

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

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 Tony Peña Trustee Sonya Cuellar	Trustee Linda Garcia – 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 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.

6-22-16 *Serving the communities of Bellflower, Lakewood, Long Beach, Paramount and South Gate.*

Great things are happening in Paramount schools

Regular Meeting Minutes
June 8, 2016
1.189

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

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 6th 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

* 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:

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
<i>Actuals</i>		
2012-13	15,907	(30)
2013-14	15,868	(39)
2014-15	15,681	(187)
2015-16	15,547	(134)
<i>Projected</i>		
2016-17	15,171	(376)

Average Daily Attendance (ADA)

Year	ADA	% Change
<i>Actuals</i>		
2012-13	15,322	1.27%
2013-14	15,332	0.06%
2014-15	14,936	-2.58%
2015-16	14,880	-0.37%
<i>Projected</i>		
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:

	2016-17	2017-18	2018-19
LCFF			
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.

Ayes: 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 – Mathematics Placement
The Board received as information proposed new Administrative Regulation 6152.1 – Mathematics Placement, which reflects current State requirements.

Revised Administrative
Regulations 6163.4 - Student
Use of Technology

The Board received as information proposed revised Administrative
Regulation 6163.4 Student Use of Technology which reflects current
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
Per Government Code 54957

There were no staff/employee comments.

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.

ADJOURNMENT

Trustee Cuellar moved, Trustee Hansen seconded, and the motion
carried 5-0 to adjourn the Regular Meeting of the Board of Education
held on June 22, 2016 at 8:46 p.m.

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

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: July 11, 2016
SUBJECT: Personnel Report 16-01

BACKGROUND INFORMATION:

Following is Personnel Report 16-01, 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 16-01 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 2016-17 State Budget Act and related legislation.

PREPARED BY:

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

DISTRICT PRIORITY 1:

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

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
EMPLOYMENT Pettygrove, Lisa	Teacher Temporary	Ed Services	C-2	Annual \$57,564 General Fund	08-15-16	06-30-17
Tebay, Taylor	Teacher Temporary	Ed Services	A-2	\$52,212 General Fund	08-15-16	06-30-17
Cheek, Joshua	Teacher Temporary	Alondra	B-2	\$54,824 General Fund	08-15-16	06-30-17
Medina, Roxanne	Teacher Temporary	Alondra	A-2	\$52,212 General Fund	08-15-16	06-30-17
Mejia, Monserrat	Teacher Temporary	Alondra	B-2	\$54,824 General Fund	08-15-16	06-30-17
Mora, Melissa	Teacher Temporary	Alondra	C-2	\$57,564 General Fund	08-12-16	06-30-17
Tilson, Courtney	Teacher Temporary	Alondra	E-3	\$65,369 General Fund	08-15-16	06-30-17
Altier, Autumn	Teacher Temporary	Collins	B-2	\$54,824 General Fund	08-15-16	06-30-17
Carroll, Caitlin	Teacher Temporary	Collins	C-8	\$68,735 General Fund	08-15-16	06-30-17
Chung, Simon	Counselor Temporary	Collins	Sch. S C-4	\$82,711 General Fund/ Special Education	08-01-16	06-30-17
Delgadillo, Annette	Teacher Temporary	Collins	B-8	\$65,462 General Fund	08-15-16	06-30-17
Hughes, Jamie	Teacher Temporary	Collins	B-4	\$58,164 General Fund	08-15-16	06-30-17
Bishop, Annaliese	Teacher Temporary	Gaines	B-2	\$54,824 General Fund	08-15-16	06-30-17
Brown, Grace	Teacher Temporary	Gaines	D-13	\$85,170 General Fund	08-15-16	06-30-17
Aparicio, Michelle	Teacher Temporary	Hollydale	A-2	\$52,212 Special Ed	08-15-16	06-30-17

PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u> <u>continued</u>				<u>Annual</u>		
Bakkers, Christine	Teacher Temporary	Hollydale	E-2	\$63,466 General Fund	08-15-16	06-30-17
Marin, Jesus	Teacher Temporary	Hollydale	B-4	\$58,164 General Fund	08-15-16	06-30-17
Reeser, Ashley	Teacher Temporary	Hollydale	B-2	\$54,824 General Fund	08-12-16	06-30-17
Zamora, Disnarda	Teacher Temporary	Hollydale	C-3	\$59,291 General Fund	08-15-16	06-30-17
Camp, Diana	Teacher Temporary	Jackson	A-3	\$53,778 General Fund	08-15-16	06-30-17
Durazzo, Robert	Teacher Temporary	Jackson	C-10	\$72,920 General Fund	08-15-16	06-30-17
Guggino, Cara	Teacher Temporary	Jackson	E-14	\$91,990 General Fund	08-15-16	06-30-17
Kirkpatrick, Ryan	Teacher Temporary	Jackson	E-2	\$63,466 General Fund	08-15-16	06-30-17
Mejia, Marisol	Teacher Temporary	Jackson	B-2	\$54,824 General Fund	08-15-16	06-30-17
Rivera, Rodrigo	Teacher Temporary	Jackson	C-5	\$62,901 General Fund	08-15-16	06-30-17
Stocks, Cory	Teacher Temporary	Jackson	A-2	\$52,212 General Fund	08-15-16	06-30-17
Taracena, Natalie	Teacher Temporary	Jackson	C-2	\$57,564 General Fund	08-15-16	06-30-17
VanEede, Heather	Teacher Temporary	Jackson	C-2	\$57,564 General Fund	08-15-16	06-30-17
Young, Sheena	Teacher Temporary	Jackson	C-2	\$57,564 General Fund	08-15-16	06-30-17
Beasley, Elba	Teacher Temporary	Jefferson	C-2	\$57,564 General Fund	08-15-16	06-30-17

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
continued						
Montiel, Miranda	Teacher Temporary	Lincoln	B-2	Annual \$54,824 General Fund	08-12-16	06-30-17
Norman, Stacey	Teacher Temporary	Lincoln	B-1	\$53,228 General Fund	08-12-16	06-30-17
Zacarias, Verenise	Teacher Temporary	Lincoln	C-2	\$57,564 General Fund	08-15-16	06-30-17
Cuevas, Elizabeth	Teacher Temporary	Los Cerritos	B-3	\$56,468 General Fund	08-15-16	06-30-17
Loera, Elizabeth	Teacher Temporary	Los Cerritos	B-1	\$53,228 General Fund	08-12-16	06-30-17
Abarca, Daniel	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 General Fund	08-15-16	06-30-17
Beach, Melissa	Teacher Temporary	Paramount High-Senior	C-1	\$55,887 General Fund	08-12-16	06-30-17
Brayboy, Dannie	Teacher Temporary	Paramount High-Senior		\$72,221 JROTC*	08-15-16	06-30-17
Brown, Whitley	Teacher Temporary	Paramount High-Senior	A-3	\$53,778 General Fund	08-15-16	06-30-17
Chung, MinYung	Teacher Temporary	Paramount High-Senior	C-3	\$59,291 General Fund	08-15-16	06-30-17
Curtius, Diana	Teacher Temporary	Paramount High-Senior	D-6	\$68,031 General Fund	08-15-16	06-30-17
Fernandez, Gloria	Teacher Temporary	Paramount High-Senior	C-11	\$76,608 General Fund	08-12-16	06-30-17
Figueroa, Sindy	Teacher Temporary	Paramount High-Senior	C-2	\$57,564 General Fund	08-12-16	06-30-17
Goodlink, James	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 Special Education	08-15-16	06-30-17

* Junior Reserve Officer Training Corp

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>Continued</u>						
Guerrero, Andrea	Teacher Temporary	Paramount High-Senior	B-2	Annual \$54,824 General Fund	08-15-16	06-30-17
Guild, Robert	Teacher Temporary	Paramount High-Senior		\$103,439 JROTC*	08-15-16	06-30-17
Hays, Brian	Teacher Temporary	Paramount High-Senior	C-8	\$68,735 General Fund	08-15-16	06-30-17
Hernandez, Mayra	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 General Fund	08-15-16	06-30-17
Hyun, Alexander	Teacher Temporary	Paramount High-Senior	E-5	\$69,351 General Fund	08-15-16	06-30-17
Johnston, Mark	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 General Fund	08-12-16	06-30-17
Kang, Howard	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 Special Education	08-15-16	06-30-17
Louie, Keith	Teacher Temporary	Paramount High-Senior	E-6	\$71,433 Special Education	08-15-16	06-30-17
Merickel, Taylor	Teacher Temporary	Paramount High-Senior	B-2	\$54,824 General Fund	08-15-16	06-30-17
Orozco Franco, Manuel	Teacher Temporary	Paramount High-Senior	D-2	\$60,443 General Fund	08-15-16	06-30-17
Price, Samuel	Teacher Temporary	Paramount High-Senior	B-1	\$53,228 General Fund	08-12-16	06-30-17
Ryan, Daniel	Teacher Temporary	Paramount High-Senior	A-1	\$50,692 General Fund	08-12-16	06-30-17
Tague, Mark	Teacher Temporary	Paramount High-Senior	B-3	\$56,468 General Fund	08-15-16	06-30-17
Laws, Raymon	Teacher Temporary	Paramount High-West	D-2	\$60,443 General Fund	08-12-16	06-30-17

*Junior Reserve Officer Training Corp

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>Continued</u>						
Rundblade, Rodney	Teacher Temporary	Paramount High-West		Annual \$65,777 JROTC*	08-15-16	06-30-17
Yeng, Sinatra	Teacher Temporary	Paramount High-West	C-2	\$57,564 General Fund	08-12-16	06-30-17
Cowser, Serena	Teacher Temporary	Paramount Park	C-2	\$57,564 General Fund	08-15-16	06-30-17
Elizondo, Douglas	Teacher Temporary	Paramount Park	B-2	\$54,824 General Fund	08-12-16	06-30-17
Lozano, Christopher	Teacher Temporary	Paramount Park	C-18	\$85,073 General Fund	08-15-16	06-30-17
Rodriguez, Rene	Teacher Temporary	Paramount Park	C-8	\$68,735 General Fund	08-12-16	06-30-17
Zamora, Josue	Teacher Temporary	Paramount Park	B-3	\$56,468 General Fund	08-15-16	06-30-17
Baca, Emily	Teacher Temporary	Tanner	A-1	\$50,692 General Fund	08-12-16	06-30-17
Diaz Pe, Karmina	Teacher Temporary	Tanner	C-13	\$81,183 General Fund	08-15-16	06-30-17
Drucker, Danielle	Teacher Temporary	Tanner	B-2	\$54,824 General Fund	08-15-16	06-30-17
Evenson, Brandi	Teacher Temporary	Tanner	C-3	\$59,291 General Fund	08-15-16	06-30-17
Harsh, Sheena	Teacher Temporary	Tanner	B-3	\$56,468 General Fund	08-15-16	06-30-17
Lenert, Elizabeth	Teacher Temporary	Tanner	B-4	\$58,164 General Fund	08-15-16	06-30-17
Rumbolz, Megan	Teacher Temporary	Tanner	B-2	\$54,824 General Fund	08-15-16	06-30-17
Thompson, Christine	Teacher Temporary	Wirtz	A-1	\$50,692 General Fund	08-12-16	06-30-17

*Junior Reserve Officer Training Corps

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>Continued</u>						
Fuller, Eric	Teacher Temporary	Zamboni	B-3	Annual \$56,468 General Fund	08-12-16	06-30-17
Lui, Lana	Teacher Temporary	Zamboni	C-3	\$59,291 General Fund	08-12-16	06-30-17
Meko, Nicholas	Teacher Temporary	Zamboni	B-2	\$54,824 General Fund	08-15-16	06-30-17
Muramatsu, Alyssa	Teacher Temporary	Zamboni	Sch. S C-2	\$66,781 General Fund/ Special Education	08-01-16	06-30-17
Saade, Marianna	Teacher Temporary	Zamboni	C-1	\$55,887 General Fund	08-12-16	06-30-17
Hall, Tyler Moreno Bolanos, Mayra	Substitute Teacher On-call, as needed	District		Daily \$150 General Fund	08-17-16 08-17-16	
<u>SUMMER SESSION</u>						
*Angulo, Daniel	ESL**	Adult Education		Hourly \$43.19	03-01-16	07-21-16
*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 Adult Education		

*Ratification
**English as a Second Language

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUMMER SESSION</u> <u>continued</u>				Hourly		
*Ruiz, Noelia	ESL**	Adult Education		\$43.19	03-01-16	07-21-16
*Sanchez, Margarita				\$43.19		
*Sasaki, Colleen				\$39.13		
*Schmidt, James				\$43.19		
*Taitano, Maria				\$43.19		
*Tribe, Jennifer				\$43.19		
*Tovar, Manuel				\$43.19		
*Yaojoco, Hilda				\$43.19		
				Adult Education		
				Adult Education		
*Bark, Samuel	High School Diploma	Adult Education		\$43.19	03-01-16	07-21-16
*Dunn, Marie				\$43.19		
*Duran, Curtis				\$43.19		
*Lopez, Elaine				\$43.19		
*Perez, Sonia				\$43.19		
*Rheaume, Laura				\$40.91		
*Ruiz, Ashley				\$43.19		
*Santos, Maria D.				\$43.19		
*Scott, Angela				\$43.19		
*Shafer, Janis				\$43.19		
*Vargas, Jose		\$43.19				
		Adult Education				
		Adult Education				
*Barrios, Dolores	Parenting	Adult Education		\$40.91	03-01-16	07-21-16
*Melgaard, Maureen				\$40.91		
		Adult Education				
		Adult Education				
*Branstetter, Margarita	CTE	Adult Education		\$39.19	03-01-16	07-21-16
*Murillo, Maria				\$43.19		
*Galvan, Laura				\$43.19		
*Whitaker, Anita				\$43.19		
		Adult Education				

*Ratification

**English as a Second Language

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
SUMMER SESSION <u>continued</u> *Parks, Annie	Adult Basic Education	Adult Education		Hourly \$43.19 Adult Education	03-01-16	07-21-16
*Berger, Amy *Branstetter, Margarita *Cervantes, Maria *Diaz, Ramon *Gilreath, Pamela *Gomez, Jose *Calero-Hill, Tamara *Lalude-Davies, Olukemi *Marshall, Kendrick *Merida, Miriam *Reza, Randall *Weller, Douglas	Substitute Teacher On-call as needed	Adult Education		\$39.13 Adult Education	07-01-16	07-30-16
ADDITIONAL ASSIGNMENTS *Calero-Hill, Tamara	Lead for Pilot of High School Diploma Online Courses NTE 17.5 hrs. per week	Adult Education		\$39.13 Adult Education	07-01-16	07-30-16
*Galvan, Laura	Externship NTE 4 hrs. per week	Adult Education		\$43.19 Adult Education	05-01-16	06-30-16
*Angulo, Daniel *Barton, Amie *Brainard, Richard *Childres, Maria	Student Supervision For Summer School NTE 10 hrs. each	Alondra		\$38.00 Title I	06-13-16	06-30-16

*Ratification

**PERSONNEL REPORT 16-01
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CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENTS</u>						
<u>continued</u>						
*Gamaz, Maria *Griffith-Wu, Isela *Holguin, Christopher *Lussman, John *Medina, Elsa *Shaw, Veronica *Stewart, Amie *Veith, Kirsan	Student Supervision For Summer School NTE 10 hrs. each	Alondra		Hourly \$38.00 Title I	06-13-16	06-30-16
*Silva, Sofia *Varela, Fanny	GATE** Super Saturday NTE 5 hrs. each	Gaines		\$38.00 GATE	06-04-16	06-30-16
*Aragon, Jessica *Ramos, Claudia	GATE Battle of The Books NTE 15 hrs. each	Jefferson		\$38.00 GATE	05-01-16	05-31-16
*Aragon, Jessica	GATE Super Saturday NTE 5 hrs.	Jefferson		\$38.00 GATE	06-04-16 only	
*Lopez, Rocio	Saturday School NTE 4.5 hrs.	Paramount High-Senior		\$38.00 Saturday School	05-21-16 only	
*Alcala Jacobo, Patricia *Anctil, Gwendolyn *Bates, Ariana *Fierro, Krystal *Garcia, Kelsey *Garcia, Moises *Moretti, Edward	AP Test Proctoring NTE 10.5 hrs. total	Paramount High-Senior		\$38.00 General Fund	05-03-16	05-10-16
*Moua, Nancy *Trujillo, Tyra	Middle School Summer Program NTE 3.5 hrs. each per day	Zamboni		\$38.00 LCAP***	06-13-16	06-16-16

*Ratification

**Gifted and Talented Education

***Local Control Accountability Plan

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUMMER SCHOOL ASSIGNMENTS</u>						
*Bradley, Tawny *Gallardo, Aide *Macias, Sandra *Moreno, Margarita *Rodriguez, Valerie	Extended School Year NTE 3.75 hrs. each per day	Lincoln		Hourly \$38.00 Special Education	06-13-16	07-14-16
*Aparicio, Michelle *Caero, Gypsy *Garcia Dubon, Elizabeth *Green, Felice *Ortiz, Emily *Tryon, Toby	Extended School Year NTE 3.75 hrs. each per day	Los Cerritos		\$38.00 Special Education	06-13-16	07-14-16
*Bruland, Judith *Garcia, Vienna *Huizar, Antonia *Marquez, Alejandra	Extended School Year NTE 3.75 hrs. each per day	Wirtz		\$38.00 Special Education	06-13-16	07-14-16
*Gamez, Maria *Zipush, Juliana	Extended School Year NTE 5.75 hrs. each per day	Special Education		\$38.00 Special Education	06-13-16	07-21-16
*Alonso, Alex *Cerdeja, Jennifer	Summer School NTE 4 hrs. each per day	Adult Transition		\$38.00 Special Education	06-13-16	07-14-16
*Rubalcava, Gary	Summer School NTE 6 hrs. per day	Community Day School		\$38.00 LCAP**	06-13-16	07-14-16

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUMMER SCHOOL ASSIGNMENTS</u> <u>continuted</u>						
*Angulo, Daniel *Barton, Amie *Brainard, Richard *Childres, Maria *Griffith-Wu, Isela *Lussman, John *Shaw, Veronica *Stewart, Amie *Veith, Kirsan	Summer School NTE 3.5 hrs. each per day	Alondra		<u>Hourly</u> \$38.00 LCAP**	06-13-16	07-14-16
*Bradburn, Madalyn *Diaz, Gracie *Luke, Deborah *Montiel, Miranda *Nunez, Cristina *Rivas, Edwin *San Miguel, Kristin *Sy, Cheena *Toston, Lashonda *Vazquez, Elizabeth *Zepeda, Rosalba	Summer School NTE 3.5 hrs. each per day	Lincoln		\$38.00 Title I	06-13-16	07-14-16
*Andalon, Marisol *Breuklander, Tiffany *Flores, Maria G. *Garrett, Annie *Gonzalez, Patricia I. *Kiely, Delia	Summer School NTE 3.5 hrs. each per day	Los Cerritos		\$38.00 Title I	06-13-16	07-14-16

*Ratification
**Local Control Accountability Plan

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUMMER SCHOOL ASSIGNMENTS</u>						
<u>continuted</u>						
*Niebres-Orbita, Norma *Rude, Sheri *Sierra, Carlos *Tryon, Amada *Wickham, Erin	Summer School NTE 3.5 hrs. each per day	Los Cerritos		Hourly \$38.00 Title I	06-13-16	07-14-16
*Doane, Denise *Eakle, Casandra *Espericueta, Angela *Gratz, Pamela *Lujan, Cheri *Martin, Christie *Quintero, Maria *Saenz-Torres, Maria *Soto, Christina *Valdez, Laura *Zimmerman, Denelle	Summer School NTE 3.5 hrs. each per day	Wirtz		\$38.00 Title I	06-13-16	07-14-16
*Becerra, Monica *Go, Joy *Laws, Raymon	Summer School NTE 3 hrs. each per day	Paramount High-West		\$38.00 Special Education	06-13-16	07-21-16
*Alba, Karina *Andrade, Enrique *Gutierrez Lopez, Karina *Hernandez, Cynthia *Humble, Christine	Summer School NTE 3 hrs. each per day	Paramount High-West		\$38.00 LCAP**	06-13-16	07-21-16

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
SUMMER SCHOOL ASSIGNMENTS continued *Ledezma, Alicia *Larkins, Joshua *Lui, Lana *McCullough, Jerome *Megofna, Alicia *Mejia, Marisol *Mendoza, Carolina *Mora, Melissa *Murphy, Kelly *Ramos, Hector *Rogers, Elizabeth *Romero, Margarita *Sanchez, Darek *Thomas, Katherine *Van Eede, Heather *Williams, Lovie *Yeng, Sinatra	Summer School NTE 3 hrs. each per day	Paramount High-West		Hourly \$38.00 LCAP**	06-13-16	07-21-16
ADDITIONAL DAYS/PER DIEM *Brewer, Valerie	Psychologist Pre-School Assessments NTE 15 days	Special Education		Per Diem \$541.60 Special Education	06-23-16	08-05-16
STIPEND *Durazzo, Robert	Cheerleading	Jackson		Stipend \$344.00 LCAP	09-01-15	03-25-16

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 16-01
JULY 11, 2016
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u> <u>continued</u> *Williams, Lovie	Cheerleading	Jackson		<u>Stipend</u> \$344.00 LCAP**	09-01-15	03-25-16
Martinez, Javier	Pirate News Advisor	Paramount High-Senior		\$2,294 General Fund	08-19-15	06-09-16
Jaffe, Brent	Department Chair CTE	Paramount High-West		\$976.04 LCAP	08-17-15	06-10-16
<u>SPRING SPORTS</u> <u>CIF PLAYOFFS</u> <u>STIPEND</u>						
Barboza, Christine	Boys' Track & Field	Paramount High-Senior		<u>Stipend</u> 1/10 th of \$3,156 for each week of play General Fund	05-04-16	06-03-16
Barboza, Christine	Girls' Track & Field	Paramount High-Senior		1/10 th of \$3,156 for each week of play General Fund	05-04-16	06-03-16
*Bignami, Frank	Boys' Baseball	Paramount High-Senior		1/10 th of \$3,156 for each week of play General Fund	05-14-16	05-28-16

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 16-01
 JULY 11, 2016
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
SPRING SPORTS CIF PLAYOFFS STIPEND						
<u>continued</u>						
*Guggiana, John	Girls' Softball	Paramount High-Senior		Stipend 1/10 th of \$3,156 for each week of play General Fund	05-14-16	05-21-16
*Yonaki, Andrew	Boys' Baseball	Paramount High-Senior		1/10 th of \$2,264 for each week of play General Fund	05-14-16	05-28-16

*Ratification

**PERSONNEL REPORT 16-01
 JULY 11, 2016
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE WITHOUT PAY</u> O'Donnell, Patrick	Teacher	Paramount High-Senior	Personal Per Ed Code 44801	07-01-16	06-30-17
<u>RESIGNATION</u> Gray, Randy	Director	Educational Services	Personal	06-30-16	
Rodriguez, Valerie	Teacher	Lincoln	Personal	07-14-16	

PERSONNEL REPORT 16-01
JULY 11, 2016
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Employment</u>						
*Romero, Sandra	Adult Education Counseling Technician 8 hrs. per day/11 mo.	Adult Education	126-I	Monthly \$3,644 Adult Education	06-20-16	
Salazar, Bobbie	Nutrition Services Worker 2 hrs. per day/10 mo.	Collins	109-I	25% of \$2,395 SNS**	08-15-16	
Ekonomo Carranza, Margarita	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-Senior	109-I	25% of \$2,395 SNS	08-15-16	
Flores de Arevalo, Maria	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-Senior	109-I	25% of \$2,395 SNS	08-15-16	
Gutierrez Gomez, Marilis	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-Senior	109-I	25% of \$2,395 SNS	08-15-16	
Luna, Patricia	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-West	109-I	25% of \$2,395 SNS	08-15-16	
Holguin, Esmeralda	Nutrition Services Worker 2 hrs. per day/10 mo.	Tanner	109-I	25% of \$2,395 SNS	08-15-16	
<u>Promotion</u>						
Turner, Nadya	Administrative Assistant 8 hrs. per day/12 mo.	Educational Services	128-I	\$3,829 LCAP***	07-01-16	
<u>Short Term</u>						
*Medel Sanchez, Rosana	Office Assistant NTE 8 hrs. per day	Educational Services	116-I	Hourly \$16.43 General Fund	06-01-16	06-30-16
*Clay, Tavonia	Campus Security NTE 4 hrs.	Operations	118-I	\$17.26 General Fund	06-10-16 only	

* Ratification
** Student Nutrition Services
*** Local Control Accountability Plan

**PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term						
<u>continued</u>						
*Bedolla-Zamudio, Antonio	Custodian	Operations	117-I	Hourly \$16.84	06-10-16	12-31-16
*Corral, Rosemary	NTE 8 hrs. per day			STAR		
*Gonzalez, Gustavo	each			Program		
*Hernandez, David						
*Alvarez, Enna	Instructional	Gaines ECE	111-I	\$14.52	06-10-16	06-30-16
*Barrera, Cynthia	Assistant – ECE			ECE**		
*Chavers, Alexandra	NTE 5.5 hrs. per day					
*Collazo Hernandez, Claudia	each					
*Contreras, Lissandy						
*Figueroa, Maricela						
*Garnett, Bethany						
*Gonzalez, Sarah						
*Hernandez, Claudia						
*Molina, Mercy						
*Newsome, Helga						
*Nunez, Margarita						
*Perez, Mayra						
*Perez, Susana						
*Zubiri-Salva, Arlene						
Short Term						
Extended School						
Year						
*Arroyo, Janeth	Instructional	Special Education	112-I	Hourly \$14.88	06-13-16	07-21-16
*Barajas, Beatriz	Assistant – Sp. Ed.			Special Education		
*Brown, Regina	NTE 5.5 hrs. per day					
*Brumfield, Dominick	each					
*Campos, Angela						
*Covarrubias, Megan						
*De La Paz, Diana						
*De La Paz, Monica						
*Espindola, Janeth						
*Estrada, Jessica						
*Fernandez, Lorena						
*Figueroa, Anilia						
*Franklin, Donna						
*Garcia, Isabel						
*Garcia, Jessica						
*Garcia, Raquel						
*Garcia Vazquez, Yesica						
*Gonzalez, Ana						

* Ratification

** Early Childhood Education

PERSONNEL REPORT 16-01
JULY 11, 2016
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term Extended School Year continued						
*Jimenez, Marina *Lizarraga, Elizabeth *Lizarraga, Jacqueline *Llamas, Roxana *Lopez, Rosa *Lozano-Vallejo, Lizette *Morales, Lizbeth *Pachecano-Fernandez, Lucero *Paredes, Rosario *Peña, Ana *Perez, Linda *Quintero-Ruiz, Silvia *Ramos, Diego *Ramos, Rosalva *Rangel, Anita *Rivera Zamora, Dalia *Rodarte, Desiree *Rodriguez, Noemi *Rodriguez, Yeida *Romero, Gabriela *Ruiz, Elizabeth *Ruvalcaba, Maria *Sanchez, Jessica *Sandoval, Meghan *Sosa, Lesly *Trinidad, Ada *Valencia, Paloma *Vasquez, Raquel *Vasquez, Vanessa *Vega, Griselda *Veliz, Eilene *Vidauri, Maribel *Villegas, Marilyn *Zubiri, Annel	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day each	Special Education	112-I	Hourly \$14.88 Special Education	06-13-16	07-21-16
*Flores, Justin *Flores Garcia, Jesus *Garcia Vazquez, Yesica *Herrera, Priscilla	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Special Education	115-I	\$16.03 Special Education	06-13-16	07-21-16
* Ratification						

PERSONNEL REPORT 16-01
JULY 11, 2016
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term Extended School Year <u>continued</u>				Hourly		
*Lopez, Francisca *Lozano, Rosa *Morales, Osvaldo	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Special Education	115-I	\$16.03 Special Education	06-13-16	07-21-16
*Nava, Vanesa *Rivero, Raul *Vidal, Valeria	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Special Education	115-I	\$16.03 Special Education	06-13-16	07-21-16
*Isais, Crystal *Vidal, Valeria	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Alondra	115-I	\$16.03 Special Education	06-13-16 06-13-16	07-21-16 06-16-16
*Castro, Beatriz *Rioz, Sandra *Williams, Monisha	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day each	Lincoln	112-I	\$14.88 Special Education	06-13-16	07-21-16
*Martinez Vazquez, Luz	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Lincoln	115-I	\$16.03 Special Education	06-13-16	07-21-16
*Hernandez, Michelle *Sustaita, Maribel	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Los Cerritos	115-I	\$16.03 Special Education	06-13-16	07-21-16
*Lozano, Maria	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Los Cerritos	112-I	\$14.88 Special Education	06-13-16	07-21-16
*Leavenworth, Kyle *Martinez, Marlon *Romero, Antonio	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day each	Paramount High-Senior	112-I	\$14.88 Special Education	06-13-16	07-21-16
*Salazar, Diana	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Paramount High-Senior	115-I	\$16.03 Special Education	06-13-16	07-21-16

* Ratification

**PERSONNEL REPORT 16-01
JULY 11, 2016
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term Extended School Year						
<u>continued</u>						
*Martinez, Nayzette	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Paramount High-West	112-I	<u>Hourly</u> \$14.88 Special Education	06-13-16	07-21-16
*Butler, Gayle	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Wirtz	112-I	\$14.88 Special Education	06-13-16	07-14-16
*Rodas, Amy	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Wirtz	115-I	\$16.03 Special Education	06-13-16	07-21-16
Substitute, on call						
*Aceituno, Rachel	Nutrition Services Worker	Student Nutrition Services	109-I	<u>Hourly</u> \$13.82 SNS	06-27-16	
*Andrade, Angelica					06-13-16	
*Andrade, Claudia					06-13-16	
*Esparza Duarte, Alejandra					06-20-16	
*Garcia, Daisy					06-13-16	
*Garcia, Susan					06-13-16	
*Granados Guevara, Alexander					06-13-16	
*Monzon de Pulido, Ana					06-13-16	
*Nevarez, Kristine					06-13-16	
*Ramos Meza, Norma					06-13-16	
*Soltero, Tania	06-13-16					
*Veliz, Rosenda	06-13-16					
Student Worker						
*Amaro-Perez, Joanna	Student Worker NTE 24 hrs. per week each	Educational Services		<u>Hourly</u> \$10.00 EIA-LEP**	06-13-16	08-16-16
*Calacin, Abigail						
*Munoz, Jaime						
*Ochoa, Elizabeth	Student Worker NTE 24 hrs. per week each	Educational Services		\$10.00 EIA-LEP	06-13-16	08-16-16
*Prado-Alvarez, Jose						
*Ramirez, Edgar						

* Ratification

** Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
College Tutor *Figueroa, Priscilla *Hortua, Angie *Ramirez, Alejandra *Veith, Kendall	College Tutor NTE 100 hrs. each	Paramount High-Senior		Hourly \$13.50 EIA-LEP	07-05-16	08-12-16
Summer Assignment *Contreras, Alma	Human Resources Technician NTE 40 hrs. per week	Human Resources	325-V	Hourly \$25.58** General Fund	07-05-16	07-29-16
*Bas, Ron	Campus Security NTE 280 hrs.	Operations	118-V	\$21.02 General Fund	06-11-16	08-14-16
*Martinez, John	Custodian NTE 40 hrs. per week	Operations	117-V	\$20.51 General Fund	06-14-16	08-05-16
*Espinosa, Esther *Medal Martinez, Rosa	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Special Education	115-I 115-II	\$16.03 \$16.48 Special Education	07-05-16	07-21-16
Estrada, Darlene Magana, Debra *Martinez, Deborah *Medina, Samantha *Perez, Michael	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day each	Special Education	312-V 412-V 112-V 112-II 312-V	\$18.72** \$18.83** \$18.14 \$15.63 \$18.72** Special Education	07-22-16 07-22-16 06-13-16 06-13-16 06-13-16	08-12-16 08-12-16 07-21-16 06-20-16 07-21-16
*Acevedo, Guadalupe *Berruecos, Silvia *Flores-Trejo, Mayra *Green, Gloria *Lucas, Maria *Nevarez, Maria *Perez, Leticia *Rodriguez, Mayra *Solano, Consuelo *Thompson, Felicia *Toledo, Gloria	Senior Nutrition Services Worker NTE 8 hrs. per day each	Student Nutrition Services	311-V 111-V 111-V 611-V 211-V 411-V 311-V 111-V 411-V 111-V 211-V	\$18.27** \$17.69 \$17.81** \$18.61** \$18.15** \$18.38** \$18.27** \$17.69 \$18.38** \$17.69 \$18.15** SNS	07-01-16	08-01-16

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Acevedo, Guadalupe	Nutrition Services Manager – Training Kitchen NTE 8 hrs. per day each	Student Nutrition Services	321-I	Hourly \$19.16**	07-01-16	08-01-16
*Lopez, Maria			321-V	\$23.22** SNS		
*Alcaraz Flores, Betsie	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	217-V	\$20.97**	07-01-16	08-01-16
*Casas, Martha			517-V	\$21.32**		
*Chan, Bertha			317-V	\$21.09**		
*Gonzalez, Juanita			217-V	\$20.97**		
*Hernandez, Sonia			217-V	\$20.97**		
*Horton, Arie			417-V	\$21.20**		
*Lopez Villa, Maria			117-V	\$20.51		
*Meza, Aida			117-V	\$20.51 SNS		
*Mota, Delfina			Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services		
*Ochoa, Isavel	117-V	\$20.51				
*Romero-Ayala, Maria	317-V	\$21.09**				
*Ruiz, Lupe	617-V	\$21.43**				
*Sandoval, Veronica	317-V	\$21.09** SNS				
*Acosta, Sonia	Nutrition Services Worker NTE 2 hrs. per day each	Student Nutrition Services	109-V	\$16.84	06-13-16	08-12-16
*Alarcon, Maria			109-V	\$16.84		
*Aleman, Eloisa			109-V	\$16.84		
*Arellano, Ana			109-V	\$16.84		
*Balbalosa, Nina			409-V	\$17.53**		
*Becerra de Hernandez, Maria			109-IV	\$16.03		
*Bueno, Diana			309-V	\$17.42**		
*Canela, Andrea			109-III	\$15.25		
*Casian, Maria			109-V	\$16.84		
*Cobian, Paula			109-III	\$15.25		
*Contreras, Maria			109-III	\$15.25		
*Contreras, Susana			109-V	\$16.84		
*Cota, Margarita			209-V	\$17.30** SNS		

* Ratification

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PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>				Hourly		
*Cruz, Maria	Nutrition Services	Student	109-V	\$16.84	06-13-16	08-12-16
*Enriquez, Nancy	Worker	Nutrition	209-V	\$17.30**		
*Garcia, Dolores	NTE 2 hrs. per day	Services	309-V	\$17.42**		
*Garcia, Elizabeth	each		109-II	\$14.52		
*Garcia, Guadalupe			109-II	\$14.52		
*Gomez, Esli			109-IV	\$16.03		
*Gomez, Karla			109-V	\$16.84		
*Guerrero Vargas, Veronica			109-I	\$13.82		
*Hernandez, Carmela			109-I	\$13.82		
*Howard, Emma			209-V	\$17.30**		
*Jimenez, Rosa			109-V	\$16.84		
*Lockwood, Yanira			309-V	\$17.42**		
*Lopez, Angelica			109-V	\$16.84		
*Lucas, Martha			109-V	\$16.84		
*Macias, Magdalena			109-I	\$13.82		
*Madrigal, Rosa			209-V	\$17.30**		
*Maldonado, Lucia			109-IV	\$16.03		
*Mares, Brenda			109-V	\$16.84		
*Martinez, Graciela			109-V	\$16.84		
*Martinez, Manuela			309-V	\$17.42**		
*Martinez, Martiniana			109-V	\$16.84		
*Mendez, Erika			109-V	\$16.84		
*Molina, Elsa			109-V	\$16.84		
*Neal, Yvette			309-V	\$17.42**		
*Nunez, Julia			109-V	\$16.84		
*Ochoa, Maribel			109-III	\$15.25		
*Padilla, Amber			109-V	\$16.84		
*Pozos, Maribel			109-V	\$16.84		
*Ramos, Lorena			109-V	\$16.84		
*Reyes, Guillermo			209-V	\$17.30**		
*Rios, Martha			109-V	\$16.84		
*Rivas, Elizabeth			309-V	\$17.42**		
*Rodriguez, Andrea			109-V	\$16.84		
*Rodriguez, Leticia			309-V	\$17.42**		
*Saem, Lance			109-V	\$16.84		
*Salazar, Araceli			109-III	\$15.25		
*Saldivar, Isela			109-V	\$16.84		
*Sanchez, Bevelyn			109-I	\$13.82		
*Sanchez, Teresa			509-V	\$17.65**		
*Sarabia, Marysol			209-V	\$17.30**		
				SNS		

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 16-01
JULY 11, 2016
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Silva Castaneda, Liliana	Nutrition Services Worker	Student Nutrition Services	109-IV	Hourly \$16.03	06-13-16	08-12-16
*Uribe, Rosalinda	NTE 2 hrs. per day		109-V	\$16.84		
*Valenzuela, Ramona	each		109-V	\$16.84		
*Vega, Adriana			109-V	\$16.84		
*Vega, Griselda			109-V	\$16.84		
*Zamarripa, Maria			109-V	\$16.84		
*Zarate, Ariadna			209-V	\$17.30**		
*Zuniga, Deanna			109-III	\$15.25 SNS		
*Berruecos, Silvia	Nutrition Services Manager – High School	Student Nutrition Services	123-I	\$19.52	07-01-16	08-01-16
*Lucas, Maria	NTE 8 hrs. per day		223-I	\$19.98**		
*Martinez, Teresa	each		323-V	\$24.36** SNS		
*Canela, Andrea	Senior Nutrition Services Worker	Student Nutrition Services	111-III	\$16.03	06-13-16	08-12-16
*Enriquez, Nancy	NTE 8 hrs. per day		211-V	\$18.15**		
*Padilla, Amber	each		111-V	\$17.69		
*Ramos, Lorena			111-V	\$17.69 SNS		
*Enriquez, Nancy	Nutrition Services Manager	Student Nutrition Services	217-II	\$18.15**	06-13-16	08-12-16
*Lucas, Martha	NTE 8 hrs. per day		117-II	\$17.69		
*Saldivar, Isela	each		117-II	\$17.69		
*Silva Castaneda, Liliana			117-I	\$16.84 SNS		
*Gonzalez, Luz	Nutrition Services Manager – West Campus	Student Nutrition Services	219-II	\$19.04** SNS	07-01-16	08-01-16
	NTE 8 hrs. per day					
*McGinnis, Myra	Child Welfare & Attendance Technician	Student Services	423-V	\$24.48**	07-01-16	07-11-16
*Pulido, Nancy	NTE 200 hrs. each		223-V	\$24.25** General Fund		
*Sedano, Cyndi	Student Records Assistant	Student Services	116-V	\$20.01 General Fund	07-01-16	07-11-16
	NTE 90 hrs.					

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Castelo, Adrian	Student Data Technician NTE 5 hrs. per day	Alondra	219-V	Hourly \$22.02** LCAP	07-05-16	07-14-16
*Hailey, Theresa	School Administrative Assistant NTE 5 hrs. per day	Alondra	623-V	\$24.71** LCAP	07-05-16	07-14-16
*Munoz, Veronica	Technology Instructional Assistant NTE 4.5 hrs. per day	Alondra	318-V	\$21.60** LCAP	06-13-16	07-14-16
*Peña, Ignacio	Campus Security	Alondra	118-I	\$17.26	06-13-16	07-14-16
*Pigee, Anthony	NTE 5 hrs. per day each		118-V	\$21.02 LCAP		
*Morales, Olga	Instructional Assistant – Bilingual NTE 30 hrs.	Buena Vista	212-V	\$18.60 EIA-LEP	06-13-16	06-30-16
*Vernoy, John	Campus Security NTE 5.5 hrs. per day	Community Day School	218-V	\$21.48 LCAP	06-13-16	07-14-16
*Garcia, Alejandra	School Office Assistant NTE 16 hrs.	Gaines	116-I	\$16.43 General Fund	06-15-16	06-16-16
*Alonso, Martha	Instructional Assistant – ECE	Gaines ECE	111-V	\$17.81**	06-13-16	06-30-16
*Amezcuca, Diana	NTE 5 hrs. per day		111-V	\$17.69		
*Arellano, Mary E.	each		311-V	\$18.27**		
*Baca, Velia			211-V	\$18.15**		
*Chavez, Lucy			111-V	\$17.69		
*Del Campo, Jazmin			111-V	\$17.69		
*Godinez, Nathalie			111-V	\$17.69		
*Palacios-Orduno, Maria			111-V	\$17.69		
*Sandoval, Yoana			111-V	\$17.69		
*Smith, Evelyn			111-V	\$17.69		
*Spear, Lisa			311-V	\$18.27**		
*Tlaseca, Rosario			411-V	\$18.38** ECE		

* Ratification

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PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Labriel, Francis	Campus Security NTE 5 hrs. per day each	Jackson	118-V	Hourly \$21.02	06-13-16	06-16-16
*Riestra, Georga			118-II	\$18.14 LCAP		
*Garcia, Sandra	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Lincoln	112-V	\$18.14 Special Education	06-13-16	07-21-16
*Martinez, Rosalba	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Lincoln	115-I	\$16.03 Special Education	06-13-16	07-21-16
*Menjivar, Edgar	Technology Instructional Assistant NTE 3.5 hrs. per day	Los Cerritos	118-II	\$18.14 Title I	06-13-16	06-30-16
*Menjivar, Edgar	Technology Instructional Assistant NTE 3.5 hrs. per day	Los Cerritos	118-II	\$18.14 LCAP	07-01-16	07-14-16
*Munoz, Omar	Student Data Technician NTE 5 hrs. per day	Los Cerritos	119-V	\$21.56 LCAP	07-01-16	07-06-16
*Varela, Jessica	School Administrative Assistant NTE 5 hrs. per day	Los Cerritos	123-IV	\$22.64 LCAP	07-01-16	07-06-16
*Acevedo, Jose	Technology Support Assistant NTE 20 hrs. per week each	Paramount High-Senior	120-V	\$22.09	06-13-16	07-21-16
*Hazlewood, Alexander			120-II	\$19.05 Title I		
*Aguilar, Daniel	Campus Security NTE 24 hrs. per week each	Paramount High-Senior	118-II	\$18.14	06-13-16	07-21-16
*Carrillo-Barrancas, Brian			118-V	\$21.02		
*Dake, Randall			218-V	\$21.48**		
*Dorsey, Sequena			118-V	\$21.02		
*Duran, J Trinidad			118-V	\$21.02		
*Fukofuka, Olive			318-V	\$21.60** LCAP		

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Acevedo, Jose	Technology Support Assistant NTE 25 hrs.	Paramount High-West	120-V	Hourly \$22.09 EIA-LEP	08-01-16	08-12-16
*Gomez, Daisy	Instructional Assistant – Sp. Ed. NTE 50 hrs.	Paramount High-West	112-V	\$18.14 EIA-LEP	07-05-16	08-12-16
*Leon, Jose	Campus Security NTE 4 hrs. per day each	Paramount High-West	118-III	\$19.05	06-13-16	07-21-16
*Quintiliani-Hodgson, Donald			118-V	\$21.02		
*Smith, Rose			318-V	\$21.60** LCAP		
*Perez, Gabriel	Campus Security NTE 4.5 hrs. per day each	Paramount Park	118-III	\$19.05	06-13-16	06-16-16
*Thomas, Jerome			218-V	\$21.48** LCAP		
*Enser, Sonya	School Administrative Assistant NTE 5 hrs. per day	Wirtz	523-V	\$24.59 LCAP	07-05-16	07-14-16
*Gamboa, Brenda	Technology Instructional Assistant NTE 4 hrs. per day	Wirtz	118-II	\$18.14 LCAP	06-13-16	07-14-16
*Nunez, Gliselda	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Wirtz	212-V	\$18.60** Special Education	06-13-16	07-21-16
*Sanchez, Tami	Student Data Technician NTE 5 hrs. per day	Wirtz	319-V	\$22.14** LCAP	07-05-16	07-14-16
*Heard, Ivan	Campus Security NTE 4 hrs. per day	Zamboni	118-IV	\$20.01 LCAP	06-13-16	06-16-16

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>WORKING OUT OF CLASSIFICATION</u>						
*Ortiz, Louie	Operations Supervisor NTE 40 hrs. per week	Operations	Sch. 2 309-I	Monthly \$6,271 Restricted Routine Mainten- ance	06-13-16	08-12-16
<u>ASSIGNMENT CHANGE</u>						
<u>Voluntary Increase in Work Hours</u>						
*Hernandez, Carmela	Nutrition Services Worker 3 ¾ hrs. per day/10 mo.	Alondra	109-I	Monthly 46.88% of \$2,395 SNS	06-01-16	
*Zuniga, Deanna	Nutrition Services Worker 3 ¾ hrs. per day/10 mo.	Paramount High-Senior	109-III	46.88% of \$2,644 SNS	06-01-16	
Vega, Adriana	Nutrition Services Worker 3 ¾ hrs. per day/10 mo.	Paramount High-West	109-V	46.88% of \$2,919 SNS	08-15-16	
<u>Voluntary Increase in Work Months</u>						
McGinnis, Myra Pulido, Nancy	Child Welfare & Attendance Technician 8 hrs. per day/12 mo.	Student Services	423-V 223-V	Monthly \$4,243** \$4,203** General Fund	07-12-16	
Sedano, Cyndi	Student Records Assistant 8 hrs. per day/12 mo.	Student Services	116-V	\$3,469 General Fund	07-12-16	
<u>TEMPORARY ATHLETIC TEAM COACH</u>						
*Brigham, Damien *Dumas, Ervin *Ozan, Daniel	Assistant Coach Track & Field CIF Playoffs	Paramount High-Senior		Stipend 1/10 th of \$2,264 per week General Fund	05-04-16	05-11-16

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 16-01
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>TEMPORARY ATHLETIC TEAM COACH</u>						
<u>continued</u>						
*De La Paz, Diana	Assistant Coach Girls' Softball CIF Playoffs	Paramount High-Senior		<u>Stipend</u> 1/10 th of \$2,264 per week General Fund	05-23-16	05-27-16
*Ecevedo, Jeffrey	Assistant Coach Boys' Volleyball	Paramount High-Senior		1/10 th of \$2,264 per week General Fund	05-23-16	05-27-16
*Malauulu, Reggie	Head Coach Boys' Volleyball	Paramount High-Senior		1/10 th of \$3,156 per week General Fund	05-23-16	05-27-16
*Martinez, Antonio	Assistant Coach Swim CIF Playoffs	Paramount High-Senior		1/10 th of \$2,264 per week General Fund	05-23-16	05-27-16
<u>PROFESSIONAL GROWTH</u>						
*Guerrero, Monique	Technology Instructional Assistant Increment #1	Jackson	118-I	<u>Monthly</u> 75% of \$3,011**	06-01-16	
*Flores-Trejo, Mayra	Nutrition Services Worker Increment #1	Roosevelt	111-V	\$3,086**	04-07-16	

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 16-01

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CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE</u>					
McCarty, Brent	Maintenance Worker	Operations	Family & Medical Leave	05-10-16	06-30-16*
Osuna, Veronica	Nutrition Services Worker	Student Nutrition Services	Personal Leave	06-06-16	06-19-19**
<u>RESIGNATION</u>					
Ibarra, Laura	Medi-Cal Admin. Activity Coordinator	Business Services	Personal	07-01-16	
Zamano, Alicia	Short Term Instructional Assistant – Sp. Ed.	Special Education	Personal	06-10-16	
Alcantar Maldonado, Lilia	Substitute Nutrition Services Worker	Student Nutrition Services	Personal	06-06-16	
Lim-Wong, Millie	Instructional Assistant – ECE	Alondra ECE	Personal	06-23-16	
Teo, Jasmine	College Tutor	Hollydale	Personal	06-08-16	
Rocha, Maria	Substitute Noon Duty Aide	Roosevelt	Personal	02-16-16	
Mootry, Alexandra	College Tutor	Paramount Park	Personal	06-08-16	
<u>TERMINATION</u>					
Calderon Soria, Jose	Substitute Custodian	District	End of Assignment	06-22-16	
Chappel, Kyrie	Substitute Office Assistant	District	End of Assignment	06-22-16	
Bodewitz, Juana	Substitute Noon Duty Aide	Hollydale	End of Assignment	03-09-16	
Encinas, Jasmin	Substitute Noon Duty Aide	Paramount High-West	End of Assignment	06-09-16	

* Intermittent Leave, as needed

** Adjust Leave end date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 11, 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	Viatron Systems Company PC16-1740	Contract to digitize student cumulative files, permits, SARB packets and discipline files. This service will enable the district to provide student records information in a timely and efficient manner.	Student Services Requested by: Manuel San Miguel	July 14, 2016 through June 30, 2017	Not to exceed \$8,500 paid from Special Site Account and Student Services funds
2	Meet the Masters Inc. PC16-1741	Consultant to provide five in-service art lessons to K-6 students at St. Pancratius School.	Educational Services Requested by: Deborah Stark	September 1, 2016 through June 8, 2017	Not to exceed \$3,100 from Title II site funds
3	The Jazz Angels PC16-1742	Consultant to provide a 12-week session of music instruction at Alondra, Hollydale, Jackson, Paramount Park and Zamboni Middle Schools.	Educational Services Requested by: Deborah Stark	August 17, 2016 through June 8, 2017	Not to exceed \$30,000 from Arts, Music and PE Block Grant funds

CONSENT ITEM: 3.1-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	Golden State Speech Pathology Services PC16-1743	Speech/Language Pathologist to provide bilingual assessments to students whose primary language is Spanish.	Special Education Requested by: Kimberly Cole	August 17, 2016 through June 30, 2017	Not to exceed \$10,000 from Special Education 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: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 11, 2016
SUBJECT: Overnight and/or Out-of-County Study Trips

BACKGROUND INFORMATION:

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

#	Site/Location	Description/ Participants	Site/ Requested by	Time Period	Cost/ Funding Source
1	Yountville, CA	Paramount High School baseball team will travel to Yountville to participate in baseball competitions. 16 students, 2 chaperones	Paramount High School Requested by: Greg Buckner	July 21-26, 2016	The cost of trip to be paid through American Legion
2	Lake Arrowhead, CA	Paramount High School boys' and girls' cross country teams will travel to Lake Arrowhead to run in higher elevations and participate in team building activities. 22 students, 6 chaperones	Paramount High School Requested by: Greg Buckner	July 30, 2016 through August 5, 2016	Cost of trip is \$150 per student paid through fundraising and athlete sponsorships

POLICY/ISSUE:

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

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

CONSENT ITEM: 3.2-C

PREPARED BY:

Manuel San Miguel, Director - Student Services

DISTRICT PRIORITY 1:

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

Itinerary for Paramount High School Boys' Baseball Team
Yountville, CA
July 21-26, 2016

Thursday, July 21, 2016

8:00 a.m.	Depart from Paramount High School
11:00 a.m.	Lunch
4:00 p.m.	Arrive at Yountville Veterans Facility barracks
6:00 p.m.	Dinner
10:00 p.m.	Lights out

Friday, July 22, 2016

7:00 a.m.	Breakfast
10:00 a.m.	Game
2:00 p.m.	Lunch
6:00 p.m.	Dinner
10:00 p.m.	Lights out

Saturday, July 23, 2016

7:00 a.m.	Breakfast
10:00 a.m.	Game
2:00 p.m.	Lunch
6:00 p.m.	Dinner
10:00 p.m.	Lights out

Sunday, July 24, 2016

7:00 a.m.	Breakfast
10:00 a.m.	Game
2:00 p.m.	Lunch
6:00 p.m.	Dinner
10:00 p.m.	Lights out

Monday, July 25, 2016

7:00 a.m.	Breakfast
10:00 a.m.	Game
2:00 p.m.	Lunch
6:00 p.m.	Dinner
10:00 p.m.	Lights out

Tuesday, July 26, 2016

7:00 a.m.	Breakfast
10:00 a.m.	Game
2:00 p.m.	Lunch
6:00 p.m.	Depart Yountville
10:00 p.m.	Arrive at Paramount High School

Itinerary for Paramount High School
Boys' and Girls' Cross Country Team
Lake Arrowhead, CA
July 30-August 5, 2016

Saturday, July 30, 2016

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

Sunday, July 31, 2016

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

Monday, August 1, 2016

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

Tuesday, August 2, 2016

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

Wednesday, August 3, 2016

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

Thursday, August 4, 2016

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

Friday, August 5, 2016

6:00 a.m. Team run on trails
8:00 a.m. Breakfast
12:00 p.m. Depart Lake Arrowhead
2:00 p.m. Arrive at Paramount High School

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 11, 2016
SUBJECT: Memorandum of Understanding with the Advanced Manufacturing and Engineering Technology Linked Learning Consortium

BACKGROUND INFORMATION:

Long Beach City College, workforce investment boards and K-12 school districts, in partnership with other local post-secondary institutions, established an Advanced Manufacturing and Engineering Technology Linked Learning Consortium (AMETLL) in 2013. The consortium provides Paramount High School students enrolled in the Engineering Pathway with experiences through industry engagement and work-based learning. This Memorandum of Understanding allows Paramount Unified School District to continue a partnership with Long Beach City College on Career Technical Education Linked Learning opportunities through June 30, 2017.

Partners in the regional AMETLL Consortium include but are not limited to the following organizations:

Post-Secondary Institutions	California State University, Long Beach
	California State University, Los Angeles
	Cerritos College
	El Camino Community College District
	Long Beach Community College District
	Los Angeles Harbor College
	Pasadena City College
K-12 School Districts	ABC Unified School District
	Centinela Valley Union High School District
	Compton Unified School District
	Downey Unified School District
	El Monte Unified School District
	El Segundo Unified School District
	Lennox School District
	Long Beach Unified School District
	Los Angeles Unified School District
	Lynwood Unified School District
	Norwalk-La Mirada Unified School District
	Paramount Unified School District
	Pasadena Unified School District
	Torrance Unified School District

Workforce Investment Boards	Foothill Workforce Investment Board
	Long Beach Collaborative to Advance Linked Learning
	Pacific Gateway Workforce Investment Board
	South Bay Workforce Investment Board
	Southeast Los Angeles County Workforce Investment Board

POLICY/ISSUE:

Board Policy 6141.1 – Experimental/Innovative Programs

Board Policy 1210 – Community Relations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Ratify the Memorandum of Understanding with the Advanced Manufacturing and Engineering Technology Linked Learning to improve student preparation for college and career.

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.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 11, 2016
SUBJECT: Memorandum of Understanding with Upward Bound Program at California State University, Long Beach

BACKGROUND INFORMATION:

Upward Bound is a college based outreach program intended to increase the number of students from low income and traditionally underrepresented backgrounds who enroll in post-secondary education. Upward Bound is based at California State University Long Beach (CSULB) and collaborates with Paramount High School to provide academic tutoring and college readiness awareness. Additionally, a number of Paramount High School students are selected annually to participate in a six week summer residence program at CSULB free of charge. Summer residence students are provided an opportunity to take classes for high school credit.

POLICY/ISSUE:

Board Policy 3322 – Contracts
Board Policy 1210 – Community Relations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with the Upward Bound program at California State University Long Beach to provide college outreach services to students at Paramount High School in 2016-17.

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 9-12 core.

CONSENT ITEM: 3.4-C

Paramount Unified School District

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between Upward Bound, California State University Long Beach and the Paramount Unified School District.

Upward Bound will provide:

- Instruction in summer classes to selected students.
- Accommodations and meals for students who participate in the summer residence program.
- Information on college preparation and academic tutoring.

Paramount Unified School District agrees to provide:

- High school students who meet the criteria needed to participate in the summer program.
- A room or location for tutoring during the 2016-17 school year.

This Memorandum of Understanding shall be effective August 2016 through August 2017. Should this Memorandum of Understanding require modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

Jamie Johnson
Academic Coordinator
Upward Bound
California State University,
Long Beach

Ruben Frutos
Assistant Superintendent
Business Services
Paramount Unified School District

Date

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Purchase Order Report 16-01

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	2,831.95
2. Authorized Orders- Adult Education Fund	6,000.00
3. Ratified Orders – General Fund	21,613.28
4. Authorized Orders – General Fund	44,467.33
	Subtotal \$ 74,912.56
5. Ratified Orders (Under \$1,500)	11,279.70
TOTAL OF ALL ORDERS	\$ <u>86,192.26</u>

2016/2017

1. Ratified Orders – Adult Education Fund	\$ 4,235.35
2. Authorized Orders – Adult Education Fund	16,715.28
3. Authorized Orders – Cafeteria Fund	88,316.40
4. Authorized Orders – Child Development Fund	6,461.00
5. Ratified Orders – General Fund	29,078.97
6. Authorized Orders – General Fund	652,321.99
7. Ratified Orders – LCAP	9,967.17
8. Authorized Orders – LCAP	551,209.87
	Subtotal \$ 1,358,306.03
9. Ratified Orders (Under \$1,500)	7,049.22
TOTAL OF ALL ORDERS	\$ <u>1,365,355.25</u>

CONSENT ITEM: 4.1-C

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve Purchase Order Report 16-01 authorizing the purchase of supplies, equipment, and services for the District.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

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

Paramount Unified School District

2015/2016

Purchase Orders To Be Ratified and Authorized

July 11, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
16-00358	WILLIAMS SCOTSMAN, INC.	Curriculum, Instruction & Assessment	Annual lease renewal portable classroom-OLR (increase purchase order from \$7,500 to \$9,547)	\$2,047.00
16-02814	CHAMPION CHEMICAL CO.	Maintenance & Operations	Warehouse stock	\$13,578.13 *
16-02815	RENAISSANCE LEARNING, INC.	Student Services	Star Math (175), Star Reading (175) subscription renewal	\$3,115.18
16-02818	RENAISSANCE LEARNING, INC.	Zamboni Middle School	Accelerated Reader subscription renewal (960)	\$9,874.00 *
16-02819	ZEP MANUFACTURING COMPANY	Maintenance & Operations	Warehouse stock	\$1,725.74
16-02830	BARBARA DIXON ATTORNEY AT LAW	Special Education	Settlement agreement (Board approved: 6/8/16)	\$4,000.00
16-02838	SPICERS PAPER INC.	Maintenance & Operations	Warehouse stock	\$21,015.20 *
16-02839	SOUTHWEST SCHOOL & OFFICE SUPPLY	Maintenance & Operations	Warehouse stock	\$2,652.36
16-02842	JUMP O'RAMA INFLATABLES, INC.	Tanner Elementary School	Carnival event rentals	\$3,082.00
16-02851	KNOTT'S BERRY FARM	Jackson Middle School	Student incentives	\$4,991.00
110 - Adult Education Fund				
16-02812	MCGRAW-HILL EDUCATION	Adult Education	Instructional materials	\$2,831.95
16-02813	RICHARD MORGAN	Adult Education	Professional services	\$6,000.00 *

* 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

July 11, 2016

PURCHASE ORDER SUMMARY BY FUND

52 Purchase orders for a total of \$86,192.26

010 - General Fund	To Be Authorized	\$44,467.33
	To Be Ratified Over \$1,500	\$21,613.28
	To Be Ratified Under \$1,500	\$9,422.10
	Fund Total	\$75,502.71
110 - Adult Education Fund	To Be Authorized	\$6,000.00
	To Be Ratified Over \$1,500	\$2,831.95
	To Be Ratified Under \$1,500	\$1,857.60
	Fund Total	\$10,689.55

Paramount Unified School District

2016/2017

Purchase Orders To Be Ratified and Authorized

July 11, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
17-00218	STAPLES	Student Services	Annual: online ordering	\$3,500.00
17-00219	VICENTI, LLOYD AND STUTZMAN LLP	Business Services	Audit services (Board approved: 03/09/2016)	\$75,375.00 *
17-00220	VERNON SECURITY, INC.	Maintenance & Operations	Annual: fuel for security vehicles	\$10,000.00 *
17-00221	KIS COMPUTER CENTER	Curriculum, Instruction & Projects	Notebook computers & accessories (2)	\$4,596.53
17-00225	SOUTHWEST SCHOOL & OFFICE SUPPLY	Jefferson Elementary School	Annual: online ordering	\$3,500.00
17-00228	RICOH PROFESSIONAL SERVICES	Maintenance & Operations	Annual: supplies and replacement parts for print shop	\$7,500.00 *
17-00229	LIGHTING RESOURCES INC	Maintenance & Operations	E-waste recycling	\$3,211.92
17-00230	FLOOR TECH	Maintenance & Operations	Flooring replacement	\$10,797.54 *
17-00233	VIRCO INC	Paramount High School	Student desks (200)	\$22,861.66 *
17-00236	STAPLES	Jefferson Elementary School	Annual: online ordering	\$4,600.00
17-00237	STAPLES	Keppel Elementary School	Annual: online ordering	\$4,600.00
17-00239	GARD MUSIC	Jackson Middle School	Musical instruments	\$7,442.52 *
17-00240	LEADERSHIP ASSOCIATES, LLC	Superintendents Office	Membership	\$6,500.00 *
17-00241	CALIFORNIA SCHOOL BOARDS ASSOCIATION	Superintendents Office	CSBA membership	\$16,376.00 *
17-00242	KIS COMPUTER CENTER	Superintendents Office	Computers (2)	\$2,420.52
17-00243	FUTURE DESIGN COMMUNICATIONS	Gaines Elementary School	Network cabling	\$6,769.08 *
17-00244	STAPLES	Roosevelt Elementary School	Annual: online purchasing	\$5,450.00 *
17-00247	VIRCO INC	Paramount High School	Classroom furniture: tables (19)	\$11,932.73 *
17-00248	ORGANIZED SPORTSWEAR	Zamboni Middle School	PE uniforms (2,150)	\$12,193.78 *
17-00250	WENGER CORPORATION	Collins Elementary School	Choral risers (4)	\$9,481.36 *
17-00251	AUDIOVISION INC.	Gaines Elementary School	Install LCD projectors & projector screens (10)	\$9,979.80 *
17-00253	SCIENTIFIC LEARNING	Special Education	Instructional materials	\$2,650.00
17-00257	PARAMOUNT CHAMBER OF COMMERCE, INC	Superintendents Office	Chamber of Commerce publication	\$25,000.00 *
17-00265	RICOH PROFESSIONAL SERVICES	Maintenance & Operations	Annual: copier lease agreement (split fund)	\$402,120.69 *
17-00279	STAPLES	Jackson Middle School	Classroom furniture: tables (28)	\$12,541.83 *
010 - General Fund - LCAP				
17-00217	FUTURE DESIGN COMMUNICATIONS	Maintenance & Operations	Gaines: network cabling	\$4,968.17
17-00249	FUTURE DESIGN COMMUNICATIONS	Technology	Network cabling for clock/bell/speaker systems at Alondra, Gaines, Lincoln, Mokler, & Wirtz	\$208,058.61 *

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

Paramount Unified School District

2016/2017

Purchase Orders To Be Ratified and Authorized

July 11, 2016

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund - LCAP				
17-00252	NETOP	Paramount High School	Vision pro software license	\$4,999.00
17-00256	NIC PARTNERS, INC.	Technology	Clock/Bell/Speaker Systems at Aldr., Gns, Mklr, Linc, Wrtz. LCAP 4.9-A Comm./Sec. Syts. for schls.	\$343,151.26 *
110 - Adult Education Fund				
17-00224	CARD INTEGRATORS CORPORATION	Adult Education	School ID unit system and supplies	\$4,235.35
17-00265	RICOH PROFESSIONAL SERVICES	Maintenance & Operations	Annual: copier lease agreement (split fund)	\$16,715.28 *
120 - Child Development Fund				
17-00265	RICOH PROFESSIONAL SERVICES	Maintenance & Operations	Annual: copier lease agreement (split fund)	\$6,461.00 *
130 - Cafeteria Fund				
17-00072	HARRIS COMPUTER SYSTEMS	Nutrition Services	Annual: point of sale equipment	\$20,000.00 *
17-00215	HARRIS COMPUTER SYSTEMS	Nutrition Services	Annual: software support	\$55,000.00 *
17-00265	RICOH PROFESSIONAL SERVICES	Maintenance & Operations	Annual: copier lease agreement (split fund)	\$13,316.40 *

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

Paramount Unified School District

2016/2017

Purchase Orders To Be Ratified and Authorized

July 11, 2016

PURCHASE ORDER SUMMARY BY FUND

43 Purchase orders for a total of \$1,365,355.25

010 - General Fund	To Be Authorized	\$652,321.99
	To Be Ratified Over \$1,500	\$29,078.97
	To Be Ratified Under \$1,500	\$4,895.14
	Fund Total	\$686,296.10
010 - General Fund - LCAP	To Be Authorized	\$551,209.87
	To Be Ratified Over \$1,500	\$9,967.17
	Fund Total	\$561,177.04
110 - Adult Education Fund	To Be Authorized	\$16,715.28
	To Be Ratified Over \$1,500	\$4,235.35
	Fund Total	\$20,950.63
120 - Child Development Fund	To Be Authorized	\$6,461.00
	To Be Ratified Under \$1,500	\$2,154.08
	Fund Total	\$8,615.08
130 - Cafeteria Fund	To Be Authorized	\$88,316.40
	Fund Total	\$88,316.40

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Warrants for the Month of June 2016

BACKGROUND INFORMATION

The following warrants were issued during the month of June:

FUNDS	REGISTER NO.		AMOUNT
<u>GENERAL FUND (01)</u>			
Certificated Salaries	C1K/C3K	\$	6,930,042.46
Classified Salaries	152/174	\$	2,592,578.17
Commercial Warrants	23018225/23086505	\$	3,450,546.46
TOTAL GENERAL FUND		\$	<u>12,973,167.09</u>
<u>ADULT EDUCATION FUND (11)</u>			
Certificated Salaries	C1K/C3K	\$	130,045.56
Classified Salaries	E4V/H1W		49,001.70
Commercial Warrants	23018225/23086505	\$	1,080,525.71
TOTAL ADULT EDUCATION FUND		\$	<u>1,259,572.97</u>
<u>CHILD DEVELOPMENT FUND (12)</u>			
Certificated Salaries	C1K/153	\$	51,263.96
Classified Salaries	E4V/H1W	\$	66,001.16
Commercial Warrants	23018225/23086505	\$	3,470.25
TOTAL CHILD DEVELOPMENT		\$	<u>120,735.37</u>
<u>BUILDING (BOND) FUND (21)</u>			
Commercial Warrants	23018225/23086505	\$	250.00
TOTAL BUILDING (BOND) FUND		\$	<u>250.00</u>
<u>CAPITAL FACILITIES FUND (25)</u>			
Classified Salaries		\$	0.00
Commercial Warrants	23018225/23086505	\$	11,002.46
TOTAL CAPITAL FACILITIES FUND		\$	<u>11,002.46</u>

CONSENT ITEM: 4.2-C

SCHOOL FACILITIES FUND (35)

Commercial Warrants	23018225/23086505	\$	0.00
TOTAL SCHOOL FACILITIES FUND		\$	<u>0.00</u>

CAFETERIA FUND (61)

Classified Salaries	E4V/H1W	\$	345,715.04
Commercial Warrants	23018225/23086505	\$	414,146.43
TOTAL CAFETERIA FUND		\$	<u>759,861.47</u>

SELF-INSURANCE FUND - H & W (67.0)

Commercial Warrants	23018225/23086505	\$	32,761.48
TOTAL SELF-INSURANCE FUND - H & W		\$	<u>32,761.48</u>

SELF-INSURANCE FUND - Workers' Comp (67.1)

Commercial Warrants	23018225/23086505	\$	0.00
TOTAL SELF-INSURANCE FUND - Workers' Comp		\$	<u>0.00</u>

SELF-INSURANCE FUND - Early Retirees (67.2)

Commercial Warrants	23018225/23086505	\$	4,292.94
TOTAL SELF-INSURANCE FUND - Early Retirees		\$	<u>4,292.94</u>

REVOLVING CASH FUND

Commercial Warrants		\$	
TOTAL REVOLVING CASH FUND	8693/8742	\$	<u>22,287.49</u>

TOTAL WARRANTS ALL FUNDS \$ 15,183,931.27

POLICY/ISSUE:

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

Board Policy 3326.1 - Warrants

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

Approve warrants for all funds through June with a total of \$15,183,931.27.

PREPARED BY:

Patricia Tu, Director of Fiscal Services

DISTRICT PRIORITY 9:

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 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 \$745.75 from Lifetouch National School Studios. This donation will be designated for the students of Roosevelt School to support student incentives.
2. The District received a donation totaling \$34.38 from Target's *Take Charge of Education* program. This donation will be designated for the students of Roosevelt School to support student incentives.
3. The District received a donation totaling \$923.04 from Wells Fargo's *Matching Gifts* program. This donation will be designated for the students of Roosevelt School to support incentives.
4. The District received a donation totaling \$683.80 from Tulaphorn, Inc. This donation will be designated for the students of Lincoln School to support student incentives.
5. The District received a donation totaling \$111.00 from Mad Nick, Inc. DBA: Shave It. This donation will be designated for the students of Lincoln School to support student incentives.
6. The District received a donation totaling \$900.00 from Lincoln PTA. This donation will be designated for the students of Lincoln School to support transportation for a third-grade field trip to the Natural History Museum.
7. The District received a donation totaling \$140.00 from Edison International's Silicon Valley Community Foundation. This donation will be designated for the students of Lincoln School to support student incentives.

CONSENT ITEM: 4.3-C

8. The District received a donation totaling \$163.26 from Target's *Take Charge of Education* program. This donation will be designated for the students of Lincoln School to support student incentives.
9. The District received a donation totaling \$500.00 from Olukai, LLC. This donation will be designated for the students of Wirtz School to support existing art programs.
10. The District received a donation totaling \$1,000.00 from Jack's Surf & Sport, LLC. This donation will be designated for the students of Wirtz School to support existing art programs.
11. The District received a donation totaling \$19.12 from Target's *Take Charge of Education* program. This donation will be designated for the students of Wirtz School to support student incentives.
12. The District received a donation totaling \$240.00 from Wells Fargo's *Community Support Campaign*. This donation will be designated for the students of Wirtz School to support student incentives.

For the current 2016-17 fiscal year through July 11, 2016, the District has received an estimated total, which includes the above amounts, of \$5,460.35 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:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

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

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 11, 2016
SUBJECT: Resolution 16-01, 2016-17 Board Memberships

BACKGROUND INFORMATION:

Board members' responsibilities necessitate keeping abreast of a variety of topics relating to public education. Membership and participation in associations and organizations are ways of providing Board members with current information.

Annual renewal for memberships in organizations in which the Board members may elect to participate is being presented for approval.

POLICY/ISSUE:

Board Bylaw 9000 - Role of the Board and Members (Powers, Purposes, Duties)
Board Bylaw 9142 - Board Representatives to Other Agencies and Organizations
Board Bylaw 9340 - Membership in Associations
Education Code Section 35173 - Membership in Societies, Associations and Organizations

FISCAL IMPACT:

\$20,266 approximately from Board of Education funds.

STAFF RECOMMENDATION:

Adopt Resolution 16-01 authorizing memberships in associations and organizations for the Board of Education members for the 2016-17 school year.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 5:

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

ACTION ITEM: 1.1-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 16-01

2016-17 MEMBERSHIPS

BE IT RESOLVED that the Board of Education of the Paramount Unified School District does hereby authorize individual memberships for the Board of Education for the 2016-17 school year (July 1, 2016 - June 30, 2017) for said District in the following:

California School Boards Association (includes Delegate Assembly)

Los Angeles County Trustees & Administrators Association

We hereby certify that the above is a true copy of Resolution 16-01 adopted by the Board of Education of the Paramount Unified School District at its Regular Meeting held on July 11, 2016.

Ruth Pérez, Ed.D.
Superintendent

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 11, 2016
SUBJECT: 2016-17 Compensation for Board of Education Members

BACKGROUND INFORMATION:

Education Code Section 35120 (4) stipulates that for school districts having had an average daily attendance of 10,000 to 25,000, each member of the Governing Board who attends all meetings may receive compensation for services not to exceed \$400 per month.

A Board member who is not eligible to be paid for all meetings will be proportionally compensated based upon the total number of Board meetings held that month. A Board member may, however, receive payment, upon Board approval, for any Board meeting when the absence is due to illness or official District business.

POLICY/ISSUE:

Education Code Section 35120(4) – Governing Boards – Officers & Agents

FISCAL IMPACT:

\$4,800 per annum per Board of Education member

STAFF RECOMMENDATION:

Approve compensation per Education Code Section 35120 for the Board of Education members for the 2016-17 school year.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 5:

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

ACTION ITEM: 1.2-A

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 11, 2016
SUBJECT: Resolution 16-02, Board Member Compensation for Absence Due to Illness

BACKGROUND INFORMATION:

Education Code Section 35120 (c) stipulates that a Board member may be paid when the member is absent due to illness. Resolution 16-02 authorizes the compensation for a maximum of two Board meetings per calendar year when the member of the Paramount Unified School District Board of Education cannot attend the meetings due to illness.

POLICY/ISSUE:

Education Code Section 35120 (c) – Governing Boards – Officers & Agents

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 16-02 authorizing the compensation of a Board of Education member for a maximum of two Board meetings per calendar year when the member cannot attend the meetings due to illness.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 5:

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

ACTION ITEM: 1.3-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 16-02

Resolution Authorizing Board Member Compensation For Absence Due to Illness

WHEREAS, Education Code Section 35120 (c) authorizes the compensation of Governing Board members when they do not attend the Board Meeting due to illness;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Education Code Section 35120 (c), the Board of Education of the Paramount Unified School District hereby authorizes the compensation of any member of the Board of Education of the Paramount Unified School District up to two Board meetings per calendar year when the member cannot attend said meetings due to illness.

We hereby certify that the above is a true copy of Resolution 16-02 adopted by the Board of Education of the Paramount Unified School District at its Regular Meeting held on July 11, 2016.

Ruth Pérez, Ed.D.
Superintendent

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: July 11, 2016
SUBJECT: Reclassification of Student Records Assistant to Student Records Technician, Revise Job Description and Salary Realignment

BACKGROUND INFORMATION:

A Position Analysis Request was received to review the Student Records Assistant Position in Student Services.

As required by the collective bargaining agreement, the employee completed an extensive job analysis questionnaire describing their current duties and responsibilities. Upon completion of the form, the Director of Personnel conducted an extensive analysis of the position and met with the employee to discuss the basic class description. The employee was in agreement that the basic class description for the position correctly describes the position.

In addition, new duties have been assigned to the position which has significantly impacted the position. The supervisor, Director of Student Services also agreed that the class description correctly describes the duties and responsibilities of the position along with the impact of the position with the new duties. The new duties include:

1. Interpreting of transcripts (DACA, 2012 and SB 172, 2016)
2. Home/Hospital processing since May of 2014
3. Charging for student records since May of 2014

A salary survey was conducted to determine salary alignment for the position. The salary was found to be below comparable positions in the surrounding districts. The salary range comparisons were presented to the Classification Review Committee. After reviewing the salary schedules from surrounding districts, the Classification Review Committee voted to move forward with review of the range placement for the Student Records Assistant as well as a change in job title and the information was provided to Executive Cabinet. The Executive Cabinet was in agreement to move forward with the reclassification and salary realignment.

A salary survey was conducted to determine salary alignment for the position. Five surrounding districts had comparable classifications. Salaries ranged from a minimum of \$2,450 per month to a maximum of \$4,004 per month. The median salary is \$3,500 per month, and the average salary is \$3,590 per month. The Student Records Assistant salary is schedule L, range 116, \$2,847-\$3,469 per month. It is recommended that the Student Records

ACTION ITEM: 2.1-A

Assistant be placed on the CSEA Bargaining Unit salary schedule L, range 120 (\$3,144 - \$3,829 per month).

In accordance with the CSEA contract, the recommendation was presented to CSEA and they have responded in writing their concurrence with the recommendation. In accordance with District practice, it is recommended that the position of Student Records Assistant be adjusted retroactively to the date on which Human Resources received the initial request.

POLICY/ISSUE:

Board Policy 4213.2 – Reclassification and Range Changes
CSEA Contract, Article XVIII – Classification Review Procedures

FISCAL IMPACT:

Additional salary expense of approximately \$3,575 annually to Student Services including statutory benefits.

STAFF RECOMMENDATION:

Approve the reclassification of the Student Records Assistant and updates to the job description, salary realignment and title change to Student Records Technician effective October 2, 2015.

PREPARED BY:

Beatriz Spelker-Levi, Director of Personnel – Human Resources

DISTRICT PRIORITY 5:

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

**PARAMOUNT UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

CLASS SPECIFICATION – CLASSIFIED

STUDENT RECORDS ASSISTANT-TECHNICIAN

BASIC FUNCTION:

Under the direction of the Director-Student Services, perform a variety activities involved in the preparation, processing, updating and maintenance of student records and files; receive, process and respond to student transcript and record requests.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Input, scan and update student information in an assigned computer system; establish and maintain automated student records and files; generate computerized records and transcripts related to student information; assure accuracy of input and output data; purge student records as needed.

Receive, interpret, process and respond to student transcript and record requests according to established policies and procedures; print, distribute, and charge for student transcripts and records for students, districts, businesses, schools, armed services and others; initiate and receive related telephone calls.

Prepare, distribute, receive, collect, process and file a variety of forms and documents related to student records; duplicate, assemble, distribute, collect, verify and assure accuracy and completeness of various documents; compose, distribute and respond to various correspondence.

Serve as an informational resource concerning student records and transcripts and assigned activities; respond to inquiries and provide information concerning related data, processes, practices, requirements, policies, ~~and~~ procedures, along with ensuring state and federal government compliance.

Communicate with District personnel, outside agencies, students and the public to exchange information and resolve issues or concerns; contact others to request and verify data, documents and information as needed.

Home/hospital processing.

Operate a variety of office equipment including a copier, fax machine, computer, scanner and assigned software.

Prepare outgoing records and transcripts for mailing and distribution.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Record-keeping and filing techniques.
Data control procedures and data entry operations.
Methods of collecting and organizing data and information.
Record retrieval and storage systems.
Modern office practices, procedures and equipment.
Correct English usage, grammar, spelling, punctuation and vocabulary.
Oral and written communication skills.
Interpersonal skills using tact, patience and courtesy.
Operation of a computer and assigned software.

ABILITY TO:

Perform a variety activities involved in the preparation, processing, updating and maintenance of student records and files.
Receive, process and respond to student transcript and record requests.
Utilize an assigned computer system to input, scan and update student data and information, maintain automated records and generate a variety of computerized records and documents.
Compile, assemble and verify a variety of student information and data.
Generate, prepare and distribute student transcripts and records.
Type or input data at an acceptable rate of speed.
Establish and maintain student records and files.
Meet schedules and time lines.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and two years clerical experience involving record-keeping, data processing and computer operations.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a computer keyboard.
Seeing to read a variety of materials and view a computer monitor.
Hearing and speaking to exchange information.
Sitting for extended periods of time.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent-Human Resources
DATE: July 11, 2016
SUBJECT: Approval of a Job Description, Director of Safety and Security

BACKGROUND INFORMATION:

As the District strives to continue to ensure the highest level of safety and security, there is a high value for purposeful planning in the area of safety and security. Additionally, there is a need for increased oversight in emergency preparedness for the District to fully prepare for disasters, crises, and emergency situations. It is also a District priority to organize site safety plans as well as site evacuation plans in the event of an emergency.

To coordinate and oversee safety and security of the District, its students and staff, a dedicated position will be effective in the planning and monitoring of the safety and security program. A Director of Safety and Security will be able to effectively coordinate these programs.

POLICY/ISSUE:

Board Policy 4210 - Permanent Personnel

Board Policy 4310 - Recruitment and Selection of Management Personnel

FISCAL IMPACT:

Proper placement on the Classified Management Salary Schedule.

STAFF RECOMMENDATION:

Approve the job description of Director of Safety and Security.

PREPARED BY:

Beatriz Spelker-Levi, Director of Personnel – Human Resources

DISTRICT PRIORITY 6:

Monitor and promote school safety and security.

ACTION ITEM: 2.2-A

**PARAMOUNT UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

CLASS SPECIFICATION – CLASSIFIED

DIRECTOR OF SAFETY AND SECURITY

SUMMARY

Under general direction of the Assistant Superintendent of Business Services; plans, organizes, supervises and implements the objectives, activities for the School Safety and Emergency Preparedness; develops plans and coordinates activities of the District emergency preparedness program.

REPRESENTATIVE DUTIES

ESSENTIAL DUTIES:

Plan, organize, control and direct school safety services and emergency preparedness activities according to District standards and regulations.

Advise administrators, campus security, and appropriate staff on security and protective services provided by department programs and personnel; organize and conduct related inservice training, seminars and workshops.

Supervises and evaluates performance of assigned staff; assigns and reviews work and participates in the selection of new personnel; recommends and participates in disciplinary actions as needed.

Develop and oversee development of operational guidelines for School Safety and Emergency Preparedness; formulate and coordinate implementation of school safety goals and objectives.

Recommend and develop school safety plans (SB 187), security and emergency preparedness programs and standard operating procedures; research and report to administration on legislation, issues and trends in school District safety and security laws and trends.

Provide functional supervision of field assignments, patrol routes and scheduling of work shifts of the District campus security.

Develop an emergency preparedness plan based on the California Standardized Emergency Management System (SEMS); develop and maintain a manual of operational procedures; provide regular training on District SEMS plans.

Work closely in collaboration with law enforcement personnel in district municipalities on crime prevention, and establish a cooperative traffic enforcement program with local police departments.

Develop and maintain a variety of security, safety, and emergency preparedness training programs for the District campus security personnel, administration, and designated key District personnel; inform of changes in regulations, policies and implications of new or amended laws.

Survey District sites to assess conditions and recommend improvements in safety and security for employees, students, facilities and equipment.

Make presentations before groups for such purposes as to share the role of the District school safety program, to explain emergency preparedness and District emergency response plans; and other related safety and security issues.

Identify and analyze existing potential hazards and dangers to students, employees and the public in the event of a major disaster in the District, civil unrest, acts of violence by groups or individuals, and make plans for various levels of response: coordinate emergency preparedness procedures with municipalities.

Analyze and respond to school site emergencies and determine appropriate actions; maintain at the ready an emergency command system, including an Emergency Operations Center and an alternative or mobile center as a site from which designated personnel will direct and control operations during an emergency; alert key District officials in the event of an emergency; direct the maintenance and installation of emergency communications systems.

Serve as liaison and consult with disaster service agencies, such as the State Office of Emergency Services and law enforcement, fire, building and parks and recreation departments of municipalities within the District.

Assess and make an inventory of the District workforce, student populations and material resources that would be affected by and or be available as resources in the event of a major disaster event and consequent emergency; develop an inspection system that includes all District sites having minimum levels of supplies and equipment.

Secure technical and financial assistance available through State and Federal programs and District business partnerships.

Keep current on techniques in emergency response and changes in laws affecting emergency management measure.

Communicate news and information regarding emergency preparedness to District personnel.

OTHER DUTIES:

Perform related duties as assigned.

EMPLOYMENT STANDARDS

EDUCATION AND EXPERIENCE

A degree in appropriate field or equivalent education. Some professional law enforcement work experience is desirable, three years of which must have included direct supervision and training of personnel. Any other combination of training and/or experience, which demonstrates that the applicant is likely to possess the required skills, knowledge and abilities, may be considered.

LICENSES/ CERTIFICATES

Class C Driver's License is required.

Cardio Pulmonary Resuscitation (CPR) certification

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Laws, codes and ordinances used in law enforcement.
Organization, work management and personnel supervision.
Basic concepts of child development and behavior.
Crime prevention techniques.
Modern safety and protective procedures and equipment.
Basic first aid and Cardio Pulmonary Resuscitation (CPR) certification.
Public relations and community organizations and local government.
Public disaster preparedness organizations, plans and communications search and rescue, including triage and the Incident Command System and Standardized Emergency Management Systems (SEMS).
Emergency communications techniques including equipment and its use.

ABILITY TO:

Ability to direct and supervise personnel performing assigned functions relating to security and emergency preparedness.
Ability to analyze situations accurately and adopt an effective course of action.
Ability to design and direct training of District security personnel and designated emergency repose personnel.
Ability to direct activities that maintain safety.
Ability to prepare clear, concise oral and written reports.
Ability to make presentations before groups.
Ability to operate radio equipment.
Ability to operate office equipment such as computer, keyboard and two-way radio.
Ability to maintain effective relationships with community organizations, the public and representatives of other governmental agencies

WORKING CONDITIONS:

ENVIRONMENT:

Office environment.
Outdoor environment.
School facilities to include classrooms, offices, other rooms and grounds.
Areas adjacent to school sites.
Community streets and roads.
Travel to community organizations and local government agencies.
Exposure to dissatisfied or abusive individuals, confrontations, physical altercations or elevated situations.

PHYSICAL DEMANDS

Dexterity of hands and fingers to operate a computer keyboard and other equipment including driving a vehicle and using standard security equipment.
Standing, walking, or sitting for extended periods of time.
Hearing and speaking to exchange information in person and on the telephone and to make presentations.
Seeing to read and analyze a variety of materials and view a computer monitor.
Agility and strength to make apprehensions and to protect self from attack.

SALARY AND WORK YEAR

Classified Management Salary Schedule
12 months

Board Approved:

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 11, 2016
SUBJECT: Consolidated Application for Funding Categorical Aid Programs

BACKGROUND INFORMATION:

The Consolidated Application must be submitted to the California Department of Education for the District to receive funds for federal categorical programs. The application has been submitted online through the web-based Consolidated Application Reporting System by due date of June 30. The 2016-17 application includes participation in federal programs including:

Federal Programs	Purpose
Title I, Part A (Basic)	Aid for academic achievement
Title II, Part A, Teacher Training and Recruiting	Teacher and principal training, highly qualified teacher recruitment programs and reduction of class size
Title III, Limited English Proficient Students	Teacher training on language instruction to develop English proficiency in English Learners

POLICY/ISSUE:

Board Policy 3230 - Categorical Funds

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve submission of the Consolidated Application for Funding Categorical Aid Programs to the California Department of Education for the 2016-17 school year.

PREPARED BY:

Deborah Stark, Assistant Superintendent-Educational Services

DISTRICT PRIORITY 1:

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

ACTION ITEM: 3.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 11, 2016
SUBJECT: Updated Title III: Local Educational Agency Plan Performance Goal 2

BACKGROUND INFORMATION:

Districts must have a current Local Educational Agency (LEA) Plan as a requirement for receiving federal funds. The LEA Plan is a comprehensive plan that describes the educational services provided with federal resources and must be revised annually. The current LEA Plan was approved on September 9, 2015. The annual required revisions to the current LEA Plan are contained within Performance Goal 2 which addresses English Learner (EL) students. The revised Performance Goal 2 section of the LEA Plan is provided under separate cover.

POLICY/ISSUE:

Board Policy 6157.2 – Title I Programs

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the revised Title III LEA Plan Performance Goal 2 that describes educational services for EL students provided through federal funds.

PREPARED BY:

Deborah Stark, Assistant Superintendent-Educational Services

DISTRICT PRIORITY 1:

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

ACTION ITEM: 3.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 11, 2016
SUBJECT: Physical Education Exemption for High School Students

BACKGROUND INFORMATION:

All high school students are required to pass five of the six components of the California Physical Fitness Test (PFT). Students who do not pass the PFT in ninth grade are required to take a physical education course in high school each year until they demonstrate the fitness level needed to pass this test. Approximately 49 percent of ninth grade students in Paramount Unified School District pass the PFT each year. California requires only two years of physical education for a high school diploma. The PFT requirement means some students need to take physical education classes beyond the two year California requirement. School districts may exercise two types of exemptions to provide students who have not passed the PFT the courses they need to complete graduation requirements:

- A *two-year* exemption which allows students to be exempt from physical education courses for any two years during grades 10-12 provided the student has satisfactorily met at least five of the six standards of the PFT in grade 9.
- A *permanent* exemption to excuse students from courses in physical education if the student 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.

Exemptions are needed to allow students to take courses required for graduation or meet A-G requirements. The students on the attached list, distinguished by identification numbers, may be exempted from taking a physical education course in 2016-17 as they have met the criteria for one of the two exemption options described above.

Exemption	Total students who qualify for Physical Education Exemption
Two-year	27
Permanent	665
Total	692

ACTION ITEM: 3.3-A

POLICY/ISSUE:

Education Code 51241 – Temporary or permanent exemption from physical education

Board Policy 6146.41 – Physical Education

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve physical education course exemptions for students who meet the criteria for either the two-year or permanent physical education exemptions.

PREPARED BY:

Margarita Rodriguez, Director – 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

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 11, 2016
SUBJECT: Nonpublic School Placement for Special Education Students for 2016-17

BACKGROUND INFORMATION:

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

An elementary school student (2014001057) with a diagnosis of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with designated instructional services (DIS) counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$47,000

A middle school student (2015001025) with a diagnosis of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$40,000

A middle school student (2015002155) with a diagnosis of specific learning disability was unsuccessful in a District placement. The IEP team recommends placement at Rossier Park School with DIS counseling, speech services, and a 1:1 aide as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$70,100

A high school student (2015002968) with a diagnosis of specific learning disability was unsuccessful in a District placement. The IEP team recommends placement at Rossier Park School with DIS counseling and speech services as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$42,000

POLICY/ISSUE:

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

ACTION ITEM: 3.4-A

FISCAL IMPACT:

Estimated cost not to exceed \$120,800 from special education funds and \$78,300 from mental health funds.

STAFF RECOMMENDATION:

Approve the placement for special education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2016-17 school year.

PREPARED BY:

Kimberly Cole, Director - Special Education and Early Childhood Education

DISTRICT PRIORITY 1:

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent–Secondary Educational Services
DATE: July 11, 2016
SUBJECT: Memorandum of Understanding with Paramount Publishing Company

BACKGROUND INFORMATION:

Upon serving on the Career Technical Education (CTE) Advisory Committee for the 2015-16 school year, the owners of Paramount Publishing Company will launch a summer internship program to a maximum of three Paramount High School CTE students who are interested in pursuing a career in graphic design after high school and beyond. The program is geared toward highly skilled CTE Media Design Pathway students who meet the following criteria:

- Current PHS Media Design Pathway students going into their senior year in the fall.
- Successfully completed the Advanced Graphic Design class with final grades of “B” or higher.

Participants will intern for 10-20 hours per week and gain valuable work-based learning experience in the following areas:

- Graphic design
- Product photography
- Web and logo design
- Customer service
- Soft skills

This Memorandum of Understanding (MOU) is entered into by Paramount Publishing Company and Paramount Unified School District for the purpose of providing recruitment and orientation for eligible students. Paramount Unified School District will provide a pool of high school students who meet the criteria needed to participate in the summer internship program and a room or location to facilitate informational meetings where employees from Paramount Publishing Company will provide an overview of the company, job expectations and employment projections at Paramount High School.

This item is ratified as a result of a delay in the MOU submission from Paramount Publishing Company after an introductory meeting outlining the program with Paramount Unified School District held on June 16, 2016.

ACTION ITEM: 3.5-A

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Ratify the Memorandum of Understanding with Paramount Publishing Company for the summer internship program for the 2015-16 and 2016-17 school years.

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.

Paramount Unified School District

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between Paramount Publishing Company and the Paramount Unified School District.

Paramount Publishing Company will:

- Provide responsible supervision and adequate equipment and materials to facilitate learning at a site that will not jeopardize the health, safety, welfare, or morals of the student.
- Provide internship students with copies of organization policies that include filing a complaint for sexual harassment.
- Confer with the CTE teacher regarding the student's progress in the CTE Internship Program.
- Understand the program objectives and agree to participate. Student's onsite activities shall be limited to practicing, enhancing, developing and/or observing skills taught in the course.

Paramount Unified School District agrees to provide:

- High school students who meet the criteria needed to participate in the internship program.
- A room or location to facilitate informational meetings during the school year.

This Memorandum of Understanding shall be effective June, 2016 through June, 2017. Should this Memorandum of Understanding require modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

Jose Torres
Paramount Publishing Co.
14051 Paramount Blvd.
Paramount, CA 90723

Ruben Frutos
Assistant Superintendent
Business Services
Paramount Unified School District

Date

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent–Secondary Educational Services
DATE: July 11, 2016
SUBJECT: Renaming Associated Student Body Course

BACKGROUND INFORMATION:

In efforts of creating a college going culture, there is a need to expand college preparatory elective offerings at Paramount High School. By renaming the course to Student Government, it aligns to other UC “a-g” approved courses that are offered at local schools. This course has been approved for UC “a-g” status under section “g” college preparatory elective using the State’s Course Management Portal. This course is offered at Paramount High School-West Campus and Paramount High School for students in grades 9-12.

Although the content of the listed course will not be altered, the course title will be renamed in the Student Information System as follows:

Current Course Title	Proposed Course Title
Student Gov’t	Student Government

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the renaming of the select Student Government course title which is offered at Paramount High School and Paramount High School-West Campus.

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: 3.6-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Resolution 16-03, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers

BACKGROUND INFORMATION:

Education Code Section 42600 specifies that all routine budget revisions, adjustments, and transfers shall be approved at official meetings of the District's Board of Education prior to submitting them to the County Superintendent of Schools for approval.

Notwithstanding the traditional processing of revisions, Education Code 42600 allows the Governing Board of a district, by written resolution, to take action permitting the administrative staff to directly process certain budget adjustments and transfers and submit them to the Los Angeles County Office of Education (LACOE) prior to ratification by the Governing Board.

In an effort to expedite that processing time, which currently takes approximately up to six weeks to have a budget transfer processed through the Fiscal Services Department and approved by the Governing Board, LACOE is offering an optional procedure that local educational agencies may choose to follow. That option will allow the Governing Board to delegate administrative authority to District staff in certain circumstances.

A district using this delegation of authority shall submit, within 30 days of the board meeting, ratified routine budget revisions, adjustments, and transfers. Copies of the Board meeting agenda, minutes, and resolutions documenting the ratification shall also be submitted.

POLICY/ISSUE

Education Code Section 42600 – District Budget Limitation on Expenditure
Board Policy 3100 – Budget

FISCAL IMPACT:

As indicated in the budget adjustments, revisions and transfers.

STAFF RECOMMENDATION:

Adopt Resolution 16-03, authorizing the Los Angeles County Superintendent of Schools to process routine budget revisions, adjustments, and transfers.

ACTION ITEM: 4.1-A

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

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

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 16-03

ANNUAL DELEGATION OF ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE BUDGET REVISIONS, ADJUSTMENTS, AND TRANSFERS

WHEREAS, the Governing Board of the Paramount Unified School District authorizes the Los Angeles County Office of Education, Superintendent, to make such routine budget revisions, adjustments, and transfers for the payment of District obligations and to effect technical adjustments of the Board-adopted budget during the 2016-2017 fiscal year, in accordance with the provisions of this resolution.

WHEREAS, this resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2016, to June 30, 2017, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of Paramount Unified School District.

WHEREAS, this resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers within or between account objects of expenditures and within or between resources and funds.

WHEREAS, this resolution shall not permit the administrative processing of non-routine transfers exceeding \$2,000,000 for any single budget revision, adjustment, and transfer which will increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers which reduce or increase the fund balance of any related fund; or transfers between funds. Such non-routine budget revisions, adjustments and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education for further review, approval and processing.

WHEREAS, a summary report of routine budget revisions, adjustments, and transfers approved and processed by the Superintendent in accordance with this resolution listed by major objects and funds, transaction numbers, date, and amounts shall be submitted to the Governing Board for adoption/ratification monthly and with the District's First Interim, Second Interim, and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports.

WHEREAS, all routine budget revisions, adjustments, and transfers must be made in accordance with the provisions of the Education Code Sections 42600, 42601, 42602, 42603, and 42610, and processed using the appropriate forms and documentation as provided by the County Office, and in compliance with applicable District guidelines.

WHEREAS, this resolution by the Governing Board and written authorization by the persons herein designated may be used by the Los Angeles County Office of Education to permit routine budget revisions, adjustments, and transfers in accordance with the foregoing guidelines.

ADOPTED by the Paramount Unified School District Governing Board on this 11th day of July, 2016.

Tony Peña
President, Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Resolution 16-04, Temporary Interfund Borrowing

BACKGROUND INFORMATION:

Temporary interfund borrowing of cash is permitted by Education Code Section 42603 for K-12 districts. The District's Governing Board's approval is required. The Governing Board may direct that up to 75% of moneys held in any fund may be temporarily transferred to another fund of the District for payment of obligations.

Staff wants to ensure that the District has enough cash to satisfy all of its obligations through the end of the fiscal year. This request does not specify a dollar amount and will be determined by the need and the cash available in other funds.

This request is submitted proactively for approval of the Governing Board to authorize the transfer of these funds between any of the District's operating funds for the 2016-2017 fiscal year, should it be needed.

POLICY/ISSUE:

Education Code Section 42603 – Transfer of Special or Restricted Fund Moneys
Board Policy 3140 – Transfer of Funds Between Categories

FISCAL IMPACT:

Up to 75% of available cash in each operating fund, as needed.

STAFF RECOMMENDATION:

Adopt Resolution 16-04, Temporary Interfund Borrowing between any of the District's operating funds, as needed, during the 2016-17 fiscal year.

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

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

ACTION ITEM: 4.2-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

**RESOLUTION 16-04
TEMPORARY INTERFUND BORROWING**

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the 2016-17 fiscal year, and;

WHEREAS, temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, the amount shall not exceed 75% of any moneys held in any fund, and;

WHEREAS, borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year;

THEREFORE, BE IT RESOLVED, that the Governing Board of Paramount Unified School District hereby authorizes the borrowing of cash between all of the District's funds.

ADOPTED this 11th day of July, 2016.

Tony Peña
President, Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Resolution 16-05, Temporary Transfers from the School Pools Fund Maintained by the Los Angeles County Treasurer

BACKGROUND INFORMATION:

Temporary borrowing of cash from the Treasurer in the event of cash deficiencies is available through the last Monday of April, per Article XVI, Section 6, of the California Constitution. The Treasurer cannot loan districts money after the aforementioned Monday, and districts must be cash self-sufficient from that point on until the end of the year.

The temporary borrowing from the Treasurer may be made under the following restrictions:

- No more than 85 percent of the anticipated revenues accruing to the school district may be borrowed
- Borrowing may not be made prior to the first day of the fiscal year nor after the last Monday in April of the current year
- Repayment from the revenues accruing to the school district shall be made before any other obligation is met from such revenue

Staff wants to ensure that the District has enough cash to satisfy all of its obligations through the end of the fiscal year. This request will be determined by the need and the cash available in other funds.

This request is submitted proactively for approval of the Governing Board to authorize the temporary transfers of these funds from the School Pools Fund maintained by the Los Angeles County Treasurer for the 2016-2017 fiscal year, should it be needed.

POLICY/ISSUE:

Article XVI, Section 6, of the California Constitution

FISCAL IMPACT:

Up to \$10,000,000, as needed.

ACTION ITEM: 4.3-A

STAFF RECOMMENDATION:

Adopt Resolution 16-05, Temporary Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer.

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

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

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 16-05

TEMPORARY Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the 2016-17 fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer (Treasurer), and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$10,000,000
2. For Fiscal Year: 2016-17
3. Shall not exceed 85 percent of the anticipated revenues accruing to the District.
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the District before any other obligation of the District is met from such revenue.

THEREFORE, BE IT RESOLVED, that the Governing Board of Paramount Unified School District hereby requests the Treasurer to make temporary transfers of funds.

ADOPTED this 11th day of July, 2016.

Tony Peña
President, Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Revision 3 of Resolutions 15-19 through 15-28, Signature Authorizations

BACKGROUND INFORMATION:

The Governing Board of each school district shall be responsible for filing, or causing to be filed with the County Superintendent of Schools, the verified signature of each person, including members of the Governing Board, authorized to sign notices of employment, contracts and orders in its name. The Los Angeles County Office of Education requires an annual renewal of authorized signatures following the reorganization of the Board of Education each December. Resolutions 15-19 through 15-28 designate those persons who are authorized to sign documents on behalf of the District.

The revision of Resolution Nos. 15-19 through 15-28 will authorize the following District staff members in new positions to sign documents on behalf of the District effective July 1, 2016 through December 13, 2016: Ryan D. Smith, Assistant Superintendent-Secondary Educational Services.

POLICY/ISSUE:

Board Policy 3326.3 - Signatures/Facsimiles

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve Revision 3 of Resolutions 15-19 through 15-28, Signature Authorizations through December 13, 2016.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

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

ACTION ITEM: 4.4-A

**PARAMOUNT UNIFIED SCHOOL DISTRICT
SIGNATURE AUTHORIZATIONS
BOARD TERM -- 2015-2016**

REVISION 3

RESOLUTION 15-19

The Board of Education of the Paramount Unified School District hereby resolves that Ruth Pérez, Superintendent; and/or Deborah Stark, Assistant Superintendent-Educational Services; and/or Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services, shall sign manually or by facsimile, the orders drawn on funds of the Paramount Unified School District for warrants, revolving cash checks, and orders for salary payments and cafeteria checks for the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-20

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services; and/or Christopher Stamm, Student Nutrition Services Director, to sign all applications and reports connected with the Special School Milk Program and the National School Lunch Program for the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-21

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Deborah Stark, Assistant Superintendent-Educational Services; and/or Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Myrna Morales, Assistant Superintendent-Human Resources; and/or Beatriz Spelker-Levi, Director of Personnel; and or Patricia Tu, Director of Fiscal Services, to sign manually or by facsimile, employment-related notices for District personnel whose employment status has been authorized or ratified by the Board of Education, and related documents for the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-22

The Board of Education of the Paramount Unified School District hereby designates Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Deborah Stark, Assistant Superintendent-Educational Services; Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Manuel San Miguel, Director of Student Services/ Alternative Education; and/or Gregoire Francois, Director of Secondary Education/CTE and Instructional Technology; and/or Kim Cole,

Director of Special Education/Early Childhood Education; and/or Margarita Rodriguez, Director of Research and Evaluation, as authorized representatives for the purpose of furnishing information to the United States of America, and/or to the State of California, such information, data, documents as pertain to the application for funds under the provisions of any and all federal- and state-connected projects and subsequent amendments to such projects. Certified copies of this resolution shall be included as a part of any application for funds to be submitted to the United States of America or the State of California in connection with any and all federal and state projects for the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-23

The Board of Education of the Paramount Unified School District hereby authorizes the continuation of a Cash Clearing Account. The checks will be preprinted for payment to the Treasurer, County of Los Angeles. The authorized signatories of this account will be Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services, during the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-24

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent, and/or Ruben P. Frutos, Assistant Superintendent-Business Services, to invest surplus cash in U.S. Treasury Bills at their discretion. It is understood that a report will be made on interest rates of return on the investments as they mature and that an annual report will be presented to the Board of Education for the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-25

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; Cynthia A. DiPaola, Director of Operations; and/or Roger Ramirez, Assistant Director of Operations, to sign manually or by facsimile, all purchase orders and/or documents relating to purchase orders, including the purchase of fuel through the Los Angeles Procurement Division, during the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-26

The Board of Education of the Paramount Unified School District hereby authorizes the reimbursement of the Cash Revolving Fund for awards, plaques, and certificates made to members of the staff of the Paramount Unified School District and students who participate as an advisory group to the Board of Education during the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-27

The Board of Education of the Paramount Unified School District hereby authorizes Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services; and/or Yolanda Calderon, Assistant Director of Fiscal Services, to approve vendor payments through the PeopleSoft and SmarteFinance systems during the period beginning December 10, 2015, and ending December 13, 2016.

RESOLUTION 15-28

The Board of Education of the Paramount Unified School District hereby resolves that in the out-of-district absence of the Superintendent from December 10, 2015, through December 13, 2016, the Assistant Superintendent-Educational Services shall act as Superintendent. The Board further resolves that in the out-of-district absence of both the Superintendent and the Assistant Superintendent-Educational Services, the Assistant Superintendent-Human Resources shall act as Superintendent. The Board further resolves that in the out-of-district absences of the Superintendent, the Assistant Superintendent-Educational Services, and the Assistant Superintendent-Human Resources, the Assistant Superintendent-Business Services shall act as Superintendent. The Board further resolves that in the out-of-district absences of the Superintendent, the Assistant Superintendent-Educational Services, the Assistant Superintendent-Human Resources, and the Assistant Superintendent-Business Services, the Assistant Superintendent-Secondary Educational Services shall act as Superintendent

BE IT, THEREFORE, RESOLVED, that this Governing Board is hereby establishing the District Signature Authorizations for the 2015-2016 Board term year.

ADOPTED this 11th day of July, 2016.

President of the Board

Vice President of the Board

Member of the Board

Member of the Board

Member of the Board

Ruth Pérez, Secretary to the Board

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: District Remaining Priority School Project Needs - Authorization to Proceed with an Updated Community Survey

BACKGROUND INFORMATION:

The District completed the Priority 1 School Projects in 2013 that were authorized under Measure AA in 2006. The District's past-completed school projects included improvements, upgrades, expansions, and new construction of facilities at nine elementary, four middle/K-8, and two high school campuses.

At the June 8th meeting, the Board was presented with an informational presentation highlighting the District's remaining school facilities and types of projects that are needed and its funding opportunity under a 2016 General Obligation Bond measure ("2016 Bond Measure") to complete these remaining school facilities needs. Included in the June 8th presentation was a summary of the planning process that incorporates: a) an updated School Facilities Program Needs Analysis; b) conducting a Community Survey of the District's school facilities priorities; and c) a District Community Outreach process.

Since the June 8th meeting, staff has been updating both the District's remaining school facilities needs and the preliminary project budget estimates. The next step in the planning process is to conduct a Community Survey that will test the following key components:

- Community Knowledge of the District
- View of the District, Board, and Management
- Awareness of District Facilities Needs
- Community Educational Program Priorities
- School Facilities Project Priorities
- Bond and Tax-Rate Support Levels

The District conducted a Community Survey in 2006 with the firm of Fairbank, Maslin, Maullin, Metz & Associates ("FM3") as an integral planning component for Measure AA. An updated FM3 Community Survey will provide the Board with the information needed for the Board to make a final determination at its August 8th meeting to proceed with a Bond Measure in 2016.

ACTION ITEM: 4.5-A

FM3 will provide the services needed by the District to conduct an updated Community Survey. FM3's expense will not exceed \$35,000 and can be paid from the District's Capital Facilities funds. A representative from the District's School Funding Team will be in attendance to answer any questions that the Board may have.

POLICY/ISSUE:

Board Policy 7215 - General Obligation Bonds

FISCAL IMPACT:

Not to exceed \$35,000, to be paid from Capital Facilities Funds

STAFF RECOMMENDATION:

Approve the firm of Fairbank, Maslin, Maullin, Metz & Associates to conduct an updated Community Survey, and authorize staff to sign all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 11, 2016
SUBJECT: Beginning and Ending Times for Schools

BACKGROUND INFORMATION:

The beginning and ending times for District schools for the 2016-17 school year are presented. All schools comply with required instructional minutes.

PREPARED BY:

Deborah Stark, Assistant Superintendent-Educational Services

DISTRICT PRIORITY 1:

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



Paramount Unified School District Educational Services

Beginning and Ending Times for Schools 2016-17

SCHOOL	GRADE	SESSIONS	MINIMUM DAYS	SCHOOL	GRADE	SESSIONS	MINIMUM DAYS
Alondra	6-8	8:00 - 2:15	8:00 - 12:51	Paramount Park	6-8	8:00 - 2:20	8:00 - 12:55
Collins	TK/K TK/K* K** 1-3 4-5	8:30 - 12:03 8:30 - 1:40 1:40 - 2:23 8:30 - 2:38 8:30 - 2:50	8:30 - 1:25	Roosevelt	TK/K TK/K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:25 1:25 - 2:08 8:15 - 2:23 8:15 - 2:35	8:15 - 1:10
Gaines	TK/K TK/K* K** 1-3	8:15 - 11:38 8:15 - 1:30 1:30 - 2:13 8:15 - 2:13	8:15 - 1:13	Tanner	TK/K TK/K* K** 1-3 4-5	8:20 - 11:43 8:20 - 1:30 1:30 - 2:13 8:20 - 2:28 8:20 - 2:40	8:20 - 1:15
Hollydale	TK/K TK/K* K** 1-3 4-5 6-8	8:20 - 11:43 8:20 - 1:15 1:15 - 1:58 8:20 - 2:28 8:20 - 2:40 8:20 - 2:40	8:20 - 1:15	Wirtz	TK/K TK/K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:10 1:10 - 1:53 8:15 - 2:08 8:15 - 2:25	8:15 - 12:55 8:15 - 1:10
Jackson	4-5 6-8	8:00 - 2:15 8:00 - 2:15	8:00 - 12:50	Zamboni	6-8	8:00 - 2:20	8:00 - 12:55
Jefferson	K K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:25 1:25 - 2:08 8:15 - 2:13 8:15 - 2:30	8:15 - 1:10	Buena Vista	Session I Session II	8:50 - 11:52 12:30 - 3:32	N/A
Keppel	TK/K TK/K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:25 1:25 - 2:08 8:15 - 2:23 8:15 - 2:35	8:15 - 1:10	Community Day School	7-12	7:45 - 2:45	
Lincoln	TK/K TK/K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:25 1:25 - 2:08 8:15 - 2:26 8:15 - 2:33	8:15 - 1:10	PHS	10-12	8:05 - 2:55	8:05 - 12:05
Los Cerritos	TK/K TK/K* K** 1-3 4-5	8:15 - 11:38 8:15 - 1:25 1:25 - 2:08 8:15 - 2:28 8:15 - 2:30	8:15 - 1:10 8:15 - 1:15	PHS-West	9th	8:05 - 2:55	8:05 - 12:05
Mokler	TK/K TK/K* K** 1-3 4-5	8:15 - 11:40 8:15 - 1:25 1:25 - 2:08 8:15 - 2:23 8:15 - 2:30	8:15 - 1:10 8:15 - 1:06	Early Childhood Education Preschool and Extended Day Care			
				PRESCHOOL		SESSION I	SESSION II
				Alondra		7:45 - 11:15	12:15 - 3:45
				Collins		8:15 - 11:45	
				Gaines		7:45 - 11:15	12:15 - 3:45
				Gaines Full Day		7:30 - 5:00	
				Hollydale		7:45 - 11:15	12:15 - 3:45
				Keppel		7:45 - 11:15	12:15 - 3:45
				Mokler		7:45 - 11:15	12:15 - 3:45
				Wirtz		7:45 - 11:15	12:15 - 3:45
				Zamboni		7:45 - 11:15	12:15 - 3:45

* The extended day Transitional Kindergarten and Kindergarten schedule will begin September 12, 2016.
 ** Targeted Instruction will begin September 26, 2016.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 11, 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 fourth quarter April 1 – June 30, 2016.

PREPARED BY:

Manuel San Miguel, Director - Student Services

DISTRICT PRIORITY 1:

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



**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: June 24, 2016

Person completing this form: Manuel San Miguel Title: Director

Quarter covered by this report (Check One Below):

- 1st QTR July 1 to September 30 Due 15-Oct 2015
- 2nd QTR October 1 to December 31 Due 15-Jan 2016
- 3rd QTR January 1 to March 31 Due 15-Apr 2016
- 4th QTR April 1 to June 30 Due 15-Jul 2016

Date for information to be reported publicly at governing board meeting: July 11, 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	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
TOTAL	0	0	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@laoe.edu

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: Bid Summary – School Bus Transportation Services

BACKGROUND INFORMATION:

At the meeting of May 25, 2016, the Board of Education authorized staff to seek bids for school bus services.

The summary below reflects the pricing for school bus services.

(Vendor) Durham School Services	4-hour minimum fee	Additional miles rate	Additional hours rate
5-year Contract Pricing			
78 Passenger bus	\$371.65	\$1.50	\$37.03
84 Passenger bus	\$398.77	\$1.60	\$37.03
Hourly Rate for Bus Assistant			
Regular Time Rate	\$85.28	N/A	\$21.32
Overtime Rate	\$127.92	N/A	\$31.98

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve District’s mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 11, 2016
SUBJECT: General Obligation Bond – Community Survey

BACKGROUND INFORMATION:

Michael Ogburn from California Financial Services will present an update on bond projects and funds, as well as procedural next steps including details on an updated community survey. The information presented will be related to potential bond opportunities available this year.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

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