

**REGULAR MEETING BOARD OF TRUSTEES  
WISEBURN SCHOOL DISTRICT**

**January 9, 2014**

The Regular Meeting of the Board of Trustees was called to order at 7:03 p.m. by Roger Bañuelos, President, in the District Board Room. Call to Order

Members present: Roll Call  
Susan Andriacchi (absent)      Roger Bañuelos  
Dennis Curtis (absent)      Nelson Martinez  
Israel Mora

Administrators present:  
Dr. Thomas R. Johnstone, Superintendent  
David Wilson, Director of Budget and Accounting

The Pledge of Allegiance to the Flag was led by Wiseburn School District Program Specialist, Ms. Melissa Coughlin.

Dr. Chris Jones introduced his team from the Wiseburn Child Development Center, including Kory Higgins, Karla Traylor, Karen Chapkhaneh, Cathy Waller – Director of Psychological Services – and Melissa Coughlin, Program Specialist. Melissa Coughlin provided the Board with an overview of the transition at the Wiseburn Child Development Center that has been occurring over the last six months. The transition has focused on five specific areas: One, providing a developmentally appropriate curriculum; two, the development of a Teacher Assistance Team; three, professional development for the teachers; four, the revision of the Wiseburn Child Development Center Handbook; and five, building collaboration. The Board indicated that they are very pleased with the focus on providing an engaging program for our students and with the overall transition. One question they had is the use of technology at the child development center and the need for the district to provide adequate computers for Wiseburn Child Development Center staff and students. The Board asked Dr. Jones to follow up on this. Special Presentation

Chief Petitioner, Shavonda Christmas, told the Board that she had been meeting with Dr. Matthew Wunder and Dr. Chris Jones but that she still had some questions regarding the roll out of Wiseburn High School. Two fundamental questions were related to the curriculum offered by the Da Vinci Schools and also the fundamental question of why we would have only charters at Wiseburn High School. Dr. Johnstone shared that there is a great deal of work still to be done in terms of providing information to the Wiseburn community and addressing all of the questions that the community has. From the Public

Mr. Mora wished everybody a happy new year and indicated he was excited about 2014 and he's ready to go. From the Board

Mr. Martinez welcomed everybody back and wished everyone a happy new year.

Mr. Bañuelos shared that he had attended the Holiday Sing at Juan Cabrillo School and he thanked Margaret Lynch, Principal, and her staff for a wonderful performance. He also shared that he had attended the Bulldog Best Achievement Assembly at Peter Burnett School. He was pleased that the Multi-Purpose Room was filled to capacity and that the students are doing so well at Peter Burnett School. He thanked Ms. Laura Sullivan, Principal, for her hard work.

Mr. Wilson shared that we had received Governor Brown's Initial Budget for 2014-15 a day early. In this initial budget the Governor is eliminating all deferrals and providing 28% of the gap funding to get (Local Control Funding Formula) LCFF back to a 2008 funding level over the next six years. Very conspicuous in the initial budget proposal there was no mention of a statewide General Obligation Bond for facilities and no funding for Transitional Kindergarten. There was no additional money added to Common Core.

From the Director of  
Budget and Accounting

Mr. Wilson shared that we had received all of the results from the lunch survey that was provided to all the families in the district and the results will be presented to the Board at the next Board meeting. Mr. Wilson explained the Request for Proposal (RFP) process to determine whether or not the district will select a new food service provider for 2014-15. This process will be concluded by June.

Mr. Wilson shared with the Board that as a precautionary measure the district would be completing all of the paperwork necessary to issue a TRAN for the current school year although it is doubtful whether we will have to do the TRAN (Tax Revenue Anticipation Note). If the Measure CL funding reaches the District in time, the District will not issue a TRAN.

In closing, Mr. Wilson shared the Confirmation of Bond Sale Costs for Measure AA, Series D and the Post Issuance Tax Compliant Procedures.

Dr. Jones shared that the technology orders that were placed before the holidays have all arrived. Dana Middle School received their Chrome books and they are all configured and ready to go. Juan de Anza and Peter Burnett received the computers for two labs at each school, which will be configured over the next three weeks. Juan de Anza also received E-Rate computers that will be used in a 4<sup>th</sup> grade classroom as a pilot. The District is well on the way to being prepared for the SBAC exams that will be given in April and May.

From the Director of  
Curriculum, Instruction  
& Technology

Dr. Jones also shared that the districts in the South Bay are creating a Job Alike Group for Chief Instructional Officers. This will be an excellent opportunity for our district and all districts to share ideas and learn from each other in improving instruction in all of our districts.

Dr. Johnstone shared a letter that he had received from Andy Cohen at Gensler Architects sharing their Annual Report and thanking the Board and Dr. Johnstone for giving Gensler the opportunity to work on the exciting Wiseburn High School Project.

From the Superintendent

Dr. Johnstone shared a letter from the Caldwell Flores Winters Foundation indicating that Daisy Chavez from Da Vinci Science has been selected for a \$1,000 scholarship to pursue her educational career.

Dr. Johnstone also shared that he had received a \$15,000 donation from Chevron to support STEM Projects and Project Lead the Way in the upper elementary grades.

Dr. Johnstone shared that he had attended the Retirement Celebration for Karen Dill at Juan Cabrillo School. He shared that Karen had been an outstanding employee for almost 3 decades and that she will be greatly missed.

Dr. Johnstone also shared that former Dana Middle School English Teacher, Brian Jaffe, continues to volunteer three days a week at Juan Cabrillo School in the 1<sup>st</sup> grade.

Dr. Johnstone shared that he had attended Presentations of Learning (POLs) at all four Da Vinci Schools and also attended TED-X talks at Da Vinci Communication. Dr. J noted that he had been able to attend POLs ranging from 1<sup>st</sup> grade all the way up to seniors in high school. It is amazing to observe the progression and how our students grow and demonstrate their mastery.

In closing, Dr. Johnstone thanked Dennis Curtis for being an outstanding Santa’s Helper at Juan Cabrillo School and for Wiseburn Watch.	From the Superintendent (Cont’d.)
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to approve the minutes of the regular meeting held December 11, 2013.	M13.241 Minutes
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to receive the following Board Policies, Administrative Regulations and Exhibits for first reading:	M13.242 Board Policies – First Reading
<ul style="list-style-type: none"> <li>• BP 0410 – Nondiscrimination in District Programs and Activities</li> <li>• E 1312.4 – Williams Uniform Complaint Procedures</li> <li>• BP 4030 – Nondiscrimination in Employment</li> <li>• BP 4032 – Reasonable Accommodation</li> <li>• BP 4111 – Recruitment and Selection</li> <li>• AR 4119.11 – Sexual Harassment</li> <li>• AR 4219.11 – Sexual Harassment</li> <li>• AR 4319.11 – Sexual Harassment</li> <li>• BP 4211 – Recruitment and Selection</li> <li>• AR 4212 – Appointment and Conditions of Employment</li> <li>• BP 4311 – Recruitment and Selection</li> <li>• AR 4312.3 – Oath or Affirmation</li> <li>• BP 5131.2 – Bullying</li> <li>• BP 5145.6 – Parental Notification</li> <li>• BP 5145.7 – Sexual Harassment</li> <li>• BP 5146 – Married/Pregnant/Parenting Students</li> <li>• AR 6145.2 – Athletic Competition</li> <li>• AR 6145.5 – Student Organizations and Equal Access</li> <li>• BP 6164.6 – Identification and Education Under Section 504</li> <li>• BP 6178.2 – Regional Occupational Center/Program</li> <li>• BP 6182 – Opportunity School Class Program</li> </ul>	
On a motion by Mr. Martinez, which was seconded by Mora, the Board voted 3-0 to ratify a lease agreement from Mobile Modular Management Corporation to provide an office trailer for site staff until the New High School is complete at 201 N. Douglas in an amount not to exceed \$26,000 for 36 months and to be paid from Bond Fund 21. 4, Measure AA.	M13.243 Mobile Modular
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to ratify a proposal for installation of temporary power from Temp Power Systems to provide electrical power to the temporary trailers on site until the New High School is complete at 201 N. Douglas in an amount not to exceed \$6,620 to be paid from Bond Fund 21.4, Measure AA.	M13.244 Temp Power Systems
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to ratify a proposal from SSD Systems to relocate the burglar alarm system from the 201 N. Douglas building into the temporary office trailers until the New High School is complete at 201 N. Douglas in an amount not to exceed \$1,245 to be paid from Bond Fund 21.4, Measure AA.	M13.245 SSD Systems
On a motion by Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to ratify a lease from United Site Services to provide temporary restroom facilities for site staff at 201 N. Douglas until the New High School is complete in an amount not to exceed \$7,950 to be paid from Bond Fund 21.4, Measure AA.	M13.246 United Site Services
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve Koury Engineering & Testing, Inc., to be the Testing Lab of Records for the initial testing required on the 201 N. Douglas building. The testing is based on the Testing Criteria Report issued by the Structural Engineer and approved by DSA for the New High School design and the initial phase is estimated at \$68,000 and is to be paid from Bond Fund 21.4, Measure AA.	M13.247 Koury Engineering

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve an agreement with Two Brothers Construction Corporation for the interior demolition project of the 201 N. Douglas Building in an amount not to exceed \$774,000 and will be paid from Bond Fund 21.4, Measure AA.	M13.248 Two Brothers Construction
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to approve the Facility Department's Request to go to Bid on Multiple Products for the New High School Project and Other District Facilities as Needed.	M13.249 Request to go to Bid
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve a Standard in the District for an Approval Criteria to establish a standard of material for the New High School. All items that will be identified as standard shall represent the best in the categories of planned obsolescence, maintenance, ergonomics and application. It is noted that all Standard Products shall be conducive to the environment and enhance the learning experience.	M13.250 District Standards for Approval Criteria
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve a proposal from Multivista Construction Documentation to digitally record the existing conditions around the exterior of the 201 Douglas building. The survey documents the surrounding streets, curbs, sidewalks and landscaping up to the neighboring facilities in an amount not to exceed \$2,831 and is to be paid from Bond Fund 21.4, Measure AA.	M13.251 Multivista Construction
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve the "Apparent Best Value" proposal from Encorp to monitor the abatement portion of the Interior Demolition Project being performed by 2 Brothers Construction at the 201 Douglas building for the New High School in the amount not to exceed \$7,252 to be paid from Bond Fund 21.4, Measure AA.	M13.252 Encorp
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to receive the Audit Report for the 2012-13 school year.	M13.253 Audit Report
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to receive the Audit Report for the Da Vinci Schools for the 2012-13 school year.	M13.254 Da Vinci Audit Report
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to take official action requesting proposals for a food service provider that would provide meal service for the 2014-15 school year.	M13.255 Request for Proposals – Food Services
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted by roll call vote to adopt Resolution #13/14.11, Requesting the Issuance of a 2013-14 Tax and Revenue Anticipation Note (TRANS) for up to \$4,500,000 for the District by the Board of Supervisors of the County of Los Angeles.	M13.256 Resolution #13/14.11, TRANS

Approval: Roger Bañuelos, Nelson Martinez and Israel Mora  
Dissenting: None  
Abstaining: None  
Absent: Susan Andriacchi and Dennis Curtis

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to ratify/approve attendance at the following meetings or conferences, including provision of substitute teachers as needed, and transportation by car at 50¢ per mile, or lowest reasonable air fare as appropriate:

1. Vince Madsen at CASH's "Planning to Project Completion" in Ontario on December 13, 2013 at an approximate cost of \$272 to be paid from the General Fund.
2. Vince Madsen at LACOE's "Facilities Network Meeting" in Downey on January 9, 2014 at an approximate cost of \$17 to be paid from the General Fund.
3. Blake Silvers at LACOE's "Active Shooter Training" in Los Angeles on January 9, 2014

- at an approximate cost of \$13 to be paid from Title II Funds.
4. Ayana Cadres at the Center for Autism Related Disorders’ “Autism Diagnostic Observation Schedule 2” in Orlando, Florida on January 16-17, 2014 at an approximate cost of \$475 to be paid from Special Education Funds.
  5. Angela Gutierrez at the Southwest SELPA’s “NCI – Refresher” in Redondo Beach on January 21, 2014 at an approximate cost of \$100 to be paid from Special Education Funds.
  6. Michael Bull, Anthony Dunaway, Andrea Kabwasa and Armando Zepeda at LACOE’s “Nonviolent Crisis Intervention” in Redondo Beach on January 23 and 30, 2014 at an approximate cost of \$660 to be paid from Special Education Funds.
  7. Blake Silvers at ALICE Training Institute’s “A.L.I.C.E. Training Course” in Pacific Palisades on January 23-24, 2014 at an approximate cost of \$495 to be paid from Title II Funds.
  8. Dr. Chris Jones at LACOE’s “Smarter Balanced Assessment Consortium Workshop” in Downey on February 27, 2014 at an approximate cost of \$90 to be paid from Title II Funds.
  9. Maria Garcia and Ramon Rodriguez at UCLA’s “Curtis Center Mathematics and Teaching Conference” in Los Angeles on March 1, 2014 at an approximate cost of \$270 to be paid from Title II Funds.
  10. Roshelle Chavez at the Southern California Diagnostic Center’s “PENT Special Open Forum 2014” in Ontario on March 3, 2014 at an approximate cost of \$150 to be paid from Southwest SELPA Funds.
  11. Dr. Tom Johnstone, Dr. Chris Jones, Sarah Nitsos, Laura Sullivan, Margaret Lynch, Aileen Harbeck, Amber Franco, Grace Houzvicka, Patty Lonergan and Lori Croft at LMU’s “ELD Meetings” on February 4, 2014 and March 19, 2014 at an approximate cost of \$650 to be paid from Title II Funds.

M13.257  
Conference Attendance  
(Cont’d.)

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve/ratify the following classified employment/additional hours to be paid from the Classified Salary Schedule unless otherwise noted:

M13.258  
Additional Hours –  
Classified

District

1. Jose Briseno Jr., Marco Chavez, Jared Crugnale, John Grady and Daniel Paulson, Custodian/Groundskeepers, approve temporary overtime hours to provide custodial support to the Redondo Beach Youth Basketball League on designated Saturdays, effective January 4, 2014 through February 22, 2014 to be paid by Gym Rental Fees. All costs to be invoiced to RBYB.
2. Sara Ornelas, Food Service Worker, approve up to 15 part-time hours as a Food Service Worker at Peter Burnett School, effective January 6, 2014 to be paid at Classified Range 1, Step A from the General Fund and to replace Laura Day, who resigned.

Anza

3. Chiyo Miyahara, Health Clerk, approve up to 4 temporary hours per day to assist in the office until a General Clerk is hired, effective December 9, 2013 through January 31, 2014 or until new hire begins, to be paid at her appropriate Range/Step from the General Fund. This is to replace Ivett Arroyo, who transferred to another assignment in Psychological Services.

Burnett

4. Madalyn Attalla, Instructional Aide, approve up to 19.75 part-time hours to provide one-on-one support for a special needs student during recess and lunch breaks, effective December 2, 2013 through June 20, 2014 at Classified Range 6, Step A from Special Education Funds.
5. Patricia Foxman, Instructional Aide, approve up to 18.75 part-time hours to support students in classrooms with ELD and teachers, effective December 2, 2013 through June 20, 2014 to be paid at Classified Range 6, Step A from ELD Funds. Ms. Foxman replaces Mena Shrestha.

6. Elizabeth Legarda, Instructional Aide, approve up to 19.75 part-time hours – 16 hours as an instructional aide and 3.75 hours as noon duty to provide support to Title I students in classrooms and intervention programs, effective December 2, 2013 through June 20, 2014 to be paid at Classified Range 6, Step A from Title I Funds. M13.258  
Additional Hours –  
Classified (Cont'd.)

Cabrillo

7. Cristy Leyva, Computer Aide, approve up to 10 temporary hours to update MAC operating system to MAC OSX Mavericks 10.9, effective November 2013 to be paid at her appropriate Range/Step from the General Fund.

Dana

8. Mayra Leyva, Instructional Aide, approve up to 15 part-time hours per week to replace Ivett Fuentes as an afternoon RSP Instructional Aide, effective December 9, 2013 to be paid at Classified Range 6, Step A from the General Fund.
9. Patricia Moreno, Instructional Aide, approve up to 15 part-time hours to temporarily replace an instructional aide out on leave, effective December 16, 2013 to be paid at her appropriate Range/Step from the General Fund.

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve a Consultant's Agreement with Jane Comitz for working on the Master Plan for English Learners, effective January 2012 through April 2012, to be paid \$50 per hour, not to exceed \$400 or eight (8) hours total, to be paid from EIA Funds and the General Fund. M13.259  
Consultant's Agreement  
– Jane Comitz

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to ratify a Consultant's Agreement with Travis Silvers as the Dana Middle School Basketball Coach, not to exceed \$500, effective December 1, 2013 through March 10, 2014, to be paid from Dana Gym Fees. M13.260  
Consultant's Agreement  
– Travis Silvers

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to approve a Consultant's Agreement with the AMAN Dance Educators – Dawn Dyson Platero, not to exceed \$9,520, effective January 9, 2014 through April 4, 2014 to be paid from Cabrillo Donation Funds and reimbursed by Arts for All, the Wiseburn Education Foundation and Juan Cabrillo PTA Funds. M13.261  
Consultant's Agreement  
– AMAN Dance

On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted 3-0 to ratify the following Southwest SELPA Consultants for the 2013-14 school year: M13.262  
Southwest SELPA  
Consultants

- Erica Ely, as a consultant for OT guidelines, effective November 15, 2013 through June 30, 2014, to be paid at \$60 per hour, not to exceed \$1,000 to be paid from Southwest SELPA Funds.
- Kayti Corcoran, as a consultant for OT guidelines, effective November 15, 2013 through June 30, 2014, to be paid \$60 per hour, not to exceed \$1,000, to be paid from Southwest SELPA Funds.
- Erin Leyva, as a consultant for OT guidelines, effective November 15, 2013 through June 30, 2014, to be paid \$60 per hour, not to exceed \$1,000 to be paid from Southwest SELPA Funds.
- Gina Dilicchio, as a consultant for OT guidelines, effective November 15, 2013 through June 30, 2014, to be paid \$60 per hour, not to exceed \$1,000 to be paid from Southwest SELPA Funds.
- Kat Hyatt, as a consultant for OT guidelines, effective November 15, 2013 through June 30, 2014, to be paid \$60 per hour, not to exceed \$1,000 to be paid from Southwest SELPA Funds.

The Board entered closed session at 9:03 p.m. and reconvened at 10:37 p.m.

Closed Session

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to accept the resignations of the following Classified employees per their effective dates: M13.263  
Resignations - Classified

<u>Classified Employee</u>	<u>Effective Date</u>
Andrew Balsz, Instructional Aide	December 20, 2013
Detra Matlock, instructional Aide	December 31, 2013

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to ratify Natasha Williams as an On-Call Substitute Teacher, effective October 11, 2013, to be paid at \$115 per day from the General Fund. M13.264  
On-Call Substitute  
Teacher

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to ratify full-time classified employee, Ivett Arroyo, as the Child Welfare Secretary, effective January 2, 2014. Ms. Arroyo's benefits will increase to 100% effective January 2, 2014. Her salary range to be Range 21, Step A of the Classified Salary Schedule and will be paid from the District General Fund. Her CalPERS eligibility remains the same. M13.265  
Child Welfare Secretary

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 on behalf of the Southwest SELPA to ratify Zuleika D. Braden as the Administrative Assistant to the SELPA Director, effective January 2, 2014. This is a full-time assignment eligible for full-time benefits and CalPERS to be paid on the Salary Schedule 0, Range 10, Step 2 from the General Fund. All costs associated with this position to be reimbursed to the District by the Southwest SELPA. M13.266  
SW SELPA  
Administrative Assistant

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted 3-0 to approve the attached job description for Teacher on Special Assignment (TOSA) to provide support for the Technology Program Districtwide. This is a full-time assignment with full benefits and under CalSTRS / Certificated assignment. Compensation shall be at the appropriate placement on the Certificated Salary Schedule and be paid from Common Core Funds. M13.267  
Job Description - TOSA

Mr. Martinez moved and Mr. Mora seconded that the meeting be adjourned at 10:38 p.m. Motion carried 3-0. Adjournment

The next Regular Meeting of the Board of Trustees will be held Thursday, January 23, 2014, at 7:00 p.m. in the District Board Room.

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Susan Andriacchi  
Clerk of the Board

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Tom Johnstone  
Secretary of the Board