

# 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 July 16, 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	Margarita Rodriguez, Director-Research, Assessment & Student Information, led the Pledge of Allegiance.	
Roll Call	Vivian Hansen Sonya Cuellar - ill 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 David Daley, Director-Special Education Cindy DiPaola, Director-Maintenance & Operations Jessie Flores, Interim-Director-Safety & Security Renée Jeffrey, Director-K-5 School Support & Innovative Programs Manuel San Miguel, Director-Student Services Chris Stamm, Director-Student Nutrition Services Patricia Tu, Director-Fiscal Services	
Approve Agenda July 16, 2018 1.252	Trustee Anderson moved, Trustee Garcia seconded the motion. motion carried 4-0 to approve the agenda of the Regular Meeting of July 16, 2018.  Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar	
Regular Meeting Minutes June 25, 2018 1.253	Trustee Anderson moved, Trustee Peña seconded and the motion carried 4-0 to approve the minutes of the Regular Meeting held on June 25, 2018.  Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar	

## **REPORTS**

**7-16-18**

Employee Representative Reports

There was no CSEA representative in attendance.

There was no TAP representative present.

Board Members' Reports

Trustee Anderson attended Paramount Adults School's graduation, Schools To Watch celebration for Paramount Park and Hollydale School and she participated in a tour of the Compton College Cosmetology program.

Trustee Garcia attended the Paramount Adult School graduation.

Trustee Hansen attended the Paramount Adult School graduation.

Trustee Peña visited various school sites to observe the SNAP program, the Paramount Adult School graduation and attended the Schools To Watch celebration for Paramount Park Middle School and Hollydale School.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- Superintendent Pérez attended the Paramount Adult School graduation.
- Superintendent Pérez shared that the District and Department of Health are working together to provide services to students with asthma.
- Dr. Pérez thanked Board member Anderson for visiting Compton College and touring the Cosmetology program.
- She attended the Schools To Watch celebration honoring Paramount Park Middle School and Hollydale School.
- Dr. Pérez provided a reminder of the upcoming Paramount High School summer graduation.
- Superintendent Pérez shared with the Board that she would be proposing a Board Study Session at 5:00 p.m. on August 6, 2018.

**BOARD MEETING**  
**CALENDAR**  
1.254

Trustee Anderson motioned, Trustee Peña seconded and the motion carried 4-0 to schedule a Board Study Session on August 6, 2018 at 5:00 p.m.

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

**HEARING SECTION**

During the hearing section the following community members addressed the Board:

Gerald Cerda requested from the Board results from the water testing related to AB 746 and wanted a copy of the results either emailed or mailed to him. He commented that during the Alondra School promotion an incident occurred and he brought this concern to the District. There has been no follow up and he will now be filing a complaint. He added that the Alondra facility is too small for a promotion. Guests that had a handicap were separated from their family and had a side view of the promotion. He added that maybe the High School can be looked at as an alternative.

Sara Patricia Huezco commented that a couple of weeks ago, there was

a town hall meeting and it was shared that the AQMD moved the air monitors near Wirtz, Keppel, Zamboni, Jackson, Gaines, Mokler, Alondra, PHS-West, Lincoln, Los Cerritos and Tanner because the air quality is better. She looked for data, but she added that the data is not there so how could they say that the air is better. She asked how did they come to the decision to remove the monitors and was the Board consulted. She also asked if the Chromebook initiative is being extended to other grades other than third grade and if the indoor testing results are ready.

## **CONSENT ITEMS**

0.255

Trustee Anderson motioned, Trustee Garcia seconded and the motion carried 4-0 to approve the Consent items.

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

Absent: 1 – Trustees Cuellar

## **Human Resources**

Personnel Report

18-01

2.255

Accepted Personnel Report 18-01, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2018-19 State Budget Act and related legislation.

## **Educational Services**

Consultant and Contract  
Services

3.255

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

## **Business Services**

Purchase Order Report 18-01

4.255

Approved Purchase Order Report 18-01 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of  
June 2018

4.255

Approved warrants for all funds through June with a total of \$17,735,775.55.

Acceptance of Donations

4.255

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

## **ACTION ITEMS**

### **General Services**

Resolution 18-01

2018-19 Board Memberships

1.256

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to adopt Resolution 18-01 authorizing memberships in associations and organizations for the Board of Education members for the 2018-19 school year.

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

Absent: 1 – Trustees Cuellar

2018-19 Compensation for  
Board of Education Members

1.257

Trustee Peña moved, Trustee Garcia seconded and the motion carried 4-0 to approve compensation per Education Code Section 25120 for the Board of Education members for the 2018-19 school

year.

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

Absent: 1 – Trustees Cuellar

Resolution 18-02  
Board Member  
Compensation for Absence  
Due to Illness  
1.258

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 4-0 to Adopt Resolution 18-02 authorizing the compensation of a Board of Education member for a maximum of two Board meetings per calendar year when the member cannot attend the meetings due to illness.

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

Absent: 1 – Trustees Cuellar

Employment Agreement  
Extension between  
Paramount Unified School  
District and Dr. Ruth Pérez  
1.259

Trustee Anderson moved, Trustee Garcia seconded and the motion carried 4-0 to Approve the extension to employment agreement between Paramount Unified School District and Superintendent Dr. Ruth Pérez to reflect a new expiration date of June 30, 2021.

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

Absent: 1 – Trustees Cuellar

### **Human Resources**

Student Field Placement  
Agreement with California  
State University, Long Beach  
2.260

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to approve the agreement with California State University, Long Beach for participation in fieldwork experience.

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

Absent: 1 – Trustees Cuellar

Internship Agreement with  
Loyola Marymount University  
2.261

Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the agreement with Loyola Marymount University for participation in the internship program.

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

Absent: 1 – Trustees Cuellar

Practicum Agreement with  
Alliant International University  
2.262

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to approve the agreement with Alliant International University for participation in practicum experience.

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

Absent: 1 – Trustees Cuellar

### **Educational Services**

Physical Education  
Exemption for High School  
Students  
3.264

Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 4-0 to approve the physical education course exemptions for students who meet the criteria for either the Two-year exemption or the Permanent exemption.

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

Absent: 1 – Trustees Cuellar

Hero Agreement  
3.265

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to approve the agreement with Hero to continue services at

Paramount High School and provide services to three additional schools, Alondra, Jackson and PHS West for the 2018-19 school year.

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

Parent Engagement  
Academy Agreement  
3.266

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to approve the Parent Engagement Academy agreement to provide the FACTOR program at both Paramount High School and Paramount High School West Campus for the 2018-19 school year.

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

Memorandum of  
Understanding with Care  
Solace  
3.267

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to approve the Memorandum of Understanding with Care Solace to provide students, parents and staff access to local, reliable, ethical and high quality substance abuse mental health agencies through an on-line staff and parent portal link.

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

Revised Board Policy  
6146.4 – High School  
Graduation Requirements  
3.268

Trustee Garcia moved, Trustee Anderson seconded, and the motion carried 4-0 to accept for second reading and adopt proposed revised Board Policy 6146.4 – High School Graduation Requirements which reflects current State requirements and amend District graduation requirements.

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

Revised Board Policy  
5131.62 – Tobacco  
3.269

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to accept for second reading and adopt proposed revised Board Policy 5131.62 – Tobacco, which reflects current State requirements.

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

Revised Board Policy 4149 –  
Tobacco-Free Workplace  
3.270

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 4-0 to accept for second reading and adopt proposed revised Board Policy 4149 – Tobacco-Free Workplace, which reflects current State requirements.

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

Mixed Media Art Studio to  
include CTE classification  
3.271

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to approve the Mixed Media Art Studio course to include CTE course classification for the 2018-2019 school year.

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

## **Business Services**

<p>Resolution 18-03, Interfund Cash Transfers 4.272</p>	<p>Trustee Andeson moved, Trustee Peña seconded, and the motion carried 4-0 to adopt Resolution 18-03, Interfund Cash Transfers between any of the District's operating funds, as needed, during the 2018-19 fiscal year.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Resolution 18-04, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers 4.273</p>	<p>Trustee Garcia moved, Trustee Peña seconded, and the motion carried 4-0 to adopt Resolution 18-04, authorizing the Los Angeles County Superintendent of Schools to process routine budget revisions, adjustments, and transfers.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Resolution 18-05, Temporary Interfund Borrowing 4.274</p>	<p>Trustee Anderson moved, Trustee Peña seconded, and the motion carried 4-0 to adopt Resolution 18-05, Temporary Interfund Borrowing between any of the District's operating funds as needed, during the 2018-19 fiscal year.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Resolution 18-06, Temporary Transfers from the School Pools Fund Maintained by the Los Angeles County Treasurer 4.275</p>	<p>Trustee Garcia moved, Trustee Peña seconded, and the motion carried 4-0 to adopt Resolution 18-06, Temporary Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Field Service Contracts Renewal 4.276</p>	<p>Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to authorize the renewal of field service contract for LED lighting replacement installation and authorize the Superintendent or designee to execute all necessary documents.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Notices of Completion – Field Service Contracts 4.277</p>	<p>Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to accept as completed the Field Service Contracts for window installation – Phase 5 at PHS West Campus and electrical and related services at Odyssey Stem Academy 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.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña Absent: 1 – Trustees Cuellar</p>
<p>Resolution 18-07, 2016 Measure I - Authorized School Projects, Series 2018 General Obligation Bond Issue 4.278</p>	<p>Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 4-0 to adopt Resolution No. 18-07 approving the substantially final forms of the Bond Documents, and authorizing the activities required to complete the issuance of the District's 2018 Series "B" Bonds. Authorize the Superintendent or designee to execute all necessary documents.</p> <p>Ayes: 4 – Trustees Anderson, Garcia, Hansen, Peña</p>

Absent: 1 – Trustees Cuellar

## **INFORMATION ITEMS**

### **Educational Services**

Golden Bell Award  
Application for Tanner  
Elementary School

The Board received as information Tanner's application submission for the California School Board Association's Golden Bell Award

Beginning and Ending Times  
for Schools

The Board received as information the beginning and ending times for the 2018-19 school year. All schools comply with required instructional minutes.

### **Business Services**

Bid Summary – Flooring and  
Taxi Service Program

The Board received as information a summary of bid results for flooring and taxi service program.

## **ANNOUNCEMENTS**

Staff Employee Comments  
Per Government Code 54957

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

There were no staff/employee comments.

## **CLOSED SESSION**

The Board adjourned to Closed Session at 6:39 p.m. to discuss, Conference with Legal Counsel-Anticipated Litigation, Public Employee Performance/Evaluation (Superintendent), Public Employee Discipline Dismissal Release.

## **OPEN SESSION**

The Board reconvened to Regular Session at 9:04 p.m. President Hansen reported that they discussed Conference with Legal Counsel-Anticipated Litigation, Public Employee Performance/Evaluation (Superintendent), and Public Employee Discipline Dismissal Release.

## **ADJOURNMENT**

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on July 16, 2018 at 9:05 p.m.

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

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Ruth Pérez, Secretary  
To the Board of Education

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President

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Vice President/Clerk

# 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*

## **SPECIAL MEETING OF BOARD OF EDUCATION**

### **MINUTES July 21, 2018**

The meeting was called to order at 9:15 a.m. by President Vivian Hansen in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

#### Roll Call

Trustee Vivian Hansen  
Trustee Sonya Cuellar  
Trustee Alicia Anderson

Trustee Linda Garcia  
Trustee Tony Peña

Approve Special Meeting  
Agenda July 21, 2018  
1.279

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 5-0 to approve the agenda of the Special Meeting of July 21, 2018.

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

#### **HEARING SECTION**

There were no speakers during the Hearing Section.

#### **CLOSED SESSION**

The Board adjourned to Closed Session at 1.43 p.m. to discuss Public Employee Discipline/Dismissal/Release.

#### **OPEN SESSION**

The Board reconvened to Regular Session at 1:44 p.m. President Hansen reported that they discussed Public Employee Discipline, Dismissal Release.

The following action was taken in Closes Session:

Public Employee/Discipline/  
Dismissal/Release  
2.280

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve a settlement agreement with certificated employee #2179. This agreement involved the employee's resignation.

#### **ADJOURNMENT**

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to adjourn the Special meeting of the Board of Education held on July 21, 2018 at 1:245 p.m.

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



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Ruth Pérez, Secretary  
To the Board of Education

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President

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Vice President/Clerk



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** August 6, 2018  
**SUBJECT:** Personnel Report 18-02

## **BACKGROUND INFORMATION:**

Following is Personnel Report 18-02, 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 18-02 as submitted. The report includes details, assignments, terminations and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2018-19 State Budget Act and related legislation.

## **PREPARED BY:**

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

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 2: High Quality Teaching and Learning

- Goal 1: All students will be held to high expectations for achievement and will meet or exceed the standards.

**CONSENT ITEM: 2.1-C**

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b> Alfaro, Maria	Teacher Temporary	Adult Transition	A-1	<b><u>ANNUAL</u></b> \$55,659 Special Education	08-17-18	06-30-19
Preciado-Zavala, Aracelly	Teacher Temporary	Adult Transition	A-1	\$55,659 Special Education	08-17-18	06-30-19
Latorre, Claudia	Teacher Temporary	Alondra	A-1	\$55,659 General Fund	08-17-18	06-30-19
*Montez, Melissa	District Social Worker	Alondra	Sch. Q III-4	\$103,232 Special Education	08-01-18	
Sjoberg, JoAnna	Teacher Temporary	Alondra	A-1	\$55,659 LCAP**	08-17-18	06-30-19
Kinzy, Jessica	Teacher Temporary	Collins	A-1	\$55,659 General Fund	08-17-18	06-30-19
Leon, Marianne	Teacher Temporary	Jackson	A-1	\$55,659 General Fund	08-17-18	06-30-19
Ochoa, Cindy	Teacher Temporary	Gaines ECE***	A-1	\$35,559 General Fund	08-17-18	06-30-19
Frenkiel, Kimberly	Teacher Temporary	Lincoln	A-1	\$55,659 Special Education	08-17-18	06-30-19
Gard, Stephanie	Teacher Temporary	Los Cerritos	C-8	\$75,469 Special Education	08-20-18	06-30-19
Villa, Martha	Teacher Temporary	Los Cerritos	A-1	\$55,659 Special Education	08-17-18	06-30-19

\*Ratification

\*\*Local Control Accountability Plan

\*\*\*Early Childhood Education

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
<u>continued</u>						
Alvarez, Arlene	Teacher Temporary	Paramount Park	A-1	<b><u>ANNUAL</u></b> \$55,659 General Fund	08-17-18	06-30-19
Calder, Chloe	Teacher Temporary	Paramount Park	A-1	\$55,659 Special Education	08-17-18	06-30-19
Barboza, Ysamar	Teacher Temporary	Paramount High-Senior	A-1	\$55,659 General Fund	08-17-18	06-30-19
*Guerra, Emily	District Social Worker Temporary	Paramount High-Senior	Sch. Q III-2	\$97,101 LCAP	08-01-18	
Haynes, Jeremiah	CTE** Teacher Temporary	Paramount High-Senior	E-6	\$78,431 CTE	08-20-18	06-30-19
Mendez, Nicholas	Teacher Temporary	Paramount High-Senior	A-1	\$55,659 Special Education	08-17-18	06-30-19
Nicoletti, Wendy	Teacher Temporary	Tanner	A-1	\$55,659 General Fund	08-17-18	06-30-19
Arizmendi, Kevin	Substitute Teacher on-call, as needed	District		<b><u>DAILY</u></b> \$150 General Fund	08-20-18	
Chang, Elizabeth						
Julian, Matthew						
Reyes, Michelle						
Robinson, Mary						
<b><u>EMPLOYMENT</u></b>						
<b><u>Spring/Summer</u></b>						
<b><u>Session</u></b>						
*Angulo, Daniel	ESL***	Adult Education		<b><u>HOURLY</u></b> \$49.79 \$49.79 \$49.79  \$42.97 Adult Education	07-02-18	07-19-18
*Bautista, Teresita						
*Del Rosario, Romichelle						
*Diaz, Daniel						
<b><u>EMPLOYMENT</u></b>						

\*Ratification

\*\*Career Technical Education

\*\*\*English as a Second Language

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>Spring/Summer Session</u></b> continued				<b><u>HOURLY</u></b>		
*Holdeman, Angie	ESL	Adult Education		\$49.79	07-02-18	07-19-18
*Ludwig, Lana			\$49.79			
*Navarro, Juan			\$49.79			
*Okeke, Jacqueline			\$49.79			
*Robertson, Linda			\$49.79			
*Ruiz, Noelia			\$49.79			
*Sanchez, Margarita			\$49.79			
*Sasaki, Colleen			\$47.42			
*Schmidt-Mowrey, James			\$49.79			
*Taitano, Maria			\$49.79 Adult Education			
*Galvan, Laura	CTE	Adult Education		\$49.79	07-02-18	07-19-18
*Murillo, Maria			\$49.79			
*Walker, Lanette			\$47.42			
*Whitaker, Anita			\$49.79			
*Bark, Samuel	High School Diploma	Adult Education		\$49.79	07-02-18	07-19-18
*Dunn, Marie			\$49.79			
*Duran, Curtis			\$49.79			
*Lalude-Davies, Olukemi			\$44.92			
*Lopez, Elaine			\$49.79			
*Perez-Corona, Sonia			\$49.79			
*Rheaume, Laura			\$49.79			
*Romero, Gabriela			\$42.97			
*Santos-David, Maria			\$49.79			
*Scott, Angela			\$49.79			
*Vargas, Jose			\$49.79 Adult Education			

\*Ratification

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
<b><u>Spring/Summer Session</u></b>						
continued						
*Berger, Amy	Substitute Teacher	Adult Education		<b><u>HOURLY</u></b>	07-02-18	07-19-18
*Clemente, Maria			\$42.97			
*Diaz Sacasa, Ramon			\$42.97			
*Gilreath, Pamela			\$42.97			
*Reza, Randall			\$42.97			
*Sanchez, Marisol			\$42.97			
*Weller, Douglas			\$42.97			
			General Fund			
<b><u>ADDITIONAL ASSIGNMENT</u></b>						
*Tereth, Jessica	Planning, Organizing and Presenting Business Incubator NTE 2 hrs.	Secondary Education		<b><u>HOURLY</u></b>	05-30-18	
				\$42.55 Voc & Tech Educ Act		
*Garcia, Gabriel	Middle School Orientation NTE 3.5 hrs. each	Alondra		\$38.00	06-11-18	06-14-18
*Goins, Ashley			LCAP			
*Granados, Veronica						
*Medina, Roxanne						
*Monroe, Shelley						
*Otte, John						
*Uriarte, Jose						
*Veith, Kirsan						
*Azevedo, Ana	AVID Excel Summer Program NTE 3.5 hrs. each	Alondra		\$38.00	06-11-18	06-21-18
*Hansbury, Laura			Title III			
*Cabral, Belen	Parent Orientation NTE 6 hrs. each	Gaines ECE		\$35.90	08-17-18	
*Figueroa, Anna			\$35.18			
*Garnett, Clauhdet			\$34.48			
*Landry, Charlene			\$33.87			
*Peraza, Damaris			\$37.16			
*Rodriguez, Angelica			\$32.59			
			Calif State Preschool Programs			

\*Ratification

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>ADDITIONAL ASSIGNMENT</u></b> continued						
*Siordia, Margarita	Parent Orientation NTE 6 hrs. each	Gaines ECE		<b><u>HOURLY</u></b> \$31.16 Calif State Preschool Programs	08-17-18	
*Genchi, Selest	AVID Excel Summer Program NTE 3.5 hrs. per day	Hollydale		\$38.00 Title III	06-11-18	06-21-18
*Yepes-Garcia, Maria	Summer MELT Programs NTE 20 hrs.	Paramount High-Senior		\$38.00 College Readiness Block Grant	06-20-18	06-28-18
*Cabrera-Gonzalez, Sandra	AVID Excel Summer Program NTE 28 hrs.	Paramount Park		\$38.00 Title III	06-11-18	06-21-18
*Childres, Maria *Culhane, Danielle *Lozano, Christopher *Mireles, Amalia *Real, Patricia	6 <sup>th</sup> Grade Orientation NTE 14 hrs. each	Paramount Park		\$38.00 LCAP	06-11-18	06-14-18
*Aguirre, Tania *Aldridge, Ardelia *Bowman, Barbara *Castillo, Nora *Fuller, Eric *Kugler, Teresa *Lui, Lana *Martinez, Desiree	6 <sup>th</sup> Grade Orientation NTE 3.5 hrs. each	Zamboni		\$38.00 LCAP	06-11-18	06-14-18
*Juarez, Jissell	AVID Excel Summer Program NTE 3.5 hrs. per day	Zamboni		\$38.00 Title III	06-11-18	06-21-18

\*Ratification



**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>SUMMER SCHOOL ASSIGNMENT</u></b>				<b><u>HOURLY</u></b>		
*Alcala Jacobo, Patricia	Counselor NTE 5.25 hrs. each	Paramount High-Senior		\$38.00 LCAP	06-12-18	06-28-18
*Espinosa, Brenda					07-03-18	07-19-18
*McDonald, Kelsey					07-03-18	07-19-18
*Rodriguez, Brian					07-02-18	07-19-18
*Rodriguez, Yvette					07-02-18	07-19-18
*Talamantes, Lourdes					06-12-18	07-19-18
*Abarca, Daniel	Teacher NTE 5.25 hrs. per day	Paramount High-Senior		\$38.00 LCAP	06-11-18	07-19-18
*Ancil, Paul						
*Aparicio, Daniela						
*Barboza, Christine						
*Barragan, Juan						
*Beahn, Jeffrey						
*Bean, Aaron						
*Borrayo, Christopher						
*Bueno, Gabriel						
*Campos, Maria						
*Carmona, Angel						
*Cerde, Jennifer						
*Cianci, Anna						
*Doane, Denise						
*Dominguez, Rachel						
*Duran, Curtis						
*Eagan, Elizabeth						
*Farrell, Kathleen						
*Figueroa, Sindy						
*Garcia, Luis						
*Gonzalez, Patricia						
*Goodlink, James						
*Granillo, Sean						
*Guevara, Maribel						
*Guggiana, John						
*Gutierrez, Andy						
*Gutierrez, George						

\*Ratification

**PERSONNEL REPORT 18-02  
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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u><b>SUMMER SCHOOL ASSIGNMENT</b></u> continued *Hernandez, Fernando *Howard, Matthew *Humble, Christine *Jackson, Joita *Kang, Howard *Kang, Jennifer *Kile, Diane *Lopez, Joe *Lopez, Luis *Luchessi, Ashley *Marsh, Erin *Marshall, Kendrick *Martinez, Marlene *McCullough, Jerome *McDaniel, Jessica *Merickel, Stephen *Merickel, Taylor *Monteon, Octavio *Morelli, Anthony *Moretti, Edward *Munoz, Aracely *Navarro, Juan *Nettles, Ashley *Ojeda, Julieta *Ortega Benitez, Elda *Park, Charles *Patterson, Jonas *Perez-Corona, Sonia *Peterson, Joseph *Roberts, Amber *Rocha, Desiree *Ryan, Daniel *Schoonover, Kristen	Teacher NTE 5.25 hrs. per day	Paramount High-Senior		<u><b>HOURLY</b></u> \$38.00 LCAP	06-11-18	07-19-18
<hr/> *Ratification						

**PERSONNEL REPORT 18-02  
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CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>SUMMER SCHOOL ASSIGNMENT</u></b>						
continued						
*Tellez, Raymundo *Ulloa, Hilda *Vargas, Jimena *Yonaki, Andrew *Zwart, Michael	Teacher NTE 5.25 hrs. per day	Paramount High-Senior		<b><u>HOURLY</u></b> \$38.00 LCAP	06-11-18	07-19-18
*Amaral, Marlene *Gamboa, Trinidad	Teacher NTE 5.25 hrs. per day	Paramount High-Senior		\$38.00 Special Education	07-02-19	07-19-18
*Baligad, Gretchen *Caballero, Esperanza *Caseres, Heydy *Galias, Kristina *Hawkins, Emily *Kiely, Delia *Monge-Diaz, Erika *Nguyen, Jennifer *San Miguel, Kristin *Sy, Cheena	Teacher NTE 42 hrs. each	Wirtz		\$38.00 LCAP	06-11-18	07-12-18
*Bodholdt, Megan *Hernandez, Julie *Ignash, Michelle *Kasper, Gina *Watkins, Laurie	Program Specialist	Special Education		<b><u>STIPEND</u></b> \$4,484 Special Education	08-01-17	06-22-18
*Go-Ng, Joy	Curriculum Specialist	Educational Services		\$815 LCAP	05-07-18	06-30-18
*Mora, Melissa	Athletic Director	Alondra		\$692 LCAP	09-01-17	05-31-18
*Ferrer, Lisa	ASB Advisor	Buena Vista		\$2,294 State Lottery Revenue	08-14-17	06-08-18

\*Ratification

**PERSONNEL REPORT 18-02  
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CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>STIPEND</u></b>				<b><u>STIPEND</u></b>		
*Butler,Carolynn	Principal Summer School	Collins		\$5,000 LCAP	06-11-18	07-12-18
*Diaz, Vicente	Soccer	Hollydale		\$172 LCAP	03-26-18	05-25-18
*Williams, Kelly	Principal Summer School	Lincoln		\$5,000 LCAP	06-11-18	07-12-18
*Mapp, Hilda	Principal Summer School	Los Cerritos		\$5,000 LCAP	06-11-18	07-12-18
*Bergamini Guerrero, Roberto	CIF Playoffs Spring Sports	Paramount High-Senior		1/10 <sup>th</sup> of \$3,156 per week State Lottery Revenue	05-14-18	05-18-18
*Acosta, Alexander	Boys' Athletic Director	Paramount High-Senior		\$3,947 State Lottery Revenue	08-14-17	06-08-18
*Aldave, Elizabeth	Theater/Play Advisor	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Bignami, Autumn	Activities Director	Paramount High-Senior		\$458 State Lottery Revenue	08-14-17	10-13-17
*Caldera, Ricardo	Yearbook Advisor	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Carmona, Angel	Band Director	Paramount High-Senior		\$3,156 State Lottery Revenue	08-14-17	06-08-18
*Carmona, Angel	Pageantry Director	Paramount High-Senior		\$3,156 State Lottery Revenue	08-14-17	06-08-18
*Cuneo, Lynne	Choral Director	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18

\*Ratification

**PERSONNEL REPORT 18-02  
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CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>STIPEND</u></b> continued				<b><u>STIPEND</u></b>		
*Dominguez, Rachel	Girls' Athletic Director	Paramount High-Senior		\$3,947 State Lottery Revenue	08-14-17	06-08-18
*Hornback, Jon	Activities Director	Paramount High-Senior		\$611 State Lottery Revenue	10-15-17	06-08-18
*Martinez, Javier	Pirate News Advisor	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Rodriguez, Yvette	Newspaper Advisor	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Sewell, Jason	Video Tech Advisor	Paramount High-Senior		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Walker, Jessica	Activities Director	Paramount High-Senior		\$611 State Lottery Revenue	10-15-17	06-08-18
*Yonaki, Andrew	Activities Director	Paramount High-Senior		\$611 State Lottery Revenue	10-15-17	06-08-18
*Aldave, Elizabeth	Department Chair VAPA	Paramount High-Senior		\$1,176 State Lottery Revenue	08-14-17	06-08-18
*Harter, Tammy	Department Chair Language Arts	Paramount High-Senior		\$3,817 State Lottery Revenue	08-14-17	06-08-18
*Lindshield, Erik	Department Chair Counselor	Paramount High-Senior		\$2,009 State Lottery Revenue	07-01-17	03-31-18
*Lopez, Betsaida	Department Chair Foreign Language	Paramount High-Senior		\$1,535 State Lottery Revenue	08-14-17	06-08-18

\*Ratification

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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>STIPEND</u></b> <u>continued</u>				<b><u>STIPEND</u></b>		
*Marchesini, Melissa	Department Chair Social Science	Paramount High-Senior		\$2,411 State Lottery Revenue	08-14-17	06-08-18
*Olson, Natalie	Department Chair Special Education	Paramount High-Senior		\$2,913 State Lottery Revenue	08-14-17	06-08-18
*Rios, Santiago	Department Chair Mathematics	Paramount High-Senior		\$3,099 State Lottery Revenue	08-14-17	06-08-18
*Sewell, Jason	Department Chair Career Technical Education	Paramount High-Senior		\$1,793 State Lottery Revenue	08-14-17	06-08-18
*Talamantes, Lourdes	Department Chair Counseling	Paramount High-Senior		\$2,009 State Lottery Revenue	04-01-18	06-30-18
*Vargas, Jimena	Department Chair Physical Education	Paramount High-Senior		\$1,750 State Lottery Revenue	08-14-17	06-08-18
*Wuchner, Charles	Department Chair Science	Paramount High-Senior		\$2,913 State Lottery Revenue	08-14-17	06-08-18
*Brayboy, Dannie *Guild, Robert *Rundblade, Rodney	JROTC**	Paramount High-Senior		\$3,156 State Lottery Revenue	08-14-17	06-08-18
*Cunningham, Christina	ASB Advisor	Paramount High-West		\$2,294 State Lottery Revenue	08-14-17	06-08-18
*Jaffe, Brent	CTE Pathway	Paramount High-West		\$1,374 LCAP	08-14-17	06-08-18
*Roberts, Linh	Principal Summer School	Wirtz		\$5,000 LCAP	06-11-18	07-12-18

\*Ratification

\*\*Junior Reserve Officer Training Corps

**PERSONNEL REPORT 18-02  
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CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>LEAVE OF ABSENCE WITH PAY</u></b> Bark, Samuel	Teacher	Adult Education	Military	07-16-18	07-27-18
<b><u>RESIGNATION</u></b> Yi, Seokhoon	Teacher	Paramount High-Senior	Personal	07-02-18	

**PERSONNEL REPORT 18-02  
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>EMPLOYMENT</u></b>						
Durr, Maurice	Campus Security 8 hrs. per day/10 mo.	Jackson	118-III	<b><u>Monthly</u></b> \$3,626 General Fund	08-13-18	
Griffin, Diana	Technology Instructional Assistant 6 hrs. per day/10 mo.	Los Cerritos	118-I	75% of \$3,285 LCAP*	08-20-18	
**Aguayo, Rosa	Student Data Technician 8 hrs. per day/11 mo.	Odyssey Stem Academy	119-III	\$3,715 General Fund	07-30-18	
**Verduzco, Liza	Senior School Office Assistant 8 hrs. per day/12 mo.	Paramount High-Senior	118-I	\$3,285 LCAP	07-17-18	
**Chappell, Kyrie	Senior School Office Assistant 8 hrs. per day/12 mo.	Paramount High-West	118-I	\$3,285 LCAP	07-17-18	
<b><u>Short Term</u></b>						
**Tittle, Alma	District Translator NTE 50 hrs.	Human Resources		<b><u>Hourly</u></b> \$24.85 General Fund	07-02-18	06-30-19
**Aguilera, Belen **Angulo, Amelia **Llamas, Crystal **Martos, Erica **Ortiz, Daniel **Perez, Yesenia **Portillo, Gerardo **Robielos, Ciprian John **Velazquez, Daisy	Instructional Assistant-Sp. Ed. NTE 12 hrs. each	Special Education	112-I	\$15.47 Special Education	06-18-18	06-21-18
**Palomo, Gisele	Instructional Assistant-SE/SH NTE 12 hrs. each	Special Education	115-I	\$16.67	06-18-18	06-19-18
<b><u>College Tutor</u></b>						
**Figueroa, Priscilla **Hortua, Angie	College Tutor NTE 175 hrs. each	Paramount High-West		<b><u>Hourly</u></b> \$13.50 Title 1	06-11-18	08-17-18

\* Local Control Accountability Plan  
\*\* Ratification



**PERSONNEL REPORT 18-02  
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment</b>				<b>Hourly</b>		
*Corrales, Gregoria	Office Assistant NTE 212 hrs.	Educational Services – Secondary	316-VI	\$22.94** Career Tech Ed. Incentive Grant	07-02-18	07-27-18
*Bravo, Lisa	Library Technician NTE 32 hrs.	K-5 Schools & Inno- vative Programs	316-VI	\$22.94** General Fund	07-02-18	07-27-18
*Olmos, Christie	Student Data Technician NTE 6 hrs. per day	K-5 Schools & Inno- vative Programs	319-VI	\$24.66 LCAP	07-02-18	07-03-18
*Adams, Martha	Campus Security	Operations	118-III	\$20.92	07-02-18	07-12-18
*Bas, Ron	NTE 6 hrs. per day each		118-VI	\$23.49 General Fund		
*Martinez, John	Custodian NTE 10 hrs. per day	Operations	117-VI	\$22.91 General Fund	07-02-18	08-10-18
*Fuentes, Stephanie	Research Technician NTE 8 hrs. per day	Research	130-I	\$25.49 General Fund	07-02-18	07-27-18
*Acevedo, Guadalupe	Senior Nutrition	Student	311-VI	\$20.35**	07-01-18	07-27-18
*Avila, Consuelo	Services Worker	Nutrition	411-VI	\$20.46**		
*Berruecos, Silvia	NTE 8 hrs. per day	Services	111-VI	\$19.77		
*Flores-Trejo, Mayra	each		111-VI	\$19.89**		
*Gonzales, Luz			311-VI	\$20.35**		
*Lim, Young			311-VI	\$20.35**		
*Lucas, Maria			211-VI	\$20.23**		
*Nevarez, Maria			411-VI	\$20.46**		
*Perez, Leticia			311-VI	\$20.35**		
*Rodriguez, Mayra			111-VI	\$19.77		
*Thompson, Felicia			211-VI	\$20.23**		
*Toledo, Gloria			211-VI	\$20.23**		
*Vega, Griselda			111-VI	\$19.77 SNS***		

\* Ratification

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

\*\*\* Student Nutrition Services

**PERSONNEL REPORT 18-02  
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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>				<b>Hourly</b>		
*Acevedo, Guadalupe	Nutrition Services	Student	321-II	\$22.01**	07-01-18	07-27-18
*Lopez, Maria	Manager-Training Kitchen NTE 8 hrs. each	Nutrition Services	321-VI	\$25.88** SNS		
*Chan, Bertha	Nutrition Services	Student	317-VI	\$23.49**	07-01-18	07-27-18
*Gonzalez, Juanita	Manager	Nutrition	317-VI	\$23.49**		
*Hernandez, Sonia	NTE 8 hrs. per day	Services	317-VI	\$23.49**		
*Horton, Arie	each		417-VI	\$23.60**		
*Lopez Villa, Maria			117-VI	\$22.91		
*Reyes, Betsie			217-VI	\$23.37**		
*Romero-Ayala, Maria			317-VI	\$23.49**		
*Ruiz, Lupe			617-VI	\$23.83**		
*Sandoval, Veronica			317-VI	\$23.49** SNS		
*Berruecos, Silvia	Nutrition Services	Student	119-III	\$21.43**	07-01-18	07-27-18
*Jimenez, Romelia	Manager – West Campus NTE 8 hrs. per day each	Nutrition Services	619-VI	\$25.00** SNS		
*Gonzales, Luz	Nutrition Services	Student	323-I	\$22.01**	07-01-18	07-27-18
*Lucas, Maria	Manager – HS	Nutrition	223-I	\$21.89**		
*Martinez, Teresa	NTE 8 hrs. per day each	Services	323-VI	\$27.15** SNS		
*Aguilar, Rita	School Health/Office Technician NTE 40 hrs.	Alondra	116-VI	\$22.37 General Fund	07-02-18	07-17-18
*Hailey, Theresa	School Administrative Assistant NTE 5.5 hrs. per day	Alondra	623-VI	\$27.50** General Fund	07-02-18	07-27-18
*McKinney, Nichole	Technology Instructional Assistant NTE 2 hrs. per day	Alondra	118-VI	\$23.49 Special Education	07-02-18	07-12-18
*Melendez, Analilia	Student Data Technician NTE 3.5 hrs. per day	Alondra	119-IV	\$22.52 General Fund	07-02-18	07-27-18

\* Ratification

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

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CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>				<b>Hourly</b>		
*Espinosa, Esther	Language Assessment Assistant NTE 3 hrs. per day	Buena Vista	113-III	\$18.49 EIA-LEP**	07-10-18	07-16-18
*Graham, Craig	Campus Security NTE 5 hrs. per day	Buena Vista	618-VI	\$24.41*** LCAP	07-02-18	07-19-18
*Patino, Sandra	Student Data Technician NTE 3 hrs. per day	Buena Vista	419-VI	\$24.77** EIA-LEP	07-10-18	07-16-18
*Salazar, Maritza	School Administrative Assistant NTE 4.5 hrs. per day	Buena Vista	223-VI	\$27.03** LCAP	07-02-18	07-19-18
*Aguirre, Victor	Student Data Technician NTE 5 hrs. per day	Collins	119-I	\$19.43 LCAP	07-02-18	07-12-18
*Lopez, Josephine	School Administrative Assistant NTE 5 hrs. per day	Collins	323-VI	\$27.15** LCAP	07-02-18	07-12-18
*Monroy, Melissa	Library Technician NTE 30 hrs.	Collins	116-IV	\$20.92 EIA-LEP	07-02-18	07-27-18
*Ramirez, Brenda	Technology Instructional Assistant NTE 30 hrs.	Collins	118-IV	\$21.98 EIA-LEP	07-02-18	08-17-18
*Vernoy, John	Campus Security NTE 7 hrs. per day	Community Day School	318-VI	\$24.06** LCAP	07-02-18	07-19-18
*Miranda, Sally	School Administrative Assistant NTE 5 hrs. per day	Lincoln	323-VI	\$27.15** LCAP	07-02-18	07-12-18
*Patino, Sandra	Student Data Technician NTE 40 hrs.	Lincoln	419-VI	\$24.77** LCAP	07-02-18	07-12-18

\* Ratification

\*\* Economic Impact Aid-Limited English Proficient

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

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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>				<b>Hourly</b>		
*Salado, Jose	Technology Instructional Assistant NTE 4 hrs. per day	Lincoln	118-IV	\$21.98 LCAP	07-02-18	07-12-18
*Anguiano, Maria	Student Data Technician NTE 5 hrs. per day	Los Cerritos	319-VI	\$24.66** LCAP	07-02-18	07-12-18
*Menjivar, Edgar	Technology Instructional Assistant NTE 4 hrs. per day	Los Cerritos	118-IV	\$21.98 LCAP	07-02-18	07-12-18
*Funes, Marlene	School Administrative Assistant NTE 120 hrs.	Odyssey Stem Academy	123-I	\$21.43 General Fund	07-02-18	07-27-18
*Acevedo, Jose	Technology Instructional Assistant NTE 75 hrs.	Paramount High-Senior	220-VI	\$25.14** LCAP	07-02-18	08-17-18
*Carrillo-Barrancas, Brian	Campus Security NTE 6 hrs. per day each	Paramount High-Senior	118-VI	\$22.75	06-18-18	06-28-18
*Dake, Randall			218-VI	\$23.44**		
*Dorsey, Sequena			118-VI	\$22.75		
*Fukofuka, Olive			318-VI	\$23.33** LCAP		
*Carrillo-Barrancas, Brian	Campus Security NTE 6 hrs. per day	Paramount High-Senior	118-VI	\$23.49	07-02-18	07-19-18
*Carrion, Manuel			118-VI	\$23.49		
*Dake, Randall			218-VI	\$23.95**		
*Dorsey, Sequena			118-VI	\$23.49		
*Duran, J. Trinidad			118-VI	\$23.49		
*Fukofuka, Olive			318-VI	\$24.06** LCAP		
*Davila, Claudia	Technology Instructional Assistant NTE 100 hrs.	Paramount High-Senior	118-IV	\$21.98 LCAP	07-02-18	08-17-18

\* Ratification

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

**PERSONNEL REPORT 18-02  
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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b>Summer Assignment continued</b>				<b>Hourly</b>		
*Gonzalez, Teresa	Office Assistant NTE 10 hrs. per day	Paramount High-Senior	116-IV	\$20.92 General Fund	07-02-18	07-27-18
*Mendez, Marisol	Technology Support Assistant NTE 6 hrs. per day	Paramount High-Senior	120-III	\$21.33 LCAP	06-19-18	06-28-19
*Ortega, Saidy	Technology Instructional Assistant NTE 6 hrs. per day	Paramount High-Senior	118-V	\$23.09 LCAP	07-02-18	07-12-18
*Leon, Jose	Campus Security NTE 6 hrs. per day each	Paramount High-West	118-V	\$23.09	07-02-18	07-19-18
*Quintiliani-Hodgson, Donald			118-VI	\$23.49		
*Smith, Rose			318-VI	\$24.06**		
*Williams, Yashica			118-III	\$20.92 LCAP		
*Andrade, Wendy	Student Data Technician NTE 5 hrs. per day	Wirtz	419-V	\$24.36** LCAP	07-02-18	07-12-18
*Aviles, Elizabeth	School Administrative Assistant NTE 5 hrs. per day	Wirtz	423-VI	\$27.27** General Fund	07-02-18	07-12-18
*Dorsey, Brenda	Library Technician NTE 5 hrs. per day	Wirtz	116-III	\$19.92 EIA-LEP	07-02-18	07-12-18
*Vargas, Diana	Technology Instructional Assistant NTE 4 hrs. per day	Wirtz	118-I	\$18.95 LCAP	07-02-18	07-12-18
<b><u>WORKING OUT OF CLASSIFICATION</u></b>				<b>Monthly</b>		
*Ruiz, Joe	Grounds/Maintenance Worker/Equipment Operator NTE 8 hrs. per day	Operations	121-III	\$3,903** Restricted Routine Maintenance	07-23-18	08-31-18

\* Ratification

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

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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>WORKING OUT OF CLASSIFICATION</u></b>						
<u>continued</u>						
*Herrera, Frances	Student Data Technician NTE 4 hrs. per day	Gaines	419-V	<b>Monthly</b> \$4,103** General Fund	05-14-18	06-29-18
*Andrade, Wendy	Student Data Technician NTE 17 hrs. per week	Wirtz	416-VI	\$4,103** LCAP	06-04-18	06-28-18
<b><u>ASSIGNMENT CHANGE</u></b>						
*Vega, Lizbett	Instructional Assistant-SE/SH 3.5 hrs. per day/10 mo.	Adult Ed/CDS	115-V	<b>Monthly</b> 37.5% of \$3,715 Special Education	07-01-18	
*Figueroa, Alejandra	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	411-VI	43.75% of \$3,547** ECE	07-01-18	
*Gonzalez, Sofia	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	311-VI	43.75% of \$3,527** ECE	07-01-18	
*Jenkins, Elzbieta	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	111-VI	43.75% of \$3,427 ECE	07-01-18	
*Lieneke, Vivian	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	611-VI	43.75% of \$3,587** ECE	07-01-18	
*Ortega Curiel, Elisa	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	111-VI	43.75% of \$3,427 ECE	07-01-18	

\* Ratification

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NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<b><u>ASSIGNMENT CHANGE</u></b>						
<u>continued</u>						
*Zurita, Beatriz	Instructional Assistant-ECE 3.5 hrs. per day/10 mo.	Gaines ECE	511-VI	<b>Monthly</b> 43.75% of \$3,567** ECE	07-01-18	
<b><u>TEMPORARY ATHLETIC TEAM COACH</u></b>						
*Aguirre, Jose	Middle School Intermural Sports Boys Soccer	Alondra		<b>Stipend</b> \$172 LCAP	01-08-18	05-31-18
*DeLeon, Jaycob	Middle School Intermural Sports Boys Wrestling	Alondra		\$172 LCAP	01-08-18	05-31-18
*DeLeon, Jaycob	Middle School Intermural Sports Boys Basketball	Alondra		\$172 LCAP	01-08-18	05-31-18
*Flora, Kaytlyn	Middle School Intermural Sports Girls Basketball	Alondra		\$172 LCAP	01-08-18	05-31-18
*Flora, Kaytlyn	Middle School Intermural Sports Boys Wrestling	Alondra		\$172 LCAP	01-08-18	05-31-18
*Flores, Ernestina	Middle School Intermural Sports Girls Wrestling	Alondra		\$172 LCAP	01-08-18	05-31-18
*Guerrero, Angie	Middle School Intermural Sports Cheer	Alondra		\$692 LCAP	09-01-18	05-31-18
*Jimenez, Jessica	Assistant Coach – Track & Field	Paramount High-Senior		1/10 <sup>th</sup> of \$2,264 per week	05-14-18	05-25-18
*Johnson, Wayne	Head Coach – Track & Field	Paramount High-Senior		1/10 <sup>th</sup> of \$3,156 per week	05-14-18	05-25-18

\* Ratification

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

**PERSONNEL REPORT 18-02  
AUGUST 06, 2018  
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<b><u>RESIGNATION</u></b>					
Martinez, James	Maintenance Worker	Operations	Personal	07-20-18	
Vizcarra, Daniel	Instructional Assistant – SE/SH	Special Education	Personal	06-07-18	
Real, Lisbeth	Student Data Technician	Keppel	Personal	08-23-18	
Salado, Jose	Technology Instructional Assistant	Lincoln	Personal	07-12-18	
Ashraf, Alina	Library Technician	Mokler	Personal	06-28-18	
Berru, Rocio	Senior School Office Assistant	Paramount High-Senior	Personal	07-01-18	
Paredes Rosario	Instructional Assistant – SE/SH	Paramount High-Senior	Personal	06-07-18	
Robinson, Mary	Instructional Assistant – SE/SH	Paramount High-Senior	Personal	06-07-18	
Figueroa, Priscilla	College Tutor	Paramount High-West	Personal	07-31-18	
Martinez, Ruben	Technology Instructional Assistant	Roosevelt	Personal	07-19-18	



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent-Human Resources  
**DATE:** August 6, 2018  
**SUBJECT:** Consultant Services

**BACKGROUND INFORMATION:**

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

The following contract service is requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	Los Angeles County Superintendent of Schools  PC-18-1973	Create Employee Assistance Program to provide full-time employees a source of information, pre-referral counseling, evaluation, referrals and follow-up, and to provide training programs for management and supervisory personnel to assist in the early recognition of employee problems that can or do affect performance.	Human Resources  Requested by: Myrna Morales	July 1, 2018 through June 30, 2019	Amount not to exceed \$12,342 (1210 full-time employees x \$10.20 per employee per year) from General Fund
2	PeopleAdmin (formerly eSchools Solutions)  PC 18-1974	Consultant will provide software, training, and ongoing support for operation of the SmartFind Substitute Employee Management System.	Human Resources  Requested by: Myrna Morales	July 1, 2018 through June 30, 2019	Not to exceed \$9,865 from General Fund

**POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

**FISCAL IMPACT:**

As indicated above.

**CONSENT ITEM: 2.2-C**

**STAFF RECOMMENDATION:**

Ratify the Consultant Services Request authorizing contracts with consultants or independent contractors who provide specialized services, as submitted.

**PREPARED BY:**

Myrna Morales, Assistant Superintendent – Human Resources

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 2: High Quality Teaching and Learning

- Goal 1: All students will be held to high expectations for achievement and will meet or exceed the standards.

Focus Area 3: Positive Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leaders and District leadership.

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 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	Thinking Maps  PC18-1953	To provide on-site professional development to St. Pancratius School K-8 teachers on Thinking Maps: A Language for Learning.	Educational Services  Requested by: Renée Jeffrey	August 7, 2018 and June 30, 2019	Not to exceed \$10,000 from Title I and Title II funds allocated to private schools
2	Speechcom, Inc  PC18-1919	On May 29, 2018, a contract request for Speechcom was approved to provide five speech and language pathologists (SLPs). An addendum to the contract is requested for two additional SLPs due to SLPs that recently departed from other agencies. The District continues to recruit and hire SLPs; services are contracted on a temporary basis. Contracts are requested to assure the District is in compliance with services required by students' IEPs.	Special Education  Requested by: David Daley	August 7, 2018 through June 30, 2019	Not to exceed \$213,000 from previously allocated Special Education funds

**CONSENT ITEM: 3.1-C**

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
3	DirectEd Educational Services  PC18-1968	Consultant to provide Independent Education Evaluations for psychoeducational, speech and occupational therapy assessments as a result of a parent request. The District continues to recruit and hire for services that are contracted on a temporary basis. Contracts are requested to assure the compliance with services required by students' Individual Education Plan or settlement agreements.	Special Education  Requested by: David Daley	August 7, 2018 through June 30, 2019	Not to exceed \$11,000 from Special Education funds

**POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Manuel San Miguel, Director – Student Services

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership, and district leadership
- Goal 3: Create a safe and civil learning environment for all stakeholders that incorporates restorative practices

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** Memorandum of Understanding with Upward Bound Program at California State University, Long Beach

## **BACKGROUND INFORMATION:**

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

## **POLICY/ISSUE:**

Board Policy 3322 – Contracts  
Board Policy 1210 – Community Relations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with the Upward Bound program at California State University Long Beach to provide college outreach services to students at Paramount High School in 2018-19.

## **PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 4: Parent and Community Partnerships

- Goal 2: Expand community outreach efforts and increase opportunities for involvement.
- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries.

**CONSENT ITEM: 3.2-C**

# Paramount Unified School District

## MEMORANDUM OF UNDERSTANDING

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

Upward Bound will provide:

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

Paramount Unified School District agrees to provide:

- High school students who meet the criteria needed to participate in the summer program.
- A room or location for tutoring during the 2018-19 school year.

This Memorandum of Understanding shall be effective August 2018 through August 2019. Should this Memorandum of Understanding require modifications during this period, they shall be added with mutual agreement by both parties. Either party may cancel this agreement at any time.

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Curglin Robertson  
Academic Coordinator  
Upward Bound  
California State University, Long Beach

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Ruben Frutos  
Assistant Superintendent  
Business Services  
Paramount Unified School District

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Date

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Date

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 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	Morrow Bay/Santa Barbara, CA	Paramount High School boys' cross-country team will travel to Morrow Bay to run in higher elevations and participate in team building activities.  8 students and 2 chaperones	High School  Requested by: Mike Ono	September 7-9, 2018	Not to exceed \$1,520 from club funds

**POLICY/ISSUE:**

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

**FISCAL IMPACT:**

As indicated above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Manuel San Miguel, Director - Student Services

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 2: High Quality Teaching and Learning

- Goal 3: Instruction will be standards-based, relevant, personalized and rigorous

**CONSENT ITEM: 3.3-C**

Itinerary for Paramount High School Cross Country Team Overnight Trip  
Morro Bay/Santa Barbara, CA  
September 7-9, 2018

**Friday, September 7, 2018**

9:00 a.m. Depart Paramount High School  
3:00 p.m. Arrive at hotel in Morro Bay  
4:00 p.m. Evening run  
7:00 p.m. Dinner  
10:00 p.m. Lights out

**Saturday, September 8, 2018**

6:00 a.m. Breakfast  
8:00 a.m. Athletes run race at Morro Bay High School  
10:00 a.m. Drive back to the hotel for checkout  
12:00 p.m. Lunch  
1:00 p.m. Drive to Cal Poly University to tour campus  
2:00 p.m. Arrive at hotel in Santa Barbara  
5:00 p.m. Tour to old town Santa Barbara  
5:00 p.m. Dinner  
10:00 p.m. Lights out

**Sunday, September 9, 2018**

6:00 a.m. Morning run  
8:00 a.m. Hotel checkout  
10:00 a.m. Breakfast  
11:30 p.m. Visit UC Santa Barbara campus  
1:00 p.m. Depart Santa Barbara  
3:30 p.m. Arrive at Paramount High School



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** August 6, 2018  
**SUBJECT:** Purchase Order Report, 18-02

## **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. Authorized- California Clean Energy Jobs Act	122,232.63
2. Authorized Orders – LCAP	5,800.00
3. Authorized Orders – Student Nutrition Services	14,100.00
Sub Total	\$ 142,132.63

4. Ratified Orders (Under \$1,500) 766.50

**TOTAL OF ALL ORDERS** \$ **156,999.13**

### **2018/2019**

1. Ratified Orders – Adult Education	4,900.00
2. Authorized Orders – Adult Education	28,600.00
3. Ratified Orders – Building Fund	9,944.00
4. Authorized Orders – Building Fund	351,047.13
5. Ratified- California Clean Energy Jobs Act	3,299.63
6. Authorized- California Clean Energy Jobs Act	22,631.00
7. Authorized Orders – Deferred Maintenance	540,943.22
8. Ratified Orders – General Fund	63,493.16
9. Authorized Orders – General Fund	71,641.40
10. Ratified Orders – LCAP	25,489.85
11. Authorized Orders – LCAP	197,197.97
12. Ratified Orders – Student Nutrition Services	3,000.00
13. Authorized Orders – Student Nutrition Services	7,000.00
Sub Total	\$ 1,329,187.36

**CONSENT ITEM: 4.1-C**

14. Ratified Orders (Under \$1,500)	13,531.89
<b>TOTAL OF ALL ORDERS</b>	<b>\$ <u>1,342,719.25</u></b>

**POLICY/ISSUE:**

Board Policy 3300 - Expenditures and Purchases

Board Policy and Administrative Regulation 3320 - Purchasing Procedures.

**FISCAL IMPACT:**

As indicated above.

**STAFF RECOMMENDATION:**

Approve Purchase Order Report 18-02 authorizing the purchase of supplies, equipment, and services for the District.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership and District leadership

**Paramount Unified School District**

**2017/2018**

**Purchase Orders To Be Ratified and Authorized**

**August 6, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund - Calif. Clean Energy Jobs Act</b>				
18-01238	INTER-PACIFIC, INC.	Operations	Replace interior LED lighting installation various sites (Bid # 8-16-17) (increase purchase order from \$573,190 to \$695,742)	\$122,232.63 *
<b>010 - General Fund - LCAP</b>				
18-01378	FLIPPEN GROUP	Jackson Middle School	Professional development training: Alondra & Jackson (increase purchase order from \$37,500 to \$43,300)	\$5,800.00 *
<b>130 - Cafeteria Fund</b>				
18-00233	SOUTH BAY HEATING & AIR CONDITIONING INC	Nutrition Services	Annual: equipment repair (increase purchase order from \$44,000 to \$51,900)	\$7,900.00 *
18-01016	PJ'S EAST LP	Nutrition Services	Annual: Papa John's pizza (increase purchase order from \$58,000 to \$64,200)	\$6,200.00 *

\* 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**

**August 6, 2018**

**PURCHASE ORDER SUMMARY BY FUND**

**5 Purchase orders for a total of \$142,899.13**

<b>010 - General Fund</b>	To Be Ratified Under \$1,500	\$766.50
	<b>Fund Total</b>	<b>\$766.50</b>
<b>010 - General Fund - Calif. Clean Energy Jobs Act</b>	To Be Authorized	\$122,232.63
	<b>Fund Total</b>	<b>\$122,232.63</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$5,800.00
	<b>Fund Total</b>	<b>\$5,800.00</b>
<b>130 - Cafeteria Fund</b>	To Be Authorized	\$14,100.00
	<b>Fund Total</b>	<b>\$14,100.00</b>

**Paramount Unified School District**

2018/2019

**Purchase Orders To Be Ratified and Authorized**

**August 6, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund</b>				
19-00275	ORGANIZED SPORTSWEAR	Hollydale K-8 School	Annual: online ordering	\$2,000.00
19-00332	STAPLES	Paramount High School West	Annual: online ordering	\$4,500.00
19-00333	U. S. BANK	Ed Services - K-8	Annual: food supplies (Costco)	\$1,500.00
19-00334	STAPLES	Ed Services - K-8	Annual: online ordering	\$4,500.00
19-00335	STAPLES	Collins Elementary School	Annual: online ordering	\$4,500.00
19-00336	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School West	Annual: online ordering	\$4,500.00
19-00337	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School West	Annual: online ordering	\$4,500.00
19-00356	STAPLES	Buena Vista High School	Annual: online ordering	\$2,000.00
19-00358	MCGRAW-HILL/CONTEMPORARY	Ed Services - K-8	K-5: Reading Wonders textbooks (270) (Board adopted: 4/27/16)	\$21,510.95 *
19-00364	SOUTHWEST SCHOOL & OFFICE SUPPLY	Keppel Elementary School	Annual: online ordering	\$5,000.00 *
19-00365	STAPLES	Jackson Middle School	Annual: online ordering	\$5,000.00 *
19-00366	STAPLES	Wirtz Elementary School	Annual: online ordering	\$4,500.00
19-00367	SOUTHWEST SCHOOL & OFFICE SUPPLY	Wirtz Elementary School	Annual: online ordering	\$4,500.00
19-00368	IMAGESTUFF	Mokler Elementary School	Annual: online ordering	\$3,000.00
19-00369	COOLE SCHOOL	Zamboni Middle School	Student planners (900)	\$3,269.35
19-00372	SPICERS PAPER INC.	Print Shop	Paper	\$4,809.45
19-00378	STAPLES	Mokler Elementary School	Annual: online ordering	\$2,500.00
19-00379	SOUTHWEST SCHOOL & OFFICE SUPPLY	Mokler Elementary School	Annual: online ordering	\$2,500.00
19-00380	ORIENTAL TRADING COMPANY	Mokler Elementary School	Annual: student incentives	\$4,000.00
19-00398	STAPLES	Secondary Ed	Annual: online ordering	\$1,500.00
19-00425	LOS ANGELES COUNTY OFFICE OF EDUCATION	K-5 Schools & Innovative Programs	AVID: Excel training (Board approved: 3/12/18)	\$18,000.00 *
19-00429	CULVER-NEWLIN INCORPORATED	Paramount High School West	CTE Culinary: classroom stools (40)	\$4,914.36
19-00431	THINKING MAPS, INC.	Special Education	Thinking Maps training kits & training	\$10,991.23 *
19-00434	SPICERS PAPER INC.	Print Shop	Paper	\$11,139.22 *
<b>010 - General Fund - Calif. Clean Energy Jobs Act</b>				
19-00354	FRED BOYLES & ASSOCIATES	Paramount High School	Furnish & install shades (15)	\$22,631.00 *
19-00370	ARETE DIGITAL IMAGING	Operations	Mural window decals (4)	\$3,299.63
<b>010 - General Fund - LCAP</b>				
18-02863	KIS COMPUTER CENTER	Odyssey STEM Academy	Computers (3)	\$3,166.74
19-00376	INVENTABLES	Odyssey STEM Academy	Classroom equipment	\$2,217.60

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

**Paramount Unified School District**

2018/2019

**Purchase Orders To Be Ratified and Authorized**

**August 6, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>010 - General Fund - LCAP</b>				
19-00377	BOLT DEPOT	Odyssey STEM Academy	Classroom supplies	\$5,715.41 *
19-00393	TEXTBOOK WAREHOUSE	Ed Services - K-8	Classroom novels (300) (Board adopted: 3/26/2018)	\$3,125.68
19-00394	U. S. BANK	Odyssey STEM Academy	Classroom supplies	\$1,894.36
19-00395	TEXTBOOK WAREHOUSE	Ed Services - K-8	Design at Work textbooks (300) (Board adopted: 3/16/18)	\$18,755.71 *
19-00399	U. S. BANK	Odyssey STEM Academy	Classroom supplies	\$1,562.28
19-00401	U. S. BANK	Odyssey STEM Academy	Classroom supplies	\$2,264.36
19-00403	VISION COMMUNICATIONS	Odyssey STEM Academy	Two-way radios (8)	\$7,323.67 *
19-00413	IIRP GRADUATE SCHOOL	Buena Vista High School	Professional activity attendance	\$1,800.00
19-00414	IIRP GRADUATE SCHOOL	Buena Vista High School	Professional activity attendance	\$1,800.00
19-00417	U. S. BANK	Odyssey STEM Academy	3D printers (7)	\$8,041.59 *
19-00419	KIS COMPUTER CENTER	Odyssey STEM Academy	Notebook computers (150)	\$136,327.50 *
19-00420	U. S. BANK	Odyssey STEM Academy	Classroom supplies	\$4,009.58
19-00421	THE BACH COMPANY	Odyssey STEM Academy	Graphing calculators (80) & accessories	\$10,894.88 *
19-00426	SEW ELECTRIC	Ed Services - K-8	Sew Electric books (150) (Board adopted: 4/23/18)	\$3,649.25
19-00428	U. S. BANK	Odyssey STEM Academy	Classroom supplies	\$5,139.21 *
19-00430	LINDSAY LUMBER COMPANY	Odyssey STEM Academy	Annual: woodshop classroom supplies	\$5,000.00 *
<b>110 - Adult Education Fund</b>				
19-00292	DIGICAL	Adult Education	Website maintenance	\$7,392.00 *
19-00384	BURLINGTON ENGLISH	Adult Education	English online courseware for ESL	\$9,243.00 *
19-00392	STAPLES	Adult Education	Annual: online ordering	\$4,900.00
19-00432	ADMINISTRATIVE SOFTWARE APPLICATIONS INC	Adult Education	Subscription renewal: Insights Dashboard Enhanced surveys	\$11,965.00 *
<b>130 - Cafeteria Fund</b>				
19-00343	ERIN HINER	Nutrition Services	Touch up murals Lincoln, Collins, Keppel & Los Cerritos	\$3,000.00
19-00355	SHIRTS UNLIMITED	Nutrition Services	Annual: staff uniforms	\$7,000.00 *
<b>140 - Deferred Maintenance Fund</b>				
19-00329	CHARLES G. HARDY, INC	Operations	Annual: maintenance roof supplies	\$90,000.00 *
19-00340	FC & SONS ROOFING INC.	Gaines Elementary School	Covered walkway roof repairs	\$11,580.00 *
19-00341	TAPIA LANDSCAPING	Operations	Alondra: field repairs	\$68,427.50 *
19-00342	SANDERS HYDROSEEDING, INC.	Alondra Middle School	Hydroseed football field	\$19,152.60 *

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

**Paramount Unified School District**

2018/2019

**Purchase Orders To Be Ratified and Authorized**

**August 6, 2018**

<b>PO Number</b>	<b>Vendor</b>	<b>Site</b>	<b>Description</b>	<b>Total Amount</b>
<b>140 - Deferred Maintenance Fund</b>				
19-00362	SANDERS HYDROSEEDING, INC.	Alondra Middle School	Hydroseed soccer fields	\$23,766.00 *
19-00422	ANIXTER INC.	Operations	Door hardware supplies	\$76,804.86 *
19-00423	REM CUSTOM BUILDERS INC.	District Warehouse	Buena Vista: office renovation	\$35,064.05 *
19-00424	ANIXTER INC.	Operations	Door panic hardware	\$25,148.21 *
19-00433	FC & SONS ROOFING INC.	Operations	Install acrylic roof coating system: warehouse & garage (Bid#4-15-16)	\$191,000.00 *
<b>211 - Building Fund - Measure I</b>				
19-00344	ALLWOOD	Odyssey STEM Academy	Furnish cabinet doors: Admin Office	\$2,232.00
19-00345	ARETE DIGITAL IMAGING	Paramount High School West	Logo wall decals (4)	\$5,908.75 *
19-00346	ABEL PLUMBING	Alondra Middle School	Plumbing services: ECE restrooms	\$1,625.00
19-00348	CHARLES G. HARDY, INC	Keppel Elementary School	Firtex supplies & ceiling tiles	\$11,279.38 *
19-00350	MEAR CONSTRUCTION	Roosevelt Elementary School	Exterior painting	\$104,000.00 *
19-00351	TAPIA LANDSCAPING	Odyssey STEM Academy	Landscaping services	\$6,140.00 *
19-00352	ALLWOOD	Odyssey STEM Academy	Furnish cabinet doors	\$2,887.00
19-00353	WEST CO.	Odyssey STEM Academy	Electrical services	\$17,200.00 *
19-00382	WEST CO.	Keppel Elementary School	Electrical maintenance & repairs (Bid #7-17-18)	\$102,131.00 *
19-00383	WEST CO.	Adult Education	Electrical maintenance & repairs (Bid #3-17-18)	\$61,400.00 *
19-00385	MEAR CONSTRUCTION	Adult Education	Replace damaged wood on exterior of portables	\$3,200.00
19-00410	UNIVERSAL ASPHALT COMPANY	Buena Vista High School	Replace asphalt: parking lot	\$42,988.00 *

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

**Paramount Unified School District**

2018/2019

**Purchase Orders To Be Ratified and Authorized**

**August 6, 2018**

**PURCHASE ORDER SUMMARY BY FUND**

97 Purchase orders for a total of **\$1,342,719.25**

<b>010 - General Fund</b>	To Be Authorized	\$71,641.40
	To Be Ratified Over \$1,500	\$63,493.16
	To Be Ratified Under \$1,500	\$4,674.65
	<b>Fund Total</b>	<b>\$139,809.21</b>
<b>010 - General Fund - Calif. Clean Energy Jobs Act</b>	To Be Authorized	\$22,631.00
	To Be Ratified Over \$1,500	\$3,299.63
	<b>Fund Total</b>	<b>\$25,930.63</b>
<b>010 - General Fund - LCAP</b>	To Be Authorized	\$197,197.97
	To Be Ratified Over \$1,500	\$25,489.85
	To Be Ratified Under \$1,500	\$4,610.85
	<b>Fund Total</b>	<b>\$227,298.67</b>
<b>110 - Adult Education Fund</b>	To Be Authorized	\$28,600.00
	To Be Ratified Over \$1,500	\$4,900.00
	<b>Fund Total</b>	<b>\$33,500.00</b>
<b>130 - Cafeteria Fund</b>	To Be Authorized	\$7,000.00
	To Be Ratified Over \$1,500	\$3,000.00
	<b>Fund Total</b>	<b>\$10,000.00</b>
<b>140 - Deferred Maintenance Fund</b>	To Be Authorized	\$540,943.22
	<b>Fund Total</b>	<b>\$540,943.22</b>
<b>211 - Building Fund - Measure I</b>	To Be Authorized	\$351,047.13
	To Be Ratified Over \$1,500	\$9,944.00
	To Be Ratified Under \$1,500	\$4,246.39
	<b>Fund Total</b>	<b>\$365,237.52</b>



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** August 6, 2018  
**SUBJECT:** Agreement for Use of Facilities – Our Lady of the Rosary

## **BACKGROUND INFORMATION:**

For many years the agreement with Our Lady of the Rosary has permitted the District a lease extension for one relocatable unit for use by the Title 1 Program for the District's students. This will be the twenty-first extension of the lease with Our Lady of the Rosary for the relocatable unit for another one-year period ending August 31, 2019.

## **POLICY/ISSUE:**

Board Policy 3322 – Contracts

## **FISCAL IMPACT:**

\$7,200 – Title 1 funds

## **STAFF RECOMMENDATION:**

Approve the lease agreement for use of a relocatable unit at Our Lady of the Rosary from September 1, 2018 through August 31, 2019.

## **PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 4: Parent and Community Partnerships

- Goal 2: Expand community outreach efforts and increase opportunities for involvement
- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries

**CONSENT ITEM: 4.2-C**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** August 6, 2018  
**SUBJECT:** Consultant Services

**BACKGROUND INFORMATION:**

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

The following contracted services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	DecisionInsite  PC18-1967	Provide enrollment projections and the web-based Student View System.	Business Services  Requested by: Ruben Frutos	July 1, 2016 through June 30, 2019	Total contract amount \$18,638 per year.  Total contract amount not to exceed \$55,914 for a three-year period, from Capital Facilities Funds
2	VMA Communications, Inc.  PC-18-1969	Provide Informational research and media distribution; produce informational materials relating to standards implementation, LCFF, Facilities and Projects information. Provide internal and external communications and assist in maintaining a social media presence.	Business Services  Requested by: Ruben Frutos	July 1, 2018 through June 30, 2019	Not to exceed \$102,000.00 from General Funds
3	School Services of California, Inc.  PC-18-1970	Provide fiscal and management information services for the period September 1, 2018 through August 31, 2019.	Business Services  Requested by: Ruben Frutos	September 1, 2018 through August 31, 2019	Not to exceed \$3,700 from General Funds

**CONSENT ITEM: 4.3-C**

4	Design Studio Graphics  PC-18-1975	Provide District communication through digital, electronic and printed designs as requested, including social media advertisements and video productions. Create visual concepts to effectively communicate District information. Develop overall layout and production designs for informational reports.	Business Services  Requested by: Ruben Frutos	July 1, 2018 through June 30, 2019	Not to exceed \$37,460.00 from General Funds
5	Golden State Mailing LLC  PC-18-1976	Prepare District materials for distribution, routing and mailing as requested by the District. Provide records of batch mail processing and arrange for delivery as needed.	Business Services  Requested by: Ruben Frutos	July 1, 2018 through June 30, 2019	Not to exceed \$4,550.00 from General Funds
6	Coordinated Print Services, LLC  PC-18-1977	Provide printing services to the District for the production of news and information items for distribution as requested by the District.	Business Services  Requested by: Ruben Frutos	July 1, 2018 through June 30, 2019	Not to exceed \$7,380.00 from General Funds

**POLICY/ISSUE:**

Board Policy 4126 – Consultants

**FISCAL IMPACT:**

As shown above

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 1: Decrease overall suspension, truancy, and chronic absentee rates for all students, and ensure no student group is overrepresented in them
- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership, and District leadership
- Goal 3: Create a safe and civil learning environment for all stakeholders that incorporates restorative practices

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** August 6, 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 totaling \$553.50 from Manuel San Miguel. This donation will be designated for the students Paramount High School to support student academic achievement.
2. The District received a donation totaling \$4,400.00 from Jackson Charitable Foundation via Ramsey Solutions. This donation will be designated for the students of Buena Vista and Paramount High School to support student academic achievement.

For the current 2018-19 fiscal year through July 16, 2018, the District has received an estimated total, which includes the above amounts, of \$8,285.35 in gifts, grants, and bequests.

**POLICY/ISSUE:**

Board Policy 3280 – Gifts, Grants, and Bequests

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

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

**PREPARED BY:**

Ruben Frutos, Assistant Superintendent-Business Services

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership and District leadership

**CONSENT ITEM: 4.4-C**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Myrna Morales, Assistant Superintendent – Human Resources  
**DATE:** August 6, 2018  
**SUBJECT:** Student Field Placement Agreement with the University of Southern California

## **BACKGROUND INFORMATION:**

Periodically, the District enters into agreements with accredited universities and colleges to provide fieldwork placement or clinical experience for students enrolled in such institutions. The University of Southern California has requested that the District participate in such an agreement for field placement experience for students enrolled in the fields of teaching, school counseling, and social work. The agreement, if approved, would commence August 7, 2018 and terminate in three years. Either party may terminate this agreement upon written notice.

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

## **POLICY/ISSUE:**

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

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the agreement with the University of Southern California for participation in field placement experience.

## **PREPARED BY:**

Myrna Morales, Assistant Superintendent – Human Resources

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 2: High Quality Teaching and Learning

- Goal 1: All students will be held to high expectations for achievement and will meet or exceed the standards.

**ACTION ITEM: 2.1-A**

## USC SCHOOL/SCHOOL DISTRICT PLACEMENT AGREEMENT

This School / School District Placement Agreement (“Agreement”) is made this 7th day of August, 2018, by and between Paramount Unified School District, with an address located at 15110 California Avenue, Paramount, CA 90723, (“District”), and the University of Southern California, a California nonprofit educational institution, with an address of Waite Phillips Hall, 3551 Trousdale Parkway, ADM 352, Los Angeles, CA 90089 (“USC”). USC and School/District may be referred to collectively as the “parties” and individually as a “party.”

WHEREAS, USC offers graduate degree programs to its students (“Candidates”) in classroom and in online learning environments; and

WHEREAS, with respect to the online learning environment, USC Rossier and the USC Suzanne Dworak-Peck School of Social Work offer graduate degree programs with an online learning component and field placement experiences (“Programs”), including, among others, Programs in the fields of teaching, school counseling, and social work.

NOW THEREFORE, intending to be legally bound hereby, the parties agree as follows:

1. Placements. The School/District agrees to host one or more Candidates in accordance with the terms of this Agreement and as further set forth in either: (a) the Teaching Candidate Addendum with respect to teaching Candidates; (b) the School Counseling Candidate Addendum with respect to School Counseling Candidates; (c) the School of Social Work Candidate Addendum with respect to School of Social Work Candidate; or (d) such other addenda for such additional Programs as may be agreed upon by the parties from time to time. Each aforementioned Addendum (collectively, the “Addenda”) is incorporated into and made a part of this Agreement.

2. Placement Opportunities.

(a) USC will request placements for its Candidates for one or more of the Programs detailed in the Addenda. Each request shall identify the particular Candidate (or, for groups of Candidates, a composite description of relevant background, assignment request, assignment objectives and suggested activities as appropriate to requested assignments for the Candidate group). USC shall comply with any School/District policy applicable to such placement requests and provided by the School/District to USC.

(b) The School/District agrees to use good-faith efforts to place Candidates proposed by USC within the School/District. The School/District shall have the sole discretion with respect to all Candidate assignments hereunder, provided that the School/District shall involve USC throughout the decision-making process. The School/District shall not in any way be obligated to accept assignments of Candidates beyond the capabilities of the School/District, as determined by the School/District in its sole discretion. The School/District shall have the right to terminate its relationship with any Candidate for violation of the School’s/District’s regulations or for other reasonable cause in accordance with the School’s/District’s standard policies or practice.

3. Compliance with Law.

(a) *Background Investigations.* (i) USC shall inform each Candidate being hosted by the School/District that they are required to complete a background check and receive appropriate clearance(s) in accordance with applicable state and local law prior to commencing any assignment at the School/District (e.g., a State-issued Certificate of Clearance in the case of a teacher placement in California). (ii) The School/District may impose requirements upon Candidates in addition to those required by state law as set forth in Section 3(a)(i) above (the “Additional Requirements”). In such event, the School/District agrees to provide all such Additional Requirements in writing to USC promptly following execution of this Agreement (or, as applicable, promptly upon any adoption or modification thereof occurring during the Term of this Agreement). USC shall communicate all such

Additional Requirements to Candidates, and shall advise Candidates to make any and all additionally required submissions directly to the School/District. Upon notice to the Candidate, the School/District shall have the right to reject any Candidate who fails to comply with the Additional Requirements from participating in an assignment at the School/District.

4. No Employment Relationship of Candidates.

(a) Candidates are students, and not employees of USC or the School/District. As such, they are not covered by USC's or the School's/District's workers' compensation policies.

(b) Candidates are neither entitled to, nor shall receive, any compensation or other employee-related benefit (without limitation) from USC or the School/District. Candidates shall not displace any School/District employee.

(c) The School/District shall provide in writing any requirements for Candidates to obtain and maintain personal liability insurance coverage, which requirements may vary based on the applicable Program. USC shall communicate to Candidates any such School/District coverage requirements, provide reasonable assistance to Candidates in obtaining such coverage, and facilitate each Candidate's submission of appropriate documentation thereof directly to the School/District (which the School/District agrees to accept).

5. Information, Hiring & Confidentiality.

(a) USC is a non-profit, educational research institution interested in evaluating the success of its graduates in impacting student achievement relative to comparable teachers, school counselors, school social workers, or other appropriate position, as the case may be. As such, USC may request the School/District to provide information to assist USC in its evaluative process. If available, the School/District shall provide such information to USC following any such reasonable request.

(b) The School/District may hire any Candidate(s) upon program completion, but is under no obligation to do so.

(c) USC shall not request the School/District to provide any health or other records of any student of the School/District covered by the Family Educational Rights and Privacy Act ("FERPA"); nor shall USC request any Candidate to share any protected School/District data (whether about School/District students or personnel) with USC.

(d) To the extent that any party to this Agreement discloses any confidential information to any other party hereto in connection with the relationships contemplated hereunder, the parties agree during the term of this Agreement (and all renewals thereof) and for a period of two (2) years thereafter to use reasonable efforts to protect, maintain as confidential, and not disclose, any such confidential information of any other party.

6. Compliance with the Law. The parties hereto shall comply with all applicable federal, state and local laws, rules, statutes, acts, regulations, code and similar legal requirements, including but not limited to FERPA.

7. Non-Discrimination. Each party represents that it is an equal opportunity employer. Each party certifies that it does not, and shall not, discriminate against its employees, students, Candidates or applicants on any unlawful basis. Each party certifies that it is, and shall remain, in compliance with all laws, regulations, executive orders or other legal prohibitions against discrimination.

8. Indemnification.

(a) *Indemnification by School/District.* The School/District shall indemnify, defend and hold harmless USC, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of the School/District, its employees, agents or representatives.

(b) *Indemnification by USC.* USC shall indemnify, defend and hold harmless the School/District, its employees, agents and representatives, from all claims, actions, awards or judgments for damages, including costs, expenses and attorneys' fees, where liability is found to exist by reason of the acts or omissions of USC, its employees, agents or representatives.

9. Governing Law. The interpretation, application, and enforcement of this Agreement shall be governed by the laws of the State of California without reference to choice of law principles. Any claim, suit, or cause of action involving the interpretation, application, or enforcement of this Agreement shall be commenced in the appropriate state or federal courts in the State of California.

10. Term, Termination and Renewal. The Term of this Agreement shall begin as of the later of the Effective Date or the date of the School's/District's signature set forth below ("Term Commencement Date") and continue through June 30<sup>th</sup> of the calendar year following the third anniversary of the Term Commencement Date. Unless any party terminates this Agreement pursuant to this Section 10, this Agreement shall automatically renew for successive one (1) year periods beginning each July 1<sup>st</sup> thereafter. Any party may terminate this Agreement with or without cause upon written notice to the other parties, provided that any such termination shall only be effective after the end of the school year during which the written notice of termination is issued. For the avoidance of doubt, other than where the School/District removes a Candidate pursuant to Section 2(b) above, the School/District shall permit current Candidates to complete the current school year at the time of any such termination.

11. Notices. Any notice to be given hereunder by any party to this Agreement shall be in writing and will be deemed given on the date received as evidenced by confirmation of receipt, except if such confirmation is later than 3:00 p.m. (School/District local time), addressed as follows (provided that, upon written notice in accordance herewith, any party may update its notice recipients at any time during the term of this Agreement):

(a) *If to the School/District:* Paramount Unified School District, 15110 California Avenue, Paramount, CA 90723

(b) *If to USC:* University of Southern California, Rossier School of Education, Waite Phillips Hall, 3470 Trousdale Parkway, WPH-504G, Los Angeles, CA 90089; attention: Dr. Kathy Stowe, Associate Dean of Academic Programs; Facsimile No. (213) 740-5799.

12. Limitation of Liability. Except as such damages may be sought or assessed in respect to third party actions covered by the indemnification provisions herein, no party shall be liable to the other for consequential, incidental, indirect, exemplary, punitive or special damages of any nature or character (including loss of profits, data, business or goodwill or any indirect economic damages whatsoever), from causes of action of any kind, including contract, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, or otherwise, even if the party at fault or in breach has been advised or had reason to know in advance of the possibility of incurring such damages.

13. Severability. In the event that any provision of this Agreement conflicts with the law under which this Agreement is to be construed or if any such provision is held invalid or unenforceable by a court with jurisdiction over the parties to this Agreement, such provision will be restated to reflect as nearly as possible the original intentions of the parties in accordance with applicable law; and the remaining terms, provisions, covenants, and restrictions of this Agreement will remain in full force and effect.



14. Entire Agreement/No Modification/Counterparts/Execution/Binding Agreement. This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and fully supersedes and replaces any and all prior or contemporaneous understandings or agreements, written or oral, between the parties hereto or any of their respective affiliates regarding such subject matter. Any waiver, change in, amendment, addition, supplement or other modification of any provision of this Agreement will be valid and effective only if in writing and signed and dated by all parties hereto subsequent to the execution of this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, and all of which shall together constitute one and the same instrument. This Agreement shall become binding when one or more counterparts hereof, individually or taken together, bear the signatures of all of the parties reflected hereon as the signatories. A faxed, PDF or electronic signature shall have the same legally binding effect as an original signature. This Agreement will be binding upon the parties and their successors, affiliates, subsidiaries, assigns, officers, directors, employees, and agents. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

15. Arbitration. All controversies, claims and disputes arising in connection with this Agreement shall be settled by mutual consultation between the parties in good faith as promptly as possible, but failing an amicable settlement shall be settled finally by arbitration in accordance with the provisions of this paragraph. Such arbitration shall be conducted in Los Angeles, California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association (“AAA”). The parties hereto hereby agree that the arbitration procedure provided for herein shall be the sole and exclusive method of resolving any and all of the aforesaid controversies, claims and disputes. The costs and expenses of the arbitration, including without limitation attorneys’ fees, shall be borne by the parties in the manner determined by the arbitrator. Legal action for (i) entry of judgment upon any arbitration award or (ii) adjudication of any controversy, claim or dispute arising from a breach or alleged breach of this paragraph may be heard and tried only in the courts of the State of California for the County of Los Angeles or the Federal District Court for the Central California for the County of Los Angeles or the Federal District Court for the Central District of California. Each of the parties hereto hereby irrevocably and unconditionally waives any right(s) to trial by jury in any action or proceeding arising under this Section 15 and each party further waives any defense of lack of in personam jurisdiction of said courts. Each party agrees that service of process in such action may be made upon each of them by mailing it certified or registered mail to the other party at the address provided for in this Agreement. Both parties agree that the prevailing party shall be entitled to recover from the non-prevailing party reasonable expenses, including without limitation, attorneys’ fees.

16. No Agency; No Assignment. Both parties acknowledge that they are independent contractors, and nothing contained herein shall be deemed to create an agency, joint venture, franchise, or partnership relation between the parties. Neither party hereto shall have the right, directly or indirectly, to assign, transfer, convey or encumber any of its rights under this Agreement without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties.

**INTENDING TO BE LEGALLY BOUND HEREBY**, the parties affix their respective hands below:

<p><b>PARAMOUNT UNIFIED SCHOOL DISTRICT 15110 CALIFORNIA AVENUE, PARAMOUNT, CA 90723</b></p>	<p><b>UNIVERSITY OF SOUTHERN CALIFORNIA, ON BEHALF OF THE USC ROSSIER SCHOOL OF EDUCATION AND THE USC SUZANNE DWORAK- PECK SCHOOL OF SOCIAL WORK</b></p>
<p><b>Print Name:</b></p> <p><u><b>Ruben Frutos, Assistant Superintendent-Business Services</b></u></p>	<p><b>Print Name:</b></p> <p>_____</p>
<p><b>Signature:</b></p> <p>_____</p>	<p><b>Signature:</b></p> <p>_____</p>
<p><b>Dated:</b> _____</p>	<p><b>Dated:</b> _____</p>

## **SCHOOL COUNSELING CANDIDATE ADDENDUM TO THE ROSSIER PLACEMENT AGREEMENT**

This School Counseling Candidate Addendum to the School / School District Placement Agreement (“Addendum”) is incorporated into and made a part of that certain School / School District Placement Agreement (the “Agreement”) executed concurrently with this Addendum (or subsequently on the date indicated below), and is effective as of “Term Commencement Date”, as defined in the Agreement. Capitalized terms not otherwise defined in this Addendum shall have the meaning ascribed to them in the Agreement.

1. Controlling Terms. The terms of this Addendum modify and supplement the Agreement. Whenever any inconsistency or conflict exists between the Agreement and this Addendum, the terms of this Addendum control and supersede the Agreement. In all other respects, the terms of the Agreement are ratified and confirmed.

2. Placement Opportunities. USC shall identify prospective Candidates to the School/District for potential placement within the School/District, including assignment to a school-site supervisor of record. USC shall supply the Candidate’s name, relevant program and background clearance information and type of assignment appropriately matching the prospect’s needs. Notwithstanding the foregoing, the School/District shall at all times have discretion over the maximum number of Candidates it shall accept as School Counselor Students, the length of assignments, and the distribution of assignments.

3. School-site Supervisor.

(a) The School/District shall make recommendations to USC regarding [staff members] whom School/District believes are appropriate to serve as “School-site Supervisors” (defined below). Through the School’s/District’s recommendations, USC’s observations and School/District staff references, USC shall identify counselors and other staff working within the School/District to supervise and prepare School Counselor Candidates during their in-school experiences (“School-site Supervisors”).

(b) Both the School/District and USC shall approve the participation of any staff as a School-site Supervisor, provided that the School/District shall use its best efforts to approve a sufficient quantity of School-site Supervisors necessary to oversee the agreed-upon number of School Counselor Candidates placed within the School/District at any time.

(c) Should any School-site Supervisor become unable to perform or fulfill his or her duties hereunder, the School/District shall assign an alternative School-site Supervisor to the School Counselor Candidate (excluding a substitute teacher that replaces the original School-site Supervisor within the School/District).

4. Credential Seeking Candidates. Any credential seeking USC School Counselor Candidate shall be required to sit for and pass applicable, state-specific exams (*for example, in California, the California Basic Educational Skills Test*), as applicable in the Candidate’s state of residence, prior to the commencement of his or her assignment as a School Counselor Candidate.

5. Use of Video. USC utilizes video recording throughout its programs, including as an essential element of its instruction methodology. As such, any Candidate may make video recordings as part of his or her program studies throughout his or her assignment at the School/District. USC shall require Candidates to be responsible for obtaining appropriate and signed video release/authorization forms (which USC shall provide to Candidate ) on behalf of recorded individuals, as appropriate, including obtaining parent/guardian signatures on behalf of recorded individuals who are minors (*i.e., under the age of legal competence*). The School/District may provide reasonable assistance to Candidates in obtaining signatures on such forms.

6. Performance Data. Should the School/District hire any school counselor Candidate(s), the School/District shall support USC’s program evaluation initiatives by sharing student-level performance data for students he or she counsels to measure school counselor efficiency relative to other Master of Education in School Counseling graduates and to other new school counselors prepared through other pathways. USC shall keep such data confidential and use it only to facilitate analysis of its effectiveness, and will share its findings with the School/District. This paragraph 6 shall survive the expiration or termination of the Agreement for any reason.

**INTENDING TO BE LEGALLY BOUND HEREBY**, the parties affix their respective hands below:

<p><b>PARAMOUNT UNIFIED SCHOOL DISTRICT</b>  <b>15110 CALIFORNIA AVENUE,</b>  <b>PARAMOUNT, CA 90723</b></p>	<p><b>UNIVERSITY OF SOUTHERN CALIFORNIA, ON</b>  <b>BEHALF OF THE ROSSIER SCHOOL OF</b>  <b>EDUCATION</b></p>
<p><b>Print Name: <u>Ruben Frutos</u></b>  <b><u>Assistant Superintendent-Business Services</u></b></p>	<p><b>Print Name:</b> _____</p>
<p><b>Signature:</b>          _____</p>	<p><b>Signature:</b>          _____</p>
<p><b>Dated:</b> _____</p>	<p><b>Dated:</b> _____</p>

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Deborah Stark, Assistant Superintendent-Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** Contract with Counseling Partners of Los Angeles

## **BACKGROUND INFORMATION:**

As part of Title I requirements, the District provides funding for services to children from low-income families who attend private schools and reside in the Paramount Unified School District attendance areas. Our Lady of the Rosary School is a private school that serves District Title I students. Counseling Partners of Los Angeles provides school-based counseling services for students. This school-based program will support the emotional and intellectual needs of the students at Our Lady of the Rosary School in 2018-19.

## **POLICY/ISSUE:**

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

## **FISCAL IMPACT:**

Not to exceed \$10,600 from Title I funds

## **STAFF RECOMMENDATION:**

Approve Counseling Partners of Los Angeles contract to provide counseling and support services to Our Lady of the Rosary School for the 2018-19 school year.

## **PREPARED BY:**

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

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership, and district leadership.

**ACTION ITEM: 3.1-A**

## COUNSELING PARTNERS OF LOS ANGELES

2016 West Washington Boulevard  
Los Angeles, CA 90018  
310 459 CPLA

# Contract for Professional Services

Counseling Partners of Los Angeles (“CPLA”), a California non-profit corporation, hereby contracts to provide counseling and support services to Our Lady of the Rosary School (“School”), as itemized in this contract or a continuous period from August 21<sup>st</sup>, 2018 to June 22<sup>nd</sup> 2019.

*Services include intake assessment, short-term individual counseling, crisis intervention, group counseling, and outside referrals as needed. School counseling services are aimed at the more effective education and socialization of students within the school community. These services are not intended as a substitute for psychological counseling, diagnosis, or medication, which are not the responsibility of the CPLA counselors.*

## I. Services

CPLA will provide the following counseling services to the School:

1. On-campus counseling services for students, parents and faculty, provided by trained and qualified intern-counselors in dealing with personal, behavioral, social and academic issues that interfere with the students ability order to grow toward their full potential emotionally, intellectually, morally and socially. Days and times of counselor placement will be mutually agreed upon prior to the commencement of the school year in accordance with the School’s needs and CPLA’s ability to provide.
2. Telephone counseling for students and parents.
3. Faculty, parent and student in-services, at the request of the School with 30 days notice.
4. Consultations with teachers and administrators. Within the legal and ethical restrictions of client confidentiality, the counselor will consult with teachers and administrators, at their request, on students who have been referred for counseling.

## II. Provisions by the School

The School shall provide the following:

1. Suitable private room as office space for counseling services in which the counselor can conduct counseling sessions with confidentiality and without disturbance.

INITIALS:\_\_\_\_\_

2. A telephone located in a private room available during all school hours where the counselor can make professional calls that require privacy.
3. Inclusion of the CPLA Consent Form in the School Parent Handbook and on the school website. Parental consent forms will be distributed and collected by the School, and made available to the appointed CPLA intern-counselor on the first day of service each school year.
4. New schools shall provide time at a parent meeting early in the year at which a member of the CPLA team will speak to the parents to explain the CPLA program, services available, the consent process, and the importance of their support and our partnership with them. Returning schools may request a parent meeting, if desired.
5. A presentation to faculty and staff early in the school year to explain the CPLA program, services available, the referral process, scheduling students for counseling, child abuse reporting, and the importance of their support and our commitment to a partnership with them in the support of students, if desired.

### **III. Terms**

1. All counseling services provided by CPLA will be provided by qualified professionals, licensed and unlicensed, who will perform counseling services. Intern-counselors may include individuals with graduate, doctoral and/or professional background in the mental health discipline.
2. All intern-counselors will be supervised on a weekly basis by a licensed mental health professional who is a CPLA staff member or contracted provider. Additional guidance will be available to intern-counselors by CPLA Field Director, CPLA Clinical Director and CPLA Executive Director on campus and by telephone at any time the counselor is working on the School campus.
3. Liability insurance for counselors is the responsibility of CPLA. CPLA will maintain general/professional liability insurance at \$1,000,000/\$3,000,000.
4. Counselors are recognized by the School as employees of CPLA. They are bound by their contracts with CPLA, by the ethical and legal obligations of the counseling profession, the laws regarding counseling of minors in the State of California, and the regulations of CPLA including the provisions of Education Code 49602 and Penal Code 11164 et. Seq. (California Child Abuse and Neglect Reporting Act).
5. Counselors may not take on additional responsibilities for the School administration as CPLA is a legally separate entity from the School and its counselors are not members of the School staff. Counselors are employees of CPLA and report to the CPLA Field Director, Clinical Director and Executive Director. Counselors are permitted sick days, monitored by CPLA.

**INITIALS:**\_\_\_\_\_

6. Business matters between the School and CPLA are the responsibility of the Principal or designated member of the School Administration approved by CPLA Directors and may not be handled by the counselors or other members of the School administration staff.

7. Counseling matters are the responsibility of the CPLA Directors and the Principal or designated member of the School administration approved by CPLA and may not be handled by any other member of the School administration or staff.

8. The relationship of CPLA to the School shall be that of independent contractor. Nothing in this agreement shall be construed to create an employer-employee or principal agent agreement. CPLA agrees to indemnify the School and hold it harmless from all claims, demands, and liabilities of any kind relative to any act or omission of CPLA, its counselors, agents, employees, or subcontractors.

## **IV. Terms of Payment**

The annual fee is ten thousand six hundred (\$10,600) for services of four days per week while School is in session. Paramount School District (“DISTRICT”) agrees to pay Counseling Partners of Los Angeles (CPLA) for services satisfactorily rendered pursuant to this agreement not to exceed the sum of ten thousand six hundred (\$10,600) per year, payable in 10 equal payments beginning on September 30, 2018 as service time is accumulated. Payments shall be made on the basis of invoices submitted to the DISTRICT.

## **V. Termination of Contract**

CPLA may terminate the contract at any time during the school year for the following reasons:

1. Failure to provide an appropriate and secure work environment, such that counseling work is compromised. Termination shall be in the form of written notice to the School effective immediately.
2. Lack of co-operation on the part of the School, such that the counseling work is compromised. Termination shall be in the form written notice to the School effective immediately.
3. Non-payment of the stipend in accordance with the terms set forth in Section IV. Termination shall be in the form of 30 days written notice to the School.
4. Any other practical breach of this contract or any rules, regulations, requirements of CPLA counseling services. Termination shall be in the form of written notice effectively immediately.

## **VI. Acceptance of Terms**

Signature of the contract by the DISTRICT, as an authorized representative of the DISTRICT shall constitute acceptance of this contract and its terms.

**INITIALS:**\_\_\_\_\_



Paramount Unified School District  
Name of District

Counseling Partners of Los Angeles  
Name of Consultant

\_\_\_\_\_  
PUSD Representative Signature      Date

\_\_\_\_\_  
Consultant Signature      Date

Ruben Frutos  
PUSD Representative Printed/Typed Name

Therese Funk/Director  
Consultant Name/Title

Assistant Superintendent-Business Services  
Title

310-459-2752  
Contact Phone Number

15865 Asilomar Blvd  
Address

Los Angeles, CA 90272  
City, State, Zip Code

46-0864937  
Social Security or Tax ID #

**INITIALS:**\_\_\_\_\_

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** Memorandum of Understanding with Los Angeles County Medical Center in conjunction with the University of Southern California

## **BACKGROUND INFORMATION:**

Paramount Unified School District seeks to enter into an agreement with Los Angeles County Medical Center in conjunction with the University of Southern California (USC) to provide asthma related health services to Paramount Unified School District students at no cost to the District, students and families. A Breathmobile will come to various District sites and provide services in the areas of: Asthma peak flow measurements, skin testing, Spirometry, Pharmacologic therapy, patient/parent education regarding environmental control measures, asthma management and treatment plans (includes video and/or reading materials) and referrals/interventions for asthma and asthma related co-morbidities, as well as referrals for additional medical care where indicated. Asthma and asthma related health conditions are one of the most prevalent medical issues faced in Paramount Unified School District schools and leads to a high number of student absences. This is a great no cost service for our students and families.

## **POLICY/ISSUE:**

Board Policy 6141.1 – Experimental/Innovative Programs  
Board Policy 1210 – Community Relations

## **FISCAL IMPACT:**

None

## **STAFF RECOMMENDATION:**

Approve the Memorandum of Understanding with Los Angeles County Medical Center in conjunction with the University of Southern California to provide asthma related health services to students and families at no cost.

## **PREPARED BY:**

Manuel San Miguel, Director– Student Services

**ACTION ITEM: 3.2-A**

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 4: Parent and Community Partnerships

- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries
- Goal 4: Establish and maintain meaningful, regular and open two-way communication with all stakeholders

MEMORANDUM OF UNDERSTANDING

(Agreement for Volunteer Mobile Health Services at School, Head Start Programs or Other Community Sites)

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day  
of \_\_\_\_\_, 2018,

by and between

COUNTY OF LOS ANGELES (here-  
after "County"),

and

Paramount Unified School  
District 15110 California Ave, Paramount,  
CA 90723 (hereafter "Site"),

WHEREAS, County, through its Department of Health Services, LAC+USC Medical Center (hereafter "Medical Center") and Community Site (hereafter "Site") have agreed to provide selected health services at school and/or community sites; and

WHEREAS, it is recognized that the provisions of this Agreement shall be construed in a manner not inconsistent with the California Education Code and other laws of the State to of California; and

NOW, THEREFORE, the Site, and County agree as follows:

1. TERM: The term of this Agreement shall commence on the date first herein above written and shall continue in full force and effect until terminated by either Site or County by the provision of a twenty (20) calendar days written notice to the other party.

2. LOCATION: The delivery of services by the Breathmobile from the Medical Center will be at Site located at Paramount Unified School District 15110 California Ave, Paramount, CA 90723, or school site within Paramount Unified School District. Days and times to be mutually agreed upon by both parties.

3. STAFFING: Medical Center shall be solely responsible for staff providing services under this Agreement. Medical Center certifies that staff and/or trainees providing the services are adequately trained and prepared according to prevailing professional standards for providing such services. Medical Center certifies that it shall provide adequate supervision of the professional staff and or trainees. Medical Center certifies that staff will follow legal guidelines on reporting child abuse.

Medical Center certifies that all personnel in contact with children shall provide evidence of freedom from tuberculosis within twelve (12) months prior to the onset of service, and that they meet District criminal conviction standards.

4. EQUIPMENT: Medical Center will be responsible for the cost and care of Mobile Clinic. The Site will be responsible for the provision of electrical power for the mobile, and the maintenance and accessibility of their site.

5. MEDICAL CENTER RESPONSIBILITIES: Medical Center shall be responsible for the services described herein with parent/guardian written approval. Such services may include:

- A. History and physical examination, including peak flow measurements;
- B. Limited skin testing;
- C. Spirometry; FENO
- D. Pharmacologic therapy;

E. Patient/parent surveys, and education regarding environmental control measures, asthma management and treatment plans (includes video and/or reading materials) and refer/interventions for asthma and asthma related co-morbidities;

F. Patient service worker access; and

G. Referrals for additional medical care where indicated. If the services required cannot be performed at the designated location or by staff present, Medical Center staff will make its best efforts for referrals as may be appropriate to the patient's needs.

6. PARENT CONSENT FOR SERVICES: Should services by Medical Center include any form of medical services, including diagnostic services, treatment, or counseling, Medical Center shall obtain written parent consent prior to providing service(s) to a minor.

7. SITE RESPONSIBILITIES: Site staff shall provide the mobile clinic medical team any necessary utilities, including phone lines, web access and electrical hookups, as required for the mobile clinic at selected school or community sites. Site staff shall:

A. Identify students who are high risk asthma patients;

B. Assist with coordination of patients and parents for scheduled mobile clinic visits; assist with referrals for additional medical care where indicated. If the services required cannot be performed at the designated location or by staff present, the school district will make its best efforts for referrals as may be appropriate to the patient's needs.

C. Monitor asthma status utilizing individualized treatment plans; and

D. Notify the mobile clinic medical team regarding patient status as necessary.

8. BILLING: Services will be provided at no additional, out of pocket cost to the children served. Medical Center will bill Medi-Cal, California Children Services, California Health and Disability Prevention and other third party payers for eligible patients.

9. INSURANCE: County shall either:

A. Present Site, with an original Certificate of Insurance evidencing insurance coverage for general liability, medical malpractice, worker's compensation, and vehicles. County's general liability and medical mal-practice coverage shall, at a minimum, provide for limits of One Million Dollars (\$1,000,000) per occurrence. If written with an annual aggregate limit, the policy limit shall be Three Million Dollars (\$3,000,000); or

B. May satisfy all or any part of the above insurance requirement through use of a program of self-insurance (self-funding of its liabilities). Certificate evidencing coverage or letter evidencing self-funding will be provided to Site after execution of this Agreement at Site's request.

10. INDEMNIFICATION: Site shall indemnify, defend and save harmless County, its Special Districts, elected and appointed officers, employees, and agents from and against any and all liability, including, but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with the Site's acts and/or omissions arising from and/or relating to this Agreement.

County shall indemnify, defend and save harmless Site, its appointed officers, employees, and agents from and against any and all liability, including, but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with the County's acts and/or omissions arising from and/or relating to this Agreement.

11. INDEPENDENT CONTRACTOR STATUS: This Agreement is by and between County and Site and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between County and Site. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

12. NONDISCRIMINATION IN EMPLOYMENT AND SERVICES: Neither party shall employ discriminatory practices in its performance hereunder, including its employment practices, on the basis of race, color, religion, national origin, ancestry, sex, age, or physical or mental handicap.

13. CONFIDENTIALITY: County and Site, recognize that records and information maintained by them respectively relative to pupils/community youth are confidential pursuant to Education Code Section 49060, et seq., and related provisions of Federal and State law.

14. GOVERNING LAWS: County and Site, shall comply with all Federal, State and local laws, ordinances, rules, regulations, guidelines, and directives applicable to their performance under this Agreement.

15. CONFLICT RESOLUTION: Should any problems or conflicts arise in the course of the delivery of services, it is understood that the authorized representative of



Site, will work with the parties in conflict to accomplish and effective resolution through mediation.

16. NOTICES: The Director shall be authorized to execute all notices which are required or permitted by County under this Agreement. Addresses and persons to be notified may be changed by either party by giving a ten (10) day prior written notice thereof to the other party.

To Site: Paramount Unified School District  
15110 California Ave, Paramount, CA 90723  
Attention: Ruth Perez, Superintendent,  
Health Deputy

To County: Department of Health Services  
Contract and Grants Division  
313 N. Figueroa Street, 6th Floor East  
Los Angeles, California 90012  
Attention: Division Chief

To County: LAC+USC Medical Center  
1200 North State Street, Inpatient Tower  
Los Angeles, California 90033  
Attention: Chief Medical Officer

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be executed in its behalf by its Acting Director of Health Services and District/Site has caused the same to be executed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_ for  
Christina R. Ghaly, M.D.  
Acting Director

CONTRACTOR

Paramount Unified School District  
\_\_\_\_\_

By \_\_\_\_\_  
Signature

Ruben Frutos  
Printed Name

Title Assistant Superintendent - Business

APPROVED AS TO FORM:  
MARY C. WICKHAM  
County Counsel

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** Extended Day High School Program for 2018-19

## **BACKGROUND INFORMATION:**

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

## **POLICY/ISSUE:**

Education Code 51225.3 - Requirements for Graduation

Board Policy 6146.4 - Instruction, High School Graduation Requirements

Board Policy 6154.1 - Credit and Course Make-up

Board Policy 6173 - Summer/Vacation School

## **FISCAL IMPACT:**

Approximately \$20,000 from LCAP funds

## **STAFF RECOMMENDATION:**

Approve an Extended Day High School program for the 2018-19 school year including hourly employment of certificated and classified staff.

## **PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 1: College and Career Ready Graduates

- Goal 1: All students will graduate on time.

Focus Area 2: High Quality Teaching and Learning

- Goal 3: Instruction will be standards-based, relevant, personalized and rigorous.

**ACTION ITEM: 3.3-A**

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent– Secondary Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** New CTE Course: Civil Engineering and Architecture (PLTW) Honors

## **BACKGROUND INFORMATION:**

Civil Engineering and Architecture Honors (CEA) is a high school level specialization course in the PLTW Engineering Program. In CEA, students are introduced to important aspects of building and site design and development. They apply math, science and standard engineering practices to design both residential and commercial projects and document their work using 3D architectural design software. Utilizing the activity-project-problem-based (APB) teaching and learning pedagogy, students will progress from completing structured activities to solving open-ended projects and problems that require them to develop planning, documentation, communication and other professional skills.

Through both individual and collaborative team activities, projects and problems, students will solve problems as they practice common design and development protocols such as project management and peer review. Students will develop skill in engineering calculations, technical representation and documentation of design solutions according to accepted technical standards and use of current 3D architectural design and modeling software to represent and communicate solutions.

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

- Unit 1 Overview of Civil Engineering and Architecture
- Unit 2 Residential Design
- Unit 3 Commercial Applications
- Unit 4 Commercial Building Systems

This Career Technical Education (CTE) course will be offered to students in grade 10-12 at Paramount High School in 2019-20. 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 PLTW curriculum online. The identified teacher will participate in a two week-long residential PLTW training in a university setting during the summer.

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

**ACTION ITEM: 3.4-A**

**POLICY/ISSUE:**

Board Policy 6141 – Curriculum Development

**FISCAL IMPACT:**

\$8,000 from CTE Incentive Grant and LCAP funds

**STAFF RECOMMENDATION:**

Approve the adoption of the CTE Civil Engineering and Architecture (PLTW) Honors course, professional development costs, site registration fees, curriculum access and related materials/equipment for the 2019-20 school year.

**PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 1: College and Career Ready Graduates

- Goal 3: All students will possess the skills necessary to be successful in any career path.

Focus Area 2: High Quality Teaching and Learning

- Goal 1: All students will be held to high expectations for achievement and will meet or exceed the standards.
- Goal 3: Instruction will be standards-based, relevant, personalized and rigorous.
- Goal 4: Technology will be used as a tool for enhancing, personalizing and improving learning.

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent-Business Services  
**DATE:** August 6, 2018  
**SUBJECT:** Authorization to Expand the State of California Department of General Services Program for Purchase of Commodities, Employee Expenses, and Professional Development

## **BACKGROUND INFORMATION:**

The District procures materials, services, and commodities using various methods. The most common method is by purchase order. Other methods include pre-payment by check, limited credit card use (“CAL-Card”), petty cash, and reimbursement.

In recent years, some vendors no longer accept purchase orders and accept credit cards instead. This shift has created a need for an alternate method of procurement, particularly for programs such as Early Childhood and CTE Culinary Arts who have relied on purchase orders to buy perishable items for class. At times, sites and departments use pre-payments and petty cash to obtain last-minute needs. With the expansion of District initiatives and programs, professional development has increased along with the number of employees who travel to workshops and conferences.

The CAL-Card can replace pre-payments, employee reimbursements and petty cash in most instances. The State of California Department of General Services (“State DGS”) has an online travel program called the CAL-Travel Store that would meet our needs with pre-payment of hotels and airfare.

In adherence to audit requirements for procurement and cash management, the District recommends expanding the State DGS CAL-Card program to school sites and departments. This program would expedite the procurement of perishable supplies and last-minute services and eliminate the need for pre-payment, petty cash, and reimbursement.

Schools and departments would still be required to submit a purchase requisition with appropriate authorization, itemized receipts and budget approval. Upon approval, each office would be trained to use the State DGS CAL-Card. Authorized travel would be processed through the State CAL-Travel Store, the authorized provider.

**ACTION ITEM: 4.1-A**

**POLICY/ISSUE:**

Board Policy 3313 – Bids & Quotations  
Public Contract Code: 20118 – Piggyback Bids

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Authorize staff to utilize State of California, Department of General Services, Cal-Card and Cal-Travel program and authorize the Superintendent or designee to review and execute all necessary documents.

**PREPARED BY:**

Patricia Tu, Director of Fiscal Services  
Cindy DiPaola, Director of Operations

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to Learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership, and district leadership
- Goal 3: Create a safe and civil learning environment for all stakeholders that incorporates restorative practices
- Goal 4: All school facilities will be clean, orderly, well maintained, and modern

# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ruben Frutos, Assistant Superintendent - Business Services  
**DATE:** August 6, 2018  
**SUBJECT:** Notices of Completion – Field Service Contracts

## **BACKGROUND INFORMATION:**

At the meeting of April 10, 2017, and April 23, 2018 the Board of Education authorized the renewal of field service contracts. Individual projects over \$15,000 require formal notice of completion and a five (5%) percent retention for each contract be held until the Board has accepted completion of the project.

The following projects are complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
South Bay Heating & Air Conditioning	Odyssey: Install Energy Management System (Bid #1-13-14) P.O. 18-01223	\$ 46,200.00	\$ 2,310.00
South Bay Heating & Air Conditioning	Collins: Replace HVAC units (27) (Bid #1-13-14) P.O. 18-02804	\$ 314,000.00	\$ 15,725.00
Mear Construction	Adult Ed: Exterior Painting (Bid #2-17-18) P.O. 18-02774	\$ 87,300.00	\$ 4,365.00
FC & Sons Roofing, Inc.	Lincoln: Replace Roof – Rooms 19-30, Mokler:: Replace Roof, Rooms 4, 5, Mokler: Replace gutters – Rooms A-14, C-37 (Bid #4-15-16) P. O. 18-01860	\$ 190,361.00	\$ 9,518.05

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

## **POLICY/ISSUE:**

Board Policy 7430 – Acceptance of Completed Projects

## **FISCAL IMPACT:**

None

**ACTION ITEM: 4.2-A**



**STAFF RECOMMENDATION:**

Accept as completed the Field Service Contracts for installation of EMS system at Odyssey, replacement of HVAC units at Collins, exterior painting at Adult Ed, roof replacement at Lincoln and Mokler, and gutter replacement at Mokler, 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.

**PREPARED BY:**

Cindy DiPaola, Director-Operations

**STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 3: Positive School Climate and Environments Conducive to learning

- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership and district leadership



# Paramount Unified School District

**TO:** Ruth Pérez, Superintendent  
**FROM:** Ryan Smith, Assistant Superintendent-Secondary Educational Services  
**DATE:** August 6, 2018  
**SUBJECT:** Student Fundraisers at Buena Vista High School, Paramount High School and Paramount High School-West Campus

## **BACKGROUND INFORMATION:**

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

## **POLICY/ISSUE:**

Board Policy 5131.8 – Student Activity Funds

## **PREPARED BY:**

Greg Francois, Director – Secondary Education and Instructional Technology

## **STRATEGIC PLAN FOCUS AREAS AND GOALS:**

Focus Area 4: Parent and Community Partnerships.

- Goal 2: Expand community outreach efforts and increase opportunities for involvement.
- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries.

# Buena Vista High School

## Associated Student Body 2018-19 Fundraiser Activities

Club	Activity	Date
Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met. <ul style="list-style-type: none"> <li>• Associated Student Body</li> <li>• AVID</li> <li>• Freagles</li> </ul>	Four snack sales in accordance with nutritional guidelines outlined in the FCMAT Accounting Manual	September, 2018 - June, 2019
	Student Store Sales	September, 2018 - June, 2019
	See's Candy Sales	September, 2018 - June, 2019
	Catalog Sales	October, 2018 - June, 2019
	Picture Sales	September, 2018 - June, 2019
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's and In-N-Out	September, 2018 - June, 2019

# Paramount High School West Campus

Associated Student Body  
2018-19 Fundraiser Activities

Club	Activity	Date
Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met. <ul style="list-style-type: none"> <li>• Associated Student Body</li> <li>• Class of 2022</li> <li>• Anime Club</li> <li>• AVID</li> <li>• CTE Club</li> <li>• Dance Club</li> <li>• Photo Club</li> <li>• Unity Club</li> </ul>	Four snack sales in accordance with nutritional guidelines outlined in the FCMAT Accounting Manual	September, 2018 - June, 2019
	Student Store Sales	September, 2018 - June, 2019
	See's Candy Sales	September, 2018 - June, 2019
	Catalog Sales	September, 2018 - June, 2019
	Picture Sales	September, 2018 - June, 2019
	Partnerships with local restaurants (on and off campus) including Fatburger, Subway, Chik-Fil-A, Joe's Crab Shack, Shakey's, In-N-Out, Chipotle, Yogurtland, The Habit, Jamba Juice, Weinersnitchel	September, 2018 - June, 2019

# Paramount High School

## Associated Student Body 2018-19 Fundraiser Activities

Club	Activity	Date
<p>Proposed Associated Student Body fundraisers will be assigned to one or more of approved clubs listed below after appropriate protocols have been met.</p> <ul style="list-style-type: none"> <li>• Associated Student Body</li> <li>• Band</li> <li>• Baseball</li> <li>• Boys' Soccer</li> <li>• Boys' Volleyball</li> <li>• Boys' Wrestling</li> <li>• Spirit Squad</li> <li>• Choir</li> <li>• Class of 2019/2020/2021</li> <li>• Corsairs</li> <li>• Cross Country</li> <li>• Do Something Club</li> <li>• Drama/Theater</li> <li>• Football</li> <li>• Girls' Basketball</li> <li>• Girls' Soccer</li> <li>• Girls' Volleyball</li> <li>• Girls' Wrestling</li> <li>• Green Club</li> <li>• JROTC</li> <li>• K-Pop</li> <li>• Xican@ Club</li> <li>• Side B Club</li> <li>• Swim</li> <li>• Track</li> <li>• Travel Gourmet</li> <li>• Water Polo</li> </ul>	Calendar/Program/Picture Sales	September 2018-June 2019
	Catalog Sales	September 2018-June 2019
	Christmas Tree Sales	October 2018-December 2018
	Clinics/Camps	September 2018-June 2019
	Concerts/Festivals/Theater Performances/Comedy Sportz	September 2018-June 2019
	Concessions at Club/Sporting events	August 2018-June 2019
	Restaurant discount card/coupon Sales	August 2018-June 2019
	Dodger/Angel/Clipper/Laker Night(s)	September 2018-June 2019
	Donation Scratcher Sales	September 2018-June 2019
	Faculty/Student Games, Alumni Games, and All-Star Games	September 2018-June 2019
	Food Truck Nights	September 2018-June 2019
	Holiday Gram/Picture Sales	September 2018-June 2019
	Jewelry/Flower Sales	September 2018-June 2019
	A-Thons including Jog-a-Thon, Swim-a-Thon, and Bowl-a-Thon	September 2018-June 2019
	Movie Nights	September 2018-June 2019
	Off Season Tournaments/Meets	September 2018-June 2019
	Partnerships with local restaurants (on and off campus) including McDonalds, YogurtLand, The Habit, Shakey', In-N-Out, 5 Guys (and others)	September 2018-June 2019
	Recycling (plastics and ink cartridges)	September 2018-June 2019
	T-Shirts/Spirit Gear Sales	August 2018-June 2019
	School Dances	September 2018-May 2019
	Yearbook Sales	August 2018-June 2019
	Healthy Snack Sales	September 2018-June 2019
	Student Store Sales	August 2018-June 2019
	Talent Show(s)	September 2018-June 2019
	Turn-Around Trips	August 2018-June 2019
	Boosters/PTSA	Activity
<p>These fundraisers are sponsored and implemented by the Parent Teacher Student Association and/or Booster Club.</p>	Event Concession Sales	September 2018-June 2019
	50/50	September 2018-June 2019
	Daddy-Daughter Dance	March* 2019
	Community Night at Hollywood Sports	March 2019-June 2019
	Golf Tournament(s)	September 2018-June 2019
	Water/Flower Sales at Graduation	June 2019