

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
September 24, 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	David Daley, Director-Special Education, led the Pledge of Allegiance.	
Roll Call	Vivian Hansen Sonya Cuellar Alicia Anderson	Linda Garcia Tony Peña
Administrators Present	Ruth Pérez, Superintendent Ruben Frutos, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Ryan Smith, Assistant Superintendent-Secondary Educational Services 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 Kelly Anderson, Principal-Leona Jackson Middle School Holly Hennessy, Principal-Howard Tanner Elementary Michelle Soto, Assistant Principal-Leona Jackson Middle School	
Approve Agenda September 24, 2018 1.323	Trustee Anderson moved, Trustee Garcia seconded the motion and the motion carried 5-0 to approve the agenda of the Regular Meeting of September 24, 2018. Ayes: 5 – Trustees Anderson, Cuellar, Garcia, Hansen, Peña	

Trustee Cuellar moved, Trustee Peña seconded the motion and the motion carried 5-0 to approve the minutes of the Regular Meeting of September 10, 2018.

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

REPORTS

Employee Representative Reports

There was no CSEA representative in attendance.

Kim Goforth, TAP President greeted all in attendance. She shared that she has been busy visiting school sites including Odyssey, PHS, CDS, Adult School and Zamboni. Teachers have questions about student discipline and safety for teachers. Teachers fear for their safety. There are growing pains with the new program, but no one should come to work fearful of their safety.

Board Members' Reports

Trustee Anderson attended Back-to-School at Tanner and Los Cerritos, and Hollydale schools, where she had a nice time visiting classrooms. She wanted to attend Jackson and Zamboni schools Back-to-School Night, but parking was impossible. She also attended the Rotary meeting. She might become a Rotarian.

Trustee Cuellar attended Safer for Schools in Lynwood; Mr. Patrick O'Donnell was the guest speaker. There were a number of superintendents and board members from other district present. It was a great conference.

Trustee Garcia announced that the Class of 1967 would host a reunion for all classes on October 6th at Paramount Park. She also had a flyer provided by Tepic Sisters Cities for the Dia de los Muertos Festival on October 21, 2018. The Mariachi Divas will be there. The money raised will be for scholarships.

Trustee Hansen shared that she attended a Human Resources workshop at Atkinson, Andelson, Loya, Ruud & Romo; she learned a lot.

Trustee Peña visited Tanner Elementary and other sites for Back-to-School Night. He also attended the STAR program for Wirtz and Lincoln schools. Lastly, Mr. Peña attended Back-to-School Night for middle school students at Hollydale School. Everything was good.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- Superintendent Pérez was very thankful to the Board for their school visits.
- Dr. Pérez reminded everyone that the high school would be having Back-to-School night on September 25, 2018.
- Paramount High School will be hosting a College Fair on September 26, 2018 for students in K-12. The teachers in middle schools have given their students the assignment to attend the event in order for them to obtain extra credit. This event gives the parents a chance to connect with colleges.
- Dr. Pérez attended a Round Table on Safety in Lynwood sponsored by CSBA, in which Patrick O'Donnell was present. Mr. O'Donnell provided information as to laws that are

coming into place. It was a good opportunity to provide their view to our representatives in Legislative Office. Assembly Bill 1951 would give a choice to administer the SAT or SBAC to high school students.

- Dr. Pérez informed the Board about how Teacher of the Year, Rene Rodriguez, was supported by a group of colleagues from Paramount USD as the County recognized him. His background is impressive and his biography is moving and inspirational.
- Dr. Pérez also attended a workshop given by AALRR on Civil Rights in the 21st Century, in which the Board and Dr. San Miguel attended.

Paramount Unified School District's Website

At the request of Dr. Pérez, Mr. Frutos provided an update regarding Paramount USD's website information on air quality. Mr. Frutos shared how to find and navigate the website. He used the example of the uploaded bond information. There is also a section dedicated to the environment, which includes the framework that occupies multiple years and 7 major areas. HVAC information, vector control, and the indoor air quality design tools that integrate concepts into our designs

A second area showcased is the water quality. As we know, there was a law that passed to test water for lead. We are implementing different programs, which include water dispensers and water fillers.

The new interest is vector information and resources. One area of concern for us is mosquitoes and the District is working with Vector Control in a partnership to make sure that we are doing things right and that we are informed. We are hopeful that Vector Control will come in to inspect our sites.

LCAP Highlight – Instructional Technology

Mr. Durrell Jackson, Coordinator Instructional Technology, thanked and recognized his team comprised of Nancy Rivas and Joy Go-Ng. Mr. Jackson provided the Board with information on Instructional Technology that included some vignettes of grades 4th, 8th, and 11th.

Mokler Elementary: 4th grade students in Ms. Baltazar's and Ms. Bradburn's class have been working with Chromebooks using OneNote, Google, and Schoology to respond to a story. The teachers are happy with the ease of being able to use the applications.

Paramount Park Middle School: Mr. Hamilton can see the engagement and productivity of his students. He can address the kids' needs either one-on-one or in groups. Mr. Hamilton can use his computer to monitor how each student is using their own Chromebooks and what they are working on. All teachers can access the program off site. The students are becoming familiar with Schoology, Online Textbook, and online games that tie in with their curriculum.

Paramount High School: The Advance Placement students in Mr. Tellez classroom were able to share PowerPoint presentations as they split into groups by the empires they were studying. They had live access to the presentations and were able to share out instantly; in the

past, it would take two to three days to complete the presentation, now it only takes a period's time. Students are happy to report that they can even access Schoology's application on their phone, which provides resources, such as; the capability to send/receive emails to/from teachers or other students and most importantly the students can see their grades and see what assignments they are missing.

The overall responses from teachers and students throughout Paramount USD have been positive and very optimistic.

BOARD MEETING CALENDAR

There were no changes to the Board meeting calendar.

HEARING SECTION

Hollie Enriquez, community member and member of the Paramount Planning Commission addressed the Board and the audience to inform them that September is National Domestic Violence Month. She stated that one in four children witness violence in their home and that some of those perpetrators abuse the children as well, leaving the children with mental and physical scars.

She reported another statistic; 1.5 million teens experience violence from a partner that they are dating aside from violence in the home. She wanted to use the Board meeting as a platform for a public announcement on domestic violence.

She provided some helpful numbers Love is Respect 866- or Teen Text 22522*

Sonia De Leon, community member expressed the concerns of parent from Wirtz Elementary due to their complaints about gas odors in the area and other odors that are not pleasant. They had called 1-800-Quit-Smog. Her wish that the administration would support them and when they smell the odors that they would also call.

Ms. De Leon appreciates that the District put documentation on testing and she finds that there are still inconsistencies with what the District is putting and what the Department of Health is stating. When she looked at the DPH website the reports of January, April, and July of 2018, that the District has denied them to do their own testing. They were allowed to come as a visitor, but as a parent though and other concerned members in our community they are still questioning if everything is safe, then why wouldn't the District allow for testing and to let the DPH do their own testing.

Ms. De Leon looked at questions that were unanswered on August 6th meeting regarding the Oversight Committee. She does not have any information about the application process or bylaws. Downey Unified does provide information on the process. She understands that the committee has to have a parent, but she does not see a parent on the Oversight Committee and that is of concern to her. Parents should have a voice.

Sara Patricia Huevo, community member comes as a parent to voicing some concerns as to one is to why soccer is not being allowed in the high school fields, what is the reason? All other sports can use the fields.

Ms. Huezo inquired as to when was the last time that the District bought filters for the air purifying machines that are in some of those schools. The last time she spoke, she knows that they are not for chromium 6. She wants an update of when, if, the District changed the filters since they were brought into the classes and what kind of filters.

Ms. Huezo indicated that some parents are concerned about some breakfast items served at the schools. They feel that a 'Super Donut' is not something nutritional.

At Roosevelt, there is a music program, but students only have one instrument to learn how to play which is a clarinet. Lincoln has two choices. She would like to diversify the instruments provided at Roosevelt.

Ms. Huezo wants to know when indoor testing will happen again inside the classrooms.

Gerald Cerda, community member wanted to inform the Board and the audience that they have completed some training with the military for the last 30 days that sent 150 people to a facility to learn about security training on social media. He wants to know if there can be any type of student training in the classes to safe guard their private information. Also, letting students know the hazards of social media and the harm it can do to their reputation in the future since this information can be available while in pursuit of their future endeavors.

Mr. Cerda had a question about the HVAC units that were replaced. He wanted to know the weight of the MERV10 filters. He received information that the MERV16 would be better than the MERV10, he is not too sure what is the difference between the 16 and the 10, but if it is worth the health of the kids, why not. The kids' health inside the classroom, the kids' health and safe environment should be paramount versus the cost of the HVAC units.

CONSENT ITEMS

0.325

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

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

Human Resources

Personnel Report
18-04
2.325

Accepted Personnel Report 18-04, 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

Memorandum of
Understanding with
Community Union, Inc.
3.325

Approved the Memorandum of Understanding with Community Union, Inc. to offer parents of English learners classes utilizing the Parent Empowerment through Technology Program.

Consultant and Contract

Approved the consultant and contract services request authorizing

Services
3.325 contracts with consultants or independent contractors who provide specialized services, as submitted.

Overnight and/or Out-of-County Study Trips
3.325 Approved the overnight and/or out-of-county study trips for students consistent with the District policies and instructional programs.

Business Services

Purchase Order Report 18-04
4.325 Approved Purchase Order Report 18-04 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of August 2018
4.325 Approved the warrants for all funds through July with a total of \$8,795,205.98.

Consultant Services
Demsey, Filliger & Associates
4.325 Approved 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.

ACTION ITEMS

General Services

Amendment – Assistant Superintendent Contracts
1.326 Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to approve the amendments to the Assistant Superintendents' employment agreements reflecting the addition of Association of California School Administrators (ACSA) membership fees be paid by the District.

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

Human Resources

Proposed New Board Policy 4033 – Lactation Accommodation
2.327 Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to accept for second reading and adopt proposed new Board Policy 4033 – Lactation Accommodation, which prohibits discrimination against District employees.

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

Educational Services

Attorney Fees and Settlement Agreement for a Special Education Student
3.328 Trustee Peña moved, Trustee Anderson seconded, and the motion carried 5-0 to approve and authorize payment for attorney fees and settlement agreements for a special education student.

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

Data Sharing Agreement with Compton Community College District, Compton College
3.329 Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Data Sharing Agreement with Compton Community College District, Compton College to support students transitioning from Paramount Unified School District in to Compton Community College for the 2018-19 school year and for July 1, 2019 through June 30, 2024.

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

Carl D. Perkins School
Allocation Fiscal Year
2018-19 for Paramount
Adult School
3.330

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to approve to accept funds for the Carl D. Perkins Vocational and Technical Education Act for 2018-19 fiscal year to develop skills of students enrolled in Career Technical Education programs for Paramount Adult School.

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

Carl D. Perkins School
Allocation Fiscal Year
2018-19 for Grades
7-12
3.331

Trustee Peña moved, Trustee Garcia seconded, and the motion carried 5-0 to approve to accept funds for the Carl D. Perkins Vocational and Technical Education Act for the 2018-19 fiscal year to develop skills of students enrolled in Career Technical Education programs for Grades 7-12.

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

Memorandum of
Understanding with UCLA's
Community Programs Office,
Pacific Islander Education
and Retention Program
3.332

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the Memorandum of Understanding with UCLA's Community Programs Office, Pacific Islander Education and Retention Project for the 2018-19 school year.

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

Business Services

2018-19 Budget Adjustments
as of August 31, 2018
4.333

Trustee Anderson moved, Trustee Peña seconded, and the motion carried 5-0 to approve the 2018-19 Budget Adjustments for the General Funds, Unrestricted and Restricted, Adult Education Fund, Cafeteria Fund, Deferred Maintenance Fund, Measure I Fund and Capital Facilities Fund.

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

Purchase of Leased
Portables
4.334

Trustee Garcia moved, Trustee Peña seconded, and the motion carried 5-0 to authorize the Superintendent or designee to execute all necessary documents for the procurement of two portable building from Williams Scotsman.

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

Notices of Completion – Field
Service Contracts
4.335

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 3-0 to accept as completed the Field Service Contracts for electrical services at Odyssey, plumbing services for (4) restrooms and replace drinking fountains (3) at Odyssey, install carpet in classrooms and offices at Odyssey, and installation of new roof at 700 building, gym, and girls locker room at PHS, 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

CONFERENCE ITEMS

Educational Services

Revised Board Policy 5134 –

The Board accepted for first reading proposed revised Board Policy

Pregnant and Parent Teens' Program

5134 – Pregnant and Parent Teens' Program, which reflects current State requirements.

CLOSED SESSION

The Board adjourned to Closed Session at 7:17 p.m. to discuss, Conference with Legal Counsel-Anticipated Litigation, Conference with Labor Negotiator, Public Employee Performance/Evaluation (Superintendent), and Public Employee Discipline/Dismissal/Release.

OPEN SESSION

The Board reconvened to Regular Session at 9:09 p.m. President Hansen reported that they discussed Conference with Legal Counsel-Anticipated Litigation, Conference with Labor Negotiator, Public Employee Performance/Evaluation (Superintendent) and Public Employee Discipline/Dismissal/Release.

There was no action taken in Closed Session.

ANNOUNCEMENTS

President Hansen reported that the next Regular Meeting would be Monday, October 8, 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 Garcia seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on September 24, 2018 at 9:10 p.m.

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

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: October 8, 2018
SUBJECT: Personnel Report 18-05

BACKGROUND INFORMATION:

Following is Personnel Report 18-05, 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 18-05 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 18-05
OCTOBER 8, 2018
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
*Vanoy, Annmarie	Teacher Temporary	Hollydale	A-2	<u>ANNUAL</u> \$57,328 General Fund	09-14-18	06-30-19
*Fernandez, Pamela	Teacher Temporary	Paramount Park	A-1	\$55,659 General Fund	09-19-18	06-30-19
*Austria, Desiree	Counselor Temporary	Zamboni	A-1	\$55,560 LCAP**	10-01-18	06-30-19
*Merida, Jacqueline	Substitute Teacher on-call, as needed	District		\$150 General Fund	09-25-18	
*Ortega, Jennifer					09-25-18	
*Rodriguez, Monica					09-25-18	
*Vaughn, Kathleen					09-24-18	
<u>ADULT EDUCATION FALL SESSION</u>						
*Galvan, Laura	CTE	Adult Education		<u>HOURLY</u> \$49.79 Adult Education	09-05-18	02-22-19
*Murillo, Maria						
*Whitaker, Anita						
*Bautista, Teresita	ESL***	Adult Education		\$49.79 Adult Education	09-05-18	02-22-19
*Del Rosario, Romichelle						
*Holdeman, Angie						
*Ludwig, Lana						
*Okeke, Jacqueline						
*Poole, Janis						
*Robertson, Linda						
*Ruiz, Noelia						
*Sanchez, Margarita						
*Sasaki, Colleen	ESL	Adult Education		\$47.42 Adult Education	09-05-18	02-22-19

*Ratification

**Local Control Accountability Plan

***English as a Second Language

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADULT EDUCATION FALL SESSION</u> continued				<u>HOURLY</u>		
*Angulo, Daniel *Navarro, Juan *Taitano, Maria	ESL**	Adult Education		\$49.97 Adult Education	09-05-18	02-22-19
*Diaz, Daniel	ESL	Adult Education		\$42.97 Adult Education	09-05-18	02-22-19
*Bark, Samuel *Dunn, Marie *Duran, Curtis *Lopez, Elaine *Perez-Corona, Sonia *Santos-David, Maria *Scott, Angela *Vargas, Jose	High School Diploma	Adult Education		\$49.79 Adult Education	09-05-18	02-22-19
*Lalude-Davies, Olukemi	High School Diploma	Adult Education		\$47.42 Adult Education	09-05-18	02-22-19
*Romero, Gabriela	High School Diploma	Adult Education		\$42.97 Adult Education	09-05-18	02-22-19
*Berger, Amy *Clemente, Maria *Diaz Sacasa, Ramon *Gilreath, Pamela *Reza, Randall *Sanchez, Marisol *Weller, Douglas	Adult Education Substitutes	Adult Education		\$42.97 General Fund	09-05-18	02-22-19

*Ratification

**English as a Second Language

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u> *Arambula, Matthew *Carser, David *Cooks, Jill *Granados, Veronica *Griffith-Wu, Isela *Humble, Christine *Hunt, Anjanett *Lussman, John *Marsh, Erin *Mora, Melissa *Morgan, Sara *Muller, Monserrat *Shaw, Veronica *Sjoberg, Joanna *Uriarte, Jose *Veith, Kirsan	Intervention NTE 200 hrs.	Alondra		<u>HOURLY</u> \$38.00 LCAP**	09-04-18	12-14-18
*Enciso, Maria *Hansbury, Laura *Humble, Christine *Marsh, Erin *Morgan, Sara	WEB Orientation NTE 40 hrs. each	Alondra		\$38.00 EIA/LEP***	08-03-18	08-09-18
*Barton, Amie *Brainard, Richard *Enciso, Maria *Garcia, Gabriel *James, Richard *Martin, Tina *Medina, Roxanne *Monroe, Shelley *Shaw, Veronica *Tilson, Courtney *Valdez, Veronica	Math Intervention NTE 200 hrs.	Alondra		\$38.00 LCAP	09-04-18	12-14-18

*Ratification

**Local Control Accountability Plan

***Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u> continued *Ashabraner, Robert *Cervantes, Fernando *Contreras, Vetina *De Leon, Elda *Ferrer, Lisa *Gutierrez, Jill *Gutierrez, Victor *Lepper, Garrett *Martin, Emily *Moncayo, Julia *Ramos, Hector *Thomas, Katherine	Instructional Support NTE .75 hrs. each	Buena Vista		<u>HOURLY</u> \$38.00 Title I	08-22-18	
*Cabral, Belen *Chacon, Susana *Figueroa, Ana *Garnett, Clauhdet *Landry, Charlene *Peraza, Damaris *Rodriguez, Angelica *Siordia, Margarita	Late Pick-ups NTE 100 hrs. each	Gaines ECE**		\$35.90 \$29.12 \$38.18 \$34.48 \$33.87 \$37.16 \$32.59 \$31.16 California State Preschool Programs	09-11-18	06-13-19
*Aparicio, Michelle *Carillo, Elaine *Chavez, Jorge *Dodson, Dereck *Espinoza, Brenda *Larkins, Joshua *Marin, Jesus *Ramirez, Jaime *Romero, Gabriela	Saturday School NTE 4.5 hrs. each	Paramount High-West		\$38.00 LCAP***	09-22-18	06-08-19

*Ratification
 **Early Childhood Education
 ***Local Control Accountability Plan

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u> continued *Ramirez, Brenda	Intervention NTE 215 hrs.	Wirtz		<u>HOURLY</u> \$38.00 LCAP**	08-22-18	10-26-18
<u>EXTRA PERIOD ASSIGNMENT</u> *Fulton, Julia	Technology Coordinator	Paramount High-School		1/6 th Daily Rate Title I	08-20-18	06-14-19
<u>STIPEND</u> *Gonzalez, Javier *Koch, Jason	After School Football	Hollydale		<u>STIPEND</u> \$177 LCAP	09-04-18	10-31-18
*Hong, Michelle	Girls' Volleyball	Hollydale		\$177 LCAP	09-04-18	10-31-18
Hong, Michelle	Boys' Volleyball	Hollydale		\$177 LCAP	11-01-18	12-14-18

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
*Renteria Ruiz, Julio	Custodian 8 hrs. per day/12 mo.	Operations	117-III	Monthly \$3,537 LCAP**	09-17-18	
*Salazar, Rodrigo	Custodian 8 hrs. per day/12 mo.	Operations	117-I	\$3,205 General Fund	08-28-18	
*Barnette, Isabel	Noon Duty Aide 2.5 hrs. per day/10 mo.	Collins	100-I	25% of \$2,112 General Fund	09-14-18	
*Cuen, Christopher	Technology Instructional Assistant 6 hrs. per day/10 mo.	Lincoln	118-III	75% of \$3,626 LCAP	08-20-18	
*Perez Garcia, Adriana	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Los Cerritos	115-II	37.5% of \$3,205 Special Education	08-20-18	
*Martinez, Gricelda	Noon Duty Aide 2 hrs. per day/10 mo.	Mokler	100-I	25% of \$2,112 General Fund	09-17-18	
*Zamora, Mireya	Nutrition Services Worker 2 hrs. per day/10 mo.	Odyssey	109-I	25% of \$2,630 SNS***	09-13-18	
*Chavez, Norma	Nutrition Services Worker 2 hrs. per day/10 mo.	Paramount High-Senior	109-I	25% of \$2,630 SNS	09-13-18	
Winrow, Jamar	Campus Security 8 hrs. per day/10.5 mo.	Paramount High-West	118-I	\$3,285 General Fund	08-27-18	
<u>Promotion</u>						
*Mendoza, Jesus	Maintenance Worker 8 hrs. per day/12 mo.	Operations	126-I	Monthly \$4,002 Restricted Routine Mainten- ance	09-17-18	

* Ratification

** Local Control Accountability Plan

*** Student Nutrition Services

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u>						
*Perez, Manuel	Campus Security NTE 19.5 hrs.	Operations	118-I	Hourly \$18.95 General Fund	08-13-18	08-21-18
*Coates, Semaj *Covarrubias, Yvette *Gonzalez, Alexander *Inzunza, Alexis *Lopez, Carina *Ramirez, Lizett	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$16.33 Special Education	09-19-18 09-18-18 09-25-18 09-18-18 09-24-18 09-19-18	12-14-18
*Garnett, Bethany	Instructional Assistant – ECE NTE 200 hrs.	Gaines ECE	111-I	\$15.94 CSPP**	09-17-18	12-14-18
*Henriquez Lopez, Alvaro	Instructional Assistant – SE/SH NTE 3 hrs. per day	Lincoln	115-I	\$17.60 Special Education	08-27-18	12-14-18
*Cerezo, Briana	Instructional Assistant – SE/SH NTE 3 hrs. per day	Los Cerritos	115-I	\$17.60 Special Education	09-24-18	12-14-18
*Casillas Arias, Thania	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Odyssey	112-I	\$16.33 Special Education	09-17-18	12-14-18
*Hernandez Gonzalez, Ana	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Wirtz	112-I	\$16.33 Special Education	09-19-18	12-14-18
*Cisneros, Jeremy	Instructional Assistant – Sp. Ed. NTE 27.5 hrs. per day	Zamboni	112-I	\$16.33 LCAP	08-22-18	12-14-18
<u>Substitute, on call</u>						
*Diaz, Jesus	Custodian	District	117-I	Hourly 18.49 General Fund	09-24-18	
*Ramirez, Rodolfo	Campus Security	District	118-I	\$18.95 General Fund	09-17-18	

* Ratification

** California State Preschool Program

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE						
					FROM	TO					
<u>Substitute on call</u> <u>continued</u>											
*Barrera Galeana, Catalina	Nutrition Services Worker	Student Nutrition Services	109-I	<u>Hourly</u> \$15.17 SNS	09-17-18						
*Carlos, Blanca					09-21-18						
*Moreno, Araceli					09-17-18						
*Rios, Silvia	Noon Duty Aide	Holydale	100-I	\$12.18 EIA-LEP**	09-14-18						
<u>Student Worker</u>											
*Cardenas Galindo, Irene	Student Worker NTE 40 hrs. per week each	Adult Education		<u>Hourly</u> \$11.00 Adult Education	08-27-18	02-22-19					
*Ochoa, Martha											
*Ochoa Cervantes, Lucia											
*Pedroza, Lupita											
*Suarez, Gabriela											
*Torres, Lizzette											
<u>College Tutor</u>											
*Alvarez, Vivian	College Tutor NTE 5.5 hrs. each	Educational Services- Secondary CTE		<u>Hourly</u> \$13.50 LCAP	09-07-18	only					
*Avila, Johnny											
*Castillo, Michael											
*Hernandez, Patricia											
*Hortua, Jackeline											
*Jacobe, Veronica											
*LaRocco, Michelle											
*Lopez, Cristian											
*Mendoza, Moises											
*Ortega, Emily											
*Ortiz, Jasmine											
*Soto, Angela											
*Trujillo, Edgar											
*Valencia Diaz, Sandra											
*Velazquez, Pedro											
*Hortua, Jackeline					College Tutor NTE 4 hrs. per day each		Holydale		\$13.50 LCAP	09-10-18	12-14-18
*Jacobe, Veronica											
*LaRocco, Michelle											
*Valancia Diaz, Sandra											
*Velazquez, Pedro											

* Ratification

** Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>College Tutor</u> <u>continued</u>				<u>Hourly</u>		
*Quirarte, Laura	College Tutor NTE 20 hrs. per week	Paramount High-Senior		\$13.50 Title I	08-22-18	12-14-18
*Alvarez, Vivian *Hernandez, Patricia *Lopez, Cristian *Ortega, Emily *Trujillo, Edgar	College Tutor NTE 8 hrs. per week each	Paramount High-West		\$13.50 LCAP	09-11-18	01-31-19
*Gomez, Denise	College Tutor NTE 27.5 hrs. per week	Zamboni		\$13.50 LCAP	08-22-18	12-14-18
<u>Summer Assignment</u>				<u>Hourly</u>		
*Pham, Thai-Vi *Soto, Edith	Instructional Assistant – Sp. Ed. NTE 20 hrs. each	Educational Services – Secondary	112-III 112-VI	\$18.03 \$20.27 LCAP	08-01-18	08-31-18
*Vega, Lizbett	Instructional Assistant – SE/SH NTE 6.5 hrs.	Educational Services	115-V	\$21.43 Title I	08-08-18	
*Carstens, Sandra *Ramos, Veronica *Velazquez, Elsy	Noon Duty Aide NTE 6 hrs. each	Alondra	100-I	\$12.18 LCAP	08-06-18	08-09-18
*Munoz, Maria	Noon Duty NTE 3 hrs.	Jefferson	100-I	\$12.18 Title I	08-17-18 only	
*Zarinana, Valerie	Noon Duty Aide NTE 5.5 hrs.	Los Cerritos	100-I	\$12.18 LCAP	08-01-18	08-08-18
*Lopez, Sandra *Robinson, Rosalind *Sanchez, Ruth	Noon Duty Aide NTE 60 hrs. each	Mokler	100-I	\$12.18 EIA-LEP	08-06-18	08-17-18
*Colbert, Shefonda	Technology Instructional Assistant NTE 12 hrs.	Roosevelt	118-III	\$20.92 EIA-LEP	08-16-18	08-17-18

* Ratification

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u>						
<u>Short Term</u>						
*Hernandez, Melyssa	Instructional Assistant – SE/SH NTE 3 hrs. per day	Special Education	115-I	<u>Hourly</u> \$17.60 Special Education	09-24-18	12-14-18
*Lozano, Maria	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Special Education	112-I	\$16.33 Special Education	08-22-18	12-14-18
*Hortua, Angie	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Paramount Park	112-I	\$16.33 Special Education	09-17-18	12-14-18
<u>WORKING OUT OF CLASSIFICATION</u>						
*Mendoza, Jesus	Maintenance Worker NTE 8 hrs. per day	Operations	126-I	<u>Monthly</u> \$4,002 Restricted Routine Maintenance	09-04-18	09-14-18
*Avila, Consuelo	Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services	417-IV	\$3,835**	08-20-18	06-13-19
*Canela, Angela			117-II	\$3,367		
*Flores-Trejo, Mayra			117-IV	\$3,735**		
*Lim, Young			317-IV	\$3,815**		
*Nevarez, Maria			417-IV	\$3,835**		
*Perez, Leticia			417-IV	\$3,835**		
*Rodriguez, Mayra			117-IV	\$3,715		
*Sandoval, Laura			317-III	\$3,637**		
*Thompson, Felicia			217-IV	\$3,795**		
Toledo, Gloria			217-IV	\$3,795		
*Vega, Griselda			117-IV	\$3,715 SNS		
*Enriquez, Nancy			Nutrition Services Manager NTE 8 hrs. per day each	Student Nutrition Services		
*Lucas, Martha	117-III	\$20.41				
*Saldivar, Isela	117-III	\$20.41				
*Silva Castaneda, Liliana	117-III	\$20.41 SNS				

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>WORKING OUT OF CLASSIFICATION</u>						
<u>continued</u>						
*Ballesteros Rubio, Sarai	Senior Nutrition Services Worker	Student Nutrition Services	111-IV	<u>Monthly</u> \$18.49	08-20-18	06-14-18
*Enriquez, Nancy	NTE 8 hrs. per day		211-VI	\$20.23**		
*Salazar, Bobbie	each		111-III	\$17.60 SNS		
*Fuentes, Stephanie	Research Specialist NTE 8 hrs. per day	Research & Evaluation	137-I	\$5,250 General Fund	09-04-18	12-14-18
*Lopez, Alfredo	Director of Research And Evaluation NTE 8 hrs. per day	Research & Evaluation	Sch. 2 414-I	\$10,878 LCAP	09-04-18	11-02-178
*Ruiz, Joe	Senior Custodian NTE 8 hrs. per day	Paramount High-West	122-IV	\$4,204 General Fund	09-04-18	09-07-18
<u>ASSIGNMENT CHANGE</u>						
<u>Voluntary Increase in Work Hours</u>						
*Novoa, Eva	Nutrition Services Worker 3.75 hrs per day/10 mo.	Hollydale	109-I	<u>Monthly</u> 46.88% of \$2,630 SNS	09-13-18	
<u>TEMPORARY ATHLETIC TEAM COACH</u>						
*Fregoso, David	Middle School Intermural Sports Football	Hollydale		<u>Stipend</u> \$172 LCAP	09-04-18	10-31-18
*Arzate, Angel	Assistant Coach Cross Country	Paramount High-Senior		\$2,332 General Fund	08-20-18	10-26-18
*Chatman, Rosanna	Head Coach Girls' Varsity Tennis	Paramount High-Senior		\$3,251 General Fund	08-20-18	10-26-18

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>TEMPORARY ATHLETIC TEAM COACH</u>						
<u>continued</u>						
*Fletcher, Michael *Freeman, Lamont *Hooks, Kevin *Levi, Gary *Shamsiddeen, Qasim *Thomas, Eddie	Assistant Coach Football	Paramount High-Senior		<u>Stipend</u> \$2,332 General Fund	08-20-18	10-26-18
*Hahn, Christopher	Head Coach Girls' Varsity Volleyball	Paramount High-Senior		\$3,251 General Fund	08-20-18	10-26-18
*Hernandez, Christian *Sun, Kelani	Assistant Coach Boys' Water Polo	Paramount High-Senior		\$2,332 General Fund	08-20-18	10-26-18
*Okamoto, Sonny	Assistant Coach Girls' Volleyball	Paramount High-Senior		\$2,332 General Fund	08-20-18	10-26-18

* Ratification

PERSONNEL REPORT 18-05
OCTOBER 8, 2018
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE</u>					
Diamond, Kathryn	Occupational Therapist	Special Education	Parental Leave	08-20-18	10-15-18
Novelo Becerra, Cynthia	Occupational Therapist	Special Education	Parental Leave	08-20-18	11-09-18
Ramirez, Emma	Instructional Assistant – Sp. Ed.	Jackson	Personal	09-28-18	10-22-18
Raygoza, Esther	Instructional Assistant – Sp. Ed.	Paramount High-Senior	Personal	08-20-18	08-31-18
<u>RESIGNATION</u>					
Garcia, Analissa	Instructional Assistant – Sp. Ed.	Special Education	Personal	09-24-18	
Ortega, Jennifer	Instructional Assistant – Sp. Ed.	Special Education	Personal	09-21-18	
Rios, Silvia	Substitute Nutrition Services Worker	Student Nutrition Services	Personal	09-13-18	
Tapia Murillo, Elizabeth	Instructional Assistant – Sp. Ed.	Alondra	Personal	09-19-18	
Moreno, Brenda	Instructional Assistant – Sp. Ed.	Collins	Personal	09-19-18	
Padilla, Wendy	Instructional Assistant – Sp. Ed.	Hollydale	Personal	09-26-18	
Raygoza, Esther	Instructional Assistant – Sp. Ed.	Paramount High-Senior	Personal	09-14-18	
Smith, Maria	Instructional Assistant – SE/SH	Paramount High-Senior	Personal	09-21-18	
Lara, Luis	Instructional Assistant – Sp. Ed.	Paramount Park	Personal	09-28-18	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: October 8, 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	STAR Education PC18-1989	Consultant to provide a workshop to GATE students. 46 students grades 3-5	Wirtz School Requested by: Connie Toscano	December 2, 2018	Not to exceed \$3,200 from LCAP site funds
2	Discovery Cube PC18-1996	Consultant to provide interactive assemblies that will inspire and educate young minds through engaging science-based programs and exhibits. 601 students grades K-5	Mokler School Requested by: Linh Roberts	March 18, 2019 and March 25, 2019	Not to exceed \$1,850 from Title I site funds
3	STAR Education PC18-1988	Consultant to provide three workshops to GATE students. 120 students grades 3-5	Jefferson School Requested by: Kelly Williams	December 1, 2018, February 23, 2019 and April 6, 2019	Not to exceed \$9,600 from LCAP site funds

CONSENT ITEM: 3.1-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	HIN Experience LLC/Danny Vuong-Batimana PC18-1997	Consultant to provide interactive assemblies addressing the importance of building meaningful and productive relationships with students and promoting a safe and effective learning environment. 1,060 students grade 9	Paramount High School West Campus Requested by: Elizabeth Salcido	October 17, 2018	Not to exceed \$3,000 from LCAP site funds
5	BMX Freestylers PC18-1998	Consultant to provide interactive assemblies addressing positive messages that builds self-confidence, respect for others and the skills needed to deal with bullying. 800 students grades 4-8	Jackson School Requested by: Kelly Anderson	October 31, 2018	Not to exceed \$1,397 from LCAP site funds
6	STAR Education PC18-1999	Consultant to provide workshop to GATE students. 120 students grades 3-5	Roosevelt School Requested by: Margie Domino	April 27, 2019	Not to exceed \$3,200 from LCAP site funds
7	Dr. Robin Morris PC18-19100	Consultant to provide additional observations and partipate in an Individual Education Plan meeting 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	October 9, 2018 through June 30, 2019	Not to exceed \$700 from Special Education funds

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
8	Parent Engagement Academy PC18-19101	Consultant to provide families with knowledge and skills to partner with schools and communities to ensure their children achieve their full potential.	Zamboni School Requested by: Sue Saikaly	October 9, 2018 through November 27, 2018	Not to exceed \$4,250 from Title I site funds
9	STAR Education PC18-19102	Consultant to provide four workshops to GATE students. 133 students grades 3-5	Hollydale School Requested by: Lisa Nunley- Macon	October 13 2018, February 2, 2019, March 30, 2019 and May 4, 2019	Not to exceed \$12,800 from LCAP site funds

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

PREPARED BY:

Manuel San Miguel, Director – Student Services

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

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: October 8, 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	Hawaii	Paramount High School students will travel to Honolulu, Hawaii to participate in a water polo tournament against international teams. Students will have the opportunity to visit historical places. 14 students, 3 chaperones	Paramount High School Requested by: Mike Ono	July 29, 2019 through August 8, 2019	Cost of trip is \$3,500 per student and will be paid through fund-raising activities

POLICY/ISSUE:

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

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

PREPARED BY:

Manuel San Miguel, Director - Student Services

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: 3.2-C

Itinerary for Paramount High School
Water Polo Tournament
Honolulu, Hawaii
July 29-August 5, 2019

Monday, July 29, 2018

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

Tuesday, July 30, 2018

8:00 a.m. Breakfast

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

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

Wednesday, July 31, 2018

8:00 a.m. Breakfast

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

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

Thursday, August 1, 2018

8:00 a.m. Breakfast

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

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

Friday, August 2, 2018

8:00 a.m. Breakfast

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

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

Saturday, August 3, 2018

8:00 a.m. Breakfast

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

12:30 p.m. Lunch

7:00 p.m. Dinner

10:00 p.m. Lights out

Sunday, August 4, 2018

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

Monday, August 5, 2018

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: October 8, 2018
SUBJECT: Purchase Order Report, 18-05

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.

2018/2019

1. Ratified Orders – Adult Education	4,995.00
2. Ratified Orders – Building Fund	7,034.00
3. Authorized Orders – Deferred Maintenance	895,000.00
4. Ratified Orders – General Fund	20,251.74
5. Authorized Orders – General Fund	260,696.33
6. Ratified Orders – LCAP	14,429.05
7. Authorized Orders – LCAP	115,199.36
8. Authorized Orders – Student Nutrition Services	
	Sub Total \$ 1,317,605.48
9. Ratified Orders (Under \$1,500)	19,892.60
TOTAL OF ALL ORDERS	\$ <u>1,337,498.08</u>

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 18-05 authorizing the purchase of supplies, equipment, and services for the District.

CONSENT ITEM: 4.1-C

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

2018/2019

Purchase Orders To Be Ratified and Authorized

October 08, 2018

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
19-00170	BORDERLAN SECURITY	Technology	Annual: maintenance agreement - internet filtering (increase purchase order from \$64,323 to \$66,111)	\$1,788.24
19-00972	BARNES AND NOBLE	Paramount High School	AP World History novels (275) (Board adopted: 6/22/16)	\$4,336.20
19-00977	B&H PHOTO VIDEO	Paramount High School	CTE classroom materials: cameras (8), tablets (3) & accessories	\$10,155.33 *
19-00984	STATEWIDE TRAFFIC SAFETY & SIGNS	Operations	Annual: traffic control supplies	\$4,000.00
19-01000	PERFECTION LEARNING CORP.	Paramount High School	AP World History Test Prep workbooks (250) (Board adopted: 6/22/16)	\$5,613.94 *
19-01004	CALIFORNIA ASSOCIATION OF SCHOOL COUNSELORS	Business Services	CASC professional activity attendance & membership fees	\$6,653.00 *
19-01006	LIBERTY PAPER	Operations	Warehouse stock	\$24,190.74 *
19-01015	FOLLETT SCHOOL SOLUTIONS, INC.	K-5 Schools & Innovative Programs	Destiny software license renewal	\$22,570.58 *
19-01018	RENAISSANCE LEARNING, INC.	Lincoln Elementary School	Star Reader & Accelerated Reader subscription renewal (960)	\$6,308.00 *
19-01019	VIRCO INC	Paramount High School	Student desks (25)	\$4,246.41
19-01022	CHROMATIC INC	Print Shop	Printing services	\$7,728.51 *
19-01024	NETWORK FOR TEACHING ENTERPRENEURSHIP	Secondary Ed/CTE	Entrepreneurship eTexbooks (35)	\$2,275.00
19-01028	THE LATINO FAMILY LITERACY PROJECT	Mokler Elementary School	Parent workshops & instructional materials	\$2,065.75
19-01030	EDUCATION ASSOCIATES, INC.	Odyssey STEM Academy	Professional development services	\$5,010.00 *
19-01031	SOUTHWEST SCHOOL & OFFICE SUPPLY	Jackson Middle School	Display case	\$9,290.70 *
19-01032	SOUTH BAY HEATING & AIR CONDITIONING INC	Operations	Annual: energy management system services & repairs	\$150,000.00 *
19-01034	SPICERS PAPER INC.	Print Shop	Paper	\$13,175.53 *
19-01038	U. S. BANK	Operations	Staff ID supplies	\$1,540.14
010 - General Fund - LCAP				
19-00970	E.D. SCREEN PRINTING	Paramount High School	Student incentives T-shirts (1,000)	\$5,310.75 *
19-00974	SOUTHWEST SCHOOL & OFFICE SUPPLY	Paramount High School	Graphing calculators (34) & scientific calculators (110)	\$5,935.80 *
19-00976	BELLFLOWER MUSIC CENTER	Paramount High School West	Music instruments (10)	\$3,504.00
19-00978	SARGENT-WELCH SCIENTIFIC	Paramount High School	Science materials	\$1,627.54
19-00985	KIS COMPUTER CENTER	Alondra Middle School	Surface Pros (2) & accessories	\$2,633.62
19-00997	KIS COMPUTER CENTER	Los Cerritos Elementary School	Surface Pros (10) & computers (7)	\$18,877.82 *
19-01001	DAWN SIGN PRESS	Paramount High School	American Sign Language DVD sets (38) (Board adopted: 9/10/18)	\$2,880.56

* 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

October 08, 2018

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund - LCAP				
19-01002	FOLLETT EDUCATIONAL SERVICES	Paramount High School	AP Chemistry textbooks (30) (Board adopted: 5/28/14)	\$3,783.33
19-01033	SOUTH BAY TOYOTA	Safety & Security	Security vehicles (3)	\$85,074.99 *
110 - Adult Education Fund				
19-00994	AZTEC SOFTWARE	Adult Education	GED prep software license renewal	\$4,995.00
140 - Deferred Maintenance Fund				
19-00112	TAPIA LANDSCAPING	Operations	Annual: tree removal, shrub, pruning services may include the purchasing of trees or shrubs (increase purchase order from \$65,000 to \$200,000) (Bid #1-18-19)	\$135,000.00 *
19-00125	QUALITY LANDSCAPE MANAGEMENT	Operations	Annual: tree trimming & replacement may include the purchasing of trees or shrubs (increase purchase order from \$90,000 to \$200,000) (Bid #1-18-19)	\$110,000.00 *
19-00144	SOUTH BAY HEATING & AIR CONDITIONING INC	Operations	Annual: HVAC maintenance & repairs (increase purchase order from \$90,000 to \$390,000) (Bid # 4-18-19)	\$300,000.00 *
19-01035	SOUTH BAY HEATING & AIR CONDITIONING INC	Operations	Annual: replacement HVAC units (Bid # 4-18-19)	\$350,000.00 *
211 - Building Fund - Measure I				
19-00813	MEAR CONSTRUCTION	Gaines Elementary School	Exterior paint all rooms (increase purchase order from \$90,000 to \$93,450) (Bid #2-17-18)	\$3,450.00
19-01029	REM CUSTOM BUILDERS INC.	Los Cerritos Elementary School	Repair building soffit	\$3,584.00

* 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

October 08, 2018

PURCHASE ORDER SUMMARY BY FUND

70 Purchase orders for a total of **\$1,337,498.08**

010 - General Fund	To Be Authorized	\$260,696.33
	To Be Ratified Over \$1,500	\$20,251.74
	To Be Ratified Under \$1,500	\$15,731.12
	Fund Total	\$296,679.19
010 - General Fund - LCAP	To Be Authorized	\$115,199.36
	To Be Ratified Over \$1,500	\$14,429.05
	To Be Ratified Under \$1,500	\$3,911.48
	Fund Total	\$133,539.89
110 - Adult Education Fund	To Be Ratified Over \$1,500	\$4,995.00
	To Be Ratified Under \$1,500	\$250.00
	Fund Total	\$5,245.00
140 - Deferred Maintenance Fund	To Be Authorized	\$895,000.00
	Fund Total	\$895,000.00
211 - Building Fund - Measure I	To Be Ratified Over \$1,500	\$7,034.00
	Fund Total	\$7,034.00

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: October 8, 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:

The District received a donation totaling \$8,040.00 from San Diego Zoo (Institute for Conservation Research). This donation will provide study trips to the San Diego Zoo for students in Biology classes at Paramount High School-West Campus, which will support the students' academic achievement.

For the current 2018-19 fiscal year through October 8, 2018, the District has received an estimated total, which includes the above amounts, of \$17,895.35 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: 4.2-C

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: October 8, 2018
SUBJECT: Update Job Description for Director of Nutrition Services

BACKGROUND INFORMATION:

The description for the Director of Nutrition Services was revised in 1994. Over more than twenty years, the duties, equipment and programs have changed significantly. Therefore, staff is recommending that the job description for the Director of Nutrition Services be revised to reflect current work responsibilities and to align the job profile.

POLICY/ISSUE:

Board Policy 4118.3 – Duties of Personnel
Board Policy 4300 – Concepts & Roles in Personnel

FISCAL IMPACT:

No fiscal impact.

STAFF RECOMMENDATION:

Approve the revisions to the job description for the position of Director of Nutrition Services.

PREPARED BY:

Beatriz Spelker-Levi, Director of Personnel – Human Resources

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: 2.1-A

CURRENT JOB DESCRIPTION

PARAMOUNT UNIFIED SCHOOL DISTRICT

CLASS DESCRIPTION - CLASSIFIED

DIRECTOR OF FOOD SERVICES

POSITION SUMMARY

Under general direction of the Assistant Superintendent of business Services, plans, organizes and directs the District-wide Type A food services program including planning, purchasing and personnel training functions; assumes related responsibilities and performs related duties as required.

TYPICAL DUTIES AND RESPONSIBILITIES

Plans the District master menu to assure nutritional adequacy and dietary balance.
Reviews and evaluates the work of cafeteria managers.
Exercises supervision of cafeteria managers and coordinates the selection assignment and training for all personnel.
Provides for all fiscal reports, cafeteria records and inventory records.

EXPERIENCE AND EDUCATION

An appropriate degree or equivalent experience, including courses in nutrition or a closely related field. Qualifying experience maybe substituted for the required education on a year-for-year basis.

Two years of full time experience in the field of nutrition, including the supervision of quantity food preparation. Public school experience is desirable.

SALARY AND WORK YEAR

Separate Salary Schedule
12 months

Revised: 3-1-74
Revised: 9-12-84
Revised: 12-1-90
Revised: 3-8-94

PROPOSED JOB DESCRIPTION
PARAMOUNT UNIFIED SCHOOL DISTRICT

CLASS DESCRIPTION - CLASSIFIED MANAGEMENT

DIRECTOR OF FOOD NUTRITION SERVICES

DEFINITION

Under general direction of the Assistant Superintendent of Business Services; plans, controls, organizes and directs the District's-Wide Type A food Nutrition Services department program including planning, purchasing and personnel training, functions supervise and evaluate the performance of assigned staff; assumes related responsibilities and performs related duties as required.

TYPICAL DUTIES AND RESPONSIBILITIES

~~Plans the District master menu to assure nutritional adequacy and dietary balance. Conducts on-site visitations to assure compliance with State, Federal and local laws regulations.~~

Plan, organize, control and direct the operations and activities of the District's Nutrition Services department including review of the school site cafeterias, nutritional education programs, free and reduced price meal program, maintenance of preparation and serving equipment, menu preparation, sanitation, storage, transport and delivery of food products and information technology, purchasing and accounting functions; assure compliance with federal and state laws, regulations and policies. E

Reviews and evaluates the work of cafeteria managers. Nutrition service staff; interview and select employees and recommend transfers, reassignments, termination and disciplinary actions; plan, coordinate and conduct in-service training programs. E

Exercises supervision of cafeteria managers and coordinates the selection, assignment and training of personnel.

Develop and implement policies, procedures and programs for Nutrition Services programs and activities; direct Nutrition Services operating procedures. E

Provides for all fiscal reports, cafeteria records and inventory records. E

Communicate with other administrators, personnel and outside organizations to coordinate activities and programs, resolve issues and conflicts and exchange information. E

Prepare and develop the annual budgets for the Nutrition Services department; analyze and review budgetary and financial data; control and authorize expenditures. E

Oversee and assure purchasing activities comply with applicable statutes, regulations and policies; approve specifications for purchase of food and equipment; authorize requisitions. E

Oversee and direct the research of available products and interviewing of vendors to establish and maintain sources of supply through competitive bids; determine and recommend pricing for consideration by the Board of Education. E

Direct the activities of the free and reduced price meal program to assure the department meets applicable regulations and accountability standards. E

Directs the planning and implementation of operational changes with Nutrition Service managers, principals, site supervisors, or other District personnel. E

Maintain current knowledge of institutional food service methods and trends; evaluate new methods for application within the department. E

Oversee and direct the planning of kitchen and cafeteria layouts during construction and remodeling; direct the review of bids and analyze cost figures. E

Coordinate dissemination of departmental information and nutrition materials to the public, staff, and other organizations. E

Direct and oversee research and special projects; monitor special projects and initiate changes to assure expeditious and successful cost-effective completion. E

CLASS DESCRIPTION - CLASSIFIED MANAGEMENT
Director of Nutrition Services – continued

Page 2

Analyze the impact of federal or state legislation or regulations on Nutrition Service programs and determine appropriate course of action. **E**

Visit sites to observe and evaluate Nutrition Service personnel and procedures; develop and implement improved methods of food preparation and service; **E**

Attend and participate in a variety of meetings, workshops, conferences and trainings to maintain current knowledge of emerging trends; make presentations regarding Nutrition Services operations. **E**

QUALIFICATIONS

Experience and Education

Required: ~~An appropriate degree~~ Bachelor's degree, ~~or equivalent experience~~, including courses in food and food services management, dietetics, family and consumer science, nutrition education, culinary arts, business or a closely related field. Qualifying experience may be substituted for the required education on a year-for-year basis.

At the time of employment, an incumbent must certify in writing they have completed eight hours of food safety training within the last five years or will complete eight hours of food safety training within 30 days of employment to this class. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing.

Desirable: Coursework in food service management or nutritional sciences is preferred. A Master's degree in one of the above-mentioned fields is highly desirable.

License

Required: Possession of a valid California driver's license and an operable motor vehicle.

Knowledge and Abilities

Required: Knowledge of: planning, organizing and directing a large institutional nutrition service program, operations and activities. Principles and practices of quantity food service preparation, serving and storage. Sanitation and safety practices related to cooking and serving food. Budget preparation and control. Financial and statistical record keeping and report preparation techniques. Oral and written communication skills. Principles and practices of administration, supervision and training.

Required: Ability to: plan, organize, control and direct the operations and activities of the Nutrition Services department. Review and analyze work methods, procedures, and schedules. Assure compliance with federal and state laws, regulations and policies including health and sanitation requirements. Interpret, apply and explain rules, regulations, policies and procedures. Develop prepare and monitor budgets. Develop and evaluate procedures and processes. Supervise and evaluate the performance of assigned staff. Prepare and direct the preparation of a variety of comprehensive narrative and reports. Develop and implement long-term strategic plans. Direct and evaluate in-service training programs for nutrition service employees. Accept and carry out responsibility for direction, control and planning. Maintain current knowledge of institutional food service methods and trends. Establish and

maintain cooperative and effective working relationships with others. Communicate effectively both orally and in writing. Operate a computer and assigned office equipment. Analyze situations accurately and adopt an effective course of action. Plan, recruit, and organize work. Prepare and deliver oral presentation.

WORKING CONDITIONS

Environment

Nutrition services and office environment.

Physical Abilities

Dexterity of hands and fingers to operate a computer keyboard.

Seeing to read a variety of materials and inspect nutrition service sites.

Hearing and speaking to exchange information and deliver oral presentations.

Sitting for extended periods of time.

SALARY AND WORK YEAR

Separate Salary Schedule

Classified Management Salary Schedule

12 months

Revised: 3-1-74

Revised: 9-12-84

Revised: 12-1-90

Revised: 3-8-94

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: October 8, 2018
SUBJECT: Fieldwork Experience Agreement with Concordia University

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. Concordia University has requested that the District participate in such an agreement in the field of school counseling. The agreement, if approved, would commence October 9, 2018 through June 30, 2021. 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 Concordia University for participation in fieldwork 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: 2.2-A



**Concordia University Irvine
School of Education
SCHOOL COUNSELOR CANDIDATE
PRACTICUM/FIELDWORK AGREEMENT
Paramount Unified School District
October 8, 2018**

This School Counselor Candidate Fieldwork Agreement (“Agreement”) is made and entered into as of the execution of the Agreement by both parties (on the “Effective Date”) by and between Paramount Unified School District (“School District”) located in Paramount, California, and Concordia University (“University”) a non-profit religious corporation located in Irvine, California.

RECITALS

- A. School District operates schools within its service area, and employs credentialed school counselors to serve one or more of those schools.
- B. University is an institution of higher learning authorized pursuant to California law to offer education programs, including without limitation, the School Counseling Field Experience program which requires school counseling fieldwork experience to fulfill the credentialing requirements set forth by the California Commission on Teacher Credentialing (the “Program”).
- C. School District operates schools which are suitable for University's Program. University desires to establish the Program at School District for the students of the University enrolled in the Program. School District desires to support the Program to assist in training students of University.
- D. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Program at School District schools.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. RESPONSIBILITIES OF UNIVERSITY

- 1.1 Academic Responsibility. University shall develop the curriculum for the Program and shall be responsible for student accreditation and/or approval by any state board or agency.
- 1.2 Number of Students. University shall designate and notify School District of the students who are enrolled and in good standing in the Program to be assigned for field experience at School District in such numbers as are mutually agreed upon between School District and University. University and School District will also mutually agree to the dates and length of the Program.
- 1.3 Orientation. University shall provide orientation to all students and ensure that all students receive instruction and have necessary basic skills prior to the field experience at School District.

- 1.4 Discipline. University shall be responsible for counseling, controlling, disciplining and all activities of students at School District.
- 1.5 Documentation. University shall maintain all attendance and academic records of students participating in the Program. University shall implement and maintain an evaluation process of the students' progress throughout the Program.
- 1.6 Fingerprint and TB Clearance. The University will be responsible for students obtaining fingerprint and TB clearance and maintaining all documentation should proof be requested.

In accordance with California Education Code Section 44320, each credential candidate prior to assignment to District must obtain, at their sole expense, a "Certificate of Clearance," which includes a complete Live Scan Service. The University will ensure that student's receive a Certificate prior to beginning their assignment in the district or hold a valid document issued by the CTC accounting for fingerprint clearance.

In accordance with California Education Code Section 49406, each credential candidate prior to assignment to District must obtain at the candidate's sole expense an examination by a licensed physician or surgeon within the past 60 days to determine that he or she is free of active tuberculosis, prior to beginning the candidate's assignment in the District.

- 1.7 School District Policies and Procedures. University shall ensure that each student is aware of and understands all applicable School District policies and procedures and shall require each student to conform to all such School District policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of School District and University.
- 1.8 Supplies and Equipment. University shall provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Program. University shall also be responsible, as between School District and University, for the cost of travel expenses and transportation, if any, incurred by students as a result of the Program.
- 1.9 Confidentiality. All verbal and written information exchanges, as well as proprietary information relating to business practices, procedures or methods of the District and the University shall remain strictly confidential and shall not be disclosed without consent of the other party.

The University shall notify Students that they are responsible for respecting and maintaining the confidentiality of all Student information and law enforcement records which the Student may receive or have access to pursuant to this Agreement. The University shall notify Students that they must agree to comply with the terms and conditions of all applicable confidentiality laws, including but not limited to the Family Educational Rights and Privacy Act ("FERPA") and the Regulations promulgated thereunder (20 U.S.C. section 1232g; 34 C.F.R. Part 99); California Education Code section 49060 et seq. (pupil records); California Welfare & Institutions Code sections 300 and 600 et seq.; 827 (juvenile justice system records) ; California Welfare & Institutions Code §5328.6 and §5328.7 (Mental Health Records); and 42 U.S.C. §§290dd-2; (iv) Health Insurance Portability and

Accountability Act of 1996 (“HIPAA”) and the Regulations promulgated thereunder (42 U.S.C. Sections 1320d-2 and 1320d-4; 45 C.F.R. Subtitle A, Subchapter C, Parts 160 – 164), as amended from time to time.

- 1.10 Insurance. University shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on University’s policy) at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, University agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. University shall ensure that such policies provide for notification to School District at least thirty (30) days in advance of any material modification or cancellation of such coverage. University also agrees to maintain statutory Workers’ Compensation coverage on any individuals characterized as employees of University working at School District pursuant to this Agreement at all times during the course of this Agreement. University shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program.
- 1.11 Accreditation. University shall at all times during the course of this Agreement be accredited, licensed or qualified to offer the Program to students.
- 1.12 Program description: See exhibit A attached for the description of the practicum/fieldwork requirements.

2. RESPONSIBILITIES OF SCHOOL DISTRICT

- 2.1 Access. School District shall permit nonexclusive access to the Program to those students designated by University as eligible for participation in the Program at School District provided such access does not unreasonably interfere with the regular activities at School District. School District agrees to provide qualified students with field experience opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of School District pupils.
- 2.2 Implementation of Program. School District agrees to cooperate with and assist in the planning and implementation of the Program at School District for the benefit of students from University.
- 2.3 Supervision: School District shall provide for the supervision of University students in their field experience at School District school(s) by a properly credentialed school counselor provided by the School District.
- 2.4 Space and Storage. At School District’s discretion, it will provide students with a workspace at the School District school(s) and with an acceptable amount of storage space for University’s instructional materials for use in the Program, subject to reasonable availability.
- 2.5 Removal of Students. In the event that any University student, in the sole discretion of School District, fails to perform satisfactorily, fails to follow School District policies, procedures and regulations, or fails to meet School District standards for health, safety, security, cooperation or ethical behavior, School District shall have the right

to request that University withdraw the student from the Program. University shall comply with School District's request within five (5) days of receipt of written notice from School District. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to safety or personnel, School District may immediately exclude any student from School District until final resolution of the matter with University.

- 2.6 Documentation. School District agrees to make available to qualified students of University a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules.
- 2.7 Statement of Adequate Staffing. School District acknowledges that it has adequate counseling staffing and that students participating in the Program shall not be required to substitute for any school district contracted employee necessary for reasonable staffing coverage.
- 2.8 Authority. School District shall maintain at all times full authority over and responsibility for care of its pupils and may intervene and/or redirect University students when appropriate or necessary.
- 2.9 Insurance. School District agrees to maintain professional liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School District agrees to maintain comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. School District shall ensure that such policies provide for notification to University at least thirty (30) days in advance of any material modification or cancellation of such coverage. School District also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of School District working at School District pursuant to this Agreement at all times during the course of this Agreement. School District shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis.

3. RELATIONSHIP OF THE PARTIES

- 3.1 Term. The term of this Agreement shall commence as of the Effective Date and shall continue for three (3) years unless terminated sooner as provided herein.
- 3.2 Termination. Either party may terminate this Agreement at any time and for any reason upon at least thirty (30) days prior written notice to the other party. To the extent reasonably possible, School District will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of said notice by School District, was satisfactorily participating in the Program.
- 3.3 Independent Contractor. In the performance of the obligations under this Agreement, it is mutually understood and agreed that University is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between School District and University an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Students shall maintain the status of learners and

neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between School District and any University student.

- 3.4 Role of Students. It is not the intention of University or School District that any students occupy the position of third party beneficiary of any obligations assumed by School District or University pursuant to this Agreement.
- 3.5 Publicity. Neither University nor School District shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program without the prior written consent of the other party.
- 3.6 Records. It is understood and agreed that all records, other than student evaluation records and information, shall remain the property of School District.

4. GENERAL PROVISIONS

- 4.1 Entire Agreement; Amendment. This Agreement contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement.
- 4.2 Assignment. Neither party shall subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of the other party. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.
- 4.3 Indemnification. Except as otherwise may be provided in this Agreement, each party shall indemnify, hold harmless and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever including but not limited to attorneys' fees and court costs, arising out of, incident to or in any manner occasioned by the performance or nonperformance by such indemnifying party, its officers, directors, regents, agents, employees, students, or subcontractors, of any covenant or condition of this Agreement or by the negligence, improper conduct or intentional acts or omissions of such indemnifying parties, its officers, directors, regents, agents, employees, students, or subcontractors.
- 4.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.
- 4.5 Non-Discrimination. Neither party shall discriminate against any University student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference, except to the extent that religious freedom exemptions apply. In addition, the parties will fully comply with any and all applicable, local state and federal anti-discrimination regulation, statues and judicial decisions.
- 4.6 Notices. Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified and return receipt requested; or (c) one business day after being sent by nationally

recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

School District: Paramount Unified School District
15110 California Ave.
Paramount, CA 90723
Dr. Myrna Morales

University: Concordia University Irvine
1530 Concordia West
Irvine, CA 92612
Attn: Office of the Provost
provost@cu.edu
Copy to General Counsel

- 4.7 Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.
- 4.8 Waiver. Any waiver of any terms, covenants and/or conditions hereof must be in writing and signed by the parties hereto. A waiver of any of the terms, covenants and/or conditions hereof shall not be construed as a waiver of any other terms, covenants and/or conditions hereof nor shall any waiver constitute a continuing waiver.
- 4.9 Program Description: Refer to Exhibit A for the description of the practicum and fieldwork program.

SIGNATURE PAGE

THIS AGREEMENT IS ENTERED INTO THIS 8th DAY OF October, 2018.

AGREEMENT EFFECTIVE:

STARTING 9th DAY OF October, 2018 THROUGH 30th DAY OF June, 2021.

(Three year agreement – May be renewed with consent of both parties)

SCHOOL DISTRICT:

Signature: _____

Typed Name: Ruben Frutos – Paramount Unified School District

Title: Assistant Superintendent – Business Services

Date: _____

CONCORDIA UNIVERSITY:

Signature: _____

Typed Name: Dr. Peter Senkbeil – Concordia University, Irvine, CA.

Date: _____

Exhibit A

During the course of the Practicum or Fieldwork experience, the Practicum or Fieldwork experience student will complete the approved Concordia University Practicum or Fieldwork experience portions of the program.

- a. The duration for the Practicum or Fieldwork experience will be determined prior by the School District and Concordia University for each Practicum or Fieldwork experience student. It is intended that this Practicum or Fieldwork experience encompass a period of at least one term and will not exceed the time limits as listed below:

Practicum: Not to exceed 1 calendar year

- b. Fieldwork experience: 1 calendar year at full time (non-internship) OR b) 2 calendar years at part-time. The School District and Concordia will cooperatively develop and implement a support system for each Practicum or Fieldwork experience student.
- c. The Practicum or Fieldwork experience student will be provided experience and practice in the school and classroom. Anticipated duties are listed below. Duties will vary according to available opportunities on the site, as determined by the District. The Practicum/Fieldwork experience activities will be determined using the Planning Document based upon the California Standards for the Counseling Profession.

Practicum Duties – 100 hours required (University/School District-level):

- 1) Peer counseling related to university or college program practicum course
- 2) Personal and career assessment
- 3) Personal counseling experience in either individual or group context
- 4) School-based programs serving parents and family members
- 5) Community service programs serving children and families
- 6) School related experience such as "shadowing" a school counselor, observing classroom instruction, attending district and school-based meetings, and become familiar with school-based community resources
- 7) Become familiar with special needs students; Gifted and Talented programs; attend/observe IEP/504 meetings; assessment and evaluation activities; Common Core instructional activities; Student Study teams; master schedule activities; etc.

Fieldwork Experience Duties – 600 hours required (University/District-level):

- 1) Continue to participate in any duties or activities listed under the practicum section
- 2) Perform functions of school counselors in school counseling domains
- 3) Work with diversity programs
- 4) Work with the development and implementation of a program that addresses diversity issues
- 5) Work with individuals and groups of a racial and ethnic background different from that of the candidate
- 6) Gain experience at two different settings: elementary, middle school, or high school
- 7) Participate in group supervision throughout the Fieldwork experience

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent - Educational Services
DATE: October 8, 2018
SUBJECT: Attorney Fees and Settlement Agreement for a Special Education Student

BACKGROUND INFORMATION:

On May 29, 2018, the District received notice from the parents of a special education student (2010004777) who filed a request for a due process hearing with the Office of Administrative Hearings. Through mediation the District, parents and attorneys for both sides agreed on a tentative settlement to provide:

- Placement at Olive Crest Academy, a non-public school, for the 2018-19 school year.
- Ten hours of compensatory education academic tutoring services to be provided by a District certificated teacher.
- Attorney fees incurred as the result of the mediation.

Payment of these fees finalizes the agreement and resolves all claims related to this case.

POLICY/ISSUE:

Board Policy 3330 – Payment of Judgment/Settlement of Claims

FISCAL IMPACT:

\$2,000 from Special Education funds

STAFF RECOMMENDATION:

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

PREPARED BY:

David Daley, Director – Special Education

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.

ACTION ITEM: 3.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: October 8, 2018
SUBJECT: Nonpublic School Placement for Special Education Students for 2018-19

BACKGROUND INFORMATION:

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

A high school student (2010004777) with an eligibility of intellectual disability was unsuccessful in a District placement. Per settlement agreement, the student will be placed at Olive Crest Academy with designated instructional services counseling. The estimated cost not to exceed \$49,000.

An elementary school student (2012000270) with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends behavior intervention services. The estimated cost not to exceed \$2,100.

An elementary school student (2010005022) with an eligibility of autism currently attends Speech and Language Development Center. The District will provide round trip transportation for an estimated cost not to exceed \$4,100.

POLICY/ISSUE:

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

FISCAL IMPACT:

Estimated cost not to exceed \$39,700 from special education funds and \$15,500 from mental health funds.

STAFF RECOMMENDATION:

Approve the placement for special education students in nonpublic schools as determined by the students' Individual Education Plan for the 2018-19 school year.

ACTION ITEM: 3.2-A

PREPARED BY:

David Daley, Director – Special Education

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.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: October 8, 2018
SUBJECT: Public Hearing – Sufficiency of Instructional Materials

BACKGROUND INFORMATION:

In accordance with Education Code Section 60119, a public hearing must be held within the first eight weeks of school regarding the Sufficiency of Instructional Materials for the 2018-19 school year. The purpose of this public hearing is to determine whether each pupil in each District school has sufficient textbooks, instructional materials or both for use in class and to take home, consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

Notice of the Public Hearing was announced in the September 25, 2018 issue of the Long Beach *Press Telegram* and posted at the Paramount City Library, all school sites and the District Office in both English and Spanish.

POLICY/ISSUE:

Education Code Section 60119, Hearings – Ensure Sufficiency of Textbooks and Instructional Materials

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Conduct a Public Hearing regarding the Sufficiency of Instructional Materials for the 2018-19 school year.

PREPARED BY:

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

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

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

ACTION ITEM: 3.3-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: October 8, 2018
SUBJECT: Resolution 18-09 Sufficiency of Instructional Materials

BACKGROUND INFORMATION:

Paramount Unified School District conducted a public hearing in accordance with Education Code Section 60119 regarding the sufficiency of instructional materials for the 2018-19 school year. The attached resolution is submitted for approval assuring the State Superintendent of Public Instruction that the District complies with the necessary requirements.

Education Code Section 60119 states that the Governing Boards of school districts are subject to specified requirements to receive State funding for instructional materials. To be eligible to receive these funds for the purchase of textbooks and instructional materials, the Governing Board shall have held a public hearing to determine whether each pupil in each District school has sufficient textbooks or instructional materials or both, aligned to the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

POLICY/ISSUE:

Education Code Section 60119 – Sufficiency of Instructional Materials

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 18-09, assuring compliance with Education Code Section 60119 for State funds receivable for instructional materials for the 2018-19 school year.

PREPARED BY:

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

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

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

ACTION ITEM: 3.4-A

Paramount Unified School District

Resolution 18-09

STATEMENT OF NOTIFICATION OF COMPLIANCE WITH EDUCATION CODE 60119 SUFFICIENCY OF INSTRUCTIONAL MATERIALS PROGRAM FOR FISCAL YEAR 2018-19

WHEREAS, the Governing Board of the Paramount Unified School District, in order to comply with the requirements of Education Code Section 60119, held a public hearing on October 8, 2018 at 6:00 p.m., which did not take place during or immediately following school hours, and;

WHEREAS, the Governing Board provided at least 10 days notice of the public hearing posted in at least three public places within the District that stated the time, place, and purpose of the hearing, and;

WHEREAS, the Governing Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners in the District, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials, aligned to State content standards and consistent with the cycles and content of the curriculum frameworks, were provided to each student in grades K-12 as appropriate, including English learners, in English/language arts, mathematics, science, and history-social science, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes in grades 6-12 as appropriate, and;

WHEREAS, sufficient laboratory science equipment was available for science laboratory classes offered in grades 9-12 inclusive, and;

WHEREAS, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the District, and;

Therefore, it is resolved that for the 2018-19 school year, the Paramount Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles of the curriculum frameworks.

ADOPTED this 8th day of October 2018.

Vivian Hansen, President
Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: October 8, 2018
SUBJECT: Revised Board Policy 5134 – Pregnant and Parent Teens’ Program

BACKGROUND INFORMATION:

Submitted for second reading and adoption is revised Board Policy 5134 – Pregnant and Parent Teens’ Program. The proposed policy reflects revisions related to current State requirements and procedures established to provide educational support services through the District or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Revisions are indicated with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

POLICY/ISSUE:

Board Policy 5134 – Pregnant and Parent Teens’ Program

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept for second reading and adopt proposed revised Board Policy 5134 – Pregnant and Parent Teens’ Program, which reflects current State requirements.

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 leaderships, and district leadership
- Goal 3: Create a safe and civil learning environment for all stakeholders that incorporates restorative practices

Focus Area 4: Parent and Community Partnerships

- Goal 1: Increase opportunities for parents to participate in meaningful high impact activities that support teaching and learning
- Goal 4: Establish and maintain meaningful, regular, and open two-way communication with all stakeholders

ACTION ITEM: 3.5-A

CURRENT POLICY

BP 5134

Students

Pregnant and Parent Teens' Program

The governing board of the Paramount Unified School District authorizes the establishment of a Pregnant and Parent Teens' Program which recognizes the importance of their continued education, and fully supports such a program which is designed to meet the needs of a unique population and serve as a link to assist in the continuation and completion of the academic requirement necessary to receive a high school diploma.

The Pregnant and Parent Teens' Program may make provision for infant care and development services for the children of targeted students which, if offered, shall include, but not be limited to the following:

- a. Infant supervision and group care.
- b. Providing for the physical and emotional needs of the infant in a manner which conveys concern and engenders trust.
- c. Educational stimulation from the earliest development stages onward.
- d. Health screening referrals.
(Stats. 1976, c. 1010 2, operative April 30, 1977).

Pregnant minors have the right to continue their education in a regular school setting.

Legal Reference: Education Code
8911 As in Chapter 731, approved by
the Governor, September 10, 1990,
which amends Education Code 8911.

California Administrative Code, Title 5
3640-3645

Policy
adopted: 6-25-85
revised 2-26-91

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

PROPOSED POLICY

BP 5134(a)

Students

Pregnant and Parent Teens' Program

~~The governing board of the Paramount Unified School District authorizes the establishment of a Pregnant and Parent Teens' Program which recognizes the importance of their continued education, and fully supports such a program which is designed to meet the needs of a unique population and serve as a link to assist in the continuation and completion of the academic requirement necessary to receive a high school diploma.~~

~~The Pregnant and Parent Teens' Program may make provision for infant care and development services for the children of targeted students which, if offered, shall include, but not be limited to the following:~~

- ~~a. Infant supervision and group care.~~
- ~~b. Providing for the physical and emotional needs of the infant in a manner which conveys concern and engenders trust.~~
- ~~c. Educational stimulation from the earliest development stages onward.~~
- ~~d. Health screening referrals.
(Stats. 1976, c. 1010 2, operative April 30, 1977).~~

~~Pregnant minors have the right to continue their education in a regular school setting.~~

~~The Governing Board recognizes that early marriage, pregnancy, or parenting and related responsibilities may disrupt a student's education and increase the chance of a student dropping out of school. The Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and promote the healthy development of their children.~~

~~The District shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery.~~

~~For school-related purposes, a student under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved.~~

Education and Support Services for Pregnant and Parenting Students

PROPOSED POLICY

BP 5134(b)

Students

Pregnant and Parent Teens' Program

Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.

Any education program or activity that is offered separately to pregnant students, including any class or extracurricular activity, shall be equal to that offered to other district students. A student's participation in such programs shall be voluntary.

To the extent feasible, educational and related support services shall be provided, either through the district or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Such services may include, but are not limited to:

1. Parenting education and life skills instruction
2. Special school nutrition supplements for pregnant and lactating students pursuant to Education Code 49553, 42 USC 1786, and 7 CFR 246.1-246.28
3. Health care services, including prenatal care
4. Tobacco, alcohol, and/or drug prevention and intervention services
5. Academic and personal counseling

Absences

Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 - Absences and Excuses.

The Superintendent or designee shall grant a student a leave of absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by a physician. At the conclusion of the leave, the student shall be reinstated to the status held when the leave began.

A parenting student may request exemption from attendance because of personal services that must be rendered to a dependent.

PROPOSED POLICY

BP 5134(c)

Students

Pregnant and Parent Teens' Program

Reasonable Accommodations

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions.

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to:

1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk
3. Access to a power source for a breast pump or any other equipment used to express breast milk
4. Access to a place to store expressed breast milk safely
5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child

Complaints

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the District's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.

Any complaint alleging District noncompliance with the requirements to provide reasonable accommodations for lactating students also may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may

PROPOSED POLICY

BP 5134(d)

Students

Pregnant and Parent Teens' Program

appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student.

Legal Reference: Education Code

- 8911 As in Chapter 731, approved by the Governor, September 10, 1990, which amends Education Code 8911.
- California Administrative Code, Title 5
- 3640-3645
- 222 Reasonable accommodations; lactating students
- 230 Sex discrimination
- 8200-8498 Child Care and Development Services Act
- 48205 Excused absences
- 48220 Compulsory education requirement
- 48410 Persons exempted from continuation classes
- 49553 Nutrition supplements for pregnant/lactating students
- 51220.5 Parenting skills and education
- 51745 Independent study
- 52610.5 Enrollment of pregnant and parenting students in adult education
- Civil Code
- 51 Unruh Civil Rights Act
- Family Code
- 7002 Description of emancipated minor
- Health and Safety Code
- 104460 Tobacco prevention services for pregnant and parenting students
- Code of Regulations, Title 5
- 4600-4687 Uniform complaint procedures
- 4950 Nondiscrimination, marital and parental status
- Code of Regulations, Title 22
- 101151-101239.2 General licensing requirements for child care centers
- 101351-101439.1 Infant care centers
- United States Code, Title 20
- 1681-1688 Title IX, Education Act Amendments
- United States Code, Title, TITLE 42
- 1786 Special supplemental nutrition program for women,

PROPOSED POLICY

BP 5134(e)

Students

Pregnant and Parent Teens' Program

infants, and children
Code of Federal Regulations, Title 7
246.1-246.28 Special supplemental nutrition program for
women, infants, and children

Policy
adopted: 6-25-85
revised 2-26-91

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent - Business Services
DATE: October 8, 2018
SUBJECT: Bid Summary – Network Cabling and Playground Surfacing

BACKGROUND INFORMATION:

At the meeting of December 11, 2017 and April 23, 2018 the Board of Education authorized staff to seek bids and award contracts for re-bid of network cabling installation, and playground surfacing installation and repair. The Board of Education further authorized the Superintendent or designee to advertise, review, award, and execute all documents to the lowest responsible bidder. The bid process is now complete, and the contracts have been awarded to the lowest responsive bidder. The summary below reflects the pricing:

Network Cabling Installation and Repair

Vendor	Pricing for Sample Project
Future Design Communications	\$ 7,536

The company listed above was awarded the field service contract.

Playground Surfacing Installation and Repair

Vendor	Pricing for Sample Project
Ortco, Inc.	\$ 17,681

The company listed above was awarded the field service contract.

The above-listed contracts are renewable upon District approval.

POLICY/ISSUE:

Board Policy 3313 Bids and Quotations

FISCAL IMPACT:

Measure I Bond Funds
LCAP funds

STAFF RECOMMENDATION:

To approve the above-mentioned contracts to the lowest responsive bidders as identified above.

PREPARED BY:

Cindy DiPaola, Director-Operations

ACTION ITEM: 4.1-A

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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: Deborah Stark, Assistant Superintendent-Educational Services
DATE: October 8, 2018
SUBJECT: Revised Board Policy 5121 – Grades/Evaluation of Student Achievement

BACKGROUND INFORMATION:

Submitted for first reading is revised Board Policy 5121 – Grades/Evaluation of Student Achievement. The proposed policy reflects current State requirements. The last revision of this policy was in 2009. Language in the current proposed policy provides options to include information on the progress of students with special needs on progress reports and/or report cards.

In order to facilitate easier reading, revisions are reflected with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

POLICY/ISSUE:

Board Policy 5121 – Grades/Evaluation of Student Achievement

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept for first reading proposed revised Board Policy 5121 – Grades/Evaluation of Student Achievement which reflects current State requirements.

PREPARED BY:

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

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

CURRENT POLICY

BP 5121(a)

Students

Grades/Evaluation of Student Achievement

The Governing Board of the Paramount Unified School District believes that the fundamental purpose of determining and reporting student performance is to promote student learning while establishing ongoing communication among the school, the student and the home. The District's assessment and reporting system will provide constructive feedback in a positive and consistent manner. Evaluations of student work and progress will serve as instructional tools for helping students and parents/guardians identify students' strengths and needs.

Assessment/Reporting System

The District's reporting system will evaluate student achievement in relation to Board adopted content standards which apply to all students at the grade level.

The reporting system for academic student performance will:

- communicate the purpose, philosophy and procedures of the reporting system;
- include District adopted content standards, and methods for evaluation; reflect academic achievement;
- be consistent and include a variety of ongoing communications, such as parent and student conferences, report cards, progress reports, telephone calls, notes etc.;
- consider the differentiated needs of special program students such as Special Education, English Language Learners, Gifted and Talented Education.

The Superintendent, or designee, shall establish and regularly evaluate a uniform assessment system and principals shall ensure that student marks conform to this system. Teachers instructing the same course will establish common grading practices and criteria. Student will be provided multiple opportunities to demonstrate proficiency of the content standards for the course such as retaking of exams and completing additional assignments as established by the teachers instructing the same course. A student's work shall be evaluated in relationship to District adopted standards, courses of study and not in comparison to other pupils. Teachers shall inform all students and parents/guardians how student achievement will be evaluated in the classroom at the beginning of each school year and/or each semester.

CURRENT POLICY

BP 5121(b)

Students

Grades/Evaluation of Student Achievement (continued)

The Board of Education believes that students' academic competence, citizenship, and effort/work habits are all important reflections of student progress. Consequently, students will receive separate marks in academic achievement, citizenship and effort/work habits for each semester.

K-5 students will receive marks in a rubric format. Students in grades 6-12 will receive grades, A-F. Teachers will use multiple measures of student performance, including assignments, and samples of classroom work to determine student progress and achievement. All teachers will use the appropriate District rubric or grade and its assessment criteria to evaluate and report individual student academic achievement for each grading period according to the rubric or grade criteria. The teacher will be the final determinant in issuing the student grade. The report card will depict student academic achievement for the grading period according to the rubric or grade criteria, and separate marks will reflect the student's effort/work habits and citizenship.

The District holds that daily school attendance is mandatory and necessary for successful academic achievement. However, students will be allowed the opportunity to make up missed assignments and tests for authorized absences.

Legal Reference:

Education Code	
44662	Evaluation and Assessment Guidelines
48070	Promotion and Retention
48431.6	Required Systematic Review
49066	Grades; Finalization; Physical Education Class
49067	Regulations Regarding Pupil's Achievement

Policy
adopted: 6/25/85
revised: 6/22/99
revised: 3/28/00
revised: 4/28/09

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

PROPOSED POLICY

BP 5121(a)

Students

Grades/Evaluation of Student Achievement

~~The Governing Board of the Paramount Unified School District believes that the fundamental purpose of determining and reporting student performance is to promote student learning while establishing ongoing communication among the school, the student and the home. The District's assessment and reporting system will provide constructive feedback in a positive and consistent manner. Evaluations of student work and progress will serve as instructional tools for helping students and parents/guardians identify students' strengths and needs.~~

The Governing Board believes that grades serve a valuable instructional purpose by helping students and parents/guardians understand performance expectations and identifying the student's areas of strength and those areas needing improvement. Parents/guardians and students have the right to receive course grades that represent an accurate evaluation of the student's academic performance.

Assessment/Reporting System

The District's reporting system will evaluate student achievement in relation to Board adopted content standards which apply to all students at the grade level.

The reporting system for academic student performance will:

- communicate the purpose, philosophy and procedures of the reporting system;
- include District adopted content standards, and methods for evaluation; reflect academic achievement;
- be consistent and include a variety of ongoing communications, such as parent and student conferences, report cards, progress reports, telephone calls, notes etc.;
- consider the differentiated needs of special program students such as Special Education, English Language Learners, Gifted and Talented Education.

The Superintendent, or designee, shall establish and regularly evaluate a uniform assessment system and principals shall ensure that student marks conform to this system. Teachers instructing the same course will establish common grading practices and criteria. Student will be provided multiple opportunities to demonstrate proficiency of the content standards for the course such as retaking of exams and completing additional assignments as established by the teachers instructing the same course. A student's work shall be evaluated in relationship to District adopted standards, courses of study and not in comparison to other pupils. Teachers shall inform all students and parents/guardians how student achievement will be evaluated in the classroom at the beginning of each school year and/or each semester.

PROPOSED POLICY

BP 5121(b)

Students

Grades/Evaluation of Student Achievement (continued)

A report card for a student with a disability may contain information about his/her disability, including whether that student received special education or related services, provided that the report card informs parents/guardians about their child's progress or level of achievement in specific classes, course content, or curriculum. However, transcripts that may be used to inform postsecondary institutions or prospective employers of the student's academic achievements shall not contain information disclosing the student's disability.

The Board of Education believes that students' academic competence, citizenship, and effort/work habits are all important reflections of student progress. Consequently, students will receive separate marks in academic achievement, citizenship and effort/work habits for each semester.

K-5 students will receive marks in a rubric format. Students in grades 6-12 will receive grades, A-F. Teachers will use multiple measures of student performance, including assignments, and samples of classroom work to determine student progress and achievement. All teachers will use the appropriate District rubric or grade and its assessment criteria to evaluate and report individual student academic achievement for each grading period according to the rubric or grade criteria. The teacher will be the final determinant in issuing the student grade. The report card will depict student academic achievement for the grading period according to the rubric or grade criteria, and separate marks will reflect the student's effort/work habits and citizenship.

The District holds that daily school attendance is mandatory and necessary for successful academic achievement. However, students will be allowed the opportunity to make up missed assignments and tests for authorized absences.

Legal Reference:

Education Code

- 44662 Evaluation and Assessment Guidelines
- 48070 Promotion and Retention
- 48431.6 Required Systematic Review
- 49066 Grades; Finalization; Physical Education Class
- 49067 Regulations Regarding Pupil's Achievement

Policy

- adopted: 6/25/85
- revised: 6/22/99
- revised: 3/28/00
- revised: 4/28/09
- revised:

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: October 8, 2018
SUBJECT: Williams Settlement Quarterly Uniform Complaint Summary

BACKGROUND INFORMATION:

Submitted for the Board's information is the required Williams Settlement Quarterly Uniform Complaint Summary for the first quarter July 1 – September 30, 2018.

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

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

- 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



**Los Angeles County
Office of Education**
Serving Students • Supporting Communities
Leading Educators

Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2018-2019

District Name: _____

Date: _____

Person completing this form: _____

Title: _____

Quarter covered by this report (Check One Below):

- | | | |
|----------------------------------|--------------------------|------------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30 | Due 19-Oct 2018 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 18- Jan 2019 |
| <input type="checkbox"/> 3rd QTR | January 1 to March 31 | Due 10-Apr 2019 |
| <input type="checkbox"/> 4th QTR | April 1 to June 30 | Due 19-Jul 2019 |

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
TOTAL			

Print Name of District Superintendent _____

Signature of District Superintendent _____

Date _____

Return the **Quarterly Summary** to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Kirit Chauhan, Williams Settlement Legislation
9300 Imperial Highway, ASM/Williams ECW 284
Downey, CA 90242

Telephone: (562) 803-8382
FAX: (562) 803-8325
E-Mail: Chauhan_Kirit@lacoed.edu