

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

March 22, 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	Randy Gray, Director-Curriculum & Instruction/Projects, led the Pledge of Allegiance.	
Roll Call	Trustee Alicia Anderson Trustee Tony Peña Trustee Sonya Cuellar	Trustee Linda Garcia - ill Trustee Vivian Hansen
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 Manuel San Miguel, Director-Student Services 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	
Approve Agenda March 22, 2016 1.103	Trustee Anderson moved, Trustee Cuellar seconded the motion carried 4-0 to approve the agenda of the Regular Meeting of March 22, 2016. Ayes: 4 – Trustees Anderson, Cuellar, Hansen, Peña Absent: 1 – Trustee Garcia	
Regular Meeting Minutes March 9, 2016 1.104	Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 4-0 to approve the Regular Meeting minutes of March 9, 2015. Ayes: 4 – Trustees Anderson, Cuellar, Hansen, Peña Absent: 1 – Trustee Garcia	

REPORTS

Student Board Representatives

Yanet Lopez-Paramount High School West 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 thanked the Board for rearranging calendars so that they may attend the Who's WHO dinner. She thanked Superintendent Pérez for attending the Rep meeting. She shared that she met with Dr. Pérez and Dr. Morales and shared with them safety concerns and Safe & Civil implementation begin crucial to begin at the beginning of the school year. She added that the budget presentation was a downer and added that they would like to see more money being spent in the classrooms. She would like to stay competitive as we have great teachers. We also need to look at the needs of our students. She gave a shout out to Jackson School and Collins School.

Board Members' Reports

Trustee Anderson wished everyone a great spring break. She attended Annual Rotary Student Forum, the PTA HSA dinner and the Elk's Civic night event.

Trustee Cuellar wished everyone a great spring break. She attended Annual Rotary Student Forum and the PTA HSA dinner.

Trustee Hansen wished everyone a great spring break. She attended Annual Rotary Student Forum, the PTA HSA dinner, the diploma ceremony for students receiving diplomas through SB172 and the Elk's Civic Night.

Trustee Peña wished everyone a great spring break. He attended Annual Rotary Student Forum, the PTA HSA dinner and the Elk's Civic Night.

Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items

- Superintendent Pérez assisted in hosting the 18th Annual Rotary Student Forum.
- She was a guest speaker in three ESL classrooms at PHS.
- Dr. Pérez along with Board members attended Elk's Civic night event.
- Superintendent Pérez attended the Annual PTA HSA awards dinner.
- Superintendent Pérez wished to recognize Dr. Manuel San Miguel for hosting a great diploma ceremony for students receiving diplomas through SB172.
- Dr. Pérez visited Collins School to participate in the Gold Ribbon application visitation.
- She met with Cerritos College President, Dr. Fierro to discuss scholarship opportunities and preparing our students to be successful.
- Superintendent Pérez met with the CSEA Executive Board.
- She attended the monthly Safety Committee meeting.

Recognition: Collins School Students

Superintendent Dr. Ruth Pérez and Board of Education members recognized Captain Raymond Collins School students Nehemiah Johnson and Joyvianna Taliauli, both third grade regional winners of the ***Imagine this... Story Writing Contest*** sponsored by the California Foundation for Agriculture in the Classroom.

The California Foundation for Agriculture in the Classroom is a state program dedicated to helping students and teachers gain an understanding of how agriculture provides the daily essentials necessary to make our society and our world function.

Margie Brennan, Garden Club Advisor and third grade teacher, encouraged students in her third grade classroom to enter the contest. Students indicated what agricultural product or process they were interested in writing about and researched in Collins School's computer lab.

Mrs. Brennan submitted stories from students from her class to the regional representative for the CFAITC. Teachers from across the state submitted stories for the contest. Nehemiah Johnson and Joyvianna Taliauli, the two regional winners, represent student writers from Region Four, ALL of Los Angeles, Orange, and San Diego Counties! Regional winners receive a plaque, and children's books from the CFAITC.

Students wrote original stories related to California agriculture. Nehemiah researched and wrote ***The Smart Dragon***, an innovative fictional account about milk production. Joyvianna researched and wrote, ***I Love Tomatoes*** a story about how tomatoes are grown.

Recognition: PHS Wrestlers

Superintendent Dr. Ruth Pérez and Board of Education members recognized Paramount High School Wrestlers Chazel Becerra and Nicholas Camacho on their successful Wrestling season.

Chazel's successful Wrestling season included being 2016 Moore League Champion, Southern Section CIF Champion, and she also placed 3rd at the CIF State Championships

Nicholas's successful Wrestling season included being 2016 San Gabriel Valley League Wrestling Champion, he placed 2nd in CIF and he placed 8th in CIF Masters.

Safe & Civil Schools Update

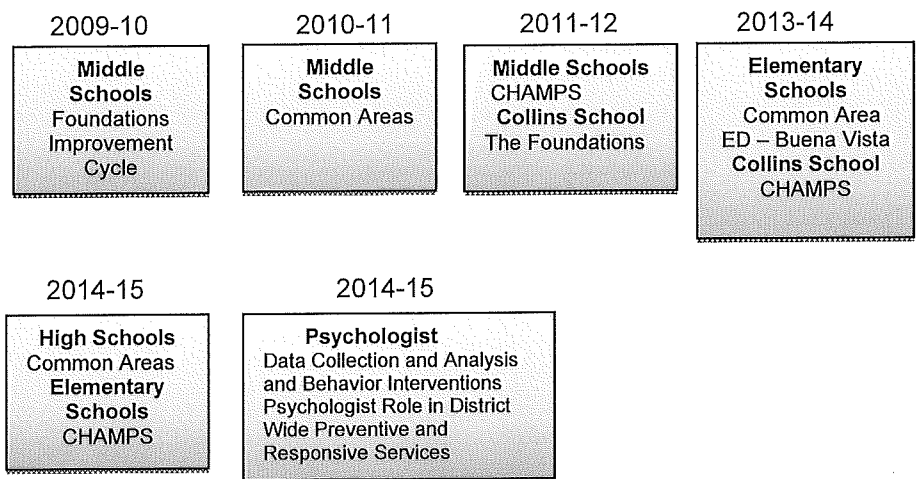
Dr. Manuel San Miguel, Director- Students Services provided the Board with an update on the Safe and Civil School program.

Dr. San Miguel shared with the Board that the purpose of the presentation is to:

- Review past and present Safe and Civil Schools Professional Development
- Provide an update on on the progress of Safe and Civil School implementation for Elementary, Middle and High Schools and Special Education

- Present data on the sustained effects of Safe and Civil Schools on suspension rates
- Outline next steps

History of Safe and Civil Schools Professional Development



Safe and Civil Professional Development 2015-16

K-5

Conversation
Help
and
Activity
Movement
Participation
Success

6-8

Review tiered discipline protocols
Placing schoolwide discipline processes
protocols in School Plans

9-12

Establishing 3 level system for responding misbehavior

Support

Psychologists

Data collection and analysis and behavior interventions
Psychologist role in preventive and responsive services

Elementary and Middle Schools' Progress

- Continued focus on CHAMPS and Guidelines for Success at all Elementary and Middle Schools.
- Mokler, Alondra, Jackson, Paramount High School West Campus have brought in Safe and Civil consultant to work with entire staffs on classroom strategies.
- Collins School wrote a Gold Ribbon application based on the work they are doing in Safe and Civil.

High School Progress - Paramount High School

Safe and Civil Committee met with staff to gather input and update schoolwide Common Area procedures and practices.

- Posters are displayed in all classrooms highlighting Common Area expectations and behaviors
- Electronic referrals that include tiered responses to behavior are now used.

High School Progress - Paramount High School West Campus
 Safe and Civil Team meets monthly to:

- Review monthly attendance, referral, and suspension data
- Gather discipline data and input from teachers
- Plan the implementation of Safe and Civil Schools strategies

Policies for dress code, electronic devices, and bus waiting/riding were revised based on input from teachers and shared with teachers/students

Cohort teams are finalizing Level 2 notification and Level 3 referral forms.

High School Progress – Buena Vista High School

RTI meetings are conducted to identify and address school wide issues.

Discipline is collected weekly to share at staff meetings

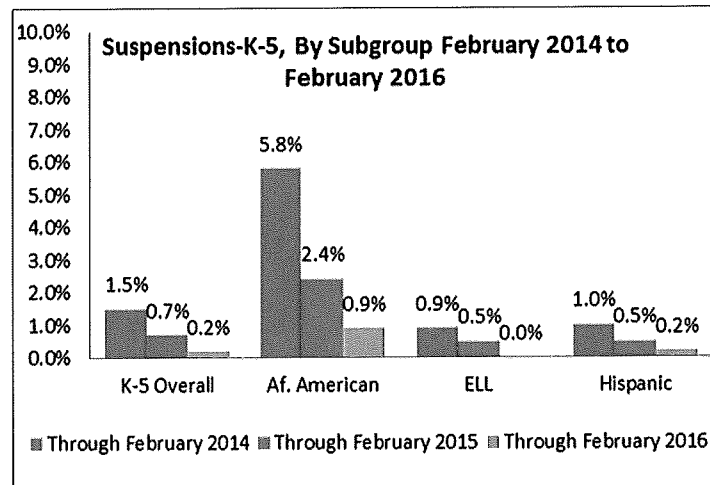
Guidelines for Success SOAR Coupons: Weekly raffles recognize students and staff

Tiered behavior referral form has been developed and is being implemented.

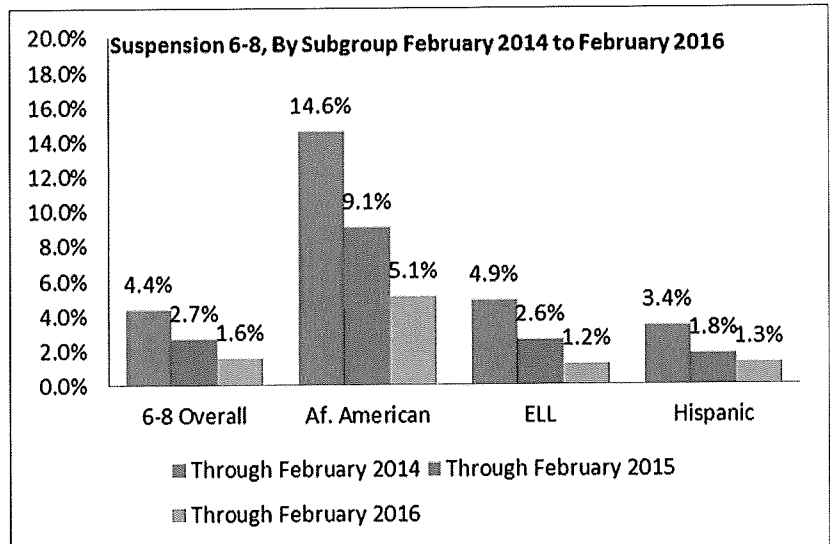
Community Day School

- Behavior referral form was revised for more uniform and efficient use of the 3-level system.
- Reflection packets now used for students in all classes.
- Teachers greet students at the door.
- Implement a form of 3-to-1 praise ratio strategy.
- Safe and Civil Team stress “school language” to address incidents of profanity.

K-5 Schools Reduced Suspensions for all Subgroups



6-8 Schools Reduced Suspensions for all Subgroups



Next Steps:

Continue to support elementary, middle and high schools with professional development in 2016-17. Focus areas include:

Elementary Schools:

- Tier 2 and 3 interventions
- Alternatives to suspension
- SST models

Middle Schools:

- On site visitations and feedback

High Schools:

- Full implementation of Safe and Civil Schools
- Early stage interventions
- Attendance

There were no changes to the Board meeting calendar.

Public Hearing Section

There were no speakers during the hearing section.

CONSENT ITEMS

0.105

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

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

Absent: 1 – Trustee Garcia

Human Resources

Personnel Report

15-13

2.105

Accept Personnel Report 15-13, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2015-16 State Budget Act and related legislation.

Educational Services

Consultant and Contract Services

3.105

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

Overnight and/or Out-of-County Study Trips
3.105

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 15-13
4.105

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

Warrants for the Month of February 2016
4.105

Approve warrants for all funds through February with a total of \$13,870,053.40.

Acceptance of Donations
4.105

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
4.105

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

ACTION ITEMS

Educational Services

Summer School and Extended School Year Program for 2016
3.106

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve the 2016 Summer School Extended School Year program and authorize the employment of teachers and support staff and purchase of materials and supplies as necessary.

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

Coalition for Educational Partnerships
3.107

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve the Coalition for Educational Partnerships Agreements to provide college and career readiness workshops for Paramount Unified School District parents.

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

Business Services

2015-16 Budget Adjustments as of February 29, 2016
4.108

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve the 2015-16 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Cafeteria Fund, and Self-Insurance Funds

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

Contract with Los Angeles County Offices of Education for E-Rate Eligible Internet Access for 2016-2017
4.109

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to approve the contract with Los Angeles County of Education for Internet services for 2016-17 pending E-Rate funding approval.

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

INFORMATION ITEMS

Educational Services

New Administrative
Regulation 6173.1 –
Education for Foster Youth

The Board received as information new Administration Regulation 6173.1 – Education for Foster Youth which supports District processes, procedures and compliance requirements.

Revised Administrative
Regulation 6145.2 – Athletic
Competition

The Board received as information revised Administrative Regulation 6145.2 – Athletic Competition that is currently supported by Board Policy 6145.2 – Athletic Competition.

Business Services

Average Daily Attendance
Summary Report Through
February 19, 2016 and the
Sixth Monthly School
Enrollment Report

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

Independent Citizens' Bond
Oversight Committee Annual
Audit Report

The Board received as information an update on the annual audit of the Measure AA Bond projects.

ANNOUNCEMENTS

President Peña reported that the next Regular Meeting would be April 13, 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 7:14 p.m. to discuss governance team items.

OPEN SESSION

The Board reconvened to Regular Session at 8:51 p.m. President Peña reported that they discussed governance team items.

There was no action taken in Closed Session.

ADJOURNMENT

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on March 22, 2016 at 8:51 p.m.

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

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: April 13, 2016
SUBJECT: Personnel Report 15-14

BACKGROUND INFORMATION:

Following is Personnel Report 15-14, 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 15-14 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.

CONSENT ITEM: 2.1-C

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
EMPLOYMENT Spring/Summer Session						
*Angulo, Daniel	ESL**	Adult Education		Hourly \$43.19	03-01-16	06-30-16
*Bautista, Teresita			\$43.19			
*Bolds, Debra			\$39.13			
*Del Rosario, Romichelle			\$43.19			
*Diaz, Theresa			\$39.13			
*Holdeman, Angie			\$43.19			
*Ludwig, Lana			\$43.19			
*Navarro, Juan			\$43.19			
*Niebres-Orbita, Norma			\$43.19			
*Okeke, Jacqueline			\$40.91			
*Robertson, Linda			\$43.19			
*Ruiz, Noelia			\$43.19			
*Sanchez, Margarita			\$43.19			
*Sasaki, Collen			\$39.13			
*Schmidt Mowrey, James			\$43.19			
*Taitano, Maria			\$43.19			
*Tribe, Jennifer			\$43.19			
*Tovar, Manuel			\$43.19			
*Yapojoco, Hilda			\$43.19			
		Adult Education				
*Bark, Samuel	High School Diploma	Adult Education		\$43.19	03-01-16	06-30-16
*Dunn, Marie			\$43.19			
*Duran, Curtis			\$43.19			
*Lopez, Elaine M.			\$43.19			
*Perez, Sonia			\$43.19			
*Rheaume, Laura			\$40.91			
*Ruiz, Ashley			\$43.19			
*Santos, Maria			\$43.19			
*Scott, Angela			\$43.19			
*Shafer, Janis			\$43.19			
*Vargas, Jose			\$43.19			
		Adult Education				

*Ratification

**English as a Second Language

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
EMPLOYMENT						
Spring/Summer						
Session						
<u>continued</u>						
*Barrios, Dolores	Parenting	Adult Education		Hourly \$40.91 Adult Education	03-01-16	06-30-16
*Murillo, Maria	Citizenship	Adult Education		\$43.19	03-01-16	06-30-16
*Ortiz, Laura			\$43.19			
*Whitaker, Anita			\$43.19 Adult Education			
*Parks, Annie	Adult Based Education	Adult Education		\$43.19 Adult Education	03-01-16	06-30-16
*Aparico, Michelle	Substitute Teacher on-call, as needed	Adult Education		\$39.13 Adult Education	03-01-16	06-30-16
*Bailey, Lawanda						
*Berger, Amy						
*Branstetter, Margarita						
*Cervantes, Maria J.						
*Diaz Sacasa, Ramon						
*Gilreath, Pamela						
*Gomez, Jose						
*Calero-Hill, Tamara						
*Lalude-Davies, Olukemi						
*Marshall, Kendrick						
*Merida, Miriam						
*Reza, Randall						
*Weller, Douglas						

*Ratification

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE					
					FROM	TO				
EMPLOYMENT continued										
*Delgado, Issac	Substitute Teacher on-call, as needed			Daily \$150 General Fund	03-14-16					
*Gambino Valenzuela, Ceiry					03-15-16					
*Jensen-Jackson, Breana					03-25-16					
*Martinez, Marlene					04-04-16					
*Molina, Krissia					03-17-16					
*Nunez, Luis					03-21-16					
*Perez, Natalie					03-24-16					
*Romero, Jessica					03-17-16					
*Rubalcava, Gary Jr.					03-24-16					
*Sotelo, Raphael					03-07-16					
*Vazquez, Jennifer					04-04-16					
ADDITIONAL ASSIGNMENTS										
*Huizar, Antonia					Home/Hospital Teacher	Special Education		Hourly \$38.00 Special Education	03-09-16	06-09-16
*Tryon, Toby	03-14-16	06-09-16								
*Vazquez, Marcela	After School Tutoring NTE 4 hrs.	Educational Services		\$38.00 Title I	03-21-16	06-09-16				
*Calero-Hill, Tamara	Lead for Pilot High School Diploma On-line Courses NTE 17.5 hrs. per week	Adult Education		\$38.00 Adult Education	03-01-16	06-30-16				
*Brennan, Marguerite	GATE** Computer Class NTE 10 hrs.	Collins		\$38.00 GATE	03-15-16	04-19-16				
*Flores, Maria G.	Intervention NTE 20 hrs.	Jefferson		\$38.00 LCAP***	02-22-16	02-29-16				

*Ratification

**Gifted and Talented Education

***Local Control Accountability Plan

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
ADDITIONAL ASSIGNMENTS						
<u>continued</u>						
*Davies, Hakeem	Intervention NTE 62 hrs.	Keppel		<u>Hourly</u> \$38.00 LCAP**	03-01-16	05-27-16
*Lucchesi, Ashley	Saturday School NTE 4.5 hrs. per week	Paramount High-Senior		\$38.00 Saturday School	03-05-16	06-11-16
*Covarrubias, Jennifer	Language Arts Tutoring	Paramount Park		\$38.00 Title I	03-07-16	05-31-16
*Elizondo, Douglas	NTE 3 hrs. each per week					
*Romero, Margarita						
*Balstad, David	Math Tutoring	Paramount Park		\$38.00 Title I	03-07-16	05-31-16
*Go-Ng, Joy	NTE 3 hrs. each per week					
*Elizondo, Margarita	GATE*** Super Saturday	Wirtz		\$38.00 GATE	03-19-16 only	
*Figueroa, Araceli	NTE 5 hrs. each					
*Kaing, Anita						
*Lujan, Cheri						
*Martin, Christie						
STIPEND						
Winter Sports						
CIF Playoffs						
*Abarca, Daniel	Wrestling	Paramount High-Senior		1/10 th of \$3,156 for each week of play General Fund	02-13-16	03-04-16

*Ratification

**Local Control Accountability Plan

***Gifted and Talented Education

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
STIPEND Winter Sports CIF Playoffs <u>continued</u>						
*Villasenor, Rafael	Boys' Soccer	Paramount High-Senior		Stipend 1/10 th of \$3,156 for each week of play General Fund	02-13-16	02-28-16
*Yakubovsky, David	Girls' Soccer	Paramount High-Senior		1/10 th of \$3,156 for each week of play General Fund	02-13-16	02-28-16
STIPEND						
*Brennan, Marguerite	Student Council Advisor	Collins		\$692.00 General Fund	09-01-15	06-09-16
*Diaz, Vicente	Soccer	Hollydale		\$172.00 LCAP**	04-04-16	06-10-16
*O'Donnell, Michael	Wrestling	Hollydale		\$172.00 LCAP	04-04-16	06-10-16
*Van de Velde, Dale	Wrestling	Hollydale		\$172.00 LCAP	04-04-16	06-10-16
*Brayboy, Dannie	JROTC***	Paramount High-Senior		\$3,156 General Fund	08-17-15	06-10-16
*Guild, Robert	JROTC	Paramount High-Senior		\$3,156 General Fund	08-17-15	06-10-16
*Rundblade, Rodney	JROTC	Paramount High-Senior		\$3,156 General Fund	08-17-15	06-10-16

*Ratification

**Local Control Accountability Plan

***Junior Reserve Officer Training Corps

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u> <u>continued</u>				<u>Stipend</u>		
*Acosta, Alexander	Boys' Athletic Director	Paramount High-Senior		\$3,947 General Fund	08-17-15	06-10-16
*Aldave, Elizabeth	Theater/Play Advisor	Paramount High-Senior		\$2,294 General Fund	08-17-15	06-10-16
*Bignami, Autumn	Activities Director	Paramount High-Senior		\$2,294 General Fund	08-17-15	06-10-16
*Carmona, Angel	Band Director	Paramount High-School		\$3,156 General Fund	08-17-15	06-10-16
*Carmona, Angel	Pageantry Director	Paramount High-School		\$3,156 General Fund	08-17-15	06-10-16
*Dominguez, Rachel	Girls' Athletic Director	Paramount High-School		\$3,947 General Fund	08-17-15	06-10-16
*Hays, Brian	Choral Director	Paramount High-School		\$2,294 General Fund	08-17-15	06-10-16
*Lopez, Rocio	Cheer Advisor	Paramount High-School		\$3,156 General Fund	08-17-15	06-10-16
*Rodriguez, Yvette	Newspaper Advisor	Paramount High-School		\$2,294 General Fund	08-17-15	06-10-16
*Sewell, Jason	Yearbook Advisor	Paramount High-School		\$2,294 General Fund	08-17-15	06-10-16
*Aldave, Elizabeth	VAPA Department Chair	Paramount High-School		\$1,162.59 General Fund	08-17-15	06-10-16
*Harter, Tammy	Language Arts Department Chair	Paramount High-School		\$3,960.84 General Fund	08-17-15	06-10-16
*Lamphear, Shirley	Foreign Language Department Chair	Paramount High-School		\$1,550.04 General Fund	08-17-15	06-10-16

*Ratification

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
STIPEND <u>continued</u>				Stipend		
*Lindshield, Erik	Counseling Department Chair	Paramount High-School		\$2,009.24 General Fund	08-17-15	06-10-16
*Lopez, Betsaida	Foreign Language Department Chair	Paramount High-School		\$1,550.04 General Fund	08-17-15	06-10-16
*Marchesini, Melissa	Social Studies Department Chair	Paramount High-School		\$2,253.19 General Fund	08-17-15	06-10-16
*Olson, Natalie	Special Education Department Chair	Paramount High-School		\$2,037.94 General Fund	08-17-15	06-10-16
*Pope, Jason	Special Education Department Chair	Paramount High-School		\$2,037.94 General Fund	08-17-15	06-10-16
*Rios, Santiago	Mathematics Department Chair	Paramount High-School		\$3,587.74 General Fund	08-17-15	06-10-16
*Sewell, Jason	Career Technical Department Chair	Paramount High-School		\$2,109.69 General Fund	08-17-15	06-10-16
*Vargas, Jimena	Physical Education Department Chair	Paramount High-School		\$1,564.39 General Fund	08-17-15	06-10-16
*Wuchner, Charles	Science Department Chair	Paramount High-School		\$2,841.54 General Fund	08-17-15	06-10-16
*Acosta, Alexander	BTSA** Induction Support Provider	Educational Services		\$1,000	08-17-15	06-10-16
*Ahn, Lamont			\$1,000			
*Allen, Clarinda			\$1,000			
*Azevedo, Ana			\$2,000			
*Balstad, David			\$1,000			
*Baltierrez, Maria			\$1,000			
*Barrera, Margaret			\$2,000			
*Bergman, Michelle			\$2,000			
*Berkson, Jennifer			\$2,000			
*Berthon, James			\$1,000			
*Breuklander, Tiffany	\$1,000 TCBG***					

*Ratification

**Beginning Teacher Support Assessment

***Teacher Credentialing Block Grant

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u>				<u>Stipend</u>		
continued						
*Butler, Mandy	BTSA** Induction Support Provider	Educational Services		\$2,000	08-17-15	06-10-16
*Cammarata, Mona				\$1,000		
*Cribari, Michelle				\$2,000		
*Cunningham, Arthur				\$1,000		
*Equihua, Marilyn				\$2,000		
*Forsythe, Kimberly				\$2,000		
*Goforth, Kimberly				\$2,000		
*Griffith-Wu, Isela				\$1,000		
*Hernandez, Meghann				\$2,000		
*Kiely, Delia				\$1,000		
*Leal, Claudia				\$1,000		
*McWhorter, Wendy				\$2,000		
*Megofna, Alicia				\$2,000		
*Miller, Ane				\$2,000		
*Murrieta, Mandy				\$1,000		
*Pierson, Jennifer				\$2,000		
*Prepuk, Ronica				\$1,000		
*Ramos, Claudia				\$1,000		
*Redd, Virginia				\$2,000		
*Rios, Santiago				\$2,000		
*Rogers, Melody				\$2,000		
*Sanchez-Ferrell, Belinda				\$1,000		
*Soto, Michelle				\$1,000		
*Taylor, Joyce				\$1,000		
*Tellez, Raymundo				\$2,000		
*Thomas, Katherine				\$2,000		
*Toston-Zeno, Lashonda				\$1,000 TCBG***		

**Beginning Teacher Support and Assessment

***Teacher Credentialing Block Grant

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
STIPEND <u>continued</u>				Stipend		
*Tsang, Cindy	BTSA** Induction Support Provider	Educational Services		\$1,000	08-17-15	06-10-16
*Varela, Fanny			\$1,000			
*Walker, Jessica			\$2,000			
*Williams, Lovie			\$1,000			
*Wilson, Rhonda			\$1,000			
*Wilson, Sheri			\$1,000			
*Wuchner, Charles			\$2,000			
*Ybarra, Theresa			\$1,000			
*Yu, Grace			\$2,000			
*Zepeda, Rosalba			\$1,000			
				TCBG***		

*Ratification

**Beginning Teacher Support and Assessment

***Teacher Credentialing Block Grant

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE WITHOUT PAY</u> Nieto, Nadya	Counselor	Gaines	Family and Medical Leave Act	03-14-16	03-25-16
Montemayor, Sandy	Teacher	Hollydale	Family and Medical Leave Act	04-04-16	06-24-16
Gallardo, Aide	Teacher	Jefferson	Family and Medical Leave Act	03-14-16	04-15-16
<u>EARLY RETIREMENT</u> Donato, Laura	Teacher	Jackson	Early Retirement	06-30-16	
Emery, Laurel	Teacher	Paramount High-West	Early Retirement	04-01-16	
Kempf, Christopher	Teacher	Hollydale	Early Retirement	06-10-16	
<u>RESIGNATION</u> Tirado, Douglas	Teacher	Paramount High-Senior	Personal	03-31-16	

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Employment</u>						
*Beaudoin, Donald	Maintenance Painter 8 hrs. per day/12 mo.	Operations	130-III	<u>Monthly</u> \$4,440 Restricted Routine Mainten- ance	03-29-16	
*Camacho, Andrew	Custodian 8 hrs. per day/12 mo.	Operations	117-I	\$2,919 General Fund	03-28-16	
*Castillo, Angel	Custodian 8 hrs. per day/12 mo.	Operations	117-II	\$3,066 General Fund	03-29-16	
*Merickel, Sidney	Custodian 8 hrs. per day/12 mo.	Operations	117-I	\$2,919 General Fund	04-04-16	
*Patino, Daniel	Custodian 8 hrs. per day/12 mo.	Operations	117-I	\$2,919 General Fund	03-17-16	
*Quezada, Michelle	Nutrition Services Worker	Lincoln	109-I	25% of \$2,395 SNS**	03-04-16	
*Nunez, Miguel	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-III	37.5% of \$3,066 Special Education	03-01-16	
<u>Promotion</u>						
*Platero, Carlos	Grounds Maintenance Worker/Equipment Operator 8 hrs. per day/12 mo.	Operations	121-I	<u>Monthly</u> \$3,221 Restricted Routine Mainten- ance	03-08-16	
<u>Short Term</u>						
*Ledesma, Alberto	Custodian NTE 8 hrs. per day	Educational Services	117-I	<u>Hourly</u> \$16.84 General Fund	06-01-16	06-03-16
*Medal Sanchez, Rosana	Office Assistant NTE 8 hrs. per day	Educational Services	116-I	\$16.43 General Fund	02-23-16	05-30-16

* Ratification

** Student Nutrition Services

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>						
*Fox, Andrea	Office Assistant NTE 8 hrs. per day	Human Resources	116-III	Hourly \$18.14 General Fund	04-01-16	05-31-16
*Barajas, Beatriz	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$14.88 Special Education	02-29-16	06-09-16
*Cervantes, Yeudiel					03-21-16	
*Flores Garcia, Jesus					03-11-16	
*Olague, Gisell					03-16-16	
*Ruiz, Joycelyn					03-21-16	
*Violago, Kathryn					03-18-16	
*Garcia, Jessica	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Special Education	115-I	\$16.03 Special Education	03-21-16	06-09-16
*Vasquez, Raquel						
*Schutte, Laurie	Office Assistant NTE 3 hrs. per day	Student Services	116-III	\$18.14 General Fund	02-22-16	03-18-16
*Corral, Rosemary	Custodian NTE 8 hrs.	Alondra	117-I	\$16.84 General Fund	02-18-16 only	
*Chicas Segovia, Wendy	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Collins	112-I	\$14.88 Special Education	03-02-16	06-09-16
*Alvarez, Enna	Instructional Assistant – ECE NTE 3.5 hrs. per day each	Gaines ECE	111-I	\$14.52 ECE**	03-17-16	06-09-16
*Nunez, Margarita					03-10-16	
*Perez, Mayra						
*Porter, Wanda	Instructional Assistant – SE/SH NTE 3 hrs. per day	Lincoln	115-I	\$16.03 Special Education	03-02-16	06-09-16
*Chappell, Dolores	Instructional Assistant NTE 5.5 hrs. per day	Los Cerritos	111-I	\$14.52 Title I	03-01-16	06-09-16
*Rodarte, Desiree	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Los Cerritos	112-I	\$14.88 Special Education	03-15-16	06-09-16

* Ratification

** Early Childhood Education

PERSONNEL REPORT 15-14

APRIL 13, 2016

CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u> <u>continued</u> *Brigham, Damien *Covarrubias, Megan *Sanchez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	<u>Hourly</u> \$14.88 Special Education	03-09-16	06-09-16
<u>Substitute, On Call</u> *Gutierrez Gomez, Marilis *Hernandez, Petra *Moreno, Gracie *Salazar, Bobbie *Gutierrez Cardenas, Maria	Nutrition Services Worker Noon Duty Aide	Student Nutrition Services Collins	109-I	<u>Hourly</u> \$13.82 SNS \$10.50 General Fund	03-08-16 03-14-16 03-11-16 03-09-16 03-11-16	
<u>Student Worker</u> *Cardenas Galindo, Irene *Correa, Maribel *Lara, Roxana *Meeks, Christopher *Ochoa, Martha *Ochoa Cervantes, Lucia *Pedroza, Lupita *Suarez, Gabriela	Student Worker NTE 27.5 hrs. per week each	Adult Education		<u>Hourly</u> \$10.00 Adult Education	03-01-16	06-30-16
<u>ADDITIONAL ASSIGNMENT</u> <u>Short Term</u> *Gutierrez, Andrew	Instructional Assistant – SE/SH NTE 3 hrs. per day	Special Education	115-I	<u>Hourly</u> \$16.03 Special Education	04-04-16	06-09-16
<u>WORKING OUT OF CLASSIFICATION</u> *Bas, Ron	Security Supervisor NTE 8 hrs. per day	Operations	Sch. 2 9-1	<u>Monthly</u> *6,104 General Fund	03-25-16	04-01-16

* Ratification

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>WORKING OUT OF CLASSIFICATION</u>						
<u>continued</u>						
*Ortiz, Louie	Operations Supervisor NTE 8 hrs. per day	Operations	Sch. 2 309-I	Monthly \$6,271** Restricted Routine Maintenance	03-25-16	04-01-16
*Peña, Antonio	Lead Custodian NTE 8 hrs. per day	Operations	123-III	\$3,737	03-25-16	04-01-16
*Ruiz, Joe	NTE 8 hrs. per day each		123-I	\$3,384 General Fund		
*Awadallah, George	Senior Custodian NTE 8 hrs. per day	Hollydale	122-II	\$3,469 General Fund	03-03-16	03-04-16
*Ochoa, Rosa	Senior Custodian NTE 8 hrs. per day	Paramount Park	122-II	\$3,469 General Fund	03-14-16	03-18-16

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 15-14
APRIL 13, 2016
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>RESIGNATION</u>					
Quezada, Roberta	Short Term Instructional Assistant – Sp. Ed.	Special Education	Personal	02-01-16	
Villicana, Pedro	Short Term Instructional Assistant – SE/SH	Special Education	Personal	02-09-16	
Romero Hermosillo, Carla	Short Term Instructional Assistant – Sp. Ed.	Paramount High-Senior	Personal	03-11-16	
Moreno, Gracie	Nutrition Services Worker	Paramount High-West	Personal	03-10-16	
Lozano, Marrisa	Short Term Instructional Assistant – Sp. Ed.	Wirtz	Personal	03-04-16	
Delgado, Issac	Short Term Instructional Assistant – Sp. Ed.	Zamboni	Personal	03-11-16	
<u>TERMINATION</u>					
Wilson, Ariel	College Tutor	Paramount Park	End of Assignment	12-16-15	
<u>EARLY RETIREMENT</u>					
Lara, Fe	Instructional Assistant – Sp. Ed.	Collins	Early Retirement	06-10-16	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 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	Music Center PC15-16148	Consultant to provide K-5 students a presentation on essential skills in Theatre Arts. 705 students	Lynn Mokler School Requested by: Linh Roberts	April 19, 2016	Not to exceed \$1,150 from Medical Administrative Activities site funds
2	STAR Inc. PC15-16149	Ratify consultant to provide two interactive assemblies for GATE students to support the science curriculum. 45 students	Frank Zamboni School Requested by: Elizabeth Salcido	April 7, 2016 and May 20, 2016	Not to exceed \$3,000 from GATE funds

CONSENT ITEM: 3.1-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
3	Academic Entertainment PC15-16142	Consultant to provide interactive assemblies that supports the science curriculum to GATE students. 53 students	Paramount Park School Requested by: Kevin Longworth	April 21, and May 26, 2016	Not to exceed \$3,000 from GATE funds
4	STAR, Inc. PC15-16153	Consultant to provide an interactive assembly in multicultural dance to GATE students. 120 students	Abraham Lincoln School Requested by: Topekia Jones	April 9, 2016	Not to exceed \$3,000 from GATE funds
5	STAR, Inc. PC15-16152	Consultant to provide an interactive workshop to students in grades 4-5. 120 students	Roosevelt School Requested by: Susan Marilley	April 27, 2016	Not to exceed \$1,000 from Title I site funds
6	Pictures with Class	Consultant to provide portrait services for students and staff including staff composite, cumulative folder stickers, administrative software and yearbook for 2016-17.	Harry Wirtz School Requested by: Connie Toscano	August 17, 2016 through June 30, 2017	No cost
7	Journeys to the Past PC15-16151	Ratify consultant to provide an interactive assembly that supports Language Arts curriculum. 125 students	Lynn Mokler School Requested by: Linh Roberts	March 21, 2016	Not to exceed \$1,175 from Special Site Account funds

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
8	The Jazz Angels PC15-16154	Consultant to provide an 8-week session of music instruction at Alondra, Hollydale, Jackson, Paramount Park and Zamboni Middle Schools.	Educational Services Requested by: Randy Gray	April 14, 2016 through June 30, 2016	Not to exceed \$30,000 from Arts, Music and PE Block Grant funds
9	Schoolzilla Software PC15-16155	Consultant to provide support in creating and customizing data reports.	Educational Services Requested by: Margarita Rodriguez	April 14, 2016 through June 30, 2016	Not to exceed \$4,200 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: Ranita Browning, Interim Assistant Superintendent-Business Services
DATE: April 13, 2016
SUBJECT: Purchase Order Report 15-14

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	\$	11,089.09
2. Authorized Orders – Adult Education Fund		8,855.00
3. Ratified Orders – General Fund Unrestricted		94,901.46
4. Authorized Orders – General Fund		118,101.12
5. Ratified Orders – LCAP Fund		22,115.95
6. Authorized Orders – LCAP Fund		856,310.22
7. Authorized Orders – Student Nutrition Services		5,000.00

Subtotal \$ 1,116,372.84

8. Ratified Orders (Under \$1,500) 41,759.92

TOTAL OF ALL ORDERS \$ **1,158,132.76**

POLICY/ISSUE:

Board Policy 3300 - Expenditures and Purchases

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

CONSENT ITEM: 4.1-C

PREPARED BY:

Cindy DiPaola, Director-Operations

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

April 13, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
16-00066	QUALITY FENCE	Maintenance & Operations	Annual: fencing repairs (increase purchase order from \$7,000 to \$12,000)	\$5,000.00 *
16-00201	SOUTH BAY HEATING & AIR CONDITIONING INC	Maintenance & Operations	Annual: HVAC maintenance & repairs (increase from \$350,000 to \$380,000)	\$30,000.00 *
16-00320	SOUTHWEST SCHOOL & OFFICE SUPPLY	Gaines Elementary School	Annual: online ordering (increase purchase order from (\$3,000 to \$7,300)	\$4,300.00
16-00326	STAPLES	Gaines Elementary School	Annual: online ordering (increase purchase order from \$4,360 to \$7,360)	\$3,000.00
16-01974	GALE SUPPLY COMPANY	Maintenance & Operations	Warehouse stock	\$2,902.13
16-01976	FUTURE DESIGN COMMUNICATIONS	Paramount High School West	Network cabling for CTE classroom	\$2,581.65
16-01977	KIS COMPUTER CENTER	Paramount High School	Printers (10)	\$3,248.20
16-01982	KIS COMPUTER CENTER	Roosevelt Elementary School	LCD projectors (4)	\$2,742.44
16-01996	PASCO SCIENTIFIC	Paramount High School	Physics software license & materials	\$1,848.64
16-02000	NASCO MODESTO	Paramount High School	Classroom materials	\$1,912.95
16-02002	THE MASTER TEACHER	Educational Services	Teacher of the year incentives	\$1,643.95
16-02004	SANDLER BROS.	Maintenance & Operations	Warehouse stock	\$4,046.63
16-02009	STAPLES	Paramount High School	Office supplies	\$2,063.98
16-02011	STAPLES	Lincoln Elementary School	Office supplies	\$1,635.59
16-02013	APPLE, INC.	Paramount High School West	Computer for CTE classroom	\$2,193.27
16-02016	BELLFLOWER MUSIC CENTER	Alondra Middle School	Annual: instrument repairs	\$2,250.00
16-02017	ACADEMIC CAP AND GOWNS	Paramount High School	Graduation supplies	\$1,973.99
16-02024	DEBORAH HERNANDEZ	Special Education	Settlement fees	\$1,530.00
16-02025	PEARSON	Special Education	Psychological assessments	\$4,343.72
16-02038	COYLE TROPHIES	Alondra Middle School	Student incentives	\$1,907.50
16-02042	KIS COMPUTER CENTER	Roosevelt Elementary School	Printers (5) & supplies	\$4,959.50
16-02045	AUDIOVISION INC.	Gaines Elementary School	Install sound system- upgrade	\$2,574.72
16-02048	TABLEAU SOFTWARE, INC.	Educational Services	Software license & maintenance	\$1,500.00
16-02050	ELIZABETH SALCIDO	Zamboni Middle School	Reimbursement - student incentives	\$1,558.37
16-02053	BJF ENTERPRISES	Maintenance & Operations	Warehouse supplies	\$1,850.56
16-02061	INDEPENDENT BOOK BUYING SERVICES	Paramount High School	Rebind textbooks (262)	\$4,283.70
16-02064	SOCCER CENTRAL	Paramount High School	P.E. supplies	\$1,580.50
16-02066	TABLEAU SOFTWARE, INC.	Educational Services	Software license (3) & maintenance	\$4,320.00
16-02073	BELLFLOWER MUSIC CENTER	Zamboni Middle School	Annual: supplies	\$4,500.00
16-02089	BUDDY'S ALL STARS, INC.	Paramount High School	P.E. supplies	\$2,386.59
16-02099	PEARSON	Special Education	Psychological assessments	\$2,980.48
16-02101	GST, INC.	Special Education	Notebook computers (3)	\$4,692.32

* 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

April 13, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
16-02102	KIS COMPUTER CENTER	Special Education	Computers (2)	\$2,420.52
16-02111	SPICERS PAPER INC.	Maintenance & Operations	Warehouse stock	\$21,015.20 *
16-02112	U. S. BANK	Paramount High School	Charter bus for boys soccer to Santa Barbara	\$1,740.32
16-02114	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Warehouse stock	\$2,023.31
16-02121	HOME DEPOT CREDIT SERVICES	Alondra Middle School	Staff lounge refrigerators (2)	\$3,558.52
16-02125	BELLFLOWER MUSIC CENTER	Paramount High School	Music instruments	\$2,020.72
16-02128	COAST PARTY RENTALS, INC.	Paramount High School	Rentals for graduation	\$7,485.92 *
16-02130	LACOE/EDUCATIONAL LEADERSHIP PROGRAMS	Curriculum, Instruction & Projects	Clear Administrative Services Credential Program (3)	\$10,500.00 *
16-02131	LACOE/EDUCATIONAL LEADERSHIP PROGRAMS	Curriculum, Instruction & Projects	Clear Administrative Services Credential Program (9)	\$44,100.00 *
010 - General Fund - LCAP				
16-01980	KIS COMPUTER CENTER	Paramount High School	Printers (15)	\$4,872.30
16-01981	KIS COMPUTER CENTER	Paramount High School	Printers (10)	\$4,142.00
16-02012	KIS COMPUTER CENTER	Paramount High School	Print toners (68)	\$6,954.20 *
16-02059	NET ELECTRONICS	Maintenance & Operations	Fire alarm supplies	\$3,226.40
16-02083	SMART & FINAL IRIS COMPANY	Paramount High School West	Annual: food supplies for CTE Culinary class	\$2,000.00
16-02084	KIS COMPUTER CENTER	Paramount High School	Document cameras (5)	\$2,943.00
16-02093	FUTURE DESIGN COMMUNICATIONS	Technology	Network cabling for clock/bell/speaker systems at Buena Vista, Collins, Hollydale & Roosevelt	\$158,095.73 *
16-02094	CURRENT ELECTRIC CONSTRUCTION	Technology	Electrical for security cameras at Buena Vista, Gaines, Hollydale, Jackson, PHS & Roosevelt	\$77,048.00 *
16-02095	SAFETY SCREENS	Technology	Buena Vista: windows security screens for room 5	\$4,932.25
16-02096	FUTURE DESIGN COMMUNICATIONS	Technology	Network cabling for security cameras at Buena Vista, Gaines, Hollydale, Jackson, PHS & Roosevelt	\$62,514.07 *
16-02129	AVID CENTER HQ	Paramount High School	AVID membership fees & High School library set	\$8,760.00 *
16-02132	FOLLETT LIBRARY BOOK COMPANY	Educational Services	Paramount Park: library books (782)	\$17,364.52 *
16-02133	CYBERTEK	Technology	Storage for security camera system	\$63,668.69 *
16-02134	NIC PARTNERS, INC.	Technology	Security cameras at Buena Vista, Gaines, Hollydale, Jackson, PHS & Roosevelt	\$180,461.18 *

* 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

April 13, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund - LCAP				
16-02135	FOLLETT LIBRARY BOOK COMPANY	Educational Services	Hollydale: library books (1000)	\$18,089.03 *
16-02138	NIC PARTNERS, INC.	Technology	Clock/bell/speaker systems at Buena Vista, Collins, Hollydale, Roosevelt	\$263,354.80 *
110 - Adult Education Fund				
16-00332	STAPLES	Adult Education	Annual: online ordering (increase purchase order from \$4,500 to \$8,000)	\$3,500.00
16-02021	PEARSON EDUCATION	Adult Education	Side by Side books (70)	\$2,059.34
16-02105	ORBACH SUAREZ & HENDERSON LLP	Adult Education	Adult Education consortium	\$1,886.00
16-02106	ORBACH SUAREZ & HENDERSON LLP	Adult Education	Adult Education consortium	\$3,643.75
16-02107	ORBACH SUAREZ & HENDERSON LLP	Adult Education	Adult Education consortium	\$8,855.00 *
610 - Cafeteria Fund				
16-00200	ARROW RESTAURANT EQUIPMENT	Nutrition Services	Annual: small equipment (increase purchase order from \$10,000 to \$15,000)	\$5,000.00 *

* 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

April 13, 2016

PURCHASE ORDER SUMMARY BY FUND

158 Purchase orders for a total of \$1,158,132.76

010 - General Fund	To Be Authorized	\$118,101.12
	To Be Ratified Over \$1,500	\$94,901.46
	To Be Ratified Under \$1,500	\$35,972.08
	Fund Total	\$248,974.66
010 - General Fund - LCAP	To Be Authorized	\$856,310.22
	To Be Ratified Over \$1,500	\$22,115.95
	To Be Ratified Under \$1,500	\$5,050.95
	Fund Total	\$883,477.12
110 - Adult Education Fund	To Be Authorized	\$8,855.00
	To Be Ratified Over \$1,500	\$11,089.09
	Fund Total	\$19,944.09
120 - Child Development Fund	To Be Ratified Under \$1,500	\$736.89
	Fund Total	\$736.89
610 - Cafeteria Fund	To Be Authorized	\$5,000.00
	Fund Total	\$5,000.00

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ranita Browning, Interim Assistant Superintendent-Business Services
DATE: April 13, 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 \$4,800.00 from Howard Tanner PTA. This donation will be designated for the students of Tanner School to support grade-level field trips.
2. The District received a donation totaling \$2,787.64 from Azusa Pacific University's *Keeping History Alive* grant and Madalyn Bradburn. This donation will be designated for the students of Mokler School to support student incentive programs and classroom materials.
3. The District received a donation totaling \$750.00 from Schools First Federal Credit Union. This donation will be designated for District staff to support the 2016 Administrative Professionals' Luncheon.
4. The District received a donation totaling \$88.70 from Target's *Take Charge of Education* program. This donation will be designated for the students of Tanner School to support student incentives.
5. The District received a donation totaling \$57.40 from Box Tops for Education. This donation will be designated for Hollydale School to support student incentives to increase attendance and support the school-wide reading program.
6. The District received a donation totaling \$79.36 from Target's *Take Charge of Education* program. This donation will be designated for the students of Hollydale School to support student incentives.
7. The District received a donation totaling \$300.00 from Deborah Stark. This donation will be designated for the students of Paramount High School to support the JROTC course.

CONSENT ITEM: 4.2-C

For the current 2015-16 fiscal year through April 13, 2016, the District has received an estimated total, which includes the above amounts, of \$39,341.00 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: Ruth Pérez, Superintendent
FROM: Ranita Browning, Interim Assistant Superintendent-Business Services
DATE: April 13, 2016
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

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

The following contract services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	First Class Events	Professional event production and coordination services, DJ, food and beverage for Paramount High School's Prom 2017 at Sirona's Santa Anita Park	Business Services Requested by: Ranita Browning	May 20, 2017	Not to exceed \$38,000 per person to be paid from ASB Funds
2	Paradigm Healthcare Services, LLC	Three-year contract Board approved June 24, 2013. Increase amount to provide Medicaid and LEA direct and administrative services for 2013-14 through 2015-16.	Business Services Requested by: Laura Ibarra	July 1, 2013 through June 30, 2016	Not to exceed \$200,000 per year from LEA Funds
3	Leader Services	Five-year contract Board approved July 8, 2008. Payments for Medicaid administrative services by Leader Services for Fiscal Year 11-12 and Fiscal Year 12-13 were on hold due to payment deferment from California Department of Health Care Services (CDHCS). The District has now received payments from CDHCS and payment is due to Leader Services for those years.	Business Services Requested by: Laura Ibarra	July 1, 2008 through June 30, 2013	Not to exceed \$18,000 for Fiscal Year 11-12 and Fiscal Year 12-13 From MAA Funds

POLICY/ISSUE:

Board Policy 4126 - Consultants

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve the consultant services requests authorizing contracts with consultants or independent contractors who provide specialized services.

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: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: *Arts for All* School District Advancement Grant Application

BACKGROUND INFORMATION:

The *Arts for All* School District Advancement Grant provides assistance to *Arts for All* school districts to support a long-term vision for arts education. Districts can apply for matching funds of up to \$25,000. If funded, this grant will expand K-12 Visual and Performing Arts by providing professional development. The grant application is provided under separate cover.

POLICY/ISSUE:

Board Policy 3280 – Gifts, Grants and Bequests

FISCAL IMPACT:

Income of up to \$25,000 to categorical funds if funded

STAFF RECOMMENDATION:

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.

PREPARED BY:

Randy Gray, Director – Curriculum & Instruction-Projects

DISTRICT PRIORITY 1:

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

ACTION ITEM: 3.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: Comprehensive School Safety Plans for the 2016-17 School Year

BACKGROUND INFORMATION:

Senate Bill 187 requires that all California schools have a Comprehensive School Safety Plan. These plans are updated and evaluated annually by each site's School Site Council. Each site has conducted its review and incorporated the required documents into its Comprehensive School Safety Plan. The updated plan complies with recent legislation on suspension, harassment, bullying and includes:

- Child abuse reporting procedures
- Student conduct – bullying policy
- Disaster procedures, routine and emergency
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Sexual harassment policy
- School wide dress code prohibiting gang-related apparel
- Procedures for safe ingress and egress
- Procedures to ensure a safe and orderly environment
- Rules and procedures on school discipline

Plans will be available for public review at each school and the District Office.

POLICY/ISSUE:

Education Code 35294 – Comprehensive School Safety Plans

FISCAL IMPACT:

None

STAFF RECOMMENDATION

Approve the Comprehensive School Safety Plans for the 2016-17 school year, which have been approved by the School Site Council at each site.

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 4:

Monitor and promote school safety and security.

ACTION ITEM: 3.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: Consulting Agreement for Software Systems Integration

BACKGROUND INFORMATION:

Over the past three years, Educational Services has added many instructional software programs to support student learning. Software such as OARS, ST Math, Agile Mind and Naviance require Student Information System staff to extract and submit student rosters, grades and demographic information through a variety of formats such as Excel, Text and manual uploads. Currently this system integration is completed by various personnel depending on the software subject. As the result of limited personnel, it is only possible to complete the tasks required to make this program function at set times of the year. The manual process often requires manipulation or re-organization of data to meet each vendor's specific needs. To provide more effective support to schools, instructional software must be updated with student information and automated daily. In order to provide schools timely, accurate and actionable data it is necessary to provide contract services to effectively implement these new programs. This contract service is included in the 2015-16 LCAP.

Consultant John Novak led the development of automated scripted process in the Long Beach Unified School District before retiring. He has worked as a consultant in Redondo Beach, Lawndale and Santa Barbara Unified School Districts to develop automated extraction, transformation and loading procedures from their Student Information System to outside vendors. He is extensively familiar with Synergy data definitions and user interface customization. Mr. Novak will build automated processes from Synergy for external vendors, customize Synergy user defined tabs and provide training on how to build, maintain and modify processes he has developed to improve their quality and usefulness. This contract will provide the support needed for timely and actionable data through June 30, 2016. A consultant agreement with John Novak is attached.

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

ACTION ITEM: 3.3-A

FISCAL IMPACT:

Not to exceed \$7,500 from LCAP funds

STAFF RECOMMENDATION:

Approve John Novak Consulting Agreement to provide support for automated scripting processing and training for Student Information Systems staff.

PREPARED BY:

Margarita F. Rodriguez, Director of Research and Evaluation

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

Agreement for Consultant Services

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

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

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

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

NOW, THEREFORE, the parties agree as follows:

1. CONSULTANT agrees to render all necessary and reasonable services to the DISTRICT regarding support to the Student Information Systems and Research Offices in accordance with directions as stipulated by the DISTRICT during the period beginning March 5, 2016 and ending June 30, 2017. Said duties shall include, but not be limited to:

The consultant will build automated processes from Synergy for external vendors, customize Synergy user defined tabs and provide training on how to build, maintain and modify processes he has developed to improve their quality and usefulness.

In the performance of consulting services, the CONSULTANT will provide the DISTRICT (prior to the commencement of the services) with an outline of the proposed services indicating objectives, procedure, cost and evaluation.

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

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

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

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

4. In relation to this contract and in respect to carrying out any of the activities associated with the performance of this contract, CONSULTANT agrees to hold harmless and indemnify the DISTRICT, its officers, agents and employees from every claim or demand against the DISTRICT associated with alleged liability, loss, damage or expense of any nature whatsoever, which may be incurred by reason of any injury to or death of persons or damage to property, sustained or claimed to have been sustained by any person or property arising out of or in any way connected with the activities of the CONSULTANT arising out of this Agreement. However, this indemnification and hold harmless do not apply to any liability for damages which results from the sole negligence or willful misconduct of the DISTRICT, its officers, agents, or employees. DISTRICT assumes no liability whatsoever for any property/equipment placed on DISTRICT premises by CONSULTANT.
5. DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT at an hourly rate of \$125.00 not to exceed the sum of \$7,500.00 per year, payable in monthly payments as service time is accumulated. Payments shall be made monthly on the basis of invoices submitted to the DISTRICT.

DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except when the

DISTRICT, upon presentation of appropriate invoices, shall reimburse non-clerical expenses incurred by the CONSULTANT in the performance of activities pre-approved by the DISTRICT in writing.

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

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

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

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

THIS AGREEMENT IS ENTERED INTO THIS 13 DAY OF April, 2016.

Paramount Unified School District
Name of District

By: _____

Typed Name

Title

Consultant Name

By: _____

Typed Name

Title

Taxpayer Identification Number

Street Address

City, State, Zip Code

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

Board Approved:

Funding:

Account Number:

PC Number:

Department Lead: _____

Name

Signature

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: American Language Services

BACKGROUND INFORMATION:

In order to facilitate parents and/or children appropriate interpreting and/or translation not available by the District, the Special Education and the Special Projects departments uses agencies which provide the necessary language and services. Paramount Unified School District contracts on an as needed basis for interpreting and translation services.

American Language Services provides a full range of multi-language interpreting and translation services. Due to interpreting and translation in a language (Swedish) not available by the District to meet the Individual Education Program timelines, services with America Language Services commenced on March 21, 2016.

POLICY/ISSUE:

Board Policy 4126 – Consultants

FISCAL IMPACT:

Not to exceed \$3,000 from Special Education funds

STAFF RECOMMENDATION:

Ratify American Language Services to provide interpreting and translation services to parents for languages the District cannot accommodate.

PREPARED BY:

Kimberly Cole, Director – Special Education & Early Childhood Education

DISTRICT PRIORITY 1:

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

ACTION ITEM: 3.4-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: Nonpublic, Nonsectarian School/Agency Services Annual Master Contract for Special Education Students, 2015-16 School Year

BACKGROUND INFORMATION:

To facilitate appropriate educational progress, some special education students require programs not available in the District. These students are placed in nonpublic schools (NPS), which provide the necessary programs and services. The District contracts on an as-needed basis or annually for services based on needs identified and delineated through the Individual Education Plan process. A master contract will be submitted for Spectrum Center. Costs for placements with Spectrum Center are estimated not to exceed \$13,000 for the 2015-16 school year.

POLICY/ISSUE:

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

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

FISCAL IMPACT:

Approximately \$13,000 from Special Education.

STAFF RECOMMENDATION:

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.

PREPARED BY:

Kimberly Cole, Director - Special Education and Early Childhood Education

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: 3.5-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 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 Program (IEP) process.

An elementary school student (2015003236) with a diagnosis of emotionally disturbed moved into the District with NPS placement. The IEP team recommends placement at Spectrum Center with designated instructional services counseling as the least restrictive environment for the 2015-16 school year. The estimated cost not to exceed \$13,000.

POLICY/ISSUE:

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

FISCAL IMPACT:

Estimated cost not to exceed \$13,000 from special education 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: 3.6-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: April 13, 2016
SUBJECT: Memorandum of Understanding with Kaiser Permanente

BACKGROUND INFORMATION:

This Memorandum of Understanding (MOU) is entered into by Kaiser Permanente Watts Counseling and Learning Center (KPWCLC) and Paramount Unified School District for the purpose of preparing students for healthcare careers with a Youth Work Preparation Certificate Program. The goal of the program is to develop students into responsible employees while exposing them to careers in healthcare. Three Career Technical Education Patient Care Pathway students at Paramount High School have been selected to participate in the Saturday Youth Workshop Preparation Program, which takes place on eight Saturdays at the KPCLC. Students will develop communication skills, cultural awareness and workplace expectations prior to being placed at a local Kaiser Permanente facility for paid summer employment. Parent consent for participation is required.

Students who complete the program will receive a certificate of completion and compensation for internship. This item is ratified as a result of a delay in the MOU from Kaiser Permanente.

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Ratify the Memorandum of Understanding with Kaiser Permanente for the Youth Work Preparation Certificate Program during the 2015-16 school year.

PREPARED BY:

Greg Francois, Director - Secondary Education and Instructional Technology

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: 3.7-A

NO-COST MEMORANDUM OF UNDERSTANDING
BETWEEN
PARAMOUNT UNIFIED SCHOOL DISTRICT
AND
Kaiser Permanente
Watts Counseling and Learning Center
CONTRACTOR

FOR

Off-School Site Educational Service
(General Nature of Services)

PARTIES

1. The Paramount Unified School District (the "District") is a public school district organized and existing under and pursuant to the constitution and laws of the State of California and with a primary business address at: 15110 California Avenue, Paramount, California 90723.

2. CONTRACTOR NAME: Kaiser Permanente Watts Counseling and Learning Center (KPWCLC)
TYPE OF BUSINESS: Mental Health, Educational, Outreach facility
PROGRAM *Tenesha Scott, MA and Ignacio V. -Cano, BA*
COORDINATOR(S):
TITLE: *Educational Outreach Coordinator for the KPWCLC*
ADDRESS: 1465 E. 103rd Street, Los Angeles, CA 90002
TELEPHONE: 323- 564-7911
FAX: 323-569-8527
E-MAIL: tenesha.d.scott@kp.org

PURPOSE

3. The purpose of this Memorandum of Understanding is to describe the mutual goals and responsibilities with regard to the implementation and operation of Kaiser Permanente Watts Counseling and Learning Center (KPWCLC) Program which provides **Youth Work Preparation Certificate Program**, which is an off-school site program intended for selected high school students who have expressed an interest in health care as a possible profession. The aim of the program is to teach employment skills while at the same time exposing students to various health-related careers (See **Appendix A** for program outline and objectives). Selected students will also be assisted in developing employment and interpersonal skills. The agency is requesting access to Paramount High School for the

purpose of conducting student interviews for students selected to apply for the Saturday Youth Work Preparation Program.

4. By entering into this Memorandum of Understanding, Paramount Unified School District grants to Contractor (KPWCLC) the ability to enter into an agreement with Paramount High School within the Paramount Unified School District. Once the district representative(s) signs the MOU and returns it to Contractor, services may commence.

DUTIES

5. The District and Paramount High School as evidenced by this MOU, will perform the following duties:

- 5.1 Assist the program staff from KPWCLC with referral and recruitment of students to the program:

- a. Assign a school liaison for ease of communication regarding program recruitment, progress and results.
- b. Participate in the Kaiser Permanente Youth Work Preparation School Counselor Orientation to increase student participation and engagement (Coordinate access to teachers, counselors, 10th and 11th grade students with a 2.0 GPA or higher, who are interested in the healthcare professions and parents/guardians through meetings and written communications) Provide a space for student interviews to be conducted with identified students applying to participate in the Youth Work Preparation Program

6. The Contractor will perform the following duties:

- 6.1 Implement and operate the Kaiser Permanente Youth Work Preparation Program at no cost to the partner school.
- 6.2 Provide a structure for communication with school administration that is clearly defined and documented. Inform identified liaison of interview and program selection results by agreed upon date.
- 6.3 KPWCLC will obtain parental consent for student participation in the Kaiser Permanente Youth Work Preparation program with a statement of understanding/ arrangement included on the program application. Parents/Guardians of participants will be informed in writing that the District assumes no liability in connection with the offsite activity.
- 6.4 Conduct student applicant interviews on the Paramount High School campus on a mutually agreed upon date. Interview date must be agreed

upon with Contractor and Paramount High School's designated staff (i.e. a school counselor, ROP teacher, or principal etc.)

- 6.5 Make information about the program available in a form and language that is understandable for parents/guardians.

TERM

- 7. The agreement shall be effective for 4 school years from the date the last party signs. Either party may terminate this agreement for any reason at any time upon reasonable notice to the other party.

This Memorandum of Understanding shall be effective as of March 8, 2016 through August 30, 2020. We agree to and support the services identified in this document to assist with the successful recruitment and selection of qualified students to participate in the Kaiser Permanente Youth Work Preparation Saturday program for the 2015-2016 academic year.

School Name

District

High School Principal

Date

Paramount Unified District Official

Date

Joanne Robinson
Executive Director
Kaiser Permanente Watts Counseling
Counseling and Learning Center

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent - Educational Services
DATE: April 13, 2016
SUBJECT: Attorney Fees and Settlement Agreement for a Special Education Student

BACKGROUND INFORMATION:

On February 12, 2016, the District received notice from the parents of a special education student (2010005022) who filed a request for a Due Process Hearing with the Office of Administrative Hearings. Through mediation, the District, parents and attorneys for both sides agreed on a tentative settlement pending the Board of Education's approval. As part of the settlement, if accepted, the student will be placed at Buena Park Speech and Language Center, a non-public school for the remainder of the 2015-16 school year, the 2016 Extended School Year and the 2016-17 school year. If not accepted by Buena Park Speech and Language Center, the student will be placed at a mutually agreed non-public school. The District also agreed to pay attorney fees incurred related to the mediation to Law Offices of Keith E. Davis. Payment of these fees finalizes the agreement and resolves all claims related to this case.

POLICY/ISSUE:

Board Policy 3330 – Payment of Judgment/Settlement of Claims

FISCAL IMPACT:

\$5,800 from Special Education Funds

STAFF RECOMMENDATION:

Approve and authorize payment for attorney fees and settlement agreement for a special education student.

PREPARED BY:

Kimberly Cole, Director – Special Education and Early Childhood Education

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: 3.8-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ranita Browning, Interim Assistant Superintendent-Business Services
DATE: April 13, 2016
SUBJECT: Resolution 15-37, Transfer of Cafeteria Activity Between Funds

BACKGROUND INFORMATION:

A fund is established to demonstrate fiscal accountability and compliance with finance-related legal, budgetary, and contractual provisions and restrictions on the use of public resources.

The Nutrition Services Program is normally accounted for by using a Special Revenue Fund (Fund 13) due to its primary source of financing being from Federal and State Child Nutrition Program revenues rather than through the price paid for meals by the students. The California Department of Education recommends that a school district use an Enterprise Fund (Fund 61) to account for its cafeteria operations only if the school district's Governing Board intends to operate its cafeteria program in a manner similar to that employed by private business enterprises and to fully recover all costs of providing services, including depreciation of capital assets. Due to new accounting requirements under GASB 68 (Pension Reform), the Cafeteria Enterprise Fund can no longer sustain itself by operating like a private business enterprise due to net pension liability accounting requirements.

The Los Angeles County Treasurer requires that the Board of Education approve the changing of all funds. In order to properly reflect the operations of the Nutrition Services Program, and to comply with new requirements under GASB 68, the District must use Fund 13-Cafeteria Special Revenue Fund and close Fund 61 – Cafeteria Enterprise Fund.

It is recommended that the Board of Education approve the transfer of all Fund 61-Cafeteria Enterprise Fund activity to Fund 13-Cafeteria Special Revenue Fund.

POLICY/ISSUE:

Board Policy 3110 – Transfer of Funds

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 15-37, Transfer of Cafeteria Activity from Fund 61–Cafeteria Enterprise Fund to Fund 13–Cafeteria Special Revenue Fund.

ACTION ITEM: 4.1-A

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

**RESOLUTION 15-37
TRANSFER OF FUNDS**

WHEREAS, it is the desire of the Governing Board to have periodic determination of revenues earned, expenses incurred and/or net income accrued as appropriate for capital maintenance, public policy, management control, accountability, or other purposes; and

WHEREAS, the District shall maintain the program through fees charged students and state reimbursements for free and reduced meals; and

WHEREAS, the costs incurred in the maintenance and operation of Student Nutrition Services shall be paid from this fund;

WHEREAS, these funds are now transferred to the appropriate fund from which all obligations are paid;

THEREFORE, BE IT RESOLVED, that all Cafeteria activity will be changed from Fund 61–Cafeteria Enterprise Fund to Fund 13–Cafeteria Special Revenue Fund.

ADOPTED this 13th day of April, 2016.

Tony Peña, President
Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ranita Browning, Interim Assistant Superintendent-Business Services
DATE: April 13, 2016
SUBJECT: Notice of Completion – Field Service Contract

BACKGROUND INFORMATION:

At the meeting of April 22, 2015, the Board of Education authorized the renewal of field service contracts. Individual projects over \$15,000 require a formal notice of completion and a five (5%) percent retention for each contract be held until the Board has accepted completion of the project.

The following project is complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
South Bay Heating and Air Conditioning Inc.	Replace HVAC Units at PHS, Adult Education, District Office, and Buena Vista High School	\$382,050.00	\$19,102.50

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

POLICY/ISSUE:

Board Policy 7430 – Acceptance of Completed Projects

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept as completed the Field Service Contract for replacement of HVAC units at Paramount High School, Adult Education, the District Office, and Buena Vista High School, and authorize the Superintendent or designee to file the Notice of Completion and make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

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

ACTION ITEM: 4.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: Revised Administrative Regulation 6146.41 – Physical Education

BACKGROUND INFORMATION:

Submitted for the Board's information is Administrative Regulation 6146.41 – Physical Education which was revised to align with recent changes in Education Code. During the Federal Program Monitoring Review in December it was recommended that the District revise this Administrative Regulation.

The Administrative Regulation outlines the physical education exemption process for three types of exemptions: 1) temporary, 2) two-year and 3) permanent. Temporary exemptions are granted for extended illness or injury. Two-year exemptions allow students who have successfully completed the Physical Fitness Test to take other classes required for graduation. Permanent exemptions allow students who are at least 16 years of age but have not successfully completed the Physical Fitness Test to take other classes required for graduation. Two-year and permanent exemptions require that students meet with a counselor to verify that they meet the criteria for exemption. The process is documented and a parent information letter is provided to parents.

PREPARED BY:

Randy Gray, Director – Curriculum & Instruction-Projects

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.

CURRENT REGULATION

AR 6146.41(a)

Instruction

Physical Education

1. Instructional Time

Instruction in physical education (P.E.) shall be provided for not less than 200 minutes each 10 school days for students in grades 1-6 and not less than 400 minutes each 10 school days for students in grades 7-12.

Students in grades 10-12 who have been granted a two-year or permanent exemption from physical education pursuant to Education Code 51241(b)(1) or (c) shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course.

2. Temporary Medical Exemption or Waivers from Physical Education

Students requiring a temporary exemption from physical education requirements must provide medical documentation as early in the semester as is possible, considering the onset of the medical problem. Medical documentation must then be provided within the first week of every semester for as long as the medical condition exists.

Students in grades 9, 10, or 11 may seek a temporary exemption from P.E. for medical reasons. P.E. waivers for medical reasons may be requested by students in grade 12 only. If a P.E. waiver or temporary medical exemption is approved, students must still meet the overall credit requirement for graduation.

Temporary Medical Exemptions

- A requests for temporary medical exemption must be presented to the student's school counselor on the appropriate form within the first week of each semester or within one week of the identification of a medical problem. The counselor completes the required form, validates the doctor's note, confers with parents as necessary, and forwards request to the principal.
- The principal approves or denies temporary exemption for medical reasons for students in ninth, tenth, and eleventh grades and forwards the documentation to the Director of Student Services.

Waivers

- X Waivers for twelfth grade students must be approved by the Board of Education.

CURRENT REGULATION

AR 6146.41(b)

Instruction

Physical Education (continued)

- The principal forwards the waiver request and supporting documentation to the Director of Student Services for administrative review and Board approval. The Director of Student Services will review and either return the waiver request pending further information and/or consideration of other alternatives or forward it for Board approval.

3. Physical Fitness Testing

Students in grades 5, 7, and 9 shall be administered the physical fitness test designated by the California Department of Education during the months of February through April. A make-up date may be provided for students unable to take the test due to absence or temporary physical restriction, such as illness or injury.

After completing physical fitness testing, students will be provided with their individual results. Test results may be provided in writing or orally. Each student's score on the physical fitness test will be included in his/her cumulative record.

All students may be administered the state's physical fitness test with the following test variations:

- Extra time within a testing day
- Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom:

- Audio amplification equipment.
- Separate testing for individual students provided they are directly supervised by the test examiner.
- Manually Coded English or American Sign Language to present directions for test administration.

Students with a physical disability and students physically unable to take all of the test shall undergo as much of the test as their physical condition permits.

CURRENT REGULATION

AR 6146.41(c)

Instruction

Physical Education (continued)

Students with disabilities may be provided the following accommodations if specified in their Individualized Education Program or Section 504 Plan:

- Administration of the test at the most beneficial time of day.
- Any other accommodation specified in the student's Individualized Education Program or Section 504 Plan.

Identified English Learners may be allowed the following test variations if regularly used in the classroom:

- Separate testing with other English Learners, provided they are directly supervised by the test examiner.
- Test directions translated into students' primary language and the opportunity to ask clarifying questions about test directions in the primary language.

PROPOSED REGULATION

AR 6146.41(a)

Instruction

Physical Education

~~1.~~ Instructional Time

Education Code 51210 requires the adopted course of study to include ~~Instruction~~ instruction in physical education (P.E.) shall be provided for not less than 200 minutes each 10 school days for students in grades 1-6 and not less than 400 minutes each 10 school days for students in grades 7-12.

Students in grades 10-12 who have been granted a two-year or permanent exemption from physical education pursuant to Education Code 51241(b)(1) or (c) shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course.

~~2.~~ Temporary Medical Exemption or Waivers from Physical Education

~~Students requiring a temporary exemption from physical education requirements must provide medical documentation as early in the semester as is possible, considering the onset of the medical problem. Medical documentation must then be provided within the first week of every semester for as long as the medical condition exists.~~

~~Students in grades 9, 10, or 11 may seek a temporary exemption from P.E. for medical reasons. P.E. waivers for medical reasons may be requested by students in grade 12 only. If a P.E. waiver or temporary medical exemption is approved, students must still meet the overall credit requirement for graduation.~~

~~Temporary Medical Exemptions~~ Physical Education Exemption

- A request for temporary medical exemption must be presented to the student's school counselor on the appropriate form within the first week of each semester or within one week of the identification of a medical problem. The counselor completes the required form, validates the doctor's note, confers with parents as necessary, and forwards request to the principal.
- The principal approves or denies temporary exemption for medical reasons for students in ninth, tenth, and eleventh grades and forwards the documentation to the Director of Student Services.

Waivers

~~X~~ ~~Waivers for twelfth grade students must be approved by the Board of Education.~~

PROPOSED REGULATION

AR 6146.41(b)

Instruction

Physical Education (continued)

- ~~• The principal forwards the waiver request and supporting documentation to the Director of Student Services for administrative review and Board approval. The Director of Student Services will review and either return the waiver request pending further information and/or consideration of other alternatives or forward it for Board approval.~~

Two-year Exemption

With the student's consent, the Superintendent or designee may exempt a student from physical education courses for any two years during grades 10-12 provided that the student has satisfactorily met at least five of the six standards of the state's physical fitness test in grade 9.

Permanent Physical Education Exemption

The Governing Board of a school district or designee may grant permanent exemption from courses in physical education if the pupil compiles with any one of the following:

- Is 16 years of age or older as of the first academic school day in grade 11 and has been enrolled in grade 10 for one academic year or longer
- Is enrolled as a postgraduate pupil.
- Is enrolled in a juvenile home, ranch, camp, or forestry camp school where pupils are scheduled for recreation and exercise pursuant to the requirements of Section 4346 of Title 15 of the California Code of Regulations.

3- Physical Fitness Testing

Students in grades 5, 7, and 9 shall be administered the physical fitness test designated by the California Department of Education during the months of February through April. A make-up date may be provided for students unable to take the test due to absence or temporary physical restriction, such as illness or injury.

PROPOSED REGULATION

AR 6146.41(c)

Instruction

Physical Education (continued)

After completing physical fitness testing, students will be provided with their individual results. Test results may be provided in writing or orally. Each student's score on the physical fitness test will be included in his/her cumulative record.

All students may be administered the state's physical fitness test with the following test variations:

- Extra time within a testing day
- Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom:

- Audio amplification equipment.
- Separate testing for individual students provided they are directly supervised by the test examiner.
- Manually Coded English or American Sign Language to present directions for test administration.

Students with a physical disability and students physically unable to take all of the test shall undergo as much of the test as their physical condition permits.

Students with disabilities may be provided the following accommodations if specified in their Individualized Education Program or Section 504 Plan:

- Administration of the test at the most beneficial time of day.
- Any other accommodation specified in the student's Individualized Education Program or Section 504 Plan.

Identified English Learners may be allowed the following test variations if regularly used in the classroom:

- Separate testing with other English Learners, provided they are directly supervised by the test examiner.

PROPOSED REGULATION

AR 6146.41(d)

Instruction

Physical Education (continued)

- Test directions translated into students' primary language and the opportunity to ask clarifying questions about test directions in the primary language.

Regulation
adopted: 3-24-98
revised: 11-18-08
revised:

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: April 13, 2016
SUBJECT: Williams Settlement Quarterly Uniform Complaint Summary

BACKGROUND INFORMATION:

Submitted for the Board's information is the required Williams Settlement Quarterly Uniform Complaint Summary for the third quarter January 1 – March 31, 2016. One complaint was filed regarding sufficiency of instructional materials in the online independent study program. All students have access to materials in class and at home and the issue was resolved March 18, 2016.

PREPARED BY:

Manuel San Miguel, Director - Student Services

DISTRICT PRIORITY 1:

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



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

**Williams Lawsuit Settlement
Quarterly Report on Uniform Complaints 2015-2016**

District Name: Paramount Unified School District

Date: March 25, 2016

Person completing this form: Manuel San Miguel

Title: Director

Quarter covered by this report (Check One Below):

- | | | |
|---|--------------------------|-----------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30 | Due 15-Oct 2015 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 15-Jan 2016 |
| <input checked="" type="checkbox"/> 3rd QTR | January 1 to March 31 | Due 15-Apr 2016 |
| <input type="checkbox"/> 4th QTR | April 1 to June 30 | Due 15-Jul 2016 |

Date for information to be reported publicly at governing board meeting: April 13, 2016

Please check the box that applies:

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

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	1	1	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
TOTAL	1	1	0

Print Name of District Superintendent Dr. Ruth Pérez. Superintendent

Signature of District Superintendent _____ Date _____

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

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