

Paramount Unified School District



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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

September 10, 2018

The meeting was called to order at 6:00 p.m. by President Vivian Hansen in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

- Pledge of Allegiance Jim Wolff, Director-Technology, led the Pledge of Allegiance.
- Roll Call Vivian Hansen Linda Garcia
 Sonya Cuellar Tony Peña
 Alicia Anderson
- Administrators Present Ruth Pérez, Superintendent
 Ruben Frutos, Assistant Superintendent-Business Services
 Myrna Morales, Assistant Superintendent-Human Resources
 Ryan Smith, Assistant Superintendent-Secondary Educational Services
 Debbie Stark, Assistant Superintendent-Educational Services
 David Daley, Director-Special Education
 Cindy DiPaola, Director-Maintenance & Operations
 Jessie Flores, Interim-Director-Safety & Security
 Greg Francois, Director-Secondary Education
 Renée Jeffrey, Director-K-5 School Support & Innovative Programs
 Scott Law, Director-Facilities and Projects
 Manuel San Miguel, Director-Student Services
 Beatriz Spelker-Levi, Director-Personnel
 Chris Stamm, Director-Student Nutrition Services
 Jim Wolff, Director-Technology
 Yolanda Cuadros, Assistant Director-Fiscal Services
 Kelly Williams, Principal-Jefferson School
- Approve Agenda Trustee Cuellar moved, Trustee Anderson seconded the motion and
September 10, 2018 the motion carried 5-0 to approve the agenda of the Regular Meeting of
1.292 September 10, 2018.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña

Regular Meeting Minutes July 16, 2018
1.293

Trustee Anderson moved, Trustee Peña seconded the motion and the motion carried 4-1 to approve the minutes of the Regular Meeting of July 16, 2018.

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

Study Session Minutes August 6, 2018
1.294

Trustee Anderson moved, Trustee Cuellar seconded the motion and the motion carried 3-2 to approve the minutes of the Study Session Meeting of August 6, 2018.

Ayes: 3 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
Abstention: 2 – Trustee Garcia, Peña

Regular Meeting Minutes August 6, 2018
1.295

Trustee Cuellar moved, Trustee Anderson seconded the motion and the motion carried 3-2 to approve the minutes of the Regular Meeting of August 6, 2018.

Ayes: 3 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
Abstention: 2 – Trustee Garcia, Peña

REPORTS

Employee Representative Reports

There was no CSEA representative in attendance.

Kim Goforth, TAP President shared that she has been busy visiting school sites mostly K-5 and they are very happy with their planning time and using that valuable time for what needs to be done. She will also be visiting the high schools this week.

Board Members' Reports

Trustee Anderson visited Odyssey, Collins, Mokler, Alondra, Paramount High School and Buena Vista High School. She attended two PTA Council meetings, PHS football game vs. Bakersfield, the Paramount Council meeting and thanked TAP for speaking, the Mayor's Prayer breakfast and the Channel 7 segment that Annabel Muñoz hosted showcasing PHS students.

Trustee Cuellar had no report but wished everyone a good year.

Trustee Garcia attended the PHS football game vs. Bakersfield, the Mayor's Prayer breakfast and Board member Alicia Anderson's Campaign kick-off event.

Trustee Hansen shared that it is good to be back and is happy to hear that the opening of schools went well. She shared information on two upcoming events one from L.A. County Board of Supervisor Janice Hahn is hosting a free Woman and young girl's self-defense workshop and the other a College Fair hosted by Assemblymember Anthony Rendon also taking place on Saturday, September 15, 2018.

Trustee Peña attended visited schools and the SNAP program. He also attended the PHS vs. Bosco football game.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- Superintendent Pérez attended PTA and Principals meeting – the first PTA Council meeting of the school year.

- Superintendent Pérez shared that the District will be once again offering the Mental Health workshop for employees but it will also be open to parents.
- Dr. Pérez attended the Mayor's Prayer breakfast.
- Superintendent Pérez shared that the K-5 Back to School night is this week.
- Dr. Pérez shared that she was contacted by City Manager John Moreno as Annabel Muñoz with Channel 7 and community member wished to highlight our students and the community she grew up in. Assistant Superintendent Dr. Ryan Smith shared that the high school was well represented by students from the band, Football team, Cheer and JROTC.
- Superintendent Pérez commented that at the last Board meeting, community members brought concerns to the District's attention and she asked Assistant Superintendent Ruben Frutos to navigate the District's website where information could be found that relates to the concerns. Mr. Frutos proceeded to navigate through the District website and showed where information on Air Quality, 1 to 1 Chromebook Initiative, water testing and Bond and Citizens Oversight Committee can be located for the community to read. He added that the website is updated on a regular basis.

LCAP Highlight – AVID Elementary

Dr. Deborah Stark, Assistant Superintendent-Educational Services provided the Board with information on AVID Elementary. She added that one of the LCAP four goals in the Strategic Plan is to create a College Going Culture at the Elementary level and one of the daily skills using a planner. AVID prepares students for college by teaching them to be organized. Dr. Stark thanked Renee Jeffrey and her team that developed an AVID planner. With this planner, students used it weekly for homework, weekly goals and also for a means for teachers and parents to communicate. The District looks forward to bringing this down to other lower grades at the elementary level.

2017-18 Unaudited Actuals

Mr. Ruben Frutos provided the Board with information on the Districts 2017-18 Unaudited Actuals.

Financial Status of the District:

- The District maintains positive balances and plans to continue sustaining a healthy cash flow
- The District continues to examine the allocations of LCAP funds
 - S&C funds must be used on services provided to our unduplicated pupil population
- The District will continue to evaluate the encroachment on the general fund.
- LACOE recommends that spending remain conservative due to the District approaching 100% of LCFF funding.

Combined General Fund Revenues

- Federal – 5%
- State – 8%
- Local – 2%
- Revenue Limit – 85%

Combined General Fund Expenditures

- Book supplies- 5%
- Services – 11%
- Capital Outlay - 1%
- Outgo/Support – 0%
- Certificated Salaries – 47%
- Classified Salaries – 14%
- Benefits – 22%

Ending Fund Balance		\$50,894,421
Components of Ending Fund Balance		
• Revolving Cash		\$40,000
• Stores		\$291,164
• Assigned		\$35,799,357
17-18 Salary Enhancements	\$3,189,812	
18-19 Salary Enhancements	\$4,377,847	
Deferred Maintenance	\$4,187,988	
LCAP S&C	\$9,729,790	
Infrastructure & Project Development	\$5,370,503	
District Benefits Costs	\$4,932,392	
Employee Statutory PERS/STRS Costs	\$4,011,025	
Reserve for Economic Uncertainties		\$13,000,000
Unassigned Balance		\$1,763,900

What happened next?

- December 2018 – 1st Interim Report
 - Data as of October
- March 2019 – 2nd Interim Report
 - Data as of January
- May 2019- - P2 ADA Report
 - Data as of April

**BOARD MEETING
CALENDAR**

Trustee Cuellar motioned, Trustee Anderson seconded and the motion carried 5-0 to schedule a Board Study Session on Monday, October 29, 2018 at 6:00 p.m. at the District Office in the Boardroom.

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

HEARING SECTION

There were no speakers during the hearing section.

**CONSENT ITEMS
0.296**

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

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

Human Resources

Personnel Report
18-03
2.296

Accepted Personnel Report 18-03, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2018-19 State Budget Act and related legislation.

Educational Services

Consultant and Contract Services
3.296

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

Overnight and/or Out-of-County Study Trips
3.296

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

Memorandum of Understanding with Los Angeles County District Attorney Abolish Chronic Truancy Program
3.296

Approved the Memorandum of Understanding with Los Angeles County District Attorney for the Abolish Chronic Truancy Program (ACT) for the 2018-19 school year to provide assistance to students with attendance and tardy problems.

Professional Activities Report 18-01
3.296

Approved the out of state conference request for the Director of Technology, Jim Wolff, Director of Research, Assessment & Student Information, Margarita Rodriguez, Student Information Systems Manager, Elena Mejia, Student Information System Specialists, Juan Arellano and Maria Galvez, Special Education Program Specialist, Laurie Watkins, and Data Base Specialist, Juan Carpio to attend the Edupoint National Users Conference that will take place in Scottsdale, Arizona from Thursday, November 8 through Friday, November 9, 2018.

Professional Activities Report 18-02
3.296

Approved the out-of-state conference request for the Assistant Superintendent of Secondary Educational Services and the Director of Secondary Education to attend the College Board Forum that will take place in Dallas, Texas from Monday, October 22 through Thursday, October 24, 2018.

Business Services

Purchase Order Report 18-03
4.296

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

Warrants for the Month of July
4.296

Approved the warrants for all funds through July with a total of \$16,938,802.39

Acceptance of Donations
4.296

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

Human Resources

2018-19 Declaration of Need for Fully Qualified Educators
2.297

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve the 2018-19 Declaration of Need for Fully Qualified Educators in Paramount Unified School District for submission to the California Commission on Teacher Credentialing.

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

Dietetic Student Field Placement Agreement with California State University, Long Beach
2.298

Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to approve agreement with California State University, Long Beach for participation in community nutrition learning experiences for Dietetic Interns.

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

Resolution 18-08: Institutional Memberships for the 2018-19 School Year
2.299

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to adopt Resolution 18-08 authorizing Paramount Unified School District's institutional memberships for the 2018-19 school year.

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

Educational Services

Memorandum of Understanding with Cal Poly Pomona College of Engineering for the Femineer Program
3.300

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 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.

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

Arts Education Collective Advancement Grant Award
3.301

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to 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.

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

Gunn Psychological Services, Inc Consultant
3.302

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve an Extended Day High School program for the 2018-19 school year including hourly employment of certificated and classified staff.

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

Haynes Family of Programs Consultant
3.303

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

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

Residential Treatment Center for Nonpublic School Placement for Special Education Students for 2018-19
3.304

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to Approve the placement for special education students in residential treatment centers and nonpublic schools as determined by the students' Individual Education Plan for the 2018-19 school year.

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

Agreement with California Women, Infants, and Children Supplemental Nutrition Program

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to Approve the agreement with the South Los Angeles Health Projects WIC Supplemental Nutrition Program to provide health nutrition information to District families for the 2018-19 school year.

- 3.305 Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Memorandum of Understanding with Dr. Albert E. Clegg
3.306 Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to Approve the Memorandum of Understanding with Dr. Albert E. Clegg to provide one-on-one and collegial leadership coaching for Paramount Adult School and Paramount High West Campus Principals and attendance and collaboration with Paramount Unified School District.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Memorandum of Understanding with Parchment, Inc.
3.307 Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with Parchment, Inc. and Paramount Unified School District to provide electronic request and delivery of transcripts for students and alumni.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Los Angeles County Office of Education’s Instructional Technology Agreement
3.308 Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to Approve the Los Angeles County office of Education’s Instructional Technology (ITO) Agreement to support the implementation of Chromebooks at Jackson, Paramount High School and Paramount High School West for the 2018-19 school year.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Saturday School Program for the 2018-2019 School Year
3.309 Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to Approve the Saturday School Program for grades 6-12 for the 2018-2019 school year.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Workforce Investment Act Grant Award
3.310 Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to Accept the Workforce Investment Act, Title II: Adult Education and Family Act Grant Award for the 2018-2019 school year.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Request to Purchase Electronic Textbooks for the CTE Entrepreneurship 2 Course
3.311 Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the purchase of electronic textbooks for the Entrepreneurship 2 course for the 2018-19 school year at Paramount High School.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña
- Memorandum of Understanding with Compton College for American Sign Language I Course Offering
3.312 Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to approve Memorandum of Understanding with Compton College to provide after school instruction for selected students for the Sign Language/Interpreter Training 111 course at Paramount High School for the 2018-19 school year.
- Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña

Memorandum of Understanding with Compton College for American Sign Language II Course Offering and Purchase of Textbooks
3.313

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to Approve the Memorandum of Understanding with Compton College to provide after school instruction for selected students and the purchase of textbooks and materials for the Sign Language/Interpreter Training 112 course at Paramount High School for the 2018-19 school year.

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

Carl D. Perkins Grant Applications for Paramount Adult School
3.314

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to Approve the submission of the application for Carl D. Perkins Grant for the 2018-19 school year.

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

Carl D. Perkins Grant Applications for Grades 7-12
3.315

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to Approve the submission of the application for Carl D. Perkins Grant for the 2018-19 school year.

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

Memorandum of Understanding with Compton College for Administration of Justice 100 Course Offering
3.316

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to Approve the submission of the application for Carl D. Perkins Grant for the 2018-19 school year.

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

Memorandum of Understanding with Compton College for Administration of Justice 103 Course Offering
3.317

Trustee Peña moved, Trustee Cuellar seconded, and the motion carried 5-0 to Approve the Memorandum of Understanding with Compton College to provide after school instruction for the Administration of Justice 100 course at Paramount High School for the 2018-2019 school year.

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

Business Services

2017-18 Unaudited Actuals
4.318

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 2017-18 Unaudited Actuals Financial Report.

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

Resolution 18-07, Establishing the 2018-2019 Gann Appropriations Limit
4.319

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adopt Resolution 18-07, establishing the 2018-2019 Gann Appropriations Limit at \$98,512,712, as calculated by the State formula.

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

Approve Purchase of Document Management Software
4.320

Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to authorize the purchase of Laserfiche software as provided by ECS Imaging for the fiscal years ending June 30, 2019 through June 20, 2021 and authorize the Superintendent or designee to execute all necessary documents.

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

Notices of Completion – Field Service Contracts
4.321

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 3-0 to accept as completed the Field Service Contracts for installation of carpeting at Odyssey, electrical maintenance repairs at Alondra band room, electrical maintenance repairs at Keppel staff room, teachers' work area, RSP, SDC, and student intervention rooms, electrical maintenance repairs at Adult Education, remove and replace asphalt parking lots at Buena Vista, exterior painting of Adult Education, electrical maintenance repairs at Odyssey, and install fence at Odyssey, and authorize the Superintendent or designee to file the Notices of Completion and make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding.

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

Bid Summaries – Field Service Contracts
4.322

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to approve the contracts to the lowest responsive bidders as identified.

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

CONFERENCE ITEMS

Human Resources

Proposed New Board Policy 4033 – Lactation Accommodation

The Board accepted for first reading proposed new Board Policy 4033 – Lactation Accommodation.

CLOSED SESSION

The Board adjourned to Closed Session at 7:03 p.m. to discuss, Conference with Labor Negotiator and Public Employee Performance/Evaluation (Superintendent).

OPEN SESSION

The Board reconvened to Regular Session at 9:23 p.m. President Hansen reported that they discussed Conference with Labor Negotiator and Public Employee Performance/Evaluation (Superintendent).

ANNOUNCEMENTS

President Hansen reported that the next Regular Meeting would be Monday, September 24, 2018 at 6:00 p.m. – Boardroom of the District Office.

Staff Employee Comments
Per Government Code 54957

There were no staff/employee comments.

ADJOURNMENT

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on September 10, 2018 at 9:23 p.m.

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

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk