

**REGULAR MEETING  
OF BOARD OF EDUCATION**

**MINUTES**

**April 13, 2016**

The meeting was called to order at 6:05.m. by President Tony Peña in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Pledge of Allegiance                      Margarita Rodriguez, Director-Research, 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  
Adrian Ayala, Director-Leadership Development  
Kim Cole, Director-Special Education/ECE  
Greg Francois, Director-Secondary Ed. & Instructional Technology  
Randy Gray, Director-Curriculum & Instruction/Projects  
Margarita Rodriguez, Director-Research  
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  
Scott Law, Principal-Collins School  
Lisa Nunley-Macon, Principal-Hollydale School  
Elizabeth Salcido, Principal-Zamboni Middle School  
Hilda Verdugo, Principal-Los Cerritos School  
Elida Garcia, Program Director-ECE  
Lisa Kirk, Assistant Principal-Zamboni Middle School  
Nancy Manning, Assistant Principal-Hollydale School

Approve Agenda                              Trustee Garcia moved, Trustee Anderson seconded the motion.  
April 13, 2016                              Superintendent Pérez informed the Board of a change go page 38  
1.110    Item 4.3C, Consultant #1, the price should reflect \$83.00 per person  
and not \$38,000. The motion carried 5-0 to approve the agenda of  
the Regular Meeting of April 13, 2016 as amended.

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

Regular Meeting Minutes                      Trustee Hansen moved, Trustee Cuellar seconded and the motion

March 22, 2016  
1.111

carried 4-1 to approve the Regular Meeting minutes of March 22, 2015.

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

## **REPORTS**

Student Board  
Representatives

Armando Torres-Paramount High School, Brianna Fierro-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 President April O'Connor shared that everyone's calendar is busy. She added that she hopes that we realize that our purpose is to advocate for students. She also shared that the CTA President will be visiting a Rep. Council meeting. She had a great meeting with representatives and Principal Morrie Kosareff. Everyone is busy with Open Houses coming up.

Board Members' Reports

Trustee Anderson attended Open House at Collins School.

Trustee Cuellar welcomed everyone and had no report.

Trustee Hansen attended the Day of the Child event and shared that there was great participation by the PTAs and families. She attended the City Council meeting recognizing the TAG Art Show student winners and also for the recognition of the JROTC for their 100<sup>th</sup> year. She also attended the PHS Open House.

Trustee Garcia attended the Day of the Child event and expressed her appreciation of PTA. She attended the Leo's Club Installation event, and the City Council meeting recognizing the TAG Art Show student winners and the PHS JROTC.

Trustee Peña attended the Day of the Child event.

Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items

- Superintendent Pérez shared that staff and students are gearing up for the SBAC testing.
- She visited Jackson, Jefferson and Wirtz schools.
- Dr. Pérez shared that this year the District wide fundraising effort for the Pennies for PEP was over \$20,000.
- Superintendent Pérez visited Paramount Park Middle School to participate in an assembly featuring a guest speaker.
- Superintendent Pérez attended a Secondary Counselor's meeting.
- Dr. Pérez presented a craft talk at the weekly Rotary meeting.

### **Bulletin Boards – Hollydale School**

Lisa Nunley-Macon, Hollydale School Principal, Nancy Manning, Assistant Principal and students Austin Garcia and Yostina Wases,

presented an overview of the Boardroom bulletin boards representing Hollydale School's educational program and student work. The bulletin boards reflect the theme of "On the Road to College and Career Readiness" and enhance the educational message sent to visitors and District office employees. Mrs. Nunley-Macon wished to thank her staff Denise Besler, Cathy Blood, Yvette Burton, Elaine Carrillo, Rosa Edwards, Charla Kanz, Osiris Pardo, Tranise Sperling and Grace Yu who assisted with the bulletin boards and who were in attendance of the presentation

#### TAG Art Show Winners

The Board of Education members and Superintendent Dr. Ruth Pérez recognized the students for their artistic excellence and presented them with a Certificate of Achievement. Superintendent Dr. Pérez thanked John Nowlin, Show Chairman from the Traditional Artists Guild, for his continued support of our students in the area of visual arts.

The first place and special recognition student award winners of the 19<sup>th</sup> Annual Traditional Artists Guild Show were congratulated and introduced: Diego Ochoa, Kindergarten; Valeria Cervantes First grade; Janell Covarrubias, Second grade; Isaac Picazo, Third grade; Daphne Garcia, Fourth Grade; Jade Ceja, Fifth Grade; Aylin Mendoza, Sixth grade; Annette Angulo, Seventh grade; Noemi Hernandez, Eighth grade; Bianca Gaspar, Ninth grade; Alexis Aguirre, Tenth grade; Christina Huerta, Eleventh grade; Daisy Nava, Twelfth grade; Geidi Azpeitia, Judge's Award-Best Use of Color; Melanie Ortiz, Judge's Award-Best Composition; Nataly Campos, Superintendent's Award; Miriam Torres TAG Chairman's Award; Stephanie Castaneda, Parks and Recreation Commission's Award; Jennifer Martinez, Chamber of Commerce Award; and Alexis Aguirre, Mayor's Award

#### LCAP Update and Personnel Support Update

Dr. Deborah Stark, Assistant Superintendent-Educational Services informed the Board that the purpose of the presentation is to:

- Provide an overview of school and district personnel currently funded in the LCAP
- Report on proposed new school and district personnel in the updated LCAP
- Outline next steps

#### LCFF Funds:

The LCAP outlines the services and activities we will provide using Base, Supplemental and Concentration Funds

##### *Base Funds:*

- Allocated based on ADA
- Can be spent on all students to address basic needs.
- Examples: most classroom teachers, facilities, core textbooks

##### *Supplemental Funds and Concentration Funds (S/C):*

- Allocated based on the percent of students who are English Learners, Foster Youth or low income.
- Must be spent on activities and services that lead to improving outcomes for these students.
- Examples: Intervention Teachers, Coaches, additional

counselors, supplemental instructional materials, instructional technology.

LCAP Budget Projection:

	2015-16	2016-17	2017-18
<b>Total LCFF Target</b>	\$167,390,756	\$166,788,731	\$166,555,983
<b>Hold Harmless (Floor Entitlement)</b>	\$122,965,893	\$145,147,138	\$152,723,910
<b>Difference between Target and Hold Harmless</b>	\$44,424,863	\$21,641,594	\$13,832,073
<b>GAP %</b>	51.97%	49.08%	45.34%
<b>Gap Funding</b>	\$23,087,601	\$10,621,694	\$6,271,462
<b>Total Year Funding</b>	\$146,053,495	\$155,768,832	\$158,995,372
<b>Target minus Hold Harmless times Gap % equals Total Year Funding</b>			

	2015-16	2016-17	2017-18
<b>Total LCFF Funding</b>	\$146,053,495	\$155,768,832	\$158,995,372
<b>Increase from Prior Year</b>		\$9,715,337	\$3,226,540
<b>Base Grant and Augmentation for CSR</b>	\$114,212,235	\$117,039,563	\$117,107,393
<b>Increase from Prior Year</b>		\$2,827,328	\$67,830
<b>Supplemental/Concentration Grant</b>	\$31,841,260	\$38,729,269	\$41,887,979
<b>Increase from Prior Year</b>		\$6,888,009	\$3,158,710
<b>Unduplicated Pupil Percentage</b>	93.85%	93.85%	93.85%

Increased support to schools:

- With the increase in Supplemental and Concentration Funding in the LCFF, academic and behavior support personnel have been restored to schools.
- With school level support as the first priority, positions have been added over the last two years. These positions are included in the current, 2015-16, LCAP.

Current LCAP Funded School Positions

Position	Schools	Number
• Coaches, TOSAs Additional Counselors	• K-12 Schools	40

<ul style="list-style-type: none"> <li>Teachers: Middle School Planning Period, Grade Span Adjustment, Maintain Staffing at Zamboni</li> </ul>	<ul style="list-style-type: none"> <li>Middle Schools</li> <li>K-5 Schools</li> </ul>	53
<ul style="list-style-type: none"> <li>Teachers – CTE</li> </ul>	<ul style="list-style-type: none"> <li>PHS, PHS West</li> </ul>	12
<ul style="list-style-type: none"> <li>PE, Music Teachers</li> </ul>	<ul style="list-style-type: none"> <li>K-5 Schools</li> </ul>	8
<ul style="list-style-type: none"> <li>Teachers, Transitional Kindergarten</li> </ul>	<ul style="list-style-type: none"> <li>K-5 Schools</li> </ul>	5
<ul style="list-style-type: none"> <li>Counselors</li> </ul>	<ul style="list-style-type: none"> <li>Selected Schools</li> </ul>	6.5
<ul style="list-style-type: none"> <li>Grade Level Deans</li> </ul>	<ul style="list-style-type: none"> <li>PHS</li> </ul>	3
<ul style="list-style-type: none"> <li>Behavior Specialist</li> <li>JROTC Instructor</li> </ul>	<ul style="list-style-type: none"> <li>K-12 Schools</li> <li>PHS</li> </ul>	1 1
<ul style="list-style-type: none"> <li>AVID Tutors</li> <li>Technology Instructional Assistants</li> <li>Foster Youth Tutors</li> <li>Attendance Staff</li> </ul>	<ul style="list-style-type: none"> <li>Middle Schools, PHS West</li> <li>K-12 Schools</li> <li>K-12 Schools</li> <li>PHS</li> </ul>	23 18 3 3
<ul style="list-style-type: none"> <li>Custodial Staff</li> </ul>	<ul style="list-style-type: none"> <li>Various Sites</li> </ul>	5
Total Positions, Schools		181.5

#### Current LCAP Funded District Positions

District Positions		Number
Curriculum Specialists, Math, Science, CTE, GATE/VAPA	Educational Services	4
Program Specialist	Special Education	1
Attendance Specialist	Student Services	1
Director, Research and Evaluation	Research and Evaluation	1
Director, Secondary Ed./CTE	Secondary Education	1
Director, Leadership Development	Educational Services	.5
Director, Early Childhood (50%)	Early Childhood Education	
Assistant Director, Operations	Maintenance and Operations	1
Administrative Analyst, Operations, Buyer, Glazier		1 1
Information Technology Staff	Business	3
Accounting/Payroll Staff	Fiscal Services	3

Office Assistant Office Assistant	Secondary Education Curriculum and Projects	2
Total Positions, District		21.5

**Planning for the Future:**

As we look ahead to plan future initiatives it is our goal to provide effective, timely and responsive support to schools. In order to proactively plan for future needs, we need to be strategic about adding essential personnel positions for schools and the district.

**Proposed New Positions for 2016-17: Schools:**

Position	LCAP Goal	Explanation	App. Cost
College and Career Counselor Buena Vista High School	1	Provide resources and support for students to leave with a post graduation plan.	\$105,000 S/C Funds
Behavior Intervention Specialist, 6-8 Schools	1	Feedback from LCAP surveys communicated need to support middle school students with high behavior support needs.	\$105,000 S/C Funds
Teacher on Special Assignment (TOSA) Three K-5 Schools	3	Expand pilot program from 3 to 6 schools to reduce behavior referrals, increase attendance of a target group of students to provide early intervention in elementary grades.	\$315,000 S/C Funds
Science Coach PHS West	1	Support transition to Next Generation Science Standards; align with PHS's coaching support.	\$105,000 S/C Funds
Total	6		\$630,000 S/C Funds

**Proposed New Positions in 2016-17: Educational Services:**

Position	LCAP Goal	Explanation	App. Cost
Curriculum Specialist: K-12 ELD	1	Provide professional development on new ELD standards, designated and integrated ELD	\$105,000 S/C Funds
Curriculum Specialist: K-5 ELA and Math	1	Support implementation of new K-5 ELA/ELD textbook adoption and inquiry based math instruction.	\$105,000 S/C Funds
Research Analyst Data Base Specialist	1 1	Support integration of assessment data with Student Information System Provide schools support for on line testing	\$95,000 \$105,000 S/C Funds

Director, High School Accountability & Strategic Planning	1	Plan and lead High School Promise Initiative, facilitate strategic planning process, support and supervise selected secondary schools.	\$150,000 S/C Funds
Senior Office Assistant, ECE Senior Office Assistant, High School Accountability	1 2	Support enrollment, parent communication for TK and pre-school programs. Support high school initiatives.	\$65,000 \$65,000 S/C Funds
Total	5		\$690,000 S/C Funds

**Proposed New Positions in 2016-17: Business Services:**

Position	LCAP Goal	Explanation	App. Cost
Director, District Safety and Security	1	This position will plan, organize, direct and evaluate safety and security programs, develop strategies and procedures for protecting students, personnel, and property, coordinate with local law enforcement regarding activities and incidents and conducts training on security policies, procedures for safety and security.	\$150,000
Total			\$150,000 Base Funds

**Database Specialist: Current Programs that Require Support**

The Research and Evaluation and Student Information Services (SIS) Offices work under the direction of the Research Director. In the last five years PUSD has added numerous web based programs that integrate processes from both Research and SIS. In order for these programs to provide updated, timely information to schools, a Database Specialist is needed. This position will consolidate and automate routine tasks schools use in Synergy and databases.

**Database Specialist: Programs Planned**

As the world becomes increasingly digital, PUSD needs to provide students, parents and staff access to electronic resources. The following are planned and will need the support and expertise of a Database Specialist:

- New reporting requirements in CALPADS (Special Ed. Data, chronic absenteeism, CTE data reports, attendance)
- Online Textbooks (example: 6-8 Language Arts adoption)
- On line courses for high school graduation (Edgenuity)
- Expansion of Parent Portal to K-5 parents
- Expansion of StudentVue to 6-8 students

In addition, we need to fully implement Synergy features not currently in use including:

- TeacherVue App. to monitor grades, assignments, attendance
- Learning Management System
- Administrative Reports

Research Analyst:

As the result of dramatic changes in the state’s testing program, LCAP reporting requirements and district assessments, there is a need for an additional Research Analyst to support testing, assessment, surveys, and LCAP monitoring.

Before 2013 (STAR)	Currently (CAASPP)
<ul style="list-style-type: none"> <li>• Tests were paper based</li> <li>• Test administered at end of year</li> <li>• 1 STAR Coordinator training per year</li> </ul>	<ul style="list-style-type: none"> <li>• All tests on line.</li> <li>• Digital library for assessment used year round.</li> <li>• On line interim assessments require training on administering, scoring.</li> <li>• On line student log in, requires back up technical support.</li> <li>• 5 CAASPP Coordinator trainings per year.</li> </ul>
<ul style="list-style-type: none"> <li>• One Title I Parent Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Title I Parent Survey</li> <li>• LCAP Survey-Staff, Parents, Teachers</li> <li>• Student School Climate Survey</li> </ul>
<ul style="list-style-type: none"> <li>• 4 district assessments per year</li> </ul>	<ul style="list-style-type: none"> <li>• 5-8 district assessments per year</li> </ul>
<ul style="list-style-type: none"> <li>• No LCAP</li> </ul>	<ul style="list-style-type: none"> <li>• LCAP requires frequent monitoring of metrics to measure progress toward district targets.</li> </ul>

New Work Requires New Ways of Working:

When computers replaced typewriters, a new level of technical support was needed. In a similar manner, current on line testing system and data reports require new levels of technical support to help teachers, counselors and principals make effective use of these essential resources.

Next Steps:

- Respond to questions and provide any further information needed.
- Update the LCAP and include positions, actions and services for 2016-17.
- Review updated sections of the plan with LCAP Committee. Post on PUSD website for feedback.
- Submit LCAP for public hearing and approval in June, 2016.

There were no changes to the Board meeting calendar.

Public Hearing Section

There were no speakers during the hearing section.

**CONSENT ITEMS**

0.112

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

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

**Human Resources**

Personnel Report  
15-14

Accept Personnel Report 15-14, as submitted. The report includes details, assignments, terminations, and employment of personnel.



2.112 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  
3.112 Approved the consultant and contract service request authorizing contracts with consultants or independent contractor who provides specialized services, as submitted.

### **Business Services**

Purchase Order Report 15-14  
4.112 Approved Purchase Order Report 15-13 authorizing the purchase of supplies, equipment, and services for the District.

Acceptance of Donations  
4.112 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.

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

### **ACTION ITEMS**

#### **Educational Services**

*Arts for All* School District Advancement Grant Application  
3.113 Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the submission of the *Arts for All* School District Advancement Grant application to support the arts and expand the District's K-12 Visual and Performing Arts Program for the 2016-17 school year.

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

Comprehensive School Safety Plans for the 2016-17 School Year  
3.114 Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the Comprehensive School Safety Plans for the 2016-17 school year, which have been approved by the School Site Council at each site.

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

Consulting Agreement for Software Systems Integration  
3.115 Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve John Novak Consulting Agreement to provide support for automated scripting processing and training for Student Information Systems staff.

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

American Language Services  
3.116 Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to ratify American Language Services to provide interpreting and translation services to parents for language the District cannot accommodate.

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

Nonpublic, Nonsectarian  
School/Agency Services  
Annual Master Contract for  
Special Education Students,  
2015-16 School Year  
3.117

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Nonpublic, Nonsectarian School/Agency Services Annual Master Contract for the placement of special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2015-16 school year.

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

Nonpublic School Placement  
for a Special Education  
Student for 2015-16  
3.118

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to 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.

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

Memorandum of  
Understanding with Kaiser  
Permanente  
3.119

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve ratify the Memorandum of Understanding with Kaiser Permanente for the Youth Work Preparation Certificate Program during the 2015-16 school year.

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

Attorney Fees and  
Settlement Agreement for a  
Special Education Student  
3.120

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to approve and authorize payment for attorney fees and settlement agreement for a special education student.

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

### **Business Services**

Resolution 15-37, Transfer of  
Cafeteria Activity Between  
Funds  
4.121

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 2015-16 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Cafeteria Fund, and Self-Insurance Funds

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

Notice of Completion – Field  
Service Contract  
4.122

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the contract with Los Angeles County of Education for Internet services for 2016-17 pending E-Rate funding approval.

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

### **INFORMATION ITEMS**

#### **Educational Services**

Revised Administrative  
Regulation 6146.41 –  
Physical Education

The Board received as information Administrative Regulation 6146.41 – Physical Education which revised to align with recent changes in Education Code.

Williams Settlement  
Quarterly Uniform Complaint  
Summary

The Board received as information the required Williams Settlement Quarterly Uniform Complaint Summary for the third quarter January 1 – March 31, 2016.

**ANNOUNCEMENTS**

Staff Employee Comments  
Per Government Code  
54957

President Peña reported that the next Regular Meeting would be April 27, 2016, at 6:00 p.m. – Boardroom of the District Office.

April O’Connor, teacher at Zamboni Middle School and TAP President shared concerns regarding the presentation shared during the meeting. She added that these are a lot of jobs and this is a lot of spending outside of the classroom and the last thing we need is more new positions. She also expressed concern regarding a recent 6-8 meeting that took place and members are upset and can see red flags. She asks that the District think critically before it moves forward.

**CLOSED SESSION**

The Board adjourned to Closed Session at 7:50 p.m. to discuss governance team items.

**OPEN SESSION**

The Board reconvened to Regular Session at 9:03 p.m. President Peña reported that they discussed governance team items.

There was no action taken in Closed Session.

**ADJOURNMENT**

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on April 13, 2016 at 9:03 p.m.

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

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Ruth Pérez, Secretary  
To the Board of Education

\_\_\_\_\_  
President

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Vice President/Clerk