

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Election of Officers

## **BACKGROUND INFORMATION:**

The Governing Board elects officers annually at its organizational meeting. In accordance with Board Bylaws and Education Code Sections 35022 and 35038, the Board shall elect a President and a Vice President/Clerk. The required notification of the annual organizational meeting has been given to the Board of Education.

## **POLICY/ISSUE:**

Education Code Section 35022 - President of Board  
Education Code Section 35038- Clerk; Board Member  
Bylaw 9120 - Officers and Auxiliary Personnel  
Bylaw 9121 - President  
Bylaw 9122 - Vice President/Clerk

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Elect a President and a Vice President/Clerk for the Board Year 2016-17 (December 1, 2016 through November 30, 2017).

## **PREPARED BY:**

Ruth Pérez, Superintendent

## **DISTRICT PRIORITY 5:**

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

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Secretary to the Board of Education

**BACKGROUND INFORMATION:**

Members of the Governing Board of each unified school district may select the Superintendent of Schools, who is the executive officer, as secretary to said Governing Board. This designation takes place at the annual organizational meeting.

**POLICY/ISSUE:**

Education Code Section 35025 - Secretary  
Bylaw 9123 - Secretary

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Designate the Superintendent of Schools, Ruth Pérez, as Secretary to the Board of Education in accordance with Education Code Section 35025.

**PREPARED BY:**

Ruth Pérez, Superintendent

**DISTRICT PRIORITY 5:**

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

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Representative to County Committee on School District Organization

**BACKGROUND INFORMATION:**

Education Code Section 35023 stipulates that the Governing Board of each school district at its annual organizational meeting select one of its members as District representative to vote for members to be elected to the County Committee on School District Organization.

**POLICY/ISSUE:**

Education Code Section 35023 - Election of Representative for County Committee Board Bylaw 9142 – Representatives to Other Agencies or Organizations

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Select a District School Board representative to elect members of the County Committee on School District Organization in accordance with Education Code Section 35023.

**PREPARED BY:**

Ruth Pérez, Superintendent

**DISTRICT PRIORITY 7:**

Increase parent and community involvement and collaboration.

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Representative to the Los Angeles County School Trustees Association for Board Year 2016-17

**BACKGROUND INFORMATION:**

The Governing Board annually approves membership in the Los Angeles County School Trustees Association (LACSTA). At its annual reorganization meeting, the Board selects the District's School Board representative to the association. The representative will communicate between the Association/LACSTA Executive Board and Paramount Unified School District Board, vote on association matters, and serve on the legislative committee.

**POLICY/ISSUE:**

Board Bylaw 9142 - Representatives to Other Agencies or Organizations

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Select a District School Board representative to the Los Angeles County School Trustees Association for 2016-17 Board Year.

**PREPARED BY:**

Ruth Pérez, Superintendent

**DISTRICT PRIORITY 7:**

Increase parent and community involvement and collaboration.

# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Day, Time and Place of Regular Board Meetings for Board Year 2016-17

## **BACKGROUND INFORMATION:**

Education Code Section 35140 and Board Bylaw 9321 require the Board of Education to establish the day, time and place of its Regular Board meetings. It is proposed that the Board meet at 6:00 p.m. on the second and fourth Monday of each month in the Boardroom of the District Office, 15110 California Avenue, Paramount, California. The first meeting in February will be held on a Wednesday due to the second Monday being a holiday. The following Mondays and one Wednesday for the 2016-17 Board Year are proposed for consideration and adoption:

January 9, 2017	June 12, 2017
January 23, 2017	June 26, 2017
February 15, 2017	July 17, 2017
February 27, 2017	August 14, 2017
March 13, 2017	September 11, 2017
March 27, 2017	September 25, 2017
April 10, 2017	October 9, 2017
April 24, 2017	October 23, 2017
May 8, 2017	November 13, 2017
May 22, 2017	December 11, 2017

## **POLICY/ISSUE:**

Education Code Section 35140 – Time and Place of Meetings  
Board Bylaw 9121 – Time and Place of Meetings

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Establish the day, time, and place of Regular Board of Education meetings for the 2016-17 Board Year.

## **PREPARED BY:**

Ruth Pérez, Superintendent

## **DISTRICT PRIORITY 5:**

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

**BOARD ORGANIZATION 5**

# 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*

RUTH PÉREZ  
*District Superintendent*

## **REGULAR MEETING OF BOARD OF EDUCATION**

### **MINUTES**

**November 14, 2016**

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

Pledge of Allegiance	Manuel San Miguel, Director-Student Services, led the Pledge of Allegiance.
Roll Call	Trustee Tony Peña Trustee Linda Garcia Trustee Alicia Anderson Trustee Sonya Cuellar Trustee Vivian Hansen
Administrators Present	Ruth Pérez, Superintendent Ruben Frutos, Assistant Superintendent-Business Services Ryan Smith, Assistant Superintendent-Secondary Educational Services Deborah Stark, Assistant Superintendent-Educational Services Daniel Aguilar, Director-Safety and Security Kim Cole, Director-Special Education/Early Childhood Education Cindy DiPaola, Director-Maintenance & Operations Greg Francois, Director-Secondary Education Renée Jeffrey, Director-K-5 School Support & Innovative Programs Manuel San Miguel, Director-Student Services Beatriz Spelker-Levi, Director-Personnel Chris Stamm, Director-Nutrition Services Patricia Tu, Director-Fiscal Services Kelly Anderson, Principal-Jackson School Greg Buckner, Principal-Paramount High School Lynn Butler, Principal-Alondra Middle School Morrie Kosareff, Principal-Buena Vista High School Kelly Williams, Principal-Jefferson School Margie Domino, Assistant Principal-Jackson School Jill Hammond, Assistant Principal-Alondra Middle School
Approve Agenda November 14, 2016 1.279	Trustee Anderson moved, Trustee Cuellar seconded the motion carried 5-0 to approve the agenda of the Regular Meeting of November 14, 2016.

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

Special Meeting Minutes  
October 24, 2016

Trustee Hansen moved, Trustee Garcia seconded the motion carried 5-0 to approve the agenda of the Regular Meeting of October 24, 2016.

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

Regular Meeting Minutes  
October 24, 2016  
1.280

Trustee Cuellar moved, Trustee Garcia seconded the motion carried 5-0- to approve the minutes of the Regular Meeting of October 24, 2016.

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

## **REPORTS**

Student Board  
Representatives

Yanet Lopez- Paramount High School, Jaylene Martinez -Paramount High School-West, Karina Macias-Buena Vista High School and Ana Guevara-Paramount Adult School reported on school academic, athletic and extra-curricular activities.

Employee Representative  
Reports

There was no representative for CSEA.

TAP Interim President Christine Barboza shared that she has been following up on the K-5 concerns addressed and would like to bring forward the contract situation for CTE teachers as they get paid on an hourly rate and not by salary like their colleagues. CTE teachers feel there should not be a distinction amongst teachers as they perform the same duties. They ask that they be placed on the teacher salary schedule. Christine thanked the Board for welcoming her as the Interim TAP President.

TAP President April O'Connor shared that he is happy to be back and thanked the Board for granting her leave request that allowed her to home to her family and provide support. She also thanked Christine

Board Members' Reports

Trustee Anderson visited three high schools with the High School Promise design, she attended the CTA dinner, the City Ad Hoc meeting and she wished everyone happy holidays.

Trustee Cuellar attended the CTA dinner and thanked everyone for supporting the Bond and Ruben Frutos. She wished everyone happy holidays.

Trustee Garcia attended CTA dinner and thanked Ruben Frutos for all the work and support of the passage of the bond. She wished everyone happy holidays.

Trustee Hansen attended the Ad Hoc meeting, the CTA dinner and she wished to thank Dr. Smith for all the work and planning of the meetings for the High School Promise committee.

Trustee Peña attended the Strategic Planning meeting, the City's Halloween carnival, the PHS football games vs. Downey and Miracosta, he attended the CTA dinner and wished to thank Ruben Frutos for all the work and support provided in the passage of Measure I.

Superintendent's Report

Superintendent Dr. Pérez highlighted a variety of items:

- ❖ Superintendent Pérez attended the monthly Chamber of

- Commerce meeting.
- ❖ Superintendent Pérez along with the High School Promise Committee visited three high schools.
- ❖ Superintendent Dr. Pérez attended a LCAP meeting hosted by CCEE.
- ❖ Superintendent Pérez along with Board of Education members attended the CT dinner.
- ❖ Dr. Pérez along with Board members Anderson and Hansen attended the monthly Ad Hoc meeting.
- ❖ Superintendent Dr. Pérez wished everyone a wonderful Thanksgiving break.

#### Recognition – Alondra and Jackson Middle Schools

Board of Education members and Superintendent Dr. Pérez presented Alondra Middle School and Jackson School Principals Lynn Butler and Kelly Anderson and their staff with a plaque recognizing their commitment and dedication to the students and for their recent “Schools To Watch” Redesignation Award. Schools To Watch is a recognition program similar to California Distinguished Schools that recognizes middle schools that are academically excellent, socially equitable and have a culture of strong collaborative leadership. It is a highly selective process and few middle schools are given the Schools To Watch status.

Alondra and Jackson Middle Schools will continue to serve as a model school for other educators to visit and observe effective middle school education.

#### Recognition - Jefferson School

Board of Education members and Superintendent Dr. Pérez presented Jefferson School Principal Kelly Williams and staff with a plaque recognizing them for their recent received award of the 2016 CSBA Golden Bell Award.

The CSBA Golden Bell Award promotes excellence in education and school board governance by recognizing outstanding programs and governance practices of school boards in school districts and county offices of education throughout California.

### **BOARD MEETING CALENDAR**

There were no changes to the Board meeting calendar.

### **HEARING SECTION**

During the hearing section the following speakers wishing to address the Board.

Ernesto Jacobo, CTE teacher at Paramount High School and also a 1995 PHS graduate. He shared that he enjoys being in the classroom with his students and is in attendance on behalf of the CTE teachers who are asking to be considered placed on the teacher salary schedule as fellow teacher colleagues and be treated equally.

Jason Sewell, CTE teacher and also CTE Department Chair at PHS shared that every summer the biggest challenge he faces is staffing CTE teaching positions. He shared that other districts pay their CTE teachers on a salary schedule and added that we need to invest in our district teachers – the teachers who teach the programs.



Brent Jaffee, teacher at PHS-West and CTE Department Chair shared that he is looking forward to the new High School Initiative and added that this is a great opportunity to continue to build and support teachers.

Dave Yakubovsky, retired CTE teacher and currently a substitute for the District shared that the CTE vision began eleven years ago in which Board members traveled to Atlanta with him to learn more about CTE. It began with one teacher – one program. Today, CTE has 60 sections. He added that the District was his home for 39 years and asks that we also make it the home of CTE teachers too.

## **CONSENT ITEMS**

0.281

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

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

## **Human Resources**

Personnel Report  
16-07  
2.281

Accepted Personnel Report 16-07, 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.

Consultant Services  
2.281

Approved the consultant services request authorizing contracts with consultant or independent contractors who provide specialized services, as submitted.

## **Educational Services**

Consultant and Contract  
Services  
3.281

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

Overnight and/or Out-of-  
County Study  
3.281

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

## **Business Services**

Purchase Order Report  
16-07  
4. 281

Approved Purchase Order Report 16-07 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the month of  
October  
4.281

Approved warrants for all funds through October with a total of \$13,306,743.27.

Acceptance of Donations  
4.281

Accepted the donations as presented on behalf of the District with any bequests or gifts of money or property for a purpose deemed to be suitable by the District.

Consultant Services  
4.281

Approved 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**

Resolution 16-14: Teachers Instructing Single Subject Classes per Education Code 2.282

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to adopt Resolution 16-14: Teachers Instructing Single Subject Classes per Education Code Section 44263 for the 2016-17 school year.

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

Resolution 16-15: Teachers Instructing Departmentalized Single Subject Classes per Education Code 44256(b) 2.283

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to Adopt Resolution 16-15: Teachers Instructing Departmentalized Single Subject Classes per Education Code Section 44256(b) for the 2016-17 school year.

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

Teachers Instructing Subjects per Education Code Section 44258.7(b) – Coaching 2.284

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the list of teachers instructing subjects per Education Code Section 44258.7(b) – Coaching for the 2016-17 school year.

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

### **Educational Services**

Second Amendment to Contract Amount for the California State Preschool Program, 2016-17 3.285

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the second amended amount for the California State Preschool Program Contract due to reimbursement rate increase.

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

*Arts for All* Advancement Grant Award 3.286

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to accept the *Arts for All* Advancement Grant Award to provide K-5 students with Visual and Performing Arts instruction from September 2016 through June 2017.

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

*Sea Change Staffing* Consultant 3.287

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 5-0 to approve *Sea Change Staffing* to provide consultant services in two areas beginning November 28, 2016: 1) physical therapy, school-based occupational therapy, speech and language and 2) leadership support for the Special Education Department..

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

Nonpublic School Placement for Special Education Students for 2016-17 3.288

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the placement for special education students in nonpublic schools, as determined by the student's Individual Education Plan for the 2016-17 school year.

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

Robotics Education and  
Competition Grant Award to  
Paramount Park Middle  
School  
3.289

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to ratify the acceptance of the VEX Robotics Grant for Paramount Park Middle School to participate in a team robotics competition.

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

*Behavior and Education Inc.*  
Consultant  
3.290

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to approve ratify *Behavior and Education Inc.* consultant to provide applied behavior analysis assessment and services per Individualized Education Program team agreement.

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

Memorandum of  
Understanding with Clothes  
the Deal  
3.291

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with Clothes the Deal to provide a business clothing program and dress to impress workshops to low-income individuals.

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

Revised Board Policy 1250 -  
Visits to the Schools  
3.292

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to accept for second reading and adoption proposed revised Board Policy 1250- Visits to the Schools.

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

Workforce Investment Act,  
Title II: Adult Education and  
Family Literacy Act Grant  
Award  
3.293

Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 5-0 to Accept the Workforce Investment Act, Title II; Adult Education and Family Act Grant Award for the 2016-2017 fiscal year.

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

Carl D. Perkins School  
Allocation Fiscal Year 2016-  
2017  
3.294

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to accept funds for the Carl D. Perkins Vocational and Technical Education Act for the 2016-17 fiscal year to develop skills of students enrolled in Career Technical Education programs.

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

### **Business Services**

2016-17 Budget Adjustments  
as of October 31, 2016  
4.295

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the 2016-17 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Child Development Fund, and Cafeteria Fund.

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

Software License Agreement  
with ClassLink  
4.296

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the three-year Software License Agreement with ClassLink, and authorize the Superintendent or designee to execute all necessary documents.

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

Claim Rejection  
4.297

Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 5-0 to reject Claim No. 2016:004 submitted by an individual and remand to the District's insurance carrier for adjudication.

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

Agreement with CalEd  
Associates  
4.298

Trustee Garcia moved, Trustee Anderson seconded and the motion carried 5-0 to approve the Agreement with CalEd Associates, Inc. for grant writing services, and authorize the Superintendent or designee to execute all necessary documents.

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

Approval of Memorandum of  
Understanding with Los  
Angeles County Office of  
Education for an Enterprise  
Resource Planning System  
4.299

Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 5-0 to approve the Memorandum of Understanding with Los Angeles County Office of Education for an Enterprise Resource Planning System, and authorize the Superintendent or designee to execute all necessary documents.

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

## **INFORMATION ITEMS**

### **Educational Services**

Revised Administrative  
Regulation 6159 –  
Individualized Education  
Program

The Board received as information revised Administrative Regulation 6159 – Individualized Education Program

Revised Administrative  
Regulation 5114.1 –  
Suspension and  
Expulsion/Due Process  
(Individuals with Exceptional  
Needs)

The Board received as information revised Administrative Regulation 5114.1 – Suspension and Expulsion/Due Process (Individuals with Exceptional Needs).

### **Business Services**

Monthly Financial  
Statements, October 2016

The Board received as information in J-200 format a Financial Statement for each fund for the months of July to October 2016.

Monthly Financial  
Statements, October 2016 –  
Special Education

The Board received as information in J-200 format a Financial Statement for Special Education for each fund for the months of July to October 2016.

Monthly Financial  
Statements, October 2016 –  
Self-Insurance Fund – Health  
and Welfare

The Board received as information in J-200 format a Financial Statement for each fund for the months of July to October 2016.

Technology and Systems  
Development Planning

Assistant Superintendents Dr. Ryan Smith and Mr. Ruben Frutos presented the Board with information on the District's Technology and Systems Development planning.

The full version of the presentation is available on the District's website.

**ANNOUNCEMENTS**

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

Staff Employee Comments  
Per Government Code 54957

There were no staff/employee comments.

**CLOSED SESSION**

The Board adjourned to Closed Session at 8:06 p.m. to discuss conference with legal counsel-anticipated litigation and governance team items.

**OPEN SESSION**

The Board reconvened to Regular Session at 9:02 p.m. President Peña reported that they discussed conference with legal counsel-anticipated litigation and governance team items.

There was no action taken in Closed Session.

**ADJOURNMENT**

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on November 14, 2016 at 9:02 p.m.

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

\_\_\_\_\_  
Ruth Pérez, Secretary  
To the Board of Education

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President/Clerk

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** December 12, 2016  
**SUBJECT:** Personnel Report 16-08

## **BACKGROUND INFORMATION:**

Following is Personnel Report 16-08, 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 16-08 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.

**CONSENT ITEM: 2.1-C**

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
*Herrera-Pavitratorn Veronica	Teacher Temporary	Wirtz	A-1	<b><u>ANNUAL</u></b> \$50,692 LCAP**	11-03-16	06-30-17
*Morales, Cristina *Munoz, Maria	Substitute Teacher on-call, as needed	District		<b><u>DAILY</u></b> \$150 General Fund	11-09-16 11-16-16	
<b><u>Adult Education Fall Session</u></b>						
*Ruiz, Noelia	ESL***	Adult Education		<b><u>HOURLY</u></b> \$43.19 AEBG****	09-06-16	02-22-17
*Parks, Annie	Substitute Teacher on-call, as needed	Adult Education		\$43.19 Adult Education	10-10-16	02-22-17
<b><u>ADDITIONAL ASSIGNMENT</u></b>						
*Lopez, Elizandra *Soto, Christina	Home/Hospital Teacher	Alternative Education		\$38.00 General Fund	11-16-16	06-08-17
*Alvarez, Analuz *Juarez, Rene	Math Intervention NTE 8 hrs. each	Gaines		\$38.00 Title I	11-07-16	12-14-16
*Anderson, Katherine *Andrade, Enrique *Arauz, Javier *Barrera, Margaret *Beverly, Patrick *Camp, Diana *Downs, Heather *Durazzo, Robert *Gamez, Maria *Goforth, Kimberly	After School Intervention NTE 500 hrs. total	Jackson		\$38.00 LCAP	10-03-16	06-08-17

\*Ratification  
 \*\*Local Control Accountability Plan  
 \*\*\*English as a Second Language  
 \*\*\*\*Adult Education Block Grant

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>ADDITIONAL ASSIGNMENTS</u></b>						
continued						
*Gonzalez, Patricia I.	After School Intervention NTE 500 hrs. total	Jackson		<b><u>HOURLY</u></b> \$38.00 LCAP**	10-03-16	06-08-17
*Gonzalez, Sandra						
*Guggino, Cara						
*Hudson, Lovie						
*Johnson, Tina						
*Kim, Cecile						
*Kirkpatrick, Ryan						
*MacKinnon, Kathleen						
*Macy, David						
*Marquez, Alejandra						
*McDaniel, Jessica						
*McHenry, Max						
*McWhorter, Wendy						
*Mejia, Marisol						
*Melgaard, Maureen						
*Ribitizki, Stephanie						
*Rivera, Rodrigo						
*Saldana, Adrian						
*Samperi, Steve						
*Sandoval, Blanca						
*Sierra, Carlos						
*Stocks, Cory						
*Taracena, Natalie						
*Turner, Kristine						
*Van Eede, Heather						
*Wickham, Erin						
*Wood, Deb						
*Young, Sheena						
*Olson, Natalie	Extended Day Session 1	Paramount High-Senior		\$38.00 Title I	10-03-16	12-16-16
*Ramirez, Jaime	After School Tutorial Physical Education NTE 65 hrs.	Paramount High-West		\$38.00 EIA/LEP***	10-03-16	06-08-17

\*Ratification

\*\*Local Control Accountability Plan

\*\*\*Economic Impact Aid-Limited English Proficient



**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>STIPEND</u></b>				<b><u>STIPEND</u></b>		
*Bolds, Debra	Curriculum Specialist	Educational Services		\$4,484 Title I, II	07-01-16	06-30-17
*Cacpal, Kim	Curriculum Specialist	Educational Services		\$4,484 LCAP**	07-01-16	06-30-17
*Flores, Magali	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-16	06-30-17
*Hughes, Marya	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-16	06-30-17
*Jackson, Durrell	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-16	06-30-17
*Katayama, Deanne	Curriculum Specialist	Educational Services		\$4,484 Title II	07-01-16	06-30-17
*Leonard, Leslie	Curriculum Specialist	Educational Services		\$4,484 Educator Effectiveness	07-01-16	06-30-17
*Marquez, Christine	Curriculum Specialist	Educational Services		\$4,484 Title II, III	07-01-16	06-30-17
*Pardo, Osiris	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-16	06-30-17
*Pech, Malis	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-16	06-30-17
*Calero-Hill, Tamara	AVID Site Coordinator	Educational Services		\$692 LCAP	08-15-16	06-09-17
*Coco, Leilani		Secondary				
*Edwards, Rosa						
*Gharghoury, Magy						
*Gonzalez, Sandra						
*Megofna, Alicia						

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE WITHOUT PAY</u></b>					
Baltazar, Kristine	Teacher	Mokler	Family & Medical Leave Act	11-01-16	11-30-16
Thompson, Charity	Teacher	Paramount High-Senior	Family & Medical Leave Act	01-09-17	01-20-17
O'Connor, April	Teacher	Zamboni	Personal Leave	08-15-16	11-11-16*
<hr/> <p>*Revised Date</p>					

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Employment</b> *Rodriguez, Michael	Technology Support Assistant 3 hrs. per day/10 mo.	Paramount High-Senior	120-I	<b>Monthly</b> 37.5% of \$3,144 EIA-LEP**	11-08-16	
<b>Promotion</b> *Colbert, Shefonda	Technology Instructional Assistant 6 hrs. per day/10 mo.	Roosevelt	118-I	<b>Monthly</b> 75% of \$2,991 LCAP***	11-02-16	
<b>Short Term</b> *Durr, Maurice	Campus Security NTE 8 hrs.	Operations	118-I	<b>Hourly</b> \$17.26 General Fund	11-08-16 only	
Alvarez, Yadimahara Beltran, Jessica Covarrubias, Megan Gomez, Rose Hidalgo, Yvonne Martinez Delgado, Cynthia Padilla Santiago, Kaira Perez, Berenis Perez, Linda Rangel, Amanda Raygoza, Emma Ruiz, Joycelyn Shaw, Nikeya Trejo, Stephanie Violago, Kathryn Zubiri, Annel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$14.88 Special Education	01-09-17	06-08-17
Gastelum, Nia	Instructional Assistant – SE/SH NTE 3 hrs. per day	Special Education	115-I	\$16.03 Special Education	01-09-17	06-08-17
Arroyo, Janeth Brumfield, Dominick Buie, Kidadazayana Ceja, Eduardo Fernandez, Lorena Isais, Crystal	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Alondra	112-I	\$14.88 Special Education	01-09-17	06-08-17

\* Ratification

\*\* Economic Impact Aid-Limited English Proficient

\*\*\* Local Control Accountability Plan

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>				<b>Hourly</b>		
Romero, Antonio Ruvalcaba, Maria Segovia-Angulo, Wendy Valencia, Paloma Vasquez, Vanessa	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Alondra	112-I	\$14.88 Special Education	01-09-17	06-08-17
Estrada, Raylynn Lopez, Ricki Vizcarra, Daniel	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Alondra	115-I	\$16.03 Special Education	01-09-17	06-08-17
Arguello, Ariel Garcia, Raquel Rodriguez, Noemi	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Buena Vista	112-I	\$14.88 Special Education	01-09-17	06-08-17
Palomo, Gisele	Instructional Assistant – SE/SH NTE 3 hrs. per day	Buena Vista	115-I	\$16.03 Special Education	01-09-17	06-08-17
Alarcon, Stephanie Gomez, Stephanie	Instructional Assistant NTE 3 hrs. per day each	Collins	111-I	\$14.52 Special Education	01-09-17	06-08-17
Garcia, Cynthia Garcia, Isabel 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	01-09-17	06-08-17
Bonilla, Magali Carrera Cruz, Michelle Delangel, Daniel Flores, Jose Flores, Justin Lozano, Rosa Martinez, Sandra Morales, Osvaldo Porter, Wanda	Instructional Assistant – SE/SH NTE 3 hrs. per day	Community Day School	115-I	\$16.03 Special Education	01-09-17	06-08-17

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u> Marquez-Campos, Veronica Nikolau, Andriana Ramos, Diego	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Community Day School	112-I	<b>Hourly</b> \$14.88 Special Education	01-09-17	06-08-17
Casillas, Elizabeth	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Gaines	112-I	\$14.88 Special Education	01-09-17	06-08-17
De La Paz, Monica	Instructional Assistant – SE/SH NTE 3 hrs. per day	Gaines	115-I	\$16.03 Student Services	01-09-17	06-08-17
Ayala-Flores, Imelda Barrajas, Beatriz Bedolla, Teresa Carranza, Guadalupe Castro, Beatriz Cortez Zavala, Esmeralda Figueroa, Anilia Garcia, Saul Lopez, Rosa Lozada, Brenda Medina, Liliana Padilla, Jocelyn Padilla, Wendy Quintero-Ruiz, Silvia Ruiz, Elizabeth Sustaita, Maribel Trinidad, Ada Williams, Monisha	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Hollydale	112-I	\$14.88 Special Education	01-09-17	06-08-17
Aguilar, Alejandra Bermeo, Rosa Fletcher, Mimi 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	01-09-17	06-08-17

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>				<b>Hourly</b>		
Garnett, Bethany Sandoval, Meghan	Instructional Assistant – Sp. Ed. NTE 3.5 hrs. per day each	Jackson ECE	112-I	\$14.88 Special Education	01-09-17	06-08-17
Archuleta, Amber Barajas, Kathian Doroteo, Daisy Franco Meza, Susana Herrera, Jasmin Munoz, Katherine Rioz, Sandra Vega, Griselda Vidauri, Maribel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Jefferson	112-I	\$14.88 Special Education	01-09-17	06-08-17
Coleman, Ronald	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Jefferson	112-I	\$14.88 Student Services	01-09-17	06-08-17
Curiel, Jeanne	Instructional Assistant – SE/SH NTE 3 hrs. per day	Jefferson	115-I	\$16.03 Special Education	01-09-17	06-08-17
Garcia Vazquez, Yesica	Instructional Assistant NTE 3 hrs. per day	Jefferson	111-I	\$14.52 Student Services	01-09-17	06-08-17
Cortes, Brittany	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Keppel	112-I	\$14.88 Student Services	01-09-17	06-08-17
Rodriguez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Keppel	112-I	\$14.88 Special Education	01-09-17	06-08-17
Fernandez, Krystal Godinez, Wendy Lazcano, Isaura Martinez Vazquez, Luz Ornelas, Rafael Pacheco, Rachel	Instructional Assistant – SE/SH NTE 3 hrs. per day	Lincoln	115-I	\$16.03 Special Education	01-09-17	06-08-17
Guzman, Iomara Munoz, Karla	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Lincoln	115-I	\$16.03 Student Services	01-09-17	06-08-17

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u> Henriquez, Alvaro	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Lincoln	112-I	<b>Hourly</b> \$14.88 Student Services	01-09-17	06-08-17
Llamas, Roxana Olague, Gisell Raygoza, Jennyfer	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Lincoln	112-I	\$14.88 Special Education	01-09-17	06-08-17
Alarcon Lopez, Cristina Aldape, Josie *Beltran, Noherena Cabral, Margarita Covarrubias, Yolanda Cruz, Luzmila De La Cruz, Claudia De La Torre, Maria Gallardo, Brianna Gonzalez Valencia, Valeria Gonzalez, Marla Gutierrez, Maria Martinez, Kaitlyn Perez Garcia, Adriana Perry, Daranisha Robledo, Javier *Villegas, Wendy	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Los Cerritos	115-I	\$16.03 Special Education	01-09-17  11-17-16 01-09-17	06-08-17
Beauvais, Alie	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Los Cerritos	112-I	\$14.88 Special Education	01-09-17	06-08-17
Gonzalez, Gaudy	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Los Cerritos	112-I	\$14.88 Student Services	01-09-17	06-08-17
Aliimatafitafi, Ruby Ayon, Brenda Ortega, Cristina Vazquez, Christian	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Mokler	112-I	\$14.88 Special Education	01-09-17	06-08-17
Andrade, Andres Barajas Olguin, Jose Brown, Nicole	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-Senior	112-I	\$14.88 Special Education	01-09-17	06-08-17

\* Ratification

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u>						
Brown, Regina De La Paz, Diana Dobson, Susan Garcia, Jessica Gomez, Jazmin Hernandez, Jessica Leavenworth, Kyle Lizarraga, Jacqueline Martinez, Marlon Noriega, Carla Osorio, Richard Paredes, Rosario Rathnayake, Sumudu Raygoza, Esther Robinson, Mary Robles, Violeta Salado, Elvis Santa Cruz, Crystal Saucedo, Melinda Vasquez, Raquel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-Senior	112-I	<b>Hourly</b> \$14.88 Special Education	01-09-17	06-08-17
Barba, Octavio Cardenas Hermosillo, Jocelyne Cervantes-Vega, Elizabeth Lopez, Francisca Nava, Vanesa Parness, Glenn Salazar, Diana	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Paramount High-Senior	115-I	\$16.03 Special Education	01-09-17	06-08-17
*Hernandez, David	Custodian NTE 8 hrs.	Paramount High-Senior	117-I	\$16.84 General Fund	11-10-16 only	
Padilla, Jessica	Instructional Assistant – SE/SH NTE 3 hrs. per day	Paramount High-Senior	115-I	\$16.03 Special Education	01-09-17	06-08-17
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	01-09-17	06-08-17
* Ratification						



**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u> Bravo, Rafael Cabello, David Lizarraga, Elizabeth Martinez, Nayzette Sanchez, Jessica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-West	112-I	<b>Hourly</b> \$14.88 Special Education	01-09-17	06-08-17
*Munoz, Maria de Jesus	Office Assistant NTE 40 hrs.	Paramount High-West	116-I	\$16.43 General Fund	11-01-16	11-10-16
Aguila, Jessica Campos-Zavala, Vanessa Estrada, Jessica Finley, Simone Franklin, Donna Hodgson, Candice Perez, Deisy Rivera Zamora, Dalia Servin, Guadalupe	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Roosevelt	112-I	\$14.88 Special Education	01-09-17	06-08-17
Butler, Gayle Lopez Graciliano, Maria Perez, Yvette	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Tanner	112-I	\$14.88 Student Services	01-09-17 11-03-16	06-08-17
Lozano, Maria	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Tanner	112-I	\$14.88 Special Education	01-09-17	06-08-17
Lozano-Vallejo, Lizette Pachecano-Fernandez, Lucero Pena, Ana Romero, Gabriela Sosa, Lesly Veliz, Eilene Zamorano, Patricia	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Wirtz	112-I	\$14.88 Special Education	01-09-17	06-08-17
Reyes, Blanca Rodas, Amy	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Wirtz	115-I	\$16.03 Special Education	01-09-17	06-08-17

\* Ratification

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Short Term</b> <u>continued</u> Arroyo, Martha Cortez Chavez, Lizette Gonzalez, Carlos Morales, Cristina Rivera, Jose	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	<b>Hourly</b> \$14.88 Special Education	01-09-17	06-08-17
Salinas, Alessandra Smoley, Timothy	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$14.88 Special Education	01-09-17	06-08-17
Martinez, Gabriela Salcedo, Xitlaly Valdizon, Mario	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$14.88 Student Services	01-09-17	06-08-17
<b>Substitute, on call</b> *Avila, Silvia *Zamora, Mireya	Nutrition Services Worker	Student Nutrition Services	109-I	<b>Hourly</b> \$13.82 SNS**	11-07-16 11-09-16	
*Zamora, Wendy	Noon Duty Aide	Alondra		\$10.50 General Fund	11-07-16	
*Roberts-Leon, Patsy	Noon Duty Aide	Hollydale		\$10.50 General Fund	11-01-16	
*Robles, Lucero	Noon Duty Aide	Paramount High-West		\$12.50 General Fund	11-10-16	
*Galicia, Ailani	Noon Duty Aide	Wirtz		\$10.50 General Fund	11-08-16	
<b>Student Worker</b> *Benitez, Griselda *Covarrubias, Jesus	Student Worker NTE 75 hrs. each	Paramount High-Senior		<b>Hourly</b> \$10.00 WorkAbility	10-25-16	06-30-17

\* Ratification

\*\* Student Nutrition Services

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Student Worker</u></b> <u>continued</u>				<b><u>Hourly</u></b>		
*Cisnado, Joe	Student Worker	Paramount		\$10.00	10-25-16	06-30-17
*Gonzalez, Daniel	NTE 5.5 hrs. per day	High-Senior		WorkAbility		
*Gonzalez, Jessy	each					
*Haro, Melenie						
*Jauregui, Hallie						
*Lollis, Savaun						
*Moreno, Francisco					10-19-16	
*Ortega, Ramon					10-25-16	
*Portillo, Jessie						
*Salcedo, Angelica						
*Williams, Niela						
<b><u>College Tutor</u></b>				<b><u>Hourly</u></b>		
Lopez, Cristian	College Tutor	Alondra		\$13.50	01-09-16	06-08-17
Ulloa, Hilda	NTE 8 hrs. per week			LCAP		
	each					
Barrios, Carlos	College Tutor	Hollydale		\$13.50	01-09-16	06-08-17
Valencia Diaz, Sandra	NTE 8 hrs. per week			LCAP		
	each					
Galarza Navarro, Yuritzi	College Tutor	Jackson		\$13.50	01-09-16	06-08-17
Gomez, Denise	NTE 8 hrs. per week			LCAP		
Lopez, Tatiana	each					
Maxie, Keshia						
Ramirez, Alejandra						
Avila, Johnny	College Tutor	Paramount		\$13.50	01-09-16	06-08-17
Hernandez, Jennifer	NTE 8 hrs. per week	Park		LCAP		
Mejia, Ashira	each					
Quintanilla, Jocelyn						
Tejeda, Silvia						
Beahn, Andrea	College Tutor	Paramount		\$13.50	01-09-16	06-08-17
Merickel, Alyx	NTE 20 hrs. per week	High-Senior		Title I		
	each					
Cabrera, Doreen	College Tutor	Paramount		\$13.50	01-09-16	06-08-17
Mendoza, Moises	NTE 8 hrs. per week	High-Senior		LCAP		
Raygoza, Nicholas	each					
Figueroa, Priscilla	College Tutor	Paramount		\$13.50	01-09-16	06-08-17
Hortua, Angie	NTE 8 hrs. per week	High-West		LCAP		
	each					

\* Ratification

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>College Tutor</u></b> <u>continued</u> Baragan, Juan Castillo, Michael La Rocco, Michelle Yates, Quanjanet	College Tutor NTE 8 hrs. per week each	Zamboni		<b><u>Hourly</u></b> \$13.50 LCAP	01-09-16	06-08-17
<b><u>ADDITIONAL ASSIGNMENT</u></b> <b><u>Short Term</u></b> *Nikolau, Andriana	Instructional Assistant – SE/SH NTE 5.5 hrs. per day	Special Education	115-I	<b><u>Hourly</u></b> \$16.03 Special Education	08-17-16	06-08-17
*Garcia Vasquez, Yesica	Instructional Assistant – Sp. Ed. NTE 10 hrs.	Jefferson	112-I	\$14.88 EIA-LEP	11-01-16	11-04-16
*Estrada, Helga	Office Assistant NTE 5 hrs.	Keppel	116-III	\$18.14 EIA-LEP	10-10-16 only	
<b><u>WORKING OUT OF CLASSIFICATION</u></b> *Beltran Felix, Luis	Vehicle & Equipment Mechanic NTE 8 hrs. per day	Operations	133-I	<b><u>Monthly</u></b> \$4,333 Restricted Routine Mainten- ance	11-01-16	12-31-16
*Galvez, David *Mendoza, Jesus	Grounds Maintenance Worker/Equipment Operator NTE 8 hrs. per day each	Operations	121-II 121-I	\$3,384 \$3,221 Restricted Routine Mainten- ance	11-01-16 10-03-16	12-31-16 10-31-16
<b><u>TEMPORARY ATHLETIC TEAM COACH</u></b> *Hernandez, Christian	Assistant Coach Boys' Water Polo	Paramount High-Senior		<b><u>Stipend</u></b> \$1,132 General Fund	09-23-16	10-28-16

\* Ratification

**PERSONNEL REPORT 16-08  
DECEMBER 12, 2016  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE</u></b>					
Meza, Charles	Instructional Assistant – SE/SH	Alondra	Personal	08-15-16	12-01-16*
DelCampo, Jazmin	Instructional Assistant – ECE	Mokler ECE	Personal	01-09-17	03-31-17
<b><u>RESIGNATION</u></b>					
Flores, Claudia	Student Information Systems Specialist	Educational Services	Personal	11-04-16	
Martinez Delgado, Cynthia	Short Term Instructional Assistant – Sp. Ed.	Special Education	Personal	10-28-16	
James, Brittney	Short Term Instructional Assistant – Sp. Ed.	Alondra	Personal	11-04-16	
Molina, Mercy	Short Term Instructional Assistant – ECE	Gaines ECE	Personal	11-18-16	
Sosa, Lesly	Short Term Instructional Assistant – Sp. Ed.	Wirtz	Personal	11-18-16	
Gonzalez, Carlos	Short Term Instructional Assistant – Sp. Ed.	Zamboni	Personal	12-02-16	

\* Adjust Return to Work date

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** December 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	STAR Education  PC16-1774	Ratify consultant to provide three workshops to GATE students in grades 3-5.  120 students	Jefferson School  Requested by: Kelly Williams	December 10, 2016, February 25, 2017 and April 1, 2017	Not to exceed \$9,000 paid from GATE funds
2	Building Block Entertainment, Inc. – Shows That Teach  PC16-1776	Consultant to provide interactive assemblies addressing the importance of education, making good choices, setting goals and say yes to success.  700 students grades K-5	Mokler School  Requested by: Linh Roberts	January 9, 2017	Not to exceed \$1,395 paid from LEP site funds
3	Music Theatre International  PC16-1782	Contract license to provide Lincoln School performance rights to Disney's The Jungle Books Kids play.	Lincoln School  Requested by: Topekia Jones	January 9, 2017 through June 8, 2017	Not to exceed \$538 paid from GATE funds

**CONSENT ITEM: 3.1-C**

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	The Kids Theatre Company  PC16-1777	Consultant to provide a fourteen week after school program to GATE students on essential skills on Theatre Arts.  120 students grades 3-5	Collins School  Requested by: Scott Law	January 30, 2017 through April 8, 2017	Not to exceed \$12,000 paid from Gate and Title I site funds
5	STAR Education  PC16-1778	Consultant to provide one workshop to GATE students in grades 4-5.  120 students	Lincoln School  Requested by: Topekia Jones	February 4, 2017	Not to exceed \$3,000 paid from LCFF funds
6	STAR Education  PC16-1779	Consultant to provide one workshop to GATE students in grades 4-5.  120 students	Los Cerritos School  Requested by: Hilda Verdugo	April 8, 2017	Not to exceed \$3,000 paid from LCFF funds
7	STAR Education  PC16-1773	Consultant to provide one workshop to GATE students in grades 4-5.  120 students	Roosevelt School  Requested by: Susan Marilley	May 20, 2017	Not to exceed \$3,000 paid from LCFF funds
8	UCLA California Reading and Literacy Project  PC16-1783	Consultant to provide a six-session intensive course for African American students. Critical literacy skills as well as conceptual understanding will be fostered. This course will provide students an opportunity to raise achievement eligibility for university admission.  115 students in grade 10	Paramount High School  Requested by: Greg Buckner	December 13, 2016 through June 2, 2017	Not to exceed \$10,350 from Title I School site funds

**POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Manuel San Miguel, Director – Student Services

**DISTRICT PRIORITY 1:**

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



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** December 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	Bakersfield, CA	The Paramount High School girls' wrestling team will travel to Bakersfield to participate in the CIF State Meet.  14 students and 3 chaperones	Paramount High School  Requested by: Greg Buckner	December 16-18, 2016	Cost of trip will be paid through organization and fund-raising
2	Malibu, CA	Paramount High School students will study the native flora and fauna of Leo Carrillo State Park, learn about environmental and ecological issues and assist with campground maintenance.  30 students and 3 chaperones	Paramount High School  Requested by: Greg Buckner	December 18-20, 2016	No cost to students. The Sierra Club provides tents, sleeping bags and food
2	Orlando, FL	Paramount High School boys' soccer team will travel to Orlando to participate in the 6 <sup>th</sup> Annual Montverde Academy Soccer Tournament. The purpose of this trip is to continue to build team competitiveness and team unity.  20-30 students and 6 chaperones	Paramount High School  Requested by: Greg Buckner	January 11-15, 2017	Cost of trip will be paid through organization and fund-raising

**POLICY/ISSUE:**

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

**FISCAL IMPACT:**

None

**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 Girls' Wrestling Team  
Bakersfield, CA  
December 16-18, 2016

**Friday, December 16, 2016**

11:00 a.m. Depart from Paramount High School  
1:30 p.m. Arrive at Bakersfield, CA  
5:00 p.m. Dinner  
10:30 p.m. Lights out

**Saturday, December 17, 2016**

5:00 a.m. Wake up/shower  
5:30 a.m. Leave to Ridgeview High School  
6:00 a.m. Registration and check in  
7:00 a.m. Weigh in for Wrestlers  
8:00 a.m. Warm up on mats  
9:00 a.m. Wrestling Tournament  
6:30 p.m. Award Ceremonies  
9:00 p.m. Dinner  
10:30 p.m. Lights out

**Sunday, December 18, 2016**

8:00 a.m. Pack equipment  
9:30 a.m. Breakfast  
11:00 a.m. Depart Bakersfield  
1:30 p.m. Arrive at Paramount High School

Itinerary for Paramount High School Green Club 2016 Camping Trip  
Leo Carrillo State Park – Malibu, CA  
December 18-20, 2016

**Sunday, December 18, 2016**

- 8:30 a.m. Depart Paramount High School
- 11:00 a.m. Arrive at Leo Carrillo State Park
- 5:00 p.m. Dinner
- 6:30 p.m. Green Club planning
- 8:00 p.m. Night hike
- 11:00 p.m. Lights out

**Monday, December 19, 2016**

- 7:00 a.m. Breakfast/snack
- 8:30 a.m. Morning hike
- 12:30 p.m. Lunch
- 2:30 p.m. Group activity
- 5:30 p.m. Dinner
- 6:30 p.m. Games/activities
- 8:30 p.m. Campfire gathering
- 10:00 p.m. Lights out

**Tuesday, December 20, 2016**

- 8:30 a.m. Breakfast
- 9:30 a.m. Short hike
- 11:30 a.m. Pack equipment
- 12:00 p.m. Depart Leo Carrillo State Park
- 1:30 p.m. Arrive at Paramount High School

Itinerary for Paramount High School Boys' Soccer Club  
Orlando, FL  
January 11-15, 2017

**Wednesday, January 11, 2017**

10:16 a.m. Depart Long Beach Airport  
3:01 p.m. Arrive at Austin-Bergstrom International Airport  
6:30 p.m. Depart from Austin-Bergstrom International Airport  
9:46 p.m. Arrive at Orlando Florida International Airport  
11:00 p.m. Check into hotel  
11:00 p.m. Lights out

**Thursday, January 12, 2017**

6:00 a.m. Morning run  
7:30 a.m. Breakfast  
9:00 a.m. Arrive at Montverde Academy Athletic Field  
12:00 p.m. Schedule for tournament is tentative

**Friday, January 13, 2017**

7:00 a.m. Breakfast  
8:00 a.m. Schedule for tournament is tentative

**Saturday, January 14, 2017**

7:00 a.m. Breakfast  
8:00 a.m. Schedule for tournament is tentative

**Sunday, January 15, 2017**

7:00 a.m. Breakfast  
9:25 a.m. Depart Orlando, Florida International Airport  
11:20 a.m. Arrive at Austin-Bergstrom International Airport  
3:43 p.m. Depart from Austin-Bergstrom International Airport  
4:56 p.m. Arrive at Long Beach Airport

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Memorandum of Understanding with El Camino College Compton Center

## **BACKGROUND INFORMATION:**

El Camino College Compton Center will offer a college course in Introduction to Administration of Justice at Paramount High School in Spring, 2017. Students who participate will receive high school and college credit. This course will be offered to students in eleventh and twelfth grade and will be held after school twice a week February, 2017 through June, 2017. With this articulation agreement, students can earn up to three units of college credit before they graduate high school. This course is CSU and UC transferrable.

Course	Location	Projected Enrollment	Grade	College Units	Cost to Students
Administration of Justice 100	Paramount High School	40	11-12	3	\$0

## **POLICY/ISSUE:**

Board Policy 3322 - Contracts

## **FISCAL IMPACT:**

Approximately \$9,020 from LCAP funds

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with El Camino College Compton Center to provide after school instruction for selected students at Paramount High School for Spring 2017.

## **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.

**CONSENT ITEM: 3.3-C**



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Purchase Order Report 16-08

**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. Authorized Orders – Adult Education	\$ 28,790.70
2. Authorized Orders – Building Fund	423,292.50
3. Authorized Orders- Cafeteria Fund	29,500.00
4. Authorized Orders- Capital Facilities Fund	51,635.90
5. Ratified Orders – General Fund	63,531.91
6. Authorized Orders – General Fund	323,705.88
7. Ratified Orders – LCAP	26,224.04
8. Authorized Orders – LCAP	301,796.38
Subtotal	\$ 1,248,477.31
9. Ratified Orders (Under \$1,500)	53,084.46
<b>TOTAL OF ALL ORDERS</b>	<b>\$ <u>1,301,561.77</u></b>

**POLICY/ISSUE:**

Board Policy 3300 - Expenditures and Purchases

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

Approve Purchase Order Report 16-08 authorizing the purchase of supplies, equipment, and services for the District.

**CONSENT ITEM: 4.1-C**



**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

**Paramount Unified School District**

2016/2017

**Purchase Orders To Be Ratified and Authorized**

**December 12, 2016**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
17-00204	KEN PORTER AUCTIONS	Maintenance & Operations	Annual: vehicle replacement (increase purchase order from \$20,000 to \$46,000)	\$26,000.00 *
17-00508	SOUTHWEST SCHOOL & OFFICE SUPPLY	Wirtz Elementary School	Annual: online ordering (increase purchase order from \$4,500 to \$6,300)	\$1,800.00
17-01358	CALIFORNIA COMMISSION	Human Resources	Accreditation fees	\$1,800.00
17-01366	LACOE/EDUCATIONAL LEADERSHIP PROGRAMS	K-5 Schools and Innovative Programs	Clear Administrative Service Credential program	\$4,900.00
17-01367	LACOE/EDUCATIONAL LEADERSHIP PROGRAMS	K-5 Schools and Innovative Programs	Clear Administrative Service Credential program (10)	\$49,000.00 *
17-01373	COMMERCIAL VAN INTERIORS	Maintenance & Operations	Vehicle tool storage supplies	\$3,390.27
17-01377	SOUTHWEST SCHOOL & OFFICE SUPPLY	Maintenance & Operations	Warehouse stock	\$2,425.25
17-01378	ORGANIZED SPORTSWEAR	Hollydale K-8 School	Annual: PE apparel	\$2,000.00
17-01386	INK HEAD DESIGN & PRINTS	Jackson Middle School	Student uniforms (252)	\$2,399.64
17-01403	AUDIOVISION INC.	Paramount Park Middle School	Projector screens & installation (18)	\$17,419.09 *
17-01404	CURRENT ELECTRIC CONSTRUCTION	Paramount Park Middle School	Electrical service: multipurpose room & various classrooms	\$9,190.00 *
17-01405	MOORE MEDICAL LLC	Paramount High School	Instructional materials	\$5,629.19 *
17-01408	FUTURE DESIGN COMMUNICATIONS	Paramount Park Middle School	Network cabling: multipurpose room & various classrooms	\$11,800.00 *
17-01410	U. S. BANK	Collins Elementary School	Folding tables (6) & chairs (140)	\$4,695.92
17-01416	LOS ANGELES COUNTY FIRE DEPARTMENT	Maintenance & Operations	Hazardous materials permit fees	\$2,947.00
17-01432	FAIRBANK, MASSLIN, MAULLIN & ASSOC., INC	Business Services	Professional services	\$34,750.00 *
17-01437	APPLE, INC.	Paramount High School West	Notebook computer	\$2,255.91
17-01440	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Utility carts (3)	\$2,315.65
17-01448	JOHN'S WHOLESALE ELECTRIC	Maintenance & Operations	Warehouse stock	\$4,708.80
17-01449	SPICERS PAPER INC.	Maintenance & Operations	Warehouse stock	\$21,015.20 *
17-01451	KIS COMPUTER CENTER	Gaines Elementary School	Printers (4) & supplies	\$2,720.64
17-01452	PLAY WITH A PURPOSE	Maintenance & Operations	Keppel: PE supplies	\$1,639.49
17-01454	RENAISSANCE LEARNING, INC.	Hollydale K-8 School	Subscription renewal: Accelerated Reader (600), STAR Reader (600), & hosting fee	\$4,755.25
17-01464	KIS COMPUTER CENTER	Mokler Elementary School	Printer	\$2,790.40
17-01469	KIS COMPUTER CENTER	Special Education	Computer tablets (5) & accessories	\$7,719.93 *
17-01470	KIS COMPUTER CENTER	Special Education	Notebook computers (5)	\$4,362.73
17-01477	BUCKEYE CLEANING CENTER	Maintenance & Operations	Warehouse stock	\$3,951.25

\* 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**

**December 12, 2016**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
17-01478	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Warehouse stock	\$4,806.90
17-01491	TECHNET PARTNERS, INC	Business Services	Network consulting (Board approved: 10/24/16)	\$67,200.00 *
17-01493	TROXELL COMMUNICATIONS	Hollydale K-8 School	Portable PA speaker system	\$2,866.81
17-01507	ZAHOUREK SYSTEMS, INC.	Paramount High School	Instructional materials	\$12,685.24 *
17-01520	ALLWOOD	Maintenance & Operations	Jackson: replace sink tops (4)	\$7,372.00 *
17-01522	CLASSLINK	Business Services	Classlink Software license agreement (Board approved: 11/14/16)	\$36,231.25 *
17-01527	TURNITIN	Paramount High School	Yearly license renewal for Turnitin Anti-plagiarism service	\$6,647.00 *
17-01528	WENGER CORPORATION	Paramount High School	Choral risers (5)	\$11,046.98 *
<b>010 - General Fund - LCAP</b>				
17-00170	CAL-LIFT	Maintenance & Operations	Annual: forklift, pallet jack repairs (increase purchase order from \$4,000 to \$16,000)	\$12,000.00 *
17-00631	QUALITY FENCE	Maintenance & Operations	Collins school: replace fencing (increase purchase order from \$7,800 to \$11,400)	\$3,600.00
17-01342	PACIFIC NORTHWEST PUBLISHING	K-5 Schools and Innovative Programs	Subscription renewal	\$3,780.00
17-01357	SAFETY SCREENS	Buena Vista High School	College & Career Center: windows security screens (3)	\$8,099.40 *
17-01379	VIRCO INC	Buena Vista High School	College & Career Center: computer tables (10), chairs (85), conference tables (4)	\$22,436.93 *
17-01407	REM CUSTOM BUILDERS INC.	Buena Vista High School	College and Career Center: firtex wall systems (2)	\$14,780.00 *
17-01409	FLOOR TECH	Buena Vista High School	College & Career Center: replace flooring (1)	\$4,988.00
17-01412	KIS COMPUTER CENTER	Buena Vista High School	College & Career Center: computers (46), printers (2) & supplies	\$56,674.75 *
17-01423	FLOOR TECH	Buena Vista High School	College & Career Center: carpet installation (2)	\$3,154.43
17-01435	FUTURE DESIGN COMMUNICATIONS	Buena Vista High School	College & Career Center: network cabling	\$29,289.99 *
17-01436	CURRENT ELECTRIC CONSTRUCTION	Buena Vista High School	College & Career Center: electrical services	\$29,464.00 *
17-01438	McNICHOLS CO.	Maintenance & Operations	Keppel: bird sheet metal supplies	\$7,244.65 *
17-01442	D&S WINDOW COVERING	Buena Vista High School	Computer labs: window coverings	\$5,841.81 *
17-01444	FC & SONS ROOFING INC.	Maintenance & Operations	Gaines: replace gutters	\$17,951.00 *
17-01458	KIS COMPUTER CENTER	K-5 Schools and Innovative Programs	Tablets (3) & accessories	\$4,128.38

\* 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**

**December 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>				
17-01496	TEXTBOOK WAREHOUSE	K-5 Schools and Innovative Programs	History textbooks (30) (Board adopted: 5/9/07)	\$1,651.35
17-01501	AUDIOVISION INC.	Buena Vista High School	Computer labs: projector, monitors (2) & installation	\$6,591.33 *
17-01514	FUTURE DESIGN COMMUNICATIONS	Adult Education	High School Diploma Lab: network cabling	\$19,196.54 *
17-01515	CURRENT ELECTRIC CONSTRUCTION	Adult Education	High School Diploma Lab: electrical services	\$27,551.00 *
17-01516	REM CUSTOM BUILDERS INC.	Adult Education	High School Diploma Lab: firtex wall system	\$20,950.00 *
17-01518	AUDIOVISION INC.	Adult Education	High School Diploma Lab: monitors (4) & installation	\$9,999.50 *
17-01519	ORTCO, INC.	Maintenance & Operations	Paramount High School West Campus: rubber surfacing for pull up bar equipment	\$4,921.88
17-01529	REM CUSTOM BUILDERS INC.	Maintenance & Operations	Buena Vista computer lab: firtex wall system	\$7,893.98 *
17-01532	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Custodial equipment	\$5,831.50 *
<b>110 - Adult Education Fund</b>				
17-01356	AZTEC SOFTWARE	Adult Education	GED preparation software	\$6,990.00 *
17-01506	VIRCO INC	Adult Education	High School Diploma Lab: computer tables (15), chairs (48)	\$21,800.70 *
<b>130 - Cafeteria Fund</b>				
17-01533	SOUTH BAY HEATING & AIR CONDITIONING INC	Nutrition Services	District warehouse: walk-in freezer repair	\$14,750.00 *
17-01534	VERNE'S PLUMBING	Nutrition Services	Alondra: tankless water heater & installation	\$14,750.00 *
<b>210 - Building Fund</b>				
17-01524	MIRACLE RECREATION EQUIPMENT CO	Maintenance & Operations	Keppel: Kinder playground structure	\$28,885.00 *
17-01525	ORTCO, INC.	Maintenance & Operations	Keppel: Kinder playground structure installation	\$43,637.50 *
17-01526	BEYNON SPORTS	Maintenance & Operations	Paramount High School: synthetic track surfacing (CMAS # 4-12-78-0063A GSA # GS-07F-9631S)	\$342,512.00 *
17-01531	STANLEY CONVERGENT SECURITY SOLUTIONS	Maintenance & Operations	Fire alarm monitoring for Paramount High School & Paramount High School West Campus	\$8,258.00 *
<b>250 - Capital Facilities Fund</b>				

\* 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**

**December 12, 2016**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>250 - Capital Facilities Fund</b>				
17-01456	WILLIAMS SCOTSMAN, INC.	Business Services	Adult Education: lease renewal -classroom	\$19,080.00 *
17-01457	SOUTHERN CALIFORNIA EDISON	Business Services	Jackson: lease renewal -parking lot	\$24,211.95 *
17-01460	DEPARTMENT OF WATER AND POWER	Business Services	Jefferson: annual lease -parking lot	\$8,343.95 *

\* 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**

**December 12, 2016**

**PURCHASE ORDER SUMMARY BY FUND**

**189 Purchase orders for a total of \$1,301,561.77**

<b>010 - General Fund</b>	To Be Authorized	\$323,705.88
	To Be Ratified Over \$1,500	\$63,531.91
	To Be Ratified Under \$1,500	\$42,078.42
	<b>Fund Total</b>	<b>\$429,316.21</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$301,796.38
	To Be Ratified Over \$1,500	\$26,224.04
	To Be Ratified Under \$1,500	\$7,478.23
	<b>Fund Total</b>	<b>\$335,498.65</b>
<b>110 - Adult Education Fund</b>	To Be Authorized	\$28,790.70
	To Be Ratified Under \$1,500	\$1,722.82
	<b>Fund Total</b>	<b>\$30,513.52</b>
<b>120 - Child Development Fund</b>	To Be Ratified Under \$1,500	\$404.99
	<b>Fund Total</b>	<b>\$404.99</b>
<b>130 - Cafeteria Fund</b>	To Be Authorized	\$29,500.00
	<b>Fund Total</b>	<b>\$29,500.00</b>
<b>210 - Building Fund</b>	To Be Authorized	\$423,292.50
	<b>Fund Total</b>	<b>\$423,292.50</b>
<b>250 - Capital Facilities Fund</b>	To Be Authorized	\$51,635.90
	To Be Ratified Under \$1,500	\$1,400.00
	<b>Fund Total</b>	<b>\$53,035.90</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Warrants for the Month of November 2016

## **BACKGROUND INFORMATION**

The following warrants were issued during the month of November:

<b>FUNDS</b>	<b>REGISTER NO.</b>		<b>AMOUNT</b>
<b><u>GENERAL FUND (01)</u></b>			
Certificated Salaries	C1D/H1I	\$	6,970,786.23
Classified Salaries	302/326	\$	2,899,392.44
Commercial Warrants	23348253/23420555	\$	2,241,617.42
TOTAL GENERAL FUND		\$	<u>12,111,796.09</u>
<b><u>ADULT EDUCATION FUND (11)</u></b>			
Certificated Salaries	C1D/315	\$	130,532.95
Classified Salaries	E4H/H1I	\$	51,760.82
Commercial Warrants	23348253/23420555	\$	34,591.71
TOTAL ADULT EDUCATION FUND		\$	<u>216,885.48</u>
<b><u>CHILD DEVELOPMENT FUND (12)</u></b>			
Certificated Salaries	C1D/307	\$	59,699.17
Classified Salaries	E4H/H1I	\$	64,993.24
Commercial Warrants	23348253/23420555	\$	3,511.43
TOTAL CHILD DEVELOPMENT		\$	<u>128,203.84</u>
<b><u>BUILDING (BOND) FUND (21)</u></b>			
Commercial Warrants		\$	0.00
TOTAL BUILDING (BOND) FUND		\$	<u>0.00</u>
<b><u>CAPITAL FACILITIES FUND (25)</u></b>			
Classified Salaries		\$	
Commercial Warrants	23348253/23420555	\$	193,004.71
TOTAL CAPITAL FACILITIES FUND		\$	<u>193,004.71</u>

**CONSENT ITEM: 4.2-C**

**SCHOOL FACILITIES FUND (35)**

Commercial Warrants	23348253/23420555	\$	15,475.00
TOTAL SCHOOL FACILITIES FUND		\$	<u>15,475.00</u>

**CAFETERIA FUND (13)**

Classified Salaries	E4H/H1I	\$	334,226.35
Commercial Warrants	23348253/23420555	\$	445,158.39
TOTAL CAFETERIA FUND		\$	<u>779,384.74</u>

**SELF-INSURANCE FUND - H & W (67.0)**

Commercial Warrants	23348253/23420555	\$	33,067.07
TOTAL SELF-INSURANCE FUND - H & W		\$	<u>33,067.07</u>

**SELF-INSURANCE FUND - Workers' Comp (67.1)**

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

**SELF-INSURANCE FUND - Early Retirees (67.2)**

Commercial Warrants	23348253/23420555	\$	5,072.56
TOTAL SELF-INSURANCE FUND - Early Retirees		\$	<u>5,072.56</u>

**REVOLVING CASH FUND**

Commercial Warrants	8965/9010	\$	24,362.65
TOTAL REVOLVING CASH FUND		\$	<u>24,362.65</u>

**TOTAL WARRANTS ALL FUNDS**

**\$ 13,507,252.14**

**POLICY/ISSUE:**

Education Code, Section 42643 - Keeping a Register of Warrants Open to Public Inspection Required  
Board Policy 3326.1 - Warrants

**FISCAL IMPACT:**

As shown above

**STAFF RECOMMENDATION:**

Approve warrants for all funds through November with a total of \$13,507,252.14.

**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:** December 12, 2016  
**SUBJECT:** Consultant Services

**BACKGROUND INFORMATION:**

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

The following contract services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	York Insurance Services Group, Inc.  PC 16-1784	Provide professional services administering and processing of workers' compensation claims related to the District	Business Services  Requested by: Ruben Frutos	July 1, 2016 through June 30, 2017	Not to exceed \$30,000 from Self-Insurance Funds
2	LBWSOA  PC 16-1786	Consultant to supply officials for flag football, volleyball, basketball, soccer and wrestling for Middle School Intermural Sports	Business Services  Requested by: Ruben Frutos	August 17, 2016 through June 8, 2017	Not to exceed \$3,000 from LCAP funds

**POLICY/ISSUE:**

Board Policy 4126 - Consultants

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

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:** December 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 \$50.00 from Stella Toibin. This donation will be designated for the students of the Adult Transition program.

For the current 2016-17 fiscal year through December 12, 2016, the District has received an estimated total, which includes the above amounts, of \$17,228.20 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.

**CONSENT ITEM: 4.4-C**



# Paramount Unified School District

**TO:** Board of Education  
**FROM:** Ruth Pérez, Superintendent  
**DATE:** December 12, 2016  
**SUBJECT:** Nominations for CSBA Delegate Assembly – Region 24

## **BACKGROUND INFORMATION:**

Nominations for representatives to the California School Board Association (CSBA) Delegate Assembly are being accepted through January 7, 2017. This is the first step in the selection process for representatives to the Delegate Assembly. The Delegate Assembly is the primary policy-making body that adopts the Association's policy platform and takes positions on critical educational issues. Delegates fulfill a critical governance role by communicating the interest of local Boards to CSBA's Board of Directors, Executive Committee and staff.

The Board members may nominate any Board member on a CSBA member board within Region 24 to serve a two-year term on the Delegate Assembly.

## **POLICY/ISSUE:**

Education Code Section 35172 - Promotional Activities  
Bylaw 9340 - Memberships in Associations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Nominate any Board member on a California School Boards Association member board to serve a two-year term as a representative to the California School Boards Association's Delegate Assembly from Region 24.

## **PREPARED BY:**

Ruth Pérez, Superintendent

## **DISTRICT PRIORITY 7:**

Increase parent and community involvement and collaboration.

**ACTION ITEM: 1.1-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent-Human Resources  
**DATE:** December 12, 2016  
**SUBJECT:** Student Teaching Affiliation Agreement with the University of Phoenix

## **BACKGROUND INFORMATION:**

Periodically, the District enters into student teaching agreements with accredited universities and colleges to provide practice teaching for students enrolled in the teacher credential program of such institutions. The University of Phoenix has requested that the District participate in such an agreement, commencing December 13, 2016. Upon written notice, the agreement may be terminated by either party.

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

## **POLICY/ISSUE:**

Board Policy 4122 – Student Teachers

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the agreement with the University of Phoenix for participation in the student teaching program.

## **PREPARED BY:**

Myrna Morales, Assistant Superintendent-Human Resources

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 2.1-A**



**University of Phoenix**  
Academic Affairs  
1625 Fountainhead Parkway  
Mailstop: CF-SX03  
Tempe, AZ 85282  
(602) 387-2834 Fax (602) 383-5099

**UNIVERSITY OF PHOENIX  
SCHOOL AFFILIATION AGREEMENT-California**

This Affiliation Agreement made and entered into this 13<sup>th</sup> day of December, 2016, by and between The University of Phoenix, Inc., an Arizona for-profit corporation, hereinafter referred to as the "UNIVERSITY" and Paramount Unified School District, an entity domiciled in the State of California, hereinafter referred to as the "SCHOOL."

**I. PURPOSE**

The purpose of this Agreement is to provide education experiences for selected UNIVERSITY students, hereinafter "STUDENTS", which take place at the SCHOOL and in which the SCHOOL will participate.

**II. OBLIGATIONS OF THE UNIVERSITY**

1. The UNIVERSITY will offer educational programs accredited by appropriate organizations; and will determine standards of education, hours of instruction, learning experiences, administration, matriculation, promotion, and graduation.
2. The UNIVERSITY will keep all records and reports on STUDENT experiences in accordance with UNIVERSITY policy and regulatory requirements.
3. The UNIVERSITY will plan with the SCHOOL, in advance, its schedule of STUDENT assignments to the designated areas, including dates and numbers of STUDENTS.
4. The UNIVERSITY agrees to inform STUDENTS that STUDENTS shall be responsible for following the rules and regulations of the SCHOOL, including recognition of the confidential nature of information regarding pupils and their records.
5. The UNIVERSITY will provide to the SCHOOL a copy of course objectives for the learning experience. The SCHOOL, together with the UNIVERSITY, will make arrangements for evaluating the learning experience.
6. The UNIVERSITY will assign a faculty supervisor who will collaborate with the SCHOOL'S mentoring teacher. For purposes of this Agreement, the term "mentoring teacher" shall be defined as the district educator who has been assigned to supervise the STUDENT.
7. STUDENTS shall not be considered as employees or agents of the UNIVERSITY.
8. To help defray costs associated with the placement of STUDENTS at the SCHOOL, the UNIVERSITY shall pay compensation in accordance with Exhibit A, attached hereto and incorporated herein, upon completion of STUDENT'S assignment at the SCHOOL, or at

such other time as the parties agree.

### **III. OBLIGATIONS OF THE SCHOOL**

1. The SCHOOL shall maintain sole responsibility for the instruction, education and welfare of its pupils. SCHOOL shall be responsible for providing adequate staffing necessary to maintain the highest level of quality education for its pupils.
2. The SCHOOL agrees that STUDENTS assigned to it for counseling, administration, teaching, and/or observation experiences are under the supervision, control, and responsibility of the SCHOOL.
3. The SCHOOL shall retain the right, in its sole discretion, to request the removal of any individual from any area of the SCHOOL premises. STUDENTS shall be instructed by the UNIVERSITY to promptly and without protest leave an area whenever they are requested to do so by an authorized SCHOOL representative.
4. The SCHOOL shall provide qualified mentoring teachers for STUDENTS. Mentoring teachers will be resource persons for STUDENTS and UNIVERSITY faculty while at the SCHOOL. Mentoring teachers selected by SCHOOL will: a) assist in orienting STUDENTS to the SCHOOL, the classroom, and the pupils; b) explain all SCHOOL and district policies, rules, and regulations to STUDENTS; c) provide prompt and substantive feedback to STUDENTS regarding all performance activities and interactions with SCHOOL personnel, pupils, and parents; d) complete evaluations of STUDENTS' progress and submit them to the University faculty supervisor, after reviewing them with the applicable STUDENT; e) immediately inform the University faculty supervisor of any concerns regarding a STUDENT; f) establish a time to meet and discuss with STUDENTS their activities, impressions, reflections, and suggestions for goals and areas of improvement; g) (For student teaching) supervise STUDENTS on a daily basis - if the mentoring teacher is absent from the classroom for any reason, a certified substitute must be assigned to the classroom. Student teachers holding a 30 day sub permit are allowed to sub in their assigned classroom or other school site classrooms with the approval of university personnel.
5. The SCHOOL shall provide to UNIVERSITY and STUDENTS the policies and procedures and other relevant materials to allow STUDENTS to function appropriately within the SCHOOL.
6. STUDENTS assigned to the SCHOOL shall follow the SCHOOL'S protocols for health and safety. The SCHOOL will provide necessary emergency medical services to STUDENTS.
7. The SCHOOL shall permit STUDENTS access to the library facilities/curriculum laboratories available to their personnel. STUDENTS may not remove materials from the SCHOOL without appropriate approval.
8. The SCHOOL shall keep confidential and shall not disclose to any person or entity (a) STUDENT applications; (b) STUDENT health records or reports; and/or (c) any STUDENT records as defined in the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, concerning any STUDENT participating in the education experiences provided by SCHOOL, unless such disclosure is authorized by the STUDENT or is ordered by a court of competent jurisdiction. SCHOOL shall adopt and enforce policies and procedures necessary to protect the confidentiality of STUDENT records as defined herein.
9. STUDENTS shall not be considered employees or agents of the SCHOOL.

#### **IV. INDEMNIFICATION**

1. Each party (the "Indemnifying Party") shall indemnify, hold harmless, and, at the request of the other party, defend the other party (the "Indemnified Party") from and against any and all claims, losses, liabilities, costs, and expenses including reasonable attorney's fees, established by judgment or alternative resolution award, arising from (a) any material breach of any provision of this Agreement or (b) the negligence or willful misconduct in the performance of obligations hereunder by the Indemnifying Party or any employee, agent, or other representative of the Indemnifying Party.
2. UNIVERSITY and SCHOOL shall provide prompt notification to one another and, to the extent allowed by law, shall reasonably cooperate with one another in the defense of, any lawsuits, claims, or threatened claims that pertain to services provided pursuant to this Agreement.

#### **V. INSURANCE**

1. UNIVERSITY and SCHOOL each shall maintain, as a minimum, Commercial General Liability Insurance written on an occurrence basis with insurance companies acceptable to the other party for limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, as assurance of its accountability for any such losses, claims, liabilities, or expenses.
2. Upon written request, a party shall provide the other party with a certificate evidencing such insurance coverage.
3. Insurance required by UNIVERSITY to be maintained hereunder may be provided under: (a) an individual policy; (b) a blanket policy or policies which may include other liabilities, properties and locations of UNIVERSITY or its affiliates; (c) a plan of self-insurance, provided that UNIVERSITY or any guarantor of UNIVERSITY'S obligations under this Agreement maintains, during the period of such self-insurance, a net worth of at least Fifty Million Dollars (\$50,000,000); or (d) a combination of any of the foregoing insurance programs.

#### **VI. REPRESENTATIONS AND WARRANTIES**

1. Each party to this Agreement represents and warrants that (i) it has the full power and authority to enter into this Agreement and to carry out the transactions contemplated hereby applicable to it; and (ii) it has taken all action necessary to authorize the execution, delivery and performance of this Agreement, and this Agreement has been duly executed and delivered to such party.

#### **VII. GENERAL PROVISIONS**

1. Neither the SCHOOL nor the UNIVERSITY will discriminate against any person because of race, color, religion, sex, or national origin, nor discriminate against any STUDENT or student applicant with a disability pursuant to law as set forth in the Americans with Disabilities Act.
2. This Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the



UNIVERSITY and the SCHOOL and their employees, STUDENTS, or agents, but rather is an Agreement by and among two independent contractors. Each STUDENT is placed with the SCHOOL in order to receive educational experience as part of the academic curriculum; duties performed by a STUDENT are not performed as an employee of the SCHOOL but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by SCHOOL personnel. To the extent allowed under state law, neither the SCHOOL nor the UNIVERSITY is required to provide workers' compensation coverage for the STUDENTS participating in the educational experience. UNIVERSITY acknowledges that nothing in this Agreement shall be construed to confer any right upon the UNIVERSITY or UNIVERSITY personnel to participate in, control, or direct operations at the SCHOOL.

3. The SCHOOL shall timely notify the UNIVERSITY when any UNIVERSITY employee or STUDENT has been involved in a reported incident and the UNIVERSITY shall have the opportunity to participate in any on-going investigation and shall have access to any oral or written reports and any other documentation related to the reported incident.
4. The SCHOOL and its employees shall not be entitled to compensation from the UNIVERSITY for services or actions of benefit to the UNIVERSITY which are part of or related to the educational program, however, as a professional courtesy, the mentoring teacher may be entitled to payment of the reasonable and customary honorarium or, alternatively, may at some campuses have the opportunity to enroll in a UNIVERSITY course upon completion of the supervisory assignment.
5. This Agreement constitutes the entire agreement as to the rights and obligations of the parties hereto and supersedes all prior and contemporaneous agreements and undertakings of the parties pertaining to the referenced subject matter.
6. Amendments to this Agreement may be made at any time, provided, however, that any amendments, modifications or alterations shall be made only in writing and shall become effective only upon the written approval of both the UNIVERSITY and the SCHOOL. Further, this Agreement may not be assigned by either party without prior written approval of the other party.
7. No waiver or breach of any term or provision of this Agreement shall be construed to be, nor shall be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing signed by the party waiving the breach.
8. In the event that any provision of this Agreement shall be held void, voidable, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
9. This Agreement is not intended to create any rights or interests for any other person or entity other than the SCHOOL or the UNIVERSITY.
10. This Agreement will be governed by the laws of the State of California and shall in all respects be interpreted, enforced, and governed by California laws.

**VIII. ARBITRATION**

1. In the event any dispute or controversy arising out of this Agreement cannot be settled by the parties, such controversy or dispute shall be submitted to arbitration in Paramount, **California**, and for this purpose each party hereby expressly consents to such arbitration in such place. In the event the parties cannot mutually agree upon an arbitrator and procedure to settle their dispute or controversy within fifteen (15) days after written demand by one of the parties for arbitration, then the dispute or controversy shall be arbitrated by a single arbitrator pursuant to the then-existing rules and regulations of the American Arbitration Association governing commercial transactions. The decision of the arbitrator shall be binding upon the parties hereto for all purposes, and judgment to enforce any such binding decision may be entered in a court of competent jurisdiction in Los Angeles **County, California**. Each party hereby expressly and irrevocably consents to the jurisdiction of said court. At the request of either party, arbitration proceedings shall be conducted in the utmost secrecy. In such case, all documents, testimony and records shall be received, heard and maintained by the arbitrator in secrecy, available for inspection only by either party and by their attorneys and experts who shall agree, in advance and in writing, to receive all such information in secrecy. In all other respects, the arbitration shall be conducted pursuant to the Uniform Arbitration Act as adopted in the State of California and then existing rules and regulations of the American Arbitration Association governing commercial transactions to the extent such rules and regulations are not inconsistent with such Act or this Agreement.

**IX. TERM AND NOTICE**

1. This Agreement shall become effective on **December 13, 2016**, and shall remain in effect until terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. Notwithstanding any such termination, all STUDENTS already enrolled in and participating in education experiences at SCHOOL at the time of the notice of termination shall be given a period of time not to exceed six (6) months from the date of the notice of termination during which to complete their education experiences at SCHOOL.
2. Any notice given under this Agreement may be given by personal delivery, overnight air express, or certified United States mail, return receipt requested. Notice shall be deemed to be given either (a) upon actual receipt, if notice is by personal delivery or by overnight air express; or (b) five (5) business days after mailing, if the notice is by United States mail, return receipt requested. Notice under this Agreement shall be given in writing to the parties at the addresses stated below, or to such other persons or places as either party may from time to time designate by written notice to the other party.

If to the UNIVERSITY: University of Phoenix  
College of Education  
1625 Fountainhead Parkway  
Mailstop: CF-SX03  
Tempe, AZ 85282

With a copy to: University of Phoenix  
Apollo Legal Services  
4025 S. Riverpoint Parkway  
Mail Stop AA-F102  
Phoenix, AZ 85040

If to the SCHOOL:

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

**UNIVERSITY:**

**AGENCY:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**EXHIBIT A**

In accordance with Section II, paragraph 8, UNIVERSITY shall compensate the following upon completion of the STUDENT's assignment:

Mentoring Teacher

\$30.00/per week per student teaching assignment

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Catapult Learning Professional Development Services Agreement

## **BACKGROUND INFORMATION:**

As part of Title I requirement, the District 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. St. Pancratius School is a private school that serves District Title I students. Professional development activities help private school teachers better meet the needs of students who receive Title I services.

Catapult Learning provides professional development to align curriculum and materials with standards based instruction in math. Teachers will learn how to teach for deep understanding for the following topics:

- The Foundations of Number of Operation
- Measurement and the Properties of Operation
- The Properties of Operation and Decimals
- Building Computational Fluency by Deepening Understanding

## **POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

## **FISCAL IMPACT:**

Not to exceed \$2,000 from Title I funds

## **STAFF RECOMMENDATION:**

Approve Catapult Learning Professional Development Services Agreement to provide professional development to teachers at St. Pancratius 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: 3.1-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Nonpublic School Placement for Special Education Students for 2016-17

## **BACKGROUND INFORMATION:**

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

A middle school student (2013001136) with a diagnosis of other health impairment was unsuccessful in a District placement. The IEP team recommends placement at Rossier Park Elementary School with designated instructional services (DIS) counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$34,000

A high school student (2001002161) with a diagnosis of emotional disturbance was unsuccessful in a District placement. The IEP team recommends placement at Rossier Park School with DIS counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$33,000

An elementary school student (2015002652) with a diagnosis of emotional disturbance was unsuccessful in a District placement. The IEP team recommends placement at Olive Crest School with DIS counseling as the least restrictive environment for the 2016-17 school year. The estimated cost not to exceed \$29,000

An elementary school student (2010005022) with a diagnosis of autism currently attends Speech and Language Development Center. The IEP team recommends occupational therapy, speech and language services and transportation for the 2016-17 school year. The estimated cost not to exceed \$20,000

An elementary school student (2016001588) with a diagnosis of autism currently attends Speech and Language Development Center. The IEP team recommends occupational therapy and speech and language services for 2016-17 school year. The estimated cost not to exceed \$6,000

**ACTION ITEM: 3.2-A**

**POLICY/ISSUE:**

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

**FISCAL IMPACT:**

Estimated cost not to exceed \$100,000 from special education funds and \$22,000 from mental health funds.

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Kimberly Cole, Director - Special Education

**DISTRICT PRIORITY 1:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Retire Board Policy 6164.12 – AIDS Instruction

**BACKGROUND INFORMATION:**

Board Policy 6164.12 – AIDS Instruction is submitted for retirement. This policy has been rewritten in full to meet current state requirements for Sexual Health and HIV/AIDS Prevention instruction.

**POLICY/ISSUE:**

Board Policy 6164.12 – AIDS Instruction

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Retire Board Policy 6164.12 – AIDS Instruction to be replaced with a new policy that meets current state requirements.

**PREPARED BY:**

Kelly Morales – K-12 Facilitator of Instructional Improvement

**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**



# CURRENT POLICY

6164.12

## Instruction

### Health Services

#### AIDS Instruction

It is the goal of the Paramount Unified School District to provide AIDS prevention education as part of its health instruction to students in all grades. This will provide students with current knowledge regarding the transmission of AIDS and its ultimate effects on individuals and society and will serve as a basis for making responsible decisions regarding sexual behaviors.

This curriculum will contain information relating to:

1. Transmission of AIDS
2. Consequences of infection
3. Prevention of AIDS

Instruction will provide factual information and will emphasize decision making relating to emotional consequences and social responsibilities of pre adolescent and adolescent sexual behaviors.

All staff members at each school will participate in AIDS education information in-service. Teachers will receive additional training in strategies which directly relate to the presentation of this information to students.

Parents will also be provided with information regarding AIDS

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Schoology Learning Management System

## **BACKGROUND INFORMATION:**

A Learning Management System serves as a central hub that connects students, teachers, staff, and parents with resources related to teaching and learning – e.g. curriculum, assessment, resources, etc. The Schoology LMS is a cloud-based solution that is accessible to users 24 hours a day from any computer, laptop, tablet, or smartphone. With all of the work that the Paramount Unified School District is engaged in – Common Core, Safe and Civil, NGSS, new textbook adoptions, new technologies, etc – it is essential to have one easily accessible place where our students, parents, teachers, and staff can connect with each other to increase, support, and personalize learning. As the district moves towards increasing technology across all of our campus for all of our students, a LMS will be an essential tool for ensuring that technology will be used to the fullest. Schoology provides robust tools for instruction, communication, and collaboration that are easy to learn and use for students, parents, teachers, and staff. It integrates seamlessly with the district’s Student Information System Synergy as well as other applications currently being used across the district. Schoology is easy to implement across all grade levels and stakeholder groups, and their professional development and support throughout the implementation process and beyond is outstanding.

This is a 3-year agreement that provides Schoology to all of Paramount Unified School District’s students, parents, teachers, and staff. Included in the agreement are expenses related to implementation and training.

## **POLICY/ISSUE:**

Board Policy 1113 – District and school websites

## **FISCAL IMPACT:**

\$244,665.06 - General Funds

## **STAFF RECOMMENDATION:**

Approve the Schoology Learning Management System Agreement with Schoology Inc. for the 2017-19 school years.

**ACTION ITEM: 3.4-A**

**PREPARED BY:**

Ryan Smith, Assistant Superintendent – Secondary Educational Services

**DISTRICT PRIORITY 1:**

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



Learning Management System

ENTERPRISE EDITION

*Sales Order for:*

## **Paramount Unified School District**

**Paramount Unified School District**

**15110 California Ave**

**Paramount, CA 90723-4378**

James Tremaine

Regional Sales Director

[jtremaine@schoolology.com](mailto:jtremaine@schoolology.com)

**Schoolology, Inc.**

2 Penn Plaza, 10<sup>th</sup> Floor

New York, NY 10121

[www.schoolology.com](http://www.schoolology.com)

## Introduction

Schoolology proposes to work closely with Paramount Unified School District to implement a digital learning environment that promotes learning, communication, and collaboration inside and outside of the classroom.

Schoolology is a dynamic, user-centric learning and assessment management solution that adjusts to any educational environment. Schoolology's versatility derives from four key components: learning management, assessment management, enhanced communication, and third-party integration. Using Schoolology's engaging tools, educators can create custom courses, pace students individually, and differentiate instruction providing the flexibility you need to deliver the learning experience you want to create.

Additionally, Schoolology's native Assessment Management Platform allows organizations to easily coordinate curriculum and assessment in one system so the objectives or standards being taught are the same ones being assessed, across all students. Access to premium assessment reporting enables all stakeholders in your educational community to have total visibility into assessment results, and to easily take immediate action from that data to improve teaching and learning.

Schoolology facilitates that critical communication between teacher and learner, helping to build engaging and connected classroom environments. Our wide range of communication tools helps you keep your students on track and provide the transparency you need to support your faculty, advisors and parents. The communal nature of the platform supports collaboration among your faculty by making it easy to share materials, communicate best practices, and providing educators access to globally shared resources.

Finally, Schoolology seamlessly integrates third-party software via its advanced API, bringing together all of the modern tools and resources you use in one easy-to-use platform. This award-winning, comprehensive approach ensures engagement and magnifies achievement worldwide.

After launching in 2009, Schoolology is now in more than 60,000 organizations across more than 200 countries worldwide. Schoolology is transforming learning by making academic improvement more accessible. Thousands of schools around the world are working together students more effectively, and this is just the beginning.

# Enterprise Subscription

Schoolology offers a complete cloud-based solution. All hardware, database, and maintenance costs are included in the pricing. Paramount Unified School District will not incur costs associated with system upgrades or releases that improve the current features.

## **1. User Authentication**

Schoolology will work with Paramount Unified School District to set up users with usernames and passwords to access the Schoolology environment. Paramount Unified School District will maintain all usernames, passwords, user groups, roles, and account names locally.

## **2. Advanced User Management**

Paramount Unified School District will have access to Schoolology's Advanced User Management Interface which allows administrators to manage user roles, permissions, privacy, and overall system settings. This also affords administrators the ability to manage user, course and enrollment data.

## **3. Enterprise Management Interface**

Paramount Unified School District will be able to create multiple buildings using the Enterprise Management Interface. Administrators can organize users into individual buildings, and they can designate different users as administrators. The system administrator is able to then manage all users and schools from the main parent account while certain administrators will be responsible for a particular group of users across different buildings.

#### 4. School Site Branding

Schoolology will provide custom branding services to the Schoolology interface for Paramount Unified School District. Schoolology will brand the top banner and links with Paramount Unified School District's desired color scheme, and Schoolology will also replace the Schoolology logo with Paramount Unified School District's organization logo. In addition, Paramount Unified School District will receive domain customization (e.g. lms.schoolname.org) or subdomain customization (e.g. schoolname.schoolology.com).

#### 5. Support Services

Schoolology has a variety of ways for you to access support. There is community-based support that is available to all administrators and instructors via the "Help Center" located in the dropdown menu in the upper right corner of Schoolology. Community support is helpful for finding frequently asked questions and for posting new ideas. As part of your support management practices, you may choose to recommend this level of support for teachers and other staff or faculty at your school.

As an Enterprise client you will have access to priority support. You may choose up to three (3) dedicated support contacts from your organization, whose role is to relay any questions, concerns or ideas to the Schoolology team. These three (3) main support contacts can contact Schoolology by:

1. **Phone:** Support contacts may contact a Schoolology representative by using a support code listed in the "Help Center" area (only visible to support contacts).
2. **Ticketing System:** Support contacts may create and track their own support tickets by going directly to [support.schoolology.com](https://support.schoolology.com). Additionally, they can email [help@schoolology.com](mailto:help@schoolology.com) to automatically create a support ticket.



3. **Chat:** Support contacts may use the Chat feature to contact a Schoolology representative to ask questions and troubleshoot issues.

The Schoolology Support Team will work with Paramount Unified School District to provide ongoing support throughout your partnership with Schoolology.

Schoolology is accessible 24 hours a day, 365 days a year through a multi-channel support system that includes the Help Center ([support.schoolology.com](https://support.schoolology.com)), an email-based ticketing system, chat, and dedicated phone support.

### **Standard Support**

Standard Support includes 24/7/365 Online Help Center access, 24/7/365 Community access, and email/web ticket, phone, chat support for Support Contacts during business hours (Mon-Fri 8am-8pm ET). Standard support is included in the cost of subscription.

## Enterprise Services

After we have received Paramount Unified School District's signed Sales Order, a member of Paramount Unified School District's implementation team will send an Implementation Verification Document to verify information and gather some additional account information. Upon receiving the verification document, the Schoolology Project Specialist will schedule a Kickoff Call to begin the implementation process. During the Kickoff Call, the Schoolology Project Specialist will review all of the initial setup steps that Paramount Unified School District will need to get started, as well as address any potential questions or needs that Paramount Unified School District might require.

After the Kickoff Call, Paramount Unified School District will have access to Schoolology's consulting services, which includes check-in calls and support during implementation. During this process, we establish milestones for your Enterprise Subscription system configuration, and product training. Schoolology will provide continual support throughout the implementation process through our Implementation and Support Teams.

### **6. Implementation**

At the beginning of the implementation, the Schoolology Project Specialist will provide supporting documentation to help guide the setup of the Schoolology system. Paramount Unified School District's Project Specialist will assist you in the configuration of your system. Items included in your implementation are Enterprise configuration, data consolidation, custom branding, domain customization, technical planning, data population, user authentication and consulting. These items contribute to the overall success of your implementation strategy.

In addition to the standard implementation services you will also receive:

- Regular communication for monitoring the progress of the implementation.

- Assistance with all aspects of the implementation process via guidance, documentation, and other non-hands-on help.
- Guidance for setting up custom authentication or single sign-on.
- Guidance and Best Practices for migrating data from existing LMS and Assessment Management Platform into Schoolology.

A successful implementation is one that aligns with the needs and goals of Paramount Unified School District. The Schoolology Implementation Team will work with Paramount Unified School District to provide guidance and support throughout the implementation process to ensure your goals are met to your satisfaction.

## **7. Web Delivered Training Sessions\***

Schoolology offers web delivered product training to Paramount Unified School District's team members via a train-the-trainer approach. Our web training is setup for a maximum of 10 attendees and we recommend holding them in a computer lab with a projector and speaker phone. Most sessions are one to two hours in length and it helps to have a moderator present for questions.

As part of your implementation, Paramount Unified School District will receive the following Web Delivered Training:

- Schoolology Enterprise Administration - 2 hours
- Schoolology for Master Instructors Part 1 - 2 hours
- Schoolology for Master Instructors Part 2 - 2 hours
- Schoolology for Master Instructors Part 3 - 2 hours

- Follow-up Schoolology Training - 2 hours
- Getting Started with Schoolology - 2 hours

The Schoolology Professional Development team will work with project leaders in advance to determine the most effective plan for the web training and will work towards tailoring course agendas to client requests.

### **8. Onsite Training Sessions\***

Schoolology offers onsite product training for instructors and administrators via a train-the-trainer approach. Commonly the 'Schoolology for Master Instructors' course can be delivered using an onsite approach. Our onsite training is for a maximum of 15 attendees and should be held in a computer lab with a projector or in a room with sufficient wireless if the attendees are bringing their own laptops. Onsite trainings average of six hours of instruction.

The Schoolology Professional Development team will work with project leaders in advance to determine the most effective outline for the onsite training and will work towards tailoring course agendas to client requests. Travel and Expenses are included in the purchase of an onsite training day.

*\*Training services will expire one (1) year from contract start date.*

The Schoolology Team strives to ensure that Paramount Unified School District has a positive implementation experience, receives effective professional development and has access to appropriate support resources after your implementation is complete.

## Master Services Agreement

By accepting this Sales Order, you are agreeing to the terms of the Schoolology Master Subscription Agreement, which is located here:

<https://dl.dropboxusercontent.com/u/64457365/Schoolology%20MSA%2020130411.pdf>

### **SUBSCRIBER NAME:**

Paramount Unified School District

Signature:

---

Printed Name:

---

Title:

---

Date:

---

# Enterprise Cost Summary

## Exhibit A – Pricing

Contract Start Date: **January 1, 2017**  
 Contract End Date: **December 31, 2019**  
 Enrollment: **16,000**

### Year One

Description	Quantity	Rate	Subtotal
Implementation	1	\$12,600.00	\$12,600.00
Enterprise Subscription	9,600	\$5.29 Per Student	\$50,785.06
Professional Development – Onsite Training	4	\$3,000.00	\$12,000.00
			<b>\$75,385.06</b>

### Year Two

Description	Quantity	Rate	Subtotal
Enterprise Subscription	16,000	\$5.29 Per Student	\$84,640.00
			<b>\$84,640.00</b>

### Year Three

Description	Quantity	Rate	Subtotal
Enterprise Subscription	16,000	\$5.29 Per Student	\$84,640.00
			<b>\$84,640.00</b>

Grand Total: **US \$244,665.06**

The initial payment is due 30 days after the invoice date. All renewal subscriptions are invoiced 30 days prior to the start of the new term. Payment for renewal subscriptions must be received within 10 business days after the start of a new term.

***This Sales Order is valid until November 30, 2016.***

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Academic Choir Apparel

**BACKGROUND INFORMATION:**

In order to comply with California law and education code, caps, gowns, and tassels will be provided to each of Paramount Unified School District's graduates this year free of charge. In the past, students paid a fee for these items. This quote from Academic Choir Apparel also includes the cost of diplomas and diploma covers.

**POLICY/ISSUE:**

Board Policy 3250 – Fees and Charges

**FISCAL IMPACT:**

\$26,094.60 - General Funds

**STAFF RECOMMENDATION:**

Approve quote from Academic Choir Apparel for the purchase of cap and gowns for Paramount Unified School District's graduates.

**PREPARED BY:**

Ryan Smith, Assistant Superintendent – Secondary Educational Services

**DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.5-A**

ACADEMIC CHOIR APPAREL

20644 Superior St  
 Chatsworth, CA 91311

# Quote

Date	Quote #
10/14/2016	Quote #1

Name / Address
Paramount Unified School District Attn: Ryan D. Smith 15110 California Avenue Paramount, CA 90723

Rep	Project
EM	

Description	Qty	Total
Keeper Cap & Gown & Tassel (\$13.00 Each)	1,260	16,380.00T
Diploma Cover (\$4.50 each)	1,260	5,670.00T
Diploma Inserts (\$1.50 each)	1,260	1,890.00T
Los Angeles County Sales Tax		2,154.60
<b>Total</b>		\$26,094.60



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Agreement with USC Rossier School of Education for a Framework for Strategic Planning

**BACKGROUND INFORMATION:**

On June 8, 2016 the Board of Education approved an agreement with USC Rossier School of Education for a Framework for Strategic Planning to provide professional development services and to train District and school site leadership personnel on the use of the “Building Capacity for High Performance” framework to build organizational capacity to achieve organizational goals related to the District’s Local Control and Accountability Plan (LCAP) and strategic plan. (PC 16-1736) There is an opportunity to extend the time of the agreement at no additional cost to the District. The new agreement will be extended through March 31, 2017.

**POLICY/ISSUE:**

Board Policy 3322 - Contracts

**FISCAL IMPACT:**

No additional cost

**STAFF RECOMMENDATION:**

Approve the extension to the existing agreement with USC Rossier School of Education for a Framework for Strategic Planning, and authorize the Superintendent or designee to sign all necessary documents.

**PREPARED BY:**

Ryan Smith, Assistant Superintendent – Secondary Educational Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 3.6-A**

# USC Rossier

School of Education

## **Building Capacity for High Performance: A Framework for Strategic Planning**

Proposal for  
Paramount Unified School District

### **Amendment to Contract**

The USC Rossier School of Education (USC) proposes to amend the existing contract with Paramount Unified School District (PUSD) to continue providing professional development services to train district and school site leadership personnel on the use of the “Building Capacity for High Performance”. This professional development program provides a framework to build organizational capacity to achieve organizational goals related to the district’s Local Control and Accountability Plan (LCAP) and strategic plan. The amended contract will extend through March 31, 2017, and will not alter the original financial obligation or the final deliverables.

The final deliverable will be a strategic plan based on educational best-practices, research-based evidence, the District’s mission and vision, and the District’s goals aligned to the LCAP. The strategic plan will reflect stakeholder input inclusive of District students, parents, teachers, administrators, and community members. Rossier Office of Professional Development will guide this process, while the plan itself will be produced by the stakeholder groups.

USC proposes to perform these Services in the following manner:

#### **I. Consultation**

USC will provide ongoing consultation for Superintendent, Dr. Ruth Perez, the PUSD cabinet and executive cabinet, and PUSD strategic planning coordinator(s) for any and all meetings related to the creation of a Strategic Plan.

This includes:

1. Developing and discussing agenda items tied to Strategic Planning at Cabinet meetings.
2. Attending and co-facilitating on-site planning and stakeholder meetings (January 17, February 7, February 21, and March 7).
3. Conducting data collection and data analysis including interviews with stakeholders and observations of related strategic planning activities. and
4. Developing communication strategies.

Consultation services are designed to:

1. Promote collaboration with PUSD leadership to identify, discuss, and set goals around LCAP priorities,
2. Determine parent and other stakeholder priorities for LCAP actions,

3. Create buy-in at the district level for building capacity, accountability, community, and strategic planning, and
4. Identify key issues, questions, and choices to be addressed as part of the strategic planning effort.

Between January and March 2017, USC will meet with Dr. Perez and the “Strategic Planning Team” as needed over the course of USC’s provision of the Services in person and/or by telephone or teleconference. This includes monthly or semi-monthly meetings scheduled in January, February, and March.

## **II. Strategic Plan**

USC will collaborate and consult with PUSD in the writing of its district Strategic Plan that describes data and conclusions drawn from stakeholder input with respect to PUSD and the LCAP. The strategic plan will draw upon the district’s core beliefs, mission, vision, LCAP priorities and goals. PUSD has updated the target date of completion as March 2017.

Additionally, the Strategic Plan will include:

1. Objectives (stakeholder goals)
2. Theory of Action
3. Strategies for achieving stakeholder goals
4. Implementation Plan
5. Measurable outcomes

USC Rossier will collaborate and consult with the strategic planning team to develop a Strategic Plan document that includes goals and strategies specific to stakeholders and is reflective of and informed by the data collected and the results of the Workshop(s). USC will then work with the strategic planning team to translate strategic goals and strategies into performance goals with a specific implementation plan for what, when, and how the plan must be accomplished in order for the performance, strategic, and organizational goals to be met.

USC will provide feedback and support evaluation of implementation plans until final approval of the Strategic Plan is provided by the Superintendent of Schools.

### **Timeline for Services**

This customized program (items I-IV) will take place between April 2016 and March 2017. The face-to-face meetings will take place at a location determined by the District. Estimated dates are as follows:

- April and May 2016: Stakeholder Meetings (achieved)
- May – August 2016: Data collection and data analysis of stakeholder input (achieved)
- Summer 2016: High Performance Analysis (achieved)
- Summer 2016: Workshops (achieved)
- September - March: Once to twice monthly Strategic Plan meetings
- March 2017: USC consults with PUSD as Strategic Plan is written by PUSD
- Optional Second Year Contract with ongoing consultation and Professional Development opportunities

**Pricing & Payment**

The pricing for the amended contract will not change. The amended plan is provided as part of the original contract fee. The total cost for the proposed plan is \$23,000.

An invoice will be provided January 3, 2017. The first half of the total program fees (\$11,500) is due no later than January 31, 2017. An invoice for the second half of the total program fees (\$11,500) will be provided on March 1, 2017 and will be due no later than March 31, 2017.

Per the original contract, payments shall be directed to the University of Southern California, Rossier School of Education, Professional Development Programs, 3470 Trousdale Parkway, Waite Phillips Hall 504A, Los Angeles, CA 90089-4035. Attention: Cecilia Olmos.

**Optional Second Year Contract: Professional Development and Ongoing Consultation**

USC Rossier can provide additional consultation regarding the implementation and evaluation of PUSD's Strategic Plan as well as professional development training on the knowledge and skills identified and validated as required to achieve organizational goals within the Strategic Plan.

Professional Development can be held in a blended format with in-person demonstrations and online coaching, mentoring, and support. Programs can include assignments with evaluation and feedback; participants may earn a "Certificate of Participation for Building Capacity for High Performance" from USC Rossier School of Education and Continuing Education Units (CEUs). Professional Development tied to implementing solutions can include but is not limited to such topics as:

1. Social Media to Advance Community and Stakeholder Support
2. Assessment and Evaluation: Monitoring Progress
3. Entrepreneurial School Leadership
4. Understanding Causes: Knowledge, Motivation, and Organization
5. Crafting an Action Plan: Development and Writing Support
6. Performance Goals

By executing this amendment to the agreement, client acknowledges that it has reviewed the amended terms set forth therein and agrees to be legally bound by them.

**PARAMOUNT UNIFIED SCHOOL DISTRICT**  
On behalf of Paramount Unified School District

By: \_\_\_\_\_  
Name: Dr. Ruth Perez  
Title: Superintendent

Address for Notice:  
15110 S. California Avenue  
Paramount, CA 90723  
Attn: Dr. Ruth Perez  
  
Phone: 562-602-6011

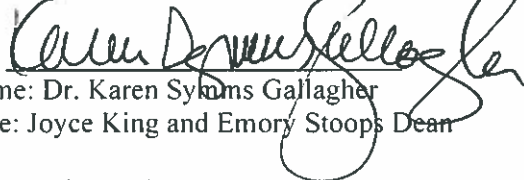
**UNIVERSITY OF SOUTHERN CALIFORNIA**  
On behalf of its USC Rossier School of Education

By:   
Name: Kate O'Connor  
Title: Assistant Dean, Office for Professional Development

Address for Notice:  
University of Southern California  
USC Rossier School of Education  
3470 Trousdale Parkway, WPH 504D  
Los Angeles, CA 90089-4035  
Attn: Kate O'Connor

Phone: 213-821-5504  
Fax: 213-740-9191

**UNIVERSITY OF SOUTHERN CALIFORNIA**  
On behalf of its USC Rossier School of Education

By:   
Name: Dr. Karen Symms Gallagher  
Title: Joyce King and Emory Stoops Dean

Address for Notice:  
USC Rossier School of Education  
3470 Trousdale Parkway, WPH 1100  
Los Angeles, CA 90089-0031

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Articulation Agreement for CTE Computer Assisted Drafting and Design Course with Cerritos College

## **BACKGROUND INFORMATION:**

Cerritos College has determined that the Paramount Unified School District Career and Technical Education (CTE) Computer Assisted Drafting and Design (CADD) course matches the knowledge and skills taught in a similar Cerritos College course.

Paramount High School (PHS) will enter an articulation agreement for the CADD course with Cerritos College that will provide a seamless process joining secondary and post-secondary CTE programs of study. This articulation agreement ensures that if a student earns a grade of B or higher in the high school course, the student will receive college credit for that same course. With this articulation agreement, students can earn up to three units of college credit before they graduate high school. Currently there are two sections of CADD being offered at PHS.

PUSD CTE Course	Cerritos College Course
Computer Assisted Drafting and Design	ENGT 138-AutoCad (3 units)

Students must do the following to receive college credit for this articulated course:

- Complete the Cerritos College application and Credit by Exam documentation.
- Receive a final grade of B or higher in the course taken in high school.

A copy of the articulation agreement is attached under separate cover.

## **POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development

## **FISCAL IMPACT:**

None

**ACTION ITEM: 3.7-A**

**STAFF RECOMMENDATION:**

Authorize the Credit by Examination Articulation Agreement for Computer Assisted Drafting and Design course at Paramount High School.

**PREPARED BY:**

Greg Francois, Director - Secondary Education and Instructional Technology

**DISTRICT PRIORITY 1:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** First Interim Report 2016-2017

**BACKGROUND INFORMATION:**

The California Department of Education requires each school district's Governing Board to review the current General Fund Interim Report. Based upon this review, the Board of Education shall determine whether or not the school district can meet its financial obligations for the remainder of the fiscal year.

Two specific reporting periods are required: the First Interim Report is due on or before December 15, 2016, and covers the period July 1 through October 31, 2016. The Second Interim Report is due on or before March 15, 2017, and covers the period July 1 through January 31, 2017.

Staff will present a review of the First Interim Report, which has been provided to the Board under separate cover.

**POLICY/ISSUE:**

California Education Code 42130 – District Interim Reports  
Board Policy 3430 – Periodic Financial Reports

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Approve the 2016-17 First Interim Report with a positive certification.

**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.1-A**



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Resolutions 16-17 through 16-26, Signature Authorizations

**BACKGROUND INFORMATION:**

The Governing Board of each school district shall be responsible for filing, or causing to be filed with the County Superintendent of Schools, the verified signature of each person, including members of the Governing Board, authorized to sign notices of employment, contracts and orders in its name. The Los Angeles County Office of Education requires an annual renewal of authorized signatures following the reorganization of the Board of Education each December. Resolutions 16-17 through 16-26 designate those persons who are authorized to sign documents on behalf of the District.

**POLICY/ISSUE:**

Board Policy 3326.3 - Signatures/Facsimiles

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Adopt Resolutions 16-17 through 16-26, Signature Authorizations through December 11, 2017.

**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**

**PARAMOUNT UNIFIED SCHOOL DISTRICT  
SIGNATURE AUTHORIZATIONS  
BOARD TERM -- 2016-2017**

**RESOLUTION 16-17**

The Board of Education of the Paramount Unified School District hereby resolves that Ruth Pérez, Superintendent; and/or Deborah Stark, Assistant Superintendent-Educational Services K-8; and/or Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services, shall sign manually or by facsimile, the orders drawn on funds of the Paramount Unified School District for warrants, revolving cash checks, and orders for salary payments and cafeteria checks for the period beginning December 12, 2016, and ending December 11, 2017.

**RESOLUTION 16-18**

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services; and/or Christopher Stamm, Student Nutrition Services Director, to sign all applications and reports connected with the Special School Milk Program and the National School Lunch Program for the period beginning December 12, 2016, and ending December 11, 2017.

**RESOLUTION 16-19**

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Deborah Stark, Assistant Superintendent-Educational Services K-8; and/or Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Myrna Morales, Assistant Superintendent-Human Resources; and/or Beatriz Spelker-Levi, Director of Personnel; and/or Patricia Tu, Director of Fiscal Services, to sign manually or by facsimile, employment-related notices for District personnel whose employment status has been authorized or ratified by the Board of Education, and related documents for the period beginning December 12, 2016, and ending December 11, 2017.

**RESOLUTION 16-20**

The Board of Education of the Paramount Unified School District hereby designates Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Deborah Stark, Assistant Superintendent-Educational Services K-8; Ryan D. Smith, Assistant Superintendent-Secondary Educational Services; and/or Renee Jeffrey, Director of K-5 Schools and Innovative Programs; and/or Manuel San Miguel, Director of Student Services/ Alternative Education; and/or Gregoire Francois, Director of Secondary Education/CTE and Instructional Technology; and/or Kim Cole, Director of

Special Education/Early Childhood Education; and/or David Daley, Program Administrator; and/or Margarita Rodriguez, Director of Research and Evaluation, as authorized representatives for the purpose of furnishing information to the United States of America, and/or to the State of California, such information, data, documents as pertain to the application for funds under the provisions of any and all federal- and state-connected projects and subsequent amendments to such projects. Certified copies of this resolution shall be included as a part of any application for funds to be submitted to the United States of America or the State of California in connection with any and all federal and state projects for the period beginning December 12, 2016, and ending December 11, 2017.

#### **RESOLUTION 16-21**

The Board of Education of the Paramount Unified School District hereby authorizes the continuation of a Cash Clearing Account. The checks will be preprinted for payment to the Treasurer, County of Los Angeles. The authorized signatories of this account will be Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services, during the period beginning December 12, 2016, and ending December 11, 2017.

#### **RESOLUTION 16-22**

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent, and/or Ruben P. Frutos, Assistant Superintendent-Business Services, to invest surplus cash in U.S. Treasury Bills at their discretion. It is understood that a report will be made on interest rates of return on the investments as they mature and that an annual report will be presented to the Board of Education for the period beginning December 12, 2016, and ending December 11, 2017.

#### **RESOLUTION 16-23**

The Board of Education of the Paramount Unified School District hereby authorizes Ruth Pérez, Superintendent; and/or Ruben P. Frutos, Assistant Superintendent-Business Services; Cynthia A. DiPaola, Director of Operations; and/or Roger Ramirez, Assistant Director of Operations, to sign manually or by facsimile, all purchase orders and/or documents relating to purchase orders, including the purchase of fuel through the Los Angeles Procurement Division, during the period beginning December 12, 2016, and ending December 11, 2017.

#### **RESOLUTION 16-24**

The Board of Education of the Paramount Unified School District hereby authorizes the reimbursement of the Cash Revolving Fund for awards, plaques, and certificates made to members of the staff of the Paramount Unified School District and students who participate as an advisory group to the Board of Education during the period beginning December 12, 2016, and ending December 11, 2017.

**RESOLUTION 16-25**

The Board of Education of the Paramount Unified School District hereby authorizes Ruben P. Frutos, Assistant Superintendent-Business Services; and/or Patricia Tu, Director of Fiscal Services; and/or Yolanda Calderon, Assistant Director of Fiscal Services, to approve vendor payments through the PeopleSoft and SmarteFinance systems during the period beginning December 12, 2016, and ending December 11, 2017.

**RESOLUTION 16-26**

The Board of Education of the Paramount Unified School District hereby resolves that in the out-of-district absence of the Superintendent from December 12, 2016, through December 11, 2017, the Assistant Superintendent-Educational Services shall act as Superintendent. The Board further resolves that in the out-of-district absence of both the Superintendent and the Assistant Superintendent-Educational Services K-8, the Assistant Superintendent-Human Resources shall act as Superintendent. The Board further resolves that in the out-of-district absences of the Superintendent, the Assistant Superintendent-Educational Services K-8, and the Assistant Superintendent-Human Resources, the Assistant Superintendent-Business Services shall act as Superintendent. The Board further resolves that in the out-of-district absences of the Superintendent, the Assistant Superintendent-Educational Services K-8, the Assistant Superintendent-Human Resources, and the Assistant Superintendent-Business Services, the Assistant Superintendent-Secondary Educational Services shall act as Superintendent.

BE IT, THEREFORE, RESOLVED, that this Governing Board is hereby establishing the District Signature Authorizations for the 2016-2017 Board term year.

ADOPTED this 12th day of December, 2016.

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Vice President of the Board

\_\_\_\_\_  
Member of the Board

\_\_\_\_\_  
Member of the Board

\_\_\_\_\_  
Member of the Board

\_\_\_\_\_  
Ruth Pérez, Secretary to the Board

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Agreement for Consultant Services – Electrical Engineering Services

**BACKGROUND INFORMATION:**

The District has a need to replace the main electrical panel system for Wirtz School. In order to complete this work, engineering services are needed for the design, size, and creating the specifications for the new electrical service. The current main electrical panel system is the original to the school and parts are no longer available.

Yowanto Engineering will provide the services in order to replace the service by January 2017. Staff recommends utilizing the consultant to complete this work. A separate project will then be executed to complete the replacement of the engineered main electrical panel replacement.

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

\$7,500 – LCAP Funds

**STAFF RECOMMENDATION:**

Approve the consultant Agreement with Yowanto Engineering to perform electrical engineering at Wirtz School. Authorize the Superintendent(s) or designee to execute all necessary documents.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.3-A**

# **ENGINEERING FEE PROPOSAL**

**PROPOSED  
POWER UPGRADE AND NEW SWITCHBOARD**

**AT**

**WIRTZ ELEMENTARY SCHOOL  
8535 Contreras Street  
Paramount, CA 90723**

**November 10, 2016  
#p16-668**

November 10, 2016

Mr. Ruben Frutos  
Assistant Superintendent of Business Services  
Paramount Unified School District  
15110 California Avenue  
Paramount, CA 90723

RE: Proposed Power Upgrade and New Service – Wirtz Elementary School  
Paramount Unified School District

Dear Ms. DiPaola,

In follow-up to your proposal request, enclosed you will find my Electrical Engineering Fee Proposal for the preparation of Contract Document Plans for the subject project. A complete breakdown and description of the services that will be provided under this proposal is included for your review.

If this proposal meets with your approval, please acknowledge your acceptance by signing below and returning (1) copy along with your purchase order authorizing me to proceed

Sincerely,

Agreed and Acknowledged:

---

Mr. Irwan Yowanto, P.E., LC, RCDD  
Principal

---

Mr. Ruben Frutos  
Assistant Superintendent of Business Services

## **ELECTRICAL ENGINEERING FEE PROPOSAL**

---

PROJECT: Power Upgrade and New Switchboard – Wirtz Elementary School  
Paramount, CA

FEE: \$ 7,500.00

PROPOSAL: #p16-668

---

### **SCOPE OF SERVICES**

Engineering services shall include contract document preparation for power upgrade and new switchboard at Wirtz Elementary School in Paramount, CA.

All base plans shall be furnished by the architect for engineer's use on this project.

Scope of work shall include the following:

1. Project Description:
  - A. Power upgrade and new switchboard at existing Elementary School and re-connect existing panel board.
2. Electrical Engineering and Design services shall include the following:
  - A. Investigation of existing site conditions and/or as-built drawings.
  - B. Contract document preparation for the following:
    1. AutoCAD drafting for background per hard-copy provided by the district.
    2. New service and switchboard.
    3. Single Line Diagram.
    4. Engineering calculations.
3. Construction Support Services to include:
  - A. Coordination with utility company.
  - B. Shop drawing review and acceptance.
  - C. Revise drawings as required by reviewing code authorities and obtain all authority having jurisdiction approvals.
4. Design services which are in addition to the Scope of Work outlined in paragraph above, and which have not been authorized in writing by the Owner prior to commencement of work, shall be considered Additional Services. Additional services authorized by the Owner/Architect shall be based on a time and material bases.

### **EXCLUSIONS**



1. Plan check submission and plan check fees.
2. Plotting and printing costs for construction drawings.
3. Work resulting from changes by the owner and/or other discipline, which affect portions of the final contract document preparation phase where the design is complete.
4. Contract document preparation for Asbestos or PCB's abatement and removal.
5. Structural calculations for electrical equipment.

### **UNAUTHORIZED CHANGES**

In the event the Client consents to, allows, authorizes or approves of changes to any plans, specifications or other construction documents, and these changes are not approved in writing by the Design Professional, the Client recognizes that such changes and the results thereof are not the responsibility of the Design Professional. Therefore, the Client agrees to release the Design professional from any liability arising from the construction, use or result of such changes. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Design Professional harmless from any damage, liability or cost (including reasonable Attorneys fees and costs of defense) arising from such changes, except only those damages, liabilities and costs arising from the sole negligence or willful misconduct of the Design Professional.

### **REIMBURSABLE EXPENSES**

Reimbursable expenses are in addition to compensation for the Scope of Work as outlined above, and include expenses incurred by the designer and consultants in the interest of the project, including, but not limited as following:

1. Printing for construction set.

### **PAYMENT FOR SERVICES**

The terms of all contracts are net thirty (30) days from receipt of billing invoice, unless approved in advance and in writing.

### **LIMITATION OF LIABILITY**

Neither the designer or its consultants, agents, or employees shall be jointly severally or individually liable to the Owner in excess of the compensation to be paid pursuant to this agreement, because of any act or mission including but not limited to breach of contract or negligence not amounting to a willful or intentional wrong.

### **OTHER PROVISIONS**

In case of special circumstances that the city authority will not approve the plan with no fault of designer, the owner shall compensate the designer in full amount.

**PERSONEL CLASIFICACIONES**

**Billing Rate (\$/hr)**

Principal .....	\$125.00/hr
Project Manager .....	\$115.00/hr
Engineering.....	\$100.00/hr
Design .....	\$ 95.00/hr
Drafting.....	\$ 65.00/hr
Administration.....	\$ 45.00/hr

Hourly rates include reasonable expenses, including overhead and profit. These rates will be in effect for the period of January 1, 2016 through December 31, 2016.

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent - Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Notices of Completion – Field Service Contracts

## **BACKGROUND INFORMATION:**

At the meeting of May 25, 2016, the Board of Education authorized the renewal of field service contracts. Individual projects over \$15,000 require a formal notice of completion and a five (5%) percent retention for each contract be held until the Board has accepted completion of the project.

The following projects are complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
FC & Sons Roofing, Inc.	Gaines: replace gutters (Bid #4-15-16) P.O. 17-01444	\$ 17,951.00	\$ 897.55
Future Design Communications	Buena Vista College & Career Center: network cabling (CMAS) P.O. 17-01435	\$ 29,289.99	\$ 1,464.50
Current Electric Construction	Buena Vista College & Career Center: electrical services (Bid #5-13-14) P.O. 17-01436	\$ 29,464.00	\$ 1,473.20
Ortco, Inc.	Hollydale ECE: playground resurfacing (Bid#1-14-15) P.O. 17-01131	\$ 46,154.00	\$ 2,307.70

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

## **POLICY/ISSUE:**

Board Policy 7430 – Acceptance of Completed Projects

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Accept as completed the Field Service Contracts for replacement of rain gutters at Gaines School, network cabling at Buena Vista High School, electrical services at Buena Vista High School and playground resurfacing at Hollydale ECE, and authorize the Superintendent or designee to file the Notices of Completion and make payment to all contracted parties upon expiration of the lien period and

**ACTION ITEM: 4.4-A**

determination that no liens are outstanding.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Sale, Disposal or Recycle of Surplus Property

## **BACKGROUND INFORMATION:**

The District is in possession of equipment, furniture, and machinery that are obsolete and not in use. The sale or disposal of surplus property would give the District much-needed storage space at the warehouse. Goods may be recycled, which may possibly generate income or in-kind donation to other educational institutions. The attached list of surplus property includes furniture, fixtures, vehicles, and electronic equipment.

The sale will be conducted on a date to be determined. The public will be notified of the sale through a local newspaper seven days prior to the event.

Upon completion of the sale at the warehouse site, these items will be purged from the equipment inventory of the District for insurance and auditing purposes.

## **POLICY/ISSUE:**

Board Policy 3260 – Sale and Disposal of Books, Equipment and Supplies

## **FISCAL IMPACT:**

Income to be determined after sale

## **STAFF RECOMMENDATION:**

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.

## **PREPARED BY:**

Cindy DiPaola, Director-Operations

## **DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.5-A**

**OBSOLETE AND/OR UNUSABLE FURNITURE/EQUIPMENT ITEMS  
FOR SURPLUS PICKUP**

DESCRIPTION	
SAND TABLE (1)	FOLDING CAFETERIA TABLES (18)
COTS (12)	CAFETERIA SEATING BOOTHS (26)
FOUR SEAT STROLLER (1)	ROCKING CHAIRS (6)
TABLE (1)	CHANGING TABLES (2)
SMALL CHAIRS (4)	CRIBS (9)
1 PALLET OF MISCELLANEOUS TOYS	HIGH CHAIRS (6)
CAMPER SHELLS FOR TOYOTA TRUCKS (2)	LOT OF EXTERIOR LIGHT FIXTURES (1)

**OBSOLETE AND/OR UNUSABLE VEHICLES**

VEHICLE #	DESCRIPTION	VIN #
M-70 CUSTODIAN VEHICLE	1989 GMC PICKUP TRUCK	2GTFC24K4K1546302
T-1 TRANSPORTATION VAN	1999 G1500 CHEVROLET VAN	1GNFG15M7X1156507
T-5 TRANSPORTATION VAN	1997 DODGE VAN B-350	2B5WB35Y7VK545678
T-6 TRANSPORTATION VAN	1998 DODGE RAM 2500	2B4JB25Z7WK134753
M-84 GROUNDS MOWER	2004 TORO MOWER	240000184
M-86 GROUNDS VEHICLE	1968 FORD F-600 TRASH COMPACTOR	F6/CRD68425
M-75 GROUNDS VEHICLE	1977 FORD LN 600 DUMP TRUCK	N61EVX85556
M-53 MAINTENANCE VEHICLE	DODGE RAM 3500 UTILITY TRUCK	1B6WC36W8TJ185464
M-45 GROUNDS TRAILER	"4-wheel, Tandem Axle Hydraulic Lift-Bed Trailer, Model #H-6125"	1J9DE2E231F015488
GROUNDS MOWER	TORO REEL MASTER	230000215
GROUNDS MOWER	JOHN DEERE REEL MASTER	210000577
GROUNDS MOWER	TORO REEL MASTER	4218
GROUNDS MOWER	TORO REEL MASTER	210000577
GROUNDS MOWER	TORO REEL MASTER	240000106
SP-3 SECURITY VEHICLE	1997 GMC SONOMA S-10 PICKUP	1GTCS19X3VK510593
SP-4 SECURITY VEHICLE	2000 DODGE DAKOTA	1B7FL26X7YS628428
SP-8 SECURITY VEHICLE	1998 DODGE RAM 1500	1B7HC16ZOWS691811
C-3 CUSTODIAN VEHICLE	2001 DODGE RAM 2500	2B4JB25Y51K527666

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Amendment No. 1 to Contract with Los Angeles County Office of Education to Reimburse Administrative Costs Related to the California School-Based Medi-Cal Administrative Activities Program

## **BACKGROUND INFORMATION:**

On May 13, 2015 the District entered into a contract with the Los Angeles County Office of Education (LACOE) to Reimburse Administrative Costs Related to the California School-Based Medi-Cal Administrative Activities (SMAA) Program for the years 2014 through 2017.

LACOE has not collected the administrative fee from the District because their practice is not to charge the fee until payment has been made from Medi-Cal. Amendment No. 1 is amending LACOE's quarterly administrative fee from 15 percent of the total quarterly invoice to eighty dollars (\$80.00) per time study participant certified to participate before the beginning of each quarter. The amendment will also amend the contract to state that LACOE's administrative fees are not eligible for reimbursement through the SMAA program.

## **POLICY/ISSUE:**

Board Policy 3322 - Contracts

## **FISCAL IMPACT:**

As indicated above, to be paid with General Funds

## **STAFF RECOMMENDATION:**

Ratify Amendment No. 1 to the Contract with Los Angeles County Office of Education to Reimburse Administrative Costs Related to the California School-Based Medi-Cal Administrative Activities Program. 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: 4.6-A**

Business Services  
Assistant Superintendent

NOV 10 2016

Paramount Unified  
School District

C-15061:14:17

LOS ANGELES COUNTY OFFICE OF EDUCATION

AMENDMENT NO. 1  
TO  
CONTRACT TO REIMBURSE  
ADMINISTRATIVE COSTS RELATED TO  
CALIFORNIA SCHOOL-BASED MEDICAL ADMINISTRATIVE ACTIVITIES PROGRAM  
2014 - 2017

The LOS ANGELES COUNTY OFFICE OF EDUCATION, a public educational agency, located at 9300 Imperial Highway, Downey, California 90242-2890, hereinafter referred to as "LACOE," and

**PARAMOUNT UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "District/LEA," mutually agree to amend existing Contract C-15061 as follows:

1. Section 5 COMPENSATION, Subsection a., of the original Contract shall be amended to read:

"LACOE shall collect from the LEA a quarterly administrative fee of Eighty Dollars (\$80.00) per time study participant certified to participate before the beginning of each quarter by the LEA. The administrative fee shall be adjusted in the fourth quarter to collect only the balance of LACOE's SMAA administrative costs and Department obligations for the related school fiscal year."

2. Section 5 COMPENSATION, Subsection c., of the original Contract shall be amended to read:

"No part of LACOE's administrative fee or the Department obligations collected is eligible for reimbursement through the SMAA program."

This Amendment is effective upon execution. Any dates set forth in the original Contract and/or prior Amendment(s) shall be deemed updated/revised, if necessary, to be compatible with this Amendment. All other terms and conditions of the original Contract and/ or Amendment(s) shall remain the same.

LOS ANGELES COUNTY  
OFFICE OF EDUCATION

PARAMOUNT UNIFIED  
SCHOOL DISTRICT

By \_\_\_\_\_  
Patricia Smith  
Executive Director  
Business and Finance

By *R/C*  
*Robert Foster*  
Typed or Printed Name

Date \_\_\_\_\_  
Im 2-4  
Report N/A

Title *CBO*  
Date *11/14/16*



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** 2016-17 Budget Adjustments as of First Interim

## **BACKGROUND INFORMATION:**

Requests for budget adjustments are submitted for Board approval for various funds. The budget adjustments are self-balancing.

## **GENERAL FUND (01.0) – UNRESTRICTED – TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
2000-2999	Classified Salaries	\$ 160,375
3000-3999	Employee Benefits	563,811
6000-6999	Capital Outlay	1,027,200
8010-8099	Revenue Limit Sources	379,421
8300-8599	Other State Revenues	2,985,489
	<b>Total Transfer From:</b>	<b>\$ 5,116,296</b>

## **GENERAL FUND (01.0) – UNRESTRICTED – TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
1000-1999	Certificated Salaries	\$ 223,291
4000-4999	Books and Supplies	47,733
5000-5999	Services, Other Operating Expenses	1,096,233
7000-7999	Indirect Costs	29,175
9790	Reserves	3,719,864
	<b>Total Transfer To:</b>	<b>\$ 5,116,296</b>

**ACTION ITEM: 4.7-A**

**GENERAL FUND (01.0) – RESTRICTED – TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
5000-5999	Services, Other Operating Expenses	\$ 30,010
7000-7999	Indirect Costs	29,175
8600-8799	Other Local Revenues	280
9790	Reserves	146,158
	<b>Total Transfer From:</b>	<b>\$ 205,623</b>

**GENERAL FUND (01.0) – RESTRICTED – TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
3000-3999	Employee Benefits	45,154
4000-4999	Books and Supplies	14,311
8300-8599	Other Local Revenues	146,158
	<b>Total Transfer To:</b>	<b>\$ 205,623</b>

**ADULT EDUCATION FUND (11.0) – TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
5000-5999	Services, Other Operating Expenses	\$ 7,000
	<b>Total Transfer From:</b>	<b>\$ 7,000</b>

**ADULT EDUCATION FUND (11.0) – TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
4000-4999	Books and Supplies	\$ 7,000
	<b>Total Transfer To:</b>	<b>\$ 7,000</b>

**CAFETERIA FUND (13.0) – TRANSFER FROM**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
5000-5999	Services, Other Operating Expenses	\$ 1,030
	<b>Total Transfer From:</b>	<b>\$ 1,030</b>

**CAFETERIA FUND (13.0) – TRANSFER TO**

<b><u>Object</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
9790	Reserves	1,030
	<b>Total Transfer To:</b>	<b>\$ 1,030</b>

**POLICY/ISSUE:**

Board Policy 3150 - Budget as Spending Plan

**FISCAL IMPACT:**

As reflected in the 2016-17 Revised Budget as shown above.

**STAFF RECOMMENDATIONS:**

Approve the 2016-17 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, and the Cafeteria Fund.

**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  
CAFETERIA FUND (61)  
BUDGET REVISIONS  
2016-2017

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
			Adopted Budget	Unaudited Actuals Board Date 9/12/16	07/01 - 08/31 Board Date 9/26/16	09/01 - 09/31 Board Date 10/24/16	10/01 - 10/31 Board Date 11/14/16	1st Interim Board Date 12/12/16	12/01-12/31 Board Date	1/1-1/31 Board Date	2nd Interim Board Date	3/1-3/31 Board Date	04/01 - 04/31 Board Date	5/1-5/31 Board Date	Final Budget
2	Revenues:														
3	Revenue Limit Sources	8010-8099	\$ -												\$ -
4	Federal Revenues	8100-8299	\$ 8,646,350												\$ 8,646,350
5	Other State Revenues	8300-8599	\$ 688,794												\$ 688,794
6	Other Local Revenues	8600-8799	\$ 379,856												\$ 379,856
7	<b>A.Total Revenues</b>		<b>\$ 9,715,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,715,000</b>
8	Expenditures:														
9	Certified Salaries	1000-1999	\$ -												\$ -
10	Classified Salaries	2000-2999	\$ 3,548,022												\$ 3,548,022
11	Employee Benefits	3000-3999	\$ 1,571,939												\$ 1,571,939
12	Books and Supplies	4000-4999	\$ 4,317,127												\$ 4,317,127
13	Services, Other Operating Expenses	5000-5999	\$ 220,226		(20,000)	(5,000)	(38,264)	(1,030)							\$ 205,932
14	Capital Outlay	6000-6999	\$ -		20,000	5,000									\$ -
15	Other Outgo	7100-7299	\$ -												\$ -
16	Indirect Costs	7300-7399	\$ -												\$ -
17	<b>B.Total Expenditures</b>		<b>\$ 9,657,314</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (38,264)</b>	<b>\$ (1,030)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,618,020</b>
18															
19															
20	<b>C. Excess (Deficiency) of Revenues</b>		<b>\$ 57,686</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,264</b>	<b>\$ 1,030</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,980</b>
21	Over Expenditures														
22															
23	Other Financing Sources/Uses														
24	D. Transfers In	8910-8929	\$ -												\$ -
25	E. Transfers Out	7610-7629	\$ -												\$ -
26	F. Financing Sources	7930-8979	\$ -												\$ -
27	G. Financing Uses	7630-7699	\$ -												\$ -
28	H. Contributions to Res. Programs	8980-8999	\$ -												\$ -
29	<b>I.Total, Other Sources/Uses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
30															
31	<b>Net Increase (Decrease) in Fund Balance</b>		<b>\$ 57,686</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,264</b>	<b>\$ 1,030</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,980</b>
32															
33															
34	<b>Beginning Balance</b>		<b>\$ 953,986</b>	<b>\$ 737,954</b>	<b>\$ 737,954</b>	<b>\$ 737,954</b>	<b>\$ 737,954</b>	<b>\$ 776,218</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,682,018</b>
35	<b>Ending Balance</b>		<b>\$ 1,011,672</b>	<b>\$ 737,954</b>	<b>\$ 737,954</b>	<b>\$ 737,954</b>	<b>\$ 776,218</b>	<b>\$ 777,248</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,778,998</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Agreement for Consultant Services with Leadership Associates, LLC

**BACKGROUND INFORMATION:**

The District is interested in engaging executive coaching services for the Assistant Superintendent, Secondary Educational Services through Leadership Associates, LLC. The executive coaching should not exceed 32 hours through June 30, 2017.

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

Not to exceed \$6,200, to be paid from the Educator Effectiveness Grant

**STAFF RECOMMENDATION:**

Approve the Agreement for Consultant Services with Leadership Associates, LLC for executive coaching 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: 4.8-A**



LEADERSHIP ASSOCIATES, LLC  
50-855 Washington Street #C-205  
La Quinta, CA 92253  
Phone (760) 771-4277

**AGREEMENT FOR CONSULTANT SERVICES**

THIS AGREEMENT is made this **December 2016** between **LEADERSHIP ASSOCIATES**, hereinafter called the Contractor, and **PARAMOUNT UNIFIED SCHOOL DISTRICT** hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

**The Contractor will provide leadership advisement to the assistant superintendent of secondary services. The contract will be in effect from January through June 2017.**

The District agrees to pay the Contractor **an amount not to exceed SIX THOUSAND, TWO HUNDRED DOLLARS (\$6,200) for 32 hours** of provided services. The Contractor will submit an invoice to the District upon completion of the services. Payments are due within 30 days of receipt of invoice.


Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:  
LEADERSHIP ASSOCIATES, LLC  
Taxpayer ID#: 68-038 3653

DISTRICT:  
PARAMOUNT UNIFIED SCHOOL DISTRICT

By   
Name Linda Hunt, Office Administrator  
Date December 2016

By \_\_\_\_\_  
Name \_\_\_\_\_  
Date \_\_\_\_\_



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** New Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction

## **BACKGROUND INFORMATION:**

New Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction is submitted for first reading. This policy will replace the District's previous policy regarding AIDS instruction as it aligns to new legislation and the California Healthy Youth Act. In addition to HIV prevention education this legislation requires that school districts provide a comprehensive sexual health educational program including human development, sexuality, pregnancy, contraception and sexually transmitted infections.

## **POLICY/ISSUE:**

Education Code: 51202 Instruction in personal and public health and safety  
51210.8 Health education curriculum

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Accept proposed new Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction for first reading, which reflects current State requirements.

## **PREPARED BY:**

Kelly Morales – K-12 Facilitator of Instructional Improvement

## **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.



# PROPOSED POLICY

BP 6142.1(a)

## Instruction

### Health Services

#### Sexual Health and HIV/AIDS Prevention Instruction

The Paramount Unified School District desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency virus (HIV) prevention. The District's educational program shall provide students with the knowledge and skills necessary to protect them from sexually transmitted infections, unintended pregnancy, and to engage in safe relationships and behaviors. The District's educational program shall promote the understanding of sexuality as a normal part of human development and the development of healthy attitudes and behaviors related to adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.

Comprehensive sexual health education and HIV prevention education shall be offered to all students in grades 7-12, once in middle school and once in high school.

The District's curriculum shall support the purposes of the California Healthy Youth Act, be unbiased and inclusive of all students, and be aligned with the state's content standards. The District shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

The Superintendent or designee may appoint a coordinator and/or an advisory committee regarding the District's comprehensive sexual health and HIV prevention curriculum. The advisory committee shall represent a divergence of viewpoints and may participate in planning, implementing, and evaluating the district's program.

#### Parent/Guardian Consent

Annually, parents/guardians shall be notified, in the manner specified in the administrative regulations, that they may request in writing that their child be excused from participating in comprehensive sexual health and HIV prevention education. Students excused by their parents/guardians shall be given an alternative educational activity.

A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student's parent/guardian declines to permit the student to

# PROPOSED POLICY

BP 6142.1(b)

## Instruction

### Health Services

#### Sexual Health and HIV/AIDS Prevention Instruction

receive the comprehensive sexual health education or HIV/AIDS prevention instruction.

#### Legal Reference:

##### Education Code:

<u>220</u>	<u>Prohibition of discrimination</u>
33544	Inclusion of sexual harassment and violence in health curriculum framework
48980	Notice at beginning of term
51202	Instruction in personal and public health and safety
51210.8	Health education curriculum
51225.35	Instruction in sexual harassment and violence; districts that require health education for graduation
51240	Excuse from instruction due to religious beliefs
51513	Materials containing questions about beliefs or practices
51930-51939	California Healthy Youth Act
67386	Student safety; affirmative consent standard

##### Health and Safety Code

1255.7	Parents surrendering physical custody of a baby
--------	---

##### Penal Code

243.4	Sexual battery
261.5	Unlawful sexual intercourse
271.5	Parents voluntarily surrendering custody of a baby

##### United States Code, Title 20

1232h	Protection of student rights
7906	Sex education

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** New Administrative Regulation 6161.1 – Equipment, Books and Materials

**BACKGROUND INFORMATION:**

Submitted for the Board's information is new Administrative Regulation 6161.1 – Equipment, Books and Materials, which previously did not exist. Therefore, the document was developed to align current practices with updates in Education Codes. This regulation supports Board Policy 6161.1, which was revised and adopted on October 24, 2016.

**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.

# PROPOSED REGULATION

AR 6161.1(a)

## Instruction

### Equipment, Books, and Materials

#### Criteria for Selection and Adoption of Instructional Materials

In recommending textbooks or other instructional materials for adoption by the Governing Board, the Superintendent or designee shall ensure that such materials:

1. Are aligned to any applicable academic content standards adopted by the State Board of Education (SBE) pursuant to Education Code 60605 and/or Common Core Standards adopted pursuant to Education Code 60605.8. For grades K-8, the Superintendent or designee shall select instructional materials from among the list of materials adopted by the SBE and/or other materials that have not been adopted by the SBE but are aligned with the state academic content standards and/or the Common Core Standards.
2. For grades 9-12, are provided by publishers that comply with the requirements of Education Code 60040-60052, 60060-60062, and 60226.
3. Do not reflect adversely upon persons because of their race or ethnicity, gender, religion, disability, nationality, sexual orientation, occupation, or other characteristic listed in Education Code 220, nor contain any sectarian or denominational doctrine or propaganda contrary to law.
4. To the satisfaction of the Board, are accurate, objective, current, and suited to the needs and comprehension of District students at their respective grade levels.
5. With the exception of literature and trade books, use proper grammar and spelling.
6. Do not expose students to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following:
  - a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE.
  - b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.

## PROPOSED REGULATION

AR 6161.1(b)

### Instruction

7. If the materials are technology-based materials, are both available and comparable to other, equivalent instructional materials.
8. Meet the requirements of Education Code 60040-60043 for specific subject content. Education Code 60040 requires that instructional materials include accurate portrayals of the cultural and racial diversity of society as specified. Education Code 60041 requires (1) accurate portrayal of humanity's place in ecological systems and the need to protect the environment and (2) the effects of tobacco, alcohol, and other drug use on the human system. Education Code 60042 requires the Board to adopt materials as it deems necessary to encourage thrift, fire prevention, and the humane treatment of animals and people. Education Code 60043 requires that the Board, when appropriate to the comprehension of students, adopt textbooks for social science, history, or civics classes that contain the Declaration of Independence and the Constitution of the United States.
9. Support the District's adopted courses of study and curricular goals.
  - Curriculum Development and Evaluation
  - World/Foreign Language Instruction
  - Comprehensive Health Education
  - English/Language Arts Instruction
  - Mathematics Instruction
  - Science Instruction
  - History-Social Science Instruction
  - Courses of Study
  - High School Graduation Requirements
10. Contribute to a comprehensive, balanced curriculum.
11. Demonstrate reliable quality of scholarship as evidenced by:
  - a. Accurate, up-to-date, and well-documented information
  - b. Objective presentation of diverse viewpoints
  - c. Clear, concise writing and appropriate vocabulary
  - d. Thorough treatment of subject matter
12. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels.
13. Include materials that stimulate discussion of contemporary issues and improve students' thinking and decision-making skills.
14. Contribute to the proper articulation of instruction through grade levels.

# PROPOSED REGULATION

AR 6161.1(c)

## Instruction

### Conflict of Interest

To ensure integrity and impartiality in the evaluation and selection of instructional materials, members participating in the evaluation of instructional materials and not otherwise designated in the District's conflict of interest code shall be advised not to accept any emolument, money, or other valuable thing or inducement to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material.

Sample copies of instructional materials are excepted from this prohibition.

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

Regulation  
adopted:

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** December 12, 2016  
**SUBJECT:** Revised Administrative Regulation 1250 – Visits to the Schools

**BACKGROUND INFORMATION:**

Submitted for the Board's information is revised Administrative Regulation 1250 – Visits to the Schools. The proposed regulation reflects revisions related to current State requirements and procedures established to visit schools during school hours. This regulation supports Board Policy 1250 – Visits to the Schools, which was revised and adopted on November 14, 2016.

**PREPARED BY:**

Manuel San Miguel, Director – Student Services

**DISTRICT PRIORITY 4:**

Improve student support services.



# CURRENT REGULATION

AR 1250 (a)

## Community Relations

### Visits to the Schools

The Superintendent or designee shall post at every entrance to each school and school grounds a notice setting forth school hours, visitors registration location and requirements, penalties for refusing to leave school grounds, and any other announcements required by the local law enforcement agency in order to pursue the arrest of persons found loitering or trespassing. (Ed. Code 32211, Penal Code 627.6)

Immediately upon entering any school building or grounds, any person who is not a student of the school or a district officer or employee shall, when school is in session, report his/her presence and the reason for visiting the school to the principal or designee. Any person the principal or designee asks to leave school grounds shall promptly comply.

The principal shall provide authorization to members of the school security staff who may request loiterers to leave school premises. (Penal code 653)

All staff members should watch for strangers on school grounds and ask such persons if they have registered in the school office. Staff shall inform the principal when anyone is present who refuses to comply with the registration requirements.

School employees who notify law enforcement officials when a student or adult possesses an injurious object on school grounds or while under the authority of school staff shall not subject to any civil or administrative proceeding or disciplinary action for violating any district policy or procedure. (Ed. Code 49334)

1. Any visitor who fails to report his/her presence and the reason for visiting the school within a reasonable time or who fails to leave school grounds upon request of the principal or designee, or who returns after leaving school grounds pursuant to such request has committed an unlawful act and may be prosecuted according to law.
2. Any person who complies with the request of the principal or designee to depart may appeal to the superintendent/designee. The appeal must be made within five (5) days after the person has departed from the school campus. The appeal must include why the request to depart was improper

## CURRENT REGULATION

AR 1250 (b)

### Community Relations – (continued)

#### Visits to the Schools

and an address to which a hearing notice may be sent. Upon receipt of the appeal

request, the superintendent/designee shall mail a notice of the hearing to the requester. The appeal shall be held within seven (7) days after receipt of the request.

The decision of the superintendent/designee may be appealed to the governing board. The board shall consider and decide the appeal at its next scheduled regular public meeting. The decision of the board shall be final.

3. Any person who is in possession of an unauthorized weapon or dangerous instrument or device shall be reported immediately to the local law enforcement agency. The report may be made by any school employee observing the possession of a weapon or dangerous instrument. The employee shall immediately inform the principal who shall ensure that the law enforcement agency has been notified.
4. All district employees and students are asked to courteously direct all visitors to the principal's office. For the same reason, all people coming to a school building to visit or conduct business with employees and/or volunteers must have permits from the school administration office before approaching any person within the building.
5. Contacts with school site personnel during school hours by non-school individuals and agencies for the sale of materials, services or programs shall be made only with the approval of the principal. Salesmen representing firms selling school supplies and equipment must first contact the district business office.
6. Students may not bring other children with them as visitors to a school. Employees may not bring their own or other children with them as visitors to a school or work site, district offices or the instructional media center unless such visit has the prior approval of the site administrator.
7. Under ordinary circumstances, the teacher being visited by a parent should continue with the regular classroom work. It is desirable that parent-teacher

# CURRENT REGULATION

AR 1250 (c)

## Community Relations – (continued)

### Visits to the Schools

conferences be held before or after school in order that normal progress of classroom instruction will not be disrupted.

8. Employees in school buildings shall report to the principal immediately any person loitering on or near the school grounds. The principal shall notify the appropriate law enforcement agency by telephone immediately upon receiving the report, and the principal shall notify the superintendent's office. (cf. 1251)
9. Adequate signs providing public notice of this regulation shall be posted at every entrance to all school and district locations.

Regulation  
adopted: 1-25-83  
revised: 1-10-84  
revised: 2-10-87  
revised: 2-26-91

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California

# PROPOSED REGULATION

AR 1250 (a)

## Community Relations

### Visits to the Schools

The Superintendent or designee shall post at every entrance to each school and school grounds a notice ~~setting forth school hours, visitors~~ describing registration location and requirements, penalties for refusing to leave school grounds, and any other announcements required by the local law enforcement agency in order to pursue the arrest of persons found loitering or trespassing. ~~the registration location and penalties for violation of registration requirements.~~ (Ed. Code 32211, Penal Code 627.6)

~~Immediately upon entering any school building or grounds, any person who is not a student of the school or a district officer or employee shall, when school is in session, report his/her presence and the reason for visiting the school to the principal or designee. Any person the principal or designee asks to leave school grounds shall promptly comply.~~

~~The principal shall provide authorization to members of the school security staff who may request loiterers to leave school premises. (Penal code 653)~~

~~All staff members should watch for strangers on school grounds and ask such persons if they have registered in the school office. Staff shall inform the principal when anyone is present who refuses to comply with the registration requirements.~~

~~School employees who notify law enforcement officials when a student or adult possesses an injurious object on school grounds or while under the authority of school staff shall not subject to any civil or administrative proceeding or disciplinary action for violating any district policy or procedure. (Ed. Code 49334)~~

- ~~1. Any visitor who fails to report his/her presence and the reason for visiting the school within a reasonable time or who fails to leave school grounds upon request of the principal or designee, or who returns after leaving school grounds pursuant to such request has committed an unlawful act and may be prosecuted according to law.~~
- ~~2. Any person who complies with the request of the principal or designee to depart may appeal to the superintendent/designee. The appeal must be~~

# PROPOSED REGULATION

AR 1250 (b)

## Community Relations

### Visits to the Schools

~~made within five (5) days after the person has departed from the school campus. The appeal must include why the request to depart was improper and an address to which a hearing notice may be sent. Upon receipt of the appeal~~

~~request, the superintendent/designee shall mail a notice of the hearing to the requester. The appeal shall be held within seven (7) days after receipt of the request.~~

~~The decision of the superintendent/designee may be appealed to the governing board. The board shall consider and decide the appeal at its next scheduled regular public meeting. The decision of the board shall be final.~~

- ~~3. Any person who is in possession of an unauthorized weapon or dangerous instrument or device shall be reported immediately to the local law enforcement agency. The report may be made by any school employee observing the possession of a weapon or dangerous instrument. The employee shall immediately inform the principal who shall ensure that the law enforcement agency has been notified.~~
- ~~4. All district employees and students are asked to courteously direct all visitors to the principal's office. For the same reason, all people coming to a school building to visit or conduct business with employees and/or volunteers must have permits from the school administration office before approaching any person within the building.~~
- ~~5. Contacts with school site personnel during school hours by non-school individuals and agencies for the sale of materials, services or programs shall be made only with the approval of the principal. Salesmen representing firms selling school supplies and equipment must first contact the district business office.~~
- ~~6. Students may not bring other children with them as visitors to a school. Employees may not bring their own or other children with them as visitors to a school or work site, district offices or the instructional media center unless such visit has the prior approval of the site administrator.~~

# PROPOSED REGULATION

AR 1250 (c)

## Community Relations – (continued)

### Visits to the Schools

7. ~~Under ordinary circumstances, the teacher being visited by a parent should continue with the regular classroom work. It is desirable that parent teacher conferences be held before or after school in order that normal progress of classroom instruction will not be disrupted.~~
8. ~~Employees in school buildings shall report to the principal immediately any person loitering on or near the school grounds. The principal shall notify the appropriate law enforcement agency by telephone immediately upon receiving the report, and the principal shall notify the superintendent's office. (cf. 1251)~~
9. ~~Adequate signs providing public notice of this regulation shall be posted at every entrance to all school and district locations.~~

### Outsider Registration

Outsiders shall register upon entering school premises during school hours. Any person other than the following is considered an outsider: (Evidence Code 1070; Penal Code 627.1, 627.2).

1. A student of the school, unless currently under suspension.
2. A Governing Board member or district employee.
3. A public employee whose employment requires being on school grounds or any person who is on school grounds at the school's request.
4. A representative of a school employee organization who is engaged in activities related to the representation of school employed.

### Registration Procedure

In order to register visitor shall, upon request, furnish the principal or designee with the following information: (Penal Code 627.3).

1. His/her name, address and occupation

# PROPOSED REGULATION

AR 1250 (d)

## Community Relations – (continued)

### Visits to the Schools

2. His/her age, if less than 21
3. His/her purpose for entering school grounds
4. Proof of identity
5. Other information consistent with the provisions of law including if he/she is registered as a sex offender pursuant to the Penal Code 290.

### Principal's Registration Authority

The principal or designee may refuse to register any outsider if he/she reasonably concludes that the individual's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. The principal shall consult law enforcement and Superintendent or designee prior to allowing registered sex offender permission to enter school grounds or other school activity. The principal or designee or school security officer may revoke any outsider's registration if he/she has a reasonable basis for concluding that the individual's presence on school grounds would interfere or is interfering with the peaceful conduct of school activities or would disrupt or is disrupting the school, students or staff. (Penal Code 627.4)

When an outsider fails to register, or when the principal or designee denies or revokes an outsider's registration privileges, the principal or designee may request that the individual promptly leave school grounds. When an outsider is directed to leave, the principal or designee shall inform him/her that if he/she reenters the school within seven days he/she may be guilty of a misdemeanor subject to a fine and/or imprisonment (Penal Code 627.7)

### Appeal Procedure

Any person who is denied registration or whose registration is revoked may appeal to the Superintendent/Designee or principal submitting, within five days after the person's departure from school, a written request for a hearing. This request must state why he/she believes the denial or revocation was improper and must provide an address to which the hearing notice may be sent. Upon receipt of the request for a hearing, the Superintendent/Designee or principal shall promptly mail a notice of the hearing to the person requesting it.

# PROPOSED REGULATION

AR 1250 (e)

Community Relations – (continued)

Visits to the Schools

A hearing before the Superintendent/Designee or principal shall be held within seven days after receipt of the request. (Penal Code 627.5)

Regulation  
adopted: 1-25-83  
revised: 1-10-84  
revised: 2-10-87  
revised: 2-26-91

PARAMOUNT UNIFIED SCHOOL DISTRICT  
Paramount, California



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent – Business Services  
**DATE:** December 12, 2016  
**SUBJECT:** Average Daily Attendance Summary Report Through  
November 4, 2016 and the Third Monthly School Enrollment Report

## **BACKGROUND INFORMATION:**

Average daily attendance summary reports are prepared monthly by the Business Division based on information provided from each school site.

## **HIGHLIGHTS:**

### **Average Daily Attendance (ADA)**

#### **General Education**

- Actual TK/K-12 ADA increased 135 (2.17 %) from Projected P-2 ADA for the 3rd month of 2016-17
  - Grade TK/K increased 55 (12.48 %) from Projected to Actual
  - Grades 1-3 increased 30 (2.36 %) from Projected to Actual
  - Grades 4-8 increased 83 (3.42 %) from Projected to Actual
  - Grades 9-12 decreased 33 (-1.58%) from Projected to Actual
  
- Actual enrollment as of the 3rd month decreased 119 from 2015-16 to 2016-17
  - Grade TK/K decreased 23 (-2.28%) from 2015-16 to 2016-17
  - Grades 1-3 increased 14 (0.46%) from 2015-16 to 2016-17
  - Grades 4-8 decreased 39 (-0.67%) from 2015-16 to 2016-17
  - Grades 9-12 decreased 71 (-1.48%) from 2015-16 to 2016-17
  
- Rate of Attendance for General K-12 Education at the 3rd month was 97%, compared to 97% in 2015-16

## **Special Education**

- Actual TK/K-12 ADA increased 29 (11.95 %) from Projected P-2 ADA for the 3rd month of 2016-17
- Actual enrollment as of the 3rd month increased 8 from 2015-16 to 2016-17
  - Grades TK/K-8 decreased 4 (-1.05%) from 2015-16 to 2016-17
  - Grades 9-12 increased 12 (4.69%) from 2015-16 to 2016-17

### **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  
2016-2017  
Average Daily Attendance Summary**

Program	Grade	P-2	ADA	% of	Actual	% of	Rate of
School	Type	Projected	Projected	Projected ADA	ADA	Actual ADA	Attendance
		ADA *	3rd Month	3rd Month	3rd Month	3rd Month	3rd Month
			11/4/16	11/4/16	11/4/16	11/4/16	11/4/16
<b>Regular Ed.</b>				<b>TK - K</b>			
Alondra	<b>K</b>	N/A	N/A	N/A	N/A	N/A	N/A
Collins	<b>TK/K</b>	94	42	45%	42	45%	95%
Gaines	<b>TK/K</b>	99	44	45%	57	57%	96%
Hollydale	<b>TK/K</b>	97	43	45%	43	45%	95%
Jackson	<b>K</b>	N/A	N/A	N/A	N/A	N/A	N/A
Jefferson	<b>K</b>	52	23	45%	23	45%	96%
Keppel	<b>TK/K</b>	78	35	45%	40	51%	96%
Lincoln	<b>TK/K</b>	94	42	45%	48	51%	97%
Los Cerritos	<b>TK/K</b>	76	34	45%	40	53%	97%
Mokler	<b>TK/K</b>	97	43	45%	58	59%	96%
Paramount Park	<b>K</b>	N/A	N/A	N/A	N/A	N/A	N/A
Roosevelt	<b>TK/K</b>	91	41	45%	47	51%	96%
Tanner	<b>TK/K</b>	102	46	45%	48	47%	96%
Wirtz	<b>TK/K</b>	97	43	45%	48	50%	96%
Zamboni	<b>K</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>Subtotal</b>		<b>977</b>	<b>438</b>	<b>45%</b>	<b>493</b>	<b>50%</b>	<b>96%</b>
<b>Regular Ed.</b>				<b>1-3</b>			
Alondra	<b>1-3</b>	N/A	N/A	N/A	N/A	N/A	N/A
Collins	<b>1-3</b>	255	114	45%	110	43%	97%
Gaines	<b>1-3</b>	281	126	45%	131	47%	98%
Hollydale	<b>1-3</b>	284	127	45%	129	46%	97%
Jackson	<b>1-3</b>	N/A	N/A	N/A	N/A	N/A	N/A
Jefferson	<b>1-3</b>	173	78	45%	82	48%	97%
Keppel	<b>1-3</b>	217	97	45%	110	51%	97%
Lincoln	<b>1-3</b>	290	130	45%	132	46%	97%
Los Cerritos	<b>1-3</b>	241	108	45%	110	46%	98%
Mokler	<b>1-3</b>	310	139	45%	134	43%	97%
Paramount Park	<b>1-3</b>	N/A	N/A	N/A	N/A	N/A	N/A
Roosevelt	<b>1-3</b>	292	131	45%	130	44%	97%
Tanner	<b>1-3</b>	259	116	45%	116	45%	97%
Wirtz	<b>1-3</b>	261	117	45%	130	50%	97%
Zamboni	<b>1-3</b>	N/A	N/A	N/A	N/A	N/A	N/A
<b>Subtotal</b>		<b>2862</b>	<b>1285</b>	<b>45%</b>	<b>1315</b>	<b>46%</b>	<b>97%</b>
<b>Regular Ed.</b>				<b>4-8</b>			
Alondra	<b>4-8</b>	847	380	45%	397	47%	98%
Collins	<b>4-8</b>	159	71	45%	69	44%	97%
Gaines	<b>4-8</b>	N/A	N/A	N/A	N/A	N/A	N/A
Hollydale	<b>4-8</b>	554	249	45%	262	47%	98%
Jackson	<b>4-8</b>	731	328	45%	355	49%	97%
Jefferson	<b>4-8</b>	142	64	45%	62	44%	98%
Keppel	<b>4-8</b>	174	78	45%	81	46%	97%
Lincoln	<b>4-8</b>	193	87	45%	87	45%	97%
Los Cerritos	<b>4-8</b>	181	81	45%	84	47%	98%
Mokler	<b>4-8</b>	265	119	45%	110	41%	97%
Paramount Park	<b>4-8</b>	699	314	45%	328	47%	97%
Roosevelt	<b>4-8</b>	233	104	45%	109	47%	98%
Tanner	<b>4-8</b>	184	83	45%	85	46%	98%
Wirtz	<b>4-8</b>	200	90	45%	95	48%	98%
Zamboni	<b>4-8</b>	850	382	45%	386	45%	97%
Community Day	<b>4-8</b>	3	1	45%	1	N/A	N/A
Home/Hospital	<b>K-8</b>	N/A	N/A	N/A	1	N/A	N/A
<b>Subtotal</b>		<b>5,414</b>	<b>2430</b>	<b>45%</b>	<b>2513</b>	<b>46%</b>	<b>98%</b>
<b>Regular Ed.</b>	<b>K-8</b>	<b>9,253</b>	<b>4153</b>	<b>45%</b>	<b>4321</b>	<b>47%</b>	<b>97%</b>

Note: ADA is projected at 95% of projected enrollment except for:  
Independent Study, County Special Ed and Adult Ed which are based on 2014-15 P-2 ADA

**Paramount Unified School District  
2016-2017  
Average Daily Attendance Summary**

Program	Grade	P-2	ADA	% of	Actual	% of	Rate of	
School	Type	Projected	Projected	Projected	ADA	Actual	Attendance	
		ADA *	3rd Month	3rd Month	3rd Month	3rd Month	3rd Month	
			11/4/16	11/4/16	11/4/16	11/4/16	11/4/16	
<b>Regular Ed</b>		<b>9-12</b>						
Community Day	9-12	33	15	45%	8	N/A	N/A	
Buena Vista Continuation	9-12	162	73	45%	69	43%	N/A	
Paramount High	9-12	3261	1464	45%	1,452	45%	96%	
Paramount High-West	9-12	1172	526	45%	515	44%	97%	
Home/Hospital	9-12	N/A	N/A	N/A	1	N/A	N/A	
Cal-SAFE	9-12	N/A	N/A	N/A	N/A	N/A	N/A	
<b>Subtotal</b>		<b>4,629</b>	<b>2,078</b>	<b>45%</b>	<b>2,045</b>	<b>44%</b>	<b>96%</b>	
<b>Total Regular K-12</b>		<b>13,882</b>	<b>6,231</b>	<b>45%</b>	<b>6,366</b>	<b>46%</b>	<b>97%</b>	
<b>Special Ed</b>		<b>K-8</b>						
Alondra	K-8	60	27	45%	24	40%	98%	
Collins	K-8	25	11	45%	12	48%	96%	
Gaines	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
Hollydale	K-8	46	20	45%	21	47%	96%	
Jackson	K-8	16	7	45%	10	65%	98%	
Jefferson	K-8	46	20	45%	16		96%	
Keppel	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
Lincoln	K-8	19	9	45%	10	53%	89%	
Los Cerritos	K-8	46	20	45%	24	53%	94%	
Mokler	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
Paramount Park	K-8	23	10	45%	13		96%	
Roosevelt	K-8	32	14	45%	14	43%	93%	
Tanner	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
Wirtz	TK/K-8	N/A	N/A	N/A	0	N/A	97%	
Zamboni	K-8	33	15	45%	13	41%	97%	
Home/Hospital	K-8	N/A	N/A	N/A	2	N/A	N/A	
Extended Year	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
NonPublic School	K-8	N/A	N/A	N/A	N/A	N/A	N/A	
<b>Subtotal</b>		<b>345</b>	<b>155</b>	<b>45%</b>	<b>160</b>	<b>46%</b>	<b>95%</b>	
<b>Special Ed</b>		<b>9-12</b>						
Paramount High School	9-12	186	84	45%	101	54%	92%	
Buena Vista Continuation	9-12	3	1	45%	5	N/A	N/A	
Home/Hospital	9-12	N/A	N/A	N/A	2	N/A	N/A	
NonPublic School	9-12	N/A	N/A	N/A	N/A	N/A	N/A	
Extended Year	9-12	N/A	N/A	N/A	N/A	N/A	N/A	
<b>Subtotal</b>		<b>189</b>	<b>85</b>	<b>45%</b>	<b>108</b>	<b>57%</b>	<b>92%</b>	
<b>Total Special Ed</b>	<b>K-12</b>	<b>534</b>	<b>240</b>	<b>45%</b>	<b>268</b>	<b>50%</b>	<b>94%</b>	
Independent Study	K-12	16	7	45%	15	N/A	N/A	
<b>Total Independent Study</b>	<b>K-12</b>	<b>16</b>	<b>7</b>	<b>45%</b>	<b>15</b>	<b>N/A</b>	<b>N/A</b>	
County Students - SpEd	K-12	N/A	N/A	N/A	N/A	N/A	N/A	
<b>Total County Students</b>	<b>K-12</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
<b>ALL PROGRAMS EXCEPT FOR ADULT ED</b>								
<b>Regular Ed</b>		<b>13,882</b>	<b>6,231</b>	<b>45%</b>	<b>6,366</b>	<b>46%</b>	<b>97%</b>	
<b>Special Ed</b>		<b>534</b>	<b>240</b>	<b>45%</b>	<b>268</b>	<b>50%</b>	<b>94%</b>	
<b>Independent Study</b>		<b>16</b>	<b>7</b>	<b>45%</b>	<b>15</b>	<b>N/A</b>	<b>N/A</b>	
<b>County Students</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
<b>Grand Total Except for Adult Ed</b>		<b>14,432</b>	<b>6,477</b>	<b>45%</b>	<b>6,649</b>	<b>46%</b>	<b>97%</b>	
<b>Adult Ed</b>		<b>444</b>	<b>199</b>	<b>45%</b>	<b>211</b>	<b>N/A</b>	<b>N/A</b>	

Note: ADA is projected at 95% of projected enrollment except for:  
Independent Study, County Special Ed and Adult Ed which are based on 2014-15 P-2 ADA

**Paramount Unified School District**  
**2016-2017**  
**Rate of Attendance Comparison**

School	Grade	1st Mo.	2nd Mo.	3rd Mo.	4th Mo.	5th Mo.	6th Mo.	7th Mo.	8th Mo.	9th Mo.	10th Mo.
<b>Regular Ed.</b>		<b>K</b>									
Alondra	<b>TK/ K</b>	N/A	N/A	N/A							
Collins	<b>TK/ K</b>	96%	96%	95%							
Gaines	<b>TK/ K</b>	97%	97%	96%							
Hollydale	<b>TK/ K</b>	96%	96%	95%							
Jackson	<b>TK/ K</b>	N/A	N/A	N/A							
Jefferson	<b>TK/ K</b>	96%	96%	96%							
Keppel	<b>TK/ K</b>	97%	97%	96%							
Lincoln	<b>TK/ K</b>	97%	97%	97%							
Los Cerritos	<b>TK/ K</b>	97%	97%	97%							
Mokler	<b>TK/ K</b>	97%	97%	96%							
Paramount Park	<b>TK/ K</b>	N/A	N/A	N/A							
Roosevelt	<b>TK/ K</b>	96%	96%	96%							
Tanner	<b>TK/ K</b>	97%	96%	96%							
Wirtz	<b>TK/ K</b>	98%	97%	96%							
Zamboni	<b>TK/ K</b>	N/A	N/A	N/A							
<b>Subtotal</b>		<b>97%</b>	<b>97%</b>	<b>96%</b>							
<b>Regular Ed.</b>		<b>1-3</b>									
Alondra	<b>1-3</b>	N/A	N/A	N/A							
Collins	<b>1-3</b>	98%	97%	97%							
Gaines	<b>1-3</b>	98%	98%	98%							
Hollydale	<b>1-3</b>	98%	97%	97%							
Jackson	<b>1-3</b>	N/A	N/A	N/A							
Jefferson	<b>1-3</b>	98%	97%	97%							
Keppel	<b>1-3</b>	97%	97%	97%							
Lincoln	<b>1-3</b>	98%	97%	97%							
Los Cerritos	<b>1-3</b>	99%	98%	98%							
Mokler	<b>1-3</b>	98%	97%	97%							
Paramount Park	<b>1-3</b>	N/A	N/A	N/A							
Roosevelt	<b>1-3</b>	97%	97%	97%							
Tanner	<b>1-3</b>	97%	97%	97%							
Wirtz	<b>1-3</b>	98%	98%	97%							
Zamboni	<b>1-3</b>	N/A	N/A	N/A							
<b>Subtotal</b>		<b>98%</b>	<b>97%</b>	<b>97%</b>							
<b>Regular Ed</b>		<b>4-8</b>									
Alondra	<b>4-8</b>	98%	98%	98%							
Collins	<b>4-8</b>	98%	98%	97%							
Gaines	<b>4-8</b>	N/A	N/A	N/A							
Hollydale	<b>4-8</b>	98%	98%	98%							
Jackson	<b>4-8</b>	98%	97%	97%							
Jefferson	<b>4-8</b>	98%	98%	98%							
Keppel	<b>4-8</b>	98%	97%	97%							
Lincoln	<b>4-8</b>	98%	97%	97%							
Los Cerritos	<b>4-8</b>	99%	98%	98%							
Mokler	<b>4-8</b>	98%	97%	97%							
Paramount Park	<b>4-8</b>	97%	97%	97%							
Roosevelt	<b>4-8</b>	98%	98%	98%							
Tanner	<b>4-8</b>	98%	98%	98%							
Wirtz	<b>4-8</b>	98%	98%	98%							
Zamboni	<b>4-8</b>	98%	97%	97%							
Community Day	<b>4-8</b>	N/A	N/A	N/A							
<b>Subtotal</b>		<b>98%</b>	<b>98%</b>	<b>98%</b>							
<b>Regular Ed.</b>	<b>K-8</b>	<b>97%</b>	<b>98%</b>	<b>97%</b>							

\*Note: ADA is projected at 95% of projected enrollment except for:  
Independent Study, County Special Ed and Adult Ed which are based on 2014-15 P-2 ADA.

**Paramount Unified School District  
2016-2017**

**Rate of Attendance Comparison**

<b>School</b>	<b>Grade</b>	<b>1st Mo.</b>	<b>2nd Mo.</b>	<b>3rd Mo.</b>	<b>4th Mo.</b>	<b>5th Mo.</b>	<b>6th Mo.</b>	<b>7th Mo.</b>	<b>8th Mo.</b>	<b>9th Mo.</b>	<b>10th Mo.</b>
<b>Regular Ed</b>		<b>9-12</b>									
Community Day	<b>9-12</b>	N/A	N/A	N/A							
Buena Vista High School	<b>9-12</b>	N/A	N/A	N/A							
Paramount High	<b>9-12</b>	98%	96%	96%							
Paramount High-West	<b>9-12</b>	97%	97%	97%							
Home to Hospital	<b>9-12</b>	N/A	N/A	N/A							
Cal-SAFE	<b>9-12</b>	N/A	N/A	N/A							
<b>Subtotal</b>		<b>98%</b>	<b>97%</b>	<b>96%</b>							
<b>Total Regular K-12</b>		<b>98%</b>	<b>97%</b>	<b>97%</b>							
<b>Special Ed</b>		<b>K-8</b>									
Alondra	<b>K-8</b>	98%	98%	98%							
Collins	<b>K-8</b>	98%	96%	96%							
Gaines	<b>K-8</b>	N/A	N/A	N/A							
Hollydale	<b>K-8</b>	96%	96%	96%							
Jackson	<b>K-8</b>	99%	98%	98%							
Jefferson	<b>K-8</b>	98%	96%	96%							
Keppel	<b>K-8</b>	N/A	N/A	N/A							
Lincoln	<b>K-8</b>	89%	89%	89%							
Los Cerritos	<b>K-8</b>	95%	94%	94%							
Mokler	<b>K-8</b>	N/A	N/A	N/A							
Paramount Park	<b>K-8</b>	98%	96%	96%							
Roosevelt	<b>K-8</b>	93%	92%	93%							
Tanner	<b>K-8</b>	N/A	N/A	N/A							
Wirtz	<b>K-8</b>	N/A	N/A	N/A							
Zamboni	<b>K-8</b>	98%	98%	97%							
Home to Hospital	<b>K-8</b>	N/A	N/A	N/A							
Extended Year	<b>K-8</b>	N/A	N/A	N/A							
NonPublic School	<b>K-8</b>	N/A	N/A	N/A							
<b>Subtotal</b>		<b>96%</b>	<b>98%</b>	<b>95%</b>							
<b>Special Ed</b>		<b>9-12</b>									
Paramount High School	<b>9-12</b>	92%	92%	92%							
Home to Hospital	<b>9-12</b>	N/A	N/A								
NonPublic School	<b>9-12</b>	N/A	N/A								
Extended Year	<b>9-12</b>	N/A	N/A								
<b>Subtotal</b>		<b>92%</b>	<b>92%</b>	<b>92%</b>							
<b>Total Special Ed</b>	<b>K-12</b>	<b>95%</b>	<b>94%</b>	<b>94%</b>							
Independent Study	K-12	N/A	N/A	N/A							
<b>Total Independent Study</b>	<b>K-12</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>							
County Students - SpEd	K-12	N/A	N/A	N/A							
<b>Total County Students</b>	<b>K-12</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>							
<b>ALL PROGRAMS EXCEPT FOR ADULT ED</b>											
Regular	K-12	<b>98%</b>	<b>97%</b>	<b>97%</b>							
Special Ed	K-12	<b>95%</b>	<b>92%</b>	<b>94%</b>							
Independent Study	K-12	N/A	N/A	N/A							
County Students	K-12	N/A	N/A	N/A							
<b>Grand Total Except for Adult Ed</b>		<b>97%</b>	<b>97%</b>	<b>97%</b>							
<b>Adult Ed</b>		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>							

\*Note: ADA is projected at 95% of projected enrollment except for:  
Independent Study, County Special Ed and Adult Ed which are based on 2014-15 P-2 ADA.



# District Schools Monthly School Enrollment Report

Year: 2016-2017

Report: ATD606

Through end of Report Period: 3 (11/04/2016)

School	Type	1st 09/09	2nd 10/07	3rd 11/04	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th
<b>Regular Education</b>		<b>K</b>												
Collins School		79	86	91										
Gaines School		109	112	114										
Hollydale School		79	82	85										
Jefferson School		59	52	52										
Keppel School		84	79	78										
Lincoln School		84	88	86										
Los Cerritos School		80	78	79										
Mokler School		111	112	112										
Roosevelt School		93	94	94										
Tanner School		80	99	102										
Wirtz School		87	92	93										
<b>Subtotal</b>		<b>945</b>	<b>974</b>	<b>986</b>										

<b>Regular Education</b>		<b>1-3</b>												
Collins School		248	257	253										
Gaines School		293	300	300										
Hollydale School		294	296	297										
Jefferson School		191	188	190										
Keppel School		253	254	252										
Lincoln School		300	304	305										
Los Cerritos School		251	251	251										
Mokler School		304	308	312										
Roosevelt School		294	297	299										
Tanner School		261	270	272										
Wirtz School		291	301	299										
<b>Subtotal</b>		<b>2,980</b>	<b>3,026</b>	<b>3,030</b>										

<b>Regular Education</b>		<b>4-8</b>												
Alondra School		895	909	911										
Collins School		155	160	162										
Community Day School		2	2	2										
Hollydale School		596	597	600										
Jackson School		791	814	819										
Jefferson School		140	141	144										
Keppel School		185	185	186										
Lincoln School		200	201	200										
Los Cerritos School		192	192	193										
Mokler School		251	253	252										
Paramount Park School		743	752	756										
Roosevelt School		248	248	249										
Tanner School		194	194	194										
Wirtz School		215	218	218										



# District Schools Monthly School Enrollment Report

Year: 2016-2017

Report: ATD606

Through end of Report Period: 3 (11/04/2016)

School	Type	1st 09/09	2nd 10/07	3rd 11/04	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th
Zamboni School		879	883	883										
<b>Subtotal</b>		<b>5,686</b>	<b>5,749</b>	<b>5,769</b>										

**Regular Education 9-12**

Buena Vista High School	10	0	1	1										
	11	51	58	57										
	12	111	110	99										
<b>Subtotal</b>		<b>162</b>	<b>169</b>	<b>157</b>										
Community Day School	9	10	10	9										
	10	3	3	3										
	11	7	7	6										
	12	1	2	4										
<b>Subtotal</b>		<b>21</b>	<b>22</b>	<b>22</b>										
Paramount High School	9	1,177	1,192	1,194										
	10	1,160	1,180	1,178										
	11	1,127	1,137	1,133										
	12	1,036	1,041	1,040										
<b>Subtotal</b>		<b>4,500</b>	<b>4,550</b>	<b>4,545</b>										
<b>(9-12) Subtotal</b>		<b>4,683</b>	<b>4,741</b>	<b>4,724</b>										
<b>Total K-12</b>	<b>Reg.</b>	<b>14,294</b>	<b>14,490</b>	<b>14,509</b>										

**Regular K-8 Totals**

Alondra School	895	909	911											
Collins School	482	503	506											
Community Day School	2	2	2											
Gaines School	402	412	414											
Hollydale School	969	975	982											
Jackson School	791	814	819											
Jefferson School	390	381	386											
Keppel School	522	518	516											
Lincoln School	584	593	591											
Los Cerritos School	523	521	523											
Mokler School	666	673	676											
Paramount Park School	743	752	756											
Roosevelt School	635	639	642											
Tanner School	535	563	568											
Wirtz School	593	611	610											
Zamboni School	879	883	883											
<b>Subtotal</b>		<b>9,611</b>	<b>9,749</b>	<b>9,785</b>										

**Regular 9-12 Totals**

Buena Vista High School	162	169	157											
Community Day School	21	22	22											
Paramount High School	4,500	4,550	4,545											





# District Schools Monthly School Enrollment Report

Year: 2016-2017

Report: ATD606

Through end of Report Period: 3 (11/04/2016)

School	Type	1st 09/09	2nd 10/07	3rd 11/04	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th
<b>Subtotal</b>		4,683	4,741	4,724										
<b>Total Regular Education</b>	<b>K-12</b>	<b>14,294</b>	<b>14,490</b>	<b>14,509</b>										

<b>Home Hospital</b>		<b>K-8</b>												
Jackson School		1	1	1										
Tanner School		0	1	1										
Zamboni School		1	1	2										
<b>Subtotal</b>		<b>2</b>	<b>3</b>	<b>4</b>										

<b>Home Hospital</b>		<b>9-12</b>												
Buena Vista High School		0	0	1										
Paramount High School		3	6	7										
<b>Subtotal</b>		<b>3</b>	<b>6</b>	<b>8</b>										
<b>Total Home Hospital</b>		<b>5</b>	<b>9</b>	<b>12</b>										

<b>Independent Study</b>		<b>9-12</b>												
Paramount High School		0	0	1										
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>1</b>										
<b>Total Independent Study</b>		<b>0</b>	<b>0</b>	<b>1</b>										

<b>Special Day Class</b>		<b>K-8</b>												
Alondra School		55	56	56										
Collins School		27	28	28										
Hollydale School		50	50	50										
Jackson School		24	24	24										
Jefferson School		36	38	38										
Lincoln School		26	26	25										
Los Cerritos School		57	58	58										
Paramount Park School		31	31	31										
Roosevelt School		33	33	35										
Zamboni School		31	32	31										
<b>Subtotal</b>		<b>370</b>	<b>376</b>	<b>376</b>										

<b>Special Day Class</b>		<b>9-12</b>												
Buena Vista High School		13	14	13										
Paramount High School		192	195	192										
<b>Subtotal</b>		<b>205</b>	<b>209</b>	<b>205</b>										
<b>Total Special Day Class</b>		<b>575</b>	<b>585</b>	<b>581</b>										

<b>Special Ed Home Hospital</b>		<b>9-12</b>												
Paramount High School		0	0	1										
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>1</b>										
<b>Total Special Ed Home Hospital</b>		<b>0</b>	<b>0</b>	<b>1</b>										

<b>Adult Transition</b>		<b>9-12</b>												
Paramount High School		51	50	50										



# District Schools Monthly School Enrollment Report

Year: 2016-2017

Report: ATD606

Through end of Report Period: 3 (11/04/2016)

School	Type	1st 09/09	2nd 10/07	3rd 11/04	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th
<b>Subtotal</b>		51	50	50										
<b>Total Adult Transition</b>		51	50	50										

**ALL PROGRAMS**

Regular Education	14,294	14,490	14,509											
Home Hospital	5	9	12											
Independent Study	0	0	1											
Special Day Class	575	585	581											
Special Ed Home Hospital	0	0	1											
Adult Transition	51	50	50											
<b>Grand Total</b>	<b>14,925</b>	<b>15,134</b>	<b>15,154</b>											

**Instructional Days**

Alondra School	17	20	20											
Buena Vista High School	17	20	20											
Collins School	17	20	20											
Community Day School	17	20	20											
Gaines School	17	20	20											
Hollydale School	17	20	20											
Jackson School	17	20	20											
Jefferson School	17	20	20											
Keppel School	17	20	20											
Lincoln School	17	20	20											
Los Cerritos School	17	20	20											
Mokler School	17	20	20											
Paramount High School	17	20	20											
Paramount Park School	17	20	20											
Roosevelt School	17	20	20											
Tanner School	17	20	20											
Wirtz School	17	20	20											
Zamboni School	17	20	20											