiring the child development permit. No permanent employee serving in a position wherein a child development permit is required shall be laid off ahead of a probationary employee serving in a position where in a child development permit is required.
5. That the Superintendent or her designee is directed to give notice of layoff and discontinuance of services to the affected employees as required by applicable law.
6. That any permanent or probationary employees employed in positions requiring child development permits for the supervision and instruction of children shall be provided notice of any applicable due process rights.
7. That any permanent employee employed in a position requiring a child development permit and laid off pursuant to this resolution shall be eligible for reemployment for a period of 39 months from the effective date of layoff, pursuant to Education Code section 8366.
8. That the Superintendent or her designee is delegated authority to take all actions necessary and appropriate to the accomplishment of the purposes of this Resolution.

ADOPTED by the Board of Education of Paramount Unified School District this 9th day of March, 2016, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

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**Tony Peña**

President, Board of Education  
Paramount Unified School District

I, Linda Garcia, Clerk of the Board of Education of the Paramount Unified School District, do certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Education at its regular meeting held on March 9, 2016.

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**Linda Garcia**

Clerk, Board of Education  
Paramount Unified School District

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** March 9, 2016  
**SUBJECT:** Nonpublic School Placement for a Special Education Student for 2015-16

## **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.

A middle school student (2012002643) with a diagnosis of other health impairment was unsuccessful in a District placement. The IEP team recommends placement at Rossier Park School with designated instructional services counseling as the least restrictive environment for the 2015-16 school year. The estimated cost not to exceed \$19,000.

## **POLICY/ISSUE:**

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

## **FISCAL IMPACT:**

Estimated cost not to exceed \$13,500 from special education funds and \$5,500 from mental health funds.

## **STAFF RECOMMENDATION:**

Approve the placement for a special education student in nonpublic schools, as determined by the student's Individual Education Plan for the 2015-16 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.

**ACTION ITEM: 3.1-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** March 9, 2016  
**SUBJECT:** Revised Board Policy 6173.1 – Education for Foster Youth

**BACKGROUND INFORMATION:**

Submitted for second reading and adoption is revised Board Policy 6173.1 – Education for Foster Youth. The proposed policy reflects revisions related to current State requirements. Revisions are indicated with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

**POLICY/ISSUE:**

Board Policy 6173.1 – Education for Foster Youth

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Accept for second reading and adoption proposed revised Board Policy 6173.1 – Education for Foster Youth, which reflects current State requirements.

**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: 3.2-A**

## CURRENT POLICY

BP 6173.1(a)

### Instruction

#### Education for Foster Youth

The Governing Board recognized the District's obligation to ensure that foster youth have the opportunity to achieve State and District academic standards. The District shall provide such students with access to the academic resources, services, and extracurricular and enrichment activities that are available to all District students.

The Superintendent or designee shall ensure that placement decisions for foster youth are based on students' best interests as defined in law and administrative regulation. To that end, he/she shall designate a staff person as a District liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth.

The Superintendent or designee and District liaison shall ensure that all appropriate staff, including, but not limited to, each principal, school registrar, and attendance clerk, receive training regarding the enrollment, placement, and rights of foster youth.

To help ensure the maximum utilization of available funds to support the educational needs of foster youth, the Superintendent or designee shall collaborate with local agencies including, but not limited to, the county placing agency, social services, probation officers, juvenile court officers, nonprofit organizations, and advocates. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services to protect the rights of foster youth.

The superintendent or designee shall regularly report to the Board on the educational outcomes of foster youth enrolled in the District including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, and graduation rates.

#### Legal Reference:

##### Education Code

42920-42925	Foster Children Educational Services
48645.1	Juvenile court schools
48645.5	Acceptance of coursework
48850-48859	Educational placement of students residing in licensed children's institutions



## CURRENT POLICY

BP 6173.1(b)

### Instruction

#### Education for Foster Youth (continued)

49061	Student records
49069.5	Foster care students transfer of records

#### Legal Reference:

##### Education Code

49076	Access to student records
56055	Rights of foster parents in special education

##### Welfare and Institutions Code

300	Children subject to jurisdiction
309	Investigation and release of child
361	Limitations on parental or guardian control
366.27	Educational decision by relative providing living arrangements
602	Minors violating law; ward of court
726	Limitations on parental or guardian control
727	Order of care, ward of court

##### United States Code, Title 29

794	Rehabilitation Act of 1973, Section 504
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##### United States Code, Title 42

11431-11435	McKinney-Vento Homeless Assistance Act
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## PROPOSED POLICY

BP 6173.1(a)

### Instruction

#### Education for Foster Youth

~~The Governing Board recognized the District's obligation to ensure that foster youth have the opportunity to achieve State and District academic standards. The District shall provide such students with access to the academic resources, services, and extracurricular and enrichment activities that are available to all District students.~~

The Governing Board recognizes that foster youth may face significant barriers to achieving academic success due to their family circumstances, disruption to the educational program, and emotional, social and other health needs. To enable such students to achieve state and District academic standards, the Superintendent or designee shall provide them with full access to the district's educational program and implement strategies necessary to improve academic achievement of foster youth addressed in the District's Local Control and Accountability Plan (LCAP).

The Superintendent or designee shall ensure that placement decisions for foster youth are based on students' best interests as defined in law and administrative regulation. To that end, he/she shall designate a staff person as a District liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth.

The Superintendent or designee and District liaison shall ensure that all appropriate staff, including, but not limited to, each principal, school registrar, and attendance clerk, receive training regarding the enrollment, placement, and rights, transfer of foster youth and related rights.

To help ensure the maximum utilization of available funds to support the educational needs of foster youth, the Superintendent or designee shall collaborate with local agencies including, but not limited to, the county placing agency, social services, probation officers, juvenile court officers, nonprofit organizations and advocates. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services to protect the rights of foster youth.

~~The superintendent or designee shall regularly report to the Board on the educational outcomes of foster youth enrolled in the District including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, and graduation rates.~~

# PROPOSED POLICY

BP 6173.1(b)

## Instruction

### Education for Foster Youth (continued)

The Board desires to provide foster youth with a safe, positive learning environment free from discrimination and harassment and promotes academic achievement. The Superintendent or designee shall develop strategies to build foster youth students' connectedness with school, including, but not limited to, strategies that promote positive discipline and conflict resolution, the development of resiliency and interpersonal skills, and the involvement of foster parents, group home administrators and/or other caretakers in school programs and activities.

#### Legal Reference:

##### Education Code

42920-42925	Foster Children Educational Services
48645.1	Juvenile court schools
48645.5	Acceptance of coursework
48850-48859	Educational placement of students residing in licensed children's institutions
49061	Student records
49069.5	Foster care students transfer of records

#### Legal Reference:

##### Education Code

49076	Access to student records
56055	Rights of foster parents in special education

##### Welfare and Institutions Code

300	Children subject to jurisdiction
309	Investigation and release of child
361	Limitations on parental or guardian control
366.27	Educational decision by relative providing living arrangements
602	Minors violating law; ward of court
726	Limitations on parental or guardian control
727	Order of care, ward of court

##### United States Code, Title 29

794	Rehabilitation Act of 1973, Section 504
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##### United States Code, Title 42

11431-11435	McKinney-Vento Homeless Assistance Act
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Policy  
adopted: 10-28-08

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Second Interim Report 2015-2016

**BACKGROUND INFORMATION:**

The California Department of Education requires each school district's Governing Board to review the current General Fund Interim Report. Based upon this review, the Board of Education shall determine whether or not the school district can meet its financial obligations for the remainder of the fiscal year.

Two specific reporting periods are required: The First Interim Report is due on or before December 15, 2015, and covers the period July 1 through October 31, 2015. The Second Interim Report is due on or before March 15, 2016, and covers the period July 1 through January 31, 2016.

Staff will present a review of the Second Interim Report, which has been provided to the Board under separate cover.

**POLICY/ISSUE:**

California Education Code 42130 – District Interim Reports  
Board Policy 3430 – Periodic Financial Reports

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the 2015-16 Second Interim Report with a positive certification.

**PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business 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:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Renewal of Agreement for Audit Services

## **BACKGROUND INFORMATION:**

Section 41020 of the Education Code provides that each fiscal year the Governing Board of each school district shall either provide for an audit of the books and accounts of the district or make arrangements with the Los Angeles County Office of Education to provide for such an audit.

The accounting firm of Vicenti, Lloyd and Stutzman has been providing professional audit services to the District since 1992. It is proposed that the agreement be extended for the fiscal years ending June 30, 2016 through June 30, 2018. The maximum audit fees are based upon all compliance areas that are required as of June 30, 2016. There is a modest 2 percent increase in the fees for 2015-16 through 2017-18. Fees for GASB 68 and GASB 34 audits are not included.

The District may request the firm to provide other services which could include bookkeeping, advisory or systems and procedures services, extended auditing procedures, and special audits. If so contracted, such services must be supervised by a partner other than the partner in charge of the audit. The hourly and annual rates are shown below:

	<b><u>2015-16</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>
Partner	\$ 315	\$ 315	\$ 315
Sr. Manager/Sr. Business Consultant	220	220	220
Management Consultant	165	165	165
In Charge/Senior Accountant	125	125	125
Assistance Accountant	100	100	100
Clerical	51	51	51
Maximum Fee for District Audit	<u>\$ 65,000</u>	<u>\$ 66,500</u>	<u>\$ 67,800</u>
Prop 39 Financial and Performance Audits	<u>\$ 8,700</u>	<u>\$ 8,875</u>	<u>\$ 9,050</u>

**ACTION ITEM: 4.2-A**

**POLICY/ISSUE:**

Board Policy 3322 – Contracts

**FISCAL IMPACT:**

Not to exceed \$73,700 for 2015-16 – General Fund

Not to exceed \$75,375 for 2016-17 – General Fund

Not to exceed \$76,850 for 2017-18 – General Fund

**STAFF RECOMMENDATION:**

Approve the renewal of the agreement with Vicenti, Lloyd and Stutzman for professional audit services for the fiscal years ending June 30, 2016, through June 30, 2018.

**PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Resolution 15-31, Quitclaim Deed for the District Office

## **BACKGROUND INFORMATION:**

In the process of preparing for solar parking structures through PFMG Solar, it has come to the attention of staff that the deeds for Lincoln School, Keppel School, and the District Office are not in the name of the Paramount Unified School District. Over the years, titles to these properties were not updated as changes were made in the school district's ownership. Clearwater School District of Los Angeles County is shown on the deed for the District Office.

By adopting Resolution 15-31, Quitclaim Deed for the District Office, and completing a Public Agency Certificate of Acceptance, the Governing Board essentially deeds the property back to itself in the current proper name. After executing the documents with the correct name, the deeds will be filed with the Los Angeles County Recorder's Office.

## **POLICY/ISSUE:**

Board Policy 7220 – Site Development

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Adopt Resolution 15-31, Quitclaim Deed for the District Office, and authorize the Superintendent or designee to execute all necessary documents for recording of deeds in the District's name.

## **PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business Services

## **DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.3-A**

**RESOLUTION NO. 15-31 OF THE BOARD OF EDUCATION OF THE PARAMOUNT UNIFIED SCHOOL DISTRICT APPROVING AND AUTHORIZING THE ACCEPTANCE OF A QUITCLAIM DEED FOR THE ACQUISITION OF PROPERTY FROM THE PARAMOUNT UNIFIED SCHOOL DISTRICT, SUCCESSOR BY LAW TO CLEARWATER SCHOOL DISTRICT**

WHEREAS, the Paramount Unified School District ("District") desires to accept a Quitclaim Deed from the District, successor by law to Clearwater School District, for the property located at 15110 California Ave., Paramount, CA 90723, commonly known as the District Office property ("Property"), more particularly depicted and described in Exhibit "A;" and

WHEREAS, a copy of the Quitclaim Deed, which transfers all rights and interests the District has in the Property to the District is attached hereto as Exhibit "B;" and

WHEREAS, pursuant to Government Code section 27281, deeds or grants conveying any interest in or easement upon real estate to a political corporation or governmental agency for public purposes cannot be accepted for recordation without the consent of the political corporation or governmental agency evidenced by its certificate or resolution of acceptance attached to or printed on the deed or grant.

NOW, THEREFORE, the Board of Education of the Paramount Unified School District hereby finds, determines, declares, orders and resolves as follows:

**Section 1.** That all of the recitals set forth above are true and correct, and the Board so finds and determines.

**Section 2.** That the form of Quitclaim Deed presented to this meeting to be accepted by the District, which details transfer of the Property to the District, is hereby approved, and the Interim Assistant Superintendent- Business Services, or her designee, is hereby authorized to do and perform, for and on behalf of the Paramount Unified School District, any and all acts and things which may be necessary to carry out execution and recordation of the Quitclaim Deed pursuant to Section 27281 of the Government Code and to otherwise to carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 3.** That this Resolution shall be effective as of the date of its adoption.



**PASSED AND ADOPTED** this 9<sup>th</sup> day of March, 2016.

---

President of the Board of Education  
of the Paramount Unified School  
District

I, Linda Garcia, Clerk of the Board of Education of the Paramount Unified School District, do hereby certify that the foregoing Resolution was adopted by the Board of Education of said District at a meeting of the Board of Education held on the 9th day of March, 2016, and it was so adopted by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Clerk of the Board Education of the  
Paramount Unified School District

**EXHIBIT A**  
**DISTRICT HEADQUARTERS**

Real property located in the County of Los Angeles, State of California described as follows:

LOTS 1 THROUGH 10, BLOCK 8 OF CLEARWATER, AS PER MAP RECORDED IN BOOK 19, PAGES 51 THROUGH 54 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALONG WITH THE NORTH HALF OF VACATED ADAMS AVENUE AND THE VACATED ALLEY SHOWN ON SUCH MAP OF BLOCK 8.

APN:           6270-004-900

RECORDING REQUESTED BY:  
Paramount Unified School District

MAIL TAX STATEMENTS AND  
WHEN RECORDED MAIL TO:  
Paramount Unified School District  
15110 California Ave  
Paramount, California 90723  
Attn: Assistant Superintendent, Business  
Services/CBO

APN: 6270-004-900

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

### QUITCLAIM DEED

THE UNDERSIGNED GRANTOR(S) DECLARE(S): DOCUMENTARY TRANSFER TAX IS \$ 0  
 Computed on full value of property conveyed, or  
 Computed on full value less liens and encumbrances remaining at time of sale.  
 Unincorporated area  City of Paramount

For valuable consideration, receipt of which is hereby acknowledged,  
PARAMOUNT UNIFIED SCHOOL DISTRICT, SUCCESSOR BY LAW TO CLEARWATER SCHOOL  
DISTRICT

hereby REMISE(S), RELEASE(S) AND QUITCLAIM(S) to  
PARAMOUNT UNIFIED SCHOOL DISTRICT

the real property situated in the County of Los Angeles, State of California, more particularly described as  
follows:

LEGAL DESCRIPTION ATTACHED HERETO AS EXHIBIT "A" AND MADE A PART HEREOF BY  
REFERENCE

Dated: \_\_\_\_\_  
\_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally  
appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the  
within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies),  
and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s)  
acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and  
correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

**PUBLIC AGENCY CERTIFICATE OF ACCEPTANCE**  
**(Government Code Section 27281)**

This is to certify that the interest in real property conveyed by the Quitclaim Deed dated March 9, 2016 from PARAMOUNT UNIFIED SCHOOL DISTRICT, successor by law to Clearwater School District (“Grantor”), to the PARAMOUNT UNIFIED SCHOOL DISTRICT, a public school district duly organized and existing under Chapter 1 of Division 3 of Title 2 of the Education Code of the State of California (“Grantee”), is hereby accepted by the undersigned officer on behalf of the PARAMOUNT UNIFIED SCHOOL DISTRICT, pursuant to authority conferred by Board action dated March 9, 2016, and the Grantee consents to recordation thereof by its duly authorized officer.

**DATED: March 9, 2016**

**PARAMOUNT UNIFIED SCHOOL DISTRICT**

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

Its: Interim Assistant Superintendent-Business Services

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Resolution 15-32, Quitclaim Deed for Lincoln School

**BACKGROUND INFORMATION:**

In the process of preparing for solar parking structures through PFMG Solar, it has come to the attention of staff that the deeds for Lincoln School, Keppel School, and the District Office are not in the name of the Paramount Unified School District. Over the years, titles to these properties were not updated as changes were made in the school district's ownership. Clearwater School District is on the deed for Lincoln.

By adopting Resolution 15-32, Quitclaim Deed for Lincoln School, and completing a Public Agency Certificate of Acceptance, the Governing Board essentially deeds the property back to itself in the current proper name. After executing the documents with the correct name, the deeds will be filed with the Los Angeles County Recorder's Office.

**POLICY/ISSUE:**

Board Policy 7220 – Site Development

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolution 15-32, Quitclaim Deed for Lincoln School, and authorize the Superintendent or designee to execute all necessary documents for recording of deeds in the District's name.

**PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.4-A**

**RESOLUTION NO. 15-32 OF THE BOARD OF EDUCATION OF THE PARAMOUNT UNIFIED SCHOOL DISTRICT APPROVING AND AUTHORIZING THE ACCEPTANCE OF A QUITCLAIM DEED FOR THE ACQUISITION OF PROPERTY FROM THE PARAMOUNT UNIFIED SCHOOL DISTRICT, SUCCESSOR BY LAW TO CLEARWATER SCHOOL DISTRICT**

WHEREAS, the Paramount Unified School District ("District") desires to accept a Quitclaim Deed from the District, successor by law to Clearwater School District, for the property located at 15324 California Ave., Paramount, CA 90723, commonly known as Lincoln Elementary School ("Property"), more particularly depicted and described in Exhibit "A;" and

WHEREAS, a copy of the Quitclaim Deed, which transfers all rights and interests the District has in the Property to the District is attached hereto as Exhibit "B;" and

WHEREAS, pursuant to Government Code section 27281, deeds or grants conveying any interest in or easement upon real estate to a political corporation or governmental agency for public purposes cannot be accepted for recordation without the consent of the political corporation or governmental agency evidenced by its certificate or resolution of acceptance attached to or printed on the deed or grant.

NOW, THEREFORE, the Board of Education of the Paramount Unified School District hereby finds, determines, declares, orders and resolves as follows:

**Section 1.** That all of the recitals set forth above are true and correct, and the Board so finds and determines.

**Section 2.** That the form of Quitclaim Deed presented to this meeting to be accepted by the District, which details transfer of the Property to the District, is hereby approved, and the Interim Assistant Superintendent- Business Services, or her designee, is hereby authorized to do and perform, for and on behalf of the Paramount Unified School District, any and all acts and things which may be necessary to carry out execution and recordation of the Quitclaim Deed pursuant to Section 27281 of the Government Code and to otherwise to carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 3.** That this Resolution shall be effective as of the date of its adoption.

**PASSED AND ADOPTED** this 9th day of March, 2016.

---

President of the Board of Education  
of the Paramount Unified School  
District

I, Linda Garcia, Clerk of the Board of Education of the Paramount Unified School District, do hereby certify that the foregoing Resolution was adopted by the Board of Education of said District at a meeting of the Board of Education held on the 9th day of March, 2016, and it was so adopted by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Clerk of the Board Education of the  
Paramount Unified School District

**EXHIBIT A**  
**LINCOLN ELEMENTARY**

Real property located in the County of Los Angeles, State of California described as follows:

LOTS 1 THROUGH 12, BLOCK 17 OF CLEARWATER, AS PER MAP RECORDED IN BOOK 19, PAGES 51 THROUGH 54 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALONG WITH THE SOUTH HALF OF VACATED ADAMSAVENUE AND THE VACATED ALLEY SHOWN ON SUCH MAP OF BLOCK 17.

APN:           6270-010-901



RECORDING REQUESTED BY:  
Paramount Unified School District

MAIL TAX STATEMENTS AND  
WHEN RECORDED MAIL TO:  
Paramount Unified School District  
15110 California Ave  
Paramount, California 90723  
Attn: Assistant Superintendent, Business  
Services/CBO

APN: 6270-010-901

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

### QUITCLAIM DEED

THE UNDERSIGNED GRANTOR(S) DECLARE(S): DOCUMENTARY TRANSFER TAX IS \$ 0  
 Computed on full value of property conveyed, or  
 Computed on full value less liens and encumbrances remaining at time of sale.  
 Unincorporated area  City of Paramount

For valuable consideration, receipt of which is hereby acknowledged,  
PARAMOUNT UNIFIED SCHOOL DISTRICT, SUCCESSOR BY LAW TO CLEARWATER SCHOOL  
DISTRICT

hereby REMISE(S), RELEASE(S) AND QUITCLAIM(S) to  
PARAMOUNT UNIFIED SCHOOL DISTRICT

the real property situated in the County of Los Angeles, State of California, more particularly described as  
follows:

LEGAL DESCRIPTION ATTACHED HERETO AS EXHIBIT "A" AND MADE A PART HEREOF BY  
REFERENCE

Dated: \_\_\_\_\_  
\_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally  
appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

**PUBLIC AGENCY CERTIFICATE OF ACCEPTANCE**  
**(Government Code Section 27281)**

This is to certify that the interest in real property conveyed by the Quitclaim Deed dated March 9, 2016 from PARAMOUNT UNIFIED SCHOOL DISTRICT, successor by law to Clearwater School District (“Grantor”), to the PARAMOUNT UNIFIED SCHOOL DISTRICT, a public school district duly organized and existing under Chapter 1 of Division 3 of Title 2 of the Education Code of the State of California (“Grantee”), is hereby accepted by the undersigned officer on behalf of the PARAMOUNT UNIFIED SCHOOL DISTRICT, pursuant to authority conferred by Board action dated March 9, 2016, and the Grantee consents to recordation thereof by its duly authorized officer.

**DATED: March 9, 2016**

**PARAMOUNT UNIFIED SCHOOL DISTRICT**

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

Its: Interim Assistant Superintendent-Business Services

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Resolution 15-33, Quitclaim Deed for Keppel School

**BACKGROUND INFORMATION:**

In the process of preparing for solar parking structures through PFMG Solar, it has come to the attention of staff that the deeds for Lincoln School, Keppel School, and the District Office are not in the name of the Paramount Unified School District. Over the years, titles to these properties were not updated as changes were made in the school district's ownership. Compton City School is on the deed for Keppel School.

By adopting Resolution 15-33, Quitclaim Deed for Keppel School, and completing a Public Agency Certificate of Acceptance, the Governing Board essentially deeds the property back to itself in the current proper name. After executing the documents with the correct name, the deeds will be filed with the Los Angeles County Recorder's Office.

**POLICY/ISSUE:**

Board Policy 7220 – Site Development

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolution 15-33, Quitclaim Deed for Keppel School, and authorize the Superintendent or designee to execute all necessary documents for recording of deeds in the District's name.

**PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.5-A**

**RESOLUTION NO. 15-33 OF THE BOARD OF EDUCATION OF THE  
PARAMOUNT UNIFIED SCHOOL DISTRICT APPROVING AND  
AUTHORIZING THE ACCEPTANCE OF A QUITCLAIM DEED FOR THE  
ACQUISITION OF PROPERTY FROM THE PARAMOUNT UNIFIED  
SCHOOL DISTRICT, SUCCESSOR BY LAW TO COMPTON CITY  
SCHOOL DISTRICT**

WHEREAS, the Paramount Unified School District ("District") desires to accept a Quitclaim Deed from the District, successor by law to Compton City School District, for the property located at 6630 Mark Keppel St., Paramount, CA 90723, commonly known as Keppel Middle School ("Property"), more particularly depicted and described in Exhibit "A;" and

WHEREAS, a copy of the Quitclaim Deed, which transfers all rights and interests the District has in the Property to the District is attached hereto as Exhibit "B;" and

WHEREAS, pursuant to Government Code section 27281, deeds or grants conveying any interest in or easement upon real estate to a political corporation or governmental agency for public purposes cannot be accepted for recordation without the consent of the political corporation or governmental agency evidenced by its certificate or resolution of acceptance attached to or printed on the deed or grant.

NOW, THEREFORE, the Board of Education of the Paramount Unified School District hereby finds, determines, declares, orders and resolves as follows:

**Section 1.** That all of the recitals set forth above are true and correct, and the Board so finds and determines.

**Section 2.** That the form of Quitclaim Deed presented to this meeting to be accepted by the District, which details transfer of the Property to the District, is hereby approved, and the Interim Assistant Superintendent- Business Services, or her designee, is hereby authorized to do and perform, for and on behalf of the Paramount Unified School District, any and all acts and things which may be necessary to carry out execution and recordation of the Quitclaim Deed pursuant to Section 27281 of the Government Code and to otherwise to carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 3.** That this Resolution shall be effective as of the date of its adoption.

**PASSED AND ADOPTED** this 9th day of March, 2016.

---

President of the Board of Education  
of the Paramount Unified School  
District

I, Linda Garcia, Clerk of the Board of Education of the Paramount Unified School District, do hereby certify that the foregoing Resolution was adopted by the Board of Education of said District at a meeting of the Board of Education held on the 9th day of March, 2016, and it was so adopted by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Clerk of the Board Education of the  
Paramount Unified School District

**EXHIBIT A**  
**MARK KEPPEL STREET PROPERTY**

Real property located in the, County of Los Angeles, State of California described as follows:

**PARCEL 1:**

TRACT 9230, AS PER MAP RECORDED IN BOOK 173 PAGE 19 OF MISCELLANEOUS RECORDS OF LOS ANGELES COUNTY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALSO THAT PORTION OF EDWARDS STREET (NOW MYRRH STREET) ADJOINING SAID TRACT ON THE SOUTH, VACATED BY ORDER OF THE BOARD OF SUPERVISORS, A CERTIFIED COPY THEREOF BEING RECORDED IN BOOK 10108, PAGE 294, OFFICIAL RECORDS COUNTY OF LOS ANGELES

EXCEPTING THEREFROM THAT PORTION DESCRIBED AS PARCEL NO. 2 IN DEED TO COMPTON CITY ELEMENTARY SCHOOL DISTRICT OF LOS ANGELES COUNTY, RECORDED JANUARY 26, 1951 AS INSTRUMENT NO. 3283, IN BOOK 35422, PAGE 251 OFFICIAL RECORDS COUNTY OF LOS ANGELES.

APN: 6239-006-900

**PARCEL 2:**

BEGINNING AT A MONUMENT SET IN THE SOUTHERLY SIDE OF ROSE AVENUE (NOW MARK KEPPEL STREET) 50 FEET WIDE AT THE NORTHEASTERLY CORNER OF TRACT NO. 9230, AS PER MAP RECORDED IN BOOK 173 OF MAPS AT PAGE 19, RECORDS OF LOS ANGELES, CALIFORNIA; RUNNING THENCE SOUTH 3° 19' 10" EAST 171.99 FEET TO A MONUMENT; THENCE SOUTH 89° 19' 12" WEST 123.96 FEET TO A MONUMENT; THENCE NORTH 0° 38' 48" WEST 172.14 FEET TO A MONUMENT SET IN THE SOUTHERLY SIDE OF ROSE AVENUE; THENCE ALONG THE SOUTHERLY SIDE OF ROSE AVENUE NORTH 89° 29' 15" EAST 115.94 FEET TO THE POINT OF BEGINNING, CONTAINING 0.474 ACRE, BEING A PORTION OF TRACT NO. 9230.

APN: 6239-006-901

RECORDING REQUESTED BY:  
Paramount Unified School District

MAIL TAX STATEMENTS AND  
WHEN RECORDED MAIL TO:  
Paramount Unified School District  
15110 California Ave  
Paramount, California 90723  
Attn: Assistant Superintendent, Business  
Services/CBO

APN: 6239-006-900 and 6239-006-901

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

### QUITCLAIM DEED

THE UNDERSIGNED GRANTOR(S) DECLARE(S): DOCUMENTARY TRANSFER TAX IS \$ 0  
 Computed on full value of property conveyed, or  
 Computed on full value less liens and encumbrances remaining at time of sale.  
 Unincorporated area  City of Paramount

For valuable consideration, receipt of which is hereby acknowledged,  
PARAMOUNT UNIFIED SCHOOL DISTRICT, SUCCESSOR BY LAW TO COMPTON CITY SCHOOL  
DISTRICT  
hereby REMISE(S), RELEASE(S) AND QUITCLAIM(S) to  
PARAMOUNT UNIFIED SCHOOL DISTRICT  
the real property situated in the County of Los Angeles, State of California, more particularly described as  
follows:

LEGAL DESCRIPTION ATTACHED HERETO AS EXHIBIT "A" AND MADE A PART HEREOF BY  
REFERENCE

Dated: \_\_\_\_\_  
\_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, Notary Public, personally  
appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the  
within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies),  
and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s)  
acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and  
correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_

**PUBLIC AGENCY CERTIFICATE OF ACCEPTANCE**  
**(Government Code Section 27281)**

This is to certify that the interest in real property conveyed by the Quitclaim Deed dated March 9, 2016 from PARAMOUNT UNIFIED SCHOOL DISTRICT, successor by law to Compton City School District (“Grantor”), to the PARAMOUNT UNIFIED SCHOOL DISTRICT, a public school district duly organized and existing under Chapter 1 of Division 3 of Title 2 of the Education Code of the State of California (“Grantee”), is hereby accepted by the undersigned officer on behalf of the PARAMOUNT UNIFIED SCHOOL DISTRICT, pursuant to authority conferred by Board action dated March 9, 2016, and the Grantee consents to recordation thereof by its duly authorized officer.

**DATED: March 9, 2016**

**PARAMOUNT UNIFIED SCHOOL DISTRICT**

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

Its: Interim Assistant Superintendent-Business Services



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ranita Browning, Interim Assistant Superintendent-Business Services  
**DATE:** March 9, 2016  
**SUBJECT:** Revised Administrative Regulation 3100 – Budget

**BACKGROUND INFORMATION:**

Submitted for the Board's information is revised Administrative Regulation 3100 – Budget. This regulation has been updated to reflect the current revision to Board Policy 3100 – Budget.

The proposed revised regulation is included for Board review with additions underlined and deletions struck through.

**PREPARED BY:**

Ranita Browning, Interim Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

## CURRENT REGULATION

Business and Non-Instructional Operations

AR 3100(a)

Budget

### **Budget Advisory Committee**

Membership of the District's budget advisory committee may include representatives of each of the following groups:

1. Governing Board members, provided that less than a majority of the Board serves on the committee

*(cf. 9140- Board Representatives)*

2. District and school site administrators

3. Representatives of bargaining units

4. Certificated and/or classified staff

5. Parents/guardians

6. Representatives of the business community and/or other community members

7. Students

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 2230 – Representative and Deliberative Groups)*

*(cf. 9130 – Board Committees)*

The committee's duties may include, but not necessarily be limited to:

1. Making recommendations regarding budget priorities
2. Recommending cost-reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued
3. Reviewing the clarity and effectiveness of budget documents and communications
4. Presenting progress reports on the committee's work to all stakeholders, Superintendent and the Governing Board

The specific duties of the committee shall be clearly defined and presented to each member in writing, along with any background information necessary for

## CURRENT REGULATION

Business and Non-Instructional Operations

AR 3100(b)

Budget

the successful completion of the committee's charges, the timelines for reporting the committee's progress, and timelines for completion of each task.

### **Initial Budget Adoption**

On or before July 1 of each year, the Board shall adopt a budget which adheres to the state's standardized account code structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

Before adopting the District budget for the subsequent fiscal year, the Board shall hold a public hearing. The agenda for this hearing shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. This hearing shall be held at the same meeting as the public hearing to solicit public input on the Local Control and Accountability Plan (LCAP) or the annual update to the LCAP. (Education Code 42103, 42127, 52062)

*(cf. 0460 – Local Control and Accountability Plan)*

*(cf. 9320 – Meetings and Notices)*

*(cf. 9322 – Agenda/Meeting Materials)*

The Superintendent or designee shall notify the County Superintendent of Schools of the location, dates, and times at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least 10 days but not more than 45 days before the hearing as required by Education Code 42103.

During the hearing, any District resident may speak to the proposed budget or to any item in the budget. The hearing may conclude when all residents who have requested to be heard have had the opportunity to speak. (Education Code 42103)

*(cf. 9323 – Meeting Conduct)*

After the public hearing, at a public meeting held on a different date, the Board shall adopt the District budget following adoption of the LCAP at the same meeting. The budget shall not be adopted if an approved LCAP or annual update to the LCAP is not in effect for the budget year. (Education Code 52062)

## CURRENT REGULATION

Business and Non-Instructional Operations

AR 3100(c)

Budget

The Superintendent or designee shall file the adopted budget with the County Superintendent no later than five days after adoption or by July 1, whichever occurs first. The budget and supporting documents shall be maintained and made available for public review. (Education Code 42127)

*(cf. 1340 – Access to District Records)*

### **Revised Budget**

#### **OPTION 1: (Single Budget Adoption Process)**

Not later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which are consequently necessary. (Education Code 42127)

If the County Superintendent disapproves the District's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

#### **Budget Review Committee for Disapproved Budgets**

If the District's revised budget is disapproved by the County Superintendent for any reason other than his/her disapproval of the District's LCAP or annual update to the LCAP, the budget shall be reviewed by a budget review committee, unless the Board and County Superintendent agree to waive the requirement and the California Department of Education accepts the waiver. (Education Code 42127)

This committee shall consist of either: (Education Code 42127.1, 42127.2)

1. Three persons selected by the Board from a list of candidates provided by the Superintendent of Public Instruction, who shall be selected within five working days after receiving the list of candidates.
2. A regional review committee convened by the County Superintendent with the approval of the Board

If the budget review committee recommends disapproval of the District budget, the Board may submit a response no later than five working days after receipt of the committee's report. The response may include any revisions to the

## CURRENT REGULATION

Business and Non-Instructional Operations

AR 3100(d)

Budget

adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)

If the Superintendent of Public Instruction disapproves the District budget after reviewing the committee's report and the District's response, the Board shall consult with the County Superintendent as he/she develops and adopts, by November 30, a fiscal plan and budget that will allow the District to meet its financial obligations. For the current year, the District shall operate in accordance with the budget adopted by the County Superintendent. (Education Code 42127.3)

Until the District receives approval of its budget, it shall continue to operate either on the basis of the prior year's budget or on the basis of the current year's unapproved budget as adopted and revised by the Board, whichever budget contains a lower total spending authority. (Education Code 42127.4)

Regulation  
adopted: 11/16/11  
revised: 5/28/14

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

## PROPOSED REGULATION

Business and Non-Instructional Operations

AR 3100(a)

Budget

### **Budget Advisory Committee**

Membership of the District's budget advisory committee may include representatives of each of the following groups:

1. Governing Board members, provided that less than a majority of the Board serves on the committee

*(cf. 9140- Board Representatives)*

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3. Representatives of bargaining units

4. Certificated and/or classified staff

5. Parents/guardians

6. Representatives of the business community and/or other community members

7. Students

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 2230 – Representative and Deliberative Groups)*

*(cf. 9130 – Board Committees)*

The committee's duties may include, but not necessarily be limited to:

1. Making recommendations regarding budget priorities
2. Recommending cost-reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued
3. Reviewing the clarity and effectiveness of budget documents and communications
4. Presenting progress reports on the committee's work and a final report of recommendations to the all-stakeholders, Superintendent or designee and to the Governing Board

The specific duties of the committee shall be clearly defined and presented to each member in writing, along with any background information necessary for

## PROPOSED REGULATION

Business and Non-Instructional Operations

AR 3100(b)

### Budget

the successful completion of the committee's charges, the timelines for reporting the committee's progress, and timelines for completion of each task.

*(cf. 3350 – Travel Expenses)*

### **Initial Budget Adoption Public Hearing**

~~On or before July 1 of each year, the Board shall adopt a budget which adheres to the state's standardized account code structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)~~

~~Before adopting the District budget for the subsequent fiscal year, the Board shall hold a public hearing. The agenda for this the public hearing on the District budget shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. This hearing shall be held at the same meeting as the public hearing to solicit public input on the Local Control and Accountability Plan (LCAP) or the annual update to the LCAP. (Education Code 42103, 42127, 52062)~~

*(cf. 0460 – Local Control and Accountability Plan)*

*(cf. 9320 – Meetings and Notices)*

*(cf. 9322 – Agenda/Meeting Materials)*

The Superintendent or designee shall notify the County Superintendent of Schools of the location, dates, and times at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least 10 days but not more than 45 days before the hearing as required by Education Code 42103.

Whenever the District budget includes a combined assigned and unassigned ending fund balance that exceeds the minimum recommended reserve for economic uncertainties adopted by the State Board of Education, the District shall provide, for each fiscal year included in the budget, the following information for public review and discussion at the public hearing: (Education Code 42127; 5 CCR 15450)

1. The minimum recommended reserve for economic uncertainties
2. The combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve
3. A statement of reasons substantiating the need for the combined assigned and unassigned ending balances that are in excess of the minimum recommended reserve

## PROPOSED REGULATION

### Business and Non-Instructional Operations

AR 3100(c)

#### Budget

During the hearing, any District resident may speak to the proposed budget or to any item in the budget. The hearing may conclude when all residents who have requested to be heard have had the opportunity to speak. (Education Code 42103)

*(cf. 9323 – Meeting Conduct)*

~~After the public hearing, at a public meeting held on a different date, the Board shall adopt the District budget following adoption of the LCAP at the same meeting. The budget shall not be adopted if an approved LCAP or annual update to the LCAP is not in effect for the budget year. (Education Code 52062)~~

~~The Superintendent or designee shall file the adopted budget with the County Superintendent no later than five days after adoption or by July 1, whichever occurs first. The budget and supporting documents shall be maintained and made available for public review. (Education Code 42127)~~

~~*(cf. 1340 – Access to District Records)*~~

#### **Revised Budget**

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~~If the County Superintendent disapproves the District's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)~~

#### **Budget Review Committee for Disapproved Budgets**

If the District's revised budget is disapproved by the County Superintendent for any reason other than his/her disapproval of the District's LCAP or annual update to the LCAP, the budget shall be reviewed by a budget review committee, unless the Board and County Superintendent agree to waive the requirement and the California Department of Education accepts the waiver. (Education Code 42127)



## PROPOSED REGULATION

Business and Non-Instructional Operations

AR 3100(d)

### Budget

This committee shall consist of either: (Education Code 42127.1, 42127.2)

1. Three persons selected by the Board from a list of candidates provided by the Superintendent of Public Instruction (SPI), who shall be selected within five working days after receiving the list of candidates.
2. A regional review committee convened by the County Superintendent with the approval of the Board

If the budget review committee recommends disapproval of the District budget, the Board may submit a response to the SPI no later than five working days after receipt of the committee's report. The response may include any revisions to the adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)

If the Superintendent of Public Instruction disapproves the District budget after reviewing the committee's report and the District's response, the Board shall consult with the County Superintendent as he/she develops and adopts, by ~~November 30~~ December 31, a fiscal plan and budget that will allow the District to meet its financial obligations. For the current year, the District shall operate in accordance with the budget adopted by the County Superintendent. (Education Code 42127.3)

Until the District receives approval of its budget, it shall continue to operate either on the basis of the prior year's budget or on the basis of the current year's unapproved budget as adopted and revised by the Board, whichever budget contains a lower total spending authority. (Education Code 42127.4)