

# 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*



## STUDY SESSION MEETING OF BOARD OF EDUCATION

MINUTES  
August 2, 2016

The meeting was called to order at 6:06 p.m. by President Tony Peña in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Pledge of Allegiance Ruben Frutos, Assistant Superintendent-Business Services, led the Pledge of Allegiance.

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

Administrators Present Ruth Pérez, Superintendent  
Ruben Frutos, Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Ryan Smith, Assistant Superintendent-Secondary Educational Services  
Deborah Stark, Assistant Superintendent-Educational Services  
Kim Cole, Director-Special Education/Early Childhood Education  
Cindy DiPaola, Director-Maintenance & Operations  
Greg Francois, Director-Secondary Ed. & Instructional Technology  
Renee Jeffrey, Director-K-5 School Support & Innovative Programs  
Troy Marshall, Director-Technology  
Margarita Rodriguez, Director-Research & Evaluation  
Chris Stamm, Director-Nutrition Services  
Patricia Tu, Director-Fiscal Services

Approve Study Session Trustee Anderson moved, Trustee Cuellar seconded and the motion  
Agenda August 2, 2016 carried 5-0 to approve the agenda of the Study Session Meeting of  
1.209 August 2, 2016.

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

## HEARING SECTION

There were no speakers during the Hearing Section.

District Remaining Priority Mr. Michael Ogburn, with California Financial Services and Mr. Adam  
School Facilities Needs Sonenshein with FM3 presented the Board with information on the  
Summary Presentation of the recent District Community Survey results that was conducted.  
2016 Updated Community  
Survey Results

### Methodology

- 355 interviews with Paramount Unified School District voters likely to participate in the November 2016 election

**8-2-16** *Serving the communities of Bellflower, Lakewood, Long Beach, Paramount and South Gate.*

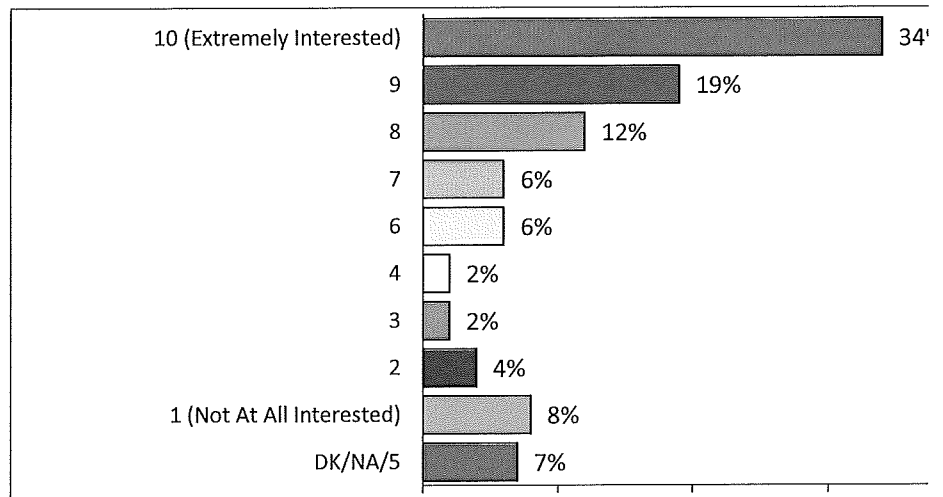
*Great things are happening in Paramount schools*

- Conducted July 24 – 31, 2016 via landline and cell phones in English and Spanish
- Margin of error of +/-5.2% at the 95% confidence interval
- Due to rounding, some percentages do not add up to 100%

**Election Context**

Interest in November's election is quite high.

*On a scale of 1 to 10, with 1 meaning "not at all interested" and 10 meaning "extremely interested," please tell me how interested you are in this year's Presidential election. Mean score 7.5*

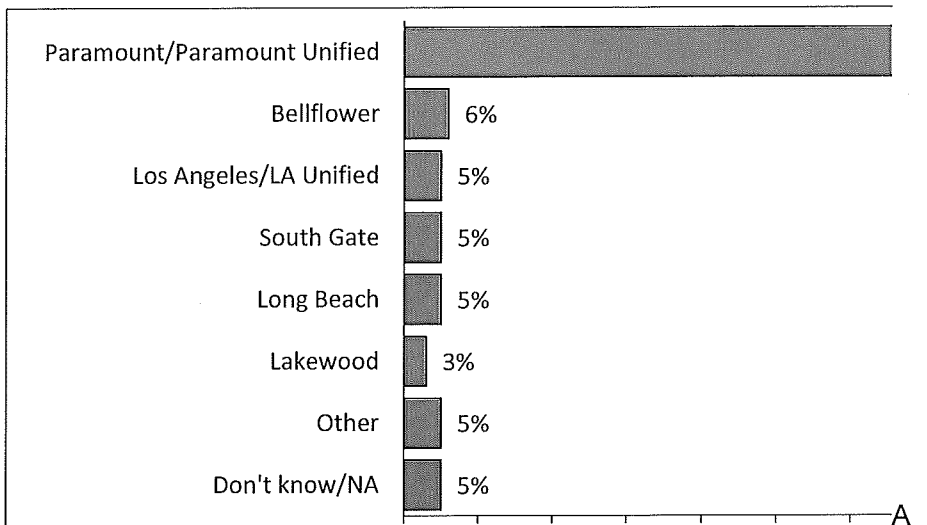


**District voters support statewide education-funding measures**  
 SCHOOL BONDS. FUNDING FOR K-12 SCHOOL AND COMMUNITY COLLEGE FACILITIES. INITIATIVE STATUTORY AMENDMENT. Authorizes \$9 billion in general obligation bonds for new construction and modernizing older Kindergarten through 12th grade public schools, charter schools, vocational education schools, and community colleges. State General Fund costs of \$17.6 billion to pay principal on bonds over 35 years with average annual payments of approximately \$500 million

**TAX EXTENSION TO FUND EDUCATION AND HEALTHCARE. INITIATIVE CONSTITUTIONAL AMENDMENT.**  
 Extends by twelve years the personal income tax increases enacted in 2012 on earnings over \$250,000 for K-12 schools, Community Colleges and healthcare programs. Increased state revenues from averaging between \$5 billion to \$11 billion

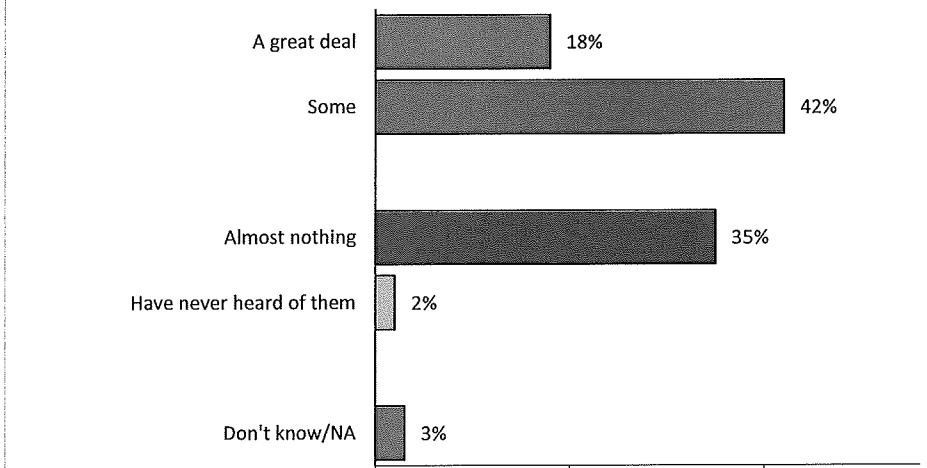
Perceptions of the District and its Schools:  
 Two thirds correctly identify the local school district that serves them.

Could you please tell me the name of your local school district?



similar share say they know at least “some about the District.

How much do you know about the schools in your area. Would you say you know ?



One third or more see a “great need” for additional funding for local schools.

*Generally speaking, would you say that \_\_\_\_\_ has a great need for additional funding, some need, a little need or no real need for additional funding?*

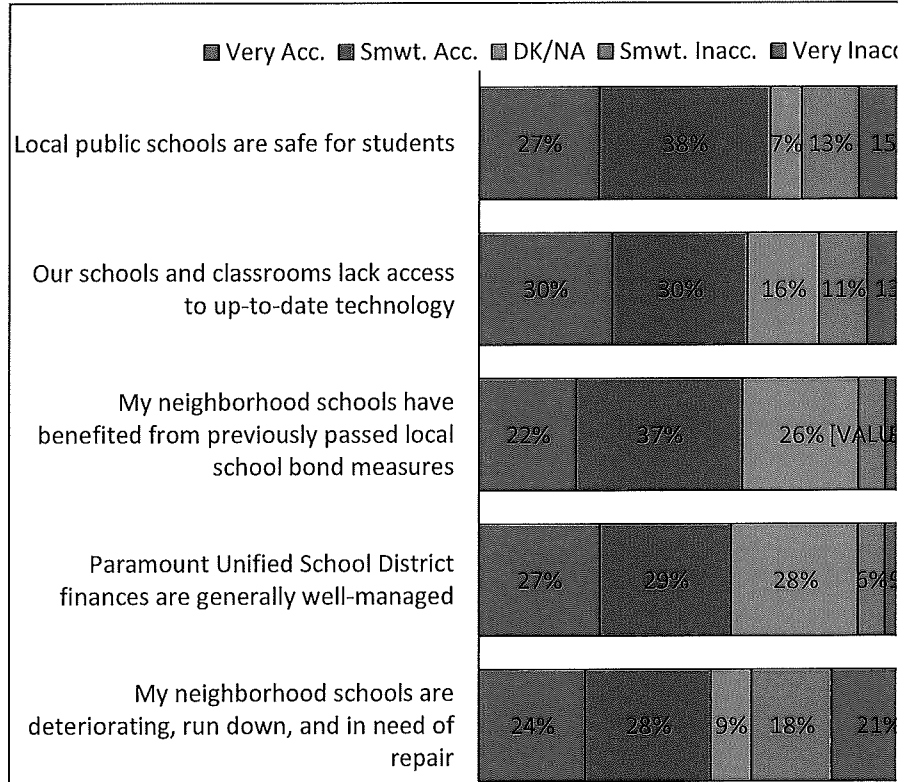
The Paramount School District

- Great need – 33%
- Some need – 31%
- A little need – 7%
- No real need – 15%
- Don't know/NA – 14%

Your neighborhood public school

- Great need – 37%
- Some need – 36%
- A little need – 6%
- No real need – 11%
- Don't know/NA – 9%

Voters largely believe local schools are safe for students, but lack access to up-to-date technology.



**Support for Potential Bond**

Measure Language Tested

NEIGHBORHOOD SCHOOL REPAIR, CAREER EDUCATION, SAFETY IMPROVEMENT MEASURE. To:

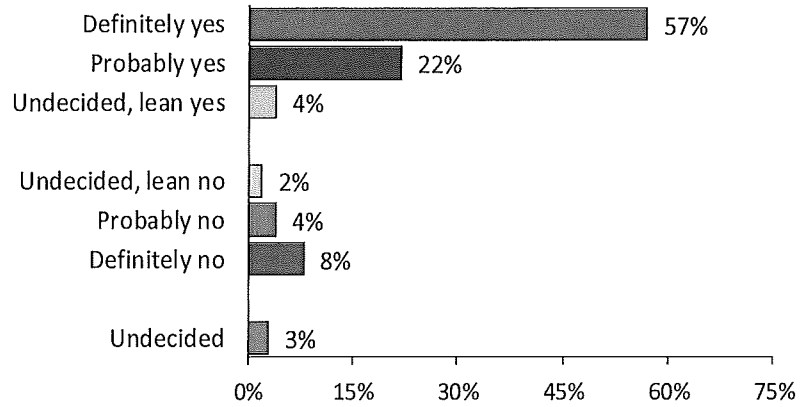
- repair/upgrade neighborhood schools that prepare students for college/careers;
- upgrade classrooms/labs for job training/college preparation;
- improve school security/technology, electrical wiring, air conditioning, smoke alarms, earthquake safety, disabled access,
- aging gymnasiums/athletic fields/tracks;
- repair deteriorating roofs, water pipes;
- remove lead paint/asbestos;

shall Paramount Unified School District issue \$106 million in bonds at legal rates, with independent audits, citizens' oversight, all funds used locally?

More than four in five voters support the measure – more than half

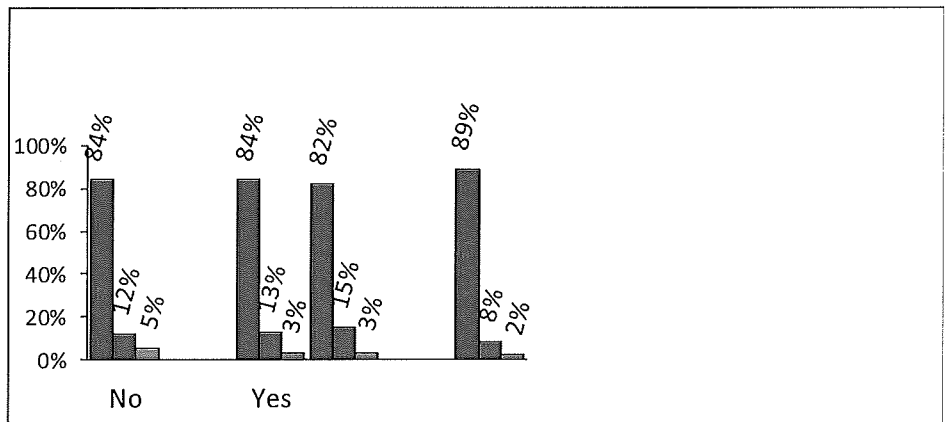


“definitely.”



Support is high regardless of direct connection.

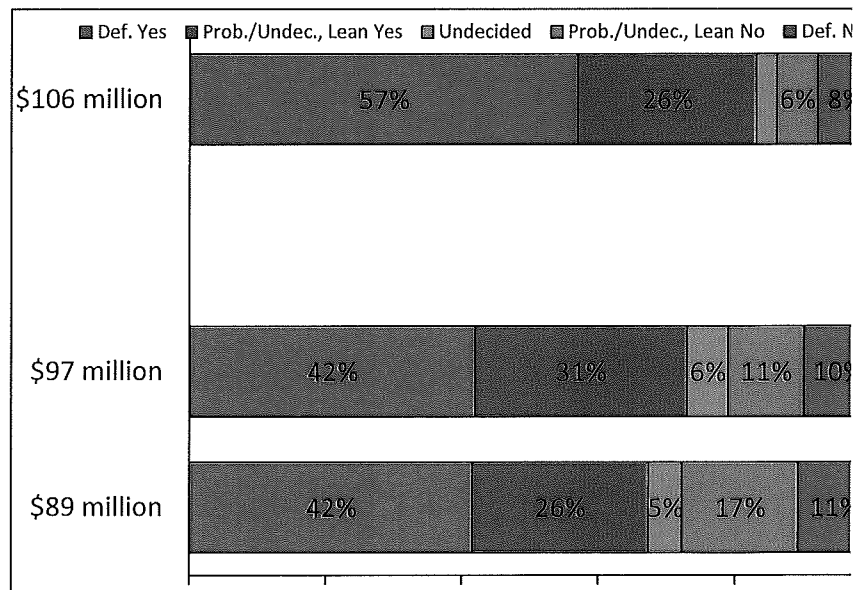
*Initial vote by Non-Parents, Have Children at Home and Children Attending Paramount USD*



Measure Structure and Priorities

The strongest support is for the higher \$106 million measure.

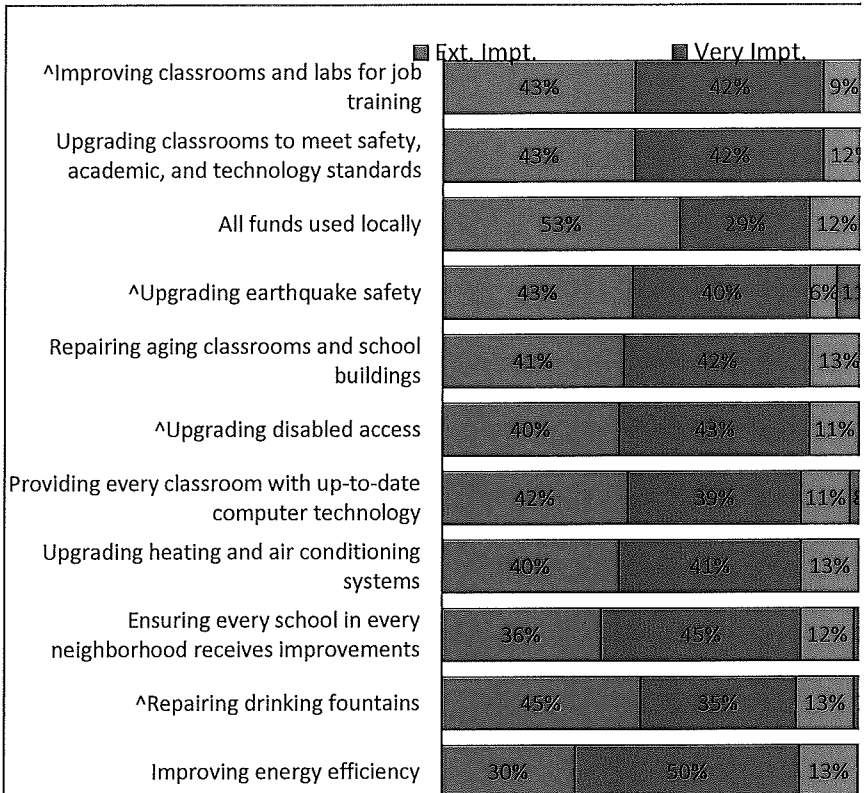
*Suppose the school bond measure we just discussed was for \_\_\_\_\_, instead of \$106 million. Would you vote yes in favor of it, or no to oppose it?*



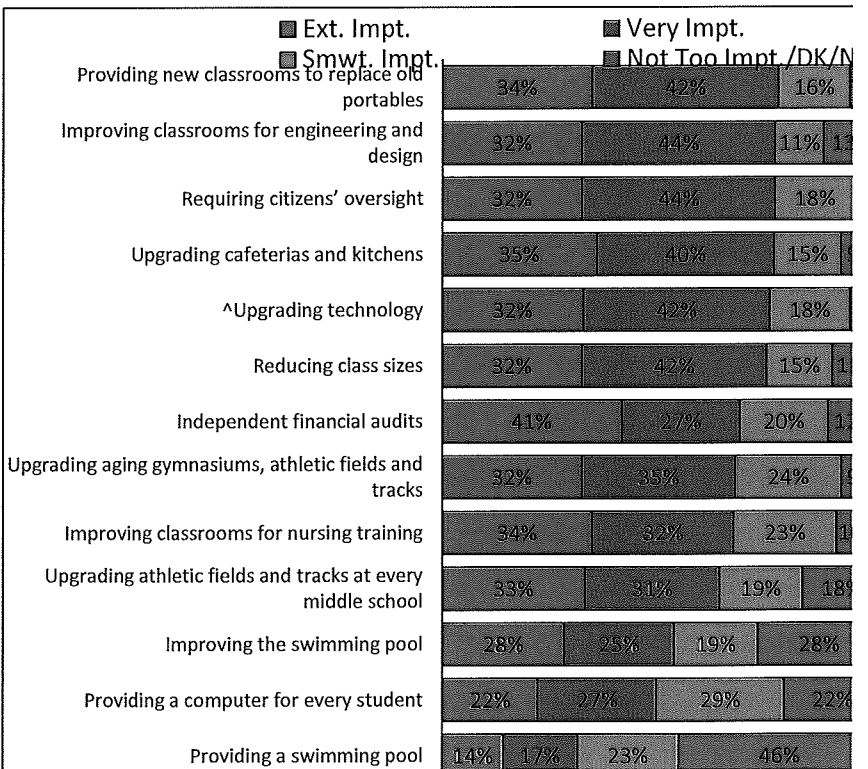
Top priorities for additional funding include college and career prep,

and basic repairs.

Up-to-date technology is important to more than four in five voters.



**Replacing old portables and improving vocational classrooms are also quite valued.**



**Informational Statements**

**\*(VOCATIONAL)** Students who do not go to a four-year college need a vocational education that provides the job training, technical knowledge, and specialized skills to compete for good-paying jobs. This bond measure will allow our local schools to upgrade vocational education programs so students can train and learn the skills they need to get a job in a competitive global economy.

**(REPAIRS)** Our local schools need basic safety improvements. Students deserve and need safe, clean schools so they can learn. This measure will repair classrooms, leaky roofs, water pipes and deteriorating electrical wiring; upgrade fire doors and smoke alarms; and make crucial earthquake safety upgrades.

**\*(JOB TRAINING/COLLEGE)** High-quality elementary, middle and high schools are key to preparing students for college and careers. This measure invests in crucial technology upgrades, basic repairs and high-quality teachers that will help put our students on the pathway to college and careers.

**(SECURITY)** This bond measure will make our schools safer. By improving school security and emergency communication systems, installing cameras and alarms, and improving emergency lighting and fencing, this measure will allow us to make essential security upgrades necessary to provide our children with safe learning environments, and to keep intruders out.

**\*(TEACHERS)** Quality classrooms and good teachers are essential to classroom education. This measure will improve the quality of education for every student and help attract and retain qualified teachers by improving classrooms and teaching environments.

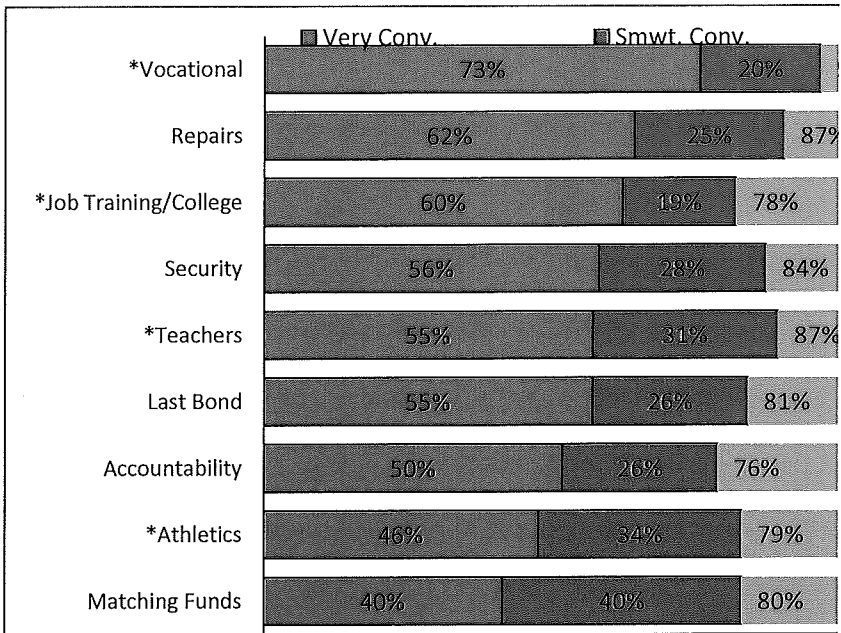
**(LAST BOND)** Paramount Unified's last bond passed with support from 73% of voters in 2006. That funding helped our high school meet academic, technology and safety standards. This bond will complete that good work by upgrading middle schools and continuing ongoing repairs at every school in every neighborhood.

**(ACCOUNTABILITY)** This measure includes strict accountability safeguards, including citizen oversight and annual financial and performance audits. Furthermore, no money from these measures will go toward administrators' salaries or pensions, and all money will be spent locally.

**\*(ATHLETICS)** Along with basic repairs and upgrades, this measure would provide a swimming pool at Paramount High School and upgrade athletic fields and tracks at the District's three middle schools. This measure is an important investment in the kind of physical activity crucial to promoting health and keeping kids out of trouble.

**(MATCHING FUNDS)** The statewide school bond is likely to pass this November, providing matching funds for Districts that invest in repairs and upgrades. Passing this measure as well would add up to \$25 million in state funding for our local schools.

**Career and job training resonate strongly with voters.**



**Conclusions**

Support for the projects and bond amount is significant throughout an exchange of information.

- A bond measure funding safety, academic and technology upgrades is viable for November’s election.
  - Fully 57% voters say they would “**definitely**” vote yes on funding for these upgrades, a strong indication of support for a measure that requires 55% for passage.
  - Support is strongest for a \$106 million measure.
- More than three in five can name their local school, and say they are at least somewhat familiar with the District.
- The need for additional funding for Paramount Unified schools is well-understood in the community.
- Voters strongly value college and career preparation, as well as up-to-date technology for every classroom, as priorities for a measure.

Staff Employee Comments  
Per Government Code 54957

There were no staff/employee comments.

**ADJOURNMENT**

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to adjourn the Special Study meeting of the Board of Education held on August 2, 2016 at 6:29 p.m.

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

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Ruth Pérez, Secretary  
To the Board of Education

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President

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Vice President/Clerk

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DR. RUTH PÉREZ  
*Superintendent*



## REGULAR MEETING OF BOARD OF EDUCATION

### MINUTES

**August 8, 2016**

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

- Pledge of Allegiance Cindy DiPaola, Director-Maintenance & Operations, led the Pledge of Allegiance.
- Roll Call Trustee Tony Peña Trustee Sonya Cuellar  
Trustee Linda Garcia Trustee Vivian Hansen  
Trustee Alicia Anderson
- Administrators Present Ruth Pérez, Superintendent  
Ruben Frutos, Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Ryan Smith, Assistant Superintendent-Secondary Educational Services  
Deborah Stark, Assistant Superintendent-Educational Services  
Kim Cole, Director-Special Education/Early Childhood Education  
Cindy DiPaola, Director-Maintenance & Operations  
Greg Francois, Director-Secondary Ed. & Instructional Technology  
Renee Jeffrey, Director-K-5 School Support & Innovative Programs  
Troy Marshall, Director-Technology  
Margarita Rodriguez, Director-Research & Evaluation  
Manuel San Miguel, Director-Student Services  
Beatriz Spelker-Levi, Director-Personnel  
Patricia Tu, Director-Fiscal Services  
Greg Buckner, Principal-Paramount High School  
Jerry King, Principal-Paramount Adult School  
Morrie Kosareff, Principal-Buena Vista High School  
Elizabeth Salcido, Principal-Paramount High School-West
- Approve Agenda Trustee Anderson moved, Trustee Cuellar seconded and the motion  
August 8, 2016 carried 4-0 to approve the agenda of the Regular Meeting of August 8,  
1.210 2016 as amended.  
Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen  
Absent: 1 – Trustee Peña
- Regular Meeting Minutes July Trustee Hansen moved, Trustee Cuellar seconded and the motion  
11, 2016 carried 4-0 to approve the Regular Meeting minutes of July 11, 2016.  
1.211 Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen  
Absent: 1 – Trustee Peña

**8-8-16** *Serving the communities of Bellflower, Lakewood, Long Beach, Paramount and South Gate.*

*Great things are happening in Paramount schools*

## REPORTS

### Employee Representative Reports

There was no CSEA representative in attendance.

TAP Interim President Christine Barboza shared that she has attended two CTA conferences. The Bargaining team attended a Summer Bargaining Institute. She added that TAP President applied and was granted full release that will allow for more time to focus on target areas. She went to a Paramount Chamber breakfast. She also shared that TAP will be hosting a Welcome Back mixer on August 26, 2016 at 3:30 p.m. at Gus's Deli.

### Board Members' Reports

Trustee Anderson attended the Paramount Adult School and PHS summer graduation.

Trustee Cuellar attended the Paramount Adult School and PHS summer graduation.

Trustee Hansen attended Paramount Adult School and PHS summer graduation.

Trustee Garcia attended the Paramount Adult School and PHS summer graduation.

### Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items

- ❖ Superintendent Pérez attended the PHS Summer graduation.
- ❖ Dr. Pérez shared that staff is actively planning the Jackson School Track Ribbon Cutting ceremony.
- ❖ Superintendent Pérez shared that 385 teachers participated in staff development during the summer coordinated by Ed. Services.
- ❖ Superintendent Pérez thanked the Human Resources department for completing 99% of staffing.
- ❖ Dr. Pérez shared that on Thursday, Executive Cabinet will be participating in a retreat to establish a cohesive leadership team.

### Introductions – Renee Jeffrey

Renee Jeffrey received her Bachelor's Degree in Liberal Studies, her Master's Degree in Special Education and Administration from California State University, Fullerton. She is currently pursuing her Doctoral Degree at the University of California, Los Angeles.

Renee served as a general and special education classroom teacher and Resource Specialist at Fullerton School District. Then in 2006, Renee became an Assistant Principal in the Buena Park School District. She was also an Adjunct Instructor for Concordia University from 2011 to 2015. For the past nine years, Renee has served as the Principal of Pendleton Elementary School in the Buena Park School District.

Renee is viewed as being a skilled administrator who is willing to go beyond the call of duty to help students excel. She has extensive experience providing staff development and transforming schools.

We welcome Renee as the Director, Educational Services – K-5 School Support & Innovative Programs.

CAASSP Results

Margarita Rodriguez, Director-Research and Evaluation presented the Board with the recently received results of the California Assessment of Student Performance and Progress.

A full version of the CAASSP results presentation is available on the District website.

**BOARD MEETING  
CALENDER**

There were no changes to the Board meeting calendar.

**HEARING SECTION**

There were no speakers during the hearing section.

**CONSENT ITEMS**

0.212

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

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

**Human Resources**

Personnel Report  
16-02  
2.212

Accept Personnel Report 16-02, 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.

**Educational Services**

Consultant Services  
3.212

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

**Business Services**

Purchase Order Report  
16-02  
4.212

Approved Purchase Order Report 16-02 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month on  
July 2016  
4.212

Approve warrants for all funds through June with a total of \$15,305,729.02.

Acceptance of Donations  
4.212

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.

Consultants Services  
4.212

Approve the consultant services request authorizing contracts with consultants or independent contractors who provide specialized services, and authorize the Superintendent or designee to execute all necessary documents.

**ACTION ITEMS**



## **Human Resources**

Proposed Revised Board Policy 4118.112, 4218.112, 4331.1 Sexual Harassment 2.213

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to accept for second reading and adopt proposed revised Board Policy 4118.112, 4218.112, 4331.1 - Sexual Harassment which reflects current state regulations.

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

Resolution 16-06: Institutional Memberships for the 2016-17 School Year 2.214

Trustee Cuellar moved, Trustee Hansen and the motion carried 4-0 to adopt Resolution 16-06 authorizing Paramount Unified School District's institutional memberships for the 2016-17 school year.

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

## **Educational Services**

Let's Talk About It Consultant 3.215

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 approve Let's Talk About It consultant to provide an assessment and services for a student per our offer of Free Appropriate Public Education.

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

Attorney Fees and Settlement Agreement for a Special Education Student 3.216

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to approve and authorize payment for attorney fees and settlement agreement for a special education student.

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

Memorandum of Understanding with Los Angeles County Workforce Development Board 3.217

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to approve the Memorandum of Understanding with Los Angeles County Workforce Development Board to establish cooperative working relationships with AJCC partners.

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

## **Business Services**

Agreement with Children's Hospital Los Angeles Medical Group 4.218

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 4-0 to approve the agreement with Children's Hospital Los Angeles Medical Group, and authorize the Superintendent or designee to execute all necessary documents.

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

Notice of Completion – Field Service Contracts 4.219

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to accept as completed the Field Service Contracts for construction and installation of firtex for six computer labs; office renovation at Collins; replacement windows in the administration office

at Gaines; artificial turf project preparation and installation at Jackson; replacement of artificial turf in the field at Paramount High School; playground resurfacing at Wirtz, Roosevelt, Collins, Gaines, Los Cerritos, Lincoln and Hollydale Schools; and electrical for security cameras at Buena Vista, Gaines, Hollydale, Jackson, Paramount High School and Roosevelt Schools; and authorize the Superintendent or designee to file the Notices of Completion to make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding.

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

Claim Rejection  
4.220

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 4-0 to reject Claim No. 2016:001 submitted by an individual and remand to the District's insurance carrier for adjudication.

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

Claim Rejection  
4.221

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to reject Claim No. 2016:002 submitted by an individual and remand to the District's insurance carrier for adjudication.

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

Claim Rejection  
4.222

Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 4-0 to reject Claim No. 2016:003 submitted by an individual and remand to the District's insurance carrier for adjudication.

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

Sale, Disposal or Recycle of  
Surplus Property  
4.223

Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 4-0 to authorize staff to identify surplus or obsolete property, and further authorize the Superintendent or designee to arrange for the sale or disposal of District surplus property in accordance with Board Policy and the requirements of State law.

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

Agreement for Services with  
Forsythe IT, Inc. Solutions for  
2016-17  
4.224

Trustee Anderson moved, Trustee Cuellar seconded and the motion carried 4-0 to approve the 2016-17 contract agreement with Forsythe IT Solutions to provide configuration and implementation services for online providers, as appropriate, to meet all deadlines, and authorize the Superintendent or designee to execute all necessary documents.

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

Resolution No. 16-07,  
Resolution of the Board of

Trustee Anderson moved, Trustee Hansen seconded and the motion carried 4-0 to adopt Resolution No. 16-07, authorizing the special

Education of the Paramount Unified School District Ordering a School Bond Election and Authorizing Necessary Action in Connection Therewith  
4.225

election of the 2016 Bond Proposition to be held within the District's boundaries on November 8, 2016.

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

Agreement for Consultant Services with Leadership Associates, LLC  
4.226

Trustee Anderson moved, Trustee Hansen seconded and the motion carried 4-0 to Approve the Trustee Garcia moved, Trustee Hansen seconded and the motion carried to Agreement for Consultant Services with Leadership Associates, LLC, and authorize the Superintendent or designee to execute all necessary documents.

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

Revision 4 of Resolutions 15-19 through 15-28, Signature Authorizations  
4.227

Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 4-0 to approve Revision 4 of Resolutions 15-19 through 15-28, Signature Authorizations through December 13, 2016.

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

## **INFORMATION ITEMS**

### **Educational Services**

Renaming of Offices in Educational Services and Align with Responsibilities

The Board received as information the renaming of offices in Educational Services in order to align with responsibilities.

Revised Administrative Regulation 5111.1 – District Residency

The Board received as information revised Administrative Regulation 5111.1 - District Residency to align with current legislative changes.

Career Technical Education Courses for the 2016-17 School Year

The Board received as information the Local Control and Accountability Plan which outlines Paramount Unified School District's effort to improve student college and career readiness through CTE courses.

### **Business Services**

Letter of Notification of Amendment to the Local Control Accountability Plan – Supplemental and Concentration Grant Funds

The Board received as information a Letter of Notification of Amendment to the Local Control Accountability Plan – Supplemental and Concentration Grant Funds.

## **ANNOUNCEMENTS**

Staff Employee Comments Per Government Code 54957

Vice President Garcia reported that the next Regular Meeting would be Monday, September 12, 2016, at 6:00 p.m. – Boardroom of the District Office.

There were no staff/employee comments.

**CLOSED SESSION**

The Board adjourned to Closed Session at 6:43 p.m. to discuss public conference with real property negotiator, public employment, conference with labor negotiator and governance team items.

**OPEN SESSION**

The Board reconvened to Regular Session at 7:21 p.m. President Peña reported that they discussed conference with real property negotiator, public employment, conference with labor negotiator and governance team items.

The following action was taken in Closed Session:

Public Employment  
2.228

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve the appointment of Sue Saghbini Saikaly as K-8 Principal effective as soon as mutually agreeable.

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

**ADJOURNMENT**

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on August 8, 2016 at 7:23 p.m. in honor of former Board of Education member and Superintendent Richard Caldwell

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen  
Absent: 1 – Trustee 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:** September 12, 2016  
**SUBJECT:** Personnel Report 16-03

## **BACKGROUND INFORMATION:**

Following is Personnel Report 16-03, 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 16-03 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 16-03  
SEPTEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>EMPLOYMENT</b>				<b>Annual</b>		
*Jeffrey, Renee	Director of Educational Services- K-5 Support & Innovative Programs	Educational Services	Sch. A III-1	\$130,455 Educational Services	08-01-16	
*Halliburton, Jennifer	Teacher Temporary	Alondra	A-1	\$50,692 General Fund	08-12-16	06-30-17
*DeLeon, Elda	Teacher Temporary	Buena Vista	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Martin, Emily	Teacher Temporary	Buena Vista	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Nguyen, Jennifer	Teacher Temporary	Collins	A-1	\$50,692 General Fund	08-15-16	06-30-17
*Yenkelun, Amanda	Teacher Temporary	Collins	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Dary, Debra	Teacher Temporary	Hollydale	A-1	\$50,692 General Fund	08-15-16	06-30-17
*Hong, Michelle	Teacher Temporary	Hollydale	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Witrigo, Vanessa	Counselor Temporary	Keppel	A-1	\$50,602 General Fund/ Special Education	08-29-16	06-30-17
*Meas, Molina	Teacher Temporary	Lincoln	A-1	\$50,692 LCAP**	08-12-16	06-30-17
*Vokoun, David	Teacher Temporary	Lincoln	A-1	\$50,692 Special Education	08-12-16	06-30-17

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>EMPLOYMENT</b>						
<u>continued</u>						
*Hernandez, Alejandra	Teacher Temporary	Los Cerritos	A-1	<b>ANNUAL</b> \$50,692 General Fund	08-12-16	06-30-17
*Lauro, Angela	Teacher Temporary	Los Cerritos	A-1	\$50,692 Special Education	08-12-16	06-30-17
*Tien, Michelle	Teacher Temporary	Los Cerritos	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Eagen, Elizabeth	Teacher Temporary	Paramount High-Senior	A-1	\$50,692 LCAP**	08-12-16	06-30-17
*Yakubovsky, David	Teacher Temporary- 33%	Paramount High-Senior	E-26	\$32,337 LCAP/General Fund	08-15-16	06-09-17
*Arriaga, Daniel	Teacher Temporary	Paramount High-West	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Romero, Gabriela	Teacher Temporary	Paramount High-West	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Akuamoah, Felicia	Teacher Temporary	Paramount Park	A-1	\$50,692 LCAP	08-12-16	06-30-17
*Lee, Iris	Teacher Temporary	Paramount Park	A-1	\$50,692 General Fund	08-15-16	06-30-17
*Mixer, Shannon	Teacher Temporary	Paramount Park	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Silva, Victor	Teacher Temporary	Paramount Park	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Magnuson, Julie	Teacher Temporary	Tanner	A-1	\$50,692 Special Education	08-19-16	06-30-17

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>EMPLOYMENT</b>						
<u>continued</u>						
*Smith, Mallory	Teacher Temporary	Tanner	A-1	<b>ANNUAL</b> \$50,692 General Fund	08-12-16	06-30-17
*Curmi, Caitlin	Teacher Temporary	Wirtz	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Espericueta, Angela	Teacher Temporary	Zamboni	A-1	\$50,692 Special Education	08-12-16	06-30-17
*Hamilton, Alicia	Teacher Temporary	Zamboni	A-1	\$50,692 General Fund	08-12-16	06-30-17
*Aguirre, Marivel	Substitute Teacher on-call, as needed	District		<b>DAILY</b> \$150 General Fund	08-22-16	
*Cardoza, Kassandra					08-17-16	
*Cueva Vizcaino, Mariana					08-29-16	
*Dodson, Dereck					08-17-16	
*Hernandez Cruz, Luzveida					08-22-16	
*Leyvas, Teresa					08-17-16	
*Nunez, Rodolfo					08-17-16	
*Resendiz, Laura					08-17-16	
*Siordia, Margarita					08-18-16	
<b>CTE**</b>						
*Caldera, Ricardo	Graphic Design/ Photography NTE 7 hrs. per day	Paramount High-Senior		<b>HOURLY</b> \$43.19 LCAP***	08-15-16	06-09-17
*Galvan, Laura	Health Careers Academy NTE 7 hrs. per day	Paramount High-Senior		\$43.19 LCAP	08-15-16	06-09-17

\*Ratification

\*\*Career Technical Education

\*\*\*Local Control Accountability Plan



**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>CTE*</b> <u>continued</u>				<b>HOURLY</b>		
**Guevara, Maribel	Health Careers Academy NTE 7 hrs. per day	Paramount High-Senior		\$40.91 LCAP***	08-15-16	06-09-17
**Haynes, Jeremiah	Engineering Design NTE 7 hrs. per day	Paramount High-Senior		\$43.19 LCAP	08-15-16	06-09-17
**Jacobo, Ernesto	Graphic Design NTE 7 hrs. per day	Paramount High-Senior		\$43.19 LCAP	08-15-16	06-09-17
**Munoz, Julietta	Culinary Arts NTE 6 hrs. per day	Paramount High-Senior		\$40.91 LCAP	08-12-16	06-09-17
**Walker, Lanette	Health Careers Academy NTE 6 hrs. per day	Paramount High-Senior		\$39.13 LCAP	08-12-16	06-09-17
**Williams, Damika	Culinary Arts NTE 6 hrs. per day	Paramount High-West		\$40.91 LCAP	08-12-16	06-09-17
<b>ADDITIONAL ASSIGNMENT</b>						
**Arauz, Javier **Diaz, Daniel **McCullough, Jerome **Sierra, Carlos **Weller, Douglas	Home/Hospital Teacher	Alternative Education		\$38.00 General Fund	08-17-16	06-08-17
**Caero, Gypsy **Gamez, Maria	Home/Hospital Teacher	Special Education		\$38.00 Special Education	06-10-16	07-29-16
**Cobb, Tonya	Teacher on Special Assignment NTE 40 hrs. per week	Adult Education		\$43.19 Adult Education	07-01-16	06-30-17

\*Career Technical Education

\*\*Ratification

\*\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>ADDITIONAL ASSIGNMENT</b>						
<u>continued</u>						
*Carser, David *Cooks, Jill *Granados, Veronica *Humble, Christine *Marsh, Erin *Mora, Melissa *Shaw, Veronica *Tsutsui, Nadine *Veith, Kirsan *Young, Emily	Language Arts Intervention NTE 100 hrs. each	Alondra		<b>HOURLY</b> \$38.00 LCAP**	08-22-16	12-16-16
*Brainard Richard *Carser, David *Cheek, Joshua *Colenzo, Rocco *Goins, Ashley *Gonzales, Jason *Griffith-Wu, Isela *Hernandez, Martin *Humble, Christine *Hunt, Anjanett *James, Richard *Krakower, Jenna *Marsh, Erin *Otte, John *Soto, Michelle *Tsutsui, Nadine *Uriarte, Jose	Team Building and Collaboration with English Learners NTE 200 hrs. total	Alondra		\$38.00 LCAP	08-17-16	12-16-16

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>ADDITIONAL ASSIGNMENTS</u></b> continued				<b><u>HOURLY</u></b>		
*Barton, Amie *Brainard, Richard *Enciso, Maria *Garcia, Gabriel *Hernandez, Martin *James, Richard *Martin, Tina *Monroe, Shelley *Rader, DeEtta *Tilson, Courtney *Valdez, Veronica	Math Intervention NTE 60 hrs. each	Alondra		\$38.00 LCAP**	08-22-16	12-16-16
*Anderson, Katherine *Andrade, Enrique *Arauz, Javier *Barrera, Margaret *Beville, Patrick *Camp, Diana *Downs, Heather *Durazzo, Robert *Gamez, Maria *Goforth, Kimberly *Gonzalez, Patricia I. *Gonzalez, Sandra *Guggino, Cara *Johnson, Tina *Kim, Cecile *Kirkpatrick, Ryan *Mackinnon, Kathleen *Macy, David *Marquez, Alejandra *McDaniel, Jessica *Mchenry, Max *McWhorter, Wendy	Before/After School Tutoring NTE 150 hrs.	Jackson		\$38.00 LCAP	08-17-16	06-08-17

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\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>ADDITIONAL ASSIGNMENTS</b>						
<u>continued</u>						
*Mejia, Marisol *Melgaard, Maureen *Rivera, Rodrigo *Saldana, Adrian *Samperi, Steven *Sandoval, Blanca *Sierra, Carlos *Stocks, Cory *Taracena, Natalie *Turner, Christine *Van Eede, Heather *Wickham, Erin *Williams, Lovie *Woods, Deborah *Young, Sheena	Before/After School Tutoring NTE 150 hrs.	Jackson		<u>HOURLY</u> \$38.00 LCAP**	08-17-16	06-08-17
*Anderson, Ryan *Baca, Emily *Corrales, Vivian *Covarrubias, Kellie *Diaz Pe, Karmina *Drucker, Danielle *Evenson, Brandi *Garrett, Annie *Guzman, Irma *Harsh, Sheena *Kiely, Delia *Leal, Alma *Lenert, Elizabeth *Loredo, Maria *McCants, Juliana *Mercado, Laura *Molina, Mary Ann *Munoz, Araceli *Parker Aiken, Sara	Language Arts & Math Tutoring NTE 200 hrs.	Tanner		\$38.00 LCAP	08-17-16	12-16-16

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>ADDITIONAL ASSIGNMENTS</u></b>						
<u>continued</u>						
*Peck, Erin *Rogers, Melody *Rumbolz, Megan *Shearer, Ruthanne *Slater, Dawna *Smith, Mallory *Torres, Avon *Willard, Stacy *Wilson, Sheri	Language Arts & Math Tutoring NTE 200 hrs.	Tanner		<b><u>HOURLY</u></b> \$38.00 LCAP**	08-17-16	12-16-16
<b><u>SUMMER SCHOOL ASSIGNMENT</u></b>						
*Galvan, Laura	Medical Assistant Externship NTE 16 hrs.	Adult Education		\$43.19 Adult Education	08-05-16	08-26-16
<b><u>EXTRA PERIOD ASSIGNMENT</u></b>						
*Diaz, Daniel *Vargas, Jose *Weller, Douglas	ELD Reading Enhancement	Community Day School		1/6 <sup>th</sup> Daily Rate General Fund	08-17-16	06-08-17
*Diaz, Daniel *Vargas, Jose *Weller, Douglas	Tutoring	Community Day School		1/6 <sup>th</sup> Daily Rate General Fund	08-17-16	06-08-17
<b><u>ADDITIONAL DAYS/PER DIEM</u></b>						
*Katayama, Deanne	Curriculum Guides & Assessments for ELA/ELD textbook Adoptions NTE 5 days	Educational Services		<b><u>DAILY</u></b> \$485.62 LCAP	07-11-16	07-29-16
*Leonard, Leslie	Conference for Safe & Civil/CHAMPS Training NTE 4 days	Educational Services		\$462.35 Educators Effectiveness Grant	07-18-16	07-21-16

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE WITHOUT PAY</u></b>					
Villa, Priscilla	Counselor	Lincoln	Family & Medical Leave Act	08-29-16	10-07-16
Fierro-Garcia, Krystal	Counselor	Paramount High-Senior	Family & Medical Leave Act	08-17-16	09-30-16
O'Connor, April	Teacher	Zamboni	Personal Leave	08-15-16	11-18-16
<b><u>RESIGNATION</u></b>					
Mabini, Vanessa	Teacher	Hollydale	Personal	08-08-16	
Naples, Amy	Teacher	Mokler	Personal	08-08-16	
Bernard, Steve	Dean of Students	Paramount High-Senior	Personal	08-19-16	
Covarrubias, Jennifer	Teacher	Paramount Park	Personal	06-30-16	
Muramatsu, Alyssa	Counselor	Zamboni	Personal	08-26-16	

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Employment</b>						
*Baez, Nadia	Senior Payroll Technician 8 hrs. per day/12 mo.	Fiscal Services	127-I	<b>Monthly</b> \$3,737 General Fund/ SNS**	09-01-16	
*Chacon, Susana	Instructional Assistant – ECE 3.5 hrs. per day/10 mo.	Jackson ECE	111-V	43.75% of \$3,066 ECE***	08-15-16	
*Esparza, Mariela	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Paramount High-West	112-I	37.5% of \$2,579 Special Education	08-15-16	
<b>Promotion</b>						
*Galvez, Maria	Senior Office Assistant 8 hrs. per day/12 mo.	Educational Services	118-V	<b>Monthly</b> \$3,644 General Fund/ Title I/EIA-LEP****	09-12-16	
*Gonzalez, Ana	Executive Assistant 8 hrs. per day/12 mo.	Secondary Education	372-V	\$5,445 General Fund/ LCAP*****	08-08-16	
*Maldonado, Ebelia	Technology Instructional Assistant 6 hrs. per day/10 mo.	Paramount Park	118-V	75% of \$3,644 LCAP	08-29-16	
<b>Short Term</b>						
*Fox, Andrea	Office Assistant NTE 24 hrs.	Educational Services	116-III	<b>Hourly</b> \$18.14 General Fund	08-08-16	08-31-16
*Fox, Andrea	Office Assistant NTE 8 hrs. per day	Human Resources	116-III	\$18.14 General Fund	08-01-16	12-16-16

\* Ratification  
 \*\* Student Nutrition Services  
 \*\*\* Early Childhood Education  
 \*\*\*\* Economic Impact Aid-Limited English Proficient  
 \*\*\*\*\* Local Control Accountability Plan

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
*Schutte, Laurie	Office Assistant NTE 8 hrs. per day	Operations	116-III	<u>Hourly</u> \$18.14 General Fund	08-13-16	12-10-16
*Covarrubias, Megan *Gomez, Bruce *Hidalgo, Yvonne *Martinez Delgado, Cynthia *Mondragon, Francisco *Noriega, Carla *Olague, Gisell *Perez, Berenis *Rivera Zamora, Dalia *Santacruz, Crystal *Shaw, Nikeya *Trejo, Stephanie *Violago, Kathryn *Zubiri, Annel Jan	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Rodriguez, Noemi *Vega, Griselda	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day each	Special Education	112-I	\$14.88 Special Education	08-08-16 07-21-16	08-10-16 08-16-16
*Pachecano- Fernandez, Lucero	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Special Education	115-I	\$16.03 Special Education	07-13-16	07-21-16
*Bonilla, Magali *Carrera Cruz, Michelle *Del Angel, Daniel *Flores, Jose *Flores, Justin *Lozano, Rosa *Martinez, Sandra *Morales, Osvaldo *Perry, Daranisha	Instructional Assistant – SE/SH NTE 3 hrs. Per day each	Adult Education/ Community Day School	115-I	\$16.03 Special Education	08-17-16	12-16-16
* Ratification						



**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>				<b>Hourly</b>		
*Brumfield, Dominick *Ramos, Diego	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Adult Education/ Community Day School	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Alcala, Angel *Arroyo, Janeth *Beauvais, Alie *Buie, Kidadazayana *Ceja, Eduardo *Chicas Segovia, Wendy *Isais, Crystal *Romero, Antonio *Ruiz, Patricia *Ruvalcaba, Maria *Valencia, Paloma *Vasquez, Vanessa	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Alondra	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Lopez, Ricki *Vizcarra, Daniel	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Alondra	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Chacon, Gustavo *Garcia, Raquel *Rodriguez, Noemi	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Buena Vista	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Paloma, Gisele	Instructional Assistant – SE/SH NTE 3 hrs. per day	Buena Vista	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Salas, Teri	Office Assistant NTE 24 hrs.	Buena Vista	116-III	\$18.14 EIA-LEP	08-08-16	08-10-16
*Garcia, Cynthia *Garcia, Isabel *Gutierrez, Andrew *Hernandez Gonzalez, Ana *Ramos, Alexander *Rangel, Anita *Sanchez, Daniela	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Collins	112-I	\$14.88 Special Education	08-17-16	12-16-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>				<b>Hourly</b>		
*Gomez, Stephanie	Instructional Assistant NTE 3 hrs. per day	Collins	111-I	\$14.52 Title I	08-17-16	12-16-16
*Casillas, Elizabeth	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Gaines	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Martinez, Gabriela	Instructional Assistant –Sp. Ed. NTE 3 hrs. per day	Gaines	112-I	\$14.88 Student Services	08-17-16	12-16-16
*Alvarez, Enna *Arias, Olivia *Barrera, Cynthia *Chavers, Alexandra *Collazo Hernandez, Claudia *Contreras, Lissandy *Figueroa, Maricela *Garnett, Bethany *Gonzalez, Sarah *Hernandez, Claudia *Molina, Mercy *Newsome, Helga *Nunez, Margarita *Perez, Mayra *Perez, Susana *Zubiri-Salva, Arlene	Instructional Assistant – ECE NTE 5.5 hrs. per day each	Gaines ECE	111-I	\$14.52 ECE	08-15-16	12-21-16
*Ayala-Flores, Imelda *Barajas, Beatriz *Bedolla, Teresa *Carranza, Guadalupe *Castro, Beatriz *Cortez Zavala, Esmeralda *Figueroa, Anilla *Gallegos, Brenda *Garcia, Saul *Lopez, Rosa *Lozada, Brenda *Medina, Liliana *Mendez, Valerie	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Hollydale	112-I	\$14.88 Special Education	08-17-16	12-16-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
*Quintero-Ruiz, Silvia *Padilla, Jocelyn *Padilla, Wendy *Ruiz, Elizabeth *Sustaita, Maribel *Trinidad, Ada *Williams, Monisha	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Hollydale	112-I	<b>Hourly</b> \$14.88 Special Education	08-17-16	12-16-16
*Aguilar, Alejandra *Bermeo, Rosa *De La Paz, Monica *Doroteo, Daisy *Gonzalez, Gabriela *Meraz, Amy *Owens, Kevin *Pham, Thai-Vi *Ramos, Rosalva *Rangel, Bianca *White, Valencia	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jackson	112-I	\$14.88 Special Education	08-17-16	12-18-16
*Archuleta, Amber *Dobson, Susan *Franco Meza, Susana *Herrera, Jasmin *Munoz, Katherine *Rioz, Sandra *Sotelo, Esther *Vega, Griselda *Vidauri, Maribel *Villegas, Marilyn	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jefferson	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Curiel, Jeanne	Instructional Assistant – SE/SH NTE 3 hrs. per day	Jefferson	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Barajas, Kathian *Garcia Vazquez, Yesica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jefferson	112-I	\$14.88 Student Services	08-17-16	12-16-16
*Johnson, Khalilah	Instructional Assistant NTE 30 hrs.	Keppel	111-I	\$14.52 General Fund	08-08-16	08-15-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
*Rodriguez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs.	Keppel	112-I	<b>Hourly</b> \$14.88 Special Education	08-17-16	12-16-16
*Guzman, Iomara *Henriquez, Alvaro *Munoz, Karla	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Lincoln	115-I	\$16.03 Student Services	08-17-16	12-16-16
*Martinez Vazquez, Luz *Ornelas, Rafael *Pacheco, Rachel *Porter, Wanda	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Lincoln	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Llamas, Roxana *Raygoza, Jennyfer	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Lincoln	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Chappell, Dolores	Instructional Assistant NTE 5.5 hrs. per day	Los Cerritos	111-I	\$14.52 LCAP	08-10-16	12-16-16
*Aldape, Josie *Cabral, Margarita *Covarrubias, Yolanda *Cruz, Luzmila *De La Cruz, Claudia *De La Torre, Maria *Espinoza, Susana *Estrada, Raylynn *Gonzalez, Marla *Gutierrez, Maria *Hernandez, Michelle *Martinez, Kaitlyn *Perez Garcia, Adriana *Vidal, Valeria	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Los Cerritos	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Aldapa, Josie *Cruz, Luzmila	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Los Cerritos	112-I	\$14.88 Special Education	08-17-16	12-16-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
*Ortega, Cristina	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Mokler	112-I	<b>Hourly</b> \$14.88 Student Services	08-17-16	08-25-16
*Vazquez, Christian	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Mokler	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Ayon, Brenda	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Mokler ECE	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Andrade. Andres *Barajas Olguin, Jose *Brown, Regina *De La Paz, Diana *Espindola, Janeth *Garcia, Jessica *Gomez, Jazmin *Gonzalez, Ana *Herrera-Ortega, Marisol *Leavenworth, Kyle *Lizarraga, Jacqueline *Martinez, Marlon *Osorio, Richard *Paredes, Rosario *Rathnayake, Sumudu *Raygoza, Esther *Robinson, Mary *Robles, Violeta *Salado, Elvis *Saucedo, Melinda *Vazquez, Raquel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-Senior	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Barba, Octavio *Cardenas Hermsillo, Jocelyne *Cervantes-Vega, Elizabeth	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Paramount High-Senior	115-I	\$16.03 Special Education	08-17-16	12-16-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b>						
<u>continued</u>						
*Flores Garcia, Jesus *Guzman, Elizabeth *Lopez, Francisca *Nava, Vanesa *Parness, Jr., Glenn *Salazar, Diana	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Paramount High-Senior	115-I	<u>Hourly</u> \$16.03 Special Education	08-17-16	12-16-16
*Padilla, Jessica	Instructional Assistant – SE/SH NTE 3 hrs. per day	Paramount High-Senior	115-I	\$16.03 Student Services	08-17-16	12-16-16
*Barajas, Francisco *Bernardino-LL, Norma *Chavez-Salas, Claudia *Herrera, Priscilla *Rivero, Raul	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Paramount High-West	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Cabello, David *Lizarraga, Elizabeth *Martinez, Nayzette *Perez, Linda *Rodriguez, Yeida *Sanchez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-West	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Alarcon, Melissa *Fernandez, Lorena *Hernandez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount Park	112-I	\$14.88 Special Education	08-17-16 08-23-16	12-16-16
*Aguila, Jessica *Campos-Zavala, Vanessa *Estrada, Jessica *Finley, Simone *Franklin, Donna *Gomez, Rose *Hodgson, Candice	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Roosevelt	112-I	\$14.88 Special Education	08-17-16	12-16-16
*James, Brittney *Perez, Deisy *Servin, Guadalupe	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Roosevelt	112-I	\$14.88 Special Education	08-17-16	12-16-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
*Butler, Gayle *Lopez Graciliano, Maria	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Tanner	112-I	<u>Hourly</u> \$14.88 Student Services	08-17-16	08-25-16
*Lozano, Maria	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Tanner	112-I	\$14.88 Special Education		
*Campos, Angela *Sandoval, Meghan	Instructional Assistant – Sp. Ed. NTE 3.5 hrs. per day each	Wirtz ECE	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Lozano-Vallejo, Lizette *Pachecano-Fernandez, Lucero *Peña, Ana *Rendon, Yolanda *Romero, Gabriela *Veliz, Eilene *Zamorano, Patricia	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Wirtz	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Reyes, Blanca *Rodas, Amy	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Wirtz	115-I	\$16.03 Special Education	08-17-16	12-16-16
*Arroyo, Martha *Coleman, Ronald *Cortez Chavez, Lizette *Gilbeau, LaJuana *Gonzalez, Carlos *Morales, Cristina *Rivera, Jose *Smoley, Timothy *Solis, Ruben *Robledo, Javier	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$14.88 Special Education	08-17-16	12-16-16
*Salcedo, Xitlaly *Valdizon, Mario	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$14.88 Student Services	08-17-16	08-25-16

\* Ratification

**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Substitute, on call</u></b> *Eaton, Diamond	Noon Duty Aide	Jackson		<b>Hourly</b> \$10.50 General Fund	08-15-16	
*Iniguez, Eloisa	Noon Duty Aide	Jefferson		\$10.50 General Fund	08-15-16	
<b><u>Student Worker</u></b> *Munoz, Jaime *Ochoa, Elizabeth *Tinoco, Gabriel	Student Worker NTE 25 hrs. per week each	Educational Services		<b>Hourly</b> \$10.00 EIA-LEP	08-17-16	09-30-16
<b><u>College Tutor</u></b> *Merickel, Alyx	College Tutor NTE 20 hrs. per week	Paramount High-Senior		<b>Hourly</b> \$13.50 Title I	08-29-16	12-16-16
<b><u>Summer Assignment</u></b> *Cabanas, Veronica *Hernandez, Luis *Martinez, Rosalba	Instructional Assistant – SE/SH NTE 5.5 hrs. per day each	Special Education	115-V 115-II 115-I	<b>Hourly</b> \$19.52 \$16.84 \$16.03 Special Education	07-16-16	08-16-16
*Nunez, Gliselda	Instructional Assistant – Sp. Ed. NTE 5.5 hrs. per day	Special Education	212-V	\$18.60** Special Education	08-01-16	08-12-16
*Lainez, Dora	Office Assistant NTE 64 hrs.	Adult Education	316-V	\$20.59** Adult Education	08-01-16	08-26-16
*Lopez, Dolores	School Administrative Assistant NTE 64 hrs.	Adult Education	523-V	\$24.59** Adult Education	08-01-16	08-26-16
*Luna, Lillian *OImos-Sanchez, Silvina	Student Data Technician NTE 64 hrs. each	Adult Education	419-V 419-V	\$22.25** \$22.37** Adult Education	08-01-16	08-26-16
*Osnaya, Mary	Senior Office Assistant NTE 64 hrs.	Adult Education	418-V	\$21.72** Adult Education	08-01-16	08-26-16

\* Ratification

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



**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment</b> continued				<b>Hourly</b>		
*Peña, Alejandra	Adult Ed. Counseling	Adult Education	226-V	\$26.08**	08-01-16	08-26-16
*Quintanilla, Adelina	Technician		326-V	\$26.19**		
*Romero, Sandra	NTE 64 hrs. each		126-I	\$21.02		
				Adult Education		
*Acevedo, Jose	Technology Support Assistant NTE 60 hrs.	Buena Vista	120-V	\$22.09 EIA-LEP	07-25-16	08-12-16
*Graham, Craig	Campus Security NTE 8 hrs. per day	Buena Vista	618-V	\$21.95** EIA-LEP	08-08-16	08-10-16
*Aguilar, Daniel	Campus Security	Paramount	118-II	\$18.14	08-08-16	08-12-16
*Carrillo-Barrancas, Brian	NTE 40 hrs. each	High-Senior	118-V	\$21.02		
*Carrion, Manuel			118-V	\$21.02		
*Dake, Randall			218-V	\$21.48**		
*Dorsey, Sequena			118-V	\$21.02		
*Douglas, Shawn			118-V	\$21.02		
*Duran, J Trinidad			118-V	\$21.02		
*Frisch, Katherine			118-I	\$17.26		
*Fukofuka, Olive			318-V	\$21.60**		
				General Fund		
*Aguilar, Francia	Instructional	Paramount	112-V	\$18.14	08-09-16	08-12-16
*Arellano, Mary	Assistant – Sp. Ed.	High-Senior	512-V	\$18.95**		
*Collazo Valencia, Carina	NTE 32 hrs. each		212-V	\$18.60**		
*Medina, Samantha			112-II	\$15.63		
				Special Education		
*Arellano, Mary	Instructional Assistant – Sp. Ed. NTE 5 hrs.	Paramount High-Senior	512-V	\$18.95** Special Education	08-08-16 only	
*Ragazzo, Patzy	PE/Locker Room Assistant NTE 32 hrs.	Paramount High-Senior	112-V	\$18.14 General Fund	08-09-16	08-12-16
*Morales, Olga	Library Technician NTE 32 hrs.	Paramount High-Senior	216-V	\$20.48** General Fund	08-09-16	08-12-16

\* Ratification

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**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Summer Assignment continued</u></b>						
*Olmos-Sanchez, Silvina	Student Data Technician NTE 8 hrs. per day	Paramount High-West	419-V	<b>Hourly</b> \$22.37** General Fund	08-02-16	08-31-16
*Celiz, Annette	Instructional Assistant – Sp. Ed. NTE 36 hrs.	Roosevelt	212-V	\$18.60** EIA-LEP	08-02-16	08-12-16
*Gamboa, Brenda	Technology Instructional Assistant NTE 80 hr.	Wirtz	118-II	\$18.14 EIA-LEP	07-05-16	08-12-16
<b><u>ADDITIONAL ASSIGNMENT</u></b>						
<b><u>Short Term</u></b>						
*Castaneda, Blanca *Sedano, Cyndi	District Translator NTE 100 hrs. each	Educational Services	Sch. 8 10-I	<b>Hourly</b> \$24.85 Multi-Cultural	07-01-16	06-30-16
*Nunez, Gliselda	Speech/Language Assistant NTE 2.5 hrs. per day	Special Education	211-V	\$18.15** Special Education	08-15-16	12-16-16
<b><u>WORKING OUT OF CLASSIFICATION</u></b>						
*Rodriguez-Lamason, Patricia	Risk Mgmt./Benefits Technician – Confidential NTE 8 hrs. per day	Business Services	267-V	<b>Monthly</b> \$4,748** General Fund	08-22-16	12-30-16
*Hernandez, Ann	Executive Assistant – Confidential NTE 8 hrs. per day	Human Resources	272-V	\$5,361** General Fund	08-01-16	08-05-16
*Andrade, Juan	Lead Custodian NTE 8 hrs. per day	Operations	423-III	\$3,757** General Fund	08-01-16	08-04-16
*Bas, Ron	Security Supervisor NTE 8 hrs. per day	Operations	Sch. 2 9-I	\$6,104 General Fund	08-09-16	08-12-16

\* Ratification

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**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>WORKING OUT OF CLASSIFICATION</u></b>						
<u>continued</u>						
*Galvez, David	Warehouse Worker/ Delivery Driver NTE 40 hrs. per week	Operations	125-I	<b>Monthly</b> \$3,555 General Fund	07-05-16	07-21-16
*Galvez, David	Grounds Maintenance Worker/Equipment Operator NTE 10 hrs. per day	Operations	121-I	\$3,221 General Fund	07-25-16	08-06-16
*Martinez, Javier	Maintenance Supervisor NTE 10 hrs. per day	Operations	Sch. 2 309-I	\$6,271** Restricted Routine Mainten- ance	07-25-16	08-02-16
*Mendoza, Jesus	Maintenance Plumber NTE 40 hrs. per week	Operations	132-I	\$4,227 Restricted Routine Mainten- ance	07-01-16	08-31-16
*Acevedo, Guadalupe	Nutrition Services Worker – Training Kitchen NTE 8 hrs. per day	Student Nutrition Services	321-V	\$3,221** SNS	08-15-16	06-30-17
*Berruecos, Silvia *Lucas, Maria	Nutrition Services Worker – HS NTE 8 hrs. per day each	Student Nutrition Services	123-I 223-I	\$3,384 \$3,464** SNS	08-15-16	06-30-17
*Canela, Andrea *Enriquez, Nancy *Gomez, Karla *Padilla, Amber *Ramos, Lorena *Vega, Griselda	Senior Nutrition Services Worker NTE 8 hrs. per day each	Student Nutrition Services	111-III 211-V 111-V 111-V 111-V 111-V	\$16.03 \$18.15** \$17.69 \$17.69 \$17.69 \$17.69 SNS	08-15-16	06-09-17
*Enriquez, Nancy *Lucas, Martha *Saldivar, Isela	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	217-II 117-II 117-II	\$18.15** \$17.69 \$17.69	08-15-16	06-09-17

\* Ratification

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**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>WORKING OUT OF CLASSIFICATION</u></b>						
<u>continued</u>						
*Silva Castaneda, Liliana	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	117-I	<b>Monthly</b> \$16.84	08-15-16	06-09-17
*Flores Trejo, Mayra	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	117-III	<b>Monthly</b> \$3,221	08-15-16	06-30-17
*Green, Gloria			617-III	\$3,381**		
*Lim, Young			317-III	\$3,321**		
*Nevarez, Maria			417-III	\$3,341**		
*Perez, Leticia			317-III	\$3,321** SNS		
*Rodriguez, Mayra	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	117-III	\$3,221	08-15-16	06-30-17
*Solano, Consuelo			417-III	\$3,341**		
*Thompson, Felicia			117-III	\$3,221		
*Toledo, Gloria			217-III	\$3,301** SNS		
*Gonzalez, Luz	Nutrition Services Manager – West Campus NTE 8 hrs. per day	Student Nutrition Services	219-II	\$3,301** SNS	08-15-16	06-30-17
*Gonzalez, Ana	Senior Executive Assistant – Confidential NTE 10 hrs. per day	Superintendent's Office	381-I	\$5,578** General Fund	07-25-16	07-28-16
*Arvizu, Mario	Senior Custodian NTE 8 hrs. per day	Lincoln	122-I	\$3,302 General Fund	08-08-16	08-19-16
*Merickel, Sidney	Senior Custodian NTE 8 hrs. per day	Wirtz	122-I	\$3,302 General Fund	08-08-16	08-19-16
<b><u>TEMPORARY ATHLETIC TEAM COACH</u></b>						
*Martinez, Christian	Lifeguard NTE 3 hrs. per day	Paramount High-Senior		<b>Hourly</b> \$10.00 General Fund	08-17-16	06-08-17

\* Ratification

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

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>PROFESSIONAL GROWTH</u></b> *Ochoa, Maribel	Nutrition Services Worker 3.75 hrs. per day/10 mo.	Paramount High-Senior	109-III	<b><u>Monthly</u></b> 46.878% of \$2,684** SNS	07-01-16	

\* Ratification

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**PERSONNEL REPORT 16-03  
SEPTEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE</u></b>					
Ramos, Jessica	Speech/Language Assistant	Special Education	Personal	08-22-16	12-16-16
Ramirez, Brenda	Technology Instructional Assistant	Collins	Family and Medical Leave	08-31-16	11-22-16
<b><u>RESIGNATION</u></b>					
Iannetta, Julia	Risk Management/Benefit Technician – Confidential	Business Services	Personal	08-19-16	
Clay, Tavonia	Substitute Campus Security	District	Personal	07-26-16	
Gomez, Bruce	Short Term Instructional Assistant – Sp. Ed.	Special Education	Personal	08-10-16	
Garcia, Daisy	Substitute Nutrition Services Worker	Student Nutrition Services	Personal	06-09-16	
Minero, Vanesa	Substitute Nutrition Services Worker	Student Nutrition Services	Personal	08-03-16	
Cueva Vizcaino, Mariana	Instructional Assistant – Sp. Ed.	Alondra	Personal	08-26-16	
Guzman, Angela	Short Term Instructional Assistant – Sp. Ed.	Buena Vista	Personal	08-11-16	
Morales, Erica	Short Term Instructional Assistant – Sp. Ed.	Buena Vista	Personal	06-09-16	
Morales, Lizbeth	Short Term Instructional Assistant – Sp. Ed.	Collins	Personal	06-09-16	
Cerda, Odalys	Substitute Noon Duty Aide	Hollydale	Personal	06-09-16	
Rodarte, Desiree	Short Term Instructional Assistant – Sp. Ed.	Hollydale	Personal	07-18-16	
Estrada, Raylynn	Short Term Instructional Assistant – SE/SH	Los Cerritos	Personal	08-01-16	
Aldrete, Priscila	Nutrition Services Worker	Paramount High-Senior	Personal	08-02-16	

**PERSONNEL REPORT 16-03  
 SEPTEMBER 12, 2016  
 CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>RESIGNATION</u></b>					
<u>continued</u>					
Barragan, Stephanie	Short Term Instructional Assistant – SE/SH	Paramount High-Senior	Personal	06-09-16	
Plata, Alejandra	School Health/Office Technician	Paramount High-West	Personal	09-06-16	
Rodriguez, Diana	Noon Duty Aide-Secondary	Paramount High-West	Personal	04-21-16	
Callejas, Genesis	Substitute Noon Duty Aide	Paramount Park	Personal	06-09-16	
Cabrera Ramos, Lyz	Nutrition Services Worker	Roosevelt	Personal	06-10-16	
Garcia, Daisy	Substitute Noon Duty Aide	Wirtz	Personal	06-09-16	
Garcia, Kevin	PE/Locker Room Assistant	Zamboni	Personal	09-09-16	

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 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	We Tell Stories  PC16-1757	Consultant to provide TK-5 students a presentation on essential skills in Theatre Arts.  716 students in grade TK-5	Roosevelt School  Requested by: Susan Marilley	October 6, 2016	Not to exceed \$860 from LCFF funds
2	Mobile Ed Productions, Inc.  PC16-1758	Consultant to provide interactive assemblies that support the science curriculum.  600 students in grade TK-5	Tanner School  Requested by: Holly Hennessy	October 19, 2016	Not to exceed \$995 from GATE funds
3	Lynwood Unified School District	Ratify the agreement with Lynwood Unified School District to reimburse Paramount Unified School District for excess costs related to a special education student.	Special Education  Requested by: Kimberly Cole	July 1, 2016 through January 31, 2017	No cost to District

**CONSENT ITEM: 3.1-C**



#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	City Hearts	Consultant to provide a full year program in multicultural dance to fifth grade students.  20 students in grade 5	Tanner School  Requested by: Holly Hennessy	September 13, 2016 through June 8, 2017	No cost to District

**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:** September 12, 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	Hawaii	Students from Paramount High School will travel to Honolulu, Hawaii to participate in a water polo tournament against international teams. Students will have the opportunity to visit historical places.  20 students, 5 chaperones	Paramount High School  Requested by: Greg Buckner	July 31, 2017 through August 7, 2017	Cost of trip is \$3,500 per student and will be paid through fund-raising activities

**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.

**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  
Water Polo Tournament  
Honolulu, Hawaii  
July 31-August 7, 2017

**Monday, July 31, 2017**

6:00 p.m. Depart LAX to Honolulu, Hawaii

**Tuesday, August 1, 2017**

8:00 a.m. Breakfast

9:00 a.m. Depart for Tournament at Sharks cove

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

**Wednesday, August 2, 2017**

8:00 a.m. Breakfast

9:00 a.m. Depart for Tournament at Wiamea Falls

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

**Thursday, August 3, 2017**

8:00 a.m. Breakfast

9:00 a.m. Depart for Tournament at Hanahama Bay

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

**Friday, August 4, 2017**

8:00 a.m. Breakfast

9:00 a.m. Depart to Diamond Head National Park

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

**Saturday, August 5, 2017**

8:00 a.m. Breakfast

9:00 a.m. Depart to Chief's Luau

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

**Sunday, August 6, 2017**

- 8:00 a.m. Breakfast
- 9:00 a.m. Visit Pearl Harbor Memorial ship
- 12:30 p.m. Lunch
- 7:00 p.m. Dinner
- 10:00 p.m. Lights out

**Monday, August 7, 2017**

- 8:00 a.m. Breakfast
- 11:00 a.m. Depart Honolulu, Hawaii
- 5:00 p.m. Arrive at LAX

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Memorandum of Understanding with the Los Angeles County District Attorney's Abolish Chronic Truancy Program

## **BACKGROUND INFORMATION:**

The Los Angeles County District Attorney's Abolish Chronic Truancy (ACT) program works with all elementary and middle schools in the District. Schools refer students with chronic attendance and tardy problems to the ACT representative. Meetings are scheduled at each school with the parents of children who are chronically truant. Parents are given an explanation of the School Attendance Review Board (SARB) process. Students are monitored for improvement and may be referred to SARB.

## **POLICY/ISSUE:**

Board Policy 5112 - Ages of Attendance  
Board Policy 5113 - Absences and Excuses

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Accept the Memorandum of Understanding with the Los Angeles County District Attorney for the Abolish Chronic Truancy Program for the 2016-17 school year to provide assistance to students with attendance problems.

## **PREPARED BY:**

Manuel San Miguel, Director – Student Services

## **DISTRICT PRIORITY 4:**

Improve student support services.

**CONSENT ITEM: 3.3-C**



**MEMORANDUM OF UNDERSTANDING  
ABOLISH CHRONIC TRUANCY PROGRAM (ACT)  
A Parental Responsibility Program**

\_\_\_\_\_ School and the District Attorney's Office hereby enter into this **Memorandum of Understanding** concerning implementation of the ACT program at the School for the 2016/2017 academic year.

**DISTRICT ATTORNEY OFFICE RESPONSIBILITIES:**

1. Send letters on District Attorney letterhead inviting parents/guardians of students identified for the ACT Program to attend the scheduled Parent Meeting.
2. Send letters on District Attorney letterhead to parents/guardians who fail to attend the Parent Meeting.
3. Will conduct the Student Attendance Review Team (SART) meeting.
4. Will participate in School Attendance Review Board (SARB) Hearings involving ACT students, when notified of such meeting by School personnel.
5. Will provide training and guidance for designated School personnel in order for them to determine the validity of absences, methods of recording contacts, and will provide any other training necessary for School to carry out its responsibilities concerning this Memorandum of Understanding.

**SCHOOL RESPONSIBILITIES:**

1. Upon request from the District Attorneys Office representative, School will provide the following information **thirty (30) calendar days** of such request:
  - A. **RE: PARENT MEETING:** The name; date of birth; home address; grade; and, gender of students whose absences meet the criteria established by the ACT Program, to wit: **10 full day absences in one school semester or 15 full day absences within the previous 12-month period, whether excused or unexcused, however, excluding students wherein School personnel have determined the verified absences to be legitimate (such as hospitalization, doctor's notes for illness, etc.).** School will provide to the District Attorneys Office representative, **30 calendar days prior to the scheduled Parent Meeting date, 2 sets of mailing**

address labels for the parents /guardians of each student identified and a list of the names of students with the number of qualifying absences.

School will reinforce the notice of the Parent Meeting by telephonic contact with the parents/guardians several days prior to the scheduled meeting and/or by sending backpack letters home with each invited student. School will ensure that a person familiar with the student attendance records is present at the Parent Meeting to assist with recording the signatures of attendees and to respond at the conclusion of the Parent Meeting to specific questions regarding a student's attendance.

When the participation of District Attorney personnel is grant funded, School will complete the necessary ACT tracking forms for each student and provide them to the District Attorney's Office representative **thirty (30) calendar days** before the Parent Meeting. School further agrees to maintain and provide to the District Attorney's Office follow-up information for each ACT student for the 12-month period subsequent to the Parent Meeting.

**School agrees to schedule at least one Parent Meeting and one School Attendance Review Team per academic year.**

Will provide translation services at such meeting.

B. **RE: SART MEETING:** Subsequent to the Parent Meeting, School agrees to monitor the attendance of all students invited to the Parent Meeting. School will provide the District Attorneys Office representative with the names of all students whose attendance has not **significantly** improved after the date of the Parent Meeting and/or who have experienced 5 or more full day absences, excused or unexcused, excluding those absence(s) verified by medical note or school personnel. Such students will be identified for a School Attendance Review Team (SART) meeting with the District Attorney Office representative and school personnel, and a date for SART meeting will be selected.

Before the SART meeting, School will provide a list of students; date of birth; ethnicity; grade; student room number; whether the parent attended the initial Parent Meeting; and, the number of unverified full day absences since the date of the Parent Meeting. This list shall be provided **7 calendar days** before SART meeting.

When a student is identified for SART, School will prepare, on school letterhead, an appointment notice for the parents/guardians and hand deliver, or deliver via **certified mail**, at least one week prior to the scheduled SART meeting, the appointment notice advising of the date, time and location of the SART meeting. School will reinforce the notice

by telephonic contact with the parents/guardians several days prior to the scheduled meeting. School will ensure that a School administration representative, a person familiar with the student's attendance records, a school nurse when appropriate, and an interpreter when needed, are in attendance at the SART. School shall seek from the teacher(s) of each student scheduled for SART an updated performance evaluation. If parents/guardians fail to attend the scheduled SART meeting, School will hand deliver or deliver via certified mail a copy of SART contract to the parents/guardians and will maintain a copy of the SART contract in the student's cumulative file.

School agrees to schedule at least one day of SART meetings per academic year.

Will provide translation services at all SART meetings.

- C. **Subsequent to SART**, School will investigate, document and ensure the validity of all excused absences of the students identified for a SART meeting, whether or not the parents/guardians attended the meeting.
- 1) No claimed illness absence subsequent to the SART meeting will be recorded as "excused" without compliance with the SART contract. Excuses provided by the parent which simply state that the student "feels sick" or is "ill" are insufficient. The parent must provide written verification from a doctor or medical advisor, or present the child to School personnel for examination on the date of the illness absence for verification of the illness, unless, after close questioning or a home visit, School is satisfied with the legitimacy of the Parent's representation of the illness absence. School will maintain and make accessible to the District Attorneys Office representative all written notes provided by the parents/guardians submitted to explain an absence.
  - 2) Vacation absences during scheduled School days will always be carried as "unexcused" unless such absence qualifies as bereavement leave under district policy..
2. Once a student has been included in the ACT program, all contacts between School personnel and the student and/or parents/guardians concerning attendance shall be in written form and include the name of the school representative who has had such contact.
  3. School will designate and identify to District Attorney personnel assigned to the school specific named personnel to carry out the responsibilities of the ACT Program.



4. School agrees to share necessary information with ACT Program personnel for the purpose of determining legitimacy of absences and for preparation of legal action if necessary.
5. In the event legal action becomes necessary, School agrees to provide the District Attorney's Office all documentation and information necessary for the filing of a case, including, but not limited to, all parental notes submitted for absences, names and addresses of all witnesses, complete attendance records, results of home visits, statements made by parents/guardians, and any other information deemed necessary for successful prosecution. School also agrees to make school personnel who are percipient witnesses available to testify in the event that testimony becomes necessary in a criminal case.

#### **MANAGEMENT OF PERSONALLY IDENTIFIABLE STUDENT DATA:**

This section of this Memorandum of Understanding is meant to insure that the District Attorney, schools that receive service from the District Attorney related to education and school attendance, and school districts that receive service from the District Attorney related to education and school attendance adhere to the requirements concerning the use of student information protected under the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g, 34 Code of Federal Regulations Part 99, and California Education Code sections 49060-49085.

34 C.F.R. §99.30 and Education Code §49076(a) require the consent of the educational rights holder prior to the release of personally identifiable information (PII) from the education record of a student unless an exception applies. An exception to the consent requirement is provided for in both 34 CFR §99.31(a)(1)(i) and Education Code §49076(a)(2)(G)(i) for contractors "performing institutional services or functions otherwise performed by school employees." These contractors are considered "school officials" under FERPA and the California Education Code.

School districts and local schools will provide the District Attorney's Office with personally identifiable information ("PII") from student education records ("student data") without consent so that the District Attorney may perform the institutional service or function for which the District would otherwise use employees as described in this Memorandum of Understanding.

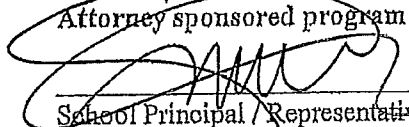
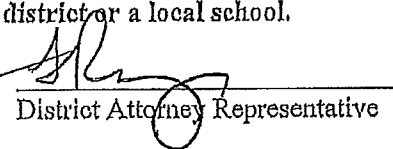
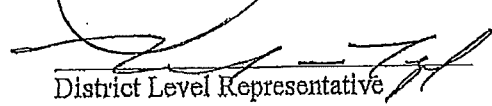
Pursuant to this Memorandum of Understanding, school districts and local schools considers the District Attorney to be such a school official with legitimate educational interests performing an institutional service or function for which the District would otherwise use employees within the meaning of 34 C.F.R. §99.31(a)(1)(i) and Education Code §49076(a)(2)(G)(i) and this allows the school district or the local school to disclose PII from education records of students without the consent required by 34 C.F.R. § 99.30 and Education Code §49076(a).

The District Attorney will perform the following duties with regard to any student data it obtains:

- A. Not disclose the information to any other party without the consent of the parent or eligible student unless an exception applies under state or federal laws or regulation;
- B. Use the data for no purpose other than the work stated in this Memorandum of Understanding;
- C. Allow a school district or local school to access to any relevant records for purposes of an audit unless disclosure of relevant records would otherwise violate state or federal law;
- D. Require all employees, contractors and agents of any kind to comply with all applicable provisions of FERPA and other federal and California laws with respect to the data shared under this Memorandum of Understanding;
- E. Designate in writing a single authorized representative able to request data under this Memorandum of Understanding. The authorized representative is considered the designee and shall sign this Memorandum of Understanding. The authorized representative shall be responsible for transmitting all data requests and maintaining a log, case file, or other record of all data requested and received pursuant to this Memorandum of Understanding, including confirmation of the completion of any projects and the return or destruction of data as required by this Memorandum of Understanding. District or its agents may, upon request, review the records required to be kept under this section;
- F. Maintain all data obtained pursuant to this Memorandum of Understanding in a secure computer environment and not copy, reproduce or transmit data obtained pursuant to this Agreement except as necessary to fulfill the purpose of this Memorandum of Understanding. All copies of data of any type, including any modifications or additions to data from any source that contains information regarding students, are subject to the provisions of this 1 Memorandum of Understanding in the same manner as the original data. The ability to access or maintain data under this Memorandum of Understanding shall not under any circumstances transfer from the District Attorney to any other institution or entity with the exception of a contractor or agent who complies with applicable provisions of FERPA and other federal and California laws with respect to data shared under this Memorandum of Understanding;
- G. May destroy or return all PII obtained under this Memorandum of Understanding when it is no longer needed for the purpose for which it was obtained. The District Attorney may provide a school district or local school with certification of destruction of PII. It is the responsibility of the school

district or the local school to provide the District Attorney with a designated authorized representative in the school district or local school to receive certification or notification of destruction or for return of the PII obtained by the District Attorney. In the absence of an identified designated representative, the District Attorney may destroy or retain records consistent with the destruction or retention of other similar records maintained by the District Attorney. Destruction of PII and certification or notification of destruction of PII will not be provided to the school district or local school in the instance where such information has become the subject of truancy mediation pursuant to the California Education Code, a criminal investigation, or criminal prosecution.

Failure to abide by these responsibilities may result in cancellation of a District Attorney sponsored program in a school district or a local school.

 _____ School Principal / Representative	 _____ District Attorney Representative
 _____ District Level Representative	<u>8/15/16</u> _____ Date

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Purchase Order Report 16-03

**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.

**2016/2017**

1. Ratified Orders – Adult Education	\$	13,586.47
2. Ratified Orders – Cafeteria Fund		4,695.77
3. Ratified Orders – General Fund		190,135.36
4. Authorized Orders – General Fund		450,037.05
5. Ratified Orders – LCAP		51,509.61
6. Authorized Orders – LCAP		166,570.82
	Subtotal	\$ 876,535.08
7. Ratified Orders (Under \$1,500)		89,954.26
<b>TOTAL OF ALL ORDERS</b>	<b>\$</b>	<b><u>966,489.34</u></b>

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

Approve Purchase Order Report 16-03 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.

**CONSENT ITEM: 4.1-C**

**Paramount Unified School District**

2016/2017

**Purchase Orders To Be Ratified and Authorized**

September 12, 2016

PO Number	Vendor	Site	Description	Total Amount
<b>010 - General Fund</b>				
17-00180	ROBERTSON'S READY MIX	Maintenance & Operations	Annual: concrete mix (increase purchase order from \$1,000 to \$3,500)	\$2,500.00
17-00319	UNLIMITED ENVIRONMENTAL, INC.	Maintenance & Operations	Alondra: fire damage cleaning services	\$2,396.00
17-00375	STAPLES	Paramount High School	Annual: online ordering (increase purchase order from \$2,500.00 to \$6,500.00)	\$4,000.00
17-00498	VEX ROBOTICS, INC.	Paramount High School	Classroom materials Computer Integrated Manufacturing class	\$1,574.29
17-00507	STAPLES	Paramount Park Middle School	Annual: online ordering	\$3,000.00
17-00508	SOUTHWEST SCHOOL & OFFICE SUPPLY	Wirtz Elementary School	Annual: online ordering	\$4,500.00
17-00512	PREMIER	Tanner Elementary School	Student planners (375)	\$1,667.25
17-00513	CURRICULUM ASSOCIATES INC	Special Education	Instructional materials	\$1,982.54
17-00520	AGILE MIND	Educational Services	PHS West Campus: Algebra workbooks (150) (Board adopted: 08/14/13)	\$3,098.33
17-00533	VISION COMMUNICATIONS	Maintenance & Operations	Radio/console programming & configuration	\$7,534.00 *
17-00539	TEXTBOOK WAREHOUSE	Educational Services	Lincoln: Science textbooks (75) (Board adopted: 05/08/07)	\$3,201.88
17-00540	TEXTBOOK WAREHOUSE	Educational Services	PHS W Spanish textbks (35) (Board adopted: 5/25/14) Self-help books(150) (Board adopted: 10/20/15)	\$3,174.08
17-00545	STAPLES	Human Resources	Annual: online ordering	\$4,000.00
17-00552	KIS COMPUTER CENTER	Maintenance & Operations	Notebook computer, docking station, & accessories for Security Supervisor	\$2,552.24
17-00553	PEARSON	Special Education	Psychological assessments	\$1,539.00
17-00558	DIGITAL RIVER, INC.	Paramount High School	Cloud software (100)	\$2,720.64
17-00565	FOLLETT EDUCATIONAL SERVICES	Educational Services	Buena Vista: Art textbooks (45) (Board adopted: 09/13/2005)	\$2,957.72
17-00566	FOLLETT EDUCATIONAL SERVICES	Educational Services	Paramount High School: Art textbooks (145) (Board adopted: 09/13/05)	\$9,530.42 *
17-00567	ATTAINMENT COMPANY, INC.	Educational Services	Sp. Ed.: Textbooks: Science (40) History (49), Math (41), English (49), (Board adopted: 09/13/05)	\$7,831.46 *
17-00569	KIS COMPUTER CENTER	Secondary Ed Services	Printers (2) & supplies	\$1,702.58
17-00571	KIS COMPUTER CENTER	Paramount High School	Printer	\$4,015.56
17-00572	KIS COMPUTER CENTER	Paramount High School	Printers (5) & supplies	\$2,583.30
17-00574	ENTERPRISE GROUP	Maintenance & Operations	Large roll paper stock	\$7,161.30 *
17-00579	PEARSON	Special Education	Psychological assessments	\$2,991.76
17-00581	STAPLES	Community Day School	Annual: online ordering	\$2,000.00
17-00601	SMARTETOOLS, INC.	Business Services	Software license & maintenance	\$64,120.00 *

\* 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**

September 12, 2016

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
17-00602	AUDIOVISION INC.	Gaines Elementary School	Projector screens & installation (2)	\$2,095.20
17-00609	LAWRENCE ROLL UP DOORS, INC.	Maintenance & Operations	Paramount High School: repair roll up door	\$3,189.99
17-00614	STAPLES	Mokler Elementary School	Annual: online ordering	\$4,500.00
17-00615	SOUTHWEST SCHOOL & OFFICE SUPPLY	Hollydale K-8 School	Annual: online ordering	\$4,500.00
17-00616	STAPLES	Hollydale K-8 School	Annual: online ordering	\$4,500.00
17-00621	VIRCO INC	Maintenance & Operations	Student chairs (40)	\$2,508.96
17-00625	GOPHER SPORTS EQUIPMENT	Collins Elementary School	PE supplies	\$2,279.71
17-00626	KIS COMPUTER CENTER	Educational Services	Computers (4), printer, & supplies	\$5,692.33 *
17-00629	STOVER SEED COMPANY	Maintenance & Operations	Annual: grounds supplies	\$4,500.00
17-00633	ORIENTAL TRADING COMPANY	Mokler Elementary School	Annual: online ordering	\$2,000.00
17-00634	LAW OFFICE OF KEITH E. DAVIS	Special Education	Settlement fees	\$4,500.00
17-00638	VIRCO INC	Collins Elementary School	Student desks (16), chairs (78)	\$4,999.39
17-00639	VIRCO INC	Paramount High School West	Student desks (42)	\$5,478.95 *
17-00641	PEARSON	Special Education	Psychological assessments	\$3,367.40
17-00642	SOUTHWEST SCHOOL & OFFICE SUPPLY	Lincoln Elementary School	Office supplies	\$2,582.84
17-00643	SOUTHWEST SCHOOL & OFFICE SUPPLY	Lincoln Elementary School	Classroom & office supplies	\$7,639.36 *
17-00646	GOPHER SPORTS EQUIPMENT	Alondra Middle School	PE supplies	\$3,356.60
17-00653	FLINN SCIENTIFIC INC	Paramount High School	Science materials	\$1,983.45
17-00655	FLINN SCIENTIFIC INC	Paramount High School	Science materials	\$1,936.19
17-00663	APPLE, INC.	Educational Services	Ipads (4)	\$2,231.24
17-00667	OFFICE DEPOT BUSINESS SERVICES DIV	K-5 Schools and Innovative Programs	Desk, file cabinets (2), bookcase, table, & chairs (2)	\$3,067.96
17-00676	SAFETY SCREENS	Maintenance & Operations	Los Cerritos: supply security screens	\$7,151.10 *
17-00679	ORGANIZED SPORTSWEAR	Los Cerritos Elementary School	Annual: PE apparel	\$4,999.00
17-00685	RENAISSANCE LEARNING, INC.	Los Cerritos Elementary School	Subscription renewal: Accelerated Reader (600)	\$4,319.00
17-00688	CALIFORNIA SCHOOL BOARDS ASSOCIATION	Superintendents Office	Gamut online subscription	\$3,790.00
17-00694	KIS COMPUTER CENTER	Special Education	Notebook computers (5)	\$4,362.73
17-00695	KIS COMPUTER CENTER	Tanner Elementary School	Notebook computers (2), & docking station	\$3,702.19
17-00700	CULVER-NEWLIN INCORPORATED	Paramount High School	Culinary furniture: tables (67), stools (34) & chairs (80)	\$36,715.35 *

\* 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**

**September 12, 2016**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
17-00710	SOUTHWEST SCHOOL & OFFICE SUPPLY	Zamboni Middle School	Annual: online ordering	\$4,999.00
17-00711	STAPLES	Zamboni Middle School	Annual: online ordering	\$4,999.00
17-00712	SAN JOAQUIN COUNTY OF EDUCATION	Human Resources	Annual: EDJOIN subscription	\$2,268.15
17-00714	BOSS GRAPHICS	Maintenance & Operations	Paramount High School: gold ribbon & academic achievement murals	\$7,680.00 *
17-00716	KIS COMPUTER CENTER	Research & Evaluation	Toner cartridges (11)	\$2,711.92
17-00719	TEXTBOOK WAREHOUSE	Educational Services	Paramount High School: History textbooks (140) (Board adopted: 10/09/07)	\$6,867.00 *
17-00720	FOLLETT EDUCATIONAL SERVICES	Educational Services	Algebra textbooks (100) (Board adopted: 05/14/14)	\$6,836.48 *
17-00722	PEARSON EDUCATION	Educational Services	K-5 sites: Social Science workbooks (240) (Board adopted: 5/9/06)	\$2,680.83
17-00732	STAPLES	Collins Elementary School	Desks (2), file cabinets (2), bookcases (2)	\$4,442.62
17-00733	PREMIER MAILING INC.	Educational Services	Mailing services testing results	\$4,573.45
17-00743	PEARSON EDUCATION	Educational Services	Paramount High School: Culinary textbooks (45) (Board adopted: 04/27/16)	\$3,420.67
17-00744	FOLLETT SCHOOL SOLUTIONS, INC.	K-5 Schools and Innovative Programs	Destiny software license for all school sites	\$21,318.20 *
17-00748	GOODHEART-WILLCOX PUBLISHER	Educational Services	Paramount High School: Culinary textbooks (120) (Board adopted: 06/10/15)	\$9,824.46 *
17-00751	STATEWIDE TRAFFIC SAFETY & SIGNS	Jackson Middle School	Crowd control barriers: lunch & parking lot	\$4,646.66
17-00756	STAPLES	Alondra Middle School	Annual: online ordering	\$4,999.00
17-00758	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Warehouse stock	\$7,143.59 *
17-00761	VIRCO INC	Roosevelt Elementary School	Classroom furniture: student chairs (120)	\$3,207.22
17-00770	SOUTHWEST SCHOOL & OFFICE SUPPLY	Mokler Elementary School	Annual: online ordering	\$2,000.00
17-00777	FOLLETT EDUCATIONAL SERVICES	Educational Services	Paramount Park: History textbooks (170) (Board adopted: 05/09/06)	\$9,214.75 *
17-00781	BUCKEYE CLEANING CENTER	Maintenance & Operations	Warehouse stock	\$11,140.89 *
17-00791	STAPLES	Tanner Elementary School	Annual: office supplies	\$2,000.00
17-00796	TEXTBOOK WAREHOUSE	Educational Services	Alondra: Sci. txbks (brd adptd 5/8/07) wrtg txbks (brd adptd 2/25/03) hist. txbks (brd adptd 5/9/06)	\$6,157.41 *
17-00798	TEXTBOOK WAREHOUSE	Educational Services	Science textbooks (27) (Board adopted: 5/8/07), literature textbooks (50) (Board adopted: 2/25/03)	\$2,680.86
17-00801	FOLLETT EDUCATIONAL SERVICES	Educational Services	6-8 sites: library books (310)	\$3,076.96

\* 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**

September 12, 2016

PO Number	Vendor	Site	Description	Total Amount
<b>010 - General Fund</b>				
17-00815	STAPLES	Jackson Middle School	Annual: online ordering	\$5,000.00 *
17-00817	SOUTH BAY HEATING & AIR CONDITIONING INC	Maintenance & Operations	Annual: energy management systems replacement (Bid#1-13-14)	\$200,000.00 *
<b>010 - General Fund - LCAP</b>				
17-00214	BEYNON SPORTS	Maintenance & Operations	PHS: synthetic track repair & reconditioning (increase purchase order from \$11,500 to \$23,000)	\$11,500.00 *
17-00514	AVID CENTER HQ	Zamboni Middle School	AVID subscription & membership fees	\$4,249.81
17-00526	AVID CENTER HQ	Paramount Park Middle School	AVID subscription & membership fees	\$4,204.00
17-00527	AVID CENTER HQ	Paramount High School West	AVID subscription & membership fees	\$4,204.00
17-00528	AVID CENTER HQ	Paramount High School	AVID subscription & membership fees	\$8,760.00 *
17-00529	AVID CENTER HQ	Jackson Middle School	AVID subscription & membership fees	\$4,204.00
17-00530	AVID CENTER HQ	Hollydale K-8 School	AVID subscription & membership fees	\$4,204.00
17-00531	AVID CENTER HQ	Alondra Middle School	AVID subscription & membership fees	\$4,204.00
17-00534	KIS COMPUTER CENTER	Collins Elementary School	Computers (2), LCD projectors (6), document cameras (2)	\$6,129.07 *
17-00549	APPLE, INC.	Paramount High School	Ipads (6)	\$3,150.66
17-00561	JIM'S MUSIC CENTER, INC.	Collins Elementary School	Sound system & accessories	\$3,724.20
17-00570	KIS COMPUTER CENTER	Wirtz Elementary School	Computers (3)	\$3,630.78
17-00631	QUALITY FENCE	Maintenance & Operations	Collins school: replace iron gate	\$7,800.00 *
17-00636	DURHAM SCHOOL SERVICES	K-5 Schools and Innovative Programs	Summer school student transportation	\$28,711.44 *
17-00644	CHARLES G. HARDY, INC	Maintenance & Operations	District Office IMC: firtex building materials	\$9,000.00 *
17-00739	U. S. BANK	Maintenance & Operations	Fence Fabric Co.-Jackson: replace fence screen	\$9,223.34 *
17-00766	HOME DEPOT CREDIT SERVICES	Maintenance & Operations	Senior Custodian tool kits (24)	\$9,297.50 *
17-00773	DISCOVERY EDUCATION	Los Cerritos Elementary School	Online resources for science & social studies	\$1,600.00
17-00779	D&S WINDOW COVERING	Maintenance & Operations	Collins office renovation: window coverings	\$5,107.48 *
17-00780	D&S WINDOW COVERING	Maintenance & Operations	Gaines office renovation: window coverings	\$4,588.99
17-00782	PACIFIC NORTHWEST PUBLISHING	K-5 Schools and Innovative Programs	Instructional materials	\$6,243.12 *
17-00784	LAKESHORE LEARNING MATERIALS	Lincoln Elementary School	Classroom materials	\$8,100.38 *
17-00788	SMART & FINAL IRIS COMPANY	Paramount High School	Annual: food supplies	\$5,000.00 *
17-00789	SMART & FINAL IRIS COMPANY	Paramount High School West	Annual: food supplies	\$5,000.00 *

\* 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**

September 12, 2016

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund - LCAP</b>				
17-00810	SOUTHWEST SCHOOL & OFFICE SUPPLY	Alondra Middle School	Calculators (400)	\$4,948.60
17-00811	KIS COMPUTER CENTER	Jackson Middle School	1:1 Project software licenses (70)	\$6,714.40 *
17-00812	U. S. BANK	Jackson Middle School	Amazon online: laptop backpacks (140)	\$4,596.57
17-00814	AVID CENTER HQ	Secondary Ed Services	AVID professional activity attendance fees	\$5,800.00 *
17-00816	KIS COMPUTER CENTER	Roosevelt Elementary School	Notebook computers (24)	\$20,941.08 *
17-00818	SCHOOL SAVERS	Paramount High School	Graphing calculators (105)	\$13,243.01 *
<b>110 - Adult Education Fund</b>				
17-00554	PEARSON EDUCATION	Adult Education	Side-by-Side textbooks (102)	\$4,491.63
17-00555	PEARSON EDUCATION	Adult Education	Side-by-Side textbooks (125)	\$4,386.04
17-00673	BURLINGTON ENGLISH	Adult Education	Online courseware for Adult Ed. ESL Distance Learning	\$4,708.80
<b>130 - Cafeteria Fund</b>				
17-00674	IMAGE ONE CORP	Nutrition Services	Annual: rocketscan software for meal application maintenance	\$4,695.77

\* 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**

**September 12, 2016**

**PURCHASE ORDER SUMMARY BY FUND**

289 Purchase orders for a total of \$966,489.34

<b>010 - General Fund</b>	To Be Authorized	\$450,037.05
	To Be Ratified Over \$1,500	\$190,135.36
	To Be Ratified Under \$1,500	\$82,234.35
	<b>Fund Total</b>	<b>\$722,406.76</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$166,570.82
	To Be Ratified Over \$1,500	\$51,509.61
	To Be Ratified Under \$1,500	\$2,458.47
	<b>Fund Total</b>	<b>\$220,538.90</b>
<b>110 - Adult Education Fund</b>	To Be Ratified Over \$1,500	\$13,586.47
	To Be Ratified Under \$1,500	\$3,158.27
	<b>Fund Total</b>	<b>\$16,744.74</b>
<b>120 - Child Development Fund</b>	To Be Ratified Under \$1,500	\$2,103.17
	<b>Fund Total</b>	<b>\$2,103.17</b>
<b>130 - Cafeteria Fund</b>	To Be Ratified Over \$1,500	\$4,695.77
	<b>Fund Total</b>	<b>\$4,695.77</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 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 \$280.00 from Wells Fargo's *Community Support Campaign* program. This donation will be designated for the students of Harry Wirtz School to support student incentives.
2. The District received a donation totaling \$95.90 from Box Tops for Education. This donation will be designated for the students of Mark Keppel School to support student incentives.
3. The District received a donation of student care packages with an estimated value of \$250.00 from Microsoft. This donation will be designated for the students of Paramount High School to support AVID implementation.
4. The District received a donation of a Scorbobot-ER 4U with an estimated value of \$6,500.00 from Cerritos College. This donation will be designated for the students of Paramount High School to support CTE Project Lead the Way instruction.
5. The District received a donation of \$50.00 from Deanna Kenmir to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
6. The District received a donation of \$100.00 from Stella Toibin to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
7. The District received a donation of \$50.00 from Teachers' Association of Paramount to the Delores Stephens Library in memory of Troy Stephens.

**CONSENT ITEM: 4.2-C**

This donation will be designated for the purchase of educational materials for the Library.

8. The District received a donation of \$100.00 from Ernest and Cynthia Strong to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
9. The District received a donation of \$25.00 from Lynda Tarlton to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
10. The District received a donation of \$25.00 from Mary Ellzey to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
11. The District received a donation of \$50.00 from Debbie Morrow to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
12. The District received a donation of \$100.00 from Marjorie Mio to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
13. The District received a donation of \$110.00 from Kelly Biby-Morales and the Curriculum Specialists to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
14. The District received a donation of \$100.00 from Christine Rawles to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
15. The District received a donation of \$25.00 from June Wheeland to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
16. The District received a donation of \$50.00 from Michael Mio to the Delores Stephens Library in memory of Troy Stephens. This donation

will be designated for the purchase of educational materials for the Library.

17. The District received a donation of \$100.00 from Delores Stephens to the Delores Stephens Library in memory of Carol. This donation will be designated for the purchase of educational materials for the Library.
18. The District received a donation of \$100.00 from Lisa Leung to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
19. The District received a donation of \$100.00 from R.W. Whitney to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
20. The District received a donation of \$100.00 from Patricia Koons to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
21. The District received a donation of \$100.00 from Troy Stephens III to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.
22. The District received a donation of \$100.00 from Linda Go to the Delores Stephens Library in memory of Troy Stephens. This donation will be designated for the purchase of educational materials for the Library.

For the current 2016-17 fiscal year through September 12, 2016, the District has received an estimated total, which includes the above amounts, of \$14,458.20 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:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Consultant and Contracted 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 contracted services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	School Services of California, Inc.  PC16-1759	Provide fiscal budget and management information services for the period September 1, 2016 through August 31, 2017.	Business Services  Requested by: Ruben Frutos	September 1, 2016 through August 31, 2017	Not to exceed \$3,700 annually from General Funds
2	Schools First Federal Credit Union	Provide one ATM machine at the District Office	Business Services  Requested by: Ruben Frutos	July 19, 2016 through July 18, 2019	No cost to the District

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

As shown above

**STAFF RECOMMENDATION:**

Approve the Consultant and Contracted Services requests authorizing contracts with consultants or independent contractors who provide specialized services, and authorize the Superintendent or designee to execute all necessary documents.

**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:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent-Human Resources  
**DATE:** September 12, 2016  
**SUBJECT:** Fieldwork Placement Agreement with Cerritos Community College

## **BACKGROUND INFORMATION:**

Periodically, the District enters into agreements with accredited universities and colleges to provide practice teaching or fieldwork placement for students enrolled in such institutions. Cerritos Community College has requested that the District participate in such an agreement for field placements for Speech-Language Pathology Assistants, commencing September 13, 2016 and continuing until September 13, 2021. Upon thirty (30) days written notice, either party may terminate the agreement.

The District has participated in numerous programs, which have proven to be of definite benefit to the students, as well as the college students.

## **POLICY/ISSUE:**

Board Policy 1600 – Relations between Non-public and other Educational Organizations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the agreement with Cerritos Community College for participation in fieldwork placement for Speech-Language Pathology Assistants.

## **PREPARED BY:**

Myrna Morales, Assistant Superintendent – Human Resources

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 2.1-A**



## AGREEMENT

THIS AGREEMENT made and entered into this 13th day of September 2016,  
          , by and between the CERRITOS COMMUNITY COLLEGE DISTRICT, 11110 East  
Alondra Boulevard, City of Norwalk, County of Los Angeles, State of California, hereinafter  
called the COLLEGE, and PARAMOUNT UNIFIED SCHOOL DISTRICT,  
hereinafter referred to as the FACILITY.

### WITNESSETH

WHEREAS, the COLLEGE and the FACILITY both acknowledge a public obligation to contribute to community education, and

WHEREAS, the FACILITY has available facilities to provide certain educational experiences and clinical practice, and

“WHEREAS, the Governing Board of the Cerritos Community College District authorized the execution of an agreement to cover such educational experience.”

NOW THEREFORE, in consideration of the covenants, conditions, and stipulations hereinafter expressed and in consideration of mutual benefits to be derived therefrom, the parties hereto agree as follows:

#### **I. RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE**

- A. Students of the COLLEGE will observe the policies and regulations of the FACILITY, and will comply with established standards relating to the clientele served by the FACILITY.
- B. The COLLEGE shall be responsible for the planning and implementation of the educational programs.
- C. The COLLEGE is responsible for implementing and maintaining all students' records in conjunction with the educational experience at the FACILITY.
- D. The COLLEGE shall specify appropriate student and faculty dress.
- E. The COLLEGE shall provide and be responsible for educational materials not specifically provided by the FACILITY.
- F. COLLEGE instructional staff shall meet regularly with designated persons at the FACILITY for the purpose of interpreting, discussing, and evaluating the instructional program.
- G. Students under this Agreement are not employees of the COLLEGE or the FACILITY.

- H. COLLEGE instructional staff and students are covered by Workmen's Compensation provided by the COLLEGE. The FACILITY shall have no obligation to provide any Workmen's Compensation benefits for the faculty or students. The FACILITY may provide emergency service only to student-related injury or illness sustained as a result of the training program. The COLLEGE shall provide liability insurance coverage for COLLEGE students receiving experience, as is provided for its employees.

II. **RESPONSIBILITIES AND PRIVILEGES OF THE FACILITY**

- A. The FACILITY shall permit the instructional staff and students of the COLLEGE to utilize the facilities as agreed to in the plan for instruction, agreed to by the FACILITY and COLLEGE.
- B. The FACILITY shall provide regular staff for service to clientele where students are obtaining experience. Service rendered by the student under supervision during the experience is to be considered part of the planned learning experience.
- C. The FACILITY shall designate a person to serve as coordinator and liaison between the FACILITY and the instructional staff of the COLLEGE.
- D. The FACILITY shall provide the following physical facilities for the students of the COLLEGE:
- (1) Reasonable use of parking areas to the FACILITY.
  - (2) Locker and dressing rooms as needed.
  - (3) Conference/classrooms for regular scheduled meetings.
  - (4) Clientele charts, Kardex, etc.
  - (5) Procedure books, policy manuals.
  - (6) Standard reference books and dictionaries.
  - (7) Supplies and equipment, as used for client care, for the purpose of demonstration and practice.
  - (8) Use of the FACILITY library.

The FACILITY shall permit its paraprofessional employees to participate in the educational program as resource persons and experts, providing such participation does not interfere with assigned duties.

COLLEGE shall hold FACILITY, its officers, agents, and employees free and harmless from any claim or demand made and every liability, loss, damage, or expense of any nature whatsoever which may be incurred by reason of any damage to property, including FACILITY's property, or death or injury to persons arising out of the COLLEGE's use of said facility and resulting from the negligent or willful misconduct of the COLLEGE, its officers, employees, or agents. FACILITY shall hold COLLEGE, its officers, agents, and employees free and harmless from every claim or demand made and every liability, loss, damage, or expense of any nature whatsoever which may be incurred by reason of any damage to property, including the COLLEGE's property, or death or injury to persons arising out of the COLLEGE's use of said facility and resulting from the negligent or willful misconduct of FACILITY, its officers, employees, or agents, or from any dangerous or defective condition of the facility or premises.



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** September 12, 2016  
**SUBJECT:** Hourly Rate Increase for Non-Classified Positions

## **BACKGROUND INFORMATION:**

On April 4, 2016, the Governor of California approved an increase to the minimum wage from \$10.00 per hour to \$10.50 per hour effective January 1, 2017.

The increase in the minimum wage currently impacts non-classified Student Workers. However, to maintain parity in salary among and between non-classified classifications, staff recommends that the hourly rate for the following non-classified positions also be increased.

Non-Classified Jobs	Current Hourly Rate	Recommended Hourly Rate Effective January 1, 2017
Student Worker	\$10.00	\$10.50
Child Care Provider	\$10.50	\$11.00
Noon Duty Aide (K-8)	\$10.50	\$11.00
Noon Duty Aide (Secondary)	\$12.50	\$13.00
College Tutor	\$13.50	\$13.50

## **POLICY/ISSUE:**

Education code Section 45162 – Salary of Employees Not Requiring Certification Qualifications

Board Policy 4241 – Salary Guidelines

## **FISCAL IMPACT:**

Approximately \$37,679.00 from the Unrestricted General Fund.

## **STAFF RECOMMENDATION:**

Approve an increase to the hourly rate for non-classified positions effective January 1, 2017.

**ACTION ITEM: 2.2-A**

**PREPARED BY:**

Beatriz Spelker-Levi, Director of Personnel

**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:** September 12, 2016  
**SUBJECT:** Attorney Fees and Settlement Agreement for a Special Education Student

## **BACKGROUND INFORMATION:**

On July 8, 2016, the District received notice from the parents of a special education student (2013002686) who filed a request for a Due Process Hearing with the Office of Administrative Hearings. Through mediation, the District, parents and attorneys for both sides agreed on a tentative settlement pending the Board of Education's approval. As part of the settlement, the District agreed to fifty hours compensatory education academic tutoring services to be provided by a District certificated teacher. The District also agreed to pay attorney fees incurred per the mediation to the Law Offices of L. Frank Zankich. Payment of these fees finalizes the agreement and resolves all claims related to this case.

## **POLICY/ISSUE:**

Board Policy 3330 – Payment of Judgment/Settlement of Claims

## **FISCAL IMPACT:**

\$5,854 from Special Education Funds

## **STAFF RECOMMENDATION:**

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

## **PREPARED BY:**

Kimberly Cole, Director – Special Education

## **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:** September 12, 2016  
**SUBJECT:** Updated Criteria for Reclassification of English Learners

## **BACKGROUND:**

The purpose of reclassification is to ensure English Learners are sufficiently proficient in English. Districts must consider four criteria for reclassification, including:

1. Assessment of English language proficiency (i.e., CELDT)
2. Demonstration of Basic Skills
3. Teacher evaluation of student performance
4. Parent opinion and consultation

Demonstration of Basic Skills has been updated to include assessment results in Language Arts for reclassification to provide consistency from middle school through high school. This change was needed for grades 9-12 due to the elimination of the California High School Exit Exam. Criteria 1, 3 and 4 will remain the same. The only change is criterion 2 (Demonstration of Basic Skills). The table below describes the proposed criteria for Basic Skills in Language Arts:

Grade	Basic Skills	
	Assessment	Required Score
2-6	End of year assessments in Foundational Reading Skills; Fluency and Comprehension	Attain a score of met or exceeded on Fluency and score 2 out of 3 in comprehension
7-12	End of year assessment in Reading and Language	Attain a score of 55% or above

The End of Year District Assessment is a highly rigorous assessment. A minimum score of 55 percent on the Overall Total for Reading and Language is a strong predictor of success for all students. As a result, students who score 55 percent or better are prepared for instruction in an English Only classroom setting.

The updated reclassification criteria for English Learners that reflects these changes is included.

## **POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development  
Education Code 313 – English Language Learners

**ACTION ITEM: 3.2-A**

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the updated reclassification criteria for English Learners that aligns with California Department of Education guidelines.

**PREPARED BY:**

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

**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

English Learner Reclassification Criteria

Grade	1. Proficiency on California English Language Development Test (CELDT)	2. Demonstration of Basic Skills		3. Teacher Evaluation	4. Parent Notification
		Assessment*	Required Score		
2-6	CELDT proficiency level of Intermediate or higher overall and on all four individual assessments: <ul style="list-style-type: none"> <li>• Listening</li> <li>• Speaking</li> <li>• Reading</li> <li>• Writing</li> </ul>	End of year assessments in Foundational Reading Skills (FRS) <ul style="list-style-type: none"> <li>• Fluency</li> <li>• Comprehension</li> </ul>	Attain a score of met or exceeded on Fluency and score 2 out of 3 in comprehension	Attain a grade of 2 or higher on report card in English-Language Arts or English Language Development	Notify parents/guardians of rights, encourage participation in the reclassification process and provide an opportunity for meeting with parent/guardian.
7-12	CELDT proficiency level of Intermediate or higher overall and on all four individual assessments: <ul style="list-style-type: none"> <li>• Listening</li> <li>• Speaking</li> <li>• Reading</li> <li>• Writing</li> </ul>	End of year assessment in Reading and Language	Attain a score of 55% or above	Attain a grade of C or higher on report card in English-Language Arts	Notify parents/guardians of rights, encourage participation in the reclassification process and provide an opportunity for meeting with parent/guardian.

English Learners with Individual Educational Plans (IEPs): May be considered for reclassification if the student would benefit from reclassification but the student's disability prevents him/her from meeting the above criteria and the IEP team agrees to reclassification. English Learner students with disabilities may be assessed with the Alternate Language Proficiency Instrument.

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Consortium on Reaching Excellence in Education, Inc. Agreement

## **BACKGROUND INFORMATION:**

As part of Title I requirement, the District provides funding for provides funding for professional development services to private school teachers of children from low-income families who reside in Paramount Unified School District attendance areas. Our Lady of the Rosary School is a private school that serves District Title I students. Professional development activities provided are designed to help private school teachers better meet the needs of students who receive Title I services.

The Consortium on Reaching Excellence in Education, Inc. provides professional development to build capacity for effective through research-based practices. Teachers will learn best practices for effective writing instruction.

## **POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

## **FISCAL IMPACT:**

Not to exceed \$3,100 from Title I funds

## **STAFF RECOMMENDATION:**

Approve Consortium on Reaching Excellence in Education, Inc. Agreement to provide professional development to teachers at Our Lady of the Rosary School.

## **PREPARED BY:**

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

## **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: 3.3-A**

## AGREEMENT FOR SERVICES

This Agreement for Services, effective September 13<sup>th</sup>, 2016 is between Consortium on Reaching Excellence in Education, Inc.® (herein referred to as “CORE”) and Paramount Unified School District (for service at Our Lady of the Rosary School) (hereto referred to as “Client”) with the following terms and conditions:

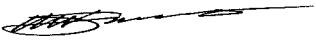
1. The term of the Project is one service day to be determined on or after September 13<sup>th</sup>, 2016.
2. CORE will conduct the scope of work defined in CORE Scope of Work No. S16-018 Exhibit A, for a price of \$3,100.00. This price includes all labor and associated expenses including travel, supplies, and subcontracting expenses. If the Client requests that CORE perform services other than the services specified in CORE’s Scope of Work No. S16-018 or that CORE perform such services in a manner other than as specified therein, or if Client asks that CORE **make changes to the scheduled training date less than 10 days in advance of the date**, CORE will agree to such requests only upon the express written agreement to pay to CORE additional fees, and to pay additional costs and expenses, if any, resulting from CORE’s compliance with such request. Paragraph 7 below sets forth the additional fees, costs, and expenses for such changes.
3. Cost and schedule commitments contained in CORE’s Scope of Work shall be subject to re-negotiation in the event of unreasonable delays caused by the Client or for delays caused by unpredictable occurrences such as fire, floods, strikes, riots, unavailability of labor or materials or services, process shutdown, acts of God, of terrorism, of war or of the public enemy, or acts or regulation of any governmental agency. Work stoppage or interruptions caused by any of the above may result in additional cost (requiring a change in scope) beyond that identified in CORE’s Scope of Work for performance of the Project, entitling CORE to an adjustment to the cost and/or schedule.
4. Payment – CORE shall invoice Client \$3,100.00 on 09/15/16 due and payable on 10/15/16. In the event Client does not pay within 30 days of date payment is due and specified in section 4 of this contract, CORE has the right to charge a late fee of 1.5% of the outstanding payment due per month starting from the original date the payment was due.
5. **Additional charges for rescheduling or canceling work.** This Agreement represents a firm commitment between Client and CORE for the services agreed upon in Exhibit A on the dates set forth therein. If Client decides to make one or more changes, the following schedule of additional fees and charges is agreed upon by the parties to this Agreement:
  - a. Canceling or changing any instructor day(s) or reduction of participant count seven (7) or fewer days in advance of the scheduled date(s) agreed upon in Exhibit A (or subsequently confirmed): Client will pay a Cancellation Fee equal to one-hundred percent (100%) of the instruction fees and travel cancellation fees for each instructor day/county so canceled or changed. This fee will be invoiced within 10 days of the cancellation/change and will be payable upon receipt.
  - b. Canceling or changing any instructor day(s) or reduction of participant count between eight (8) and fourteen (14) days in advance of the scheduled date(s) agreed upon in Exhibit A (or subsequently confirmed): Client will pay a Cancellation Fee equal to seventy-five percent (75%) of the instruction fees and all travel cancellation fees for each instructor day/count so canceled or changed. This fee will be invoiced within 10 days of the cancellation/change and will be payable upon receipt.

- c. Canceling or changing any instructor day(s) or reduction of participant count between fifteen (15) and thirty (30) days in advance of the scheduled date(s) agreed upon in Exhibit A (or subsequently confirmed): Client will pay a Cancellation Fee equal to fifty percent (50%) of the instruction fees and all travel cancellation fees for each instructor day so canceled or changed. This fee will be invoiced within 30 days of the cancellation/change and will be payable upon receipt.
6. Indemnification
  - a. CORE shall indemnify and fully hold harmless the Client, its officers, employees, and agents, from and against any and all claims, actions, damages, judgement, liabilities, costs, including reasonable attorneys' fees or expenses, and including all claims for injuries or damages to persons and/or property, which result from the negligent acts or omission of CORE, its officers, employees, and/or agents in the execution of this agreement.
  - b. Client shall indemnify and fully hold harmless CORE, its officers, employees and agents, from and against any and all claims, actions, damages, judgement, liabilities, costs, including reasonable attorneys fees or expenses, and including all claims for injuries or damages to persons and/or property, which result from the negligent acts or omission of Client, its officers, employees, and/or agents in the execution of this agreement.
7. Standard of Care
  - a. While performing services under this agreement, CORE shall exercise the degree of care and skill ordinarily exercised under similar circumstances by members of the consulting profession performing the kind of services to be performed thereunder.
  - b. Except for the express promise set forth in subparagraph a., above, regarding CORE's standard of care, CORE neither makes, nor offers, nor shall CORE be liable to Client for any express, or implied warranties with respect to the performance of CORE's services. Estimates of costs, approvals, recommendations, opinions, and decisions by CORE are made on the basis of CORE's experience, qualifications, and professional judgment and are not guaranteed. Client hereby waives the implied warranties of merchantability and fitness for a particular purpose.
8. Client agrees that CORE has the authority to use its name as a Client and a general description of the Project as a reference for other prospective clients.
9. CORE has in effect insurance covering all risks associated with its business in such amounts as are customary in its industry, and is not aware of any pending or threatened claims, liabilities, or litigations against it.
10. Client agrees to not directly or indirectly solicit any of CORE's employees or agents to leave their work with CORE to join Client's organization as an employee or an Independent Contractor for the period commencing with the contract effective date and ending one year after the contract end date without express written consent of a CORE corporate officer and payment of consideration in the form of a "finder's fee" defined by CORE.
11. Miscellaneous
  - a. This contract supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services by CORE for Client and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Contract acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or

anyone acting on behalf of any party, which are not embodied herein, and that no other contract, statement, or promise not contained in this contract shall be valid or binding. Any modification of this Contract will be effective only if it is in writing signed by the party to be charged.

- b. This Agreement shall be deemed to have been executed and delivered within the State of California, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of California without regard to principles of conflict of laws. Venue shall lie in Alameda County, California.
- c. CORE retains the right to retract this contract offer if not duly executed by client within 21 of the effective date, and/or 21 days or less prior to first service date.
- d. In the event of litigation in connection with or concerning the subject matter of this Agreement, the prevailing party shall be entitled to recover all costs and expenses incurred by such party in connection therewith, including reasonable attorney's fees.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be duly executed as of the first date written above.

<b>CORE</b>	<b>CLIENT</b>
<b>Signature:</b> 	<b>Signature:</b>
<b>Name:</b> Mark Simmons	<b>Name:</b>
<b>Title:</b> Chief Operating Officer	<b>Title:</b>
<b>Date:</b> August 24, 2016	<b>Date:</b>
<b>Tax ID:</b> 94-3264308	<b>Tax ID:</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Supervisor Don Knabe's 2016 Arts Education Partnership Program Grant

## **BACKGROUND INFORMATION:**

The District has received notice that Paramount Unified School District has been awarded Supervisor Don Knabe's 2016 Arts Education Partnership Program Grant through the Board of Supervisors, County of Los Angeles. This program provides support to Arts Education Partnership school districts by placing professional musicians directly in the classroom to support student learning in the jazz genre to support Visual and Performing Arts education.

Supervisor Don Knabe's 2016 Arts Education Partnership Program will provide \$10,000 in funding. As the result of this grant, middle school students will receive instruction in music by a professional musician and learn to identify and play several different jazz genres.

## **POLICY/ISSUE:**

Board Policy 3280 – Gifts, Grants and Bequests

## **FISCAL IMPACT:**

Income of \$10,000 to restricted funds

## **STAFF RECOMMENDATION:**

Accept Supervisor Don Knabe's 2016 Arts Education Partnership Program Grant to support the middle school music program.

## **PREPARED BY:**

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.4-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Nonpublic School Placement for a Special Education Student 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 (2016001247) with a diagnosis of emotional disturbance transferred into the District with NPS placement. The IEP team recommends placement at Spectrum Center with designated instructional services counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$34,000.

## **POLICY/ISSUE:**

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

## **FISCAL IMPACT:**

Estimated cost not to exceed \$34,000 from special education funds.

## **STAFF RECOMMENDATION:**

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

## **PREPARED BY:**

Kimberly Cole, Director - Special Education

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.5-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Agreement with California Women, Infants and Children Supplemental Nutrition Program.

**BACKGROUND INFORMATION:**

A Memorandum of Understanding (MOU) with the California Women, Infants, and Children Supplemental Nutrition Program for the 2016-17 school year is submitted for board approval. The South Los Angeles Health Projects Women, Infants and Children (WIC) Supplemental Nutrition Program is a nutrition program that helps pregnant women, new mothers and young children eat well and stay healthy. The WIC Program also provides nutrition and health education, nutritional counseling and referrals to health care agencies to the California school-age families of the Paramount Unified School District. WIC has provided this service for the District since 2006 and will continue through June 30, 2017.

**POLICY/ISSUE:**

Board Policy 5141 – Health & Health Examinations

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the agreement with the South Los Angeles Health Projects WIC Supplemental Nutrition Program to provide health and nutrition information to District families for the 2016-17 school year.

**PREPARED BY:**

Elida Garcia, Director – Early Childhood Education/Transitional Kindergarten

**DISTRICT PRIORITY 4:**

Improve student support services.

**ACTION ITEM: 3.6-A**



# Paramount Unified School District

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by the South Los Health Projects Women, Infants, and Children (WIC) Supplemental Nutrition Program and the Paramount Unified School District for the purpose of educating students and families in good nutrition.

WIC will provide:

- WIC Program presentations to staff and parents
- Share referrals and support services
- Share WIC outreach and educational materials

Paramount Unified School District agrees to provide:

- A target audience
- Provide referrals to WIC for all preschool families that include pregnant, postpartum, and breastfeeding women, infants, and children up to age five.

This Memorandum of Understanding shall be effective September 15, 2016 through June 30, 2017. If this Memorandum of Understanding requires modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

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Ruth Pérez, Superintendent      Date  
Paramount Unified School District

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Heidi Kent, Executive Director  
South Los Angeles Health  
Projects WIC Program

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Elida Garcia, Program Director      Date  
Early Childhood Education  
Paramount Unified School District

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** SAT/PSAT College Readiness Assessments Agreement

## **BACKGROUND INFORMATION:**

The SAT is a college readiness assessment that is used as a key factor in admissions by most colleges and universities. It is highly recommended that every student take the SAT at least twice in high school – once during the 11<sup>th</sup> grade year and again in 12<sup>th</sup> grade. The PSAT is a college readiness assessment that prepares students to take the PSAT. For 11<sup>th</sup> graders, the PSAT serves as the National Merit Scholarship Qualifying Test. Students have the opportunity to qualify for the prestigious National Merit Scholarship which is one of the most recognized honors in the United States.

Both the PSAT and SAT provide students with valuable information about their academic skills and what colleges and careers may be a match for them. Students who take these exams are provided with lots of resources to help them improve their skills, explore both colleges and careers that will best fit their goals, and develop personalized plans. Educators can use the results of the exams to further support their students journey toward being prepared for both college and career. Since the exams are fully aligned with the Common Core State Standards, educators can also use the results from these exams to drive improvements to the instructional program.

This agreement will provide the opportunity for all 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> graders at Paramount High School, Paramount High School West, and Buena Vista High School to take the PSAT at no cost to them and during the regular school day in mid-October. In addition, it will provide the opportunity for all 11<sup>th</sup> grade students to take the SAT at no cost to them during the school day in early April.

## **POLICY/ISSUE:**

Board Policy 66162.7 – Student Assessment

## **FISCAL IMPACT:**

\$66,111.00 –LCAP Funds

## **STAFF RECOMMENDATION:**

Approve the SAT/PSAT College Readiness Assessments Agreement with College Board for the 2016-17 school year.

**ACTION ITEM: 3.7-A**

**PREPARED BY:**

Ryan Smith, Assistant Superintendent – Secondary Educational Services

**DISTRICT PRIORITY 2:**

Use performance-based testing and assessment programs.



This proposal is confidential. Its contents, including pricing and any terms, may not be shared with any third party. Any such dissemination shall make this proposal null and void.

Company Address 250 Vesey Street  
New York, New York 10281  
United States

Created Date 8/5/2016  
Expiration Date 8/31/2016  
Quote Number 00016928

Prepared By Norfina Joves  
Phone 2134162132  
Email njoves@collegeboard.org

Bill To Name Paramount Unified School District  
Bill To 15110 South California Avenue  
Paramount, California 90723-4320  
United States

Product	Catalog Unit Price	Unit Price	Quantity	Subtotal	Total Discount Amount	Total Price	Line Item Description
PSAT 8/9 EPP Fixed-Fee - 9th Grade	\$10.00	\$5.00	1,254	\$12,540.00	\$6,270.00	\$6,270.00	FRPL is 92.9% <a href="http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;">http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;</a>
PSAT/NMSQT EPP Fixed-Fee - 10th Grade	\$15.00	\$9.00	1,293	\$19,395.00	\$7,758.00	\$11,637.00	FRPL is 92.9% <a href="http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;">http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;</a>
PSAT/NMSQT EPP Fixed-Fee - 11th Grade	\$15.00	\$9.00	1,236	\$18,540.00	\$7,416.00	\$11,124.00	FRPL is 92.9% <a href="http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;">http://data1.cde.ca.gov/dataquest/Cbeds3.asp?FreeLunch=on&amp;</a>
SAT SD Fixed-Fee With Essay - 11th Grade	\$57.00	\$30.00	1,236	\$70,452.00	\$33,372.00	\$37,080.00	

Subtotal \$120,927.00  
Total Price \$66,111.00  
Shipping and Handling \$0.00  
Grand Total \$66,111.00

*Quoted total price does not include applicable sales taxes*

Quote Owner Information Norfina Joves – 2134162132 -- LAO



This proposal is confidential. Its contents, including pricing and any terms, may not be shared with any third party. Any such dissemination shall make this proposal null and void.

#### Associated Contacts

Contact Name	Email	Role
Ryan Smith	rdsmith@paramount.k12.ca.us	Billing Contact
Ryan Smith	rdsmith@paramount.k12.ca.us	Data Contact
Ryan Smith	rdsmith@paramount.k12.ca.us	Primary Contact
Ryan Smith	rdsmith@paramount.k12.ca.us	Signatory
Ryan Smith	rdsmith@paramount.k12.ca.us	Bulk Registration Coordinator

#### Participating Schools

Organization Name	AI Code	Administration	Grades Covered	Test Center
Buena Vista High School	054576	SAT School Day: Spring April 2017	11	Buena Vista High School
Paramount High School	052365	SAT School Day: Spring April 2017	11	Paramount High School
Buena Vista High School	054576	PSAT 8/9: Fall 2016	9	Buena Vista High School
Paramount High School	052365	PSAT 8/9: Fall 2016	9	Paramount High School
Buena Vista High School	054576	PSAT/NMSQT: Fall 2016	10, 11	Buena Vista High School
Paramount High School	052365	PSAT/NMSQT: Fall 2016	10, 11	Paramount High School

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Kaplan Professional Services Agreement

## **BACKGROUND INFORMATION:**

Kaplan K-12 Learning Services is one of the premiere test preparation providers in the United States. Students who participate in their SAT courses earn significantly higher scores on the exam than those who do not. Considering that SAT scores play a key role in the admissions decisions of most colleges and universities across the country, providing resources to our students to help them improve their performance is an important area of focus.

This agreement will provide eight SAT preparation courses that will serve up to 200 Paramount High School seniors and juniors. Kaplan’s SAT preparation courses are intensive – 25 hours of personalized instruction and preparation for the SAT and require a serious commitment on the part of the student; however, their hard work will quite likely result in a higher SAT score, resulting in increased college options. In addition to the personalized instruction they will receive in the courses, each student will be provided with a comprehensive SAT study guide, online resources, and practice exams that will provide them with immediate feedback.

If a student chose to sign up for one of Kaplan’s SAT courses on their own, it would cost about \$900.00. By offering this type of resource for free to our students, we are demonstrating our commitment to equity and access to programs that we know will make a difference for them.

## **POLICY/ISSUE:**

Board Policy 66162.7 – Student Assessment

## **FISCAL IMPACT:**

\$63,000.00 –LCAP Funds

## **STAFF RECOMMENDATION:**

Approve the Kaplan Professional Services Agreement with Kaplan K12 Learning Services, LLC for the 2016-17 school year.

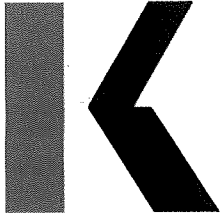
## **PREPARED BY:**

Ryan Smith, Assistant Superintendent – Secondary Educational Services

## **DISTRICT PRIORITY 2:**

Use performance-based testing and assessment programs.

**ACTION ITEM: 3.8-A**



## Professional Services Agreement

This Professional Services Agreement (the "Agreement") is dated as of August 16, 2016 (the "Effective Date") between **Kaplan K12 Learning Services, LLC** ("Kaplan") with offices at 750 Third Avenue, New York, New York 10017 ("Kaplan K12" or "Kaplan") and **Paramount Unified School District** with offices at 15110 S California Avenue, Paramount, California 90723 ("Organization").

**WHEREAS** Kaplan owns and has developed proprietary programs to prepare K12 students for standardized tests and state standards requirements that include direct instruction to students, instructional materials, and digital assets (each a "Program Component" and collectively the "Program"); and

**WHEREAS**, Organization desires to have Kaplan provide the Program and related educational services for the benefit of its students;

**NOW, THEREFORE**, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

### **Section 1. The Services**

Kaplan will provide direct instruction, instructional materials, access to digital assets, and related services (the "Services") for students of the Organization, in accordance with the terms of this Agreement and the applicable schedule ("Scope of Work"). For any components of the Kaplan Program that are on site (collectively, "On Site Services"), Organization shall be responsible for providing safe, accessible and appropriate facilities ("Facilities") in which Kaplan may deliver the On Site Services at no cost to Kaplan. Organization shall be responsible for Facilities, including security, and shall permit Kaplan personnel reasonable access to the Facilities to the extent appropriate for the performance of the work under this Agreement, subject to all applicable on-site policies and procedures of the Organization.

### **Section 2. Term**

The "Term" of the Agreement begins on the Effective Date and ends on May 31, 2017, unless sooner terminated by the written mutual agreement of the parties.

### **Section 3. Fees**

3.1 Fees. Organization will pay Kaplan a total fee of: **\$63,000.00 US Dollars** for the Services and products purchased in the quantities set forth in the Scope of Work, payable in 3 installments as follows:

- 3.1.1 October 3, 2016: \$21,000.00
- 3.1.2 December 5, 2016: \$21,000.00
- 3.1.3 February 3, 2017: \$21,000.00

- 3.2 Payment Schedule. Invoices will be sent starting 30 days before but no later than the first class session. Payment to Kaplan will be due within 30 days from the invoice date. Organization agrees that invoices are provided solely for payment processing, and use of invoices does not waive any right of Kaplan or alter payment terms or schedule.

#### **Section 4. Intellectual Property Matters**

- 4.1 Ownership. Organization acknowledges that the Program Components, the Program, Services and all intellectual property rights thereto, including any derivative works, (collectively, "Kaplan IP") are and shall remain the sole and exclusive property of Kaplan and its licensors, whether previously created or created in connection with this Agreement. If requested by Kaplan, Organization shall execute whatever documents may be reasonably required to confirm the ownership rights of Kaplan IP. Organization acknowledges and agrees that, without Kaplan's prior written consent, neither it nor its officers, employees or agents will make any copies of or otherwise reproduce Kaplan IP or provide unauthorized users with access to Kaplan's digital assets. Organization shall use its best efforts to prevent students, administrators and teachers at the Organization, or those individuals granted access to Kaplan IP in connection with this Agreement, from copying, reproducing or otherwise infringing Kaplan IP, and from sharing login credentials (user name and password) to Kaplan's websites or other digital assets. Organization shall promptly notify Kaplan if it becomes aware of any possible infringement of Kaplan's ownership rights in and to the Kaplan IP and Organization shall cooperate with Kaplan in good faith in taking whatever legal or other action may be appropriate under the circumstances. Organization shall promptly return to Kaplan any unauthorized copies of Kaplan IP that come into its possession or control.
- 4.2 Proprietary Notices. Kaplan Services contain proprietary information and other items that are subject to legal protection. Organization acknowledges that this Agreement does not give Organization any rights to use Kaplan trademarks, service marks or other Kaplan IP, other than as specifically granted in this Agreement. Organization acknowledges and agrees that it will not remove any proprietary notices contained in any materials, assessments, or technology.

#### **Section 5. Confidential Information**

- 5.1 Confidentiality. During the Term of this Agreement and also for three (3) years thereafter, both Parties shall keep in strict confidence and shall not use for any purposes other than for such purposes granted or permitted under this Agreement any Confidential Information of the other party that comes into its possession pursuant to, as a result of, or in the performance of this Agreement. Confidential Information shall include all documents and communications that the disclosing party identified as confidential and all documents and communications that the receiving knew or should have known were regarded by the disclosing party at the time of disclosure. The Terms of this Agreement are also Confidential Information. The above confidentiality obligation shall not apply to any information that: (i) is generally known to the public without the default of the information-receiving party; (ii) is independently developed by the information-receiving party; (iii) the information-receiving party receives from a third party who has no confidential obligation for such information; (iv) is already known to the receiving party prior to receipt of such information; or (v) is disclosed pursuant to the valid and verifiable legal process of a government agency or a court of law.
- 5.2 Student Information. Organization shall be responsible for obtaining consent from or providing the appropriate disclosures to students/parents of students prior to sharing any student information with Kaplan in accordance with all relevant state or federal regulations and policies including the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C. §1232g; 34 CFR Part 99).



## **Section 6. Relationship of the Parties**

Neither Kaplan nor its employees or agents are employees of Organization. Kaplan and Organization are entering into this Agreement as independent contractors. Neither Kaplan nor Organization intends this Agreement to be for the benefit of any third party. Nothing contained in this Agreement shall be deemed to create a partnership, joint venture, agency, employment, fiduciary or other relationship between Kaplan and Organization.

## **Section 7. Notices**

Any communications or notices regarding this agreement and its terms must be sent by next-day delivery service (with proof of delivery) or mailed by certified or registered mail return receipt requested, to the address stated below or by facsimile transmission or electronic mail (provided there is confirmation thereof). Kaplan and Organization may change these designations by informing the other party in writing.

To Kaplan:

Kaplan K12 Learning Services, LLC  
750 Third Avenue, 7th Floor  
New York, NY 10017  
Attn: Lee Weiss, Vice President of Pre-College and K12 Programs  
Facsimile: 877-712-5487

With cc to:

Kaplan Test Prep  
750 Third Avenue, 7th Floor  
New York, NY 10017  
Attn: Matthew Griffin, General Counsel  
Facsimile: 212-208-0912

To Organization:

Paramount Unified School Dist  
15110 S California Ave  
Paramount, CA 90723  
Attn: Dr. Ryan Smith  
Facsimile/Email: Please see *Section 12 – Authority* below

## **Section 8. Restrictions on Assignments; Successors and Assigns**

Neither this Agreement nor any of the rights or interests contained in this Agreement may be assigned by either party without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed. However, either party may assign this Agreement (i) in connection with the sale, transfer or merger of that party in which that party is not the surviving entity, (ii) in connection with a sale or transfer of all or substantially all of the assets of that party or (iii) to an affiliated entity if such transferee entity is controlled by, or under common control with, the transferor; provided, in all cases, that the transferee entity agrees to be bound by the terms and conditions of this agreement.

## **Section 9. Choice of Law; Integration; Waiver**

This Agreement will be interpreted under New York law without regard to conflict of law principles. This Agreement, together with the Attachments hereto, constitutes the complete Agreement between Kaplan and Organization regarding the subject matter hereof, and supersedes all prior or contemporaneous verbal or written understandings or agreements not specifically incorporated into this Agreement. No modification of this Agreement is valid unless it is in writing and signed by an authorized representative from each party. No waiver of any breach or default is a waiver of any other breach or default. Oral amendments or waivers are not valid.

## **Section 10. Representations; Indemnification; Limitation of Liability**

**10.1** Kaplan warrants and represents that: (a) it has the necessary rights to enter into this Agreement; (b) its entry into this Agreement will not cause any breach of its obligations to third parties; (c) to the best of its knowledge, no Kaplan IP infringes any personal, intellectual property or other rights of any third party. Kaplan agrees to indemnify and hold harmless Organization and its trustees, officers, employees and agents from and against all claims, damages, costs and expenses (including reasonable attorneys' fees and litigation expenses) (collectively, "Claims") brought by third parties arising out of Kaplan's breach of this Agreement, Kaplan's breach of any warranties herein, or Kaplan's infringement of the intellectual property rights of any third party.

Organization warrants and represents that: (a) it has the necessary rights to enter into this Agreement; (b) its entry into this Agreement will not cause any breach of its obligations to third parties; and (c) in performing its obligations hereunder, it will comply with all laws, rules and regulations of all governmental bodies having jurisdiction thereof. Organization agrees to indemnify and hold harmless Kaplan and its subsidiaries, affiliates, directors, shareholders, officers, employees and agents from and against all Claims brought by third parties arising out of or as a result of Organization's breach of this Agreement, Organization's breach of any warranties herein, Organization's disclosure of student information or records to Kaplan, and or injuries, damages or any other harms related to Facilities.

**10.2 LIMITATION OF LIABILITY:** EXCEPT FOR LIABILITY ARISING AS A RESULT OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF KAPLAN, IN NO EVENT SHALL KAPLAN BE LIABLE TO ORGANIZATION FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, INDIRECT, OR PUNITIVE DAMAGES, HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, ARISING OUT OF THIS AGREEMENT, WHETHER OR NOT KAPLAN IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. IN NO EVENT SHALL KAPLAN'S LIABILITY EXCEED THE TOTAL AMOUNT PAID TO KAPLAN BY ORGANIZATION HEREUNDER.

**10.3 DISCLAIMER OF WARRANTIES:** EXCEPT AS SPECIFIED IN THIS AGREEMENT, KAPLAN MAKES NO WARRANTY IN CONNECTION WITH THE SUBJECT MATTER OF THIS AGREEMENT OR OPERATION OF ITS WEBSITES AND HEREBY DISCLAIMS ANY AND ALL WARRANTIES, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE.

## Section 11. Miscellaneous

- a. This Agreement may be executed in one or more counterparts, which together shall constitute one Agreement. A photocopied, scanned or faxed signature shall be treated as the same as an original signature to this Agreement.
- b. The captions and headings in this Agreement have been inserted solely for convenience of reference and shall not affect the interpretation of this Agreement.
- c. This Agreement sets forth the entire agreement and understanding between the parties as to the subject matter of this Agreement and merges all prior discussions between them.
- d. In the event of a conflict in the provisions of this Agreement and any of the documents referenced below, the following shall prevail in the order set forth below:
  1. Terms and Conditions of this Agreement;
  2. Scope of Work;
  3. Purchase Order, if applicable;
  4. Exhibits
- e. Kaplan shall not be liable for any damages caused by its failure or delay in performing its duties hereunder if such failure was due to causes beyond Kaplan's control, including, but not limited to, acts of God, acts of public enemy, acts of U.S. or foreign government, fires floods, earthquakes, epidemics, strikes, embargoes, or severely inclement weather condition.

**Section 12. Authority**

Each party represents and warrants to the other party that the person signing this Agreement is authorized to execute this Agreement on behalf of that party and has full authority to bind that party accordingly.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement effective as of the date first above written.

Organization must initial next to **one** of the below:

\_\_\_\_\_ A purchase order is attached to this Agreement and is incorporated by reference. Please include **Contract #KSF-13122331.2** on your purchase order.

\_\_\_\_\_ Organization will issue a Purchase Order by the following date: \_\_\_\_\_ and it is incorporated by reference. Please include **Contract #KSF-13122331.2** on your purchase order. (Please note the purchase order is needed at least four weeks prior to the start of classes).

\_\_\_\_\_ Organization does not need to issue a Purchase Order for the services in this Agreement; Organization is authorized to make payments based solely on the terms of this Agreement.

**Paramount Unified School District**

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

Name: Dr. Ryan Smith  
Title: Assistant Superintendent of Secondary Educational Services  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Kaplan K12 Learning Services, LLC**

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

Name: Lee Weiss  
Title: Vice President of Pre-College and K12 Programs

## Scope of Work

The scope of work for this Proposal includes the offering(s) listed below. For a successful partnership, the purchase order and/or contract is needed at least **4 weeks** (Kaplan-Taught classes), **2 weeks** (books), and/or **1 week** (online) **prior to the start**, as relevant to the purchase. If services are needed in less than the relevant time, an **express service fee** may be charged.

### Kaplan-Taught Classes

#### SAT Prep - In Person

- **Services:**
  - Kaplan instructors to deliver classes to students according to the model below
  - Kaplan proctors to administer tests according to the model below
  - Site coordination to manage program logistics and implementation
  - Aggregate reports for educators
- **Materials:**
  - Print-based **Course Book**
  - Print-based **Big Book of Practice Tests** (4 included)
  - Shipping of materials to the site
- **Licenses:**
  - Online student licenses for up to three (3) months for webgrid multiple-choice scoring, reports, supplemental lessons, four (4) Kaplan practice tests (also included in the Big Book of Practice Tests), and four (4) additional Official College Board tests

Implementation Model					
<b># Sites</b>	1	<b># Classes</b>	8 (up to 25 students per class)	<b># Students</b>	Up to 200
<b>Subject</b>	SAT	<b>Program Duration</b>	October 01, 2016 to May 31, 2017	<b>Days Per Week</b>	Up to 2
<b>Instructional Sessions</b>	<u>Kaplan-led</u> 6 sessions (up to 3 hours per session and up to 18 hours total)	<b>Testing Sessions</b> (essay not included)	<u>Kaplan-led</u> 2 sessions (up to 3.5 hours per session and up to 7 hours total)	<b>Total Program Length</b>	8 sessions (up to 25 hours total)

## Fees

The Organization shall pay Kaplan the Fees as follows:

Product Name	Quantity	Unit Price	Partnership Price*	Item Total
SAT Prep – In Person ~25 hour class for up to 25 students with Course Books, tests, online assets/reports (6 3-hour classes led by Kaplan; 2 3.5-hour tests proctored by Kaplan and webgrid scored by proctors)	8	\$8,350.00	\$7,875.00	\$63,000.00
*Shipping rates of 10% (ground), 14% (second day), and 18% (overnight) may be charged on materials; if ground shipping is included, then 6% (second day) or 10% (overnight) may be charged on materials.			<b>Subtotal*:</b>	<b>\$63,000.00</b>
			Shipping*:	8% \$0.00
			Tax**:	8.25% \$0.00
			<b>Total**:</b>	<b>\$63,000.00</b>

\*\*Organizations must provide a Tax Exemption Certificate to Kaplan K12 Learning Services, LLC to be exempt from additional tax charges.

**\*Please note: As of June 15, 2016, the pricing has changed for the above implementation model. Kaplan will honor the above partnership price in this contract for purchases made on or before September 30, 2016.**

**Purchases made after September 30, 2016 will reflect the new pricing.** Discount Pricing may only be available with the bundles or quantities purchased, with the scope of work listed, or via a promotional offer that cannot be combined with other offers. If bundles, quantities, scope of work, or promotion changes, the price is subject to change. Kaplan reserves the right to change prices at any time. To review the policy on order errors or returns, please visit [kaplank12.com/returns](http://kaplank12.com/returns).

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Saturday School Program for 2016-17

**BACKGROUND INFORMATION:**

The District provides a Saturday School program for students in grades 6-12. This voluntary program is a viable means for truant students to recapture lost instructional time while learning the value of regular school attendance. Students attend class for four hours. Students in grades 6-9 will attend Saturday School at Paramount High School-West Campus and grades 10-12 will attend Paramount High School-Senior Campus. Revenue generated by Saturday School attendance is expected to exceed the personnel and security costs to operate the program.

Saturday School attendance data for the 2015-16 school year is shown in the following table:

Grade Level	Attendance Make-up Days
6-8	898
9	1,390
10-12	3,900
<b>TOTAL</b>	<b>6,188</b>

**POLICY/ISSUE:**

Board Policy 5113.2 - Failure to Attend/Truancy

**FISCAL IMPACT:**

Anticipated revenue of approximately \$65,000 to General funds

**STAFF RECOMMENDATION:**

Approve the Saturday School program for grades 6-12 for the 2016-17 school year to recapture lost instructional time.

**PREPARED BY:**

Manuel San Miguel, Director – Student Services

**DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.9-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Extended Day High School Program for 2016-17

## **BACKGROUND INFORMATION:**

The Local Control and Accountability Plan (LCAP) outlines Paramount Unified School District's effort to improve academic skills of target students. The Extended Day High School program takes place before and after school, four days per week and is structured to help students make-up classes needed for graduation. Student graduation needs dictate courses that are offered within the Extended Day program. Selected courses required for graduation will be offered in both fall and spring semesters. LCAP funds are used to employ teachers and support staff.

## **POLICY/ISSUE:**

Education Code 51225.3 - Requirements for Graduation  
Board Policy 6146.4 - Instruction, High School Graduation Requirements  
Board Policy 6154.1 - Credit and Course Make-up  
Board Policy 6173 - Summer/Vacation School

## **FISCAL IMPACT:**

Approximately \$20,000 from LCAP funds

## **STAFF RECOMMENDATION:**

Approve an Extended Day High School program for the 2016-17 school year including hourly employment of certificated and classified staff.

## **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: 3.10-A**



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Memorandum of Understanding with UCLA’s Community Programs Office, Pacific Islander Education and Retention Project

## **BACKGROUND INFORMATION:**

Paramount High School (PHS) seeks to partner with UCLA’s Community Programs Office, Pacific Islander Education and Retention (PIER) Project as a means of joining efforts to support the needs of Pacific Islander students. PIER is a student-initiated, student-run outreach project that exists to increase access to higher education for Pacific Islander youth in Los Angeles. Through tutoring, mentorship, peer advising, parent involvement, cultural relevancy and higher education awareness, PIER partners with Pacific Islander students, community members, organizations and allies to combat educational inequity and create self-determined leaders.

This Memorandum of Understanding (MOU) is entered into by Paramount UCLA’s Community Programs Office, Pacific Islander Education and Retention Project and Paramount Unified School District for the purpose of providing a service project at Paramount High School to provide youth and parent services in the Pacific Islander community.

PIER participants will receive the following services free of charge after normal school hours on the PHS campus:

- Academic tutoring and skill building
- Higher education awareness
- College mentoring
- Cultural awareness workshops
- College field trips

Paramount Unified School District will provide the following:

- Classroom(s) for the project to provide services
- A list of site contacts to facilitate and assist the project with any academic matters concerning the students in order to have constant communication between the site and PIER Project
- Access to students' grades after the project has obtained the consent of the students' parents to release them
- Assistance from PHS counselors, when available, to provide PIER on how to best service PHS students, aid in the development of tutoring curriculum and provide student referrals

**ACTION ITEM: 3.11-A**

**POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with UCLA's Community Programs Office, Pacific Islander Education and Retention Project for the 2016-17 school year.

**PREPARED BY:**

Greg Francois, Director - Secondary Education and Instructional Technology

**DISTRICT PRIORITY 1:**

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

# Paramount Unified School District

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into between UCLA's Community Programs Office, Pacific Islander Education and Retention (PIER) Project and the Paramount Unified School District. UCLA CPO PIER will provide the following services at Paramount High School (PHS) free of charge to a select group of Paramount High School students during after school hours:

- Academic tutoring and skill building
- Higher education awareness
- College mentoring
- Cultural awareness workshops
- College field trips

Paramount Unified School District will provide the following:

- Classroom(s) for the project to provide services
- A list of site contacts to facilitate and assist the project with any academic matters concerning the students in order to have constant communication between the site and PIER Project
- Access to students' grades after the project has obtained the consent of the students' parents to release them
- Assistance from PHS counselors, when available, to provide PIER on how to best service PHS students, aid in the development of tutoring curriculum and provide student referrals

This Memorandum of Understanding shall be effective September 13, 2016 through June 9, 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.

University of California Los Angeles

Paramount Unified School District

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

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

Name: Michael Deluca  
UCLA Assistant Vice

Print

Name: Dr. Greg Francois  
Director of Secondary

Title: Chancellor for Campus Life

Title: Education

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Paramount Unified School District

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

Print

Name: Ruben Frutos  
Assistant Superintendent

Title: Business Services

Date: \_\_\_\_\_

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Online Courses: Edgenuity Multi-Year License Agreement

## **BACKGROUND INFORMATION:**

In the 2014-15 school year, Edgenuity was adopted as the software platform for on-line instruction in the District. Students in Paramount's Adult School Diploma Lab and Buena Vista High School Independent Study program successfully piloted the program for two years. Approximately 82 students completed course work through online instruction. The success of the program has prompted the District to expand this rigorous and engaging program to all students enrolled in the Independent Study Program at Buena Vista High School and Adult School Diploma Lab. The purchase of 100 licenses would allow both programs to offer online instruction to all students enrolled in the two programs. The multi-year license agreement will begin on October 1, 2016 and sunset in 2019-20.

## **POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development

## **FISCAL IMPACT:**

Approximately \$199,000 from LCFF Target Student and Adult Education funds.

## **STAFF RECOMMENDATION:**

Approve the purchase of Edgenuity licenses for 2016-19 at Adult School Diploma Lab and Buena Vista High School.

## **PREPARED BY:**

Manuel San Miguel, Director – Student Services

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.12-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** 2015-16 Unaudited Actuals

**BACKGROUND INFORMATION:**

After closing the District's 2015-16 books, the District must file the Standardized Account Code Structure (SACS) Unaudited Actual Financial Report with the Los Angeles County Office of Education.

The 2015-16 Unaudited Actuals Financial Report is being provided to the Board of Education for approval. It will also be provided to the public, all school sites and District departments.

**POLICY/ISSUE:**

Education Code Section 42100 – Requirement to Prepare and File Annual Statement

Education Code Section 42123 – Itemization of Revenues and Expenditures

**FISCAL IMPACT:**

As reflected in the 2015-16 Unaudited Actuals Financial Report provided under separate cover.

**STAFF RECOMMENDATION:**

Approve the 2015-16 Unaudited Actuals Financial Report.

**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

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Agreement for Consultant Services with The Lew Edwards Group

**BACKGROUND INFORMATION:**

The Lew Edwards Group will provide informational communications services, for the District facilities and financing program, which include strategic advice, independent analysis of facilities and survey data, developing selected communications initiatives, such as Key Messages, talking points, PowerPoint, Frequently Asked Questions, media information, and District informational Speakers' Bureau toolkit.

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

Not to exceed \$25,000 from Capital Facilities Funds

**STAFF RECOMMENDATION:**

Ratify the Agreement for Consultant Services with the Lew Edwards Group, and authorize the Superintendent or designee to execute all necessary documents.

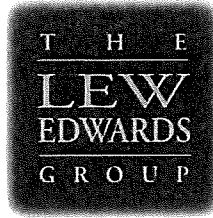
**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.2-A**



## AGREEMENT FOR CONSULTING SERVICES

This Agreement is made between The Lew Edwards Group, a California Corporation ("Consultant"), and Paramount Unified School District ("Client"). The parties agree as follows:

### 1. Services to be Performed.

Consultant shall, with consultation from Client, provide informational communications services. Consultant services will include the following:

- (a) Strategic advice;
- (b) Independently analyze survey results;
- (c) Develop selected communications collaterals such as Key Messages, talking points, PowerPoint, Frequently Asked Questions, media information, and District informational Speakers' Bureau toolkit; and
- (d) Conduct one message training.

Legal services or advice is not within Consultant's Scope of Services. No advocacy services will be provided at District expense.

### 2. Professional Fee and Project Term.

Consultant's fee for these services shall be Twenty-Five Thousand Dollars (\$25,000) due and payable in two increments of Twelve Thousand, Five Hundred Dollars (\$12,500) per payment due and payable on August 31<sup>st</sup> and September 16<sup>th</sup>, 2016. The parties anticipate services to be concluded by September 15, 2016.

### 3. Indemnification.

The parties shall hold one another, their respective agents and employees, harmless from any and all liability arising from or related to the performance of this Agreement, including third party legal actions caused by the acts or omissions of their respective agents or employees. The foregoing shall not apply to any action that one party may have against the other for harm caused to the other party arising from the willful misconduct or gross negligence of the other.

**4. Notice.**

All notices, requests, demands or other communications under this Agreement shall be in writing. Notices shall be sufficiently given for all purposes as follows: Personal Delivery; First-Class Mail; Certified Mail; Overnight Delivery.

**5. Severability.**

If any term or provision of this Agreement shall be found illegal or unenforceable, then, notwithstanding, this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

**6. Ownership of Work Product.**

Final work products prepared by Consultant, their officers, employees and agents and subcontractors in the course of implementing this Agreement shall become the property of the District, provided that these products have been paid for by the District. This provision specifically excludes Consultant's or subcontractor's working notes, draft work product, or internal documents which shall remain Consultant's property.

**7. Entire Agreement.**

This Agreement supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. No other agreement, statement or promise not contained herein shall be valid or binding.

Dated:  
PARAMOUNT UNIFIED SCHOOL DISTRICT

By *Russ Pritz*  
Name: Superintendent Title:

15110 California Avenue, Paramount CA 90723

Dated:  
THE LEW EDWARDS GROUP

By \_\_\_\_\_  
Lloyd A. Edwards, Secty-Treasurer  
PO Box 21215, Oakland, CA 94620



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Agreement for Use of Facilities - Four Square Church Parking Lot

## **BACKGROUND INFORMATION:**

For many years, Four Square Church, located at 6709 Mark Keppel Avenue, has permitted Keppel School the use of their parking lot during school hours. Up until 2011, the District was paying \$100 per month for the use of the lot. At that time the church wanted to increase the rent to \$600 per month, which would include cleaning, parking lot maintenance, landscaping upkeep, and closing of the gate. Staff discontinued use of the parking lot in May of 2011 as no agreement was reached between the parties.

The school has determined the need to use the church lot once again, and the District and the church have negotiated the terms for use of the lot. The District will pay \$300 for Keppel staff parking, effective August 15, 2016, through August 15, 2017. There will be an option to renew for an additional two years at that time. Further, the District will sweep the lot with a District sweeper machine every Friday that school is in session, and the District custodian will lock the gates every night.

## **POLICY/ISSUE:**

Board Policy 3322 – Contracts

## **FISCAL IMPACT:**

Not to exceed \$3,600 from General Funds

## **STAFF RECOMMENDATION:**

Ratify the Agreement for Use of Facilities, Four Square Church Parking Lot, and authorize the Superintendent or designee to execute all necessary documents.

## **PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

## **DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.3-A**

**LEASE AGREEMENT BETWEEN  
PARAMOUNT UNIFIED SCHOOL DISTRICT  
AND  
PARAMOUNT FOUR SQUARE CHURCH**

WHEREAS, the Paramount Unified School District, hereinafter "District" is in need of additional parking facilities for use by staff assigned to Mark Keppel School, hereinafter "Keppel," and

WHEREAS, the International Church of the Four Square Gospel, d.b.a. Four Square Church, hereinafter "Four Square Church" maintains a parking lot at 6709 Mark Keppel Avenue, Paramount, hereinafter "Church premises," and

WHEREAS, the Four Square Church and District have discussed the use by District of the parking lot located on the Church premises, and

WHEREAS, the Four Square Church is willing to allow the use of the parking lot by staff assigned to Keppel in exchange for the considerations described herein, and

1. In consideration of the promises and conditions agreed to by the District herein, use of the parking lot will be allowed for one (1) year commencing on August 15, 2016, and ending on August 15, 2017, with a District option to renew under the existing terms for an additional two (2) years. At that time, the lease will be renegotiated to the best interests of all parties.
2. The parking lot will be available for use by Keppel staff Monday through Friday between the hours of 6:00 a.m. and 6:00 p.m.
3. District agrees to provide notification to all Keppel staff of any parking lot rules and to enforce said rules.
4. District agrees to periodically warn Keppel staff that use of the property is "at their own risk."
5. District will provide evidence of property and liability insurance to protect the Four Square Church from claims for liability for personal injury and/or damage to property consistent with the terms described in paragraph 7 below. Such evidence will be in the form of an insurance certificate provided by an insurance carrier. This certificate should be for no less than one million dollars (\$1,000,000.00)
6. District acknowledges that it has examined the premises for the purposes of this Agreement and, except as provided for below in paragraph 8, is willing to accept the parking lot in an "as-is condition."
7. The District agrees to defend and hold the Four Square Church harmless against all claims arising out of damage to any person or party occurring in, on, or about the parking lot caused by the uses of the parking lot by Keppel

Elementary staff of the District. District shall not be liable or obligated to defend the Four Square Church for damage to persons or personal property that results from the negligent acts or omissions of employees or agents of the Four Square Church. Further, the Four Square Church shall hold District harmless and indemnify it for all claims arising out of any such damage.

8. The District agrees to compensation of \$300.00 per month for the use of the parking lot located on the Church premises, effective August 15, 2016 through August 15, 2017.
9. The Agreement may be terminated by either party by giving the other party thirty (30) days' notice of termination. Such notice shall be made in writing.
10. Should any dispute arise from the implementation of this Agreement, the parties agree to submit such dispute to the American Arbitration Association (AAA), in accordance with AAA commercial arbitration rules. It is further agreed that District and Four Square Church shall bear their own expense in instituting such procedures, including any attorneys' fees incurred.
11. District and the Four Square Church represent that this Agreement contains all terms and conditions agreed to, and any and all verbal agreements, understandings, or discussions not made a part of this written Agreement are non-binding on either party and have no force or effect.
12. The District custodian will lock the gates every night. This is an ongoing District policy.
13. Church members have the right to use the parking lot on days when special services are held.
14. The District agrees to clean the parking lot as necessary when it is used by Keppel staff members. We recognize that the church will also clean the parking lot when it is used by its members. The District will sweep the lot with a District sweeper machine every Friday that school is in session.

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

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

Ruben Frutos  
Assistant Superintendent-  
Business Services

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

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

Four Square Church

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Resolution 16-08, Establishing the 2016-2017 Gann Appropriations Limit

**BACKGROUND INFORMATION:**

In 1979 California voters approved Proposition 4, which limited the growth in government spending to be no greater than the growth in population inflation. This limit on government spending became known as the Gann Limit.

Each school district is required to report appropriations information to the State Superintendent of Public Instruction and to the State Director of Finance at least annually. This information includes appropriations subject to limitation, the amount of state aid apportionments, subventions included within the proceeds of taxes of the school district, and amounts excluded from the appropriations limit.

**POLICY/ISSUE:**

Education Code Section 1629 – Resolution to Identify Appropriations Limits; Documentation Available to Public

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolution 16-08, establishing the 2016-2017 Gann Appropriations Limit at \$91,967,964, as calculated by the State formula.

**PREPARED BY:**

Patricia Tu, Director-Fiscal Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.4-A**

**PARAMOUNT UNIFIED SCHOOL DISTRICT**

**RESOLUTION 16-08  
DISTRICT APPROPRIATIONS LIMIT FOR 2016-2017**

WHEREAS, Article XIII B of the Constitution of the State of California, as approved by the voters in November 1979, requires the establishment of Appropriations Limits on "Proceeds of Taxes" revenues for public agencies, including school districts, beginning with the 1980-81 fiscal year; and,

WHEREAS, each district is required to determine and adopt such Appropriations Limits for the 2016-2017 fiscal year, as a legislative act; and,

WHEREAS, this School District's Appropriations Limits have been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title 1 of the Government Code; and,

BE IT, THEREFORE, RESOLVED, as a legislative act of this Governing Board, that the purpose of Article XIII B is hereby establishing this District's "appropriations limit" of \$91,967,964 for the 2016-2017 fiscal year.

ADOPTED THIS 12th day of September, 2016.

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Tony Peña, President  
Board of Education

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** September 12, 2016  
**SUBJECT:** Agreement with VMA Communications for District Communications Services

**BACKGROUND INFORMATION:**

VMA Communications (VMA) is a policy-based communications firm focused on boosting stakeholder involvement and media exposure for school districts through high-quality strategic communications. VMA will assist the District with image building, California Standards implementation, LCFF implementation, internal/external communications, facilities information coordination through the use of press releases, newsletters, an enrollment outreach program, an integrated social media program, and District and school websites.

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

Not to exceed \$85,000 from General Funds

**STAFF RECOMMENDATION:**

Approve the Agreement with VMA Communications for District Communications Services, and authorize the Superintendent or designee to execute all necessary documents.

**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.5-A**

**AGREEMENT FOR COMMUNICATION SERVICES**

**PARAMOUNT UNIFIED SCHOOL DISTRICT**, hereinafter referred to as DISTRICT, and **VMA COMMUNICATIONS, INC.**, hereinafter referred to as CONSULTANT, mutually agree as follows:

1. CONSULTANT shall provide information dissemination services to the DISTRICT for communication of school and DISTRICT news and information for the community.
2. DISTRICT shall pay CONSULTANT a rate of \$170 per hour, not to exceed \$85,000 for VMA services described in the proposal (Exhibit A) during the period of this agreement, plus pre-approved reimbursements/expenses; estimated at \$55,000. VMA services include message and content development, media relations, crisis management and production management. Reimbursement and out-of-scope expenses include graphic design, web design, printing, mailing, photography, translations and social media/newspaper advertisement placement. Fees for additional projects/assignments shall be approved at time of DISTRICT's request.
3. This agreement shall be subject to the following conditions:
  - a. CONSULTANT shall submit an itemized invoice for services rendered, including dates of service and detailed expenses/reimbursables.
  - b. CONSULTANT shall be considered an independent CONSULTANT for the purpose of this agreement and not an employee of the DISTRICT. The DISTRICT shall not assume any liability for the payment of retirement benefits, Workers' Compensation Insurance or any other payments to the CONSULTANT or any of CONSULTANT'S personnel performing service hereunder.
  - c. CONSULTANT shall hold harmless and indemnify the DISTRICT, its officers, agents, and employees from and against any and all actions, suits, or the proceedings as may arise as a result of performing the work hereunder, except such actions, suits or other proceedings as may arise as a result of the negligence or willful misconduct of the DISTRICT, its officers, agents and employees.

CONSULTANT shall take out and maintain during the period of this Agreement such general liability, professional liability, automobile insurance, as is required to protect the CONSULTANT and the DISTRICT as their interest may appear.

CONSULTANT shall maintain the confidentiality of all information received while performing said services.

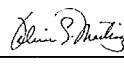
4. This agreement shall be in effect September 1, 2016 through June 30, 2017. This agreement may be terminated by either party upon sixty (60) days' written notification.

5. SIGNED by the authorized representative of the DISTRICT and by the CONSULTANT.

DISTRICT  
PARAMOUNT UNIFIED SCHOOL DISTRICT  
15110 California Ave  
Paramount, CA 90723

CONSULTANT  
VMA COMMUNICATIONS, INC.  
243 Oberlin Ave  
Claremont, CA 91711

By \_\_\_\_\_  
Ruth Perez, Ed.D.  
Superintendent  
Date \_\_\_\_\_  
(Exhibit A is attached)

By  \_\_\_\_\_  
Valerie Martinez  
CEO/President  
Date Aug. 31, 2016  
Fed. ID 47-0901842

Digitally signed by Valerie Martinez  
DN: cn=Valerie Martinez, ou=VMA  
email=Valerie.Martinez@vmapro.com, c=US  
Date: 2016.08.31 17:07:40 -0700

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Revised Board Policy 6172.5 – Opportunity Classes and Programs and Other Alternative Placements or Involuntary Transfers

## **BACKGROUND INFORMATION:**

Submitted for first reading is revised Board Policy 6172.5 – Opportunity Classes and Programs and Other Alternative Placements or Involuntary Transfers. The proposed policy reflects revisions related to current State requirements and programs offered throughout the District. Revisions are indicated with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

## **POLICY/ISSUE:**

Board Policy 6172.5 – Opportunity Classes and Programs and Other Alternative Placement or Involuntary Transfers

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Accept for first reading proposed revised Board Policy 6172.5 – Opportunity Classes and Programs and Other Alternative Placements or Involuntary Transfers, which reflects current State requirements.

## **PREPARED BY:**

Manuel San Miguel, Director – Student Services

## **DISTRICT PRIORITY 1:**

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

**CONFERENCE ITEM: 3.1-CF**



## CURRENT POLICY

BP 6172.5 (a)

### Instruction

#### Opportunity Classes and Programs and Other Alternative Placements or Involuntary Transfers

The governing board shall maintain an opportunity school, class or program to assist students who are, or are in danger of becoming, insubordinate or disorderly, irregular in attendance, or habitually truant. The purpose of the opportunity school class, or program shall be to help such students resolve their problems in order to be maintained in regular classes or returned to regular classes or schools as soon as practicable.

While the assignment shall be mandatory to an Opportunity Class, Opportunity Program, Alternative Placement, (Fresh Start) or Involuntary Transfer, the assignment of any pupil to such programs shall be conducted with a view to the improvement of the pupil and to his/her restoration, as soon as practicable, to the regular classes in which he/she would, if not so assigned, be required to attend. Transportation to and from the assigned program becomes the responsibility of the parent or guardian.

“Opportunity program” as used herein refers to a program which is in accordance with the purposes and provisions of this policy and is established in any elementary or secondary school of the district for less than the minimum day required of opportunity class students. Students in grades 1 through 12 may be assigned to an opportunity school, class or program in accordance with the law. The opportunity school, class or program shall provide instruction and services designed to meet the needs of enrolled students.

The board hereby authorizes the Administrative Hearing Team comprised of administrators and school counselor to assign pupils to an opportunity class, or program in accordance with the provisions and purposes of this policy if such assignments are not contested.

The Director of Student Services shall ensure that not less than two times each school year a review is conducted at each school of the progress of each student assigned to an opportunity class for adjustment purposes to determine whether the pupil would benefit by returning to regular classes. Those participating in the review shall include a representative of the opportunity class, or program who is familiar with the pupil’s progress, and the parent of guardian of the pupil concerned at the option of the parent or guardian.

# CURRENT POLICY

BP 6172.5 (b)

## Instruction

### Opportunity Classes and Programs and Other Alternative Placements or Involuntary Transfers

Legal Reference:	Education Code
	46180 Minimum Day for Opportunity School: Attendance
	46340 Computation in Opportunity Schools of Classes
	48265 Delivery of Truant
	48268 Order to Parent to Deliver Child to School for Remainder of School Term
	48269 Parent's Bond to Serve Attendance of Pupil
	48294 Disposition of Fines
	48630 et al. Opportunity Schools

Policy  
Adopted: 3-10-87  
revised: 2-22-05

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

## PROPOSED POLICY

BP 6172.5 (a)

### Instruction

#### Opportunity Classes and Programs Community Day School and Other Alternative Placements or Involuntary Transfers

~~The governing board shall maintain an opportunity school, class or program to assist students who are, or are in danger of becoming, insubordinate or disorderly, irregular in attendance, or habitually truant. The purpose of the opportunity school class, or program shall be to help such students resolve their problems in order to be maintained in regular classes or returned to regular classes or schools as soon as practicable.~~

~~While the assignment shall be mandatory to an Opportunity Class, Opportunity Program, Alternative Placement, (Fresh Start) or Involuntary Transfer, the assignment of any pupil to such programs shall be conducted with a view to the improvement of the pupil and to his/her restoration, as soon as practicable, to the regular classes in which he/she would, if not so assigned, be required to attend. Transportation to and from the assigned program becomes the responsibility of the parent or guardian.~~

~~“Opportunity program” as used herein refers to a program which is in accordance with the purposes and provisions of this policy and is established in any elementary or secondary school of the district for less than the minimum day required of opportunity class students. Students in grades 1 through 12 may be assigned to an opportunity school, class or program in accordance with the law. The opportunity school, class or program shall provide instruction and services designed to meet the needs of enrolled students.~~

~~The board hereby authorizes the Administrative Hearing Team comprised of administrators and school counselor to assign pupils to an opportunity class, or program in accordance with the provisions and purposes of this policy if such assignments are not contested.~~

~~The Director of Student Services shall ensure that not less than two times each school year a review is conducted at each school of the progress of each student assigned to an opportunity class for adjustment purposes to determine whether the pupil would benefit by returning to regular classes. Those participating in the review shall include a representative of the opportunity class, or program who is familiar with the pupil's progress, and the parent or guardian of the pupil concerned at the option of the parent or guardian.~~

# PROPOSED POLICY

BP 6172.5 (b)

## Instruction

### Opportunity Classes and Programs Community Day School and Other Alternative Placements or Involuntary Transfers

The Governing Board recognizes the need to provide an appropriate alternative educational program for expelled students who are prohibited from attending regular schools in the district and for certain students referred by probation or district processes. The district shall operate one or more community day schools designed to meet the needs of these students. The Superintendent or designee shall ensure that any such school is operated in accordance with legal requirements related to enrollment, instructional time and facilities.

In order to foster positive attitudes and academic progress, the Board recognizes that community day schools must give students substantial individual help with their problems. To the extent possible, community day school programs shall provide a low student-teacher ratio as well as individualized instruction and assessment.

The Superintendent or designee shall establish procedures for the involuntary transfer of students to a community day school in accordance with law and administrative regulation.

Legal Reference:	Education Code	
	46180	Minimum Day for Opportunity School: Attendance
	46340	Computation in Opportunity Schools of Classes
	48265	Delivery of Truant
	48268	Order to Parent to Deliver Child to School for Remainder of School Term
	48269	Parent's Bond to Serve Attendance of Pupil
	48294	Disposition of Fines
	48630 et al.	Opportunity Schools

# PROPOSED POLICY

BP 6172.5 (c)

## Instruction

### Opportunity Classes and Programs Community Day School and Other Alternative Placements or Involuntary Transfers

<u>1980-1986</u>	<u>County Community Schools</u>
<u>17085-17096</u>	<u>Emergency Portable Facilities</u>
<u>17365-17374</u>	<u>Filed Act, Fitness of Occupancy</u>
<u>48660-48666</u>	<u>Community Day Schools</u>
<u>48900-48926</u>	<u>Suspension or Expulsion</u>

Policy  
Adopted: 3-10-87  
revised: 2-22-05

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** September 12, 2016  
**SUBJECT:** Student Fundraisers at Paramount High and Paramount High-West

**BACKGROUND INFORMATION:**

Per Board Policy 5131.8 - Student Activity Funds, schools are to provide a list of proposed student organization fundraising activities to the Superintendent annually. All activities must be reviewed by the Superintendent or designee prior to Board submittal to ensure they align with the schools' educational program. The student group that implements each fundraiser is determined by the Associated Student Body and principal.

**POLICY/ISSUE:**

Board Policy 5131.8 – Student Activity Funds

**PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

**DISTRICT PRIORITY 7:**

Increase parent and community involvement and collaboration.

# Paramount High School

## Associated Student Body 2016-17 Fundraiser Activities

Club	Activity	Date
<p>Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met.</p> <ul style="list-style-type: none"> <li>• Associated Student Body</li> <li>• Band</li> <li>• Baseball</li> <li>• Boys' Soccer</li> <li>• Boys' Volleyball</li> <li>• Boys' Wrestling</li> <li>• Spirit Squad</li> <li>• Choir</li> <li>• Class of 2017/2018/2019</li> <li>• Corsairs</li> <li>• Cross Country</li> <li>• Do Something Club</li> <li>• Drama/Theater</li> <li>• Football</li> <li>• Girls' Basketball</li> <li>• Girls' Soccer</li> <li>• Girls' Volleyball</li> <li>• Girls' Wrestling</li> <li>• Green Club</li> <li>• JROTC</li> <li>• K-Pop</li> <li>• Latino Club</li> <li>• Side B Club</li> <li>• Swim</li> <li>• Track</li> <li>• Travel Gourmet</li> <li>• Water Polo</li> </ul>	Calendar/Program/Picture Sales	September 2016-June, 2017
	Catalog Sales	September 2016-June, 2017
	Christmas Tree Sales	October 2016-December 2016
	Clinics/Camps	September 2016-June, 2017
	Concerts/Festivals/Theater Performances/Comedy Sportz	September 2016-June, 2017
	Concessions at Club/Sporting events	September 2016-June, 2017
	Restaurant discount card/coupon Sales	September 2016-June, 2017
	Dodger/Angel Night(s)	September 2016-October, 2016
	Donation Scratcher Sales	September 2016-June, 2017
	Faculty/Student Games, Alumni Games, and All-Star Games	September 2016-June, 2017
	Food Truck Nights	September 2016-June, 2017
	Holiday Gram/Picture Sales	September 2016-June, 2017
	Jewelry/Flower Sales	September 2016-December, 2016
	A-Thons including Jog-a-Thon, Swim-a-Thon, and Bowl-a-Thon	September 2016-June, 2017
	Movie Nights	September 2016-June, 2017
	Off Season Tournaments/Meets	September 2016-June, 2017
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's, In-N-Out, 5 Guys	September 2016-June, 2017
	Recycling (plastics and ink cartridges)	September 2016-June, 2017
	T-Shirts/Spirit Gear Sales	September 2016-June, 2017
	School Dances	September 2016-June, 2017
	Yearbook Sales	September 2016-June, 2017
	Healthy Snack Sales	September 2016-June, 2017
	Student Store Sales	September 2016-June, 2017
Talent Show(s)	September 2016-June, 2017	
Turn-Around Trips	September 2016-June, 2017	
<b>Boosters/PTSA</b>	<b>Activity</b>	<b>Date</b>
<p>These fundraisers are sponsored and implemented by the Parent Teacher Student Association and/or Booster Club.</p>	Family Game Night	September 2016-June, 2017
	50/50	September 2016-June, 2017
	Daddy-Daughter Dance	March, 2017
	Community Night at Hollywood Sports	March 2017-June, 2017
	Golf Tournament(s)	September 2016-June, 2017
	Water/Flower Sales at Graduation	June 2017

# Paramount High School - West

## Associated Student Body 2016-17 Fundraiser Activities

Club	Activity	Date
<p>Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met.</p> <ul style="list-style-type: none"> <li>• Associated Student Body</li> <li>• AVID</li> <li>• Class of 2019</li> <li>• Dance Club</li> <li>• Photo Club</li> <li>• Unity Club</li> </ul>	<p>Four snack sales in accordance with nutritional guidelines outlined in the FCMAT Accounting Manual</p>	<p>September, 2016 - June, 2017</p>
	<p>Student Store Sales</p>	<p>September, 2016 - June, 2017</p>
	<p>See's Candy Sales</p>	<p>September, 2016 - June, 2017</p>
	<p>Catalog Sales</p>	<p>October, 2016 - June, 2017</p>
	<p>Picture Sales</p>	<p>September, 2016 - June, 2017</p>
	<p>Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's and In-N-Out</p>	<p>September, 2016 - June, 2017</p>