# REGULAR MEETING OF BOARD OF EDUCATION

#### **MINUTES**

June 22, 2016

The meeting was called to order at 6:03 p.m. by President Tony Peña in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Pledge of Allegiance Ranita Browning, Interim Assistant Superintendent-Business Services,

led the Pledge of Allegiance.

Roll Call Trustee Alicia Anderson Trustee Linda Garcia –

Trustee Tony Peña Trustee Vivian Hansen

Trustee Sonya Cuellar

Administrators Present 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 Cindy DiPaola, Director-Maintenance & Operations

Greg Francois, Director-Secondary Ed. & Instructional Technology

Randy Gray, Director-Curriculum & Instructions/Projects

Manuel San Miguel, Director-Student Services Beatriz Spelker-Levi, Director-Personnel Patricia Tu, Interim Director-Fiscal Services

Roger Ramirez, Assistant Director-Fiscal Services Andrea Aguilar-Nuno, Principal-Buena Vista High School

Greg Buckner, Principal-Paramount High School

Morrie Kosareff, Principal-Paramount High School-West Elida Garcia, Program Director-Early Childhood Education

#### **BOARD ORGANIZATION**

Revision to the Board of Education Meetings', Day, Time and Place

1.187

Trustee Hansen moved, Trustee Garcia seconded and the motion carried 5-0 to approve the revision to the day, time, and place of Board of Education meetings for the remainder of the 2016 calendar year (July 1, 2016-December 12, 2016).

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

Approve Agenda June 22, 2016

1.188

Trustee Anderson, Trustee Cuellar seconded and the motion. Dr. Pérez informed the Board that two Purchase orders 17-00072 and 17-00215 were being pulled from the agenda. The motion carried 5-0 to approve the agenda of the Regular Meeting of June 22, 2016 as amended.

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

Regular Meeting Minutes June 8, 2016 1.189 Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 4-0-1 to approve the Regular Meeting minutes of June, 28016.

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

Abstention: 1 – Trustee Garcia

#### **REPORTS**

# Employee Representative Reports

There was no CSEA representative in attendance.

TAP President April O'Connor wished everyone an enjoyable summer. She added that she recently met with Superintendent Pérez and Dr. Morales to explore ways to expand support for staff. She added that conversations have taken place on how these new support staff and expenditures are going to benefit in class. She wished to thank the Board for their support. Bargaining has begun and added that Christine Barboza will be stepping in for her in her absence. April will return in November 2016.

#### Board Members' Reports

Trustee Anderson attended the Paramount High School graduation.

Trustee Cuellar attended the Paramount High School graduation.

Trustee Hansen attended the Paramount High School graduation. She thanked Dr. Randy Gray for all the work and support he provided the District and families. She also thanked Ranita Browning for stepping up as the Interim Assistant Superintendent to support the District.

Trustee Garcia attended the Lincoln School Science fair.

Trustee Peña attended Paramount High School graduation. He attended the Long Beach City College commencement and shared that the student speaker was a former PHS graduate. He attended the Jackson School appreciation luncheon, the luncheon with Principals and wished to thank Ranita and Randy for all of their work and support to the District.

#### Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items

- Superintendent Pérez shared that incoming 6<sup>th</sup> grade students participated in a four day training on transition to middle school.
- Dr. Pérez congratulated Mokler School for raising about \$600 in a relay and money will be donated to the Cancer Society in honor of Sarah Alcaraz.
- Superintendent Pérez along with Board member Anderson will be traveling to Washington DC for the recognition of Zamboni Middle School and their redesignation as a Schools To Watch School.
- Superintendent Pérez thanked Randy Gray for his dedicated support of the District and its families.
- Dr. Pérez congratulated and thanked Ranita Browning for the support she has provided her and added that it has been a blessing to have been able to work with her.

#### Introductions

#### Ruben P. Frutos, Assistant Superintendent-Business Services

Ruben P. Frutos received his Bachelor's Degree in Psychology and his Master's Degree in Public Administration from San Diego University.

Ruben has spent the last 27 years working in public school finance. He served as a Systems Technician and then an Analyst/ Facilities Planning Assistant in San Diego County Office of Education. Ruben served as a Business Manager for Los Alamitos Unified School District. He served as an Assistant Superintendent of Business Services for Calexico, South Pasadena and West Covina Unified School Districts. Ruben was a Deputy Superintendent — Administrative Services and Interim Superintendent in Rowland Unified School District. For the past two years, Ruben has served as the Assistant Superintendent of Business Services for El Rancho Unified School District.

Ruben is known for his calm and professional demeanor. He has a vast background in the area of school finance.

We welcome Ruben as the Assistant Superintendent of Business Services.

#### Patricia Tu, Director-Fiscal Services

Patricia Tu received her Bachelor's Degree in International Studies from the University of California, Irvine and her Master's Degree in Business, Finance from California State University, Long Beach.

Patricia has varied experience in accounting having previously served as an Accounts Payable Technician, Accountant, and Accounting Supervisor at Centinela Valley Union High School District. For the past 11 months, Patricia has worked as the Interim Director of Fiscal Services.

We welcome Patricia as Director of Fiscal Services.

#### Yolanda Calderon, Assistant Director-Fiscal Services

Yolanda has worked for the District since July of 2013. During her time with the District, she has served as the Senior Payroll Technician. Her vast knowledge and experience in all payroll and accounting functions have prepared her for her new role.

Yolanda is well regarded and is known for her approachable demeanor and great communication skills. She has great people skills and a strong work ethic.

We welcome Yolanda as Assistant Director of Fiscal Services.

#### Gold Ribbon Schools Recognition

Superintendent Dr. Pérez and the Board of Education recognized Collins School, Hollydale School, Jefferson School, and Mokler School for being recipients of the 2016 Gold Ribbon Award.

The California Gold Ribbon Schools Award was created to honor schools in place of the California Distinguished Schools Program, while California

creates new assessment and accountability systems and it also recognizes California schools that have made gains in implementing the academic content and performance standards adopted by the State Board of Education.

In attendance to receive the awards were: Scott Law, Principal and Josie Contreras, Assistant Principal-Collins School, Lisa Nunley-Macon, Principal and Nancy Manning, Assistant Principal-Hollydale School, Kelly Williams, Principal-Jefferson School, and Missy Bergman, Marilin Equihua, Amy Naples, and Kathleen Shivers- Mokler School teachers

#### CTE, College & Career Update

Dr. Greg Francois, Director-Secondary Education provided the Board with an update on CTE, College & Career.

Dr. Francois shared that the purpose of the presentation is to:

- Share how students are earning college credit while still in high school.
- Report on new implementation efforts that promote college and career readiness.
- Provide an update on the Expository Reading and Writing Course (ERWC) course at PHS.
- Share out next steps.

In What Ways are we Preparing Students to be College and Career Ready?

#### College/Career Readiness

- Cerritos College President's Scholars Middle College Cohorts
- "I Declare Day" and University Celebration Day
- New Advanced Placement Courses
- Naviance
- Expository Reading and Writing Course (ERWC)
- Expansion of UC "A-G" Courses
- College Career Committee: 2 Year Plan
- 1:1 Pilot
- AVID
- Counselor Systematic Presentations
- College Attire Days

#### Career Technical Education(CTE)

- Memorandum Of Understanding
- Articulation Agreements
- Industry/Community Partnerships
- CTE Incentive Grant
- Project Lead The Way Pilot at Alondra
- Researching "A-G" course expansion
- · Researching options for certifications
- Pathway Expansion
- Advisory Committee Meetings
- Local competitions

#### PHS Students Earn College Credit

1. Articulation agreements with Cerritos College

- Three successful in Engineering Pathway
- Two pending in Patient Care and Hospitality & Culinary Arts Pathways
- 2. President's Middle College Scholars Academy Program at Cerritos College
  - Teacher TRAC/STEM Pathway

How Many PHS Students Earned College Credit in 2015-16 as a Result of Articulation Agreements?

Course in Engineering Pathway	Grade	Total Students eligible to earn credit in 2015-16
Introduction to Engineering Design	9	80
Computer Integrated Manufacturing	10-11	56
Principles of Engineering	11-12	44
		180

President's Middle College Scholars Academy Show Outstanding Results

Number of students	Terms	Number of College Courses Completed	College Units Completed	Combined Average GPA
4	Fall, Spring and Summer	5	12.5	3.71

<sup>\*</sup> Students will complete 24.5 college units by the completion of the program.

New Advanced Placement Courses Expand Awareness

The following new AP courses will be offered in 2016-17:

- AP Human Geography at PHS-West
- AP World History at PHS
- AP Art Studio-Drawing at PHS

Navigation + Guidance = Naviance

- Naviance is a comprehensive college and career readiness platform that enables students self-discovery, career exploration, academic planning and college preparation.
- Piloted at PHS-West in 2015-16.
- Expansion in 2016-17 will include Buena Vista, PHS-West and PHS.

Naviance Sample Activities by Grade Level

An articulated plan to use Naviance in grades 9-12 will expose students to the following:

#### Grade 9:

- Students complete Strengths Explorer
- Explore Roadtrip Nation videos
- Create success planning goals

Grade 10:

- Revise success planning goals
- Complete career assessments
- Career Search
- College Search

#### Grade 11:

- Update college lists
- Transcript analysis
- Students explore careers, college and potential majors

#### Grade 12:

- Revise/finalize college lists
- Scholarship search
- Sign up for college visits
- Apply to college

#### What is ERWC? Expository Reading and Writing Course

- A college preparatory, rhetoric-based English language arts course for grade 12 designed to develop academic literacy (advanced proficiency in rhetorical and analytical reading, writing and thinking)
- An alternate course to AP Literature and Language Arts 4 that also meets college prep requirements for both UC and the CSU colleges

#### **Expository Reading and Writing Course Results:**

Since being implemented in 2014-15, over 90% of students have earned grades of A-C. Students can progress directly into college level English classes without the need for remediation.

	Course Enrollment	A-C Grades Sem. 1	A-C Grades Sem. 2
2014-15 (pilot year)	167	86%	92%
2015-16	176	96%	96%

Memorandum of Understanding with Industry Partners:

MOUs benefit CTE students by providing avenues for them to engage in work-based learning opportunities.

1. Kaiser Permanente provided seven weeks of training and leadership development resulting in paid internships at local Kaiser facilities during the summer.

Weber Metals. Inc. will provide recruitment, training and enrollment in an apprenticeship program for recent graduates.

PHS CTE Patient Care students serve as paid interns at Kaiser Permanente. PHS-West CTE students excel in hands-on learning opportunities and the culinary team prepared desserts for the PUSD Teacher and Classified Employees of the year event. CTE Media students place at the annual L.A. County Fair Community Art competition. In the Patient Care Pathway, 220 students earned certifications in 2015-16 including CPR and First Aid and 45 students earned internships in local clinics and hospitals. Next Steps:

6-22-16

- 1. Increase work based learning opportunities for students in pathways and explore additional options for certifications and articulations.
- 2. Pilot CTE Project Lead The Way courses at Alondra.
- 3. Provide support for three new AP classes.
- 4. AVID certification at all middle schools and PHS-West.

#### **Budget Update**

Mrs. Ranita Browning, Interim Assistant Superintendent-Business Services provided the Board with a budget update.

She shared that the purpose of the presentation is to:

- Review 2015-16 Estimated Actuals
- Approve 2016-17 Adopted Budget

#### 2015-16 Estimated Actuals

- Decline in Enrollment
- Decline in ADA
- · Healthy Fund Balance

#### **Enrollment**

Year	CBEDS	Change from Prior Year
Actuals		
2012-13	15,907	(30)
2013-14	15,868	(39)
2014-15	15,681	(187)
2015-16	15,547	(134)
Projected		
2016-17	15,171	(376)

#### Average Daily Attendance (ADA)

Year	ADA	% Change
Actuals		
2012-13	15,322	1.27%
2013-14	15,332	0.06%
2014-15	14,936	-2.58%
2015-16	14,880	-0.37%
Projected		
2016-17	14,698	-1.23%

Unrestricted General Fund 2015-16 Fund Balance

	2015-16 Estimated Actuals
Total Revenues (Less Contributions)	\$140,926,492
Total Expenditures	131,172,462
Total Other Sources/Uses	2,893,998
Change in Fund Balance	6,860,031
Beginning Fund Balance	22,961,923
Ending Fund Balance	\$ 29,821,954

# Components of 2015-16 Ending Fund Balance

Components	Amount
Revolving Cash	\$ 40,000
Stores	300,000
High School Promise	10,000,000
Technology	2,700,000
Reserve for Economic Uncertainties	12,000,000
Unassigned	<u>4,781,954</u>
Total	<u>\$29,821,954</u>

# 2016-17 Budget & Multiyear Projections:

LCFF	2016-17	2017-18	2018-19
Statutory COLA / Net Funded COLA	0.00%	1.11%	2.42%
Gap Funding (DOF)	54.84%	73.96%	41.22%
Base Grant per ADA			
K-3	\$7,820	\$7,856	\$8,024
4-6	\$7,189	\$7,223	\$7,377
7-8	\$7,403	\$7,438	\$7,596
9-12	\$8,801	\$8,842	\$9,031

	2016-17	2017-18	2018-19
Total LCFF Target	\$ 164,258,425	\$ 164,056,666	\$ 167,065,982
Hold Harmless (Floor Entitlement)	\$ 143,930,537	\$ 153,378,790	\$ 160,407,331

Difference between Target and Hold Harmless	\$ 20,327,888	\$ 10,677,876	\$ 6,658,651
GAP %	54.84%	73.96%	41.22%
Gap Funding	\$ 11,147,814	\$ 7,897,357	\$ 2,744,696
Total Year Funding	\$ 155,078,350	\$ 161,276,147	\$ 163,152,027
Target minus Hold Harmless times Gap % equals Total Year Funding			

	2016-17	2017-18	2018-19
Total Revenue (Less Encroachment)	\$140,389,416	\$144,900,419	\$146,140,001
Total Expenditures	143,842,904	150,843,682	153,554,639
Net Increase (Decrease) in Fund Balance	(3,453,488)	(5,943,263)	(7,414,638)
Beginning Fund Balance	29,824,954	26,368,466	20,425,203
Ending Fund Balance	\$26,368,466	\$20,425,203	\$13,010,565

### Components of Ending Fund Balance

	2016-17	2017-18	2018-19
Ending Fund Balance	\$26,368,466	\$20,425,203	\$13,010,565
Revolving Cash	\$ 40,000	\$ 40,000	\$ 40,000
Stores	300,000	300,000	300,000
Reserve for Economic Uncertainties	12,000,000	12,000,000	12,000,000
High School Promise	7,200,000		
Unassigned	\$ 6,828,466	\$ 8,085,203	\$ 670,565

- What happens next?
   The 2016-17 State Budget Act is approved
  - LEA's have 45 days from the date of budget approval to adjust budgets Close the books for 2015-16

Unaudited Actuals due to LACOE by September 15, 2016.

BOARD MEETING CALENDER

There were no changes to the Board meeting calendar.

**HEARING SECTION** 

There were no speakers during the hearing section.

**CONSENT ITEMS** 

0.190

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to approve the Consent Items with the exception of Classified employee Kurt Araujo (this name was pulled).

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

#### **General Services**

Representatives to Athletic Leagues for 2016-17 1.190 Approve Dr. Greg Bucker, Paramount High School Principal, Mr. Alex Acosta, Athletic Director and Ms. Rachel Dominguez, Athletic Director, as District Representatives to athletic leagues for 2016-17.

### **Human Resources**

Personnel Report 15-18 2.190 Accept Personnel Report 15-18, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2015-16 State Budget Act and related legislation.

#### **Educational Services**

Overnight and/or Out-of-County Study Trips 3.190 Approve the overnight and/or out-of-county study trips for students consistent with the District policies and instructional programs.

#### **Business Services**

Purchase Order Report 15-18 4.190 Approved Purchase Order Report 15-18 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month on May 2016 4.190

Approve warrants for all funds through May with a total of \$13,203,657.48.

Acceptance of Donations 4.190

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.

Agreement with Paradigm Healthcare Services, LLC 4.190 Approve the agreement with Paradigm Healthcare Services, LLC and authorize and the Superintendent or designee to execute all necessary documents.

#### **ACTION ITEMS**

#### **Human Resources**

Approval of a Job
Description, Establishment of,
and Employment
Authorization for Assistant
Superintendent-Secondary
Educational Services
2.191

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve job description, establishment of, and employment authorization for, an Assistant Superintendent-Secondary Educational Services.

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

Appointment and Approval of Employment Contract of Assistant Superintendent-Secondary Educational Services 2.192 Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the appointment and employment of Ryan Smith as Assistant Superintendent-Secondary Educational Services, effective July 1, 2016, in accordance with the provision of the contract.

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

#### **Educational Services**

Local Control Accountability Plan, 2016-19 3.193 Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the LCFF funding that will increase the General fund in 2016-17 by \$49,797,519. This amount includes \$13,969,165 in Base funds and \$35,828,354 in Supplemental and Concentration funds.

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

Resolution 15-40, Local Agreement for Child Development Services for the California State Preschool Program, 2016-17 3.194 Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 5-0 to Adopt Resolution 15-40, the California State Preschool Contract for full and part-day preschool services provided at Alondra, Collins, Gaines, Hollydale, Keppel, Mokler, Wirtz (Jackson) and Zamboni sites for the 2016-17 school year.

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

Nonpublic, Nonsectarian School/Agency Services Annual Master Contracts for Special Education Students, 2016-17 School Year 3.195 Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the Nonpublic, Nonsectarian School/Agency Services Annual Master Contracts for the placement of Special Education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2016-17 school year.

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

Nonpublic School Placements for Special Education Students, 2016-17 School Year 3.196 Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the funds for the placement of special education students in a nonpublic school, as determined by the students' Individual Education Plan for the 2016-17 school year.

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

Cultural Anthropology Textbook and Instructional Materials Purchase 3.197 Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the purchase of Cultural Anthropology textbooks and instructional materials for the 2016-17 school year.

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

New Course: Advanced Placement World History

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve and adopt the Advanced Placement World

3.198

History course and purchase of textbooks for the 2016-17 school year.

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

Nonpublic School Placement for Special Education Students for 2015-16 3.199 Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the placement for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2015-16 school year.

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

#### **Business Services**

Estimated Actuals Financial Report for 2015-16 and the Proposed Budget for 2016-17 4.200 Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Estimated Actuals Financial Report for 2015-16 and the Proposed Budget for 2016-17, and authorize submission to the County Superintendent of Schools. Authorize staff to make all budgeted transfers, as appropriate, throughout the year.

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

Resolution 15-41, The Education Protection Account 4.201

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to adopt Resolution 15-41, determining that all Education Protection Account funds shall be used to pay teacher salaries.

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

2015-16 Budget Adjustments as of May 31, 2016 4.202

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 2015-16 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Child Development Fund, Building Fund, Capital Facilities Fund, and the Self-Insurance Fund – Health and Welfare.

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

Resolution 15-42, Transfer of Funds 4.203

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to adopt Resolution 15-42, Transfer of Funds from the Unrestricted General Fund to the Adult Education Fund.

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

Revision 2 of Resolutions 15-19 through 15-28, Signature Authorizations 4.303 Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve Revision 2 of Resolutions 15-19 through 15-28, Signature Authorizations through December 13, 2016.

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

#### **INFORMATION ITEMS**

#### **Educational Services**

New Administrative Regulation 6152.2 – <u>Mathematics Placement</u> The Board received as information proposed new Administrative Regulation 6152.1 – <u>Mathematics Placement</u>, which reflects current State requirements.

**Revised Administrative** The Board received as information proposed revised Administrative Regulations 6163.4 - Student Regulation 6163.4 Student Use of Technology which reflects current Use of Technology State requirements. **ANNOUNCEMENTS** President Peña reported that the next Regular Meeting would be Monday, July 11, 2016, at 6:00 p.m. – Boardroom of the District Office. Staff Employee Comments There were no staff/employee comments. Per Government Code 54957 **CLOSED SESSION** The Board adjourned to Closed Session at 7:16 p.m. to discuss public conference with labor negotiation and governance team items. **OPEN SESSION** The Board reconvened to Regular Session at 8:45 p.m. President Peña reported that they discussed conference with labor negotiator and governance team items. There was no action taken in Closed Session. Trustee Cuellar moved, Trustee Hansen seconded, and the motion **ADJOURNMENT** carried 5-0 to adjourn the Regular Meeting of the Board of Education held on June 22, 2016 at 8:46 p.m. 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña Ayes:

	Ruth Pérez, Secretary To the Board of Education
President	

Vice President/Clerk