

# Paramount Unified School District



15110 California Avenue, Paramount, California 90723-4378  
(562) 602-6000 Fax (562) 602-8111

## BOARD OF EDUCATION

VIVIAN HANSEN  
*President*  
SONYA CUELLAR  
*Vice President*  
ALICIA ANDERSON  
*Member*  
LINDA GARCIA  
*Member*  
TONY PEÑA  
*Member*  
RUTH PÉREZ  
*District Superintendent*

## REGULAR MEETING OF BOARD OF EDUCATION

### MINUTES

**January 22, 2018**

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

Pledge of Allegiance	Scott Law, Director-Facilities & Project Development, led the Pledge of Allegiance.	
Roll Call	Vivian Hansen Sonya Cuellar Alicia Anderson	Linda Garcia Tony Peña
Administrators Present	Ruth Pérez, Superintendent Ruben Frutos, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Ryan Smith, Assistant Superintendent-Secondary Educational Services Deborah Stark, Assistant Superintendent-Educational Services David Daley, Director-Special Education Cindy DiPaola, Director-Maintenance & Operations Renée Jeffrey, Director-K-5 School Support & Innovative Programs Scott Law, Director-Facilities & Projects Manuel San Miguel, Director-Student Services Beatriz Spelker-Levi, Director-Personnel Chris Stamm, Director-Nutrition Services Patricia Tu, Director-Fiscal Services Holly Hennessy, Principal-Tanner School Morrie Kosareff, Principal-Buena Vista High School Mike Ono, Principal-Paramount High School Alicia Megofna, Assistant Principal-Paramount High School-West	
Approve Agenda January 22, 2018 1.41	Trustee Anderson moved, Trustee Peña seconded the motion carried 5-0 to approve the agenda of the Regular Meeting of January 22, 2018 as amended.  Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña	
Approve Regular Meeting Minutes January 8, 2018	Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to approve the minutes of the Regular Meeting of January 8, 2018.	

**1-22-18**

**REPORTS**Student Board  
Representatives

Angel Macias-Paramount High School, Isis Moreno-Paramount High School-West, Joseph Bender-Buena Vista High School and Enrique Marquez-Paramount Adult School reported on school academics, athletic and extra-curricular activities.

Employee Representative  
Reports

There was no CSEA representative in attendance.

TAP president April O'Connor shared that she is happy to hear according to the Governor that the LCAP is going to be fully funded and hopes to settle the contract as soon as possible. They have had a partnership with the District for many years and things go up and down but always have our focus in mind, our students and we work to maintain that. She appreciates all the partnerships. She added that Frank Barraza recently reached out to her for the support of Dia Del Niño coming up on March 31 which is a great opportunity to reach out to the parents, families and community. She added that recently data was collected and hopes to move forward and analyze and solve problems. They like to be collaborative and that is their purpose. She shared again that the LCAP is fully funded and would love to finalize the contract as soon as possible.

## Board Members' Reports

Trustee Anderson welcomed everyone and added that it is nice to see everyone in attendance. She added that the District is all about relationships and asks that we keep that in mind as we move forward.

Trustee Cuellar attended the Governor's Budget workshop and shared that the Governor proposed to fully fund the 2018-19 LCAP and she hopes that he does fully fund the LCAP.

Trustee Garcia shared that Dia del Niño will be held March 31<sup>st</sup> and Alt Med will be there to assist seniors with options available to them. The Farmers Market will also be there and all children will receive ptted seeds to learn how to grow plants. She also shared that the Latina's Club will be having a Paint Nite fundraiser on Saturday, February 25, 2018. She also asked that we support the fundraising efforts of the JROTC program who are looking at traveling to Kentucky. They will be hosting a yard sale and breakfast at American Legion to help raise fund for expenditures while their travel in Kentucky. The Mayor and a few Congressmen from Nayarit will be visiting from and a meeting and luncheon will be held at the American Legion at 1:00 p.m. Student's from the Leo's Club are currently still collecting socks that will be donated to the Convalescent Home and asked if anyone was interested in donating socks, the socks could be delivered to the High School.

Trustee Hansen attended the monthly Ad Hoc meeting and shared that changes to the GRIP program were discussed.

Trustee Peña visited Collins, Los Cerritos, Keppel and Lincoln Schools.

## Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- Superintendent Pérez attended the Governor's Budget workshop and added that she hopes that he fully funds the 2018-19 LCAP.

- She thanked the Board for their support of the Resolution on Full and Fair Funding of California's Public Schools.
- Dr. Pérez shared that the City is looking at making changes to the GRIP program as discussed at the Ad Hoc meeting.
- Dr. Pérez and Mr. Frutos visited Roosevelt School to look at the work being completed on the portables. While visiting, she walked into a meeting competition with the Cafeteria Managers. The managers were in the middle of a Waffle and Chickens cooking competition just like the competitions shows that include judging. The winner of the chicken and waffles was the manager from PHS-West.
- Superintendent Pérez shared that she continues to share the District's Strategic Plan with the community and Dr. Smith recently presented it to Rotary.
- She participated in the first College Partnership meeting.
- She met with Supervisor Janice Hahn's Field Deputy who expressed a desire to support our students and staff through recognitions and support District programs. Dr. Pérez asked her for assistance in communicating with the Department of Health as a second request was received from Supervisor Hahn for testing. Dr. Pérez shared the letters and emails that have been sent to Department of Health that addressed how we are working with them to provide everything needed for the testing. We have given them the access to do this again and the District has been accused of not working with them to provide that. Dr. Pérez told Ms. Johnson that is incorrect and provided her with all the documentation and added that one thing that has stopped all of it is the indemnification piece of the MOU. We do not allow contractors to come on to our campuses without the contract/ MOU that provides the indemnity on their end. The Department of Health got obstructed and stopped and we communicated with them that they would not be able to move forward until the MOU was in place. Because the lawyers on both sides have not resolved, the District will move forward and continue with the 2<sup>nd</sup> testing as the District already had it set up as we were going to do parallel testing. Dr. Pérez has advised the Department of Health that if they do not come through, the District will share the results and protocols used for the second time. She also shared with Ms. Johnson that there seems to be an accusation that the District does not want to work with the Department of Health but as she shared all the communication documentation with her, as soon as she got back to her office she communicated with the Department of Health, we are now back on working with them. The District does not want people to think that we do not want to work with them, that is far from the truth.

#### Bulletin Boards

Holly Hennessy, Howard Tanner School Principal presented an overview of the Boardroom bulletin boards representing Howard Tanner School's educational program and student work. The bulletin boards reflect the theme of "Setting Sail for a Voyage of Learning" and enhance the educational message sent to visitors and District office employees.

### ASCIP Award

Reshan Cooray, Senior Director of Risk Services with ASCIP presented the Board with a certificate "Risk Management Pays Incentive Award. This award was presented to the District as a leading performer in the program and for prioritizing the safety of its staff. The District received an award of \$8,000.

### New English Proficiency Test for English Learners

Renee Jeffrey, Director K-5 School Support and Innovative Programs presented the Board with an update on the new English Language Proficiency assessments and the transition to a new assessment and the Districts implementation plan.

Ms. Jeffrey added that the English Language Proficiency Assessment for California replaces CELDT. It assesses progress towards English Language Proficiency and there are four domains that are assessed (reading, writing, listening, speaking).

The two implementation plans were presented to principals:

- Team model comprised of classified, certificated and substitutes
  - Teams will administer one-on-one portions at several sites
  - Traveling teams to support several sites
  
- Site model comprised of site staff
  - Site staff will administer one-on-one portions and group portions at their sites.

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

### Facilities Update

Ruben Frutos, Assistant Superintendent-Business Services and Scott Law, Director of Facilities and Projects Development presented the Board with an update on the various projects that have taken place to date.

Mr. Law shared with the Board that there have been 32 room renovations in the past three months at Roosevelt, Wirtz and Lincoln schools. Renovations included electrical upgrades, new wall tag board installation, new carpet, new ceiling tiles, lights and lenses installed, cabinetry was updated, roofing and rain gutters were repaired and installed, doors and trims were painted, some classrooms were painted on the exterior and floor, walls and ceilings were inspected and any needing repairs were repaired.

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

### 2016-17 Audit

Jeff Volpei, Senior CPA with CliftonLarsonAllen informed the Board that the 2016-17 audit received a qualified certification, one of the best in his opinion that can be issued. There were two findings, one being at the Adult School on internal controls and the second on the District's Anti Fraud program.

**BOARD MEETING  
CALENDAR**

**HEARING SECTION**

There were no changes to the Board meeting calendar.

During the public hearing section the following speaker addressed the Board:

Gerald Cerda, community member shared with the Board that he is providing them with an update on the Williams complaint and he received a response from Superintendent on the Williams Complaint submitted on July 12 and resubmitted on the 17<sup>th</sup> last year for facilities issues. He received on December 19. He added that California Department of Health procedures states 45 days response time from local educational agency, Paramount Unified School District response was 156 days. He added that this delay was a violation of California Code of Regulations Title 5 section 4600, tag 4687. The original complaint was a violation of AB 821 that states no toxins in classrooms, carcinogens and mentions chromium, AB 2282260 Pesticides/Insects, AB 1207 Mandated trainings and he believes this is mandated this month, AB 1432 Mandated Reporters, AB 1043 Conduct water well tests instead of relying on the City report. The City of Paramount is conducting their water testing at the water well monthly and for Paramount Unified School District to rely on the city report doesn't make sense when water travels through the pipes and we have seen on the report that it says they are over 60 years old and one says it 80 years old. He added that we need to make sure the piping is not contaminated with lead toxins. Prop 65 safe drinking water toxic enforcement Act 86 to assure drinking water at schools is safe for fountains without toxins to water fountains.

Diane Doss, Collins School community member informed the Board that for the past 20 years she has lodged complaints with administration regarding students throwing things over the fences including lunches and sticks and on one occasion sticks were lunged through the fence injuring the neighbor's dog that had to be taken to the veterinarian. She added that most recently a stick was thrown over the fence and hit her sliding door and went into the pool. Homework, lunches, baseballs have also been thrown in the yard. She has spoken to the principal and the principal has assured her that she would put barriers so that it would keep the students from using the backstop. She added that just today upon returning home, students were playing that the backstop. Because the backstop is too close and when students are there playing a number of balls are thrown into the yard. She wants to place on record and bring to the Board's attention and hopes that something can be done soon before someone gets hurt. She also shared a comment that was made from an age group no longer at Collins that came from a student that said he would burn the fence down to go get his f ball. She reported that to the principal at the time who is no longer there but never heard back from the principal.

Sara Huezo said she is in attendance once again regarding air purifiers. She knows several have been installed at several schools but wants to see what the District has come up with in terms of what kinds of filters will be used to protect children and staff from Chromium Six. She believes that currently charcoal filters are used but that does not protect from Chromium Six. She asks that the District look for a solution that will actually protect them from Chromium six. Parents are very concerned for children and staff w having cancer and leukemia which

has been proven that Chromium Six also causes nose bleeds in children.

She added that in regards to the new STEM Academy, she has been to a few meetings and it was projected that there is declining enrollment and the STEM Academy will have 150 students and wants to know how many slots are allocated to Paramount students and she asks Paramount students be given a priority as they are paying for it and it's their taxes that are paying. She knows the school is located in Lakewood and there will probably be Lakewood, Long Beach and Bellflower district coming in but want to emphasize Paramount students should be prioritized.

Elaine Hoffman informed the Board that she wanted them to know what is going on with CTA and that they applied for a grant for \$1,400 to assist homeless children. They have reached out to the District and Student Services and are very excited and want to work together. The event will begin in February. She shared of a recent lesson plan that touched her heart and asked students to describe their bedroom. One student could not get started and she asked what was wrong and he said he didn't have a bedroom as he was staying with relatives. She will see that he gets an extra packet that may help him feel welcomed.

Erik Varela wished to thank the Board in working in conjunction to address the facilities issues the next day after the Board meeting. South Bay Heating & Air was on site the next day to assess temperatures and install units, the Thursday termite inspectors were on campus, the basketball court was fixed, they had District preventive maintenance engineers on campus. They have had construction crews on site for the past three months. He wished to thank Scott Law Director of Facilities for being on campus and working in conjunction with teachers. He wished to thank the Board on behalf of teachers and staff and they welcome the Board to Family STEM night on February 15, Science Fair on March 22 and their upcoming talent show. He thanked them once again for assuring that great things are happening in Paramount schools.

Teresa Kugler commented that she is jealous of Erik and hopes that the Zamboni trailers are on wave 2 as they are 22 years old and need some TLC. Cindy DiPaola has been wonderful in keeping them going but they are getting worse. She added that with Technology, this has been a rough week. With Illuminate, Synergy, Schoology and Project Lead The Way and lots to prepare for there was no way she would be able to prioritize that and get ready for 2<sup>nd</sup> semester. She had Project Lead The Way kids and all kinds of things going on and so she wished to thank her site math coach, assistant principal, union president and Dr. Stark for changing the deadline date and now she can teach, which is what she loves.

## **CONSENT ITEMS**

0.43

Trustee Anderson motioned, Trustee Peña seconded and the motion carried 5-0 to approve the Consent items.

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

## **Human Resources**

Personnel Report

Accepted Personnel Report 17-10, as submitted. The report includes

17-10  
2.43

details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon

allocation of funding in the 2017-18 State Budget Act and related legislation.

### **Educational Services**

Consultant and Contract Services  
3.43

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 Trips  
3.43

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 17-10  
4.43

Approved Purchase Order Report 17-10 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of December 2017  
4.43

Approved warrants for all funds through December with a total of \$14,727,014.95.

### **ACTION ITEMS**

#### **General Services**

Resolution 17-25: Full and Fair Funding of California's Public Schools  
1.44

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Adopt Resolution 17-25, Full and Fair Funding of California's Public Schools urging the State Legislature to fund California's public schools at the national average or higher by the year 2020, and at a level equal to or above the average of the top 10 states by 2025.

#### **Educational Services**

Memorandum of Understanding with Ambassadors of Compassion  
3.45

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with Ambassadors of Compassion to provide high school aged youth the opportunity to examine and experience life-ready principals through small group discussions and community based projects.

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

Workforce Investment Act Grant Award  
3.46

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to accept the Workforce Investment Act, Title II: Adult Education and Family Act Grant Award for the 2017-18 school year.

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

Regional Articulation Agreement for CTE Introduction to Engineering and Design (PLTW) Course  
3.47

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to authorize the Credit by Examination Regional Articulation Agreement for Introduction to Engineering Design (PLTW) with select community colleges.

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

## **Business Services**

2016-2017 Annual Audit  
4.48

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to accept the District's annual audit report for the 2016-2017 school year submitted under separate cover.

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

Notices of Completion – Field  
Service Contracts  
4.49

Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to accept as completed the Field Service Contract for a new roof on the 700 Building, gym, and girls' locker room at Paramount High School; window installation Phase II and Phase III at PHS-West Campus; electrical services at Roosevelt; carpet installation at Roosevelt; 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 determination that no liens are outstanding.

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

2017-18 Budget Adjustments  
as of December 31, 2017  
4.50

Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the 2017-18 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Deferred Maintenance Fund, and Measure I Fund.

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

Reissuance of Warrant After  
Expiration of the Valid Period  
4.51

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the reissuance of the warrant after expiration of the valid period.

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

## **INFORMATION ITEMS**

Revised Administrative  
Regulation 5141.42 – Suicide  
Prevention

The Board received as information proposed revised Administrative Regulation 5141.52 – Suicide Prevention reflecting current law.

## **Business Services**

Monthly Financial  
Statements, December 2017

The Board received as information in J-200 format a Financial Statement for each fund for the months of July to December 2017.

Monthly Financial  
Statements, December 2017  
– Special Education

The Board received as information in J-200 format a Financial Statement for Special Education for the months of July to December 2017.

Monthly Financial  
Statements, December 2017  
– Self-Insurance Fund –  
Health and Welfare

The Board received as information in J-200 format a Financial Statement for the Self-Insurance Fund – Health and Welfare for the months of July to December 2017.

Average Daily Attendance  
Summary Report Through  
December 1, 2017, and the  
Fourth Monthly School  
Enrollment Report

The Board received as information monthly school attendance reports for 2017-18.



Affordable Care Act  
Compliance Agreement with  
Worxtime HR

The Board received as information an update on the Option to Approve  
an Affordable Care Act Service Agreement.

**ANNOUNCEMENTS**

President Hansen reported that the next Regular Meeting would be  
Monday, February 5, 2018 at 6:00 p.m. – Boardroom of the District  
Office.

Staff Employee Comments  
Per Government Code 54957

There were no staff/employee comments.

**CLOSED SESSION**

The Board adjourned to Closed Session at 7:45 p.m. to discuss,  
Conference with Labor Negotiator, Public Employee Appointment,  
Public Employee Performance/Evaluation (Superintendent) and  
Student Discipline.

**OPEN SESSION**

The Board reconvened to Regular Session at 10:32 p.m. President  
Hansen reported that they discussed Conference with Legal Counsel-  
Anticipated Litigation, Conference with Labor Negotiator, Public  
Employee Performance/Evaluation and Public Employee  
Discipline/Dismissal/Release.

There was no action taken in Closed Session.

**Human Resources**

Public Employee  
Appointment  
2.52

Trustee Anderson moved, Trustee Peña seconded, and the motion  
carried 5-0 to approve the appointment of Rebecca Perez as Dean of  
Students effective as soon as mutually agreeable.

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

**Educational Services**

Student Discipline  
Student A-1  
3.53

Trustee Garcia moved, Trustee Cuellar seconded, and the motion  
carried 5-0 to readmit student A-1 to Paramount Unified School District  
and attend Paramount High School.

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

**ADJOURNMENT**

Trustee Anderson moved, Trustee Cuellar seconded, and the motion  
carried 5-0 to adjourn the Regular Meeting of the Board of Education  
held on January 22, 2018 at 10:34 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:** February 5, 2018  
**SUBJECT:** Personnel Report 17-11

## **BACKGROUND INFORMATION:**

Following is Personnel Report 17-11, 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 17-11 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 2017-18 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 17-11  
FEBRUARY 5, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
*Arroyo, Janeth	Teacher Temporary	Paramount Park		<b><u>ANNUAL</u></b> \$52,720 Special Education	01-22-18	
*Gonzalez, Rodolfo	Substitute Teacher on-call, as needed	District		<b><u>DAILY</u></b> \$150 General Fund	01-18-18	
*Leonard, Breeanna					01-16-18	
*Morales, Esmeralda L.					01-16-18	
*Shahid, Maria					10-04-17	
<b><u>ADDITIONAL ASSIGNMENTS</u></b>						
*Leal, Claudia	After School Math & Language Arts Intervention/Tutoring NTE 30 hrs. each	Gaines		<b><u>HOURLY</u></b> \$38.00 Title I	01-08-18	06-07-18
*Varela, Fanny						
*Fuller, Eric	Proctors for PSAT NTE 9 hrs.	Zamboni		\$38.00 LCAP**	12-12-17	
*Hall, Shannon						
*Hicks, Robyn						
*Hodges, Brian						
*Lopez, Linda						
*Martinez, Desiree						
*Nandino, Yvonne						
*Rosales, Kimberly						
*Tropiano, Jeanine						
<b><u>PER DIEM</u></b>						
*Ramirez, Sheryl	Behavior Intervention Support NTE 20 days	Paramount High-West		<b><u>PER DIEM</u></b> \$502.84 LCAP	01-08-18	03-30-18

\*Ratification

\*\*Local Control Accountability Plan

**PERSONNEL REPORT 17-11  
FEBRUARY 5, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u><b>LEAVE WITH PAY</b></u> Elizondo, Maggie	Psychologist	Special Education	Parental Leave	01-08-18	03-30-18

**PERSONNEL REPORT 17-11  
FEBRUARY 5, 2018  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
*Mejia, Ashira	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Paramount Park	112-I	<b><u>Monthly</u></b> 37.5% of \$2,682 Special Education	01-22-18	
<b><u>Short Term</u></b>						
*Martinez, Sarai	Instructional Assistant – SE/SH NTE 3 hrs. per day	Alondra	115-I	<b><u>Hourly</u></b> \$16.67 Special Education	01-24-18	06-07-18
*Vizcarra, Daniel	Instructional Assistant – SH/SH NTE 8 hrs. per day	Alondra	115-I	\$16.67 EIA-LEP**	12-18-17	12-19-17
*Gonzalez, Gabriela *White, Valencia	Instructional Assistant – Sp. Ed. NTE 8 hrs. per day each	Jackson	112-I	\$15.47 EIA-LEP	12-18-17	12-19-17
*Ochoa, Jose	Instructional Assistant – SP. Ed. NTE 3 hrs. per day	Mokler	112-I	\$15.47 Special Education	01-17-18	06-07-18
*Duncan, Elizabeth *Velazquez, Daisy	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Zamboni	112-I	\$15.47 Special Education	01-16-18	06-07-18
<b><u>Student Worker</u></b>						
*Alvarez, Eric *Avina, Sergio *Bradford, Pablo *Cobain, Matthew *Covarrubias, Janette *Fierro-Torres, Jose *Flores, Jose *Garcia, Jacqueline *Garcia, Kevin *Garcia Mendez, Julisa *Gomez, Stephanie *Leon, Nathan *Maye, Nailah	Student Worker NTE 5.5 hrs. per day each	Adult Transition		<b><u>Hourly</u></b> \$11.00 WorkAbility	01-08-18	06-30-18

\* Ratification

\*\* Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 17-11  
FEBRUARY 5, 2018  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Student Worker</u></b> <b><u>continued</u></b>						
*Monroy, Manuel *Morales, Francisco *Oropeza, Leslie *Perez, Alejandro *Rivas Cordova, Jessie *Salazar, Jennifer *Sanchez Guevara, Carlos *Turner, Allen *Yepez, Esperanza	Student Worker NTE 5.5 hrs. per day each	Adult Transition		<b><u>Hourly</u></b> \$11.00 WorkAbility	01-08-18	06-30-18
<b><u>ADDITIONAL ASSIGNMENT</u></b> <b><u>Short Term</u></b>						
*Hernandez, Melyssa	Instructional Assistant SE/SH NTE 3 hrs. per day	Wirtz	115-I	<b><u>Hourly</u></b> \$16.67 Special Education	01-22-18	06-07-18
<b><u>TEMPORARY ATHLETIC TEAM COACH</u></b>						
*Castaneda, David	Head Coach Boys' Freshman Basketball	Paramount High-Senior		<b><u>Stipend</u></b> \$2,264 General Fund	11-20-17	02-23-18
*Chavez, Carissa	Head Coach Girls' Junior Varsity Wrestling	Paramount High-Senior		\$2,264 General Fund	11-20-17	02-23-18
*Dominguez, Diana	Head Coach Girls' Junior Varsity Water Polo	Paramount High-Senior		\$2,264 General Fund	11-20-17	02-23-18
*Jimenez, Manuel	Head Coach Girls' Varsity Soccer	Paramount High-Senior		\$3,156 General Fund	11-20-17	02-23-18
*Martinez, Javier	Head Coach Girls' Varsity Wrestling	Paramount High-Senior		\$3,156 General Fund	11-20-17	02-23-18
* Ratification						

**PERSONNEL REPORT 17-11  
FEBRUARY 5, 2018  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE</u></b> Marshall, Troy	Director of Technology & Information Systems	Technology	Medical	01-12-18	12-23-18
<b><u>RESIGNATION</u></b> Sprewell, Jerry	Campus Security	Operations	Personal	01-22-18	
Hernandez, Michelle	Instructional Assistant – SE/SH	Special Education	Personal	01-22-18	
Perez, Daisy	Instructional Assistant – Sp. Ed.	Special Education	Personal	01-25-18	
Romo Munoz, Oscar	Instructional Assistant – Sp. Ed.	Special Education	Personal	01-08-18	
Rangel, Bianca	Instructional Assistant – Sp. Ed.	Jackson	Personal	01-12-18	
Pasa, Eudora	Instructional Assistant – Sp. Ed.	Mokler	Personal	01-18-18	
<b><u>TERMINATION</u></b> Diaz, Joanna	Instructional Assistant – SE/SH	Los Cerritos	End of Assignment	01-16-18	
<b><u>EARLY RETIREMENT</u></b> Marshall, Troy	Director of Technology & Information Systems	Technology	Early Retirement	12-24-18	
<b><u>RETIREMENT</u></b> Garcia, Dolores	Nutrition Services Worker	Jefferson	Retirement	01-31-18	



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**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	The Kids Theatre Company  PC17-18109	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: Theresa Diaz	February 7, 2018 through April 13, 2018	Not to exceed \$12,000 paid from Title I 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 this District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

**CONSENT ITEM: 3.1-C**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**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	San Gabriel Mountains, CA	Paramount High School Green Club students will travel to the San Gabriel Mountains to study the native flora and fauna and learn about environmental and ecological issues.  40 students and 4 chaperones	Paramount High School  Requested by: Mike Ono	March 9-11, 2018	No cost to students. The Sierra Club provides tents, sleeping bags and food

**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 this District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

**CONSENT ITEM: 3.2-C**

Itinerary for Paramount High School Green Club  
Harwood Lodge, San Gabriel Mountains  
March 9-11, 2018

**Friday, March 9, 2018**

- 3:00 p.m. Leave Paramount High School
- 5:00 p.m. Arrival and equipment setup
- 6:00 p.m. Dinner
- 7:30 p.m. Green Club planning
- 8:30 p.m. Night hike
- 10:00 p.m. Lights out

**Saturday, March 10, 2018**

- 7:00 a.m. Breakfast
- 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

**Sunday, March 11, 2018**

- 8:30 a.m. Breakfast
- 9:30 a.m. Hike
- 12:30 p.m. Pack equipment
- 1:00 p.m. Depart Harwood Lodge
- 3:00 p.m. Arrive at Paramount High School

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Professional Activities Report 17-05

## **BACKGROUND INFORMATION:**

Keith Nuthall, Principal, Odyssey STEM Academy and Becky Perez, Dean of Students, Odyssey STEM Academy are invited to participate in the Big Picture Learning Affinity Leadership Program. The program develops leadership skills and dispositions required to lead innovative schools through the lens of Big Picture Learning core principles and distinguishers. The inaugural annual convening will take place in Providence, Rhode Island from Monday, February 19 through Friday, February 23, 2018. After the convening, coaching will take place in face-to-face and virtual settings by Big Picture Learning Co-Founder, Elliot Washor. Big Picture Learning will cover the cost of participation.

The Principal and Dean of Students of Odyssey STEM Academy request to attend this out-of-state conference. This is an out-of-state conference that requires Board approval.

## **POLICY/ISSUE:**

Board Policy 4231.1 – Conferences  
Board Policy 4233 – Travel; Reimbursement

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the out-of-state conference request for the Principal and Dean of Students from Odyssey STEM Academy to attend the Big Picture Learning Affinity Leadership Program that will take place in Providence, Rhode Island from Monday, February 19 through Friday, February 23, 2018.

## **PREPARED BY:**

Ryan Smith, Assistant Superintendent-Secondary Educational Services

## **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.

**CONSENT ITEM: 3.3-C**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**SUBJECT:** Purchase Order Report 17-11

## **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.

### **2017/2018**

1. Ratified Orders - Adult Education	\$ 3,160.45
2. Authorized Orders – Building Fund Measure I	2,122,775.74
3. Ratified Orders – Building Fund Measure I	1,800.00
4. Authorized Orders – Deferred Maintenance	36,019.47
5. Authorized Orders – General Fund	41,823.64
6. Ratified Orders – General Fund	27,285.91
7. Authorized Orders – LCAP	198,458.75
8. Ratified Orders – LCAP	2,485.65
9. Authorized Orders- Student Nutrition Services	5,935.87
	Subtotal \$ 2,439,745.48
10. Ratified Orders (Under \$1,500)	8,898.26
<b>TOTAL OF ALL ORDERS</b>	<b>\$ <u>2,448,643.74</u></b>

## **POLICY/ISSUE:**

Board Policy 3300 - Expenditures and Purchases

Board Policy and Administrative Regulation 3320 - Purchasing Procedures

## **FISCAL IMPACT:**

As indicated above

**CONSENT ITEM: 4.1-C**

**STAFF RECOMMENDATION:**

Approve Purchase Order Report 17-11 authorizing the purchase of supplies, equipment, and services for the District.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

**Paramount Unified School District**

2017/2018

**Purchase Orders To Be Ratified and Authorized**

**February 05, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
18-00932	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School West	Annual: online ordering (increase purchase order from \$4,370 to \$8,750)	\$4,380.00
18-01184	KIS COMPUTER CENTER	Buena Vista High School	Notebook computers (25) & accessories (increase purchase order from \$19,217 to \$21,598)	\$2,381.63
18-01602	KIS COMPUTER CENTER	Paramount Park Middle School	Notebook computers (32) (increase purchase order from \$28,172 to \$30,204)	\$2,032.32
18-01810	AUDITORY INSTRUMENTS	Special Education	Assistive listening system	\$2,502.04
18-01811	JONES SCHOOL SUPPLY	Zamboni Middle School	Student incentives	\$1,904.71
18-01813	ETS - EDUCATIONAL TESTING SERVICE	Ed Services - K-8	Pre ID labels (4500)	\$1,710.00
18-01816	CULVER-NEWLIN INCORPORATED	Buena Vista High School	CTE: student chairs (18) & stools (10) (Bid#34-14-1)	\$3,903.02
18-01817	CULVER-NEWLIN INCORPORATED	Paramount High School West	CTE: student chairs (72) (Bid#34-14-1)	\$7,079.83 *
18-01818	CULVER-NEWLIN INCORPORATED	Paramount High School	CTE: student chairs (72) (Bid#34-14-1)	\$7,079.83 *
18-01819	MCDOWELL-CRAIG	Paramount High School	CTE: student desks (30) & tables (21) (Bid#2017/18-IFA)	\$14,271.03 *
18-01820	MCDOWELL-CRAIG	Paramount High School West	CTE: student desks (36) & tables (18) (Bid#2017/18-IFA)	\$13,392.95 *
18-01821	MOBY MAX	Los Cerritos Elementary School	School curriculum software license for personalized learning	\$2,995.00
18-01826	ALBERTSON'S MARKET	Paramount High School	Annual: meeting supplies	\$2,737.50
18-01842	KIS COMPUTER CENTER	Special Education	Notebook computers (3)	\$2,739.69
<b>010 - General Fund - LCAP</b>				
18-01366	KIS COMPUTER CENTER	Paramount High School	LCD projectors (10) (increase purchase order from \$6,964 to \$9,449)	\$2,485.65
18-01848	COSTCO WHOLESALE	Paramount High School	Student incentives (225)	\$8,097.75 *
18-01860	FC & SONS ROOFING INC.	Operations	Lincoln: replace roof, Mokler: replace roof/gutters	\$190,361.00 *
<b>110 - Adult Education Fund</b>				
18-01834	STERICYCLE, INC.	Adult Education	Training & medical supplies disposal fees	\$3,160.45
<b>130 - Cafeteria Fund</b>				
18-00021	CHEFS' TOYS	Nutrition Services	Annual: kitchen supplies (increase purchase order from \$30,000 to \$35,935)	\$5,935.87 *
<b>140 - Deferred Maintenance Fund</b>				
18-01854	CAL-LIFT	Operations	Replace forklift	\$36,019.47 *

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

**Paramount Unified School District**

2017/2018

**Purchase Orders To Be Ratified and Authorized**

**February 05, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>211 - Building Fund - Measure I</b>				
18-01814	WEST CO.	Roosevelt Elementary School	Electrical services (Bid #3-17-18)	\$116,200.00 *
18-01837	SOUTH BAY HEATING & AIR CONDITIONING INC	Wirtz Elementary School	Modify HVAC ductwork	\$1,800.00
18-01841	ABEL PLUMBING	Adult Education	Transition Program adaptive living classroom: plumbing	\$5,380.00 *
18-01850	FLOOR TECH	Lincoln Elementary School	Classroom renovation (7) - install of carpet	\$13,944.78 *
18-01851	WEST CO.	Odyssey STEM Academy	Install campus exterior lighting	\$19,941.00 *
18-01855	LUCKY'S GLASS, LLC	Odyssey STEM Academy	Replacement window glass units (66) & supplies	\$39,948.30 *
18-01856	MEAR CONSTRUCTION	Roosevelt Elementary School	Exterior painting - 16 rooms (Bid #2-17-18)	\$40,200.00 *
18-01857	REM CUSTOM BUILDERS INC.	Paramount High School West	Replace windows - rooms 30-34, 2 story, cafe, PE complex (Bid#2-16-17)	\$93,946.05 *
18-01858	FUTURE DESIGN COMMUNICATIONS	Odyssey STEM Academy	Replace & modify network cabling (CMAS contract # 3-15-70-2140D)	\$129,796.80 *
18-01861	VIRCO INC	Odyssey STEM Academy	Classroom furniture: chairs (532), tables (270), storage cabinets (6), and lateral file cabinets (24)	\$215,629.31 *
18-01862	SOUTH BAY HEATING & AIR CONDITIONING INC	Paramount High School West	Replace HVAC units (25) (Bid #1-13-14)	\$255,100.00 *
18-01863	WLC ARCHITECTS, INC.	Business Services	Architect fees	\$1,110,062.50 *
18-01866	MEAR CONSTRUCTION	Paramount High School West	Paint exterior fence	\$13,250.00 *
18-01868	REM CUSTOM BUILDERS INC.	Community Day School	Transition Program adaptive living classroom: classroom remodel	\$69,377.00 *

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



**Paramount Unified School District**

2017/2018

**Purchase Orders To Be Ratified and Authorized**

**February 05, 2018**

**PURCHASE ORDER SUMMARY BY FUND**

57 Purchase orders for a total of **\$2,448,643.74**

<b>010 - General Fund</b>	To Be Authorized	\$41,823.64
	To Be Ratified Over \$1,500	\$27,285.91
	To Be Ratified Under \$1,500	\$8,426.67
	<b>Fund Total</b>	<b>\$77,536.22</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$198,458.75
	To Be Ratified Over \$1,500	\$2,485.65
	To Be Ratified Under \$1,500	\$471.59
	<b>Fund Total</b>	<b>\$201,415.99</b>
<b>110 - Adult Education Fund</b>	To Be Ratified Over \$1,500	\$3,160.45
	<b>Fund Total</b>	<b>\$3,160.45</b>
<b>130 - Cafeteria Fund</b>	To Be Authorized	\$5,935.87
	<b>Fund Total</b>	<b>\$5,935.87</b>
<b>140 - Deferred Maintenance Fund</b>	To Be Authorized	\$36,019.47
	<b>Fund Total</b>	<b>\$36,019.47</b>
<b>211 - Building Fund - Measure I</b>	To Be Authorized	\$2,122,775.74
	To Be Ratified Over \$1,500	\$1,800.00
	<b>Fund Total</b>	<b>\$2,124,575.74</b>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**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 of \$113.00 from Box Tops for Education. This donation will be designated for the students of Hollydale School to supplement library materials and resources.

For the current 2017-18 fiscal year through February 5, 2018, the District has received an estimated total, which includes the above amounts, of \$52,567.38 in gifts, grants, and bequests.

**POLICY/ISSUE:**

Board Policy 3280 – Gifts, Grants, and Bequests

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**DISTRICT PRIORITY 9:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent - Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** WorkAbility I Grant Funds

**BACKGROUND INFORMATION:**

The District received notice of continued WorkAbility I Grant funds for the 2017-18 school year. This grant provides job development, job coaching and subsidized employment for Special Education students at the high school and transition levels. Employment for students is at District sites and local businesses. In addition, the grant provides career awareness activities, materials and pre-vocational training and experiences for students in Special Day Classes in grades 6-8.

**POLICY/ISSUE:**

Board Policy 3230 – Categorical Funds

**FISCAL IMPACT:**

Income of \$121,458 to restricted funds

**STAFF RECOMMENDATION:**

Accept continued funding of the WorkAbility I Grant for 2017-18 school year to provide supervision of Special Education students' on-the-job training, subsidized wages for high school and transition students and career awareness activities for middle school students.

**PREPARED BY:**

David Daley, Director – Special Education

**DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.1-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Nonpublic School Placement for Special Education Students for 2017-18

## **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. The District contracts on an as needed basis for services based on needs identified in the Individual Education Plan (IEP) process.

A middle school student (2012001018) with an eligibility of emotional disturbance was unsuccessful in a NPS placement. The IEP team recommends placement at Rossier Park Elementary School with designated instructional services (DIS) counseling and a 1:1 aide as the least restrictive environment for the 2017-18 school year. The estimated cost not to exceed \$41,000.

An elementary school student (2016002286) with an eligibility of other health impairment currently attends Olive Crest Academy. The IEP team recommends behavior intervention development and behavior intervention implementation services. The estimated cost not to exceed \$8,000.

A middle school student (2009003756) with an eligibility of intellectual disability transferred into the District with NPS placement. The IEP team recommends placement at Olive Crest Academy with DIS counseling and a 1:1 aide as the least restrictive environment for the 2017-18 school year. The estimated cost not to exceed \$39,500.

A middle school student (2011000302) with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends behavior intervention development and behavior intervention implementation services. The estimated cost not to exceed \$9,400.

## **POLICY/ISSUE:**

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

**ACTION ITEM: 3.2-A**

**FISCAL IMPACT:**

Estimated cost not to exceed \$41,000 from previously allocated funds, \$19,000 from special education funds and \$37,900 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 2017-18 school year.

**PREPARED BY:**

David Daley, 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:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Education Associates Agreement

## **BACKGROUND INFORMATION:**

At the October 23, 2017 meeting, the Board of Education approved an agreement with Dr. Rosemary Staley, Executive Director of Education Associates. Dr. Staley worked closely with Odyssey STEM Academy principal Keith Nuthall and the design team to develop the school's graduate profile, design principles, learner competencies, and key learning outcomes.

We will be bringing a new agreement for the Board's consideration at the February 5 meeting. This agreement will cover a scope of work that includes the development of new English Language Arts courses and related assessments that align with the school's competencies and key learning outcomes, as well as professional development and coaching for Odyssey teachers and staff on literacy pedagogy. Dr. Staley's work in these areas will commence in the spring semester of 2018 and conclude in the spring of 2019.

## **POLICY/ISSUE:**

Board Policy – 4126 Consultants

## **FISCAL IMPACT:**

\$35,600 – LCAP Funds

## **STAFF RECOMMENDATION:**

Approve the agreement with Education Associates to provide support and guidance to the Odyssey STEM Academy's formal design team.

## **PREPARED BY:**

Ryan Smith, Assistant Superintendent-Secondary Educational Services

## **DISTRICT PRIORITY1:**

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

**ACTION ITEM: 3.3-A**

**Proposal for Contract  
Curriculum Design and Development  
Professional Development  
Odyssey STEM Academy, Paramount Unified School District  
February 15, 2018—June 30, 2019**

**Education Associates Inc.**  
18670 Polvera Drive  
San Diego, CA 92128

Finalize Graduate Profile Tools, in progress, based on teacher and other stakeholder revisions

**Curriculum Development**

Collaborate with teachers to co-write English Language Arts Courses, including formative assessments, with a focus on increasing teacher capacity to develop future curriculum and assessments (6 days)

Collaborate with teachers to co-write scholar literacy workshop series modules aligned to Odyssey design challenges (6 days)

**Professional Development**

Two-Day Workshop, possibly summer or early in school year—research on elements of adolescent literacy instruction, teaching literacy skills and strategies with Odyssey design challenges (2 days)

**Follow-Up Professional Development**

To include—in-class observations, coaching and/or demonstration lessons and debriefs, analysis of student work and planning sessions based on student work (8 days)

Sixteen to twenty one-hour virtual support sessions, focused on teacher-identified needs/questions (2 days)

Total Days 24

22 x \$1500 a day (includes all travel costs) Some of the curriculum writing days may end up being non-travel days, in which case they would be invoiced at \$1300 a day  
2 x \$1300 a day (no travel)

\$33,000--travel

\$2,600—virtual

Total Cost \$35,600

Specific timeline and dates will be determined with district. The goal of all professional development is to build capacity of Odyssey staff in developing, facilitating, and assessing strong literacy instruction for all students.

\_\_\_\_\_ Date \_\_\_\_\_  
Ruben Frutos  
Assistant Superintendent-  
Business Services  
Paramount Unified School District

\_\_\_\_\_ Date: \_\_\_\_\_  
Ed. Associates Inc.-  
Representative



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Big Picture Learning Agreement

## **BACKGROUND INFORMATION:**

With over 20-years in high school design, Big Picture Learning (BPL) is a national leader in creating student-centered learning environments with an emphasis on workplace learning opportunities, curriculum, and resources. Paramount Unified School District Board of Trustee, Alicia Anderson, visited a Big Picture School, MetWest, last September along with Dr. Smith and Mr. Nuthall. During this visit, they met with students, staff, internship mentors, and national BPL leadership. We believe that a partnership with BPL will place the Paramount Unified School District and Odyssey STEM Academy at the epicenter of important high school renewal efforts that are taking place across the country.

This agreement will provide Odyssey STEM Academy with needed expertise, technical assistance, teacher professional development, and principal coaching by Dr. Elliot Washor, BPL's co-founder. BPL's national partners such as Walton Family Foundation and others will underwrite a significant portion of the services to Paramount Unified. An emphasis will be on developing the capacity of school and district staff to develop project-based learning experiences integrated with an extensive internship program for all students. BPL, a national leader in student school connectedness, will also support the development of a meaningful student advisory program that acts to school staff, to students, and their family. ImBlaze, BPL's web-based internship mentor recruitment portal, will ensure that all Odyssey students serve meaningful internships. The Big Picture Learning professional learning platform will connect Paramount Unified and Odyssey STEM Academy to a national network of resources and educators who think deeply about how best to educate our young people leading to its long-term sustainability.

If approved, the term of this initial agreement will run through the end of July, 2018. We are working closely with Big Picture Learning to develop a long-term agreement that will extend the partnership beyond that date; we would like to bring this agreement to the Board in June.

## **POLICY/ISSUE:**

Board Policy – 4126 Consultants

## **FISCAL IMPACT:**

\$85,000.00 – from LCAP funds

**ACTION ITEM: 3.4-A**

**STAFF RECOMMENDATION:**

Approve the agreement with Big Picture Learning to provide technical assistance for Odyssey STEM Academy and Paramount Unified School District.

**PREPARED BY:**

Ryan Smith, Assistant Superintendent-Secondary Educational Services

**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.



CONTRACT WITH *Paramount School District*  
TO PROVIDE TECHNICAL ASSISTANCE AND SUPPORT IN THE  
DEVELOPMENT OF INNOVATIVE BIG PICTURE INSPIRED SCHOOLS

JANUARY 1, 2018

*Paramount School District* intends to open schools based on the Big Picture Learning (BPL) school design, with openings beginning in the Fall of 2018. This 6-month contract describes services to be provided, the timetable for the specified work, and their associated costs for the period **February 1, 2018 – July 31, 2018**.

**I. BIG PICTURE LEARNING – OVERVIEW OF MODIFIED SERVICES**

**School, Program, and Curriculum Designs.** BPL will provide assistance in creating school, program, and curriculum designs, including adaptations of the BPL organizational structures (e.g., rooms and spaces, school calendar and schedules, and staffing), school budget development, program development (e.g., daily schedule, organization of advisories, integration of LTI – Learning through Internship), curriculum development (e.g., standards alignment, instructional strategies, and assessment), and setup of professional development (LBP) and internship management platforms (ImBlaze).

**Parent, Business, and Community Engagement Programs.** BPL will assist Paramount Unified School District in developing descriptive materials and presentations regarding the proposed new BPL school. These materials and presentations will be customized to specific audiences.

**Staff Selection.** BPL will assist in developing position descriptions, recruitment activities, and selection criteria and processes.

**II. SERVICE LEVEL AGREEMENT & COSTS**

All services listed below, to be delivered to Paramount School District according to the timelines indicated.

\$85,000	Planning Period (February 1, 2018 – July 31, 2018)
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\$40,000	<ul style="list-style-type: none"> <li>• 20 days of principal and teacher coaching (on-site, video, email, phone), including training, education &amp; support. <i>(February 2018 – July 2018)</i></li> </ul>
\$5,000	<ul style="list-style-type: none"> <li>• Design training and implementation materials, including facilities for school year <i>(to be delivered no later than May, 2018)</i></li> </ul>
Included	<ul style="list-style-type: none"> <li>• Bi-Monthly BPL Network newsletter and monthly network support and engagement.</li> </ul>
\$6,500	<ul style="list-style-type: none"> <li>• Weekly principal coaching call. <i>(February 2018 – July 2018)</i></li> </ul>
\$1,000	<ul style="list-style-type: none"> <li>• Learning Big Picture Platform Set up and Training <i>(February 2018 through April 2018)</i></li> </ul>
\$4,000	<ul style="list-style-type: none"> <li>• ImBlaze Internship Management System Setup and Training <i>(February 2018 – April 2018)</i></li> </ul>
\$7,500	<ul style="list-style-type: none"> <li>• School visit to one BPL school on the west coast for two people. Includes travel, lodging, and site visit fee. <i>(specific dates to be agreed upon by Paramount programmatic lead and BPL design coach)</i></li> </ul>
\$21,000	<p>2018 Big Bang Conference (up to 10 participants), includes registration, leave to learn sessions, conference meals and hotel (travel &amp; other meals excluded)</p>

### III. PAYMENT SCHEDULE

At Execution	\$21,000
February 15, 2017	\$21,000
April 15, 2018	\$21,000
June 15, 2018	\$22,000
<i>Total Payments</i>	<i>\$85,000</i>



**IV. CONTACTS**

**For Big Picture Learning:**

Brenda Rodriguez  
Chief Financial Officer  
Big Picture Learning  
325 Public Street  
Providence, RI 02905  
Direct Line: (617) 617-717-8686  
brenda@bigpicturelearning.org

**For Invoice Inquiries:**

Pam Genovesi Macdonald  
Big Picture Learning  
325 Public Street  
Providence, RI 02905  
Office: 401-743-3795  
pgmacdonald@bigpicturelearning.org

**For the District:**

**Coordinator of Contract**

Name: Ruben Frutos  
Title: Assistant Superintendent -  
Business Services  
Email: rfrutos@paramount.k12.ca.us  
Phone: 562-602-6025

**Business Office/Invoices**

Name  
Title  
Email  
Phone 562-602-6021

**V. OTHER TERMS**

This Agreement constitutes the entire agreement of the parties with regard to the subject matter hereof, and replaces and supersedes all other agreements or understandings, whether written or oral. No amendment or extension of the Agreement shall be binding unless in writing and signed by both parties.

**VI. TERMINATION OF AGREEMENT**

Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. Upon Termination, Paramount School District is responsible for prompt payment to Big Picture Learning for all services rendered and for reasonable expenses and non-cancellable commitments incurred in the performance of this Agreement up to and including the date of termination.

\_\_\_\_\_  
SCHOOL/DISTRICT REPRESENTATIVE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brenda Rodriguez  
Chief Financial Officer

\_\_\_\_\_  
Date

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Waiver of Physical Education Requirement for Graduation

## **BACKGROUND INFORMATION:**

Paramount High School student (2005001418) will have completed all required courses and credits at the time of graduation except physical education (PE). The student is unable to participate in PE due to a medical condition that restricts mobility and has submitted documentation from an attending physician. Based on this medical need, the student is requesting a waiver from the physical education graduation requirement. The student is expected to graduate June, 2018.

## **POLICY/ISSUE:**

Education Code 51225.3 – Requirement for Graduation  
51241 – Temporary or Permanent Exemption from Physical Education  
56101 – Waiver  
Board Policy 6146.41 – Delay or Waiver of Physical Education Requirement for Medical Reasons

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the waiver from physical education requirement for the high school student due to a medical condition.

## **PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

## **DISTRICT PRIORITY 1:**

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

**ACTION ITEM: 3.5-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** Memorandum of Understanding with Compton College for American Sign Language course

## **BACKGROUND INFORMATION:**

Compton College will offer a college course in American Sign Language at Paramount High School in Spring, 2018. This beginning course, taught within the context of deaf culture, introduces students to signing and comprehending elementary American Sign Language (ASL). Through a visual-gestural approach and multimedia activities, students develop basic vocabulary and grammar that deal with everyday topics.

Students who participate will receive both high school and college credit. Classes are held after school twice a week February, 2018 through June, 2018. This course will be offered to students in 11<sup>th</sup> and 12<sup>th</sup> grade. With this memorandum of understanding, students can earn up to four units of college credit before they graduate high school. This course is CSU and UC transferrable and is comparable to two years of high school sign language.

Course	School	Projected Enrollment	Grade	Textbook	Year	Publisher
Sign Language/ Interpreter Training 111	Paramount High School	25	11-12	Signing Naturally, Units 1-6	2008	Dawn Sign Press

## **POLICY/ISSUE:**

Board Policy 3322 - Contracts

## **FISCAL IMPACT:**

\$2,763 from LCAP funds

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with Compton College to provide after school instruction for selected students as well as the purchase of textbooks for the Sign Language/Interpreter Training 111 course at Paramount High School for the 2017-18 school year.

## **PREPARED BY:**

Greg Francois, Director –Secondary Education and Instructional Technology

**ACTION ITEM: 3.6-A**

**DISTRICT PRIORITY 1:**

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





# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent–Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** New CTE Course: Computer Science Essentials – Project Lead The Way (PLTW)

## **BACKGROUND INFORMATION:**

Computer Science Essentials – Project Lead The Way is a year-long course that introduces students to coding fundamentals through an approachable, block-based programming language where they will have early success in creating usable apps. As students sharpen their computational thinking skills, they will transition to programming environments that reinforce coding fundamentals by displaying block programming and text based programming side-by-side. Finally, students will learn the power of text-based programming as they are introduced to the Python® programming language. The course engages students in computational thinking practices and collaboration strategies, as well as industry standard tools authentic to how computer science professionals work. Students will learn about professional opportunities in computer science and how computing can be an integral part of all careers today.

The following is a list of the units of study in the course.

- Unit 1 Creative Computing: Building with Blocks
- Unit 2 Computing and Society: Transitions to Text
- Unit 3 Web Development: Solving with Syntax
- Unit 4 Computing with a Purpose

This Career Technical Education (CTE) course will be offered to students in grade 9 at Paramount High School West Campus in 2018-19. Once approved, this course will be submitted for UC A-G approval. Although a textbook is not required for this course, students will access the Project Lead The Way curriculum online. The identified teacher will participate in a week-long residential Project Lead The Way training this summer at a local university.

A copy of the course outline is attached under separate cover.

## **POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development

## **FISCAL IMPACT:**

\$95,000 from CTE Incentive Grant and LCAP funds

**ACTION ITEM: 3.7-A**

**STAFF RECOMMENDATION:**

Approve the adoption of the CTE Computer Science Essentials Project Lead The Way course, professional development costs, site registration fees, curriculum access and related materials/equipment for the 2018-19 school year.

**PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

**DISTRICT PRIORITY 1:**

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

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** February 5, 2018  
**SUBJECT:** School Accountability Report Card

## **BACKGROUND INFORMATION:**

Since November 1988, State law has required all public schools receiving state funding to prepare a School Accountability Report Card (SARC) annually. The purpose of the report card is to provide parents and the community with important information about each public school. The SARC is available to parents via links on the District's and schools' websites to the California Department of Education's SARC Web Application. This application provides an electronic, real-time translation of the information provided on the SARC in over 70 languages. Printed copies are available upon request.

## **POLICY/ISSUE:**

Education Code 435256 – School Accountability Report Card

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION**

Approve the 2016-17 School Accountability Report Card and make available on the District's and schools' websites.

## **PREPARED BY:**

Margarita Rodriguez, Director – Research, Assessment, and Student Information

## **DISTRICT PRIORITY 7:**

Increase parent and community involvement and collaboration.

**ACTION ITEM: 3.8-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**SUBJECT:** Agreement with Placeworks for Evaluation of Traffic and Parking Conditions

**BACKGROUND INFORMATION:**

Traffic during student drop-off and pick-up at Mokler, Collins, Keppel, Wirtz, and Alondra is congested and in need of improvement in order to increase safety and to relieve traffic jams.

Placeworks will make site visits and collect data for the circulation of each school, including bell schedules, enrollment, bussing, and attendance. They will look at boundaries, review Safe Routes to School programs, and obtain accident data for each school. Placeworks will develop conceptual circulation plans and parking recommendations to improve student drop-off/pick-up, bus loading/unloading, and circulation.

**POLICY/ISSUE:**

Board Policy 3322 – Contracts

**FISCAL IMPACT:**

\$36,852 from Measure I Bond Funds

**STAFF RECOMMENDATION:**

Approve the agreement with Placeworks for the evaluation of and recommendations for traffic and parking conditions at Mokler, Collins, Keppel, Wirtz and Alondra. 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: 4.1-A**



# SERVICE AUTHORIZATION

PROJECT NO.	PAR-08.0	DATE	January 16, 2018
PROJECT NAME	Circulation and Parking Assessments		

**TYPE OF AUTHORIZATION:**

- Fixed Price Project     Time and Materials Project  
 Contract Extension     Meetings Extra to Contract

Reimbursables:     No Charge     Extra to Contract     10% Markup on Subconsultants

**RETAINER:**

\$ 0.00     Yes\*     No

\*All retainers are either applied to the final invoice or refunded at the close of the project.

**BUDGET AMOUNT:**

\$ 36,852     Not to Exceed     Estimated

**AGREEMENT BETWEEN:**

CLIENT	Paramount Unified School District	CONSULTANT	PlaceWorks
STREET ADDRESS	15110 California Avenue	STREET ADDRESS	3 MacArthur Place, Suite 1100
CITY STATE AND ZIP	Paramount, CA 90723	CITY STATE AND ZIP	Santa Ana, CA 92707
CONTACT	Scott Law	CONTACT	Dwayne Mears
Hereinafter referred to as "Client."		Hereinafter referred to as "Consultant."	

This document authorizes the Consultant to execute the following services for the Client as indicated below:

**SCOPE AND DURATION OF SERVICES:**

Refer to scope of work in Exhibit A.

**SCHEDULE:**

Billing will be monthly based upon our standard hourly rates of \$45 to \$350, depending upon the professional's level of expertise.

**GENERAL TERMS OF CONSULTING AGREEMENT:**

These General Terms are a part of this contract. All of the services to be provided are referred to collectively as the "Work." This Proposal expires if the Agreement is not signed within 90 days from the date that the proposal was issued.

**(1) Acceptance and Authorization to Proceed.** When Client signs and returns to Consultant a copy of this Proposal or Service Authorization, an Agreement will be formed authorizing Consultant to proceed with the Work as described.

**(2) Performance by Consultant.** Consultant will use all reasonable efforts to cause the Work to be performed by qualified persons under the supervision of Consultant. Except as provided below, the Work will proceed in accordance with the schedule included in this Agreement.

**(3) Scope of Work.** The scope of services set forth in this Agreement is based on facts known to Consultant at the time Consultant signed the Proposal or Service Authorization, including, if applicable, information supplied by Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the project progresses, facts discovered may indicate that scope must be redefined. Consultant will promptly provide Client with an amendment to this Agreement to recognize the additional information learned and changes in defining the scope and pricing for the Work. Client will have fifteen (15) days after receiving the proposed amendment to sign and return the amendment. If Client fails to sign and return the amendment within that time, Consultant may suspend work until satisfactory arrangements are agreed to in writing by Consultant and Client.

**(4) Coordination with Client.** Consultant and Client shall cooperate in proceeding with the Work under the direction and approval of the Client's Authorized Representative identified above, which representative or an alternate shall be available for Consultant at all reasonable times. Consultant and Client, recognizing that time is of the essence, agree that oral communications and instructions may be necessary. Consultant will, in the interest of the project, comply with such oral instructions. However, Consultant will promptly confirm its receipt of the oral instructions by sending Client a written memorandum by electronic or regular mail. The instructions will be deemed confirmed by the Client if the Consultant does not receive written withdrawal of or changes to the instructions within five (5) days after Consultant sent the confirmation to Client. If the instructions require changes in scope and pricing for the Work, Consultant will provide Client with an amendment for signature. Client will provide Consultant with access to the property which is the subject of the Work, along with all reports and other information which Client has concerning the Work.

**(5) Charges for Work.** Client will be charged for, and Client shall pay for without deduction or offset, the Work performed, in accordance with Consultant's current schedule of charges, billing rates, and expense reimbursement policies. Work will be limited by the amount included in the total of estimated costs stated in the proposal unless an increase is authorized in writing by Client. Although Consultant's schedule of charges and billing rates is subject to periodic review and revision, the current schedule will remain in effect for six months from the date a Proposal or Service Authorization is submitted by Consultant. Changes in the scope of the Work must be made in writing and will be charged for in accordance with this Agreement.

**(6) Unanticipated Delays.** Consultant shall not be liable for time delays or damages resulting from the actions or inactions of government agencies, including but not limited to, permit processings, environmental impact reports, general plans and amendments, and zoning matters. If the Work has not been completed in accordance with the schedule included in this Agreement, through no fault of Consultant, and the parties agree to an extension of the schedule, the fee schedule will be adjusted automatically to Consultant's current posted billing rates. Changes in a Client's Project Manager or changes in government plans, policies, programs, or ordinances may be a basis for Consultant to submit an Amendment to this Agreement addressing the impact of the change.

**(7) Reimbursable Expenses.** All of Consultant's expenses for document copying, FAX, delivery, travel, services, equipment and facilities are charged to Client at Consultant's cost.

**(8) Billing and Payment.** Time is of the essence in payment of invoices. Consultant invoices for Work performed will be issued at the close of each calendar month and upon completion of the Work. Any comments or questions which Client has concerning the contents of an invoice or the Work represented by an invoice must be submitted to Consultant in writing within fifteen (15) days after Client receives the invoice. If no such comments or questions are received by Consultant, the Work represented and the invoice shall be considered correct and accepted by Client. If payment for an invoice is not received by Consultant within forty-five (45) days after the date of the invoice, a reasonable late charge will be applied to all amounts outstanding, commencing thirty (30) days after the date of the invoice and continuing monthly until all amounts have been paid in full.

**(9) Suspension or Termination.** Either party may suspend or terminate the Work at any time upon seven (7) days' written notice to the other party. Client shall pay all amounts due for the Work to the effective date of suspension or termination, plus all costs incurred by Consultant as a result of the termination or suspension.

**(10) Client Files.** When the Work is completed or this Agreement is terminated and Consultant has been paid in full, Consultant will, upon written request of Client, provide Client with all files reports and exhibits prepared by Consultant in performing the Work, except computer programs or data prepared by or for Consultant in connection with the Work. Reuse of any documents or other deliverables, including electronic media, pertaining to the project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables Consultant's written consent, shall be at Client's risk. Client shall indemnify and defend against, and hold harmless from, all claims, losses, liabilities, and expenses asserted against or incurred by Consultant arising out of or connected with any such unauthorized reuse or alteration. Unless instructed otherwise in writing it is Consultant's policy to destroy Clients' files five (5) years after the date of final billing for the Work.

**(11) Limitation of Liability.** Consultant shall be liable to Client only for losses incurred by Client which are directly caused by (a) the acts or omissions of Consultant, in violation of this Agreement, and (b) willful misconduct or gross negligence of Consultant. Consultant shall not be liable to Client for (a) delays caused by factors beyond the reasonable control of Consultant, or (b) consequential damages. Consultant's liability to Client shall be further limited to the amount available from Consultant's insurance, if any. Except for claims for indemnification, the time period for bringing claims under this agreement expires one year after Consultant issues its final invoice for the Work.

**(12) Insurance Cooperation.** Client may, at Client's expense, obtain insurance to protect it against any risk resulting from this Agreement or the Work, and Consultant will cooperate with Client in obtaining such insurance.

**(13) Indemnity to Consultant.** Client shall indemnify and defend against, and hold Consultant harmless from all claims, losses, liabilities and expenses asserted against Consultant by third parties or incurred by Consultant as a result of such third party assertions.

**(14) Confidentiality.** Consultant will take reasonable steps to protect the confidentiality of information obtained by Consultant in performing the Work, when Client advises Consultant in writing of the confidential nature of such information. Consultant may use Client's name in general descriptions of the Work and services performed by Consultant.

**(15) Employee Solicitation.** Neither Client nor Consultant shall offer to employ or employ any employee of the other during, and for a period of six (6) months after termination of this Agreement.

**(16) Settlement of Disputes.** The parties will attempt in good faith to resolve any controversy or dispute arising out of or relating to this Agreement promptly by negotiations. If any party reaches the conclusion that the controversy or dispute cannot be resolved by unassisted negotiations, such party may notify the Judicial Arbitration and Mediation Service ("JAMS"), 500 North State College Boulevard, Suite 600, Orange, California 92668, (714) 939-1300. JAMS will promptly designate a mediator who is independent and impartial, and JAMS' decision about the identity of the mediator will be final and binding. The parties agree to conduct at least eight (8) consecutive hours of mediated negotiations within thirty (30) days after the notice is sent. If the dispute is not resolved by negotiation or mediation within thirty (30) days after the first notice to JAMS is sent, then, upon notice by any party to the other affected parties and to JAMS, the controversy or dispute shall be submitted to a sole arbitrator who is independent and impartial, selected by JAMS, for binding arbitration in accordance with JAMS' Rules for Non-Administered Arbitration of Business Disputes. The parties agree that they will faithfully observe the terms of this paragraph and will abide by and perform any award rendered by the arbitrator. The award or judgment of the arbitrator shall be final and binding on all parties. No litigation or other proceeding may be instituted in any court for the purpose of adjudicating, interpreting or enforcing any of the rights or obligations relating to the subject matter of this Agreement or for the purpose of appealing any decision of an arbitrator, except a proceeding instituted for the sole purpose of having the award of judgment of an arbitrator entered and enforced.

**(17) Miscellaneous Provisions.**

**(a) Amendment.** This Agreement may be changed only by a written amendment signed by Client and Consultant.

**(b) Interpretation of Agreement.** This Agreement shall be interpreted to give effect to its fair meaning and shall be construed as though it was prepared by both parties. This Agreement contains the entire agreement of Client and Consultant, and all prior negotiations, documents, and discussions are superseded by this Agreement. The parties acknowledge there are no applicable representations, warranties, or terms which are not stated in this Agreement. The invalidity of any provision of this Agreement shall not affect the validity of any other provision of this Agreement. Section headings are for convenience and shall not be used in interpreting this Agreement.

**(c) References.** All references to this Agreement include reference to all amendments to this Agreement. All references to the Work include references to all or a part of the Work. References to Client or Consultant include, bind, and inure to the benefit of, their officers, agents, employees, successors in interest and assignees.

**(d) Time and Excusable Delays.** Reference to days in this Agreement means consecutive calendar days including weekends and holidays. The time for performance of an obligation, other than the payment of money, shall be extended for the period during which a party is prevented from performing by the act or omission of the other party, acts of God, government or other force or event beyond the reasonable control of such party.

**(e) Counterparts.** This Agreement may be executed in multiple counterparts all of which shall be one and the same Agreement.






**(f) Attorneys' Fees.** If any action is commenced to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and expenses, in addition to other relief as the court may award.

**(g) Prohibition of Assignment.** No right or remedy under this Agreement may be assigned by any party. Any attempted assignment shall be void.

**(h) Notices.** All notices required or allowed shall be in writing and shall be sent to the addresses shown at the beginning of this Agreement. A party may change its address for notices and consents by giving notice to the other party. Notice may be delivered by personal delivery, facsimile transmission during normal business hours of the recipient, an overnight delivery service, or U.S. Mail sent certified with return receipt requested. Notices and consents are effective on the earlier of the date received, the date of the delivery receipt, or the date delivery is refused, as applicable.

**CONSULTANT:**

CONSULTANT	PlaceWorks, a California Corporation		
STREET ADDRESS	3 MacArthur Place, Suite 1100		
CITY STATE AND ZIP	Santa Ana, CA 92707		
AUTHORIZED REPRESENTATIVE	Dwayne Mears	TITLE	Principal

 \_\_\_\_\_ January 16, 2018  
 PlaceWorks' Authorized Representative Date

**CLIENT:**

CLIENT	Paramount Unified School District		
PROJECT NO.	PAR-08.0		
STREET ADDRESS	15110 California Avenue		
CITY STATE AND ZIP	Paramount, CA 90723		
AUTHORIZED REPRESENTATIVE	Scott Law	TITLE	

\_\_\_\_\_ Date  
 Client's Authorized Representative

## EXHIBIT A



December 18, 2017

Scott Law  
Paramount Unified School District  
15110 California Avenue  
Paramount, CA 90723

Subject: Proposal to Provide a Circulation and Parking Assessments (P2017-0930S).

Dear Mr. Law:

Thank you for the opportunity to propose our transportation services for the Paramount Unified School District (District). We understand the District seeking solutions to improve operations to reduce congestion at several schools within the District. Based on our meeting on November 15<sup>th</sup>, our proposal has been revised to provide a thorough evaluation of traffic and parking conditions and present recommendations to improve traffic and parking at the following five schools within the District:

- Mokler Elementary School, City of Paramount
- Collins Elementary School, City of Long Beach
- Keppel Elementary School, City of Paramount
- Wirtz Elementary School, City of Paramount
- Alondra Middle School, City of Paramount

As part of this scope PlaceWorks would meet with District and on-site school staff, coordinate with Cities of Paramount and Long Beach planning and traffic staff to discuss concerns and major issues, and provide a presentation to District staff. This scope below describes the work necessary to provide a comprehensive circulation and parking assessment to improve operations and reduce congestion in the vicinity of the five schools that will be evaluated in this work effort.

Dwayne Mears, AICP, Principal, Environmental Services, has extensive experience with planning for school facilities and will serve as principal-in-charge. Mr. Fernando Sotelo, PE, PTP is a licensed traffic engineer and certified transportation planner that will be responsible for preparing the circulation and parking assessment. The project team will be supported by our in-house technical experts, graphics team, and technical editing and clerical staff.

## Scope of Work

### Kick-Off and Initial Meetings

PlaceWorks will assemble background information for the circulation in the vicinity of each school and related to the operations, including bell schedules, enrollment, bussing, attendance boundaries and any public information available that is related to traffic and parking. PlaceWorks will also review Safe Routes to School programs and obtain accident data with each school. Our scope includes a kick-off conference call with District staff obtain initial data needs and to setup procedures for consultation with each school staff. Subsequent meetings with school staff will be conducted during the site visit for each school, as discussed below.

## **Site Visits and Data Collection**

For each school, a site visit and an in-person meeting with the school district and/or school staff will be conducted to identify specific issues and concerns such as double parking, blocking of travel lanes, and queueing, understand the current traffic and parking procedures, gather on-site data. The site visit will be conducted on a typical day to observe parking and circulation during student arrival or dismissal times. During the site visit traffic and parking characteristics will be reviewed, including roadway configurations, student drop-off/pick-up areas, school driveways, speed limits, signage, pavement markings, lighting, ADA features. Pedestrian travel including sidewalks, crosswalks, crossing guards, major pedestrian routes and possible pedestrian hazards will be identified. During each site visit on-site and off-site parking supply, restrictions and a spot count will also be conducted at off-street parking lots and roadways in the immediate vicinity of each school. Traffic, pedestrian and bicycle counts will be taken during student drop-off and pick-up for 4 hours at up to 4 locations for each school.

## **Develop Parking and Circulation Recommendations**

PlaceWorks will develop conceptual circulation plans and parking recommendations to improve student drop-off/pick-up, bus loading/unloading and circulation. A menu of options will be listed and grouped as packages based on their effectiveness, cost and complexity for implementation. Improvement packages will range from low-cost operational/staffing and signage to more complex and capital-intensive projects that would require demolition and construction.

## **Report and Presentation of Results**

PlaceWorks will document the results of the analysis in a technical report that incorporates the findings, recommendations and all supporting data. Attendance at one meeting is included to present the results of this study and to discuss the recommendations and options for implementation.

## **Proposed Schedule**

PlaceWorks will begin preparation of the analysis immediately upon receipt of authorization to proceed from the School District. Our work effort will be scheduled to be completed within 8 weeks of authorization to proceed, pending an expedited feedback from the school District and feedback from City staff.

## **Cost Estimate**

PlaceWorks will provide the services described herein on a time-and-materials basis. The estimated costs for the services are \$36,852 and are itemized in Table 1. Work will be performed and invoiced in accordance with the terms of the attached Service Authorization. If other additional scenarios or analyses are required, they would be billed on a time-and-material basis.

**Table 1. Cost Estimate**

CIRCULATION AND PARKING ASSESSMENT		COST
Labor		\$31,300
COUNTS AND OFFICE EXPENSES		COST
Traffic Counts, Mileage, Office Expenses		\$5,552
<b>TOTAL COST</b>		<b>\$36,852</b>

## Acknowledgment

This proposal shall remain valid for a period of 90 days from the time of submittal. As Principal, Environmental Services, I am authorized to bind PlaceWorks and the project team to the contents of this proposal. A service authorization is attached.

We look forward to working with you to bring about the successful completion of this project. If you have any questions regarding the contents of this proposal, please feel free to contact the undersigned.

Respectfully submitted,

**PLACEWORKS**



Dwayne Mears, AICP  
Principal, Environmental Services



Fernando Sotelo, PE, PTP  
Senior Associate

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**SUBJECT:** Increase Field Service Contract, Authorization to Bid Telecom Wide-Area Network, Network Equipment, and Landscaping Services

**BACKGROUND INFORMATION:**

The Board has previously approved the field service contract for concrete.

Staff seeks approval to bid the current specifications for telecom wide-area network, network equipment, and landscaping field services contract. At the end of the contract year, if the company has provided acceptable services and bid prices are maintained, the District may elect to renew those contracts, pursuant to the terms of the bid. Purchase orders will be issued on an individual project basis.

The following current contract will be renewed:

Type of Service/Product	Vendor	Current Field Service Contract Amount	Proposed Field Service Contract Amount
Concrete	3D Concrete	\$100,000.00	\$500,000.00

**POLICY/ISSUE:**

Board Policy 3309 - Bids & Quotations

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Authorize the increase of the field service contract for concrete services, and authorize the Superintendent or designee to execute all necessary documents. Authorize staff to prepare bid specifications for Telecom Wide-Area Network, Network Equipment, and Landscaping services. Authorize the Superintendent or designee to advertise, review, award, and execute all necessary documents to the lowest responsive and responsible bidder(s).

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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

**ACTION ITEM: 4.2-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**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. Some electronic equipment may be recycled, which may possibly generate income. The attached list of surplus property includes furniture, fixtures, 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: 4.3-A**

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

PUSD TAG #	DESCRIPTION	SERIAL #	PUSD TAG #	DESCRIPTION	SERIAL #
N/A	INTERWRITE STUDENT PAD	IP5001032060886	N/A	INTERWRITE STUDENT PAD	IP5001032060901
N/A	INTERWRITE STUDENT PAD	IP5001032060903	N/A	INTERWRITE STUDENT PAD	IP5001032060905
N/A	INTERWRITE STUDENT PAD	IP5001032060888	N/A	INTERWRITE STUDENT PAD	IP5001032060904
N/A	INTERWRITE STUDENT PAD	IP5011016062273	N/A	INTERWRITE MOBI VIEW	MY6001113074770
N/A	INTERWRITE STUDENT PAD	IP5001032060887	N/A	INTERWRITE STUDENT PAD	IP5001032060889
N/A	USB CHARGERS (4)	N/A	34677	MONITOR	S030K01250111
34696	MONITOR	S030K01250315	34689	MONITOR	S030K01250274
34684	MONITOR	S030K01250291	34682	MONITOR	S030K01250112
34679	MONITOR	S030K01250349	34687	MONITOR	S030K01250149
34674	MONITOR	S030K01250342	34680	MONITOR	S030K01250346
35540	MONITOR	S021K03130056	34691	MONITOR	S030K01250367
34690	MONITOR	S030K01250476	34693	MONITOR	S030K01250326
34673	MONITOR	S030K01250109	34673	MONITOR	S030K01250109
34676	MONITOR	S030K01250290	34686	MONITOR	S030K01250145
34678	MONITOR	S030K01250110	34692	MONITOR	S030K01250343
34692	MONITOR	S030K01250343	34695	MONITOR	S030K01250345
34681	MONITOR	S030K01250271	34685	MONITOR	S030K01250132
34688	MONITOR	S030K01250200	34675	MONITOR	S030K01250386
34683	MONITOR	S030K01250300	35150	HP COLOR LASER JET	JPBFR09164
N/A	HP DESKJET 6122	MY51Q3B02T66	29919	ELMO PROJECTOR	558280
N/A	KEYBOARDS (42)	N/A	7298	STEREO RECEIVER	DX6CA12609
5506	STEREO RECEIVER	DX6BA20651	34371	COMPUTER TOWER	N/A
32201	COMPUTER TOWER	N/A	30977	COMPUTER TOWER	N/A
32207	MONITOR	N/A	34919	MONITOR	N/A
N/A	MONITOR	M7A56CAZ000428	31826	PRINTER	N/A
35150	PRINTER	N/A	7298	STEREO	N/A
5506	STEREO	N/A	N/A	SPEAKER (2)	N/A
N/A	AMPLIFIER	N/A	N/A	TELEPHONE	INMO93627L8
25469	PROJECTOR	ALKN42000339	N/A	BIOLOGY LAB EQUIPMENT	N/A
N/A	VCR	6VAK203782N/XAA	N/A	TELEPHONE	INM094110L9
N/A	TV REMOTES (9)	N/A	N/A	MOUSE (15)	N/A
N/A	RADIO	N/A	N/A	TELEPHONE	INM09401B2K
29919	ELMO PROJECTOR	N/A	N/A	PRINTER	MY51Q3B02T66
22219	LAPTOP	1V28KQDZY28G	22233	LAPTOP	1V28KQDZY215
22235	LAPTOP	1V28KQDZY2A1	22230	LAPTOP	1V28KQDZY27P
22231	LAPTOP	1V28KQDZY20T	22218	LAPTOP	1V28KQDZY29P
23054	LAPTOP	9X33KQDZM4YP	22232	LAPTOP	1V28KQDZY23N
22225	LAPTOP	1V28KQDZY23V	23048	LAPTOP	9X33KQDZL2TG
22228	LAPTOP	1V28KQDZY2AW	23051	LAPTOP	9X33KQDZL2TV
22220	LAPTOP	1V28KQDZY212	32019	LAPTOP	CNU9472Z7Y
N/A	PROJECTOR	2126707	33013	PROJECTOR	601911145
32262	TOWER	N/A	34378	TOWER	N/A
34378	TOWER	N/A	34930	TOWER	N/A
35289	TOWER	N/A	35196	TOWER	N/A
34918	TOWER	N/A	34374	TOWER	N/A
34355	TOWER	N/A	32259	TOWER	N/A
32254	TOWER	N/A	39310	TOWER	N/A
32262	TOWER	N/A	31871	PROJECTOR	KMFF8X0585L
31831	PROJECTOR	KMFF8XD591L	24631	PROJECTOR	ALKN40800822
30961	PROJECTOR	707911264	35019	LAPTOP	CNU1192694
34609	LAPTOP	CNUD240Y3X	32017	LAPTOP	CNU9472Z82

PUSD TAG #	DESCRIPTION	SERIAL #	PUSD TAG #	DESCRIPTION	SERIAL #
43685	TABLET	E7N0BC014842278	43686	TABLET	E7N0BC01482627C
43690	TABLET	E7N0BC01475527G	43688	TABLET	E7N0BC01481227G
34375	TOWER	N/A	N/A	LAPTOP	CNU83416QN
34361	TOWER	N/A	34366	TOWER	N/A
34365	TOWER	N/A	34350	TOWER	N/A
45474	TOWER	N/A	34372	TOWER	N/A
34370	TOWER	N/A	45475	TOWER	N/A
34349	TOWER	N/A	45476	TOWER	N/A
32088	TOWER	N/A	34353	TOWER	N/A
34356	TOWER	N/A	34363	TOWER	N/A
34352	TOWER	N/A	34930	TOWER	N/A
34369	TOWER	N/A	34347	TOWER	N/A
34348	TOWER	N/A	34362	TOWER	N/A
34367	TOWER	N/A	34351	TOWER	N/A
N/A	INTERWRITE STUDENT PAD	IP5001015060302	N/A	INTERWRITE STUDENT PAD	IP5001015060301
N/A	INTERWRITE STUDENT PAD	IP5001015060304	N/A	INTERWRITE STUDENT PAD	IP5001015060113
N/A	INTERWRITE STUDENT PAD	IP5001015060111	N/A	INTERWRITE STUDENT PAD	IP500105060112
N/A	INTERWRITE STUDENT PAD	IP5001015060305	N/A	INTERWRITE STUDENT PAD	IP5001015060114
N/A	INTERWRITE STUDENT PAD	IP5001015060115	N/A	INTERWRITE MOBI DOCKS (3)	N/A
N/A	CPS PULSE KEYS (24)	N/A	29958	TOWER	00045614356748
29957	TOWER	00045614356743	N/A	MONITOR	M17AC2CA7000472
N/A	MONITOR	M17A62CACA2000185	N/A	MONITOR	M17A62CCA2000185
N/A	HP PRINTER	CNDJB63736	N/A	HP OFFICE JET PRINTER	CN42E7528B
N/A	HP COLOR LASER JET	CNJBL02195	N/A	EIKI PROJECTOR	4320053
34835	LAPTOP	CNU02900MN	34924	LAPTOP	CNU0363WXP
34850	LAPTOP	CNU02900Z3	22830	LAPTOP	9X31KQD251KF
30695	LAPTOP	CNU7130XKM	31234	LAPTOP	CNU74720FY
34844	LAPTOP	CNU02900YL	39710	LAPTOP	N/A
34926	LAPTOP	CNU0370532	34858	LAPTOP	CNU02900TG
34838	LAPTOP	CNU022900X4	17358	COMPUTER	3J14FMZ1M57R
35205	TOWER	N/A	34923	TOWER	N/A
34929	TOWER	N/A	35204	TOWER	N/A
27622	TOWER	N/A	26802	TOWER	N/A
30196	TOWER	N/A	35584	TOWER	N/A
30219	TOWER	N/A	27830	TOWER	N/A
27832	TOWER	N/A	28912	TOWER	N/A
24398	TOWER	N/A	28424	HP NOTEBOOK	N/A
25634	HP NOTEBOOK	N/A	25772	HP NOTEBOOK	N/A
25771	HP NOTEBOOK	N/A	34940	LAPTOP	CNU0410CCY
34943	HP NOTEBOOK	CNU0410CFD	32378	LAPTOP	CNU9417087
35162	LAPTOP	CNU1111NKP	35156	LAPTOP	CNU1111NL7
31304	COMPAQ NOTEBOOK	CNU801309Q	35160	LAPTOP	CNU1111NKQ
35158	LAPTOP	CNU1111NKY	35157	LAPTOP	CNU1111NL5
31301	COMPAQ NOTEBOOK	CNU8013098	31302	COMPAQ NOTEBOOK	CNU801309F
31305	COMPAQ NOTEBOOK	CNU801308X	35159	LAPTOP	CNU1111NKZ



PUSD TAG #	DESCRIPTION	SERIAL #	PUSD TAG #	DESCRIPTION	SERIAL #
31300	COMPAQ NOTEBOOK	CNU801308Q	31309	COMPAQ NOTEBOOK	CNU801309Y
31311	COMPAQ NOTEBOOK	CNU8013092	31307	COMPAQ NOTEBOOK	CNU8013090
34565	LAPTOP	CNU0240Y2K	34563	LAPTOP	CNU0240V6G
43614	TABLET	N/A	N/A	CISCO ROUTERS (13)	N/A
N/A	MONITOR	L19CMATBU32	24405	MONITOR	N/A
32437	EPSON POWERLITE	N/A	N/A	CISCO TELEPHONES (11)	N/A
33913	HP PRINTER	N/A	40098	BROTHER FAX MACHINE	N/A
N/A	CLOCK BELL SPEAKERS (7)	N/A	N/A	OLYMPUS CAMERA	N/A
N/A	CISCO CATALYST 3500 (5)	N/A	33058	LAPTOP	N/AQ
30630	LAPTOP	N/A	31261	LAPTOP	N/A
31043	LAPTOP	N/A	35012	LAPTOP	N/A
26776	LAPTOP	N/A	25772	LAPTOP	N/A
25771	LAPTOP	N/A	28424	LAPTOP	N/A
25634	LAPTOP	N/A	22216	LAPTOP	N/A
21344	LAPTOP	N/A	N/A	HP FAX 1240	CN578GH1Q019
N/A	HP FAX 3180	CN87VBZOMX056C	41851	HP FAX 2140	N/A
4343	SCANNER	N/A	34218	LAPTOP	N/A
23985	DESKJET PRINTER	N/A	24398	TOWER	N/A
28912	TOWER	N/A	27622	TOWER	N/A
34929	TOWER	N/A	34923	TOWER	N/A
35079	TOWER	N/A	26802	TOWER	N/A
35584	TOWER	N/A	30219	TOWER	N/A
30196	TOWER	N/A	27832	TOWER	N/A
35205	TOWER	N/A	27830	TOWER	N/A
N/A	CISCO CATALYST (42)	N/A	N/A	MONITOR	L19CMATBU32
40098	HP INTELLIFAX 2840	N/A	23985	HP DESKJET 6122	N/A
N/A	FAX1240	CN578GH1Q019	N/A	FAX 3180	CN87VBZOMX056C
N/A	FAX2140	CN263BN18V05DM	32437	EPSON POWER LITE 84	N/A
N/A	TELEVISION	3CAH701110	N/A	TELEVISION	7056000257
N/A	TELEVISION	D8AA24186	N/A	DVD PLAYER	6RCH301582
N/A	LASERJET PRINTERS (2)	N/A	N/A	LAMINATOR	A2698
29536	RICOH PRINTER JP1235	COPIER #52	30084	TELEVISION	MODEL AV27F577
N/A	MONITOR	M17A62CAZ000339	N/A	MONITOR	M17A62CAZ000290
32245	MONITOR	N/A	31025	TOWER	N/A
32241	TOWER	N/A	28860	TOWER	N/A
35113	TOWER	N/A	32198	TOWER	N/A
32242	TOWER	N/A	22160	TOWER	N/A
29211	TOWER	N/A	49721	PRINTER	N/A
N/A	HP DESKJET PRINTER	N/A	13406	HP DESKJET PRINTER	US8802Q0GZ
25854	TOWER	N/A	43503	HP OFFICE JET PRINTER	N/A
21565	HP DESKJET	N/A	27476	SHARP PROJECTOR	N/A
36815	TOWER	N/A	3607	HP DESKJET PRINTER	N/A
25852	TOWER	N/A	35345	LAPTOP	N/A
34500	LAPTOP	N/A	36603	HP COLOR LASER JET	36603
13392	HP LASER JET	N/A	34609	HP PRINTER	CNUB24DY3X

PUSD TAG #	DESCRIPTION	SERIAL #	PUSD TAG #	DESCRIPTION	SERIAL #
23724	LAPTOP CHARGER	9X35KQDZ63AR	23620	LAPTOP CHARGER	9X35KQD26341
36886	PRINTER	CNGKJ27050	29692	TOWER	N/A
29693	TOWER	N/A	31222	LAPTOP	CNU74720WH
26052	LAPTOP	2UA5120DRI	26066	LAPTOP	2UA5120DQW
30117	LAPTOP	2UA419P17H	26071	LAPTOP	2UA5120DRR
26085	LAPTOP	2UA5120DR3	22217	LAPTOP	1V28KQDZY25E
25786	MONITOR	M7A51CAZ000151	25673	MONITOR	M7A48CAZ002451
35155	LAPTOP	CNU1111NKW	26801	LAPTOP	CNU53806M6
30790	LAPTOP	CNU7161L1X	31984	LAPTOP	CNU8341729
32020	LAPTOP	CNU9472Z93	35289	TOWER	N/A
35196	TOWER	N/A	34918	TOWER	N/A
29422	TOWER	N/A	45402	TOWER	N/A
35531	MONITOR	S021K03130265	35237	MONITOR	N/A
35009	MONITOR	N/A	34694	MONITOR	N/A
15830	PROJECTOR	N/A	18830	PRINTER	N/A
31191	LAPTOP	CNU7472OPY	31964	LAPTOP	CNU83417BF
31965	LAPTOP	CNU83417LS	26788	LAPTOP	CNU53807S9
26787	LAPTOP	CNU53806H6	26797	LAPTOP	CNU53803ZM
37058	PRINTER	CNBC75P00F	26061	LAPTOP	2UA5120DRB
31962	LAPTOP	CNU83416YL	26083	LAPTOP	2UA5120DRZ
22227	LAPTOP	1V28KQDZY291	22212	LAPTOP	1V28KQDZY211
22236	LAPTOP	1V28KQDZY244	26062	LAPTOP	2UA5120DRY
26076	LAPTOP	2UA5120DQQ	26087	LAPTOP	2UA5120DRH
31693	PINRTER	JP81D08760	26650	MONITOR	M7A54CAZ000433
25536	TOWER	N/A	30042	TOWER	N/A
30030	TOWER	N/A	25782	TOWER	N/A
18649	ALPHASMART 3000	N/A	16999	ALPHASMART 3000	N/A
18151	ALPHASMART 3000	N/A	18099	ALPHASMART 3000	N/A
18692	ALPHASMART 3000	N/A	18597	ALPHASMART 3000	N/A
18688	ALPHASMART 3000	N/A			

### MISCELLANEOUS ITEMS FOR SURPLUS PICKUP

10 PALLETS OF LOCKERS	PITCHING MACHINE
FOUR-DRAWER FILE CABINETS (18)	TWO-DRAWER FILE CABINETS (3)
TWO-DOOR CABINETS (15)	BOOKCASES (5)
CAFETERIA TABLES (21)	TEACHERS DESKS (7)
WOODEN ROW BOAT	REFRIGERATOR
ROLLING CABINETS (2)	STUDENT DESKS (56)
LUNCH BENCHES (16)	SINGLE COMPUTER DESK (26)
TWO-PERSON COMPUTER DESK (50)	ROUND TABLE (1)
ELECTRIC STOVE/OVEN	OFFICE CHAIRS (75)

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**SUBJECT:** Agreement with Everett Dorey LLP for Legal Services

**BACKGROUND INFORMATION:**

Staff needed legal assistance to respond to hexavalent chromium testing by the Los Angeles Department of Public Health. Everett Dorey LLP was recommended by our liability insurance provider ASCIP.

**POLICY/ISSUE:**

Board Policy 4126 - Consultants

**FISCAL IMPACT:**

Not to exceed \$300,000 from General Funds

**STAFF RECOMMENDATION:**

Approve the agreement with Everett Dorey for legal 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: 4.4-A**



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** February 5, 2018  
**SUBJECT:** Bid Summary – Building Supplies

**BACKGROUND INFORMATION:**

At the meeting of December 11, 2017, the Board of Education authorized staff to seek bids for building supplies.

The summary below reflects the pricing:

Commodity	Vendor	Pricing for Sample Project
Building Supplies	<b>Charles G. Hardy, Inc.</b>	\$17,460.00

The company listed above in bold was awarded the contract.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**DISTRICT PRIORITY 9:**

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