

Paramount Unified School District



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BOARD OF EDUCATION

CARMEN GOMEZ
President
YESENIA CUARENTA
Vice President
SONIA DE LEON
Member
LINDA GARCIA
Member
VIVIAN HANSEN
Member
RUTH PÉREZ
District Superintendent

SPECIAL MEETING OF BOARD OF EDUCATION

MINUTES June 4, 2019

The meeting was called to order at 5:32 p.m. by President Carmen Gomez in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

Roll Call	Carmen Gomez Yesenia Cuarenta – 5:36 p.m. Sonia De Leon	Linda Garcia – joined via teleconference-UCLA Medical Center Vivian Hansen
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Approve Special Meeting
Agenda June 4, 2019
1.56

Board Member De Leon moved, Board Member Hansen seconded and the motion carried 4-0 to approve the agenda of the Special Meeting of June 4, 2019.

Ayes: 4 – Board Members, De Leon, Garcia, Hansen, Board President Gomez

Absent: 1 – Vice President Cuarenta (arrival 5:36 p.m.)

HEARING SECTION

There were no speakers during the Hearing Section.

CLOSED SESSION

The Board adjourned into Closed Session at 5.34 p.m. to discuss the Public Employee Performance/Evaluation (Superintendent).

OPEN SESSION

The Board reconvened to Regular Session. Board President Gomez reported that the Board discussed Public Employee Performance/Evaluation (Superintendent).

There was no action taken in Closed Session.

ADJOURNMENT

Board Member De Leon moved, Vice President Cuarenta seconded, and the motion carried 4-0 to adjourn the Special meeting of the Board of Education held on June 4, 2019 at 6:49 p.m.

Ayes: 4 – Board Members, De Leon, Hansen, Vice President Cuarenta, Board President Gomez

Absent: 1 - Board Member Garcia (not present via teleconference at time of adjournment)

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Concerns were expressed regarding:

- Questions/comments posed by public speakers not reflected on the minutes
- Board member approving minutes of a Study Session (May 6) when the Board Member was not present
- Duplication of a paragraph on page 12

The May 13, 2019 minutes will be corrected as noted in discussion.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

REPORTS

Employee Representative Reports

TAP President Kim Goforth gave her report commenting that teachers including herself are working summer school. TAP hopes to be back at the bargaining table later in the summer and added that she will not be at the July Board meeting but would have a representative in attendance to represent teachers.

CSEA President Brent McCarty gave his report. He thanked all Classified staff for another great year. He addressed the implementation of teacher prep time at the elementary level and the added work requirements that has impacted classified employees.

Board Member Reports

Board Member Garcia reported on an election of Tepic Sister Cities and its new officers, and a 24-hour cancer relay race in which staff from Paramount Adult Ed participated.

Board Member De Leon reported that she attended different graduations. She also reported that she had a discussion with personnel from California School Board Association and learned that policies change five time per year. She provided information on policy about items being placed on a Board meeting agenda.

Board Member Hansen commented on the Buena Vista and Paramount High School's graduations which she attended. She also reported that she participated in the Relay for Life event.

Board Vice President/Clerk Cuarenta reported that she attended the high school graduation and the Adult Transition graduation.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- Superintendent Pérez commented on graduation and end of the year events.
- Dr. Pérez reported that she and her team with the support of teachers have been interviewing for administrative positions including Deans and Assistant Principals for the high school.

Recognition:

Paramount Promise – Compton College and Paramount Unified School District Partnership

The Paramount Promise is an agreement between the Paramount Unified School District and Compton College. This agreement provides Paramount Unified School District students who matriculate to Compton

College with various benefits including guaranteed admission to UC Irvine upon completion at Compton College.

There was a ceremonial signing of the agreement with Dr. Keith Curry, CEO and President of Compton College, Superintendent Dr. Ruth Pérez, Board Members from Compton College Dr. Deborah LeBlanc, Barbara Jean Calhoun as well as Paramount Unified School District Board Members.

Proposed Budget 2019-2020

Mr. Ruben Frutos, Assistant Superintendent-Business Services and Patricia Tu, Director-Fiscal Services provided the Board with information on the Proposed 2019-2020 Budget. Information included budget timelines and adoption process, estimated actuals, numbers on enrollment and average daily attendance, staffing expenditures, 2019-20 unrestricted revenues, unrestricted expenses, unrestricted general fund, components of 2018-19 ending fund balance, unrestricted multi-year projections, concern areas, adjustment goals, review areas and the District's next steps.

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

BOARD MEETING CALENDAR

1.194

Board Member Hansen moved, Board Member Garcia seconded, and the motion carried 4-0 to approve a Special Meeting on August 6, 2019 at 5:30 p.m.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

HEARING SECTION

During the public hearing section the following community members addressed the Board and provided public comments: Reno Redula, Lisa Bravo, Toni Jackson.

Reno Redula spoke on classroom instruction, federal funding, transparency, student nutrition, term limits, global warming.

Lisa Bravo spoke on the job description of Library Technicians and her current duties as a Library Technician.

Toni Jackson spoke on the negotiations (CSEA), teacher planning and added work responsibilities to Library Technicians.

CONSENT ITEMS

0.195

Board Member Hansen motioned, Board Member De Leon seconded and the motion carried 4-0 to approve the consent items

The following questions were received from the Board related to:

Page 27 item # 20-00175 tree trimming and Measure I funding. Mr. Frutos provided clarification on the Board's questions.

There was discussion about the District's posting of the annual expenditures of Measure I onto the District website.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

Business Services

- Purchase Order Report, 18-15 4.195 Approved Purchase Order Report 18-15 authorizing the purchase of supplies, equipment, and services for the District.
- Purchase Order Report, 18-16 4.195 Approved Purchase Order Report 18-16 authorizing the purchase of supplies, equipment, and services for the District.

ACTION ITEMS

Human Resources

- Presentation of Paramount Unified School District's Initial Reopener Proposal for the 2019-22 Successor Collective Bargaining Agreement with the Teachers Association of Paramount 2.196 Board Member Garcia moved, Board Member Hansen seconded, and the motion carried 4-0 to receive for public review the District's initial reopener proposal of the 2019-22 Successor Collective Bargaining Agreement with the Teachers Association of Paramount.
Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta
Absent: 1 – Board President Gomez
- Public Hearing on the Paramount Unified School District's Initial Reopener Proposal for the 2019-22 Successor Collective Bargaining Agreement with the Teachers Association of Paramount 2.197 Board Member Hansen moved, Board Member De Leon seconded, and the motion carried 4-0 to open the public hearing regarding the District's initial reopener proposal of the 2019-22 Successor Collective Bargaining Agreement with the Teachers Association of Paramount.
Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta
Absent: 1 – Board President Gomez
- There were no speakers during the hearing section.
- Board Member Garcia moved, Board Member Hansen seconded, and the motion carried 4-0 to close the public hearing regarding the District's initial reopener proposal of the 2019-22 Successor Collective Bargaining Agreement with the Teachers Association of Paramount.
Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta
Absent: 1 – Board President Gomez

Educational Services

- Local Control Accountability Plan, 2019-2020 3.198 Board Member Hansen moved, Board Member Garcia seconded, and the motion carried 4-0 the Local Control Accountability Plan, 2019-2020 for submission to the Los Angeles County Office of Education.
- There was discussion regarding the final LCAP document that was received by the Board members with cut off pages or missing numbers. Dr. Stark provided information that explained how the new online template when converted to PDF did not print out correctly. Feedback will be given to LACOE.
- Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta
Absent: 1 – Board President Gomez

Consolidated Application for Funding Categorical Aid Programs

Board Member De Leon moved, Board Member Hansen seconded the motion carried 4-0 to approve submission of the Consolidated Application for Funding Categorical Aid Programs to the California

3.199

Department of Education for the 2019-20 school year.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

Local Control Accountability Plan Federal Addendum
3.200

Board Member Hansen moved, Board Member Garcia seconded, and the motion carried 4-0 to approve the 2019 Local Control Accountability Plan Federal Addendum that describes educational services for students provided by federal funds as required by the Every Student Succeeds Act.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

Business Services

Estimated Actuals Financial Report for 2018-19 and the Proposed Budget for 2019-20
4.201

Board Member Hansen moved, Board Member Garcia seconded, and the motion carried 4-0 to approve the Estimated Actuals Financial Report for 2018-19 and the Proposed Budget for 2019-20 and authorize submission to the County Superintendent of Schools. Authorize staff to make all budgeted transfers as appropriate throughout the year.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

Resolution 18-29, the Education Protection Account
4.202

Board Member Hansen moved, Board Member De Leon seconded, and the motion carried 4-0 adopt Resolution 18-29, determining that all Education Protection Account funds shall be used to pay teacher salaries.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

ANNOUNCEMENTS

Board Vice President Cuarenta announced that the next Regular Meeting would be on Monday, July 8, 2019 at 6:00 p.m. in the Boardroom of the District Office.

Superintendent Pérez provided a reminder of the Special Meeting scheduled on August 6, 2019.

Staff Employee Comments Per Government Code 54957

There were no comments.

CLOSED SESSION

The Board adjourned to Closed Session at 7:46 p.m. to discuss Public Employee Performance/Evaluation - Superintendent (Evaluation).

OPEN SESSION

The Board reconvened to Regular Session at 7:53 p.m. Vice President Cuarenta reported that the Board discussed Public Employee Performance/Evaluation - Superintendent (Evaluation).

In Closed Session the Board took action on the following:

Public Employee
Performance/Evaluation
1.203

Board Member Hansen moved, Board Member De Leon seconded, and the motion carried 4-0 to waive the requirement of completion of the evaluation for Superintendent Dr. Ruth Pérez by June 30, 2019 in order to provide the Governing Board additional time to complete the 2018-2019 evaluation of the Superintendent. The written evaluation shall now be completed by August 30, 2019.

In addition, the parties agreed to suspend the provisions calling for an automatic extension of the Superintendent's employment agreement that is tied to completion of the 2018-2019 written evaluation by June 30, 2019.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

ADJOURNMENT

Board Member De Leon moved, Board Member Hansen seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on June 24, 2019 at 7:54 p.m.

Ayes: 4 – Board Members De Leon, Garcia, Hansen, Vice President Cuarenta

Absent: 1 – Board President Gomez

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 8, 2019
SUBJECT: Representatives to Athletic Leagues for 2019-20

BACKGROUND INFORMATION:

The California Interscholastic Federation (CIF) Constitution (Article 2, Section 25) stipulates that on a yearly basis, each local school district Board of Education shall approve the appointment of school representatives to the appropriate CIF section. CIF voting privileges will be suspended if the requirement is not met.

At the June 10, 2019 Board of Education meeting, Athletic Directors Alex Acosta and Rachel Dominguez were Board approved as representatives. With the recent appointment of Christiana Kraus as Principal of Paramount High School, a revision is necessitated and is being submitted recommending Christiana Kraus as representative for CIF Athletic Leagues for Paramount High School for 2019-20.

POLICY/ISSUE:

Education Code Section 33353 - California Interscholastic Federation; Implementation

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve Christiana Kraus, Principal-Paramount High School as District representatives to athletic leagues for 2019-20.

PREPARED BY:

Ruth Pérez, Superintendent

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 1: Increase opportunities for parents to participate in meaningful high impact activities that support teaching and learning.
- Goal 2: Create positive, supportive, and caring relationships between all students, teachers, site leadership, and district leadership.

CONSENT ITEM: 1.1-C

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: July 8, 2019
SUBJECT: Personnel Report 19-01

BACKGROUND INFORMATION:

Following is Personnel Report 19-01, 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 19-01 as submitted. The report includes details, assignments, terminations and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2019-20 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 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>				<u>ANNUAL</u>		
Covarrubias, Lucia	Counselor Temporary	Adult Education	Sch. S C-4	\$90,814 Adult Education	08-01-19	06-30-20
Dupuy, Jacob	Teacher Temporary	Special Education	C-2	\$63,205 Special Education	08-19-19	06-30-20
Latorre, Claudia	Teacher Temporary	Alondra	B-2	\$60,195 General Fund	08-19-19	06-30-20
Morgan, Sara	Teacher Temporary	Alondra	C-5	\$69,064 General Fund	08-19-19	06-30-20
Sjoberg, JoAnna	Teacher Temporary	Alondra	C-2	\$63,205 LCAP*	08-19-19	06-30-20
Diaz, Ligia	Teacher Temporary	Collins	C-6	\$71,138 General Fund	08-19-19	06-30-20
Rutherford, Ashley	Teacher Temporary	Collins	C-6	\$71,138 General Fund	08-19-19	06-30-20
Velasco, Jasmin	Teacher Temporary	Collins	B-2	\$60,195 General Fund	08-19-19	06-30-20
Cortez, Leah	Teacher Temporary	Gaines	B-2	\$60,195 General Fund	08-19-19	06-30-20
Ono, Kailyn	Teacher Temporary	Gaines	C-5	\$69,064 General Fund	08-19-19	06-30-20
Rodriguez, Maira	Teacher Temporary	Gaines	B-3	\$62,001 General Fund	08-19-19	06-30-20
Gonzalez, Javier	Teacher Temporary	Hollydale	C-3	\$65,101 General Fund	08-19-19	06-30-20
Hong, Michelle	Teacher Temporary	Hollydale	B-4	\$63,863 General fund	08-19-19	06-30-20
Olmos, Crystal	Teacher Temporary	Hollydale	C-4	\$67,054 General Fund	08-19-19	06-30-20

*Local Control Accountability Plan

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT continued</u> Siordia, Stephanie	Teacher Temporary	Hollydale	E-13	<u>ANNUAL</u> \$97,962 Special Education	08-16-19	06-30-20
Farrell, Kathleen	Teacher Temporary	Jackson	C-5	\$69,064 General Fund	08-19-19	06-30-20
Leon, Marianne	Teacher Temporary	Jackson	B-2	\$60,195 General Fund	08-19-19	06-30-20
Patel, Binal	Teacher Temporary	Jackson	C-2	\$63,205 General Fund	08-19-19	06-30-20
Gutierrez, Rebecca	Teacher Temporary	Keppel	E-16	\$102,357 General Fund	08-19-19	06-30-20
Pearce, Tracy	Teacher Temporary	Keppel	C-7	\$73,270 Title I/LCAP	08-19-19	06-30-20
Witrigo, Vanessa	Counselor Temporary	Keppel	Sch. S C-4	\$90,814 General Fund/ Special Education	08-01-19	06-30-20
Daunis, Lori	Teacher Temporary	Lincoln	C-7	\$73,270 General Fund	08-19-19	06-30-20
Frenkiel, Kimberly	Teacher Temporary	Lincoln	E-6	\$78,431 Special Education	08-19-19	06-30-20
Harris, Heather	Teacher Temporary	Lincoln	A-2	\$57,328 General Fund	08-19-19	06-30-20
Spirk, Sara	Teacher Temporary	Lincoln	B-2	\$60,195 General Fund	08-19-19	06-30-20
Guard, Stephanie	Teacher Temporary	Los Cerritos	C-9	\$77,734 Special Education	08-19-19	06-30-20
Madrigal, Gina	Teacher Temporary	Los Cerritos	C-18	\$93,115 General Fund	08-19-19	06-30-20
Vallejo, Irene	Teacher Temporary	Los Cerritos	C-3	\$65,101 General Fund	08-19-19	06-30-20

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT continued</u> Villa, Martha	Teacher Temporary	Los Cerritos	C-24	<u>ANNUAL</u> \$94,615 Special Education	08-19-19	06-30-20
Watwood Cissoko, Mirriam	Teacher Temporary	Los Cerritos	E-18	\$102,357 Special Education	08-19-19	06-30-20
Cain, Courtney	Teacher Temporary	Odyssey	A-3	\$59,047 General Fund	08-19-19	06-30-20
Jacobson, Chanelle	Teacher Temporary	Odyssey	A-1	\$55,659 General Fund	08-16-19	06-30-19
Lee, Alys	Teacher Temporary	Odyssey	B-5	\$65,777 General Fund	08-19-19	06-30-20
Wei, Curtis	Teacher Temporary	Odyssey	A-1	\$55,659 General Fund	08-16-19	06-30-20
Simmons, Huntington	Teacher Temporary	Odyssey	C-6	\$71,138 General Fund	08-19-19	06-30-20
Ashenden, Alicia	Counselor Temporary	Paramount High Senior	Sch. S C-6	\$100,076 General Fund/ Special Education	08-01-19	06-30-20
Barboza, Ysamar	Teacher Temporary	Paramount High Senior	B-2	\$60,195 General Fund	08-19-19	06-30-20
Cuneo, Lynne	Teacher Temporary	Paramount High Senior	C-6	\$71,138 General Fund	08-19-19	06-30-20
Goodlink, James	Teacher Temporary	Paramount High Senior	A-5	\$62,645 Special Education	08-19-19	06-30-20
Guild, Robert	Teacher Temporary	Paramount High Senior		\$110,921 JROTC*	08-19-19	06-30-20
Haynes, Jeremiah	Teacher Temporary	Paramount High Senior	E-7	\$80,784 CTE**	08-19-19	06-30-20

*Junior Reserve Officer Training Corp

**Career Technical Education

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT continued</u>				<u>ANNUAL</u>		
Ho, Michael	Teacher Temporary	Paramount High Senior	C-5	\$69,064 General Fund	08-19-19	06-30-20
Hyun, Alexander	Teacher Temporary	Paramount High Senior	E-8	\$83,208 General Fund	08-19-19	06-30-20
Kinsey, Benjamin	Teacher Temporary	Paramount High Senior	E-11	\$92,423 CTE	08-19-19	06-30-20
*Kraus, Christiana	Principal	Paramount High Senior	Sch. B III-4	\$151,202 General Fund	07-01-19	
Lucero, Lindsey	Teacher Temporary	Paramount High Senior	B-3	\$62,001 General Fund	08-19-19	06-30-20
Nastase, Brian	Teacher Temporary	Paramount High Senior	E-4	\$73,927 General Fund	08-19-19	06-30-20
Orozco Franco, Manuel	Teacher Temporary	Paramount High Senior	D-5	\$72,519 General Fund	08-19-19	06-30-20
Park, Charles	Teacher Temporary	Paramount High Senior	C-4	\$67,054 General Fund	08-19-19	06-30-20
Price, Samuel	Teacher Temporary	Paramount High Senior	B-4	\$63,863 General Fund	08-19-19	06-30-20
Schoonover, Kristen	Teacher Temporary	Paramount High Senior	B-2	\$60,195 General Fund	08-19-19	06-30-20
Yap, Kristell	Teacher Temporary	Paramount High Senior	C-2	\$63,205 General Fund	08-19-19	06-30-20
Alvarez, Daniel	Teacher Temporary	Paramount High-West	E-12	\$95,153 General Fund	08-19-19	06-30-20
Andre, Vanessa	Teacher Temporary	Paramount High-West	B-3	\$62,001 General Fund	08-19-19	06-30-20
Najera, Maria	Teacher Temporary	Paramount High-West	B-15	\$87,324 Special Education	08-19-19	06-30-20

*Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>continued</u> Fernandez, Pamela	Teacher Temporary	Paramount Park	A-2	<u>ANNUAL</u> \$57,328 General Fund	08-19-19	06-30-20
Torres, Natalie	Teacher Temporary	Paramount Park	A-1	\$55,659 General Fund	08-16-19	06-30-20
Casica, John	Teacher Temporary	Zamboni	A-3	\$59,047 General Fund	08-19-19	06-30-20
Jauregui, Ilka	Teacher Temporary	Zamboni	B-3	\$62,001 General Fund	08-19-19	06-30-20
Lopez, Linda	Teacher Temporary	Zamboni	C-3	\$65,101 General Fund	08-19-19	06-30-20
Martinez, Desiree	Teacher Temporary	Zamboni	C-3	\$65,101 General Fund	08-19-19	06-30-20
Montgomery, Madalene	Teacher Temporary	Zamboni	A-2	\$57,328 Special Education	08-19-19	06-30-20
Rios, Jason	Teacher Temporary	Zamboni	D-7	\$76,938 Title 1	08-19-19	06-30-20
Rodriguez Gratelli, Claudia	Teacher Temporary	Zamboni	A-3	\$59,047 Special Education	08-19-19	06-30-20
Villegas, Vanessa	Teacher Temporary	Zamboni	B-5	\$65,777 General Fund	08-16-19	06-30-20
<u>PROMOTION</u>						
*Garcia, Maria Elida	Director	Special Education	Sch. A III-01	<u>ANNUAL</u> \$143,227 Special Education	07-01-19	
*Sullivan, Karen	Principal	Gaines	Sch. I III-01	\$123,038 General Fund	07-01-19	
*Alessandro, Roxanne	Principal	Wirtz	Sch. I III-03	\$130,772 General Fund	07-01-19	

* Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUBSTITUTE on-call, as needed</u> Niebres-Orbita, Norma	Substitute Teacher	District		<u>DAILY</u> \$150	08-21-19	
<u>ADDITIONAL ASSIGNMENT</u> *Tsutsui, Nadine	Home/Hospital Teacher NTE \$184	Special Education		<u>HOURLY per contract</u> \$38.00 Special Education	03-01-19	06-14-19
*Vazquez, Marcela	ELPAC** Testing NTE 2 hours	Special Education		\$38.00 Special Education IDEA***	05-06-19	05-10-19
*Rangel, Claudia	Additional time needed for School Events NTE 25 hours	Mokler		\$38.00 LCAP	03-28-19	06-21-19
*Galvan, Laura	Assist students with On the Job Training NTE 100 hours	Paramount High-Senior		\$49.79 LCAP	04-14-19	06-30-19
*Becerra, Jorge Luis *Gomez, Daisy *Grace, Keelan	Saturday School NTE 4.5 hours each	Paramount High-Senior		\$38.00 LCAP	04-27-19	06-08-19
*Coumparloules, Dominique	Assist with EL**** Student support NTE 150 hours	Wirtz		\$38.00 EIA-LEP*****	05-16-19	06-13-19
*Moreno, Margarita *Vrab, Cathy	ELA***** and Math Testing student Support	Zamboni		\$38.00 LCAP	05-01-19	05-31-19

*Ratification

**English Language Proficiency Assessments for California

***Individuals with Disabilities Education Act

**** English Learners

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

*****English Language Arts

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>SUMMER SCHOOL ASSIGNMENT</u>				<u>HOURLY per contract</u>		
*Gomez, Maria	Teacher NTE 32 hours	Special Education		\$38.00 Special Education	06-17-19	06-27-19
*Chavez, Jorge *Hampton, Brittany *Herdman, Cynthia *Ledezma, Alicia *Munoz, Aracely *Najera, Maria *Rogers, Elizabeth *Van Eede, Heather	Teacher NTE 42 hours each	Paramount High-West		\$38.00 LCAP	06-17-19	07-25-19
*Alba, Karina *Andre, Vanessa *Angulo, Daniel *Barragan, Juan *Grace, Keelan *Larkins, Joshua *Lui, Lana *Mendoza, Carolina *Murphy, Kelly *Sinatra, Yeng *Taitano, Maria	Teacher NTE 24 hours each	Paramount High-West		\$38.00 LCAP	06-17-19	07-25-19
*Espinoza, Brenda	Counselor NTE 48 hours	Paramount High-West		\$38.00 LCAP	06-17-19	07-25-19
<u>PER DIEM</u>				<u>PER DIEM</u>		
*Downing, Aaron	Dean of students NTE 6 hours	Paramount High-Senior		\$600.85 General Fund	08-01-18	08-15-18
<u>STIPEND</u>				<u>STIPEND per contract</u>		
*Siordia, Margarita	ECE** Lead teacher	Early Childhood Education		\$1,889 California State Preschool	07-02-18	06-14-19

*Ratification

**Early Childhood Education

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND continued</u> *Thomas, Katherine	ASB Advisor	Buena Vista		<u>STIPEND per contract</u> \$2,294 State Lottery Revenue	08-20-18	06-14-19
*Montiel, Miranda	Yearbook Advisor	Lincoln		\$712.76 EIA-LEP	08-20-18	06-13-19
*Acosta, Alexander	Boys' Athletic Director	Paramount High-Senior		\$4,065 State Lottery Revenue	08-20-18	06-14-19
*Aldave, Elizabeth	Theater/Play Advisor	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Caldera, Ricardo	Yearbook Advisor	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Carmona, Angel	Band Director	Paramount High-Senior		\$3,251 State Lottery Revenue	08-20-18	06-14-19
*Carmona, Angel	Pageantry Director	Paramount High-Senior		\$3,251 State Lottery Revenue	08-20-18	06-14-19
*Domniguez, Rachel	Girl's Athletic Director	Paramount High-Senior		\$4,065 State Lottery Revenue	08-20-18	06-14-19
*Cuneo, Lynne	Choral Director	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Martinez, Javier	Pirate News Advisor	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Rodriguez, Yvette	Newspaper Advisor	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19

*Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND continued</u>				<u>STIPEND per contract</u>		
*Sewell, Jason	Video/Technology Advisor	Paramount High-Senior		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Walker, Jessica	Activities Director	Paramount High-Senior		\$1,166 State Lottery Revenue	08-20-18	06-14-19
*Yonaki, Andrew	Activities Director	Paramount High-Senior		\$1,166 State Lottery Revenue	08-20-18	06-14-19
*Aldave, Elizabeth	Department Chair Visual and Performing Arts	Paramount High-Senior		\$1,212.23 State Lottery Revenue	08-20-18	06-14-19
*Harter, Tammy	Department Chair Language Arts	Paramount High-Senior		\$3,577.03 State Lottery Revenue	08-20-18	06-14-19
*Lopez, Betsaida	Department Chair Foreign Language	Paramount High-Senior		\$1,552.17 State Lottery Revenue	08-20-18	06-14-19
*Marchesini, Melissa	Department Chair Social Science	Paramount High-Senior		\$2,571.99 State Lottery Revenue	08-20-18	06-14-19
*Olson, Natalie	Department Chair Special Education	Paramount High-Senior		\$2,158.15 State Lottery Revenue	08-20-18	06-14-19
*Rios, Santiago	Department Chair Mathematics	Paramount High-Senior		\$2,897.42 State Lottery Revenue	08-20-18	06-14-19
*Sewell, Jason	Department Chair Career Technical Education	Paramount High-Senior		\$1,803.43 State Lottery Revenue	08-20-18	06-14-19
*Talamantes, Lourdes	Department Chair Counseling	Paramount High-Senior		\$2,069.47 State Lottery Revenue	08-20-18	06-14-19

*Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND continued</u> *Vargas, Jimena	Department Chair Physical Education	Paramount High-Senior		<u>STIPEND per contract</u> \$1,744.31 State Lottery Revenue	08-20-18	06-14-19
*Wuchner, Charles	Department Chair Science	Paramount High-Senior		\$2,971.05 State Lottery Revenue	08-20-18	06-14-19
*Cunningham, Christina	ASB Advisor	Paramount High-West		\$2,332 State Lottery Revenue	08-20-18	06-14-19
*Alba, Karina	Department Chair Science	Paramount High-West		\$2,910.65 State Lottery Revenue	08-20-18	06-14-19
*Bozorgzadeh, Sammaneh	Department Chair Language Art	Paramount High-West		\$3,500.23 State Lottery Revenue	08-20-18	06-14-19
*Chaidez, Lorena	Department Chair Electives	Paramount High-West		\$2,263.55 State Lottery Revenue	08-20-18	06-14-19
*Grimes, Jeff	Department Chair Mathematics	Paramount High-West		\$3,514.61 State Lottery Revenue	08-20-18	06-14-19
*Ramirez, Jaime	Department Chair Physical Education	Paramount High-West		\$1,717.11 State Lottery Revenue	08-20-18	06-14-19
*Ramirez, Sheryl	Department Chair Counseling	Paramount High-West		\$1,170.67 State Lottery Revenue	08-20-18	06-14-19
*Yuknus, Kristen	Department Chair Special Education	Paramount High-West		\$1,875.29 State Lottery Revenue	08-20-18	06-14-19

*Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE WITHOUT PAY</u> O'Donnell, Patrick	Teacher	Paramount High-Senior	Personal Per Ed Code 44801	07-01-19	06-30-20
<u>LEAVE WITH PAY</u> Grover, Shauna	Teacher	Mokler	Parental Leave	05-20-19	
Elizondo, Margarita	Teacher	Wirtz	Parental Leave	05-28-19	06-03-19
<u>EARLY RETIREMENT</u> Hooper, Sandra	Teacher	Mokler	Early Retirement	10-04-19	
<u>RETIREMENT</u> Robertson, Linda	Teacher	Adult Education	Retirement	07-18-19	
<u>RESIGNATION</u> Everitt, Michelle	Program Specialist	Special Education	Personal	06-21-19	
Rivera, Jenara	Teacher	Hollydale	Personal	06-14-19	
Platt, Darrenn	Principal	Keppel	Personal	06-30-19	
Silva, Melissa	Teacher	Paramount High-Senior	Personal	06-14-19	
Lee, Iris	Teacher	Paramount Park	Personal	06-14-19	
Moreno, Margarita	Teacher	Zamboni	Personal	06-14-19	

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Employment						
*Lucero, Rosalina	Noon Duty Aide 2 hrs. per day/10 mo.	Lincoln	100-I	Monthly 25% of \$2,112 General Fund	05-29-19	
*Alarcon Lopez, Cristina	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Paramount High-West	115-II	37.5% of \$3,205 Special Education	05-28-19	
*Venegas, Elani	School Office Assistant 8 hrs. per day/11 mo.	Paramount Park	116-I	\$3,126 General Fund	06-17-19	
Promotion						
*Jacobo, Silvia	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Paramount High-West	115-I	Monthly 37.5% of \$3,050 Special Education	05-28-19	
Short Term						
*Castanon Gonzalez, Giancarlo	Instructional Assistant – SE-SH NTE 3 hrs. per day	Special Education	115-I	Hourly \$17.60 Special Education	06-07-19	06-13-19
*Arias, Olivia	Instructional Assistant – ECE NTE 3.5 hrs. per day each	Gaines ECE	111-I	\$15.94 CSPP**	06-14-19 only	
*Barajas, Beatriz						
*Casillas, Jasmine						
*Cerda, Odalys						
*Fruhling, Kelly						
*Garnett, Bethany						
*Gomez, Patricia						
*Manzo, Crystal						
*Newsome, Helga						
*Padron, Karla						
*Perez, Susana						
*Taylor, Englande						
*Urzua, Sandra						
*Velasco, Adalhi						
*Zubiri-Salva, Arlene						

* Ratification

** California State Preschool Program

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u>						
<u>continued</u>						
*Salas, Teri	Office Assistant NTE 12 hrs.	Hollydale	116-III	Hourly \$19.92 General Fund	05-28-19	06-13-19
*Aldape, Josie *Castillo, Maritza *Calderon, Alicia *De Los Palos, Wendy *Del Toro, Karla *Henriquez Lopez, Alvaro *Hernandez, Melyssa *Martinez, Sarai *Navarro, Pedro *Shaw, Nikeya	Instructional Assistant – SE/SH NTE 6 hrs. per day each	Lincoln	115-I	\$17.60 Special Education	06-17-19	07-18-19
*Portillo, Gerardo	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day	Lincoln	112-I	\$16.33 Special Education	06-17-19	07-18-19
*Castanon, Denise *Mendoza, Liz *Padilla, Jessica *Perez, Jesus *Soto Aboite, Estefania	Instructional Assistant – SE/SH NTE 6 hrs. per day	Los Cerritos	115-I	\$17.60 Special Education	06-17-19	07-18-19
*Rocha, Rosalina	Custodian NTE 8 hrs.	Paramount High-Senior	117-I	\$18.49 General Fund	06-03-19 Only	
*Thompson, Stephanie	Office Assistant NTE 80 hrs.	Paramount High-West	116-III	\$18.03 Title I	06-17-19	06-28-19
<u>Substitute, on call</u>						
*Osorio, Sara *Shryock, Catarina	Noon Duty Aide – Secondary	Paramount High-West	105-I	Hourly \$13.78 General Fund	06-10-19 06-05-19	
<u>Summer Assignment</u>						
*Covarrubias, Yvette	Speech/Language Assistant NTE 32 hrs.	Special Education	111-I	Hourly \$15.94 Special Education	06-17-19	07-18-19

* Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment						
<u>continued</u>						
*Martinez, Deborah	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day each	Special Education	112-VI	<u>Hourly</u> \$20.27	07-01-19	07-25-19
*Rivera, Jose			112-IV	\$18.95 Special Education		
*Acosta, Sonia	Nutrition Services Worker NTE 2 hrs. per day each	Student Nutrition Services	209-VI	\$19.28**	06-17-19	07-26-19
*Alarcon, Maria			209-VI	\$19.28**		
*Aleman, Eloisa			209-VI	\$19.28**		
*Balbalosa, Nina			409-VI	\$19.51**		
*Ballesteros Rubio, Sarai			109-IV	\$17.60		
*Barrera Galeana, Catalina			109-I	\$15.17		
*Casian, Maria			209-VI	\$19.28**		
*Chavez, Bertha			309-VI	\$19.40**		
*Chavez, Norma			109-I	\$15.17		
*Contreras, Maria			109-VI	\$18.82		
*Contreras, Susana			209-VI	\$19.28**		
*Cordova, Aurie			109-IV	\$17.60		
*Cota, Margarita			209-VI	\$19.28**		
*Diaz Reyes, Erika			109-II	\$15.94		
*Ekonomo Carranza, Margarita			109-III	\$16.75		
*Enriquez, Nancy			309-VI	\$19.40**		
*Garcia, Guadalupe			109-V	\$18.49		
*Garcia, Maria			109-III	\$16.87**		
*Gomez, Esli			109-VI	\$18.82		
*Guerrero, Angelica			109-VI	\$18.82		
*Gutierrez Gomez, Marilis			109-III	\$16.75		
*Hernandez, Carmela			109-IV	\$17.60		
*Hernandez, Petra			109-II	\$15.94		
*Howard, Emma			309-VI	\$19.40**		
*Ibarra, Marisol			109-III	\$16.75		
*Jimenez, Rosa			109-VI	\$18.82		
*Lockwood, Yanira			309-VI	\$19.40**		
*Lucas, Martha			209-VI	\$19.28**		
*Macias, Magdalena			109-IV	\$17.60		
*Montes, Wendy			109-I	\$15.17		
*Neal, Yvette			409-VI	\$19.51**		
*Nunez, Julia			209-VI	\$19.28**		
*Pozos, Maribel			209-VI	\$19.28** SNS***		

* Ratification

** Includes Longevity and/or Professional Growth Increment

*** Student Nutrition Services

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>				Hourly		
*Reyes, Guillermo	Nutrition Services	Student	309-VI	\$19.40**	06-17-19	07-26-19
*Rios, Martha	Worker	Nutrition	109-VI	\$18.82		
*Rodriguez, Kathy	NTE 2 hrs. per day	Services	109-VI	\$18.82		
*Salazar, Araceli	each		109-VI	\$18.82		
*Salazar, Bobbie			109-III	\$16.75		
*Uribe, Rosalinda			209-VI	\$19.28**		
*Veliz, Rosenda			109-III	\$16.75		
*Yepez, Adriana			109-VI	\$18.82		
*Zuniga, Deanna			109-VI	\$18.82		
				SNS		
*Carrillo, Mayra	Instructional	Alondra	215-VI	\$22.27**	06-17-19	07-18-19
*Curiel, Jeanne	Assistant – SE/SH		115-I	\$17.60	07-01-19	
*Diaz, Alejandra	NTE 6 hrs. per day		115-I	\$17.60	06-17-19	
*Estrada, Jessica	each		115-I	\$17.60		
*Hernandez, Arlene			115-VI	\$21.81		
*Hernandez, Luis			115-V	\$21.43		
*Jacobo, Silvia			115-I	\$17.60		
*Lopez, Georgina			215-VI	\$22.27**		
*Meza, Charles			215-VI	\$22.27**		
*Neal, Michelle			115-II	\$18.49		
*Ortiz, Iris			115-I	\$17.60		
*Pacheco, Ashley			215-VI	\$22.27**		
*Pineda, Cindy			115-V	\$21.43		
*Valencia, Paloma			115-I	\$17.60		
*Xilonzochilt, Laura			215-VI	\$22.27**		
				Special Education		
*De La Paz, Diana	Instructional	Alondra	112-I	\$16.33	06-17-19	07-18-19
*Fernandez, Lorena	Assistant – Sp. Ed.		112-IV	\$18.95	07-01-19	
*Guerrero, Angie	NTE 6 hrs. per day		312-VI	\$20.84**	06-17-19	
*Macias, Alejandra	each		312-VI	\$20.84**	07-01-19	
*Muniz, Gabriela			312-VI	\$20.84**		
*Ramos, Rosalva			112-III	\$18.03		
				Special Education		
*Abarca, Elizabeth	Instructional	Collins	312-VI	\$20.84**	06-17-19	07-18-19
*Chacon, Lucero	Assistant – Sp. Ed.		112-I	\$16.33		
*DeLeon, Susana	NTE 6 hrs. per day		112-VI	\$20.27		
*Garcia, Nancy	each		112-VI	\$20.27		
				Special Education		

* Ratification

** Includes Longevity and/or Professional Growth Increment

PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>				Hourly		
*Perez, Brenda	Instructional	Collins	112-VI	\$20.27		
*Quintero, Patricia	Assistant – Sp. Ed.		112-VI	\$20.27		
*Romero, Yurinely	NTE 6 hrs. per day		212-VI	\$20.73**		
*Wahl, Mary Christina	each		312-VI	\$20.84** Special Education		
*Macias, Alejandra	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day	Hollydale	312-VI	\$20.84** Special Education	06-17-19	06-30-19
*Muniz, Gabriela	Instructional	Jackson	312-VI	\$20.84**	06-17-19	06-30-19
*Ramos, Rosalva	Assistant – Sp. Ed. NTE 6 hrs. per day each		112-III	\$18.03 Special Education		
*Alarcon Lopez, Cristina	Instructional Assistant – SE/SH	Lincoln	115-II	\$18.49	06-17-19	07-18-19
*Carrillo, Margarita	NTE 6 hrs. per day		215-VI	\$22.27**		
*Chang-Moreno, Andrew	each		115-III	\$19.43		
*Gutierrez, Elizabeth			115-II	\$18.49		
*Lopez, Laura			315-VI	\$22.38**		
*Meza, Alexandra			115-V	\$21.43		
*Nunez Barragan, Margarita			115-III	\$19.43		
*Ornelas, Rafael			115-III	\$19.43		
*Pico Gastelum, Nubia			115-I	\$17.60		
*Villicana, Marivel			315-VI	\$22.38** Special Education		
*Vega, Griselda	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day	Lincoln	112-II	\$17.16 Special Education	06-17-19	07-18-19
*Caballero, Jovanny	Instructional	Los Cerritos	115-I	\$17.60	06-17-19	07-18-19
*Cruz, Luzmilla	Assistant – SE/SH		115-II	\$18.49		
*Dominguez, Monica	NTE 6 hrs. per day		215-VI	\$22.27**		
*Estrada, Darlene	each		415-VI	\$22.50**		
*Gonzalez, Andrea			115-I	\$17.60 Special Education		

* Ratification

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**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Summer Assignment</u>						
<u>continued</u>						
*Guzman, Anita	Instructional	Los Cerritos	215-VI	Hourly \$22.27**	06-17-19	07-18-19
*Hernandez, Nancy	Assistant – SE/SH		215-VI	\$22.27**		
*Lizarraga, Elizabeth	NTE 6 hrs. per day		115-V	\$21.43		
*Lizarraga, Jacqueline	each		115-V	\$21.43		
*Martinez, Kaitlyn			115-III	\$19.43**		
*Perez, Maria			415-VI	\$22.50**		
*Perez Garcia, Adriana			115-II	\$18.49		
*Perry, Daranisha			115-II	\$18.49		
*Vidauri Millan, Abigail			115-I	\$17.60 Special Education		
*Jacquez, Patricia	Instructional	Los Cerritos	412-VI	\$20.96**	06-17-19	07-18-19
*Magana, Debra	Assistant – Sp. Ed.		512-VI	\$21.08** Special Education		
NTE 6 hrs. per day	each					
*Curiel, Jeanne	Instructional	Paramount Park	115-I	\$17.60 Special Education	06-17-19	06-30-19
Assistant – SE/SH						
NTE 6 hrs. per day						
*Martinez, Deborah	Instructional	Paramount Park	112-VI	\$20.27	06-17-19	06-27-19
*Fernandez, Lorena	Assistant – Sp. Ed.		112-IV	\$18.95 Special Education		
NTE 6 hrs. per day	each					
*Alvarez Hernandez, Gabriela	Instructional	Wirtz	312-VI	\$20.84** Special Education	06-17-19	06-30-19
Assistant – Sp. Ed.						
NTE 6 hrs. per day						
*Rivera, Jose	Instructional	Zamboni	112-VI	\$18.95	06-17-19	06-27-19
*Valero, Valmira	Assistant – Sp. Ed.		212-VI	\$20.73** Special Education	06-17-19	07-25-19
NTE 6 hrs. per day						
<u>WORKING OUT OF CLASSIFICATION</u>						
*Allen, Jackie	Lead Custodian	Operations	423-IV	Monthly \$4,430** General Fund	05-28-19	05-31-19
NTE 8 hrs. per day						

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>WORKING OUT OF CLASSIFICATION</u>						
<u>continued</u>						
*Ortiz, Louie	Operations Supervisor NTE 8 hrs. per day	Operations	Sch. 2 409-I	<u>Monthly</u> \$6,952 General Fund	06-03-19	06-30-19
*Fuentes, Stephanie	Student Information Systems Specialist NTE 8 hrs. per day	Research	135-I	\$4,998 General Fund	06-03-19	06-30-19
*Venegas, Viviana	Senior Executive Assistant NTE 8 hrs. per day	Superinten- dent's Office	382-II	\$6,563** General Fund	03-21-19 04-04-19 04-26-19	
*Estrada, Helga	School Administrative Assistant NTE 8 hrs. per day	Keppel	123-II	<u>Hourly</u> \$22.52	05-01-19	05-14-19
*Maya Covarrubias, Rodolfo	Senior Custodian NTE 8 hrs. per day	Keppel	122-I	<u>Monthly</u> \$3,626 General Fund	05-28-19	06-14-19
*Lozano, Maria	School Health/Office Technician NTE 8 hrs. per day	Tanner	116-II	<u>Hourly</u> \$18.95 General Fund	05-20-19	06-28-19
*Maravilla, Ana	Language Assessment Assistant NTE 3 hrs. per day	Tanner	113-I	\$16.75 EIA-LEP***	05-20-19	06-28-19
<u>TEMPORARY ATHLETIC TEAM COACH</u>						
*Aguayo, Lourdes	Cheer Advisor	Paramount High-Senior		<u>Stipend per Contract</u> \$3,251 General Fund	08-20-18	06-14-19
*Arroyo, Janeth	Middle School Intermural Sports Girls' Soccer	Paramount Park		\$177.16 LCAP****	04-01-19	05-24-19

* Ratification

** Includes Longevity and/or Professional Growth Increment

*** Economic Impact Aid-Limited English Proficient

**** Local Control Accountability Plan

**PERSONNEL REPORT 19-01
 JULY 08, 2019
 CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>TEMPORARY</u> <u>ATHLETIC TEAM</u> <u>COACH</u> <u>continued</u>						
*Flores, Rosanna	Middle School Intermural Sports Girls' Wrestling	Zamboni		<u>Stipend</u> <u>per</u> <u>Contract</u> \$177.16 LCAP	03-11-19	05-10-19
*Murphy, Thomas	Middle School Intermural Sports Boys' Soccer	Zamboni		\$177.16 LCAP	03-11-19	05-10-19
*Olmos-Sanchez, Julian	Middle School Intermural Sports Girls' Soccer	Zamboni		\$177.16 LCAP	03-11-19	05-10-19

* Ratification

**PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>RESIGNATION</u>					
Castillo, Angel	Custodian	Operations	Personal	06-14-19	
Diamond, Kathryn	Occupational Therapist	Special Education	Personal	06-14-19	
Seo, Keungil	Instructional Assistant – Sp. Ed.	Special Education	Personal	05-17-19	
Valdizon, Eduardo	Instructional Assistant – Sp. Ed.	Special Education	Personal	06-13-19	
Ojeda, Katherine	Instructional Tutor/Mentor	Student Services	Personal	06-27-19	
Salazar, Blanca	Instructional Assistant – ECE	Gaines ECE	Personal	06-14-19	
Martinez, Liliana	School Office Assistant	Hollydale	Personal	06-27-19	
Sumolang, Sean	PE/Locker Room Assistant	Jackson	Personal	06-14-19	
Vargas, Livier	Noon Duty Aide	Lincoln	Personal	06-12-19	
Reyes, Ariana	Instructional Assistant – SE/SH	Los Cerritos	Personal	06-14-19	
Funes, Marlene	School Administrative Assistant	Odyssey	Personal	07-05-19	
Saem, Lance	Nutrition Services Worker	Paramount High-West	Personal	06-14-19	
Jacobe, Veronica	College Tutor	Paramount Park/ Hollydale	Personal	06-07-19	
Alvarez, Vivian	College Tutor	Paramount Park/ Paramount High-West	Personal	06-13-19	
Garcia, Erick	College Tutor	Paramount Park	Personal	06-12-19	

PERSONNEL REPORT 19-01
JULY 08, 2019
CLASSIFIED PERSONNEL

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>RESIGNATION</u>					
<u>continued</u>					
Vasquez-Ruiz, Lizbeth	College Tutor	Paramount Park	Personal	05-24-19	
Ramirez, Raquel	College Tutor	Paramount Park	Personal	06-12-19	
Flores-Trejo, Mayra	Senior Nutrition Services Worker	Roosevelt	Personal	06-28-19	
Perez, Berenis	Instructional Assistant – Sp. Ed.	Roosevelt	Personal	06-13-19	
<u>EARLY RETIREMENT</u>					
Andrade, Juan	Custodian	Operations	Early Retirement	06-13-19	
Flenor, Willie	Food Services Supervisor	Student Nutrition Services	Early Retirement	07-31-19	
Astredo, Araceli	Library Technician	Tanner	Early Retirement	06-30-19	
<u>RETIREMENT</u>					
Miranda, Sally	School Administrative Assistant	Lincoln	Retirement	08-31-19	
Lim, Young Ok	Senior Nutrition Services Worker	Wirtz	Retirement	06-28-19	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent-Human Resources
DATE: July 8, 2019
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

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

The following contract service is requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	Los Angeles County Superintendent of Schools PC-19-2065	Create Employee Assistance Program to provide full-time employees a source of information, pre-referral counseling, evaluation, referrals and follow-up, and to provide training programs for management and supervisory personnel to assist in the early recognition of employee problems that can or do affect performance.	Human Resources Requested by: Myrna Morales	July 1, 2019 through June 30, 2020	Amount not to exceed \$12,342 (1210 full-time employees x \$10.20 per employee per year) from General Fund

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

As indicated above.

STAFF RECOMMENDATION:

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

CONSENT ITEM: 2.2-C

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

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

Focus Area 3: Positive Climate and Environments Conducive to Learning

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
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	Tech Smart PC16-2061	Tech Smart has partnered with Paramount Unified School District to develop a curriculum that embeds “coding” into the Algebra 1 and Algebra 2 curriculum. This agreement will continue that work into the 2019-2020 school year, and includes professional development, support and curricular resources.	Secondary Educational Services Requested by: Ryan Smith	July 1, 2019 through June 30, 2020	\$17,500 from LCAP funds
2	The Teachers Development Group PC16-2062	The Teachers Development Group (TDG) provide professional development to teachers, coaches, and administrators in the area of mathematics. TDG uses a “studio” model to improve teacher practice by providing in depth lesson planning, data analysis, coaching, and structured feedback to participants. This three-day workshop is for high school math teachers who are new to the district, and focuses on teaching practices related to the mathematical practices and habits of mind.	Secondary Educational Services Requested by: Ryan Smith	July 1, 2019 through June 30, 2020	\$7,350 from LCAP funds

CONSENT ITEM: 3.1-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
3	Vision To Learn	Consultant to continue providing free eye screening, exams and eye wear to qualified K-12 Paramount students. In the 2018-19 school year, Vision To Learn provided free eyewear to approximately 1,134 students at various k-12 school sites.	Student Services Requested by: Manuel San Miguel	July 1, 2019 through June 30, 2020	No cost to District
4	Edgenuity, Inc. PC18-19160	In the 2014-15 school year, Edgenuity was adopted by the Board as the software platform for on-line instruction in the District. The success of the program prompted the District to expand this rigorous and engaging program to all 9-12 students enrolled in Paramount Unified School District. The purchase of an additional 120 licenses for Paramount High School would allow students to complete the Health graduation requirement during the summer, and expand Edgenuity courses offering for the 2019-20 school year.	Student Services Requested by: Manuel San Miguel	June 17, 2019 through July 31, 2019	\$12,000 from LCAP funds
5	Pivot Learning Partners PC19-2063	Consultant from Pivot Learning Partners will provide professional coaching for new administrators, training for school office personnel and parent/PTA officers, leadership workshops at four schools to facilitate the transition to new site leaders.	Educational Services Requested by: Deborah Stark	July 1, 2019 through June 30, 2020	\$35,900 from LCAP funds

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
6	Network for Teaching Entrepreneurship (NFTE) PC19-2064	NFTE Consultants will provide training to 20 PHS and PHS-West CTE on the Emerging Entrepreneurs curriculum. NFTE's professional development resources are designed to develop inspirational classroom leaders who change lives through the power of entrepreneurship.	Secondary Education and Instructional Technology Requested by: Greg Francois	September 5, 2019	\$5,000 from LCAP 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: July 8, 2019
SUBJECT: Memorandum of Understanding with Tri City Consortium for Distribution of AB 104 Adult Education Block Grant Funds

BACKGROUND INFORMATION:

Paramount Unified School District, Lynwood Unified School District, Compton Unified School District and El Camino College – Compton Center are members of the Tri City Consortium. Each member of the consortium receives funds allocated through AB 104 Adult Education Block Grant. Paramount Unified School District serves as the fiscal agent for the consortium. The purpose of the Memorandum of Understanding is to release funds to the various consortium districts in the following amounts:

- El Camino College: Compton Center \$ 415,430
- Compton Unified School District \$1, 529,997
- Lynwood Unified School District \$2,047,802
- Paramount Unified School District \$2,019,268

As the fiscal agent, the Memorandum of Understanding requires Board approval for the release of funds.

POLICY/ISSUE:

Board Policy 3280 – Gifts, Grants and Bequests

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with Tri City Consortium for distribution of AB 104 Adult Education Block Grant funds for the 2019-20 school year.

PREPARED BY:

Manuel San Miguel, Director – Student Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

CONSENT ITEM: 3.2-C

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

Focus Area 4: Parent and Community Partnerships

- Goal 2: Expand community outreach efforts and increase opportunities for involvement
- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries
- Goal 4: Establish and maintain meaningful, regular, and open two-way communication with all stakeholders

Memorandum of Understanding (MOU)
between
Paramount Unified School District
and
Tri City Adult Education Regional Consortium Members

Term of Agreement – July 1, 2019 through June 30, 2020

I. Purpose and Parties

This Memorandum of Understanding is entered into between Tri City Adult Education Regional Consortium, hereinafter refer to as “TCAEC” or “Consortium;” and its four members: 1) Compton Community College District, hereinafter referred to as “CCCD;” 2) Compton Unified School District, hereinafter referred to as “CUSD;” 3) Lynwood Unified School District, hereinafter referred to as “LUSD;” and 4) Paramount Unified School District, hereinafter referred to as “PUSD” or “Fiscal Agent.”

The purpose of this MOU is to document the relationship and articulate roles and responsibilities between the TCAEC, fiscal agent and each of the Consortium members.

CCCD, CUSD, LUSD and PUSD are members of the Consortium and hereby they agree to the following terms of this MOU.

II. Background

AB 86 Planning Grant

The 2013-14 State Budget, under the auspices of Assembly Bill 86, appropriated \$25 million to the California Community College Chancellor’s Office (CCCCO) to provide funding for two-year adult education planning and implementation grants. AB 86 supported the development of regional adult education consortium plans that focus on expanding and improving opportunities for education and workforce services for adults. From July 1, 2013, to December 31, 2015, AB 86 consortia, consisting of K- 12 school districts, community college districts, and other partners developed regional education and workforce service plans for adults.

AB 104 Adult Education Block Grant

On June 24, 2015, Governor Jerry Brown signed AB 104 into law. The 2015-16 year represents the transition period from the planning that took place with AB 86 to the actualization of the Adult Education Block Grant (AEBG). The 2015-16 State Budget included \$500 million in new funding for seven authorized adult education program areas.

Role and Function of the Consortium

The TCAEC is comprised of four members: three K-12 school districts and the Compton Community College District (1 college). California Adult Education Consortia was granted COLA for 2019-20. The new 2019-20 Based Funding for Tri City is \$6,290,497, which includes a \$210,372 COLA.

The Fiscal Agent will continue to receive \$78,000.00 as approved in previous years for fiscal oversight.

The remaining consortium allocation will be distributed per TCAEC's 2019-20 Annual Plan and the Three-Year Consortium Plan, where it stipulates that \$200,000.00 have been set aside for combined Consortium expenses where all four agencies will be directly benefited.

For the fiscal year 2019-20, COLA will be distributed equally among the consortium members. Each district will receive \$52,593. The final distribution will be as follows:

2019-20 Tri City Adult Education Consortium Funding Distribution				
Tri City Member (Organization)	Consortium Funding	2019-20 COLA	Total Funding	Percentage of Funding
Compton Unified School District (CUSD)	\$1,477,404	\$52,593	\$1,529,997	24.32%
Compton Community College District (CCCD)	\$362,837	\$52,593	\$415,430	6.60%
Lynwood Unified School District (LUSD)	\$1,995,209	\$52,593	\$2,047,802	32.55%
Paramount Unified School District (PUSD)	\$1,966,675	\$52,593	\$2,019,268	32.10%
Paramount Unified School District (Fiscal Agent Fee)	\$78,000	\$0	\$78,000	1.24%
Tri City AE Consortium (Housed w/Fiscal Agent at PUSD)	\$200,000	\$0	\$200,000	3.18%
Total	\$6,080,125	\$210,372	\$6,290,497	100.00%

Fig. 1: 2019-20 Tri City Funding Distribution

III. Role of PUSD and TCAEC Member

Role of PUSD (as Fiscal Agent)

As the fiscal agent, PUSD will distribute consortium funds in accordance to the TCAEC Governance and Fiscal Allocation Plans, approved at the Tri City Board Meeting on June 27, 2017, AB 104, and Education Code section 84913. PUSD will be responsible for collecting, compiling, and reporting consortium-level fiscal, program information, and learner performance outcome measures to the AEBG office.

Role of TCAEC Member

TCAEC Member will adhere to the agreements outlined in the TCAEC Governance and Fiscal Allocation Plans, approved at the Tri City Board Meeting on June 27, 2017. TCAEC Member will be responsible for participating in the consortium decision-making process and reporting member fiscal, program information, and learner performance outcomes measures to the consortium as specified in AB 104 and any associated AEBG Program guidelines.

Role of All Parties

All parties will work together to comply with AB 104's reporting requirements. AB 104 requires that each consortium report allocations by participating members, budgets by program area and objective, and file expenditure and progress reports. Allocations by

members should match expenditures, follow TCAEC's 2019-20 Annual Plan, and adhere to the expenditure guidelines outlined in the AB 104 Allowable Uses Guide.

IV. PUSD Responsibilities (as Fiscal Agent)

As the TCAEC fiscal agent, PUSD will act as the banker, process expenses and expenditure contracts as agreed upon by the members, and work with the members to implement fiscal decisions per TCAEC's 2018-19 Annual Plan and Three-Year Amended Consortium Plan.

As the designated fiscal and program information-reporting agency, PUSD will:

1. Distribute revenues received to the TCAEC members in the percentages illustrated in Fig. 1 on page 2 as received by the Fiscal Agent and immediately after posting in the financial system.
2. Receive direction from the Board regarding regulations and reports, and will monitor the revenues and expenditures of the members.
3. Submit the required reports to the State and Executive Board.
4. Districts will receive their agreed upon allocation based on the Distribution Schedule provided by the Chancellor's Office to be released on August 2018.
5. Compile and report consortium-level data required by AB 104 and AEBG as needed.

V. TCAEC Member Responsibilities

To enable PUSD's reporting to the AEBG Office, TCAEC Member will be responsible for monitoring its own activities and reporting to PUSD all TCAEC related fiscal and program activities. This includes any necessary student participation data, expenditure documentation, and any AB104 information necessary for the successful completion of AB104 mandated reports, performance measures, and program outcomes.

Expenditures must follow TCAEC's 2019-20 Annual Plan, adhere to the expenditure guidelines outlined in the AB 104 Allowable Uses Guide, and follow other guidelines established by the AEBG Office.

TCAEC Member will designate a person/persons with proper authority to certify all information submitted to PUSD. TCAEC Member acknowledges and accepts all responsibility for program related expenditures and certifies that expenditures are in compliance with the approved objectives, rules and regulations that govern the AEBG program. Furthermore, TCAEC Member accepts all liability for any disallowed costs, should they arise.

In exchange for each of the following corresponding amounts, the TCAEC Member will:

1. Submit expenditure information.

- a. Report consortium allocation expenditures to CCCD every three months (quarterly), 20 days after the end of the third month. The Adult Education Grant has a two-year life span, with an additional six months if needed as long as a “corrective action plan” has been submitted to the Chancellor’s Office. For the 2019-20 allocation, the consortium has two years to spend as the target date. However, two and a half years will be allowed with a corrective action plan due before the end of the second fiscal year or June 30, 2020. All activities must cease no later than December 31, 2021. The reporting calendar will run from July 1, 2019 to June 30, 2021.

Reporting Period	Dates	Report Due from TCAEC Member to Fiscal Agent
1	07/01/19 - 09/30/19	10/20/19
2	10/01/19 - 12/31/19	01/20/20
3	01/01/20 - 03/31/20	04/20/20
4	04/01/20 - 06/30/20	07/20/20
5	07/01/20 - 09/30/20	10/20/20
6	10/01/20 - 12/31/20	01/20/21
7	01/01/21 - 03/31/21	04/20/21
8	04/01/21 - 06/30/21	07/20/21

Fig. 2: 2019-20 Tri City Report Calendar

- b. Report final program-area expenditures for consortium funding annually in April/May of each year.
 - c. Use the TCAEC Year-to-Date Expenditure and Progress Report template to report quarterly to Tri City.
 - d. Indirect rates:
 - i. A consortium may use no more than 5 percent of funds allocated in a given fiscal year for administration activities.
2. Submit other data as required by AB 104 and AEBG guidelines.
 3. Submit reports and questions to Dr. Yvonne Rodriguez by email yrodriguez@paramount.k12.ca.us.
 4. Participate in Board Meetings, Study Sessions and Committee Meetings.
 - a. Regular attendance or representation is expected at monthly TCAEC Board meetings, Study Sessions and weekly committee sessions.

VI. Term

This MOU Agreement shall be effective July 1, 2019 and ending on June 30, 2020. Either party may terminate this MOU with at least a sixty (60) day written notice of intention to terminate this agreement. This agreement may also be terminated by TCAEC officially designated members if it is determined a member is not compliant with the AEBG Allowable Uses Guide or for non-performance with fiscal and/or program reporting or as specified on the TCAEC Governance Plan.

VII. Privacy

PUSD and all TCAEC members will comply with all state and federal education privacy policies. PUSD and TCAEC members will not disclose any personally identifiable information except upon written consent of the participating adult learners or as otherwise permitted by law.

VIII. Indemnity

TCAEC Member agrees to defend, indemnify, and hold harmless PUSD (including its directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged acts or omissions of TCAEC Member, its director, agents, officers, or employees relating to TCAEC Member's duties and obligations described in this agreement or imposed by law.

PUSD agrees to defend, indemnify, and hold harmless TCAEC Member (including its directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged acts or omissions of PUSD, its director, agents, officers, or employees relating to PUSD's duties and obligations described in this agreement or imposed by law.

It is the intention of the parties that this section imposes on each party responsibility to the other for the acts and omissions of their respective officials, employees, representatives, agents, subcontractors and volunteers, and that the provisions of comparative fault shall apply.

IX. Modification

Any changes to this MOU must be agreed to in writing by both parties. Should changes in legislation or the State budget occur that necessitate revision of this MOU, the TCAEC Member and PUSD shall meet to revise accordingly.

X. Independent Agents

This MOU is by and between two independent agents, PUSD and TCAEC Member, and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture and/or association between the two independent agents. The parties shall be expected to independently comply with all relevant laws,

including those regarding worker's compensation.

XI. Nondiscrimination

Any service provided by either party pursuant to this MOU shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, gender, gender identity, gender expression, sex, or sexual orientation, in accordance with all applicable Federal and State laws and regulations.

XII. Execution of Agreement

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

Lynell Wiggins, Director of Adult Education
and Workforce Development
Compton College
Compton Community College District

Doi Johnson, Principal
Compton Adult School
Compton Unified School District

Signature

Signature

Date

Date

Shamell Wilson, Co-Principal
Lynwood Community Adult School
Lynwood Unified School District

Dr. Yvonne Rodriguez, Principal
Paramount Adult School
Paramount Unified School District

Signature

Signature

Date

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent – Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Contract with the Los Angeles County Probation Department for a Gang Alternative and Prevention Program Officer

BACKGROUND INFORMATION:

A Deputy Probation Officer is assigned to the District through the Gang Alternative and Prevention Program with the Los Angeles County Probation Department. The Probation Officer can be assigned up to 55 juvenile probationers. The Probation Officer conducts individual and group crisis counseling, serves as a representative on the School Attendance Review Board and provides on-site assistance for at-risk students with behavior problems. The Probation Officer is assigned to Buena Vista High School, where he has been placed since March, 2016.

The contract for July 1, 2019 through June 30, 2020 requires the District to reimburse the County for fifty percent of the salary and benefits for one Deputy Probation Officer II, with the County incurring the other fifty percent. The billable amount is \$68,000 plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

\$68,000 from Unrestricted General Fund

STAFF RECOMMENDATION:

Approve the contract with the Los Angeles County Probation Department for a Gang Alternative and Prevention Program Officer for the 2019-2020 school year.

PREPARED BY:

Manuel San Miguel, Director – Student Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

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

CONSENT ITEM: 3.3-C

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT



**AGREEMENT TO PROVIDE A
PREVENTION AND INTERVENTION PROGRAM
(PIP)**

PARAMOUNT UNIFIED SCHOOL DISTRICT

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**COUNTY OF LOS ANGELES
AND
PARAMOUNT UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT is made and entered into this 1st day of July, 2019 by and between the Paramount Unified School District, located at 15110 California Avenue, Paramount, California 90723, hereinafter referred to as "SCHOOL BOARD", and the County of Los Angeles, hereinafter referred to as "COUNTY", both of whom are collectively referred to as the "PARTIES".

WHEREAS, SCHOOL BOARD operates schools which may at times require probation prevention/intervention services to assist in reducing incidents of truancy and other serious behavioral problems; and

WHEREAS, COUNTY Probation Department has statutory authority pursuant to Section 1203.14 of the Penal Code and Section 652 of the Welfare and Institutions Code to provide certain expertise and resources in this area; and

WHEREAS, the Chief Probation Officer has been delegated authority by the Los Angeles County Board of Supervisors to negotiate and sign agreements to provide these services; and

WHEREAS, COUNTY desires to participate in a joint effort with the SCHOOL BOARD;

NOW, THEREFORE, in consideration of the mutual benefits and subject to the conditions contained herein, the PARTIES mutually agree as follows:

1. PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to maintain within the SCHOOL BOARD, the services of one (1) Deputy Probation Officer (DPO) and support staff assigned to schools mutually agreed upon by both parties. This officer will provide specialized probation services for SCHOOL BOARD. Probation services shall be provided by COUNTY through this Agreement and shall be consistent with the laws of the State of California and the guidelines by which SCHOOL BOARD administers its schools.

2. STATEMENT OF WORK

A. COUNTY shall provide, on behalf of SCHOOL BOARD, the services of one (1) DPO and related support staff with caseload supervision of juvenile probationers who are students within the SCHOOL BOARD, such caseloads to conform to the standards established for the Probation Department's (Probation) Prevention and Intervention Program (PIP). These students will be mutually agreed upon by the Chief Probation

Officer or his/her designee and the SCHOOL BOARD. Further, the SCHOOL BOARD will give input towards the evaluation conducted by the DPO.

- B. SCHOOL BOARD shall provide office space and telephone services within its boundaries for use by the assigned DPO.
- C. In addition to the duties associated with caseload supervision, the assigned DPO will:
 - 1. Supervise a caseload of no less than fifty (50) court-ordered probationers and/or at-risk youth as mutually agreed upon by the Chief Probation Officer or his/her designee and the SCHOOL BOARD; and
 - 2. Conduct crisis counseling and intervention/prevention services in individual and group settings with referred juveniles and parents, as mutually agreed upon by the Chief Probation Officer or his/her designee and the SCHOOL BOARD.

3. **EMPLOYMENT STATUS**

The assigned DPO is an employee of COUNTY and is entitled to wages and employee benefits appropriate to what is provided other COUNTY employees who are DPOs. It is additionally understood that no term or condition of this Agreement can conflict with State statute defining the status of the DPO as a Peace Officer.

4. **PAYMENT**

SCHOOL BOARD shall reimburse COUNTY for 50% of the salary and employee benefits for one (1) Deputy Probation Officer II (DPO II) and support staff assigned by COUNTY to perform services according to Paragraph 2, STATEMENT OF WORK above. The billable amount is \$94,000 plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

COUNTY shall provide DPO services commensurate with the 50% cost of services and staff being paid by SCHOOL BOARD. SCHOOL BOARD agrees that the DPO services provided may include 50% of all customary employee functions such as attending mandatory training, scheduled and unscheduled time-off (e.g. sick, vacation, etc.), and/or attending to other Probation-related activities that may on occasion require the DPO to be away from the service site. SCHOOL BOARD agrees that it is responsible for the entire billable amount of this Agreement.

SCHOOL BOARD shall reimburse COUNTY for 100% of the salary for a DPO II, paid at one and one-half time, for all time worked beyond forty (40) hours per week. It is at the discretion of the COUNTY whether the DPO II works in excess of forty (40) hours per week. The current overtime rate is approximately \$63.43 per hour plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

Within thirty (30) days following the receipt of an invoice from Probation's Business Management Office, SCHOOL BOARD shall reimburse COUNTY for the billed amount. These invoices shall be provided to SCHOOL BOARD within twenty (20) days following: September 30, 2019, December 31, 2019, March 31, 2020, and June 30, 2020.

5. INDEPENDENT CONTRACTOR

This Agreement is by and between COUNTY and SCHOOL BOARD and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association as between COUNTY and SCHOOL BOARD. The COUNTY'S relationship to the SCHOOL BOARD in the performance of this Agreement is that of an independent contractor. The COUNTY'S personnel performing services under this Agreement shall at all times be under the COUNTY'S exclusive direction and control and shall be employees of the COUNTY and not employees of the SCHOOL BOARD. COUNTY shall pay all wages, salaries, worker's compensation, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them.

6. INDEMNIFICATION

SCHOOL BOARD shall indemnify, defend, and hold harmless COUNTY, and its Special Districts, elected and appointed officers, employees and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with SCHOOL BOARD'S acts and/or omissions arising from and/or relating to this Agreement.

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

7. LIMITATION OF COUNTY'S OBLIGATION DUE TO NON-APPROPRIATION

COUNTY'S obligation for its percentage of salary and employee benefits costs is payable only and solely from funds appropriated for the purpose of this Agreement subject to COUNTY'S legislative appropriation for this purpose. In the event the Board of Supervisors does not allocate sufficient funds then the affected services shall be terminated. COUNTY shall notify SCHOOL BOARD in writing of such non-allocation at the earliest possible date.

8. BUDGET REDUCTIONS

In the event that COUNTY'S Board of Supervisors adopts in any Fiscal Year a COUNTY Budget which provides for reductions in the salaries and benefits paid to the majority of COUNTY employees and imposes similar reductions with respect to COUNTY contracts, COUNTY reserves the right to reduce its services obligation correspondingly for that Fiscal Year and any subsequent Fiscal Year services. COUNTY'S notice to SCHOOL BOARD regarding said reduction in obligation shall be provided within thirty (30) days of the Board of Supervisors approval of such actions.

9. TERMINATION AND TERMINATION COSTS

In the event that SCHOOL BOARD or COUNTY withdraws its participation in the project described in this Agreement, such withdrawal shall be preceded by thirty (30) days' written notice to the other party. Notwithstanding, SCHOOL BOARD or COUNTY may terminate this Agreement upon the termination, suspension, discontinuation or substantial reduction in SCHOOL BOARD or COUNTY funding for the Agreement activity. In such event, COUNTY shall be compensated for all services rendered and all necessary incurred costs performed in accordance with the terms of this Agreement which have not been previously reimbursed up to the date of said termination. Payment shall be made only upon the filing with SCHOOL BOARD, by COUNTY, vouchers evidencing the time expended and said costs incurred. Said vouchers must be filed with SCHOOL BOARD within thirty (30) days of said termination.

10. TERMINATION FOR IMPROPER CONSIDERATION

COUNTY may, by written notice to SCHOOL BOARD, immediately terminate the right of the SCHOOL BOARD to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the COUNTY, either directly or through an intermediary, with the intent of securing the Agreement or securing favorable treatment with respect to the amendment or extension of the Agreement or making of any determinations with respect to the COUNTY'S performance pursuant to the Agreement. In the event of such termination,

COUNTY shall be entitled to pursue the same remedies against the SCHOOL BOARD as it could pursue in the event of default by the SCHOOL BOARD.

SCHOOL BOARD shall immediately report any attempt by a COUNTY officer or employee to solicit such improper consideration. The report shall be made either to the COUNTY manager charged with the supervision of the employee or to the COUNTY Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel or entertainment, or tangible gifts.

11. **TERM**

The Agreement shall commence upon the date of execution by COUNTY or July 1, 2019, whichever is later for a one (1) year period.

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IN WITNESS WHEREOF, the County of Los Angeles and SCHOOL BOARD have caused this Contract to be executed on their behalf by their authorized representatives, the day, month and year first above written. The person signing on behalf of SCHOOL BOARD warrants that he or she is authorized to bind the SCHOOL BOARD, and attest under penalty of perjury to the truth and authenticity of representations made and documents submitted and incorporated as part of this Contract.

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

By _____
TERRI L. MCDONALD
CHIEF PROBATION OFFICER

PARAMOUNT UNIFIED SCHOOL
DISTRICT

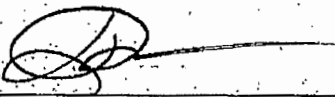
By _____

Ruben Frutos
Name (Typed or Printed)

Assistant Superintendent-Business Services
Title

APPROVED AS TO FORM:

MARY C. WICKHAM
COUNTY COUNSEL

By  _____
Lillian Russell
DEPUTY COUNTY COUNSEL

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 8, 2019
SUBJECT: Purchase Order Report, 19-01

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	4,727.66
2.	Ratified Orders – Building Fund Measure I	4,000.00
3.	Authorized Orders – Building Fund Measure I	11,801.75
4.	Authorized Orders – Capital Facilities	5,940.38
5.	Authorized Orders – Deferred Maintenance	9,700.00
6.	Ratified Orders – General Fund	28,791.99
7.	Authorized Orders – General Fund	81,707.38
8.	Authorized Orders – LCAP	10,524.63
9.	Ratified Orders – Student Nutrition Services	2,500.00
10.	Authorized Orders – Student Nutrition Services	25,000.00
	Sub Total	\$ 184,693.79
11	Ratified Orders (Under \$1,500)	14,340.17
	TOTAL OF ALL ORDERS	\$ <u>199,033.96</u>

2019/2020

1.	Authorized Orders – Building Fund Measure I	290,807.91
2.	Ratified Orders – General Fund	6,900.00
3.	Authorized Orders – General Fund	54,250.00
4.	Authorized Orders – LCAP	2,103,920.70
5.	Authorized Orders – Student Nutrition Services	288,000.00
	Sub Total	\$ 2,743,878.61
6.	Ratified Orders (Under \$1,500)	2,737.15
	TOTAL OF ALL ORDERS	\$ <u>2,746,615.76</u>

CONCENT ITEM: 4.1-C

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 19-01 authorizing the purchase of supplies, equipment, and services for the District.

PREPARED BY:

Ruben Frutos, Assistant Superintendent - Business Services

Cindy DiPaola, Director - Maintenance and Operations

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

Paramount Unified School District

2018/2019

Purchase Orders To Be Ratified and Authorized

July 08, 2019

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
19-00076	LINDSAY LUMBER COMPANY	Maintenance & Operations	Annual: building supplies (increase purchase order from \$25,000 to \$28,000)	\$3,000.00
19-00113	STOVER SEED COMPANY	Maintenance & Operations	Annual: grounds supplies (increase purchase order from \$11,500 to \$16,800)	\$5,300.00 *
19-00114	STATEWIDE TRAFFIC SAFETY & SIGNS	Maintenance & Operations	Annual: traffic control sign supplies (increase purchase order from \$1,600 to \$3,100)	\$1,500.00
19-00126	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Annual: custodial equipment repair (increase purchase order from \$14,000 to \$19,000)	\$5,000.00 *
19-00133	MARX BROS. FIRE EXTINGUISHER COMPANY	Maintenance & Operations	Annual: fire extinguisher services & fire detection testing (increase purchase order from \$24,000 to \$26,200)	\$2,200.00
19-00177	DE LAGE LANDEN PUBLIC FINANCE LLC	Maintenance & Operations	Annual: copier equipment lease (increase purchase order from \$306,777 to \$346,211)	\$39,433.82 *
19-00189	SOUTHWEST SCHOOL & OFFICE SUPPLY	Maintenance & Operations	Annual: online ordering (increase purchase order from \$11,300 to \$14,300)	\$3,000.00
19-00191	SUPERIOR PROTECTION SERVICES	Maintenance & Operations	Annual: fuel for security vehicles (increase purchase order from \$10,000 to \$13,500)	\$3,500.00
19-02600	CERRITOS NISSAN	Maintenance & Operations	Supply Technology equipment (2)	\$2,129.36
19-02694	U. S. BANK	Maintenance & Operations	Costco: shade canopy's (15)	\$3,449.09
19-02696	U. S. BANK	Maintenance & Operations	Patriot Environmental Services: garage-empty oil tanks	\$2,096.61
19-02704	PIONEER CHEMICAL COMPANY	Maintenance & Operations	Warehouse stock	\$6,918.21 *
19-02705	QUALITY FENCE	Maintenance & Operations	Tanner: repair fence	\$4,425.00
19-02708	SANDLER BROS.	Maintenance & Operations	Warehouse stock	\$1,806.75
19-02709	U. S. BANK	Maintenance & Operations	Mission Restaurant Equipment: quartermania prizes	\$1,685.18
19-02712	SPICERS PAPER INC.	Maintenance & Operations	Warehouse stock	\$25,055.35 *
010 - General Fund - LCAP				
19-02699	EARTHQUAKE MANAGEMENT	Maintenance & Operations	Emergency supplies: cots (145)	\$5,495.95 *
19-02702	STATEWIDE TRAFFIC SAFETY & SIGNS	Maintenance & Operations	Supply traffic barricades (30)	\$5,028.68 *
110 - Adult Education Fund				
19-02691	VIRCO INC	Adult Education	Table tops (25)	\$4,727.66
130 - Cafeteria Fund				

* 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

July 08, 2019

PO Number	Vendor	Site	Description	Total Amount
130 - Cafeteria Fund				
19-00023	MODENZA ENTERPRISES LLC	Nutrition Services	Annual: delivered pizzas (Bid #10-16-17) (increase purchase order from \$315,340 to \$340,340)	\$25,000.00 *
19-00067	SMART & FINAL	Nutrition Services	Annual: food purchases (increase purchase order from \$13,500 to \$16,000)	\$2,500.00
140 - Deferred Maintenance Fund				
19-00107	ABEL PLUMBING	Maintenance & Operations	Annual: plumbing services (Bid# 5-16-17) (increase purchase order from \$100,000 to \$104,000)	\$4,000.00
19-00147	VISTA PAINTS	Maintenance & Operations	Annual: paint supplies (increase purchase order from \$20,000 to \$23,300)	\$3,300.00
19-01877	FC & SONS ROOFING INC.	Maintenance & Operations	Annual: roof & gutter repairs (Bid #4-15-16) (increase purchase order from \$75,000 to \$77,400)	\$2,400.00
211 - Building Fund - Measure I				
19-00215	LINDSAY LUMBER COMPANY	Facilities Department	Annual: building supplies Measure I projects (increase purchase order from \$15,000 to \$19,000)	\$4,000.00
19-01392	ARETE DIGITAL IMAGING	Los Cerritos Elementary School	Paint project wall graphics: school logo (increase purchase order from \$5,066 to \$10,367)	\$5,301.75 *
19-02700	FC & SONS ROOFING INC.	Lincoln Elementary School	Roofing materials	\$6,500.00 *
250 - Capital Facilities Fund				
19-02713	WILLIAMS SCOTSMAN, INC.	Business Services	Annual Lease: Buena Vista & Adult Ed.	\$5,940.38 *

* 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

July 08, 2019

PURCHASE ORDER SUMMARY BY FUND

50 Purchase orders for a total of **\$199,033.96**

010 - General Fund	To Be Authorized	\$81,707.38
	To Be Ratified Over \$1,500	\$28,791.99
	To Be Ratified Under \$1,500	\$10,808.74
	Fund Total	\$121,308.11
010 - General Fund - LCAP	To Be Authorized	\$10,524.63
	To Be Ratified Under \$1,500	\$1,543.28
	Fund Total	\$12,067.91
110 - Adult Education Fund	To Be Ratified Over \$1,500	\$4,727.66
	Fund Total	\$4,727.66
130 - Cafeteria Fund	To Be Authorized	\$25,000.00
	To Be Ratified Over \$1,500	\$2,500.00
	To Be Ratified Under \$1,500	\$240.00
	Fund Total	\$27,740.00
140 - Deferred Maintenance Fund	To Be Ratified Over \$1,500	\$9,700.00
	To Be Ratified Under \$1,500	\$1,000.00
	Fund Total	\$10,700.00
211 - Building Fund - Measure I	To Be Authorized	\$11,801.75
	To Be Ratified Over \$1,500	\$4,000.00
	Fund Total	\$15,801.75
250 - Capital Facilities Fund	To Be Authorized	\$5,940.38
	To Be Ratified Under \$1,500	\$748.15
	Fund Total	\$6,688.53

Paramount Unified School District

2019/2020

Purchase Orders To Be Ratified and Authorized

July 08, 2019

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
20-00239	STAPLES	K-5 Schools & Innovative Programs	Annual: online ordering	\$4,900.00
20-00240	STAPLES	Secondary Ed	Annual: online ordering	\$2,000.00
20-00250	UNIVERSAL ASPHALT COMPANY	Maintenance & Operations	Wirtz: repair basketball court surfacing (Bid #3-18-19)	\$54,250.00 *
010 - General Fund - LCAP				
20-00249	PITSCO	Odyssey STEM Academy	Science materials	\$5,299.80 *
20-00267	AREY JONES EDUCATIONAL SOLUTIONS	Technology	Chromebooks (6000) (Contract: Lenovo NASPO MNWNC-117)	\$2,098,620.90 *
130 - Cafeteria Fund				
20-00262	P & R PAPER SUPPLY COMPANY	Nutrition Services	Annual: food supplies	\$36,000.00 *
20-00264	DRIFTWOOD DAIRY	Nutrition Services	Annual: food purchases	\$55,000.00 *
20-00265	GOLD STAR FOODS	Nutrition Services	Annual: food purchases	\$175,000.00 *
20-00266	SUNRISE PRODUCE COMPANY	Nutrition Services	Annual: food purchases	\$22,000.00 *
211 - Building Fund - Measure I				
20-00241	TAVITO'S MOVERS	Facilities Department	Annual: moving services	\$10,000.00 *
20-00251	VIRCO INC	Odyssey STEM Academy	Tables (32), chairs (60) & storage cabinets (2)	\$36,114.55 *
20-00252	ACTION SALES	Odyssey STEM Academy	Sustainability Science classrooms	\$27,260.86 *
20-00253	WEST CO.	Lincoln Elementary School	Electrical and related services (Bid# 3-17-18)	\$140,139.00 *
20-00254	FLOOR TECH	Wirtz Elementary School	Remove & replace carpet (8) classrooms (Bid#10-17-18)	\$63,826.00 *
20-00255	SOUTHWEST SCHOOL & OFFICE SUPPLY	Odyssey STEM Academy	Outdoor tables & umbrellas (12)	\$13,467.50 *

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

Paramount Unified School District

2019/2020

Purchase Orders To Be Ratified and Authorized

July 08, 2019

PURCHASE ORDER SUMMARY BY FUND

18 Purchase orders for a total of \$2,746,615.76

010 - General Fund	To Be Authorized	\$54,250.00
	To Be Ratified Over \$1,500	\$6,900.00
	To Be Ratified Under \$1,500	\$1,640.35
	Fund Total	\$62,790.35
010 - General Fund - LCAP	To Be Authorized	\$2,103,920.70
	Fund Total	\$2,103,920.70
130 - Cafeteria Fund	To Be Authorized	\$288,000.00
	To Be Ratified Under \$1,500	\$1,096.80
	Fund Total	\$289,096.80
211 - Building Fund - Measure I	To Be Authorized	\$290,807.91
	Fund Total	\$290,807.91

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

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

The following contracted services are requested:

	Consultant	Services to be Provided/Audience	Site/Requested for	Time Period	Cost/Funding Source
1	Children’s Hospital Los Angeles Medical Group PC 19-2058	Review and authorize speech/language protocols and prescription services for occupational therapies, as authorized by IEP.	Business Services Requested by: Patricia Rodriguez	July 1, 2019 through June 30, 2020	Not to exceed \$10,000 from LEA funds
2	Paradigm Healthcare Services, LLC PC 19-2059	Continue to provide Medi-Cal Administrative Activities (MAA) and LEA billing and consulting services	Business Services Requested by: Patricia Rodriguez	July 1, 2019 through June 30, 2022	Not to exceed \$300,000 from LEA Funds for three years
3	CSM Consulting, Inc. PC 19-2055	Will provide District processing of forms related to all Category One and Category Two applications of the Federal Commission E-Rate filings.	Technology Requested by: Jim Wolff	July 1, 2019 through June 30, 2020	Not to exceed \$37,000 from Technology funds
4	Facilities Commissioning & Technical Services PC 19-2024	Provide commissioning services, monitoring of energy management program and fire alarm systems, intrusion systems and analysis of District use of utilities	Operations for all schools and District facilities. Requested by: Cindy DiPaola	July 1, 2019 through June 30, 2020	Increase by \$15,000. Not to exceed \$100,000 from General Funds
5	Southern California Edison PC 19-2060	Lease of easement to be used for Jackson parking	Facilities and Project Development Requested by: Scott Law	March 1, 2019 through February 28, 2020	Not to exceed \$25,686.45 and \$136,373 over five years from General Funds

CONSENT ITEM: 4.2-C

POLICY/ISSUE:

Board Policy 4126 - Consultants

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

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

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 3: Create a safe and civil learning environment for all stakeholders that incorporates restorative practices
- All school facilities will be clean, orderly, well maintained, and modern

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Acceptance of Donations

BACKGROUND INFORMATION:

The Board may accept and utilize, on behalf of the District, any bequests or gifts of money or property for a purpose deemed to be suitable by the Board.

The following donations have been presented to the District:

1. The District received a donation of \$1,094.00 from Lifetouch National School Studios. This donation was designated to support building a positive school culture through activities, incentives and rewards at Hollydale Elementary.
2. The District received a donation of \$565.00 from Lifetouch National School Studios. This donation was designated to support student academic achievement at Collins Elementary.
3. The District received a donation of \$700.00 from Lifetouch National School Studios. This donation was used for student incentives at Roosevelt Elementary.
4. The District received a donation of \$375.00 from REM Custom Builders, Inc. This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program.
5. The District received a donation of \$500.00 from FC & Sons Roofing, Inc. This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program.
6. The District received a donation of \$250.00 from DRO Management Services Inc. This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program.
7. The District received a donation of \$500.00 from West Co. This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program.

CONSENT ITEM: 4.3-C

8. The District received a donation of \$500.00 from South Bay Heating & Air Conditioning. This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program
9. The District received a donation of \$1,500.00 from the non-profit Mujeres Unidas Sirviendo Activamente (MUSA). This donation was used to supplement the fees and tuition for a Paramount High School student attending the COSMOS STEM summer program.
10. The District received a donation of \$92.33 from The Pizza Press. This donation was used for student incentives and classroom materials at Mokler Elementary.
11. The District received a donation of \$8,735.28 from Collins PTA. This donation was used in the area of student academic achievement at Collins Elementary.
12. The District received a donation of \$325.00 from Dr. San Miguel. This donation will be used to purchase tickets to Prom and Grad Night for Foster Youth.

For the Fiscal Year 2018-2019 ending June 30, 2019 the District has received a total of \$52,539.56, which includes the above amount of \$15,136.61 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

Paramount Unified School District

TO: Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 8, 2019
SUBJECT: Warrants for the Month of May 2019

BACKGROUND INFORMATION

The following warrants were issued during the month of May:

FUNDS	REGISTER NO.		AMOUNT
<u>GENERAL FUND (01)</u>			
Certificated Salaries	C1J/133	\$	7,815,701.28
Classified Salaries	119/H1U	\$	3,400,957.17
Commercial Warrants	24527223/25325075	\$	4,462,954.67
TOTAL GENERAL FUND		\$	<u>15,679,613.12</u>
<u>ADULT EDUCATION FUND (11)</u>			
Certificated Salaries	C1J/C3J	\$	125,085.26
Classified Salaries	E4T/H1U	\$	54,502.74
Commercial Warrants	24527223/25325075	\$	397,108.27
TOTAL ADULT EDUCATION FUND		\$	<u>576,696.27</u>
<u>CHILD DEVELOPMENT FUND (12)</u>			
Certificated Salaries	C1J/C5J	\$	40,978.42
Classified Salaries	E4T/H1U	\$	57,602.12
Commercial Warrants	24527223/25325075	\$	4,497.03
TOTAL CHILD DEVELOPMENT FUND		\$	<u>103,077.57</u>
<u>CAFETERIA FUND (13)</u>			
Classified Salaries	E4T/H1U	\$	318,395.47
Commercial Warrants	24527223/25325075	\$	530,382.40
TOTAL CAFETERIA FUND		\$	<u>848,777.87</u>
<u>DEFERRED MAINTENANCE FUND (14)</u>			
Classified	E4T	\$	16,661.00
Commercial Warrants	24527223/25325075	\$	247,590.16
TOTAL CHILD DEVELOPMENT FUND		\$	<u>264,251.16</u>

CONSENT ITEM: 4.4-C

BUILDING FUND (21.0)

Commercial Warrants	24527223/25325075	\$	0.00
TOTAL BUILDING (BOND) FUND		\$	<u>0.00</u>

BUILDING MEASURE I FUND (21.1)

Commercial Warrants	24527223/25325075	\$	941,242.16
TOTAL BUILDING (BOND) FUND		\$	<u>941,242.16</u>

CAPITAL FACILITIES FUND (25)

Certificated Salaries	C1J	\$	6,518.16
Classified Salaries	E4T	\$	5,576.00
Commercial Warrants	24527223/25325075	\$	9,319.00
TOTAL CAPITAL FACILITIES FUND		\$	<u>21,413.16</u>

COUNTY SCHOOL FACILITIES FUND (35)

Commercial Warrants	24527223/25325075	\$	29,563.37
TOTAL CAPITAL FACILITIES FUND		\$	<u>29,563.37</u>

SELF-INSURANCE FUND - H & W (67.0)

Commercial Warrants	24527223/25325075	\$	49,482.78
TOTAL SELF-INSURANCE FUND - H & W		\$	<u>49,482.78</u>

SELF-INSURANCE FUND - Workers' Comp (67.1)

Commercial Warrants	24527223/25325075	\$	5,000.00
TOTAL SELF-INSURANCE FUND - Workers' Comp		\$	<u>5,000.00</u>

SELF-INSURANCE FUND - Early Retirees (67.2)

Commercial Warrants	24527223/25325075	\$	5,867.82
TOTAL SELF-INSURANCE FUND - Early Retirees		\$	<u>5,867.82</u>

REVOLVING CASH FUND

Commercial Warrants	10540/10562	\$	12,656.48
TOTAL REVOLVING CASH FUND		\$	<u>12,656.48</u>

TOTAL WARRANTS ALL FUNDS \$ 18,537,641.76

POLICY/ISSUE:

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

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

Approve warrants for all funds through May with a total of \$18,537,641.76.

PREPARED BY:

Ruben Frutos, Assistant Superintendent - Business Services

Patricia Tu, Director - Fiscal Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

Paramount Unified School District

TO: Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: July 8, 2019
SUBJECT: Warrants for the Month of June 2019

BACKGROUND INFORMATION

The following warrants were issued during the month of June:

FUNDS	REGISTER NO.		AMOUNT
<u>GENERAL FUND (01)</u>			
Certificated Salaries	C1K/H1W	\$	7,961,133.40
Classified Salaries	C5K/172	\$	3,344,041.41
Commercial Warrants	25330431/25387336	\$	3,243,771.31
TOTAL GENERAL FUND		\$	<u>14,548,946.12</u>
<u>ADULT EDUCATION FUND (11)</u>			
Certificated Salaries	C1K/157	\$	145,488.84
Classified Salaries	E4V/H1W	\$	55,071.49
Commercial Warrants	25330431/25387336	\$	1,042,092.88
TOTAL ADULT EDUCATION FUND		\$	<u>1,242,653.21</u>
<u>CHILD DEVELOPMENT FUND (12)</u>			
Certificated Salaries	C1K/C5K	\$	40,577.13
Classified Salaries	E4V/H1W	\$	60,377.58
Commercial Warrants	25330431/25387336	\$	1,187.08
TOTAL CHILD DEVELOPMENT FUND		\$	<u>102,141.79</u>
<u>CAFETERIA FUND (13)</u>			
Classified Salaries	E4V/H1W	\$	348,795.78
Commercial Warrants	25330431/25387336	\$	343,834.10
TOTAL CAFETERIA FUND		\$	<u>692,629.88</u>
<u>DEFERRED MAINTENANCE FUND (14)</u>			
Classified	E4V/157	\$	14,371.80
Commercial Warrants	25330431/25387336	\$	216,274.38
TOTAL CHILD DEVELOPMENT FUND		\$	<u>230,646.18</u>

CONSENT ITEM: 4.5-C

BUILDING FUND (21.0)

Commercial Warrants	25330431/25387336	\$	3,906.49
TOTAL BUILDING (BOND) FUND		\$	<u>3,906.49</u>

BUILDING MEASURE I FUND (21.1)

Commercial Warrants	25330431/25387336	\$	352,809.74
TOTAL BUILDING (BOND) FUND		\$	<u>352,809.74</u>

CAPITAL FACILITIES FUND (25)

Certificated Salaries	C1K	\$	6,518.16
Classified Salaries	E4V	\$	6,128.95
Commercial Warrants	25330431/25387336	\$	36,773.17
TOTAL CAPITAL FACILITIES FUND		\$	<u>49,420.28</u>

COUNTY SCHOOL FACILITIES FUND (35)

Commercial Warrants	25330431/25387336	\$	0.00
TOTAL CAPITAL FACILITIES FUND		\$	<u>0.00</u>

SELF-INSURANCE FUND - H & W (67.0)

Commercial Warrants	25330431/25387336	\$	28,620.94
TOTAL SELF-INSURANCE FUND - H & W		\$	<u>28,620.94</u>

SELF-INSURANCE FUND - Workers' Comp (67.1)

Commercial Warrants	25330431/25387336	\$	0.00
TOTAL SELF-INSURANCE FUND - Workers' Comp		\$	<u>0.00</u>

SELF-INSURANCE FUND - Early Retirees (67.2)

Commercial Warrants	25330431/25387336	\$	5,370.82
TOTAL SELF-INSURANCE FUND - Early Retirees		\$	<u>5,370.82</u>

REVOLVING CASH FUND

Commercial Warrants	10563/10575	\$	11,548.37
TOTAL REVOLVING CASH FUND		\$	<u>11,548.37</u>

TOTAL WARRANTS ALL FUNDS

\$ 17,268,693.82

POLICY/ISSUE:

Education Code, Section 42643 -
Board Policy 3326.1 -

Keeping a Register of Warrants Open to Public
Inspection Required
Warrants

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

Approve warrants for all funds through June with a total of \$ 17,268,693.82

PREPARED BY:

Patricia Tu, Director - Fiscal Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 8, 2019
SUBJECT: Resolution 19-01, 2019-20 Board Memberships

BACKGROUND INFORMATION:

Board members' responsibilities necessitate keeping abreast of a variety of topics relating to public education. Membership and participation in associations and organizations are ways of providing Board members with current information.

Annual renewal for memberships in organizations in which the Board members may elect to participate is being presented for approval.

POLICY/ISSUE:

Board Bylaw 9000 - Role of the Board and Members (Powers, Purposes, Duties)
Board Bylaw 9142 - Board Representatives to Other Agencies and Organizations
Board Bylaw 9340 - Membership in Associations
Education Code Section 35173 - Membership in Societies, Associations and Organizations

FISCAL IMPACT:

\$24,000 approximately from Board of Education funds.

STAFF RECOMMENDATION:

Adopt Resolution 19-01 authorizing memberships in associations and organizations for the Board of Education members for the 2019-20 school year.

PREPARED BY:

Ruth Pérez, Superintendent

STRATEGIC PLAN AND FOCUS AREA 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

Focus Area 4: Parent and Community Partnerships

- Goal 2: Expand community outreach efforts and increase opportunities for involvement
- Goal 4: Establish and maintain meaningful, regular, and open two-way communication with all stake-holders

ACTION ITEM: 1.1-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 19-01

2019-20 MEMBERSHIPS

BE IT RESOLVED that the Board of Education of the Paramount Unified School District does hereby authorize individual memberships for the Board of Education for the 2019-20 school year (July 1, 2019 - June 30, 2020) for said District in the following:

California School Boards Association (includes Delegate Assembly)

Los Angeles County School Trustees Association

We hereby certify that the above is a true copy of Resolution 19-01 adopted by the Board of Education of the Paramount Unified School District at its Regular Meeting held on July 8, 2019.

Ruth Pérez, Ed.D., Superintendent
and Secretary to the Board of Education

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 8, 2019
SUBJECT: 2019-20 Compensation for Board of Education Members

BACKGROUND INFORMATION:

Education Code Section 35120 (4) stipulates that for school districts having had an average daily attendance of 10,000 to 25,000, each member of the Governing Board who attends all meetings may receive compensation for services not to exceed \$400 per month.

A Board member who is not eligible to be paid for all meetings will be proportionally compensated based upon the total number of Board meetings held that month. A Board member may, however, receive payment, upon Board approval, for any Board meeting when the absence is due to illness or official District business.

POLICY/ISSUE:

Education Code Section 35120(4) – Governing Boards – Officers & Agents

FISCAL IMPACT:

\$4,800 per annum per Board of Education member

STAFF RECOMMENDATION:

Approve compensation per Education Code Section 35120 for the Board of Education members for the 2019-20 school year.

PREPARED BY:

Ruth Pérez, Superintendent

STRATEGIC PLAN AND FOCUS AREA GOALS:

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

- Goal 2: Create positive, supportive

Focus Area 4: Parent and Community Partnerships

- Goal 4: Establish and maintain meaningful, regular, and open two-way Communication with all stake-holders

ACTION ITEM: 1.2-A

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: July 8, 2019
SUBJECT: Resolution 19-02, Board Member Compensation for Absence Due to Illness

BACKGROUND INFORMATION:

Education Code Section 35120 (c) stipulates that a Board member may be paid when the member is absent due to illness. Resolution 19-02 authorizes the compensation for a maximum of two Board meetings per calendar year when the member of the Paramount Unified School District Board of Education cannot attend the meetings due to illness.

POLICY/ISSUE:

Education Code Section 35120 (c) – Governing Boards – Officers & Agents

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 19-02 authorizing the compensation of a Board of Education member for a maximum of two Board meetings per calendar year when the member cannot attend the meetings due to illness.

PREPARED BY:

Ruth Pérez, Superintendent

STRATEGIC PLAN AND FOCUS AREA GOALS:

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

- Goal 2: Create positive, supportive

Focus Area 4: Parent and Community Partnerships

- Goal 4: Establish and maintain meaningful, regular, and open two-way Communication with all stake-holders

ACTION ITEM: 1.3-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 19-02

Resolution Authorizing Board Member Compensation For Absence Due to Illness

WHEREAS, Education Code Section 35120 (c) authorizes the compensation of Governing Board members when they do not attend the Board Meeting due to illness;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Education Code Section 35120 (c), the Board of Education of the Paramount Unified School District hereby authorizes the compensation of any member of the Board of Education of the Paramount Unified School District up to two Board meetings per calendar year when the member cannot attend said meetings due to illness.

We hereby certify that the above is a true copy of Resolution 19-02 adopted by the Board of Education of the Paramount Unified School District at its Regular Meeting held on July 8, 2019.

Ruth Pérez, Ed.D., Superintendent
and Secretary to the Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: July 8, 2019
SUBJECT: Establishment of a Job Description for Special Education Data Specialist and Establishment of, and Employment Authorization for, 1 Position at 8 hours per day, 12-months

BACKGROUND INFORMATION:

For the Research, Evaluation, and Student Information Department, there is a need to establish the position of Special Education Data Specialist to support the collection of Special Education Data onto the CALPADS System. Beginning July 2019, the current CASEMIS system for reporting Special Education data will be replaced by CALPADS. CALPADS is a more sophisticated system of multi-relational databases, and is significantly different from CASEMIS's excel-based single reporting methods. The Special Education Data Specialist will need to have knowledge in:

- computerized data collection.
- understanding how to manipulate and distribute data.
- ability to manage and use data for analysis and reporting purposes.
- ability to train case carriers on system upgrades and changes.

The Special Education Data Technician will be responsible for assuring that all data in CALPADS is accurate at each reporting period. This data is used by the California Department of Education to determine if the District is in compliance with special education performance indicator targets and IEP requirements.

It is recommended that the position of Special Education Data Specialist be established as an 8 hour per day, 12-month position, and be placed on the CSEA Salary Schedule L, Range 135 (\$4,998 - \$6,196 per month).

POLICY/ISSUE:

Board Policy 4200 – Classified Personnel

Board Policy 4211 – Recruitment and Selection - Classified

FISCAL IMPACT:

Cost increase from current Student Data Technician to new Special Education Data Specialist salary of approximately \$15,480 annually to 70% Special Education and 30% LCAP.

ACTION ITEM: 2.1-A

STAFF RECOMMENDATION:

Approve the new job description of Special Education Data Specialist and establishment of, and employment authorization for, 1 Position at 8 hours per day, 12-months.

PREPARED BY:

Beatriz Spelker-Levi, Director of Personnel

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

PROPOSED CLASS TITLE: SPECIAL EDUCATION DATA SPECIALIST

BASIC FUNCTION:

Under the direction of the Director-Research, Assessment, and Student Information and collaboration with the Student Information Systems Manager, provide technical training, support and assistance to District technology users concerning special education student information system operations and related data, applications, practices and procedures; perform a variety of system administration activities, clearly and accurately identify, analyze, and resolve problems with District data elements related to special education reporting; monitor and adjust systems to meet user needs and assure proper functioning.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Provide technical support and assistance to technology users concerning special education student information system operations; respond to inquiries and provide detailed and technical information concerning related requirements, applications, malfunctions, practices, techniques, policies and procedures; respond to special education user technology requests and provide training and assistance in person or on the telephone. E

Perform a variety of system administration activities including establishing, modifying and deleting special education student information system access for technology users; provide technical support for the special education student information systems and related data, applications and equipment; monitor system and database performance to assure smooth operations; make necessary alterations and assure proper functioning of accuracy of input and output data.. E

Coordinate and conduct technology training sessions for special education student information system users; prepare and deliver oral presentations; explain principles, standards, guidelines, requirements, practices, procedures and techniques related to special education student information systems and related data processing functions; monitor, evaluate and adjust training activities in response to staff technology needs. E

Receive and respond to requests for assistance with system hardware, software and networks; assist users with system problems and malfunctions; provide technical troubleshooting, determine type of request and provide solutions; assist users with operating software and applications; route requests to other staff, and arrange for and perform system maintenance and repairs as needed. E

Collaborate with the Student Information Systems Manager in overseeing data management in the special education student information database to ensure accurate and timely data for all required state data systems submissions; provide problem solving correction analysis for data in the special education database to the state. E

Assist employees with optimizing system use and resources; adjust system operations in response to special education user needs and requests; monitor, maintain and assure proper system security. E

Assist users with processing, modifying and manipulating special education system data, and related

computerized record-keeping and reporting functions; modify systems to improve and resolve problems with computerized reporting, record maintenance, forms and documents, queries, develop spreadsheets and generate computerized reports and documentation; evaluate and respond to special education user needs concerning computerized record-keeping, reporting, form and document needs. E

Utilize computers to process, modify, format and update special education student information system data; establish and maintain automated records and files; update database files established by other departments; create queries, extract information, develop forms, provide links to data and generate various computerized reports and documents; assist others with updating files and generating reports. E

Train and provide work direction and guidance to assigned personnel; assign employee duties and review work for compliance with established procedures. E

Compose, prepare, develop and distribute training programs and related informational and instructional materials; adjust materials in response to technology training needs. E

Follow up on technology user needs to assure proper and timely resolution of system issues, concerns, problems and malfunctions; determine need for additional assistance and support. E

Communicate with District personnel and various outside agencies to exchange information and resolve issues or concerns; serve as a liaison between the District and special education software vendors concerning updates, computer systems and related matters. E

Operate a variety of office equipment including copiers, computers, servers, peripherals and specialized software; drive a vehicle to conduct work. E

Maintain various records and files related to special education student information systems and assigned activities. E

Attend and participate in various meetings, workshops and seminars to maintain current knowledge of technological advances in the field. E

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

District computer systems, databases and applications related to data collection, management, manipulation, reporting and distribution.

Database systems and software applications utilized by the District; CASEMIS or CALPADS.

Computerized data collection, management, manipulation and distribution requirements for analysis and reporting functions.

Principles, methods and procedures of operating computers and peripheral equipment.

Database structures and system capabilities of the District's computer systems.

Database system utilities and program applications.

Manual instructions, sufficient to enable quick and accurate diagnosis of difficulties.
Principles and practices of data processing as applied to automation of office procedures.
Record retrieval and storage systems.
Oral and written communication skills.
Interpersonal skills using tact, patience and courtesy.
Record-keeping techniques.

ABILITY TO:

Provide technical support and assistance to District technology users concerning Special Education student information system operations and related data, applications, practices and procedures.
Coordinate and conduct technology training sessions for special education student information system users.
Perform a variety of system administration duties including establishing and maintaining user access.
Assist users with resolving special education student information system, software and application malfunctions.
Prepare and deliver oral presentations.
Monitor and adjust system to assure proper functioning.
Inspect, troubleshoot and diagnose database problems and malfunctions.
Facilitate the computerized collection, management, manipulation and distribution of data used for analysis and reporting.
Operate computers and peripheral equipment properly and efficiently.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.
Work independently with little direction.
Meet schedules and time lines.
Maintain records related to work performed.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school supplemented by college-level course work in computer science or related field and two years experience involving the operation and maintenance of student information in CASEMIS or CALPADS or related computer systems including work with user support functions.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California drivers license; use of a motor vehicle during working hours; must have an insurable driving record.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment.
Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a computer keyboard.
Hearing and speaking to exchange information and make presentations.

Seeing to view a computer monitor and read a variety of materials.
Sitting for extended periods of time.

Board Approved: _____

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 8, 2019
SUBJECT: Inter-Intra SELPA Agreements for the 2019-20 School Year for Students with Low Incidence Disabilities

BACKGROUND INFORMATION:

The California Master Plan for Special Education requires that school districts and county offices of education work together in geographical regions to develop a regional special education service delivery system, referred to as a Special Education Local Plan Area (SELPA). A SELPA is a group of several small districts or a single large district; each SELPA must be of sufficient size and scope to provide a full continuum of services for children with “low incidence” disabilities and who reside within the region’s boundaries. When relatively few students in a district have a give disability it is considered “low incidence”.

What is a SELPA Regional program?

A regional SELPA program is a program operated by LACOE that provides services for students in districts who do not have a sufficient number of students to form a district program. Currently, the Deaf and Hard of Hearing (DHH) program is in Downey Unified School District; Downey supports neighboring district students with this need and has provided these services since 1968. The regional program receives per student funding from the student’s home district.

Which SELPA is Paramount Unified School District in?

Paramount, Bellflower and Lynwood School Districts make up the Mid-Cities SELPA with oversight from the Los Angeles County Office of Education (LACOE). Another SELPA, Downey-Montebello SELPA, includes Downey and Montebello Unified School Districts who also have oversight by LACOE. Because one LACOE Director supported both SELPAs, Mid-Cities and Downey-Montebello, they developed a SELPA consortium together.

Why will LACOE no longer provide services for low incidence disabilities in these districts?

Over the past several years, districts have developed their own programs to provide specialized services for students within their own districts. As a result, the number of students returning to their home districts who receive services from LACOE has decreased by half. LACOE, the administrative unit for four SELPAs—Mid-Cities, Downey-Montebello, South West, and Los Angeles County Charter –serves 2,617 students in these areas. These figures are dramatically

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lower than several years ago, when LACOE served six SELPAs and 5,219 students.

What are the different services for Paramount’s students who have “low incidence” needs? How many students are involved?

Students with low incidence needs in Paramount Unified School District (PUSD) participate in Deaf and Hard of Hearing (DHH) classes; these are full day classes that are currently and will continue to be offered in Downey USD. We also have students who receive “itinerant” services for DHH and students who are visually impaired. Itinerant services are provided to students who do not require a full day program; they participate in a PUSD classroom and may receive support from an itinerant teacher who comes to their school. As an example, students with visual impairments who are enrolled in PUSD schools receive services in mobility by an itinerant teacher from LACOE.

Currently PUSD has a total of 44 students who will participate in full day programs in Downey USD or itinerant services in 2019-20. The tables below summarize this information.

Full Day Program	Service Provider in 2019-20	Location	Students
Deaf & Hard of Hearing Special Day Class	Downey Unified	Downey USD	12
Deaf & Hard of Hearing Special Day Class	Downey Unified	Downey USD	4

Itinerant Services	Service Provider in 2019-20	Location	Students
Deaf & Hard of Hearing Itinerant Services	Downey Unified	Paramount USD	14
Visual Impairment Itinerant Services	Montebello Unified	Paramount USD	14

How will these services continue in 2019-20?

Superintendents and Special Education Directors from Lynwood, Bellflower, Paramount and LACOE met throughout the 2018-19 school year to outline a plan to provide uninterrupted services for the students in these districts. As part of this plan, Bellflower USD will become the Administrative Unit, overseeing all fiscal responsibilities and hiring a director to oversee the program. Services for DHH students will continue to be provided in Downey USD; itinerant services will continue to be provided for students who need them in PUSD. This agreement will assure all services continue seamlessly for PUSD’s students in 2019-20.

The costs of the DHH Full-day Program and Itinerant services are still being negotiated with the districts involved in providing services. An agreement with the costs involved will be presented to the Board for approval once the service rates are established.

POLICY/ISSUE:

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

FISCAL IMPACT:

Approximately \$660,000 from Special Education funds.

STAFF RECOMMENDATION:

Approve the contracts for 44 Paramount Unified School District students who will require Deaf and Hard of Hearing or Visual Impairment services for the 2019-20 school year.

PREPARED BY:

Elida Garcia, 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: July 8, 2019
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. IEP teams consider the impact of a change in placement at the conclusion of a school year. A ratification for the 2018-19 school year is necessary as one student was enrolled in the NPS on May 31, 2019 and the other on June 18, 2019. These placements are requested after the end of the 2018-19 school year because students benefited immediately from this level of support and the opportunity to attend Extended School Year at their NPS of attendance.

A Paramount Unified School District high school student (2009003756) per their IEP, with an eligibility of emotional disturbance was unsuccessful in a NPS placement. The IEP team recommends placement at Epiphany Academy with designated instructional services (DIS) counseling and a 1:1 aide as the least restrictive environment for the 2018-19 school year. The estimated cost not to exceed \$5,200.

A Paramount Unified School District high school student (2007000326) per their IEP, with an eligibility of specific learning disability was unsuccessful in a District placement. The IEP team recommends placement at Spectrum Center with DIS counseling as the least restrictive environment for the 2018-19 school year. The estimated cost not to exceed \$2,500.

POLICY/ISSUE:

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

FISCAL IMPACT:

Estimated cost not to exceed \$5,100 from special education funds and \$2,600 from mental health funds.

STAFF RECOMMENDATION:

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

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PREPARED BY:

Elida Garcia, 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: July 8, 2019
SUBJECT: Resolution 19-07, Local Agreement for Child Development Services for the California State Preschool Program, 2019-20

BACKGROUND INFORMATION:

The District annually renews its contract with the California Department of Education in order to continue to provide part-day State Preschool services. Contract CSPP-9241 is for services at Collins, Gaines, Hollydale, Keppel, Mokler, Tanner, and Wirtz (Jackson) sites for the 2019-20 school year. These sites will collectively provide daily classes for approximately 410 preschool students to prepare them for kindergarten. Priority admission is given to children and families with lower per capita income. The District will be reimbursed at a maximum rate of \$48.28 per child per full day.

POLICY/ISSUE:

Board Policy 3230 - Categorical Funds

FISCAL IMPACT:

Income of up to \$2,273,308 to restricted funds

STAFF RECOMMENDATION:

Adopt Resolution 19-07, the California State Preschool Contract for part-day preschool services provided at Collins, Gaines, Hollydale, Keppel, Mokler, Tanner, and Wirtz (Jackson) sites for the 2019-20 school year.

PREPARED BY:

Elida Garcia, Director – Special Education

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: 3.3-A

Paramount Unified School District

RESOLUTION 19-07

BE IT RESOLVED that the Governing Board of Paramount Unified School District authorizes entering into local agreement number CSPP-9241 and that the person who is listed below, is authorized to sign the transaction for the Governing Board.

The person listed below subject to availability:

NAME	TITLE	SIGNATURE
Ruth Pérez	Superintendent –	_____
Deborah Stark	Assistant Superintendent – Educational Services	_____
Ruben Frutos	Assistant Superintendent – Business Services	_____

PASSED AND ADOPTED THIS 8th day of July, 2019 by the Governing Board of Paramount Unified School District of Los Angeles County, California.

I, Carmen Gomez, President of the Governing Board of Paramount Unified School District, of Los Angeles County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at the July 8, 2019 meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Board President

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 8, 2019
SUBJECT: Nonpublic and Residential, Nonsectarian School/Agency Services
 Annual Master Contracts for Special Education Students, 2019-20
 School Year

BACKGROUND INFORMATION:

To facilitate appropriate educational progress, some special education students require programs not available in the District. These students are placed in nonpublic schools (NPS) or residential treatment centers (RTC) which provide the necessary programs and services. The District contracts on an as-needed basis or annually based on needs identified through the Individual Education Plan process. The IEP team recommends an NPS or RTC placement when a student with a disability has exhausted all possible interventions and supports available at the school or district.

Non Public School	Location	Number of Students at this time
Beach Cities Learning	Manhattan Beach, CA	1
Del Sol School	Cypress, CA	0
Echo Horizon School	Culver City, CA	2
Epiphany Academy	Compton, CA	2
Olive Crest Academy	Garden Grove, CA	5
Olive Crest Academy	Orange, CA	3
Rossier Park School	Buena Park, CA	4
	Orange, CA	9
Spectrum Center	Bellflower, CA	13
Speech and Language Development Center	Buena Park, CA	7
The Help Group	Culver City, CA	0
Tobin World	Glendale, CA	0

Residential Treatment Center	Location	Number of Students
Provo Canyon School	Provo, Utah	1

POLICY/ISSUE:

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

Education Code 59300 – Cost to District of Pupils Attending a State-Operated School

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FISCAL IMPACT:

Approximately \$1,748,900 from Special Education funds and \$777,700 from Mental Health funds.

STAFF RECOMMENDATION:

Approve the Nonpublic, Nonsectarian School/Agency Services Annual Master Contracts for the placement of Special Education students in nonpublic schools, as determined by the students' Individual Education Plan for the 2019-20 school year.

PREPARED BY:

Elida Garcia, Director – Special Education

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 8, 2019
SUBJECT: Nonpublic and Residential School Placements for Special Education Students, 2019-20 School Year

BACKGROUND INFORMATION:

To facilitate appropriate educational progress, some special education students require programs not available in the District. These students are placed in nonpublic schools or residential treatment centers, which provide the necessary programs and services.

Beach Cities Learning Center in Manhattan Beach, CA

A Paramount Unified School District high school student (2008002538) per their IEP, with an eligibility of specific learning disability currently attends Beach Cities Learning Center. The IEP team recommends continued placement with designated instructional services (DIS) counseling and speech services as the least restrictive environment 2019-20 school year. The estimated cost not to exceed \$53,800.

Beach Cities Learning Center placements are estimated not to exceed a total of \$53,800 for the 2019-20 school year.

Echo Horizon School in Culver City, CA

A Paramount Unified School District elementary school student (2011003209) per their IEP, with an eligibility of deaf and hard of hearing currently attends Echo Horizon School. The IEP team recommends continued placement as the least restrictive environment. The estimated cost not to exceed \$32,000.

A Paramount Unified School District elementary school student (2012002533) per their IEP, with an eligibility of deaf and hard of hearing currently attends Echo Horizon School. The IEP team recommends continued placement as the least restrictive environment. The estimated cost not to exceed \$32,000.

Echo Horizon School placements are estimated not to exceed a total of \$64,000 for the 2019-20 school year.

Epiphany Academy in Compton, CA

A Paramount Unified School District high school student (2008002183) per their IEP, with an eligibility of emotional disturbance currently attends

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Epiphany Academy. The IEP team recommends continued placement with DIS and parent counseling as the least restrictive environment for the 2019-20 school year. The estimated cost not to exceed \$30,600.

A Paramount Unified School District high school student (2009003756) per their IEP, with an eligibility of intellectual disability currently attends Epiphany Academy. The IEP team recommends continued placement with DIS counseling and a 1:1 aide as the least restrictive environment. The estimated cost not to exceed \$51,000.

Epiphany Academy placements are estimated not to exceed a total of \$81,600 for the 2019-20 school year.

Olive Crest Academy in Santa Ana, CA

A Paramount Unified School District high school student (2008000170) per their IEP, with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling as the least restrictive environment for the 2019-20 school year. The estimated cost not to exceed \$53,000.

A Paramount Unified School District elementary school student (2014001057) per their IEP, with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling, behavior intervention development (BID), and a 1:1 aide as the least restrictive environment. The estimated cost not to exceed \$80,500.

A Paramount Unified School District elementary school student (2015002652) per their IEP, with an eligibility of specific learning disability currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling, behavior intervention implementation (BII) and BID as the least restrictive environment. The estimated cost not to exceed \$64,500.

A Paramount Unified School District middle school student (2014002737) per their IEP, with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$53,000.

A Paramount Unified School District middle school student (2014002736) per their IEP, with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS and parent counseling as the least restrictive environment. The estimated cost not to exceed \$54,000.

A Paramount Unified School District middle school student (2011000302) per their IEP, with an eligibility of emotional disturbance currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling, BII and BID as the least restrictive environment. The estimated cost not to exceed \$64,500.

A Paramount Unified School District middle school student (2011000213) per their IEP, with an eligibility of specific learning disability currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$53,000.

A Paramount Unified School District elementary school student (2015002989) per their IEP, with an eligibility of other health impairment currently attends Olive Crest Academy. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$51,000.

Olive Crest Academy placements are estimated not to exceed a total of \$473,500 for the 2019-20 school year.

Provo Canyon School in Provo, Utah

A Paramount Unified School District high school student (2009003281) per their IEP, with an eligibility of emotional disturbance was unsuccessful in a NPS placement. The IEP team recommends residential placement at Provo Canyon with mental health services as the least restrictive environment. The estimated cost not to exceed \$148,000.

Provo Canyon School placements are estimated not to exceed a total of \$148,000 for the 2019-20 school year.

Rossier Park School in Buena Park and Orange, CA

A Paramount Unified School District middle school student (2018001762) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$50,500.

A Paramount Unified School District elementary school student (2016000370) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,500.

A Paramount Unified School District middle school student (2012001018) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,500.

A Paramount Unified School District middle school student (2018001785) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,500.

A Paramount Unified School District middle school student (2014002345) per their IEP, with an eligibility of autism attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,500.

A Paramount Unified School District high school student (2006000445) per their IEP, with an eligibility of intellectual disability currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling, speech services and a 1:1 aide as the least restrictive environment. The estimated cost not to exceed \$82,900.

A Paramount Unified School District elementary school student (2011002848) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,500.

A Paramount Unified School District high school student (2019000115) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$47,800.

A Paramount Unified School District elementary school student (2016000399) per their IEP, with an eligibility of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,400.

A Paramount Unified School District elementary school student (2012002310) per their IEP, with an eligibility of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$52,400.

A Paramount Unified School District high school student (2006001133) per their IEP, with an eligibility of specific learning disability currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$47,800.

A Paramount Unified School District high school student (2014003011) per their IEP, with an eligibility of emotional disturbance currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$47,800.

A Paramount Unified School District elementary school student (2016000399) per their IEP, with an eligibility of other health impairment currently attends Rossier Park School. The IEP team recommends continued placement with DIS counseling and a 1:1 transportation aide as the least restrictive environment. The estimated cost not to exceed \$60,600.

Costs for Rossier Park School in Buena Park and Orange placements are estimated not to exceed a total of \$704,700 for the 2019-20 school year.

Spectrum Center, Inc. in Downey, CA

A Paramount Unified School District high school student (2008001646) per their IEP, with an eligibility of specific learning disability currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District high school student (2007000456) per their IEP, with an eligibility of specific learning disability currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District elementary school student (2016001846) per their IEP, with an eligibility of speech and language impaired currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District middle school student (2016002807) per their IEP, with an eligibility of emotional disturbance currently attends Spectrum Center School. The IEP team recommends continued placement with

DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District elementary school student (2017002289) per their IEP, with an eligibility of specific learning disability currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District elementary school student (2017002397) per their IEP, with an eligibility of specific learning disability currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District high school student (2010003337) per their IEP, with an eligibility of other health impairment currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District elementary school student (2018001858) per their IEP, with an eligibility of emotional disturbance currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District high school student (2007000326) per their IEP, with an eligibility specific learning disability currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District elementary school student (2018000947) per their IEP, with an eligibility of autism currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District high school student (2010005011) per their IEP, with an eligibility of emotional disturbance currently attends Beach Cities Learning Center. Due to the closing of the Long Beach site, the IEP team recommends placement at Spectrum Center with designated instructional services (DIS) counseling as the least restrictive environment 2019-20 school year. The estimated cost not to exceed \$36,000.

A Paramount Unified School District middle school student (2017001216) per their IEP, with an eligibility of autism currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District middle school student (2013000561) per their IEP, with an eligibility of emotional disturbance currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

A Paramount Unified School District high school student (2009002111) per their IEP, with an eligibility of emotional disturbance currently attends Spectrum Center School. The IEP team recommends continued placement with DIS counseling as the least restrictive environment. The estimated cost not to exceed \$36,000.

Costs for Spectrum Center School in Downey placements are estimated not to exceed a total of \$504,000 for the 2019-20 school year.

Speech and Language Development Center in Buena Park, CA

A Paramount Unified School District middle school student (2012002362) per their IEP, with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends continued placement with a 1:1 aide, speech services, Augmentative and Alternative Communication (AAC) and BID as the least restrictive environment. The estimated cost not to exceed \$86,500.

A Paramount Unified School District elementary school student (2012000270) per their IEP, with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends continued placement with a 1:1 aide, speech services, occupational therapy, behavior intervention services (BIS) as the least restrictive environment. The estimated cost not to exceed \$84,800.

A Paramount Unified School District middle school student (2010005022) per their IEP, with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends continued placement with a 1:1 aide, AAC services, occupational therapy and BIS as the least restrictive environment. The estimated cost not to exceed \$87,500.

A Paramount Unified School District middle school student (2009002105) per their IEP, with an eligibility of intellectual disability currently attends Speech and Language Development Center. The IEP team recommends continued placement with DIS counseling, adaptive physical education and speech

services as the least restrictive environment. The estimated cost not to exceed \$56,600.

A Paramount Unified School District middle school student (2010005186) per their IEP, with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends continued placement with speech services as the least restrictive environment. The estimated cost not to exceed \$51,800.

A Paramount Unified School District middle school student (2010004652) per their IEP, with an eligibility of autism currently attends Speech and Language Development Center. The IEP team recommends continued placement with a 1:1 aide and speech services as the least restrictive environment. The estimated cost not to exceed \$81,800.

A Paramount Unified School District middle school student (2016001588) per their IEP, with an eligibility of intellectual disability currently attends Speech and Language Development Center. The IEP team recommends continued placement with a 1:1 aide, DIS counseling, speech services, occupational therapy services and as the least restrictive environment. The estimated cost not to exceed \$84,000.

Costs for Speech and language Development Center in Buena Park placements are estimated not to exceed a total of \$533,000 for the 2019-20 school year.

POLICY/ISSUE:

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

Education Code 59300 – Cost to District of Pupils Attending a State-Operated School

FISCAL IMPACT:

Approximately \$1,784,900 from Special Education Funds and \$777,700 from Mental Health Funds.

STAFF RECOMMENDATION:

Approve the funds for the placement of special education students in nonpublic schools or residential treatment centers, as determined by students' Individual Education Plans for the 2019-20 school year.

PREPARED BY:

Elida Garcia, Director – Special Education

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

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Educational Solutions Northwest -Interactive Mathematics Program Contract

BACKGROUND INFORMATION:

Interactive Mathematics Program (IMP) was previously Board approved back on June 11, 2018 under Interactive Mathematics Program – Jim Short. Jim Short is now working under a new company - Educational Solutions Northwest (ESNW).

IMP is a college preparatory mathematics curriculum for Odyssey STEM Academy. Emphasizing the development of conceptual understanding, IMP's approach is grounded in developing students' critical thinking through the analysis of real-world problems and scenarios.

In order to support the implementation of IMP in the 2019-2020 school year and to deepen mathematical instructional strategies among Odyssey STEM Academy math teachers, Paramount Unified School District is seeking to continue a contract with James Short under Educational Solutions Northwest (ESNW), who will provide IMP professional development for teachers 8-times throughout the school year. The contracted fees will be a flat \$1,100.00 per day for a total of \$8,800.00 which includes all expenses as well as travel, hotel, meals and stipend.

POLICY/ISSUE:

Board Policy – 4126 Consultants

FISCAL IMPACT:

Approximately \$8,800.00 from LCAP Funds

STAFF RECOMMENDATION:

Approve the contract request with James Short under Educational Solutions Northwest (ESNW) in order to provide professional development to Paramount Unified School District mathematics teachers between July 1, 2019 through June 30, 2020.

PREPARED BY:

Ryan Smith, Assistant Superintendent-Secondary Educational Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 2: High Quality Teaching and Learning

ACTION ITEM: 3.6-A

- 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

Focus Area 1: College and Career Ready Graduates

- Goal 1: All students will graduate on time
- Goal 2: All students will be eligible to attend a four-year college or university without the need for remediation
- Goal 3: All students will possess the skills necessary to be successful in any career path
- Goal 4: All students will receive personalized guidance on which post-secondary options will best meet their academic and career goals

Beary Special Workshops dba Education Solutions Northwest
15101 NE Clackamas Street, Portland, Oregon 97230
Phone: 360.834.7089 Fax: 360-326-1806 Email: janis@esnorthwest.com

CONTRACT FOR EDUCATIONAL SERVICES

This contract is made between Paramount Unified School District ("PUSD") and Educational Solutions Northwest (ESNW) for the services indicated below.

PUSD Contact Information:

Name/Title: Keith Nuthall, Co-Founder/Principal of Odyssey STEM Academy
Address: 15110 California Ave.
City/State/Zip: Paramount, CA 90723
Email Address: knuthall@paramount.k12.ca.us
Phone Number: 562-602-8032

Education Solutions Northwest Contact Information:

Contact Name/Title: James Short
Address: 1277 Ferrara Drive
City/State/Zip: Ojai, CA 93023
Email Address: james.shrt@gmail.com
Phone Number: 805-798-1736

Event: 8 days of Professional Development provided by an ESNW consultant on the Interactive Mathematics Program for up to 25 staff of PUSD, as selected by PUSD.

Purpose: Provide ongoing support to educators implementing the CA Mathematics standards using the Interactive Mathematics Program.

Dates: To be determined by mutual agreement between 7/1/2019 and 6/30/2020

Costs: The cost will be \$1,100.00 per day for a total of \$8,800.00 which includes all instructor expenses: any copies needed will be provided by the ESNW Consultant (other than textbooks), as well as travel, hotel, meals and stipend. PUSD will provide the site for the Professional Development with appropriate presentation equipment (LCD projector, document camera), and usual participant supplies (writing and graph paper, chart paper, markers etc.).

Paramount Unified School District and Educational Solutions Northwest agrees to terms as outlined in this contract. Please sign and return a copy of this contract to the ESNW Contact via mail or email. A copy of this contract must be filed with ESNW before training is initiated.

Educational Solutions Northwest

Paramount Unified School District

Signature/Date

Signature/Date

Printed Name

Printed Name

Title

Title

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent– Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Carl D. Perkins Grant Application for Paramount Adult School

BACKGROUND INFORMATION:

The Carl D. Perkins Career and Technology Education Improvement Act of 2006 authorized the distribution of funds to school districts to support the development of academic, career and technical skills. To qualify for funds, districts must offer Career and Technical Education programs to students attending Paramount Adult School.

To maintain eligibility for Perkins funds, Paramount Unified School District must submit an application for the 2019-20 fiscal year in which the District is earmarked to receive \$20,482.00 to support CTE programs at Paramount Adult School. The application is submitted under separate cover.

POLICY/ISSUE:

Board Policy 3230 – Categorical Funds
Education Code 12400 - Authority to Receive and Expend Funds

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the submission of the application for Carl D. Perkins Grant for the 2019-20 school year for Paramount Adult School.

PREPARED BY:

Greg Francois, Director of Secondary Education and Instructional Technology

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 1: College and Career Ready Graduates

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

Focus Area 2: High Quality Teaching and Learning

- Goal 4: Technology will be used as a tool for enhancing, personalizing and improving learning.

ACTION ITEM: 3.7-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Naviance Software Contract Renewal

BACKGROUND INFORMATION:

On September 9, 2015, the Board approved the purchase of the Naviance software program for Paramount High School. Since then, the program was successfully launched at Buena Vista, Paramount CDS, Paramount High School-West Campus, as well as in each middle school campus. As result, there is a request to renew the Naviance software license in 2019-20 for Grade 8 in all middle school campuses and all 9-12 campuses including Odyssey STEM Academy.

This comprehensive college and career readiness software program provides an avenue that helps students to stay motivated and envision their range of college and career possibilities available to them while connecting their academic life to their long-term success. It also provides an online program for 6-12 counselors to create personalized success plans in which students:

- reflect on interests and strengths and align them with their chosen path
- create a personalized plan for college and career preparation that helps all students reach their unique goals by connecting their passion to their future
- learn how their strengths, goals, skills and interests can lead to exciting careers

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

\$76,313.90 from LCAP Supplemental and Concentration funds

STAFF RECOMMENDATION:

Approve the purchase of the renewal Naviance software program for 2019-20.

PREPARED BY:

Greg Francois, Director - Secondary Education and Instructional Technology

ACTION ITEM: 3.8-A

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 1: College and Career Ready Graduates

- Goal 2: All students will be eligible to attend a four-year college or university without the need for remediation.
- Goal 3: All students will possess the skills necessary to be successful in any career path.
- Goal 4: All students will receive personalized guidance on which post-secondary options will best meet their academic and career goals.

Focus Area 2: High Quality Teaching and Learning

- Goal 3: Instruction will be standards-based, relevant, personalized, and rigorous.
- Goal 4: Technology will be used as a tool for enhancing, personalizing, and improving learning.

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.

400 E Business Way
 Suite 400
 Cincinnati, OH 45241
www.hobsons.com

Sold To: Paramount Unified School District
Name: Gregoire Francois
Address: 15110 California Ave,Paramount, CA 90723-4378
Email: gfrancois@paramount.k12.ca.us
Phone: (562) 602-6014
Naviance ID: 0629850dus

Order Date: June 18, 2019

Valid Until: 9/30/2019
Quote Number: : Q319429
Contract Start Date: 7/1/2019
Contract End Date: 6/30/2020
Contract Term (in months): 12
Currency: USD

Hobsons Contact:
Name: Sean Kruglak
Email: sean.kruglak@naviance.com
Phone: (703) 859-7368

Purchase Order:
Payment Term: Net 30

Alondra					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	362	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	362	Enrollment	7/1/2019	12	905.00
Naviance Course Planner for District	362	Enrollment	7/1/2019	12	398.20
Naviance for Middle School - District Edition	362	Enrollment	7/1/2019	12	941.20
Career Key	1	Sites	7/1/2019	12	225.00

Buena Vista High					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	128	Enrollment	7/1/2019	12	525.00
Naviance Alumni Tracker	1	Sites	7/1/2019	12	425.00
Naviance College and Career Readiness Curriculum	128	Enrollment	7/1/2019	12	320.00
Naviance Course Planner for District	128	Enrollment	7/1/2019	12	140.80
Naviance for High School - District Edition	128	Enrollment	7/1/2019	12	486.40

Frank J. Zamboni					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	341	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	341	Enrollment	7/1/2019	12	852.50

Naviance Course Planner for District	341	Enrollment	7/1/2019	12	375.10
Naviance for Middle School - District Edition	341	Enrollment	7/1/2019	12	886.60
Career Key	1	Sites	7/1/2019	12	225.00

Hollydale					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	139	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	139	Enrollment	7/1/2019	12	347.50
Naviance Course Planner for District	139	Enrollment	7/1/2019	12	152.90
Naviance for Middle School - District Edition	139	Enrollment	7/1/2019	12	361.40
Career Key	1	Sites	7/1/2019	12	225.00

Paramount High					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	3,629	Enrollment	7/1/2019	12	3810.45
Naviance Alumni Tracker	1	Sites	7/1/2019	12	425.00
Naviance College and Career Readiness Curriculum	3,629	Enrollment	7/1/2019	12	9072.50
Naviance Course Planner for District	3,629	Enrollment	7/1/2019	12	3991.90
Naviance for High School - District Edition	3,629	Enrollment	7/1/2019	12	13790.20

Paramount High West Campus					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	1,209	Enrollment	7/1/2019	12	1269.45
Naviance College and Career Readiness Curriculum	1,209	Enrollment	7/1/2019	12	3022.50
Naviance Course Planner for District	1,209	Enrollment	7/1/2019	12	1329.90
Naviance for High School - District Edition	1,209	Enrollment	7/1/2019	12	4594.20

Paramount Park					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	292	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	292	Enrollment	7/1/2019	12	730.00
Naviance Course Planner for District	292	Enrollment	7/1/2019	12	321.20
Naviance for Middle School - District Edition	292	Enrollment	7/1/2019	12	759.20
Career Key	1	Sites	7/1/2019	12	225.00

Paramount Unified Community Day					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
AchieveWorks	46	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	46	Enrollment	7/1/2019	12	115.00
Naviance Course Planner for District	46	Enrollment	7/1/2019	12	50.60
Naviance for High School - District Edition	46	Enrollment	7/1/2019	12	174.80

Paramount Unified School District					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
Project Consulting Hours	50	Hours	7/1/2019	12	11250.00
Strategic Consulting Hours	25	Hours	7/1/2019	12	6250.00

Leona Jackson					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
Career Key	1	Sites	7/1/2019	12	225.00
AchieveWorks	248	Enrollment	7/1/2019	12	525.00
Naviance College and Career Readiness Curriculum	248	Enrollment	7/1/2019	12	620.00
Naviance Course Planner for District	248	Enrollment	7/1/2019	12	272.80
Naviance for Middle School - District Edition	248	Enrollment	7/1/2019	12	644.80

Odyssey STEM Academy					
Product or Service	Quantity	Unit	Start Date	Term (In Months)	Sub-Total
Naviance for High School - District Edition	257	Enrollment	7/1/2019	12	976.60
Naviance Course Planner for District	257	Enrollment	7/1/2019	12	282.70
Naviance College and Career Readiness Curriculum	257	Enrollment	7/1/2019	12	642.50
AchieveWorks	257	Enrollment	7/1/2019	12	525.00

Total Price:	76,313.90
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Notes: <i>(if applicable)</i>	Professional Services must be utilized within twelve (12) months from date of purchase. If the term is longer than twelve (12) months and Professional Services are purchased for additional term years, Professional Services must be used within the term defined. Client is responsible for travel expenses associated with onsite consulting.
Comments:	All figures quoted are exclusive of sales tax.

Please complete or update the following information:

Account Contacts	Name	Email Address
Primary	Gregoire Francois	gfrancois@paramount.k12.ca.us
Billing	Gregoire Francois	gfrancois@paramount.k12.ca.us
Payment Method:	Paying by credit or debit card? Purchase Order # _____ Check _____ Wire Transfer # _____ Credit Card # _____ Card Holder Name: _____ Expiration Date (MM/YY): _____ Billing Zip Code: _____ Security Code: _____ Country: _____	
CEEB Code:		

Unless separate invoice and payment terms are specified, Hobsons will issue invoices once per year, with the first taking place upon execution of the order form and then annually thereafter throughout the term of the contract.

The services are delivered in accordance with applicable terms that can be found at <https://static.naviance.com/html/policies/tos.html>. By signing below, you agree to be bound by such terms and that such terms are made a part of this contract.

Please complete the contact and payment information as indicated, then sign below to indicate your acceptance. By signing this contract, you are stating that you are authorized by your institution to make this purchase. If a Purchase Order is required for payment to be issued, please indicate below. If you have selected professional services, travel expenses for on-site professional services will be billed separately following your session(s).

_____ Yes, a Purchase Order is required. It will be sent to Hobsons by _____.

Upon execution by Authorized Signatory, Client hereby agrees to the Terms of Service which will become effective together with this Order Form as of the Signature Date below.

HOBSONS, INC.

CUSTOMER

Signature

Signature

Name

Name

Title

Title

Date

Date

Address: 400 E-Business Way, Ste. 400

Address: _____

Cincinnati, OH 45241 USA

Purchase Order & Order Forms:

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400 E. Business Way, Suite 400
Cincinnati, OH 45241

Remit To:

Naviance, Inc.
P.O. Box 504571
St. Louis, MO 63150-4571

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Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Physical Education Exemption for High School Students

BACKGROUND INFORMATION:

All high school students are required to complete two years of physical education courses in order to graduate from high school. In addition to the graduation requirement, students are also required to attend physical education courses for at least 400 minutes each 10 school days unless they receive an exemption. Qualified students may be exempted from the second requirement, but must still fulfill the graduation requirement. Exempted students may complete the physical education graduation requirement, or approved alternates in any of their four remaining semesters or during summer school.

School districts may exercise two types of exemptions to allow students to take elective courses including CTE courses, AP courses, and other A-G required courses.

- A *two-year* exemption which allows students to be exempt from physical education courses for any two years during grades 10-12 provided the student has satisfactorily met at least five of the six standards of the Physical Fitness Test (PFT) in grade 9.
- A *permanent* exemption to excuse students from courses in physical education if the student is 16 years of age or older as of the first academic school day in grade 11 and has been enrolled in grade 10 for one academic year or longer.

The students on the attached list, distinguished by identification numbers, may be exempted from taking a physical education course as they have met the criteria for one of the two exemption options described above.

Approximately 45% of grade 9 students pass the PFT, which qualifies them for a two-year exemption. Students who qualified for the permanent exemption are entering grades 11 and 12 in the fall of 2019. See chart below.

Exemption	Total students who qualify for Physical Education Exemption
Two-year	462
Permanent	1756
Total	2218

ACTION ITEM: 3.9-A

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve physical education course exemptions for students who meet the criteria for either the two-year exemption or the permanent exemption.

PREPARED BY:

Greg Francois, Director – Secondary Education and Instructional Technology

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 1: College and Career Ready Graduates

- Goal 1: All students will graduate on time.

Focus Area 2: High Quality Teaching and Learning

- Goal 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.

High School Students Who Qualify for Physical Education Exemption 2019-2020

2005001388	2007000190	2007000312	2007000480	2007000635	2007000749	2007000904
2005003333	2007000196	2007000317	2007000488	2007000637	2007000751	2007000906
2005003498	2007000198	2007000321	2007000492	2007000645	2007000753	2007000911
2005003528	2007000199	2007000322	2007000493	2007000647	2007000754	2007000917
2005003646	2007000200	2007000324	2007000497	2007000648	2007000763	2007000919
2005003913	2007000202	2007000328	2007000505	2007000650	2007000764	2007000930
2005004392	2007000205	2007000329	2007000507	2007000651	2007000765	2007000946
2005004407	2007000211	2007000349	2007000509	2007000656	2007000766	2007000948
2005004410	2007000227	2007000351	2007000510	2007000657	2007000767	2007000959
2005004418	2007000230	2007000352	2007000512	2007000658	2007000773	2007000960
2006001449	2007000233	2007000354	2007000513	2007000660	2007000778	2007000963
2006002122	2007000235	2007000366	2007000514	2007000662	2007000780	2007000965
2006002391	2007000238	2007000374	2007000521	2007000663	2007000785	2007000971
2006002578	2007000245	2007000380	2007000525	2007000665	2007000788	2007000972
2006002897	2007000251	2007000381	2007000527	2007000668	2007000789	2007000973
2006003137	2007000259	2007000385	2007000529	2007000672	2007000790	2007000978
2006003147	2007000260	2007000391	2007000530	2007000676	2007000793	2007000981
2006003476	2007000261	2007000392	2007000542	2007000678	2007000794	2007000982
2007000101	2007000262	2007000396	2007000545	2007000679	2007000797	2007000983
2007000102	2007000266	2007000408	2007000547	2007000691	2007000798	2007000984
2007000109	2007000270	2007000409	2007000549	2007000694	2007000800	2007000987
2007000118	2007000274	2007000412	2007000560	2007000696	2007000806	2007000988
2007000120	2007000281	2007000428	2007000564	2007000700	2007000825	2007000990
2007000127	2007000283	2007000430	2007000579	2007000701	2007000826	2007000992
2007000136	2007000287	2007000431	2007000580	2007000706	2007000842	2007000996
2007000139	2007000288	2007000434	2007000585	2007000708	2007000848	2007000997
2007000145	2007000290	2007000436	2007000588	2007000710	2007000856	2007001000
2007000146	2007000291	2007000440	2007000591	2007000711	2007000860	2007001009
2007000151	2007000293	2007000441	2007000598	2007000712	2007000873	2007001012
2007000153	2007000294	2007000442	2007000600	2007000714	2007000874	2007001017
2007000160	2007000295	2007000444	2007000603	2007000715	2007000875	2007001018
2007000162	2007000297	2007000450	2007000607	2007000728	2007000878	2007001032
2007000168	2007000299	2007000454	2007000612	2007000732	2007000883	2007001033
2007000171	2007000300	2007000457	2007000614	2007000733	2007000884	2007001040
2007000173	2007000302	2007000458	2007000616	2007000734	2007000887	2007001050
2007000174	2007000303	2007000459	2007000617	2007000737	2007000888	2007001056
2007000177	2007000305	2007000462	2007000620	2007000738	2007000891	2007001061
2007000185	2007000307	2007000471	2007000626	2007000740	2007000895	2007001097
2007000186	2007000308	2007000473	2007000630	2007000743	2007000896	2007001107
2007000189	2007000310	2007000477	2007000631	2007000744	2007000903	2007001108

High School Students Who Qualify for Physical Education Exemption 2019-2020

2007001111	2007001455	2007013514	2008000180	2008000254	2008000333	2008000436
2007001137	2007001479	2008000104	2008000182	2008000257	2008000334	2008000440
2007001145	2007001493	2008000111	2008000183	2008000258	2008000339	2008000444
2007001147	2007001501	2008000112	2008000189	2008000262	2008000340	2008000445
2007001148	2007001505	2008000113	2008000190	2008000263	2008000342	2008000446
2007001150	2007001507	2008000114	2008000191	2008000264	2008000344	2008000448
2007001151	2007001520	2008000116	2008000192	2008000267	2008000345	2008000449
2007001154	2007001521	2008000121	2008000193	2008000269	2008000347	2008000451
2007001173	2007001570	2008000124	2008000194	2008000271	2008000348	2008000452
2007001178	2007001571	2008000125	2008000195	2008000273	2008000349	2008000453
2007001180	2007001592	2008000126	2008000197	2008000274	2008000350	2008000454
2007001187	2007001650	2008000127	2008000198	2008000276	2008000353	2008000459
2007001188	2007001652	2008000129	2008000199	2008000278	2008000359	2008000462
2007001196	2007001678	2008000130	2008000201	2008000279	2008000362	2008000463
2007001198	2007001684	2008000131	2008000204	2008000280	2008000363	2008000464
2007001199	2007001773	2008000132	2008000205	2008000281	2008000366	2008000465
2007001200	2007001814	2008000134	2008000206	2008000283	2008000373	2008000466
2007001227	2007001824	2008000135	2008000208	2008000284	2008000374	2008000467
2007001232	2007001930	2008000136	2008000209	2008000286	2008000378	2008000468
2007001235	2007001946	2008000138	2008000210	2008000290	2008000385	2008000469
2007001245	2007001958	2008000141	2008000212	2008000292	2008000390	2008000470
2007001266	2007002036	2008000143	2008000213	2008000293	2008000393	2008000476
2007001283	2007002310	2008000146	2008000216	2008000296	2008000395	2008000482
2007001284	2007002346	2008000149	2008000217	2008000298	2008000401	2008000487
2007001287	2007002360	2008000150	2008000219	2008000300	2008000402	2008000496
2007001288	2007002397	2008000152	2008000221	2008000304	2008000403	2008000497
2007001292	2007002427	2008000154	2008000227	2008000307	2008000407	2008000498
2007001293	2007002472	2008000155	2008000229	2008000308	2008000408	2008000499
2007001295	2007002499	2008000157	2008000232	2008000311	2008000410	2008000500
2007001297	2007002561	2008000159	2008000235	2008000313	2008000411	2008000501
2007001308	2007002841	2008000160	2008000236	2008000314	2008000415	2008000503
2007001318	2007002849	2008000165	2008000237	2008000319	2008000416	2008000504
2007001324	2007002969	2008000167	2008000240	2008000321	2008000418	2008000513
2007001351	2007002992	2008000169	2008000241	2008000323	2008000419	2008000515
2007001369	2007003048	2008000171	2008000243	2008000326	2008000420	2008000516
2007001427	2007003074	2008000172	2008000244	2008000328	2008000421	2008000517
2007001431	2007003102	2008000174	2008000246	2008000329	2008000422	2008000520
2007001432	2007003237	2008000176	2008000248	2008000330	2008000424	2008000522
2007001435	2007003242	2008000178	2008000251	2008000331	2008000425	2008000523
2007001443	2007003334	2008000179	2008000253	2008000332	2008000433	2008000526

High School Students Who Qualify for Physical Education Exemption 2019-2020

2008000529	2008000622	2008000717	2008000810	2008000937	2008001060	2008001190
2008000530	2008000623	2008000721	2008000826	2008000938	2008001061	2008001191
2008000531	2008000628	2008000726	2008000834	2008000941	2008001063	2008001194
2008000533	2008000631	2008000728	2008000836	2008000943	2008001064	2008001195
2008000536	2008000632	2008000737	2008000841	2008000952	2008001065	2008001197
2008000537	2008000633	2008000738	2008000844	2008000953	2008001067	2008001198
2008000538	2008000636	2008000739	2008000847	2008000954	2008001068	2008001200
2008000543	2008000638	2008000740	2008000852	2008000956	2008001072	2008001202
2008000549	2008000645	2008000741	2008000853	2008000957	2008001075	2008001205
2008000552	2008000646	2008000742	2008000855	2008000958	2008001076	2008001206
2008000558	2008000648	2008000743	2008000856	2008000968	2008001080	2008001207
2008000561	2008000650	2008000744	2008000867	2008000971	2008001085	2008001227
2008000563	2008000656	2008000745	2008000869	2008000975	2008001092	2008001229
2008000566	2008000658	2008000746	2008000884	2008000976	2008001094	2008001237
2008000568	2008000659	2008000747	2008000886	2008000979	2008001098	2008001259
2008000573	2008000662	2008000749	2008000887	2008000981	2008001100	2008001263
2008000576	2008000663	2008000751	2008000888	2008000982	2008001102	2008001264
2008000577	2008000664	2008000752	2008000891	2008000983	2008001103	2008001309
2008000579	2008000672	2008000753	2008000894	2008000989	2008001106	2008001316
2008000581	2008000673	2008000756	2008000895	2008000995	2008001109	2008001320
2008000584	2008000676	2008000762	2008000898	2008000996	2008001113	2008001321
2008000591	2008000678	2008000763	2008000907	2008000997	2008001120	2008001324
2008000592	2008000682	2008000765	2008000908	2008000998	2008001124	2008001337
2008000596	2008000685	2008000773	2008000909	2008001001	2008001127	2008001351
2008000597	2008000686	2008000774	2008000911	2008001006	2008001132	2008001361
2008000598	2008000689	2008000777	2008000913	2008001007	2008001133	2008001364
2008000601	2008000690	2008000778	2008000914	2008001009	2008001138	2008001373
2008000602	2008000691	2008000779	2008000916	2008001014	2008001139	2008001374
2008000603	2008000692	2008000783	2008000918	2008001016	2008001141	2008001388
2008000604	2008000693	2008000788	2008000919	2008001017	2008001152	2008001393
2008000605	2008000696	2008000790	2008000921	2008001018	2008001163	2008001394
2008000607	2008000697	2008000792	2008000922	2008001020	2008001168	2008001396
2008000609	2008000698	2008000793	2008000923	2008001022	2008001170	2008001401
2008000610	2008000700	2008000797	2008000924	2008001023	2008001174	2008001423
2008000611	2008000701	2008000798	2008000925	2008001024	2008001175	2008001442
2008000612	2008000706	2008000799	2008000928	2008001029	2008001176	2008001444
2008000613	2008000707	2008000805	2008000931	2008001030	2008001179	2008001450
2008000619	2008000708	2008000807	2008000933	2008001038	2008001184	2008001458
2008000620	2008000709	2008000808	2008000935	2008001040	2008001186	2008001462
2008000621	2008000713	2008000809	2008000936	2008001058	2008001188	2008001475

High School Students Who Qualify for Physical Education Exemption 2019-2020

2008001485	2008002110	2008003151	2009000609	2009000824	2009000978	2009001127
2008001489	2008002126	2008003154	2009000617	2009000829	2009000979	2009001143
2008001493	2008002128	2008003264	2009000622	2009000831	2009000980	2009001144
2008001511	2008002129	2008003273	2009000628	2009000833	2009000982	2009001145
2008001516	2008002136	2008003275	2009000629	2009000837	2009000983	2009001147
2008001524	2008002186	2008003290	2009000635	2009000846	2009000994	2009001152
2008001528	2008002205	2008003302	2009000636	2009000853	2009000995	2009001153
2008001533	2008002215	2009000410	2009000658	2009000858	2009000997	2009001156
2008001572	2008002272	2009000414	2009000663	2009000860	2009001008	2009001160
2008001575	2008002274	2009000426	2009000679	2009000862	2009001010	2009001167
2008001591	2008002278	2009000430	2009000685	2009000864	2009001016	2009001175
2008001606	2008002299	2009000447	2009000687	2009000866	2009001018	2009001182
2008001609	2008002330	2009000448	2009000689	2009000869	2009001020	2009001194
2008001620	2008002338	2009000456	2009000692	2009000873	2009001021	2009001195
2008001621	2008002385	2009000464	2009000695	2009000879	2009001025	2009001201
2008001634	2008002401	2009000471	2009000704	2009000887	2009001028	2009001202
2008001670	2008002406	2009000473	2009000726	2009000888	2009001037	2009001206
2008001677	2008002428	2009000476	2009000727	2009000891	2009001038	2009001218
2008001687	2008002493	2009000482	2009000728	2009000894	2009001051	2009001226
2008001704	2008002529	2009000484	2009000729	2009000897	2009001052	2009001228
2008001711	2008002530	2009000491	2009000731	2009000898	2009001059	2009001230
2008001712	2008002546	2009000520	2009000734	2009000904	2009001060	2009001231
2008001731	2008002550	2009000523	2009000743	2009000907	2009001069	2009001232
2008001738	2008002574	2009000527	2009000752	2009000908	2009001075	2009001237
2008001791	2008002581	2009000554	2009000753	2009000912	2009001076	2009001240
2008001809	2008002591	2009000555	2009000755	2009000915	2009001077	2009001241
2008001810	2008002636	2009000558	2009000760	2009000916	2009001078	2009001242
2008001885	2008002700	2009000559	2009000761	2009000917	2009001082	2009001244
2008001891	2008002715	2009000561	2009000768	2009000922	2009001084	2009001249
2008001919	2008002718	2009000567	2009000778	2009000927	2009001086	2009001250
2008001927	2008002727	2009000571	2009000783	2009000929	2009001095	2009001251
2008001936	2008002728	2009000588	2009000788	2009000931	2009001100	2009001253
2008001977	2008002750	2009000589	2009000793	2009000938	2009001103	2009001261
2008002008	2008002771	2009000592	2009000795	2009000941	2009001110	2009001266
2008002012	2008002796	2009000596	2009000808	2009000948	2009001111	2009001268
2008002026	2008002845	2009000597	2009000810	2009000952	2009001116	2009001269
2008002034	2008002871	2009000598	2009000815	2009000963	2009001118	2009001274
2008002061	2008003074	2009000600	2009000818	2009000964	2009001121	2009001281
2008002065	2008003083	2009000604	2009000819	2009000967	2009001123	2009001282
2008002079	2008003142	2009000605	2009000822	2009000968	2009001125	2009001292

High School Students Who Qualify for Physical Education Exemption 2019-2020

2009001297	2009001710	2009002366	2009003017	2010002417	2010004156	2011000607
2009001298	2009001711	2009002386	2009003037	2010002499	2010004206	2011000625
2009001300	2009001732	2009002407	2009003045	2010002530	2010004212	2011000641
2009001304	2009001734	2009002427	2009003051	2010002763	2010004214	2011000693
2009001316	2009001760	2009002433	2009003072	2010002803	2010004235	2011000727
2009001319	2009001780	2009002435	2009003076	2010002821	2010004237	2011000744
2009001320	2009001786	2009002457	2009003084	2010002844	2010004246	2011000752
2009001322	2009001788	2009002464	2009003088	2010002956	2010004287	2011000786
2009001334	2009001795	2009002467	2009003097	2010003062	2010004340	2011000821
2009001335	2009001798	2009002483	2009003165	2010003073	2010004377	2011000832
2009001349	2009001799	2009002510	2009003174	2010003087	2010004431	2011000835
2009001350	2009001804	2009002513	2009003183	2010003096	2010004442	2011000876
2009001353	2009001810	2009002519	2009003221	2010003186	2010004461	2011000880
2009001354	2009001812	2009002526	2009003249	2010003208	2010004503	2011000905
2009001356	2009001814	2009002534	2009003256	2010003377	2010004517	2011000910
2009001357	2009001820	2009002560	2009003281	2010003399	2010004586	2011000922
2009001362	2009001824	2009002563	2009003312	2010003422	2010004596	2011000949
2009001373	2009001829	2009002597	2009003386	2010003426	2010004612	2011000952
2009001374	2009001830	2009002621	2009003407	2010003462	2010004654	2011001003
2009001377	2009001841	2009002631	2009003435	2010003463	2010004663	2011001006
2009001380	2009001861	2009002641	2009003450	2010003477	2010004699	2011001013
2009001410	2009001884	2009002674	2009003455	2010003483	2010004749	2011001259
2009001412	2009001893	2009002730	2009003464	2010003490	2010004774	2011001394
2009001414	2009001894	2009002744	2009003518	2010003521	2010004775	2011001465
2009001518	2009001913	2009002745	2009003520	2010003529	2010004777	2011001468
2009001522	2009001941	2009002747	2009003544	2010003540	2010004816	2011001529
2009001525	2009001956	2009002749	2009003546	2010003604	2010004839	2011001551
2009001535	2009001993	2009002759	2009003574	2010003631	2010004858	2011001552
2009001538	2009002025	2009002795	2009003577	2010003657	2010004860	2011001556
2009001584	2009002029	2009002804	2009003688	2010003711	2010004897	2011001585
2009001587	2009002054	2009002826	2009003750	2010003714	2010004898	2011001595
2009001592	2009002141	2009002828	2010002148	2010003747	2010004915	2011001604
2009001595	2009002169	2009002837	2010002169	2010003926	2010004938	2011001643
2009001597	2009002221	2009002838	2010002173	2010003994	2010005178	2011001648
2009001600	2009002307	2009002845	2010002174	2010004019	2010005233	2011001671
2009001606	2009002313	2009002846	2010002178	2010004070	2010005244	2011001672
2009001612	2009002314	2009002857	2010002181	2010004075	2011000454	2011001680
2009001655	2009002322	2009002904	2010002215	2010004089	2011000459	2011001687
2009001673	2009002354	2009002959	2010002230	2010004099	2011000470	2011001701
2009001709	2009002357	2009002988	2010002327	2010004112	2011000576	2011001822

High School Students Who Qualify for Physical Education Exemption 2019-2020

2011001834	2011002896	2012001676	2013000229	2013001722	2013002902	2014001406
2011001850	2011002932	2012001721	2013000548	2013001749	2013002913	2014001412
2011001895	2011002960	2012001722	2013000553	2013001751	2013002943	2014001415
2011001906	2011003049	2012001787	2013000554	2013001752	2013002967	2014001434
2011001955	2011003093	2012001815	2013000684	2013001812	2013002975	2014001439
2011002024	2012000269	2012001853	2013000686	2013001877	2013003111	2014001443
2011002025	2012000465	2012001915	2013000702	2013001878	2013003122	2014001447
2011002035	2012000472	2012001925	2013000733	2013001906	2014000359	2014001453
2011002080	2012000547	2012001985	2013000754	2013001932	2014000635	2014001476
2011002091	2012000565	2012002028	2013000776	2013001953	2014000644	2014001485
2011002096	2012000569	2012002033	2013000785	2013001955	2014000646	2014001519
2011002109	2012000579	2012002035	2013000788	2013001957	2014000652	2014001530
2011002174	2012000640	2012002107	2013000854	2013001999	2014000653	2014001546
2011002276	2012000658	2012002169	2013000883	2013002003	2014000713	2014001549
2011002288	2012000684	2012002242	2013000904	2013002025	2014000762	2014001572
2011002291	2012000695	2012002261	2013000998	2013002078	2014000815	2014001583
2011002300	2012000741	2012002263	2013001001	2013002130	2014000819	2014001621
2011002301	2012000844	2012002279	2013001028	2013002147	2014000820	2014001687
2011002320	2012000851	2012002283	2013001125	2013002199	2014000823	2014001703
2011002338	2012000872	2012002284	2013001190	2013002257	2014000824	2014001705
2011002359	2012000902	2012002295	2013001225	2013002261	2014000825	2014001798
2011002384	2012000925	2012002302	2013001245	2013002290	2014000827	2014001806
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2011002418	2012001051	2012002317	2013001324	2013002398	2014000994	2014001874
2011002420	2012001060	2012002325	2013001325	2013002400	2014001008	2014001972
2011002449	2012001090	2012002332	2013001378	2013002472	2014001018	2014002014
2011002466	2012001168	2012002370	2013001386	2013002476	2014001034	2014002031
2011002467	2012001243	2012002382	2013001435	2013002501	2014001038	2014002132
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2011002514	2012001251	2012002444	2013001518	2013002579	2014001071	2014002314
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2011002655	2012001521	2012002549	2013001567	2013002711	2014001261	2014002537
2011002673	2012001536	2013000156	2013001633	2013002753	2014001267	2014002584
2011002687	2012001617	2013000158	2013001637	2013002807	2014001280	2014002602
2011002709	2012001621	2013000172	2013001638	2013002836	2014001286	2014002614
2011002724	2012001622	2013000186	2013001639	2013002891	2014001291	2014002622
2011002746	2012001623	2013000224	2013001720	2013002898	2014001339	2014002681

High School Students Who Qualify for Physical Education Exemption 2019-2020

2014002715	2015001862	2015002891	2016000910	2016001345	2016001874	2017000490
2014002763	2015001881	2015002939	2016000912	2016001370	2016001927	2017000491
2014002775	2015001916	2015002954	2016000913	2016001376	2016001929	2017000492
2014002800	2015001952	2015002956	2016000914	2016001386	2016001939	2017000494
2014002906	2015002000	2015002979	2016000915	2016001391	2016001993	2017000495
2014002919	2015002001	2015002993	2016000916	2016001424	2016001997	2017000497
2014002934	2015002004	2015002994	2016000918	2016001426	2016002106	2017000500
2014002935	2015002073	2015003024	2016000920	2016001437	2016002107	2017000501
2014002950	2015002077	2015003025	2016000921	2016001475	2016002230	2017000502
2014003005	2015002097	2015003028	2016000922	2016001485	2016002372	2017000504
2015000093	2015002103	2015003038	2016001010	2016001489	2016002374	2017000506
2015000094	2015002119	2015003042	2016001015	2016001523	2016002395	2017000508
2015001190	2015002145	2015003123	2016001018	2016001526	2016002396	2017000509
2015001192	2015002210	2015003128	2016001019	2016001527	2016002419	2017000510
2015001213	2015002221	2015003206	2016001020	2016001529	2016002448	2017000515
2015001222	2015002295	2015003235	2016001024	2016001531	2016002546	2017000516
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2015001244	2015002305	2015003308	2016001033	2016001540	2016002639	2017000520
2015001249	2015002370	2015003439	2016001036	2016001587	2016002701	2017000523
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2015001281	2015002401	2016000237	2016001048	2016001592	2016002709	2017000529
2015001288	2015002412	2016000406	2016001049	2016001593	2016002747	2017000530
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2015001331	2015002437	2016000575	2016001062	2016001607	2016002790	2017000532
2015001468	2015002466	2016000597	2016001069	2016001610	2017000056	2017000533
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2015001575	2015002541	2016000786	2016001171	2016001645	2017000481	2017000587
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2015001670	2015002657	2016000864	2016001286	2016001764	2017000486	2017000636
2015001713	2015002766	2016000868	2016001330	2016001766	2017000487	2017000678
2015001773	2015002791	2016000898	2016001335	2016001767	2017000488	2017000680
2015001812	2015002814	2016000908	2016001340	2016001866	2017000489	2017000685

High School Students Who Qualify for Physical Education Exemption 2019-2020

2017000692	2017001615	2018000548	2018000867	2018001240	2018002096	2013002558
2017000694	2017001625	2018000552	2018000873	2018001260	2018002102	2014002492
2017000701	2017001671	2018000588	2018000885	2018001277	2018002104	2015001135
2017000709	2017001680	2018000607	2018000888	2018001291	2018002114	2015003075
2017000718	2017001690	2018000608	2018000890	2018001303	2018002116	2015003138
2017000721	2017001713	2018000626	2018000891	2018001305	2018002122	2015003217
2017000731	2017001803	2018000631	2018000893	2018001317	2018002125	2016001017
2017000754	2017002088	2018000635	2018000898	2018001321	2018002159	2016001282
2017000763	2017002163	2018000636	2018000903	2018001349	2018002176	2017000664
2017000783	2017002227	2018000640	2018000912	2018001388	2018002188	2017001256
2017000798	2017002260	2018000643	2018000917	2018001399	2018002204	2017001258
2017000847	2017002272	2018000645	2018000918	2018001420	2018002218	2017001992
2017000871	2017002329	2018000646	2018000921	2018001423	2018002220	2018001118
2017000898	2017002343	2018000649	2018000926	2018001430	2018002221	2018001636
2017000959	2017002360	2018000650	2018000927	2018001484	2018002230	2018001799
2017000960	2017002362	2018000651	2018000928	2018001518	2018002234	2018001808
2017001000	2017002368	2018000652	2018000935	2018001626	2018002241	2018002115
2017001037	2017002381	2018000655	2018000936	2018001640	2018002244	2018002261
2017001052	2017002418	2018000657	2018001063	2018001723	2018002268	
2017001071	2017002425	2018000658	2018001113	2018001777	2018002269	
2017001100	2017002441	2018000659	2018001114	2018001851	2019000133	
2017001119	2017002459	2018000663	2018001116	2018001859	2019000139	
2017001138	2017002475	2018000669	2018001117	2018001882	2019000175	
2017001147	2017002485	2018000672	2018001121	2018001927	2019000190	
2017001148	2017002494	2018000674	2018001122	2018001935	2002000474	
2017001159	2017002546	2018000676	2018001124	2018001946	2005000862	
2017001169	2017002566	2018000679	2018001125	2018001980	2006000397	
2017001199	2017002573	2018000681	2018001132	2018002037	2006000416	
2017001243	2018000015	2018000693	2018001134	2018002038	2006000704	
2017001245	2018000017	2018000700	2018001137	2018002039	2006001228	
2017001321	2018000031	2018000719	2018001138	2018002044	2006001310	
2017001344	2018000065	2018000734	2018001139	2018002051	2006001486	
2017001351	2018000071	2018000804	2018001141	2018002052	2006002276	
2017001356	2018000107	2018000807	2018001143	2018002056	2007000362	
2017001361	2018000165	2018000824	2018001146	2018002057	2007000363	
2017001362	2018000249	2018000830	2018001151	2018002058	2007000393	
2017001399	2018000384	2018000841	2018001156	2018002059	2007001126	
2017001422	2018000387	2018000850	2018001178	2018002064	2007002205	
2017001429	2018000505	2018000857	2018001179	2018002071	2009003121	
2017001478	2018000546	2018000862	2018001237	2018002080	2010002351	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
SUBJECT: Agreement with LIFE Mentor Program Consultant

BACKGROUND INFORMATION:

The District is seeking to enter into an agreement with a LIFE Mentor Program consultant. The consultant will continue to provide support, guidance and oversight through a mentoring program initially adopted by the Board of Education in the Winter of 2018. The LIFE Mentor Program curriculum provides high school age youth the opportunity to examine and experience life ready principles through small group discussion and community based projects. Community members from local churches, businesses and city groups serve as coaches/mentors. Due to the success of the program, and positive feedback from students, staff and community member coaches, the District is looking to continue the program.

POLICY/ISSUE:

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

FISCAL IMPACT:

\$20,000 – from LCAP funds

STAFF RECOMMENDATION:

Approve the agreement with LIFE Mentor Program Consultant to provide high school age youth the opportunity to examine and experience life-ready principles through small group discussion and community based projects.

PREPARED BY:

Manuel San Miguel, Director– Student Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 3: Parent and Community Partnerships

- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries

Focus Area 4: Parent and Community Partnerships

- Goal 3: Establish, expand, and maintain partnerships with community based organizations, colleges and universities, and businesses and industries

ACTION ITEM: 3.10-A



Paramount Unified School District

Agreement for Consultant Services

This is an AGREEMENT between the PARAMOUNT UNIFIED SCHOOL DISTRICT, hereinafter referred to as the "DISTRICT," and LIFE Mentor Program Consultant, 6002 Coke Avenue, Long Beach, CA 90805 hereinafter referred to as "CONSULTANT," entered into as of the date of its execution.

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

1. CONSULTANT agrees to render all necessary and reasonable services to the DISTRICT regarding Teaching Strategies in accordance with directions as stipulated by the DISTRICT during the period beginning August 1, 2019, and ending June 30, 2020. Said duties shall include, but not be limited to:

The CONSULTANT will provide high school age youth the opportunity to examine and experience life-ready principles through small group discussion.

In the performance of consulting services, the CONSULTANT will provide the DISTRICT (prior to the commencement of the services) with an outline of the proposed services indicating objectives, procedure, cost and evaluation.

Written progress reports by the CONSULTANT will be furnished if such services are performed over a period of time and such reports would be appropriate with the activities.

After all services have been performed, the Board of Education may request a written summary report of the service, including comments on the degree of the objective achievement, evaluation of the program as well as any recommendations by the CONSULTANT. CONSULTANT should be prepared, if requested, to provide this information.

2. CONSULTANT affirms awareness of all Federal, State and local licensure requirements for performing the tasks described in this contract and that all such licenses, permits, certifications or other regulatory requirements have been met and are currently valid. CONSULTANT further acknowledges compliance with California statutes pertaining to workers' compensation insurance and provisions of the California Labor Code and affirms that all activities carried out pursuant to this contract shall be in compliance with said workers' compensation statutes and regulations.
3. ~~CONSULTANT agrees to provide evidence of General Liability Insurance with a minimum limit of \$1,000,000 per occurrence and \$2,000,000 general aggregate. CONSULTANT shall name DISTRICT as an additional insured (by a separate endorsement) on the above policies. In addition, CONSULTANT agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory."~~ Refer to Addendum I

CONSULTANT agrees to provide DISTRICT with proof of insurance no fewer than five (5) working days prior to commencement of duties described in this contract. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice to DISTRICT. CONSULTANT further agrees to notify DISTRICT immediately of any change in status affecting CONSULTANT's licensing and/or ability to perform duties described herein.

4. In relation to this contract and in respect to carrying out any of the activities associated with the performance of this contract, CONSULTANT agrees to hold harmless and indemnify the DISTRICT, its officers, agents and employees from every claim or demand against the DISTRICT associated with alleged liability, loss, damage or expense of any nature whatsoever, which may be incurred by reason of any injury to or death of persons or damage to property, sustained or claimed to have been sustained by any person or property arising out of or in any way connected with the activities of the CONSULTANT arising out of this Agreement. However, this indemnification and hold harmless do not apply to any liability for damages which results from the sole negligence or willful misconduct of the DISTRICT, its officers, agents, or employees. DISTRICT assumes no liability whatsoever for any property/equipment placed on DISTRICT premises by CONSULTANT.
5. DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT at rate of not to exceed the sum of \$20,000, payable at the commencement of services.

DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except when the DISTRICT, upon presentation of appropriate invoices, shall reimburse non-clerical expenses incurred by the CONSULTANT in the performance of activities pre-approved by the DISTRICT in writing.

6. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONSULTANT's employees.
7. CONSULTANT shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT.

CONSULTANT's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

8. DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONSULTANT only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONSULTANT. Notice shall be deemed given when received by the CONSULTANT or no later than three days after the date of mailing, whichever is sooner.

THIS AGREEMENT IS ENTERED INTO THIS 8th DAY OF July 2019.

Paramount Unified School District
Name of District

Consultant Name

By: _____

By: _____

Ruben Frutos

Typed Name

Assistant Superintendent

Title

Taxpayer Identification Number

Street Address

City, State, Zip Code

Please review, sign and return in the enclosed postage-paid envelope.

Board Approved: 7/8/19

Funding: LCAP funds

Account Number:

PC Number: 19-2057

Addendum 1

To the fullest extent of the law, Consultant shall indemnify, defend and hold harmless the Paramount Unified School District, its officers, employees, agents, representatives, consultants, and contractors from and against any and all loss, costs, penalties, fines, damages, claims, expenses (including attorney's fees) or liabilities arising out of, resulting from, or in connection with the services contemplated by this Contract.

LIFE Mentor Program Consultant

Ruben Frutos
Assistant Superintendent
Business Services
Paramount Unified School District

Date

Date

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Notices of Completion – Field Service Contracts

BACKGROUND INFORMATION:

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

The following projects are complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
Future Design Communications	Mokler: network cabling installation 12 rooms (Bid#5-18-19) P. O. 19-01582	\$ 18,230.97	\$ 911.55
REM Custom Builders, Inc.	Wirtz: carpentry repairs (Bid #2-16-17) P.O. 19-02272	\$ 22,518.00	\$ 1,125.90
Mear Construction	Wirtz: interior painting 16 rooms (Bid #2-17-18) P. O. 19-02556	\$ 23,600.00	\$ 1,180.00
Inter-Pacific, Inc.	Districtwide: replace interior LED lighting installation (Bid #-16-17)	\$ 1,076,337.10	\$ 0.00

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

POLICY/ISSUE:

Board Policy 7430 – Acceptance of Completed Projects

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept as completed the Field Service Contracts for network cabling installation in twelve rooms at Mokler, carpentry repairs at Wirtz, interior painting of sixteen rooms at Wirtz and replace interior LED lighting Districtwide 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.

ACTION ITEM: 4.1-A

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Cindy DiPaola, Director – Maintenance and Operations

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 4: All school facilities will be clean, orderly, well maintained, and modern

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Ratification – Bid Summary – Concrete and Carpentry – Field Service Contracts

BACKGROUND INFORMATION:

At the meeting of May 13, 2019, the Board of Education authorized staff to seek bids and award contracts for concrete and carpentry services. The Board of Education further authorized the Superintendent or designee to advertise, review, award, and execute all documents to the lowest responsive bidder. The bid process is now complete, and the contracts have been awarded to the lowest responsive bidder. The summary below reflects the pricing.

Concrete Repair and Installation

Vendor	Pricing for Sample Project
3D Concrete	\$ 7,770.00

The company listed above in bold is awarded the field service contract.

Carpentry Repair and Installation

Vendor	Pricing for Sample Project
REM Custom Builders, Inc	\$ 4,253.52
American Construction Services, Inc.	\$ 4,598.00

The companies listed above in bold were awarded the field service contract. The above-listed contracts are renewable upon District approval.

POLICY/ISSUE:

Board Policy 3313 – Bids and Quotations

FISCAL IMPACT:

LCAP funds

STAFF RECOMMENDATION:

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

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Cindy DiPaola, Director – Maintenance and Operations

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 2: All school facilities will be clean, orderly, well maintained, and modern

ACTION ITEM: 4.2-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Service Agreement – Butler CHEMICALS, INC.

BACKGROUND INFORMATION:

Paramount Unified District has leased dishwashing machines and Butler CHEMICALS, INC. has acquired the service contract and will continue to provide preventative maintenance inspections, repair and emergency services.

The site kitchens depend on these dishwashing machines for the day to day operations. Maintenance and any repairs will be provided at the following ten café locations:

1. Alondra Middle School
2. Collins Elementary School
3. Gaines Elementary School
4. Hollydale K-8 School
5. Keppel Elementary School
6. Lincoln Elementary School
7. Los Cerritos Elementary School
8. Mokler Elementary School
9. Paramount High School- Senior Campus
10. Paramount High School- West Campus

The lease agreement is for a three-year term, to renew annually to provide preventative maintenance, repairs and emergency service on a monthly basis which includes products, parts, and labor.

POLICY/ISSUE:

Public Contract Code: 10298, 10299, 12100
Board Policy 3322 – Contracts

FISCAL IMPACT:

\$16,000 – Cafeteria Fund.

STAFF RECOMMENDATION:

Authorize staff to enter into the service agreement with Butler CHEMICALS, INC. and further authorize the Superintendent or designee to execute all necessary documents.

ACTION ITEM: 4.3-A

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services

Lucy Albera, Director – Student Nutrition Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 4: All school facilities will be clean, orderly, well maintained, and modern



-RENTAL AGREEMENT-

ACCOUNT NAME: PARAMOUNT USD

Butler Chemicals, as per the terms and conditions listed below, rent to PARAMOUNT USD

The following equipment:

<u>SERIAL NUMBER</u>	<u>DESCRIPTION</u>	<u>MODEL NUMBER</u>
**See attached rental list and serviceable accounts with No Labor Charge page 2 schedule A **		

Location of equipment: 15110 CALIFORNIA AVE. PARAMOUNT, CA. 90723 (see **Attached Locations lists pg. 2 schedule A.**)
Customer shall keep the equipment at the locations listed above and page 2 schedule A, for the duration of this Rental Agreement or until **Butler Chemicals**, approves its removal in writing

Rate: \$1,200.00 plus tax per month, *SEE SCHEDULE A PG 2, shall be paid to **Butler Chemicals** for the use of the equipment.
This payment shall be paid to Butler Chemicals for the use of the equipment.

Butler Chemicals further agrees that it will provide timely emergency and preventative maintenance service and will at no cost to the customer, provide all parts and labor on said Dishmachine listed above for the duration of this contract, this excludes abuse by the customer.

This Agreement is for a term of One Year (\$14,400.00 + 9.5% tax = \$15,768.00) and shall renew automatically for an additional One year on each annual anniversary, unless the customer provides 30 days written notice of cancellation. In the event that it becomes necessary for Butler Chemicals to employ Attorney(s) to enforce the collection of sums due, or to enforce any of the Agreements herein contained or to remove the dish machines, customer agrees to pay the reasonable Attorney fees, costs, and expenses incurred by Butler Chemicals in connection therewith

THE UNDERSIGNED AGREE TO ALL THE TERMS AND CONDITIONS SET FORTH ON THIS PAGE.

BUTLER CHEMICALS, INC.

By Marty Moore

PLEASE CHECK BOX BELOW THAT APPLIES TO COMPANY:

CORP. **PARTNER** **SOLE PROPRIETOR** **LLC** **OTHER** School District

Paramount Unified School District
Legal Company Name

Assistant Superintendent - Business Services

Title

Signature

Ruben Frutos

Print Name



The automatic Dispensers and Dish Machine equipment shall remain the property of **Butler Chemicals** and customer shall not transfer or encumber the dispensers, deliberately deface or damage the dispensers, assign this agreement, remove, alter or deface any numbers or description on the dispensing equipment, or remove the dispensers from the location specified above or permit anyone other than its regular employees in the regular course of business to use the dispensers.

The Renter hereby covenants to pay the Renter the payments herein reserved in the manner herein specified and not to make any alterations to equipment without written consent of the Renter. It is agreed that if any payment shall be due and unpaid, or if default shall be in any of the covenants herein contained, then it shall be lawful for the Renter to re-enter the said premises and remove all equipment there from.

THE UNDERSIGNED AGREE TO ALL THE TERMS AND CONDITIONS SET FORTH ON THIS PAGE.

Butler Chemicals:
Signature: Marty Moore

Print Name: Marty Moore - Butler Chemicals, Inc.

Date: 6/04/2019

Renter:
Signature: _____

Print Name: Ruben Frutos

Date: _____



- A. It is understood by both parties that **Butler Chemicals** is renting this equipment only and that this equipment shall remain the personal property of **Butler Chemicals** at all times, until such that the rental term is complete.
- B. PARAMOUNT USD shall indemnify and save **Butler Chemicals** harmless from any and all injury to or loss of the equipment from whatever cause of the equipment irrespective of rental theretofore paid of accrued.
- C. PARAMOUNT USD at its expense shall keep said equipment insured, for the term of this rental and any renewals and extensions thereof, for the full-term list **Butler Chemicals** as additionally insured, against fire and theft with extended or combined additional coverage and against such other risks in such amounts as **Butler Chemicals** has and may specify.
- D. The terms and conditions of this rental may not be changed orally. No delay by **Butler Chemicals** nor any other act by it, except an express written declaration. This rental is nontransferable or assumable.
- E. PARAMOUNT USD agrees to RELEASE, DEFEND, INDEMNIFY and HOLD HARMLESS **Butler Chemicals**, the equipment and distributors, and their owners, agents, partners and employees from any and all liability, and NEVER TO SUE these entities/persons, for injuries of an kind, damages of any kind or to any other person arising out of the use of any equipment rented from **Butler Chemicals**, **Chemicals** equipment, or my participation in programs, whether based upon breach of warranty, NEGLIGENCE or any other legal theories, to the fullest extent allowed by law.

THE UNDERSIGNED AGREE TO ALL THE TERMS AND CONDITIONS SET FORTH ON THIS PAGE.

Butler Chemicals:
Signature: _____

Print Name: _____

Date: _____

Renter:
Signature: _____

Print Name: Ruben Frutos

Date: _____



SCHEDULE – A –

EQUIPMENT LIST RENTALS FOR PARAMOUNT:

ALONDRA - 16200 DOWNEY AVE.PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL -1 UNIT - \$120.00
MODEL CMA AH-2 SERIAL #112427

COLLINS - 6125 COKE AVE.LONG BEACH, CA. 90805
BUTLER EQUIPMENT RENTAL - 1 UNIT - \$120.00
MODEL CMA L1-X SERIAL #159290

GAINES - 7340 E. JACKSON ST. PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL -1 UNIT - 120.00
MODEL CMA EST-AH-2 SERIAL #193742

HOLLYDALE - 5511 CENTURY BLVD.SOUTH GATE, CA. 90280
BUTLER EQUIPMENT RENTAL - 1 UNIT - \$120.00
MODEL CMA C-2 SERIAL #168888

KEPPEL - 6630 MARK KEPPEL ST. PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL - 1 UNIT - \$120.00
MODEL CMA L1-X SERIAL #154778

LINCOLN ELEMENTARY - 15324 S. CALIFORNIA AVE PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL – 1 UNIT - \$120.00
MODEL CMA EST AH SERIAL #251946

LOS CERRITOS - 14626 GUNDRY AVE.PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL -1 UNIT - \$120.00
MODEL CMA EC-2 SERIAL #157449

MOKLER - 8571 E. FLOWER ST. PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL -1 UNIT - \$120.00
MODEL CMA EST SERIAL #189139

PARAMOUNT HIGH - 14429 DOWNEY AVE.PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL - 1 UNIT - \$120.00
MODEL CMA EST-AH-2 SERIAL #251947

PARAMOUNT HIGH WEST - 14708 PARAMONT BLVD.PARAMOUNT, CA. 90723
BUTLER EQUIPMENT RENTAL -1 UNIT - \$120.00
MODEL CMA C-2 SERIAL #162269

Butler agrees to provide routine and emergency service to the following locations, at no charge for labor. Any part(s) needing to be replaced, will be billed to the location at Paramount USD:

Roosevelt Elementary 13451 Merkel Ave. Paramount, CA. 90723

Wirtz Elementary 8535 Contreras St. Paramount, CA. 90723

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Service Agreement – Action Duct Cleaning Company – Kitchen Services

BACKGROUND INFORMATION:

Action Duct Cleaning Company provides duct and exhaust cleaning services and is certified by the International Kitchen Exhaust Cleaning Association (IKECA) and follows regulations from EPA and OSHA. Their work is guaranteed to pass fire and health insurance inspections.

The school cafes prepare and cook hundreds of meals on daily basis. The kitchens exhaust and internal ductwork systems require regular cleaning to preserve and extend the life of the kitchen exhaust systems. To maintain proper operation, it is recommended to perform a deep cleaning once a year.

These cleaning services will be conducted at the following 11 cafes:

1. Alondra Middle School
2. Buena Vista High School
3. Collins Elementary School
4. Gaines Elementary School
5. Hollydale K-8 School
6. Keppel Elementary School
7. Los Cerritos Elementary School
8. Mokler Elementary School
9. Paramount High School- Senior Campus
10. Paramount High School- West Campus
11. Roosevelt Elementary School

Action Duct Cleaning Company will perform all cleaning services when the kitchens are not in use during the summer.

POLICY/ISSUE:

Public Contract Code: 10298, 10299, 12100
Board Policy 3322 – Contracts

FISCAL IMPACT:

Not to exceed \$4,400 – Cafeteria Fund.

ACTION ITEM: 4.4-A

STAFF RECOMMENDATION:

Authorize staff to enter into the service agreement with Action Duct Cleaning Co. and further authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

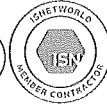
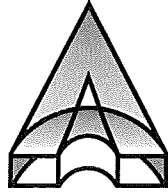
Ruben Frutos, Assistant Superintendent – Business Services

Lucy Albera, Director – Student Nutrition Services

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 4: All school facilities will be clean, orderly, well maintained, and modern



Action Duct
Cleaning Company

April 12, 2019

Paramount Unified School District
15110 California Ave.
Paramount, CA 90723
Phone: 562-602-6000

Attn: Lucy Albera
Email: lalbera@paramount.k12.ca.us
Cell: 562-602-6031

Proposal No.: RV-2349

KITCHEN EXHAUST CLEANING

“All cleaning processes shall result in removal of deposits of cooking byproduct and fuel from interior surfaces of kitchen exhaust systems.”

IKECA C10-2011 Standard, Section 9.1.1

The following is our proposal to clean the grease exhaust systems at 11 schools in the Paramount Unified School District in accordance with the attached procedures.

► Locations:

- | | |
|------------------------------|-----------------------------------|
| 1. Alondra Middle School | 7. Los Cerritos Elementary School |
| 2. Buena Vista High School | 8. Mokler Elementary School |
| 3. Collins Elementary School | 9. Paramount High School/Senior |
| 4. Gaines Elementary School | 10. Paramount High School/West |
| 5. Hollydale K-8 School | 11. Roosevelt Elementary School |
| 6. Keppel Elementary School | |

► The total cost of this service will be: \$4,335.00 each service

- **Payment Terms:** Net 30 unless other arrangements are made.

► Regulation Compliance

All cleaning shall be done in compliance with:

- IKECA C10, Standard for Cleaning of Commercial Kitchen Exhaust Systems (International Kitchen Exhaust Cleaning Association)
- SMACNA Standards (Sheet Metal and Air Conditioning Contractors National Association)
- EPA Regulations (Environmental Protection Agency)
- OSHA/Cal OSHA Regulations

Helping America Breathe Easier

2333 Lincoln Ave., Altadena, California 91001 - Ph: 626-791-7870 Fax: 626-791-7867

www.actionduct.com - Contractors License #570541



► Scheduling

1. The customer will be contacted prior to service and arrangements shall be made as to the best time to come and perform the service.
2. Contact person to schedule the service will be: **Lucy Albera @ 562-602-6031.**
3. The service technician will arrive at the job site approximately 15 minutes prior to the scheduled time to ensure he is fully prepared to start work at the earliest moment.
4. He will let the customer know that he has arrived and make any necessary arrangements with the customer.

► Cleaning Procedure

1. All pilot lights shall be put out on equipment that is below the grease exhaust.
2. All the equipment below the work areas will be covered with plastic drop cloths to ensure its protection.
3. The plenum (area behind the filters), filter track, fan and fan housing shall be scraped clean of grease buildup as needed for preparation to power washing.
4. All accessible ductwork shall be scraped as needed for preparation for power washing.
5. Plenum and accessible ductwork shall be power washed thoroughly for exhaust cleaning.
6. Water runoff shall be disposed of via the grease trap.
7. Any grease dripping from fan onto roof area shall be cleaned up as much as possible.
8. The fan shall be power washed if water runoff can be disposed of properly via a grease trap or wet vacuuming.
9. Grease collection containers in the hood and on the roof will be removed and the grease will be dumped in the appropriate disposal containers.
10. The service technician shall inspect the fan belt, pulleys and bearings and make note of any problems which will be written up on the invoice and brought to the customer's attention.
11. The entire work area will be fully cleaned and left in a tidy condition.
12. The invoice will be brought to the customer for a signature and at this time, any matters of concern that had been noted should be brought to the customer's attention.

► Safety Procedures

1. Appropriate personnel protective equipment (PPE) shall be worn at all times.
2. All company GMP's shall be strictly followed while working inside the facility.
3. All HACCP regulations will be observed while performing the scope of work.
4. Permit-required Confined Space regulations shall be followed at all times.
5. Lockout/tag out procedures shall be followed when servicing powered equipment.
6. For any chemicals used in the cleaning process, SDS (Safety Data Sheets) shall be available upon request.
7. All the above work shall be performed in accordance with Action Duct's safety program, a copy of which is available upon request.

Helping America Breathe Easier

2333 Lincoln Ave., Altadena, California 91001 - Ph: 626-791-7870 Fax: 626-791-7867

www.actionduct.com - Contractors License #570541



► **Warranty**

- All work is guaranteed to pass fire, health, and insurance inspection.
- Before and after photos shall be made available upon completion of the service.

► **Chemical Products**

Some or all the following chemical products – or their equivalent – *may* be used in the cleaning or sealing process. Upon request, an SDS (Safety Data Sheet) is available to the client for any product that is used.

- | | |
|-------------------------------------|-------------------------------------|
| 1. DP1020 duct sealant. | 7. Lightning degreaser. |
| 2. DP1010 duct sealant. | 8. Oxine disinfectant. |
| 3. DP2540 coating. | 9. Envirocon deodorizer. |
| 4. Nature’s Miracle cleaner. | 10. Nu-Brite coil cleaner |
| 5. Zep heavy-duty cleaner. | 11. Santi-10 Sanitizer (food grade) |
| 6. Zep industrial purple degreaser. | |

WHY CHOOSE ACTION DUCT?

- The industry leader since 1978
- Fully insured to \$6 million
- Quality Assurance Director on 24-hour call
- ISN-certified
- Rapid response teams available
- Numerous foremen with 20+ years’ experience
- President serves on the board of Natl. Air Duct Cleaners Assn. (NADCA)
- IKECA-certified staff (International Kitchen Exhaust Cleaners Assn.)
- NADCA-certified staff
- AIB food safety-certified staff (American Institute of Baking)

Thank you very much for contacting us, and please let me know if you have any questions. I hope we can be of service to you in the near future.

Very Truly Yours,

Bob Verdugo, M.S.
 National Account Manager
Action Duct Cleaning Co., Inc.
 ISNetworld #400-233097
 bob@actionduct.com
 Cell: 626-316-0608



This proposal is valid for 90 days after issue.
April 12, 2019

Paramount Unified School District
15110 California Ave.
Paramount, CA 90723
Phone: 562-602-6000

Attn: Lucy Albera
lalbera@paramount.k12.ca.us
Cell: 562-602-6031

Proposal No.: RV-2349

- The total cost of this service will be: \$4,335.00 each service
- **Payment Terms:** Net 30 unless other arrangements are made.

Approved and accepted by:

Signature Ruben Frutos

Print Name
Assistant Superintendent - Business Services

Title

Date

Accounts Payable Info:

Contact Name
562-602-6022

Direct Phone/Ext.

P.O. # If Applicable

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Agreement – Lynette Rock Consultant, R.D., SNA

BACKGROUND INFORMATION:

Ms. Lynette Rock is a Registered Dietitian and School Nutrition Specialist and experienced Food Service Director, who provides technical services to improve Food Service Operations.

Ms. Rock will provide technical assistance in the following areas: evaluation of the new Community Eligibility Provision (CEP) and Provision 2 (P2) meal programs, analyze the meals per-labor hour and recommend better utilization of resources, explore ways to increase program revenue through non-program food sales, examine and make recommendations regarding the SNS Departments fiscal resources, and assist in other areas as requested.

The agreement is for eighteen (18) months, July 1, 2019 to December 31, 2020 at a rate \$120.00 per hour, and not to exceed \$75,000.00. The agreement will terminate on December 31, 2020, unless authorized to renew by the District.

POLICY/ISSUE:

Board Policy 4126 – Consultants

FISCAL IMPACT:

Not to exceed \$75,000 from the General Fund.

STAFF RECOMMENDATIONS:

Approve the Consulting Agreement with Ms. Lynette Rock and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Lucy Albera, Director – Student Nutrition 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

ACTION ITEM: 4.5-A

Proposal to provide technical services to the Paramount Unified School District Food Service Department (DISTRICT)

Lynette M. Rock, R.D., SNA, an independent consultant hereinafter referred to as "CONTRACTOR" offers to provide technical consulting services to enhance the Food Service Operation in the DISTRICT.

CONTRACTOR is specially trained, experienced, and competent to perform special services required by the DISTRICT, and such services are required on a limited basis. CONTRACTOR shall commence providing services under this agreement on July 1, 2019 and will diligently perform as required. Performance will be complete on or by December 30, 2020

DISTRICT agrees to pay the CONTRACTOR for services as requested and rendered under this agreement at a fee of one hundred twenty (\$120.00) dollars per hour, total amount not to exceed seventy-five thousand (\$75,000.00) dollars. DISTRICT shall pay CONTRACTOR within thirty (30) days after transmittal of invoices.

CONTRACTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes.

CONTRACTOR'S services will include but will not be limited to: Evaluate continuing with the Community Eligibility Provision in Food Services; Evaluate current Meals per Labor Hour and make recommendations on how staff could be better utilized; Evaluate ways to increase program revenue through non-program food sales; Review and evaluate DISTRICT'S financial position and make recommendations for improvements; and assist in other areas as requested. Recommendations for any improvements will be submitted to DISTRICT in writing.

District – signature

Contractor – signature

Date

Date

Ruben Frutos
Assistant Superintendent - Business Services

Lynette M. Rock, R.D., SNS

Paramount Unified School District

4628 Mindora Drive

8555 E, Flower Street

Torrance, CA 90505

Paramount, CA 90723

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Resolution 19-03, Inter-fund Cash Transfers

BACKGROUND INFORMATION:

The Los Angeles County Office of Education (LACOE) requires Board approval to transfer funds between categories.

During the normal course of business operation, there are certain routine inter-fund accounting activities that take place and necessitate the need of a cash transfer. It is recommended that the Board delegate the authority to process the routine inter-fund cash transfer. The amount of any single inter-fund cash transfer shall not exceed \$5,000,000. Transfers will only occur if necessary, in order to maintain adequate cash and fiscal solvency.

POLICY/ISSUE:

Board Policy 3140 – Transfer of Funds between Categories

FISCAL IMPACT:

As shown above

STAFF RECOMMENDATION:

Adopt Resolution 19-03, Interfund Cash Transfers.

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Patricia Tu, Director – Fiscal 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

PARAMOUNT UNIFIED SCHOOL DISTRICT

**RESOLUTION 19-03
TRANSFER OF FUNDS**

WHEREAS, the purpose of this resolution is to allow for Inter-Fund Cash Transfers to meet the obligations of the district;

WHEREAS, the amount of any single inter-fund cash transfer shall not exceed \$5,000,000;

WHEREAS, the amount transferred will be used to cover budgeted expenditures incurred in the identified fund; and,

WHEREAS, these funds are now transferred to the appropriate fund from which all obligations are paid;

THEREFORE, BE IT RESOLVED that the Governing Board of Paramount Unified School District does hereby authorizes Inter-Fund Cash Transfers, as needed, to meet obligations of the district during the 2019-20 fiscal year.

ADOPTED this 8th day of July, 2019.

Carmen Gomez, President
Board of Education

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Resolution 19-04, Temporary Transfers from the School Pools Fund Maintained by the Los Angeles County Treasurer

BACKGROUND INFORMATION:

Temporary borrowing of cash from the Treasurer in the event of cash deficiencies is available through the last Monday of April, per Article XVI, Section 6, of the California Constitution. The Treasurer cannot loan districts money after the aforementioned Monday, and districts must be cash self-sufficient from that point on until the end of the year.

The temporary borrowing from the Treasurer may be made under the following restrictions:

- No more than 85 percent of the anticipated revenues accruing to the school district may be borrowed
- Borrowing may not be made prior to the first day of the fiscal year nor after the last Monday in April of the current year
- Repayment from the revenues accruing to the school district shall be made before any other obligation is met from such revenue

Staff wants to ensure that the District has enough cash to satisfy all of its obligations through the end of the fiscal year. This request will be determined by the need and the cash available in other funds.

This request is submitted proactively for approval of the Governing Board to authorize the temporary transfers of these funds from the School Pools Fund maintained by the Los Angeles County Treasurer for the 2019-2020 fiscal year, should it be needed.

POLICY/ISSUE:

Article XVI, Section 6, of the California Constitution

FISCAL IMPACT:

Up to \$10,000,000, as needed.

ACTION ITEM: 4.7-A

STAFF RECOMMENDATION:

Adopt Resolution 19-04, Temporary Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer.

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Fiscal Services

Patricia Tu, Director – Fiscal 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

PARAMOUNT UNIFIED SCHOOL DISTRICT

RESOLUTION 19-04

TEMPORARY Transfers from the School Pools Fund maintained by the Los Angeles County Treasurer

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the 2019-20 fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer (Treasurer), and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$10,000,000
2. For Fiscal Year: 2019-20
3. Shall not exceed 85 percent of the anticipated revenues accruing to the District.
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the District before any other obligation of the District is met from such revenue.

THEREFORE, BE IT RESOLVED, that the Governing Board of Paramount Unified School District hereby requests the Treasurer to make temporary transfers of funds.

ADOPTED this 8th day of July, 2019.

Carmen Gomez
President, Board of Education

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Resolution 19-05, Temporary Interfund Borrowing

BACKGROUND INFORMATION:

Temporary interfund borrowing of cash is permitted by Education Code Section 42603 for K-12 districts. The District's Governing Board's approval is required. The Governing Board may direct that up to 75% of monies held in any fund may be temporarily transferred to another fund of the District for payment of obligations.

Staff wants to ensure that the District has enough cash to satisfy all its obligations through the end of the fiscal year. This request does not specify a dollar amount and will be determined by the need and the cash available in other funds.

This request is submitted proactively for approval of the Governing Board to authorize the transfer of these funds between any of the District's operating funds for the 2019-2020 fiscal year, should it be needed.

POLICY/ISSUE:

Education Code Section 42603 – Transfer of Special or Restricted Fund Moneys

Board Policy 3140 – Transfer of Funds Between Categories

FISCAL IMPACT:

Up to 75% of available cash in each operating fund, as needed.

STAFF RECOMMENDATION:

Adopt Resolution 19-05, Temporary Interfund Borrowing between any of the District's operating funds as needed, during the 2019-2020 fiscal year.

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Patricia Tu, Director – Fiscal 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

ACTION ITEM: 4.8-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

**RESOLUTION 19-05
TEMPORARY INTERFUND BORROWING**

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the 2019-20 fiscal year, and;

WHEREAS, temporary transfer of cash between District funds is permitted by Education Code Section 42603, and;

WHEREAS, the amount shall not exceed 75% of any moneys held in any fund, and;

WHEREAS, borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year;

THEREFORE, BE IT RESOLVED, that the Governing Board of Paramount Unified School District hereby authorizes the borrowing of cash between all of the District's funds.

ADOPTED this 8th day of July, 2019.

Carmen Gomez
President, Board of Education

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Resolution 19-06, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers

BACKGROUND INFORMATION:

Education Code Section 42600 specifies that all routine budget revisions, adjustments, and transfers shall be approved at official meetings of the District's Board of Education prior to submitting them to the County Superintendent of Schools for approval.

Notwithstanding the traditional processing of revisions, Education Code 42600 allows the Governing Board of a District, by written resolution, to take action permitting the administrative staff to directly process certain budget adjustments and transfers and submit them to the Los Angeles County Office of Education (LACOE) prior to ratification by the Governing Board.

In an effort to expedite that processing time, which currently takes approximately up to six weeks to have a budget transfer processed through the Fiscal Services Department and approved by the Governing Board, LACOE is offering an optional procedure that local educational agencies may choose to follow. That option will allow the Governing Board to delegate administrative authority to District staff in certain circumstances.

A district using this delegation of authority shall submit within thirty (30) days of the board meeting, ratified routine budget revisions, adjustments, and transfers. Copies of the Board meeting agenda, minutes, and resolutions documenting the ratification shall also be submitted.

POLICY/ISSUE

Education Code Section 42600 – District Budget Limitation on Expenditure
Board Policy 3100 – Budget

FISCAL IMPACT:

As indicated in the budget adjustments, revisions and transfers.

STAFF RECOMMENDATION:

Adopt Resolution 19-06, authorizing the Los Angeles County Superintendent of Schools to process routine budget revisions, adjustments, and transfers.

PREPARED BY:

Ruben Frutos, Assistant Superintendent – Business Services
Patricia Tu, Director – Fiscal Services

ACTION ITEM: 4.9-A

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

RESOLUTION 19-06

ANNUAL DELEGATION OF ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE BUDGET REVISIONS, ADJUSTMENTS, AND TRANSFERS

WHEREAS, the Governing Board of the Paramount Unified School District authorizes the Los Angeles County Office of Education, Superintendent, to make such routine budget revisions, adjustments, and transfers for the payment of District obligations and to effect technical adjustments of the Board-adopted budget during the 2019-2020 fiscal year, in accordance with the provisions of this resolution.

WHEREAS, this resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2019, to June 30, 2020, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of Paramount Unified School District.

WHEREAS, this resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account objects of expenditures and within or between resources and funds.

WHEREAS, this resolution shall not permit the administrative processing of non-routine transfers exceeding \$2,000,000 for any single budget revision, adjustment, and transfer which will increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers which reduce or increase the fund balance of any related fund; or transfers between funds. Such non-routine budget revisions, adjustments and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education for further review, approval and processing.

WHEREAS, a summary report of routine budget revisions, adjustments, and transfers approved and processed by the Superintendent in accordance with this resolution, listed by major objects and funds, transaction numbers, date, and amounts shall be submitted to the Governing Board for adoption/ratification monthly and with the District's First Interim, Second Interim, and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports.

WHEREAS, all routine budget revisions, adjustments, and transfers must be made in accordance with the provisions of the Education Code Sections 42600, 42601, 42602, 42603, and 42610, and processed using the appropriate forms and documentation as provided by the County Office, and in compliance with applicable District guidelines.

WHEREAS, this resolution by the Governing Board and written authorization by the persons herein designated may be used by the Los Angeles County Office of Education to permit routine budget revisions, adjustments, and transfers in accordance with the foregoing guidelines.

ADOPTED by the Paramount Unified School District Governing Board on this 8th day of July, 2019.

Carmen Gomez
President, Board of Education

Paramount Unified School District

TO: Dr. Ruth Perez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: July 8, 2019
SUBJECT: Bid No. 10-18-19 Captain Raymond Collins Relocatables

BACKGROUND INFORMATION:

On April 8, 2019, the Paramount Board of Education approved the bidding process for Captain Raymond Collins Relocatables. On May 16, 2019 interested companies attended a mandatory job walk at Captain Raymond Collins Campus. June 7, 2019, two companies submitted bids. The bid opening was officiated by WLC Architecture along with Paramount Facilities Department. The apparent low bidder was REM Custom Builder Inc. with a bid in the amount of \$1,921,000.00.

Professional Consultant	Services Provided	Base Contract Amount
REM Custom Builder Inc.	Placement of 8 portable classrooms; placement of 1 portable restroom; installation of chain-link fencing; new on-site fire hydrant; new pavement; new underground utilities (storm drainage, water, sewer, fire service); new driveway; new electrical services (power, signal, and fire alarm systems); and site grading.	\$ 1,921,000.00
Oceanstate Development Inc.	Same as above	\$ 2,239,000.00

POLICY/ISSUE:

Board Policy 3313 Bids and Quotations
Public Contract Code - 2111

FISCAL IMPACT:

\$1,921,000 from Measure I Bond Funds.

STAFF RECOMENDATIONS:

Authorize staff to review, award, and execute all necessary documents for the completion of this project.

PREPARED BY:

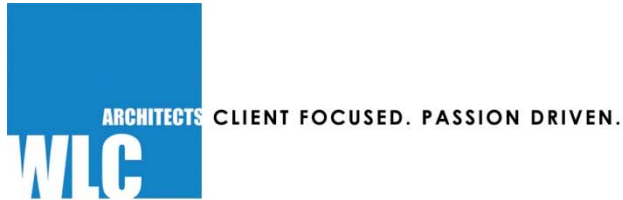
Ruben Frutos, Assistant Superintendent – Business Services
Scott Law, Director – Facilities and Project Development

STRATEGIC PLAN FOCUS AREAS AND GOALS:

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

- Goal 4: All school facilities will be clean, orderly, well-maintained and modern

ACTION ITEM: 4.10-A



June 10, 2019

Mr. Scott Law
Director of Facilities
Paramount Unified School District
15110 South California Avenue
Paramount, CA 90723-4320

Re: Recommendation of Award
Collins Relocatable Project
Bid No. 10-18-19
Project 1722600.40

Dear Scott:

WLC recommends that the Paramount Unified School District award the contract for the above referenced project to **REM Custom Builders, Inc.** with a responsive low base bid of **\$1,921,000.00**.

We have checked the license numbers of the General Contractor and all listed subcontractors through the State Contractors Licensing Board and find them all to be both accurate and current. We have also conducted a phone interview with REM Custom Builders, Inc. and they have represented to WLC that they are comfortable with their bid; that it includes the complete scope of work; and that they acknowledge the project is to be completed within the schedule and durations dictated by the bid documents.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. DiCamillo', is written over the typed name.

JAMES P. DICAMILLO
Architect, AIA
LEED™ AP
President, Principal

JPD:gs/P0172260024-ltr

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 8, 2019
SUBJECT: Beginning and Ending Times for Schools

BACKGROUND INFORMATION:

The beginning and ending times for schools for the 2019-20 school year are presented. All schools comply with required instructional minutes.

PREPARED BY:

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

STRATEGIC PLAN FOCUS AREAS AND GOALS:

Focus Area 1: College and Career Ready Graduates

- Goal 1: All students will graduate on time.
- Goal 2: All students will be eligible to attend a four-year college or university without the need for remediation.

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.



Paramount Unified School District Educational Services

2019-20 Beginning and Ending Times for Schools

School	Grade	Regular Day	Minimum Day	School	Grade	Regular Day	Minimum Day	
Alondra	6-8	8:00-2:15	8:00-12:51	Paramount Park	6-8	8:00-2:15	8:00-12:50	
Collins	TK/K TK/K* K** 1-3 4-5	8:30-12:08 8:30-1:40 1:40-2:23 8:30-2:38 8:30-2:50	8:30-1:25	Roosevelt	TK/K TK/K* K** 1-3 4-5	8:15-11:38 8:15-1:25 1:25-2:08 8:15-2:23 8:15-2:35	8:15-1:10	
Gaines	TK/K TK/K* K** 1-3	8:15-11:38 8:15-1:30 1:30-2:13 8:15-2:13	8:15-1:13	Tanner	TK/K TK/K* K** 1-3 4-5	8:20-11:43 8:20-1:30 1:43-2:25 8:20-2:28 8:20-2:40	8:20-1:15	
Hollydale	TK/K TK/K* K** 1-3 4-5 6-8	8:20-11:43 8:20-1:15 1:15-1:58 8:20-2:28 8:20-2:40 8:20-2:40	8:20-1:15	Wirtz	TK/K TK/K* K** 1-3 4-5	8:15-11:38 8:15-1:10 1:10-1:53 8:15-2:08 8:15-2:25	8:15-12:55 8:15-1:10	
Jackson	4-5 6-8	8:00-2:15 8:00-2:15	8:00-12:50	Zamboni	6-8	8:00-2:20	8:00-12:55	
Jefferson	K K* K** 1-3 4-5	8:15-11:38 8:15-1:25 1:25-2:08 8:15-2:13 8:15-2:30	8:15-1:10	Buena Vista	9-12	<u>Session I</u> 8:55-11:59 <u>Session II</u> 12:37 - 3:37	8:55-11:57 8:55-11:57	
Keppel	TK/K TK/K* K** 1-3 4-5	8:15-11:38 8:15-1:25 1:25-2:08 8:15-2:23 8:15-2:35	8:15-1:10	Community Day School	7-12	7:45-2:45		
Lincoln	TK/K TK/K* K** 1-3 4-5	8:15-11:38 8:15-1:25 1:25-2:20 8:15-2:26 8:15-2:33	8:15-1:10 8:15-1:11	Odyssey STEM Academy	9	8:42-3:39	8:42-1:15	
Los Cerritos	TK/K TK/K* K** 1-3 4-5	8:15-11:38 8:15-1:25 1:25-2:20 8:15-2:28 8:15-2:30	8:15-1:10 8:15-1:15	PHS	10-12	8:05-2:55	8:05-12:05	
Mokler	TK/K TK/K* K** 1-3 4-5	8:15-11:40 8:15-1:25 1:25-2:08 8:15-2:23 8:15-2:30	8:15-1:10 8:15-1:05	PHS-West	9	8:05-2:51	8:05-12:05	
<h3 style="margin: 0;">Early Childhood Education Preschool and Extended Day Care</h3>								
				Preschool			Session I	Session II
				Collins			8:15-11:15	
				Gaines			7:50-10:50	12:00-3:00
				Hollydale			7:50-10:50	12:00-3:00
				Keppel			7:50-10:50	12:00-3:00
				Mokler			7:50-10:50	12:00-3:00
				Wirtz			7:50-10:50	12:00-3:00
				Tanner			7:50-10:50	12:00-3:00

* The extended day Transitional Kindergarten and Kindergarten schedule will begin September 16, 2019.

** Targeted Instruction will begin September 30, 2019.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: July 8, 2019
SUBJECT: Program Self-Evaluation Report for State Preschool

BACKGROUND INFORMATION:

Paramount Unified School District has a contract with the California Department of Education to operate the California State Preschool Program (CSPP). The contract requires an annual program self-evaluation report and submission to the California Department of Education. The program self-evaluation tool used by CSPP includes the Program Review Instrument and the Desired Results Developmental Profiles (DRDP). The program self-evaluation process identifies areas of strengths and for continuous improvement.

According to the program self-evaluation findings, the State Preschool Program meets all of the compliance standards at this time.

PREPARED BY:

Elida Garcia, Director – Special Education

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.



Program Self-Evaluation Fiscal Year 2018–19

1. **Contractor Legal Name** (Full Spelling of Legal Name required. Acronyms or site names not accepted):
Paramount Unified School District
2. **Four-Digit Vendor Number:**
6487
3. **Program Director Name** (as listed in the Child Development Management Information System [CDMIS]):
Elida Garcia
4. **Program Director Phone Number:**
562-602-6900
5. **Program Director Email:**
EAGarcia@paramount.k12.ca.us

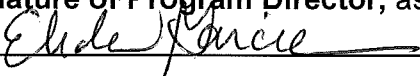
6. **Statement of Completion:**

I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Review Instrument (PRI), age appropriate Environment Rating Scales, Desired Results Parent Survey, Alternative Payment and/or Resource and Referral Parent Survey, and the Desired Results Development Profile for all applicable contract types, per *California Code of Regulations*, Title 5 (5 CCR), Section 18279. I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request.

Program Review Instrument (<https://www.cde.ca.gov/ta/cr/proginst201819.asp>) **includes:**

- Desired Results Developmental Profile (PRI Item 8)
- Desired Results Parent Survey (Center-based Contracts, PRI Item 9)
- Parent Survey (Alternative Payment and/or Resource and Referral Contracts, PRI Item 9)
- Age Appropriate Environment Rating Scales (PRI Item 18)

7. **Signature of Program Director**, as listed in the CDMIS (Wet signature):



8. **Date of Signature:**
05/24/19
9. **Name and Title of contact person completing the PSE:**
Elida Garcia, Program Director
10. **Contact Person Telephone number:**
562-602-6900
11. **Contact Person Email Address:**
EAGarcia@paramount.k12.ca.us
12. **NOTE: See instructions for submission of the PSE.**

Summary of Program Self-Evaluation Fiscal Year 2018–19

13. In accordance with Title 5 *California Code of Regulations (5 CCR)*, Section 18279(b)(3), provide an assessment, in narrative format, summarizing the:

- A) Staff and**
- B) Board member participation, in the PSE process.**

Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

The Program Self Evaluation (PSE) process is reviewed with staff throughout the school year. The program goals, based on the Spring DRDP findings from 17-18, were reviewed with staff on April 26, 2018 and August 20, 2018. The program goals were also incorporated into the Professional Development Plan. A variety of professional development opportunities were offered to program staff throughout the school year that included institutes, workshops, and monthly staff meetings. Teachers used the Schoology platform to share teacher collaboration meeting highlights online on a monthly basis. The 2018-19 program goals were also reviewed at the Parent Advisory Committee meeting at the beginning of the school year on October 2, 2018.

The program goals for 2019-20 based on this year's DRDP findings as well as the PSE report will be shared with the Board of Education at the June 24, 2019 board meeting, and with parents at the Parent Advisory Committee meeting on May 21, 2019. Opportunities for teachers to provide input on the 2019-20 program goals based on the Spring DRDP findings will be shared online in May 2019 using the Schoology platform. The program goals will also be reviewed with all program staff and new parents at the beginning of the 2019-20 school year.

14. In accordance with 5 CCR, Section 18279(b)(5), provide a summary of the program areas that:

A) Did not meet standards and

B) A list of tasks needed to improve those areas.

Summary is to include all contract types for your agency. Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

The ECE Program continues to use the CDE Federal Program Monitoring Instrument for Early Education and Support Program to identify any areas that are out of compliance and in need of improvement. According to the monitoring instrument, the overall program appears to meet all of the compliance standards. The ECE Program, however, strives for high quality standing and continuous improvement practices to identify areas for growth. Across the seven preschool sites, the classrooms scored an average of 5.83 points out of 7.00 points on the Personal Care Sub-scale of the Early Childhood Environment Rating Scale-Revised (ECERS-R). The overall average score in the Personal Care Sub-scale is higher than the required average of 5.00 points but some of the individual classrooms scored lower. The Personal Care Sub-scale includes specific hand washing methods for students. The program will continue to train staff and students in hand washing procedures and provide visuals to help students.

Program staff also examined the findings from the Desired Results Developmental Profiles (DRDP) Program-level Spring 2019 Report and identified the literacy developmental domain as a focus area for 2019-20 program goals.

15. In accordance with 5 CCR, Section 18279(b)(6), provide a summary of program areas that:

A) Met standards and

B) Explains the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Summary is to include all contract types for your agency. Answers are not limited to space provided. Attach additional (Word document) sheets as necessary.

For I-EES 01-Plan for Parent Involvement, the program will continue to develop a Parent Involvement Plan that outlines activities for two-way communication with families, support for learning at home, parenting education, and parent leadership. Some of the activities in the plan include; curriculum parent letters, online curriculum resources, parent workshops, program notices, volunteers, parent conferences, and the Parent Advisory Committee.

For II-EES 02-Family Eligibility Requirements, the program will continue to develop and distribute a parent handwork that outlines the program procedures and policies. Family data files will continue to include the verification of eligibility.

For II-EES 04-Recording and Reporting Attendance, daily attendance will continue to be collected and monitored via daily sign in/out forms and absence tracking. Attendance policies will continue to be included in the parent handbook that outlines the criteria for excused and unexcused absences.

For II-EES 06-Inventory Records, the program will continue to track equipment purchases of over \$500 on the inventory log. The inventory log is updated on an annual basis.

For IV-EES 08-Desired Results Profile and Data, teachers will continue to complete the Desired Results Developmental Profile-2015 (DRDP) for each enrolled child using the Learning Genie Program and DRDPOnline. Teachers will collect observation notes and work samples in order to complete the DRDP. Teachers will continue to complete the Developmental Progress Form for each child and communicate progress with parents. Teachers will review DRDP Group Summary Data Reports and develop classroom goals based on findings.

The program goals for 2019-20 school year are based on the Desired Results Developmental Profile Summary of Findings Program Action Plan Educational Goals. The goals address the literacy development domain.

For IV-EES 09-Annual Evaluation Plan, the program will continue to conduct a program self-evaluation that incorporates DRDP findings.

Under IV-EES 10-Site Licensure, the program will now be under licensing exemption due to legislative change for State Preschools located on LEA sites. The program will continue to adhere to Title 5 regulations and follow the district's Uniform Complaint Procedures.

For V-EES 11-Staff Development, the program will continue to develop a staff development plan that addresses the program goals and best practices in ECE. Documentation of professional development workshops, monthly teacher collaboration meetings, staff trainings, and conferences will continue to be collected. Teachers complete their Professional Development Logs on an annual basis.

Under V-EES 12-Qualified Staff and Director, the District will continue to ensure that staff possesses the required permits and credentials for their assigned position. Copies of permits will continue to be on file in the ECE Office as well as in the Human Resources Dept.

For V-EES 13-Staff-Child Ratios, the program will continue to adhere to the Title 5 regulations for class size and staffing of 1 to 8 for adult-child ratio and 1 to 24 for teacher-child ratio.

For VI-EES 14-Family Selection, program policies and parent handbook will continue to outline that the priority for enrollment is based on children in Child Protective Services or "At-risk" and four year olds in income priority order. Enrollment will continue to be lower rank first. The program will continue to maintain a waiting list by priority order.

For VI-EES 15-Compliance with Due Process, the parent handbook and Notices of Action (NOA) will continue to include written information of parent appeal rights and the steps to appeal.

For VI-EES 16-Refrain from Religious Instruction, the program will continue to provide a written statement in the parent handbook and in postings that the program refrains from religious instruction and worship.

For VI-EES 18-Environment Rating Scale, the program will continue to conduct a self-review using the Early Childhood Environment Rating Scale-Revised (ECERS-R) for each classroom. Teachers and related personnel will review the ECERS-R findings and develop an action plan to achieve at least an average of 5.00 points on each subscale. Program staff will monitor and reflect on the action steps throughout the school year.

For VII-EES 19-Nutritional Needs, the program will continue to participate in the Child and Adult Care Food Program (CACFP) for the provision of meals/snacks and to make accommodations for children with food allergies. The program will continue to partner with the District's Nutrition Services Dept. as part of the CACFP contract. The program will continue to collect CACFP documentation and records of children with food allergies.

For VII-EES 20-Health and Social Services, the program will continue to ask parents to complete the Family Interest/Needs form. The form asks parents to identify a personal or family goal in which the program may provide assistance and to identify area(s) of need. The program staff follows up with resources and referrals on the Social Services Referral form which includes date and comments.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: July 8, 2019
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 fourth quarter April 1 – June 30, 2019.

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