

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

October 19, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Armond Aghakhanian
Charlene Tabet
Abby Pontzer Kamkar

MEMBERS ABSENT:

Emily Weisberg

STUDENT BOARD MEMBERS PRESENT:

Isabella Najaryan, Monterey High School

STUDENT BOARD MEMBERS ABSENT:

Paris Tesfu, John Burroughs High School
Andranik Bilbulyan, Burbank High School

Also present were John Paramo, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Andrew Cantwell, Assistant Superintendent, Administrative Services; Linda Junge, Assistant Superintendent, Instructional Services.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/PqR3YjHe56N3NueN7> before 3pm on Wednesday, October 18th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the

Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Action on Student Expulsion

The Board of Education will take action in closed session pursuant to Education Code Section 48915(c)(2), 48900.a1, and 48900.b on the expulsion recommendation by the Administrative Hearing Panel for Student 960026319, as presented in Confidential Exhibit 3a.

3.b Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Student 960036514

3.c Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: Burbank Teachers Association (BTA)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:04 p.m. Nicole Drabecki, BTA President, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

On item 3a, the Board of Education voted to accept the recommendation submitted by the Administrative Hearing Panel for the expulsion of student 960026319 based on violation of Education Code 48915(c)(2), 48900.a1, and 48900.b. It was motioned by Ferguson seconded by Pontzer Kamkar. The motion carried 4-0 with the following roll call vote: AYES: Aghakhanian, Ferguson, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

6. ADJUSTMENTS TO THE AGENDA

No adjustments were made to the Agenda.

7. ITEMS FOR FUTURE AGENDAS

Member Pontzer Kamkar asked about the legislation on suspensions for willful defiance. She asked what the impact of that legislation would be for students from the Community Day School. President Ferguson asked that it be part of a legislative wrap-up at the end of the year.

Member Tabet requested a report on the LCAP threshold. She asked what the District would be allowed if they met the student services thresholds.

Clerk Aghakhanian asked for a report of individuals that have donated to the District. He would like to acknowledge and recognize them publicly.

8. REPORTS FROM THE BOARD

8.a Student Representatives

Isabella Najaryan, Monterey High School; and Kayla Cruz, reporting for Paris Tesfu, John Burroughs High School, reported on activities at their respective schools.

9. REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items

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Joel Schlossman, community member, stated that he will not be voting for a bond. He addressed the Superintendent and asked if donors are aware of things like the Vice President not standing for the flag salute, declining enrollment, the policies on racism along with other concerns. He stated that donors are telling him their concerns on these items.

9.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo thanked Joel Schlossman stated that it was not his meeting and that it was the Board's meeting. He explained that he understands the point he is making and that there are protocols in place for the meetings. He addressed the antiracist statement and expressed that it was mostly parents and staff and that there was opportunity for people to raise their concerns in multiple meetings.

President Ferguson asked if they could receive a verbal report about what they are doing for Israeli and Palestinian students.

9.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet expressed that the non-profit BTAC will be doing a food collection next week and that there is a huge need for shampoos and conditioners. She shared that Burbank High VMA will be having their night of magic the weekend after the game.

Member Pontzer Kamkar referenced the administrative affairs meeting and received a Perkins Eastman presentation that will be going to the Board for further review. She shared that she and other staff members participated in the Family Services Agency Gala and that it was a beautiful event. She addressed Joel Schlossman and stated that it was insulting to their intelligence to add comments regarding those topics because he stated that that is what donors are telling him. She stated that she disagreed with that premise.

Clerk Aghakhanian thanked President Ferguson for looking into what they are doing to help members of the community who may be going through a hardship right now. He stated that he suffers from PTSD for going through a time where he experienced bombing, which was horrifying. He explained that what is important is that there will be continuous support and that they are safe. He indicated that people move to Burbank because of the schools. He acknowledged that what he hears from the donors is that they are happy and that they ask what they can do to help.

President Ferguson echoed what Clerk Aghakhanian expressed. He noted that the students affairs committee met and went through details on mental health for students. He explained that they went through the procedures about how to anonymize things a bit and sculpt the surveys that they provide a bit more. He shared that they spoke about how to onboard and welcome the immigrant population. He thanked members of the community for weighing in on whether or not there should be a bond on the ballot. He asked Superintendent Paramo to schedule the safety meetings related to the improvements and report out around the December meeting. He addressed the comments made by Joel Schlossman and told him that it is an important part of their Democracy to exercise their first amendment rights but not to threaten their security.

10. REPORTS TO THE BOARD

10.a Report on Burbank Unified School District Class of 2023 Senior Non-Graduates

John Paramo, Superintendent and Linda Junge, Assistant Superintendent of Instructional Services will report to the Board of Education on 2022-2023 Graduation and Senior Non-Grads, as presented.

Report on Senior Non-Grads 2022-23 - 10-19-23.pdf (OF 30,505)

11. NEW AND/OR UNFINISHED BUSINESS

11.a Adoption of Resolution 8 – Proclaiming November as Burbank Unified School District’s National Native American Heritage Month

That the Board of Education adopt Resolution 8 Proclaiming the month of November 2023, as Burbank Unified School District’s National Native American Heritage Month, as presented.

Resolution 8 Native American Heritage Month 10 19 23.pdf (OF 30,506)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.b Amendment of Resolution Number 1 Concerning Funding of Child Development Programs for Fiscal Year 2023-2024, Contract Number CCTR-2074.

That the Board of Education amend Resolution Number 1 certifying approval of the Board of Education to enter into a transaction with the Department of Social Services for funding of Child Development Programs, effective July 1, 2023, through June 30, 2024, and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.

Amended Resolution 1 CCTR 2023-2024 -10.19.23.pdf (OF 30,507)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.c Ratification of Resolution 9 Concerning Funding of Child Development Programs for Fiscal Year 2023-2024, Contract Number CSPP-3163

That the Board of Education ratify Resolution 9 certifying approval of the Board of Education to enter into a transaction with the California Department of Education for funding of Child Development Programs, effective July 1, 2023, through June 30, 2024, and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification Resolution 9_CSPP_2023-2024-10.19.pdf](#) (OF 30,508)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

[11.d Adoption of Resolution 10 Concerning Funding of Child Development Programs for Fiscal Year 2024-2025, Contract Number CCTR-2074](#)

[That the Board of Education adopt Resolution 10 certifying approval of the Board of Education to enter into a transaction with the Department of Social Services for funding of Child Development Programs, effective July 1, 2024, through June 30, 2025, and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.](#)

[Resolution 10_CCTR_2024-2025-10.19.23.pdf](#) (OF 30,509)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

[11.e Adoption of Resolution 11 Concerning Funding of Child Development Programs for Fiscal Year 2024-2025, Contract Number CSPP-3163](#)

[That the Board of Education adopt Resolution 11 certifying approval of the Board of Education to enter into a transaction with the California Department of Education for funding of Child Development Programs, effective July 1, 2024, through June 30, 2025, and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.](#)

[Resolution 11_CSPP_2024-2025-10.19.23.pdf](#) (OF 30,510)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

[11.f Approval of Agreement with Burbank Community YMCA for Power Scholars Explorers School Year Program](#)

[That the Board of Education approve the Agreement between the Burbank Unified School District and Burbank Community YMCA, to provide services for the 2023–2024 Power Scholars Explorers School Year Program, not to exceed \\$25,000 - 01.0-26000.0-11100-10012-5810-5480000 from the fiscal year 2023-2024; and \\$110,000 - 01.0-26000.0-11100-10000-5110-5480000 from the fiscal year 2023-2024 effective October 20, 2023, through May 31, 2024, and that authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.](#)

[Power Scholar Explorers YMCA 10.19 .23.pdf](#) (OF 30,511)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.g Approval of Agreement for Professional Services (Human Resources)

That the Board of Education approve an agreement between Burbank Unified School District and Jan Britz to provide services as an Executive Coach, not to exceed \$10,000 (01.000000.0-00000-72000-5850-7552000), effective October 20, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

Consultant Agreement- Jan Britz 10.19.23.pdf (OF 30,512)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.h Ratification of Agreement for Professional Services (Human Resources)

That the Board of Education approve the agreement between the Burbank Unified School District and Guy Z. Pinthar, to provide services as an Administrative Hearing Officer, not to exceed \$7,200 (01.0-00000.0-72000-5850-7552000), effective November 1, 2023 through November 30, 2023, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Guy Z. Pinthar.pdf (OF 30,513)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.i Approval of School-Connected Independent 501c3 Organizations for 2023-2024

That the Board of Education approve the School- Connected Independent 501c3 Organizations, School Year 2023-2024, pursuant to Administrative Regulation 1230: Community Relations – School-Connected Organizations, effective October 20, 2023 through October 19, 2024, as presented.

School Connected Organizations 10_19_23.pdf (OF 30,514)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

11.j Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 101923.pdf](#) (OF 30,515)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

12. CONSENT AGENDA

12.a Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960036514, total not to exceed \$79,000, (01.0-65000.0-50010-36000-5813-7440000), effective September 14, 2023 through July 1, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960036514 Settlement Agreement.docx \(1\).pdf](#) (Confidential Exhibit, OF 30,516)

12.b Approval of Personnel Report Number 23-24-07

That the Board of Education approve Personnel Report number 23-24-07, covering Certificated and Classified personnel, and consisting of Pages 1 to 26 inclusive, as presented.

[Personnel Report 23-24-07.pdf](#) (OF 30,517)

12.c Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of \$10,854,678.07 and commercial warrants in the total amount of \$2,629,681.72, as presented.

[Warrants.pdf](#) (OF 30,518)

12.d Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 101923_Redacted.pdf](#) (OF 30,519)

12.e Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratify Inst Consultant 101923_redacted.pdf](#) (OF 30,520)

12.f Approval of Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Non Instructional Consultant 101923_Redacted.pdf](#) (OF 30,521)

12.g Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Mind Your Language, Inc., to provide interpreting and translation for Burbank students, not to exceed \$20,000 (01.0-65000.0-57602-11901-5850-7440000), effective October 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Mind Your Language_Ratification.pdf](#) (OF 30,522)

12.h Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Oren R. Boxer, Ph.D., to provide a Psychoeducational IEE, not to exceed \$6,000 (01.0-65000.0-57602-11900-5850-744000) for special education student 960026731, effective October 20, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960026731 Oren Boxer Ph.D..pdf](#) (OF 30,523)

12.i Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Oren R. Boxer, Ph.D., to provide a Psychoeducational IEE, not to exceed \$6,000 (01.0-65000.0-57602-11900-5850-744000) for special education student 960026730, effective October 20, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960026730 Oren Boxer Ph.D..pdf](#) (OF 30,524)

12.j Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and American Language Services, to provide interpreting and translation for Burbank students, not to exceed \$20,000 (01.0-65000.0-57602-11901-5850-7440000), effective October 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services American Language Services_Ratification.pdf](#) (OF 30,525)

12.k Ratification of Agreement for Professional Services

That the Board of Education ratify the Consultant Agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide American Sign Language interpreting to employees, not to exceed \$20,000 (01.0-00000.0-72000-5850-7552000), effective July 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Agreement - Sign Up \(Human Resources\).pdf](#) (OF 30,526)

12.l Approval of Purchase of Auditorium Drapery and Rigging for Burbank Adult School

That the Board of Education approve to purchase auditorium curtains and rigging for a total not to exceed \$42,960, 11.0-63910.0-41101-85000-6405-5330000, \$4296, 11.0-63910.0-41102-85000-6405-5330000, \$8,592, 11.0-63910.0-41104-85000-6405-5330000, \$4296, 11.0-63910.0-41106-85000-6405-5330000, \$21,480 and, 11.0-00639.0-41100-85000-6405-533-00000, \$4296, as presented.

[BAS Auditorium 10 19 23.pdf](#) (OF 30,527)

12.m Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024

That the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024, Report Summary No. 1, July 1 through September 30, 2023, as presented.

[BUSD Williams UCP Report 1st Quarter 2023 24.pdf](#) (OF 30,528)

12.n Approval of Additive Change No.1, Flewelling & Moody Inc., Architectural Design Services, Alterations to Existing Playground with ADA Upgrades, Teddy Bear Park Project, Theodore Roosevelt Elementary School (Bond Fund)

That the Board of Education approve additive change order No.1 between Burbank Unified School District and Flewelling & Moody Inc., for Architectural Design Services for alterations to existing playground, with ADA upgrades at Theodore Roosevelt Elementary School, not to exceed \$85,000 (21.3-00000.0-91008-85000-6205-214-0000-0000) Bond Fund, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[CO1 Flewelling TeddyBearPark Roosevelt Bond.pdf](#) (OF 30,529)

12.o Approval of Award of Contract, TruLine Construction & Surfacing, Tennis Court Resurfacing, Burbank High School (Joint Use Funds)

That the Board of Education award a contract between Burbank Unified School District and TruLine Construction & Surfacing for Tennis Courts Resurfacing at Burbank High School, effective October 20, 2023 through October 19, 2024, not to exceed \$78,840 (010-81500.0-00000-85000-6170-752-3300) Joint Use Funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[10-19 AOC Truline_BHS Joint Use.pdf](#) (OF 30,530)

12.p Approval of Agreement for Special Services with School Services of California

That the Board of Education approve the agreement between Burbank Unified School District and School Services of California, effective November 1, 2023 through October 31, 2024, not to exceed \$5,500, (01.0-00000.0-00000-72000-5850-7471000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[School Services Agmt 101923.pdf](#) (OF 30,531)

12.q Ratification of Amended Consultant Agreement for Alba Johanna Schofield

That the Board of Education ratify an amended Consultant Agreement between Burbank Unified School District and Alba Johanna Schofield to provide instructional consultant services, effective September 9, 2023 through May 24, 2024, in the amount of \$27,720 (01.0-26000.0-11100-10000-5810-7420000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Alba Johanna Schofield Amended 101923_Redacted.pdf](#) (OF 30,532)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve items 12a through 12q as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. ABSENT: Weisberg.

13. [REQUESTS TO ADDRESS THE BOARD](#)

President Ferguson listed the retirees including Sherry Covington, Pamela Ellis, Christina Wright and Lauren Wygel and wished them a happy retirement.

13.a [Public Communications on Any Subject Within the Jurisdiction of the School Board](#)

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Eric Haack, community member, shared that he is the President of the Board of the Burbank Community Band. He noted that their goals are to share music with the community, provide a welcoming place for musicians to hone in on their musical talents and to support music education with youth in the community. He shared details of the upcoming events and asked people to attend if they are free.

Joel Schlossman, community member, addressed the comments made by Member Pontzer Kamkar and stated that feeling threatened comes from “woke” type people. He stated that the only person he did not threaten was Member Tabet, but that the night was not over yet.

Nicole Drabecki, BUSD employee, asked for details regarding item 11g. She asked what the role of Jan Britz will be as an executive coach. She stated that members still need support as it pertains to English Language Learning students. She stated that she understands that although that amount of money may not fully cover the salary of an aide, but that it could be applied to it.

13.b Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo addressed Eric Haack and stated that he is looking forward to attending an event. He noted that he is open to him working with the schools. He addressed Nicole Drabecki and indicated that since there are a lot of new administrative roles and new teams, her role will be to assist bridge the gap and build capacity. He shared that the LCAP funding was padded in order to cover English Language Learning student needs.

13.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet addressed Nicole Drabecki and shared that having administrative staff in the District is vital to the running of the school sites. She addressed Joel Schlossman and stated that there is no need for her to respond unless he brings something constructive to the dais. She thanked Eric Haack and pointed out that the events sound like fun.

Member Pontzer Kamkar addressed Eric Haack and stated that the events sound cool and that her kids would really love it. She addressed Nicole Drabecki and shared that those were great questions and that she would call her. She expressed to Member Tabet that she is not easily intimidated and that she does not mind answering difficult questions. She noted that some comments cannot be tolerated.

President Ferguson ejected Joel Schlossman from the meeting due to disrupting the meeting.

President Ferguson thanked Eric Haack and noted his excitement about the events that he will be a part of. He expressed his concern with the continuous verbal harassment received from community member Schlossman.

14. ADJOURNMENT

The meeting was adjourned at 9:27 p.m.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

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BURBANK UNIFIED SCHOOL DISTRICT**

November 2, 2023

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275 E. Olive Avenue
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Charlene Tabet
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Isabella Najaryan, Monterey High School
Paris Tesfu, John Burroughs High School

STUDENT BOARD MEMBERS ABSENT:

Andranik Bilbulyan, Burbank High School

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2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957

Title: Superintendent of Schools

4. [RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE](#)

The Board reconvened in Public Session at 7:13 p.m. Oscar Macias, BUSD employee, led the Pledge of Allegiance.

5. [REPORTING ON CLOSED SESSION](#)

President Ferguson reported that items 3a through 3d were for discussion only with no action taken.

6. ADJUSTMENTS TO THE AGENDA

Superintendent Paramo requested to introduce the Director of Secondary Education. President Ferguson asked for the introduction during the reports from the board items.

7. ITEMS FOR FUTURE AGENDAS

President Ferguson asked that they bring back a proposal for hiring freezes due to the financial considerations.

Vice President Weisberg requested that they add a discussion on social media policies to the agenda.

Member Tabet requested a discussion on cell phone usage on the agenda.

8. REPORTS FROM THE BOARD

Superintendent Paramo introduced Linda Junge, who introduced Oscar Macias, Director of Secondary Education, Diversity, Equity and Inclusion.

Oscar Macias thanked the District for the opportunity and shared his enthusiasm in his new opportunity.

Member Tabet welcomed Oscar back to the District. Member Pontzer Kamkar stated that she was excited to work in partnership with Oscar and welcomed him back to the District. Clerk Aghakhanian welcomed Oscar back stated that he was happy to see that his family was very happy for him. Vice President Weisberg shared her excitement to have Oscar back in the District. President Ferguson welcomed Oscar back and explained that he looks forward to working with him again.

8.a Student Representatives

Isabella Najaryan, Monterey High School and Paris Tesfu, John Burroughs High School, reported on activities at their respective schools.

9) REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Joel Schlossman, community member, stated that he is concerned about Member Tabet's comments from last meeting regarding \$10,000 not being much money to the District. He stated that it is in poor taste and that it affects tax payers.

Andre D regarded item 10e and expressed his approval. He stated that he believes that it is a great idea to provide transportation for foster youth. He shared that it will add safety, help underprivileged youth and that it will affect the youth in the long run.

9.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo thanked Joel Schlossman and stated that he appreciated how he shared his opinions and his temperament. He expressed to Andre D that he would love to talk to him more and get his ideas on item 10e. He noted the many benefits that would come from this item.

9.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet shared details on the events that she attended including Burroughs on Broadway. She indicated that the set and décor were impressive. She expressed that the kids have talent and that they spend a lot of time working on events.

Member Pontzer Kamkar thanked Andre D and noted that she loves his ideas. She reported from the Academic Affairs Committee and noted that they had a robust discussion with staff on a few items. She reported out on the Disney Elementary Science Day event.

Clerk Aghakhanian reported on the events that he attended, including Stevenson's Stepping Stone Science Fair and the Burbank Museum's 50th Anniversary event. He noted that a lot of BUSD students won an essay contest and that they won a check from the Historic Society. He asked that the students who won be recognized in the next Board meeting.

Vice President Weisberg thanked Andre D and noted that it is difficult to take public transportation in Burbank. She stated that it is the beginning of a longer conversation with the City on if it could be accessible to younger people and if it is user friendly.

President Ferguson stated that Andre D had great ideas and that checking in with students is important. He explained that the commute times in busses are lengthy and that it can be a challenge. He stated that it should be offered in middle schools and asked that students get access to different transportation services. He addressed a previous safety concern on a campus and that it was important to address things within 100 days of the event. He noted that they put in processes in place and thanked each District employee for their involvement and hard work. He indicated that Board Governance Committees will be done via Zoom which may impact public participation although it is ideal for public to participate. He stated that he will be sending the email on that soon.

10. NEW AND/OR UNFINISHED BUSINESS

10.a Adoption of Resolution 12 – Proclaiming November 4, 2023, as Esmeralda "Esme" Hernandez Day of Service

[That the Board of Education adopt Resolution 12 Proclaiming November 4, 2023, as Esmeralda “Esme” Hernandez Day of Service, as presented.](#)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

[10.b Approval of Resolution 13 – Proclaiming November 6–10, 2023, as National School Psychology Week](#)

[That the Board of Education approve Resolution 13, Proclaiming November 6 through November 10, 2023, as National School Psychology Week, as presented.](#)

[Resolution 13 National School Psychology Week_11.06.23.pdf](#) (OF 30,533)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

[10.c Adoption of Resolution 14 for 180-Day Wait Period Exception – Government Code Sections 7522.53 & 21224](#)

[That the Board of Education Adopt Resolution 14 for 180-Day Wait Period Exception – Government Code Sections 7522.53 & 21224, as presented.](#)

[Resolution 14- 180-Day Wait Period Extension.pdf](#) (OF 30,534)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

[10.d Acceptance of Memorandum of Understanding Between the Burbank Unified School District and the Burbank Teacher’s Association regarding Diversity, Equity, and Inclusion \(DEI\) Lead Teacher Compensation at Sites](#)

[That the Board of Education accept the Memorandum of Understanding between the Burbank Teachers Association and the Burbank Unified School District regarding the DEI Lead Teachers, as presented.](#)

[MOU- DEI Lead Teachers.pdf](#) (OF 30,535)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

[10.e Approval of Replenishing Trust Account in Accordance with MOU Regarding Long-Term Transportation Plan to Ensure School Stability for Foster Care Youth](#)

[That the Board of Education approve the additional funds needed to replenish the trust account with the Los Angeles County Office of Education, per the Memo of Understanding between the Burbank Unified School District, DCFS, and LACOE, to provide transportation for Foster Youth, which originally began August 12, 2019, and](#)

that the authority increase funding to the supporting trust account be exercised pursuant to BUSD/AR 3314, as presented.

Transportation MOU for Foster Youth 11.pdf (OF 30,536)

It was moved by Armond Aghakhanian, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.f Approval of Purchase of Digital Second Step for Childcare Programs and Elementary and Middle Schools

That the Board of Education approve the purchase of the Second Step Digital Program for elementary and middle school as well as childcare, not to exceed \$119,803.53 (01.0-26000.0-11100-10000-5840-7429000 (Expanded Learning Opportunities Program funds), as presented.

Second Step Digital Purchase-11.02.2023.pdf (OF 30,537)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.g Approval of Master Memorandum of Agreement with The County of Los Angeles for School-Sponsored Field Trip at Placerita Canyon Natural Area

That the Board of Education approve the Master Memorandum of Agreement with The County of Los Angeles for a School-Sponsored Field Trip at Placerita Canyon Natural Area, effective November 3, 2023, through June 30, 2024, as presented.

County of LA Parks Rec MOA Placerita Canyon 23-24.pdf (OF 30,538)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.h Approval of Master Memorandum of Agreement with The County of Los Angeles for School-Sponsored Field Trip at LA Arboretum

That the Board of Education approve the Master Memorandum of Agreement with The County of Los Angeles for a School-Sponsored Field Trip at LA Arboretum, effective November 3, 2023, through June 30, 2024, as presented.

County of LA Parks Rec MOA LA Arboretum 23-24.pdf (OF 30,539)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.i Approval of Master Memorandum of Agreement with The County of Los Angeles for School-Sponsored Field Trip at Vasquez Rocks Natural Area and Nature Center

That the Board of Education approve the Master Memorandum of Agreement with The County of Los Angeles for a School-Sponsored Field Trip at Vasquez Rocks Natural Area and Nature Center, effective November 3, 2023, through June 30, 2024, as presented.

County of LA Parks Rec MOA Vasquez Rocks 23-24.pdf (OF 30,540)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.j Amendment of the District's 2023 - 2024 Initial Bargaining Proposal with the Burbank Teachers Association (BTA)

That the Board of Education approve the Amendment to the District's Initial Proposal for the 2023 - 2024 negotiations with the Burbank Teachers Association, as presented.

amendment to reopeners 110223.pdf (OF 30,541)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.k Discussion and Possible Action on a Potential Facility General Obligation Bond Measure
- TABLED

That the Board of Education provide direction to the Superintendent based on the outcome of the discussion, as presented.

Bond Discussion 110223.pdf - **TABLED**

10.l Ratification of Employment Contract for Assistant Superintendent of Administrative Services

That the Board of Education ratify the employment contract for the Assistant Superintendent of Educational Services, retroactive to July 1, 2023 as presented.

Assistant Supt Admin Serv - Andrew Cantwell 110223.pdf (OF 30,542)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education approve the item as amended. The motion carried unanimously.

10.m Approval of Board Policy 3290: Gifts, Grants, And Bequests

John Paramo, Superintendent will facilitate the Board's approval of the proposed revision of Board Policy 3290: Gifts, Grants, And Bequests, as presented.

It was moved by Charlene Tabet, and seconded by Steve Ferguson, that the Board of Education approve the item as amended. The motion carried unanimously.

10.n Ratification of Monthly Stipend for Board of Education Members

That the Board of Education ratify the monthly stipend for each Board of Education member retroactive to July 1, 2022, as presented.

Board Member Stipend Increase.pdf (OF 30,543)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 4-1 with the following roll call vote: AYES: Ferguson, Aghakhanian, Tabet and Pontzer Kamkar. NAY: Weisberg.

10.o Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 110223.pdf (OF 30,544)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. CONSENT AGENDA

11.a Approval of Personnel Report Number 23-24-08

That the Board of Education approve Personnel Report number 23-24-08, covering Certificated and Classified personnel, and consisting of Pages 1 to 16 inclusive, as presented.

Personnel Report 23-24-08.pdf (OF 30,545)

11.b Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through October 9, 2023, as presented.

2023-2024 PURCHASE ORDER REPORT.pdf (OF 30,546)

11.c Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through September 25, 2023, as presented.

2023-2024 PURCHASE ORDER REPORT.pdf (OF 30,547)

11.d Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of \$1,373,431.69 and commercial warrants in the total amount of \$3,767,464.66, as presented.

[Warrants.pdf](#) (OF 30,548)

11.e Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultant 110223_Redacted.pdf](#) (OF 30,549)

11.f Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratf Inst Consultant - Providencia BMX_Redacted.pdf](#) (OF 30,550)

11.g Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and The Genesis Group Inc., to provide a related service provider to support individualized education plan mandated counseling services and assessment, not to exceed \$52,200 (01.0-65000.0-57602-11900-5850-7440000), effective October 16, 2023 through December 22, 2023 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services The Genesis Group_Ratification.pdf](#) (OF 30,551)

11.h Approval of Agreement with AVI Systems, Inc. for the Board Room Audiovisual Upgrade Project at the District Office (General Fund)

That the Board of Education approve agreements to AVI Systems, Inc. and Zoom Room for the board room audiovisual upgrade project at the District Office, not to exceed \$22,645.18, including a 10% contingency amount (01.0-00000.0-00000-77000-6450-7402000; 01.0-00000.0-00000-77000-5840-7402000) (General Fund), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval_Agreement_AVI Systems Zoom Room_Board Room AV Project_110223.pdf](#) (OF 30,552)

11.i Approval of Award of Contract to AMS.NET for Security Cameras at Burbank Adult School (Site Funds)

That the Board of Education approve an award of contract to AMS.NET for security cameras at the Burbank Adult School, not to exceed \$36,338.97, including a 10% contingency amount (11.0-63910.0-00000-85000-6249/6440/6449-5330000) (Site

Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[AOC_AMS.NET_Security_Cameras_BAS_110223.pdf](#) (OF 30,553)

- 11.j Acceptance of Notice of Completion, Disney Two-story Ten Classroom Building, Project 2: 21st Century Classroom Installations, Disney Elementary School, Sunrise Telecom (Bond Funds)

That the Board of Education accept the following project as completed: Disney Two-story Ten Classroom Building, Project 2: 21st Century Classroom Installations, Disney Elementary School, by Sunrise Telecom (21.3-00000.0-93000-85000-6249/6449-2010000), PO 22003202, not to exceed \$31,923.50 (Bond Funds), as presented.

[NOC_Sunrise_Telecom_21st_Century_Classrooms_Disney_110223.pdf](#) (OF 30,554)

- 11.k Approval of John Burroughs High School Softball (Overnight) Field Trip

That the Board of Education approve the John Burroughs High School Softball (Overnight) Field Trip request to participate in the Laguna Hills High School 2024 Softball Tournament in Laguna Hills, CA. from Thursday, March 7, 2024 through Saturday, March 9, 2024, as presented.

[JBHS_Girls_Softball_Overnight_Field_Trip_11_2_23.pdf](#) (OF 30,555)

- 11.l Ratification of University Agreement– Cal Lutheran University

That the Board of Education ratify the Student Teaching Agreement between the Burbank Unified School District and Cal Lutheran University to provide educational field experience, effective August 28, 2023 and until terminated in five (5) years (August 28, 2028), and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification- Cal Lutheran University Agreement.pdf](#) (OF 30,556)

- 11.m Ratification of Professional Agreement with Engie Services U.S.

That the Board of Education approve an agreement between Burbank Unified School District and Engie Services U.S. to maintain the generating facilities, effective August 1, 2023 through July 31, 2028, not to exceed \$27,033 for 2023-24, \$27,844 for 2024-25, \$28,679 for 2025-26, \$29,540 for 2026-2027 and \$30,426 for 2027-28, (RRM, 01.0-81500.0-00000-85000-6282-7523500), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[Ratif_Engie_Renewal_110223.pdf](#) (OF 30,557)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve items 11a through 11m as recommended. The motion carried unanimously.

12. REQUESTS TO ADDRESS THE BOARD

12.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Joel Schlossman, community member, suggested to Member Pontzer Kamkar and President Ferguson that they were incorrect with the last comments that they made about him. He stated that he encourages free speech and individuality.

12.b Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo did not wish to respond.

12.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Pontzer Kamkar reviewed her comments from the last meeting and wanted to state the exact quote that Joel Schlossman had said. She read back the quote and stated that others made a violent comment, not him. She quoted him in another meeting and asked that he disagree while not attacking people.

13. ADJOURNMENT

The meeting was adjourned at 9:58 p.m. in memory of Cindy Montanez and in celebration of Lidia Rios.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

November 16, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Charlene Tabet
Abby Pontzer Kamkar

STUDENT BOARD MEMBERS PRESENT:

Isabella Najaryan, Monterey High School
Paris Tesfu, John Burroughs High School
Andranik Bilbulyan, Burbank High School

Also present were John Paramo, Superintendent; Peter Knapik, Assistant Superintendent, Educational Services; Andrew Cantwell, Assistant Superintendent, Administrative Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/b7M73hB9bfUyYx3c9> before 3pm on Wednesday, November 15th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public

Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Students 960016695, 960022536 and 960036851

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: Burbank Teachers Association (BTA)

3.c Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: California School Employees Association (CSEA) Chapter 674

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957

Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:27 p.m. Andre Dionysian, community member, led the Pledge of Allegiance.

President Ferguson moved to item 6.

5. REPORTING ON CLOSED SESSION

6. ADJUSTMENTS TO THE AGENDA

No adjustments were made to the Agenda.

7. ITEMS FOR FUTURE AGENDAS

Vice President Weisberg requested that there be an agenda and meeting solely on the FCMAT report rather than it be an agenda item.

8. PRESENTATIONS / RECOGNITIONS

8.a Presentation on Burbank Arts and Education Foundation (BAEF) Fall Grant Cycle

Sharon Cuseo, Assistant Superintendent, Instructional Services, will introduce Caroline Solberg, Grants and Giving Committee Chair of the Burbank Arts and Education Foundation (BAEF), who will present the outcomes of the Fall Grant Cycle

9. REPORTS FROM THE BOARD

9.a Student Representatives

Isabella Najaryan, Monterey High School; Paris Tesfu, John Burroughs High School, and Andranik Bilbulyan, Burbank High School; will report on activities at their respective schools.

Superintendent Paramo introduced Peter Knapik, who recognized Jonathan Lopez. Thanks to Jonathan, the District will be applying for the Title 6 Indian Education Grant funded by the federal government. Peter Knapik also asked the Los Angeles County Office of Education to share this information with all School Districts in the Los Angeles County, which will allow everyone to have the opportunity to apply. Jonathan Lopez thanked Peter for helping him with getting the grant going. He stated that he hopes to also educate students who are not indigenous. Member Tabet thanked Jonathan for bringing this to the District and asked that he keep the Board updated on this grant. Member Pontzer Kamkar thanked Jonathan for bringing this to the District. Clerk Aghakhanian thanked Jonathan and stated that there is a need for people to learn about the history and the past. Vice President Weisberg echoed what other Board Members stated and noted the importance of his advocacy. President Ferguson thanked Jonathan and asked that there be a meeting about this topic.

10. REQUESTS TO ADDRESS THE BOARD

10.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to

students and employees. The Superintendent may refer the matter to the proper department for review.

Nick Schultz, community member and Vice Mayor, spoke regarding agenda item 12i and asked why there was a postponement on the meeting. He explained that due to postponements of these meetings, community members have speculated that both institutions cannot or will not work together. He stated that he is invested in a collaborative and supportive relationship with the Board. He explained that the body on the Council is committed to building a honest and open and trusting relationship. He gave a special thank you to President Ferguson and Vice President Weisberg for maintaining an open and honest line of communication with him.

Joan Becker, BUSD employee, expressed her concern regarding how the APEX fundraiser was impacted this year. She stated that this year, APEX videos were not allowed to be shown during instructional time and that students did not engage with the program as much. This created a significant financial impact, which was around \$11,000, which caused Miller Elementary to receive \$6,000 less in funding. She stated that she does not know why these changes were made to the program, but stated the benefits of it.

Debbie Winstein, BUSD employee, requested that the newly refurbished auditorium at Miller Elementary be named after John and Nancy Ossiff, who have gone above and beyond for the school. She shared his many achievements and the impact that he has made. She shared the support that his wife Nancy Ossiff has provided.

Joel Schlossman, community member, stated that it was improper that President Ferguson went out of order. He expressed that item 12b has the District spending up to \$40,000 as an incentive for teachers who are going to retire. He stated that it is wasteful and that \$40,000 is a lot of money. He noted that there was no detail on that Board Report.

Lenora Aguilera, BUSD employee, recommended that the Library at Dolores Huerta Middle School be named in honor of Sharon Cuseo. She expressed Sharon's dedication to the District and reiterated the request to name the Dolores Huerta Middle School library after her.

Virtual speaker Vanesa Moran, parent, voiced her concerns on the lack of security measures in the schools. She stated that so far there have been two shooting threats and gave suggestions as to how to increase security.

10.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

John Paramo, Superintendent, thanked Vice Mayor Schultz for his comments and for his outreach. He stated that they will be scheduling a joint meeting and looks forward to working with him, the Council and with City staff soon. He addressed Joan Becker and explained that although he does not have all of the information, he does know that there was a complaint filed with the California Department of Education and that there are some limitation on fundraising during instructional minutes. He stated that he will be working with Peter Knapik to get more information and to see if there is anything that they can do. He addressed Debbie Winstein and Lenora Aguilera and expressed that he could not agree more with them and while there is specific Board policy that needs to be followed, they are enthusiastically going to pursue that. He

addressed Vanesa Moran and stated that her suggestions sound reasonable but that he can't just take a student's backpack and do a check if there is no reasonable suspicion. He noted that they have worked diligently in the last six months to put a lot of safety measures in place, including dedicating funds for surveillance cameras. He indicated that as a parent, he understands why she is fearful and that he will make sure that she gets a phone call back.

10.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet thanked the speakers for coming. She recognized Nick Schultz and stated that him sharing his thoughts and opinions mattered. She thanked Debbie Winstein and Lenora Aguilera for their comments and gave them details on the policy for their request.

Member Pontzer Kamkar addressed the comments made by Debbie Winstein and Lenora Aguilera and expressed that it is great to hear the history and connections to the community. She noted that Joan Becker felt that the APEX program was effective and that it was worth looking into. She explained to Vanesa Moran that she has emailed parents about what happened at Luther and that she cannot imagine what that must feel like. She acknowledges her understanding that she wants all students to feel protected. She reinforced that they are unable to do random searches. She shared the details of the events that she attended.

Clerk Aghakhanian thanked the speakers addressing naming the library and auditorium after volunteers and staff. He stated that it speaks volumes about the community and how well they know each other. He expressed that the event he attended was a multicultural event and that it embodied what Burbank is about. He noted that he considers the Council Members his colleagues and speaks to them on a regular basis. He indicated that he wishes that people think before they speak, write or publish things.

Vice President Weisberg thanked all of the speakers and noted that it was Trans Awareness Week. She explained that it was a week of learning from her students. She expressed her appreciation towards Nick Schultz and shared that it was wonderful to see the conversation going on between the Vice Mayor, Board President Ferguson and the Mayor. She thanked Joan Becker for her comments and stated that financial equity is really important and it's something that they are trying to figure out how to do on all of the campuses. She addressed Debbie Winstein and Lenora Aguilera and expressed that the people referenced have had unbelievable contributions to the schools. She asked that Andrew Cantwell address the early retirement item. She shared with Vanesa Moran a few examples of the things that her students have been fearful of with regards towards safety. She encouraged her to reach out to her legislators and ask them to take a stand and support gun control legislations specifically as it relates to semi-automatic weapons. She detailed that there will continue to be a clear backpack rule for high school football games and that there are a lot of behind the scene work that goes on. She thanked everyone for their comments.

President Ferguson addressed Joel Schlossman's comment on the flag salute and stated that it is a constant tool of abuse towards one member of the Board. He thanked Joan Becker and explained that her comments are important and that he will look that. He thanked Debbie Winstein and expressed that he remembers when someone's passion met their purpose. He thanked Lenora Aguilera and indicated that Sharon Cuseo is absolutely worthy of that request. He addressed Nick

Schultz and stated that it is a privilege and an honor to be able to represent the community. He reflected on an event that he experienced and expressed his disappointment with the outcomes of it.

11. REPORTS TO THE BOARD

11.a Update on Fiscal Crisis & Management Assistance Team (FCMAT) Study and Fiscal Services Department Review

Andrew Cantwell, Assistant Superintendent, Administrative Services, will report to the Board of Education on the FCMAT audit and on-going internal audits.

FCMAT Update 111623.pdf (OF 30,558)

11.b Report on Legislative Update

Linda Junge, Assistant Superintendent, Instructional Services and Robyn Anders, Director of Instructional Technology and Accountability will report on new legislation, as presented.

Legislative Update Report 11 16 23.pdf (OF 30,559)

12. NEW AND/OR UNFINISHED BUSINESS

12.a Adoption of Resolution 15 for Exemption to the Separation-From-Service Requirement Pursuant to Section 24214.5 or 26812 of The Education Code for CALSTRs Members

That the Board of Education Adopt the Resolution 15 for Exemption to the Separation-From-Requirement pursuant to Section 24214.5 and 26812 of the Education Code for CALSTRs members, as presented.

Adoption of Resolution 15 Exemption.pdf (OF 30,560)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.b Approval of Early Notification Incentive for any Burbank Teacher Association (BTA) Member Who Chooses to Retire or Separate at the End of the 2023-2024 School Year

That the Board of Education approve the \$1,000 Early Notification Incentive for any Burbank Teacher Association (BTA) member who chooses to retire or separate at the end of the 2023-2024 school year by submitting an irrevocable resignation effective on June 30, 2024, not to exceed \$40,000 (01.0-67620.0-11100-10000-1110-7559000), as presented.

BAI- Early Notification Incentive .pdf (OF 30,561)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.c Approval of Interagency Participation Agreement with Alliance Schools for Cooperative Insurance Program (ASCIP)

That the Board of Education approve the Interagency Participation Agreement between the Burbank Unified School District and Alliance of Schools for Cooperative Insurance Programs (ASCIP) effective January 2024-January 2025, and shall be effective yearly unless terminated by either party on advance written notice as delineated in the Term of Agreement as presented.

Approval of Interagency Participation Agreement with Alliance Schools for Cooperative Insurance Program ASCIP.pdf (OF 30,562)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.d Approval of 100% Childcare Fee Reduction for Unduplicated Students Paid by Expanded Learning Opportunities Program for Around the Bell and Boys and Girls Club of Burbank, from November 17, 2023, through June 30, 2024.

That the Board of Education approve the 100% reduction in fees for unduplicated students in the Around the Bell childcare program (no agreement required as this is a District run program) and the Agreement between the Burbank Unified School District Boys and Girls Club of Burbank to provide childcare services at a 100% rate reduction paid by the Expanded Learning Opportunities Program (ELOP), not to exceed \$2,500,000.00 (01.0-2600.0-0-00000-27000-5810-7429000), effective November 17, 2023, through June 30, 2024, and that authority to sign this agreement be exercised pursuant to BUSD –AR 3314, as presented.

BGC 100% Contract 2023-24 11 16 23.pdf (OF 30,563)

It was moved by Emily Weisberg, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.e Ratification of Agreement for Professional Services (Fiscal Services)

That the Board of Education ratify an agreement between Burbank Unified School District and Marysol Correa to provide services reconciling bank statements required for the audit, not to exceed \$2,400 (01.0-00000.0-00000-72000-5850-7472000), effective November 6, 2023 through December 31, 2023 and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

Professional Agreement M Corea 111623_Redacted.pdf (OF 30,564)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.f Ratification of Agreement for Professional Services (Fiscal Services)

That the Board of Education ratify an agreement between Burbank Unified School District and Noemi Lokmanian to provide services in Account Receivable, not to exceed \$15,960 (01.0-00000.0-00000-72000-5850-7472000), effective November 3, 2023 through January 31, 2024, as presented.

[Professional Services N Lokmanian 111623_Redacted.pdf](#) (OF 30,565)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.g Ratification of Agreement for Professional Services (Fiscal Services)

That the Board of Education ratify an agreement between Burbank Unified School District and Xia Liu to provide services in Accounts Receivable, not to exceed \$15,960 (01.0-00000.0-00000-72000-5850-7472000), effective November 3, 2023 through January 31, 2024, as presented.

[Professional Services X Liu 111623_Redacted.pdf](#) (OF 30,566)

It was moved by Emily Weisberg, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Tabet and Pontzer Kamkar. ABSENT: Aghakhanian.

12.h Adoption of Board Policy 6142.4: Service Learning/Community Service Classes

That the Board of Education adopt the proposed revision to Board Policy 6142.4: Service Learning/Community Service Classes, as presented.

[Policy 6142.4 Service Learning Community Service Classes.pdf](#) (OF 30,567)

It was moved by Emily Weisberg, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Tabet and Pontzer Kamkar. ABSENT: Aghakhanian.

12.i Amendment of the 2023-2024 Regular Board of Education Meeting Dates

That the Board of Education amend its regular meeting dates for the 2023-2024 school year and reinstate December 7, 2023 as a regular Board of Education meeting date, as presented.

[Amended Approval of Regular Board Meeting Dates 2023-2024.pdf](#) (OF 30,568)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.j Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 111623.pdf](#) (OF 30,569)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. CONSENT AGENDA

13.a Approval of Personnel Report Number 23-24-09

That the Board of Education approve Personnel Report number 23-24-09, covering Certificated and Classified personnel, and consisting of Pages 1 to 17 inclusive, as presented.

[Personnel Report 23-24-09.pdf](#) (OF 30,570)

13.b Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through October 23, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf](#) (OF 30,571)

13.c Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 111623_Redacted.pdf](#) (OF 30,572)

13.d Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratify Inst Consultant 111623_Redacted.pdf](#) (OF 30,573)

13.e Approval of Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Non Inst Consultant - S Ruiz-Emmons 111623_Redacted.pdf](#) (OF 30,574)

13.f Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between Burbank Unified School District and Aya Healthcare, Inc. to provide a credentialed special education teacher, not to exceed \$88,200 (01.0-65000.0-57601-11804-5810-7440000), effective November 17, 2023 through May 25, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Aya Healthcare, Inc. Credentialed Teacher BHS.pdf](#) (OF 30,575)

13.g Ratification of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, ratify reimbursement to the parent of Special Education Student 960012169 visit student who attends a Non Public School (NPS), per IEP, not to exceed \$6,000, effective October 1, 2023 through June 30, 2024, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960012169 Parent Reimbursement Ratification.pdf](#) (OF 30,576)

13.h Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Aya Healthcare, Inc. to provide a credentialed special education teacher, not to exceed \$96,075 (01.0-65000.0-57601-11804-5810-7440000), effective November 3, 2023 through May 25, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Aya Healthcare, Inc. Credentialed Teacher Bret Harte.pdf](#) (OF 30,577)

13.i Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Jessica Richards, A Licensed Clinical Social Worker Professional Corporation, to provide clinical psychology services for selective mutism for Special Education Student 960025268, not to exceed \$6,250 (01.0-65000.0-57602-11900-5850-7440000), effective October 20, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960025268 Jessica Richards Ratification.pdf](#) (OF 30,578)

13.j Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960016695, total not to exceed \$15,850, (01.0-65000.0-50010-36000-5813-7440000), effective October 2, 2023 through February 29, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960016695 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,579)

13.k Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960022536, total not to exceed \$89,424, (01.0-65000.0-50010-36000-5813-7440000), effective September 1, 2023 through January 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960022536 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,580)

13.l Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960036851, total not to exceed \$29,960, (01.0-65000.0-50010-36000-5813-7440000), effective October 24, 2023 through August 1, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960036851 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,581)

13.m Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and The Genesis Group Inc., to provide a related service provider to support individualized education plan mandated speech and language services and assessments, not to exceed \$113,680 (01.0-65000.0-57602-11900-5850-7440000), effective November 1, 2023 through May 24, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Genesis Group Ratification.pdf](#) (OF 30,582)

13.n Approval Renewal of University Agreement– Mount St. Mary's University

That the Board of Education approve to renew the University Agreement between the Burbank Unified School District and Mount St. Mary's University to provide educational field experience, effective November 17, 2023 and until terminated in one (1) year on November 17, 2024, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Mount St. Mary's University.pdf](#) (OF 30,583)

13.o Ratification of University Agreement– Walden University

That the Board of Education approve the University Agreement between the Burbank Unified School District and Walden University to provide educational field experience, effective November 17, 2023 through until terminated in five (5) years on November 17, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented

[Ratification of University Agreement- Walden University.pdf](#) (OF 30,584)

13.p Approval of Agreement for Professional Services, Actuarial Study (General Fund)

That the Board of Education approve an agreement between Burbank Unified School District and Total Compensation Systems, Inc. to perform an actuarial study, not to exceed \$6,400 (01.0-00000.0-00000-72000-5820-7401000) (General Fund), effective December 1, 2023 through December 31, 2025, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[Professional Services Actuarial Study 111623.pdf](#) (OF 30,585)

13.q Acceptance of Notice of Completion, NJP Sports Inc., Replacement of Foam Baseball Pads, Burbank High School Baseball Field (Safety Credits)

That the Board of Education accept the following as completed: Replacement of Foam Baseball Pads at Burbank High School Baseball Field, PO#24001699, not to exceed \$9,300 (01.0-81500-0-00000-85000-6170-752-3200) Safety Credits, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_NJP Sports_BHS_Safety Credit.pdf](#) (OF 30,586)

13.r Amendment of Agreement for Professional Services, Lozano Smith (General Fund/Bond Fund)

That the Board of Education approve an agreement between the Burbank Unified School District and Lozano Smith, Attorneys at Law, to provide specialized legal services in the area of facilities and construction, effective, July 1, 2023 through June 30, 2024, not to exceed \$253,000 (01.0-00000.0-00000-72000-5820-7401000) (General Fund) and (21.0-00000.0-00000-85000-5820-7400000) Bond Fund) and (01.0-65000.0-50010- 21000-5820-7440000) (Special Education Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[Amended Lozano Smith 111623.pdf](#) (OF 30,587)

13.s Amendment of Agreement for Audit Services, CliftonLarsonAllen

That the Board of Education amend the agreement between Burbank Unified School District and CliftonLarsonAllen (CLA), as the District Auditor for the fiscal year ending June 30, 2023, not to exceed \$98,675 (01.0-00000.0-00000-71900-5820-7401000) respectively, plus mileage at the approved IRS rate for the year served, and hourly rates per additional programs, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amended CLA 111623.pdf](#) (OF 30,588)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve items 13a through 13s as recommended. The motion carried unanimously.

15) ADJOURNMENT

The meeting was adjourned at 10:37 p.m. in memory of Janet Stearns, Cara Takeuchi, Tommy Sanchez and in celebration to Robert Alcantar.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

December 7, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Charlene Tabet
Abby Pontzer Kamkar

STUDENT BOARD MEMBERS PRESENT:

None.

STUDENT BOARD MEMBERS ABSENT:

Isabella Najaryan, Monterey High School
Paris Tesfu, John Burroughs High School
Andranik Bilbulyan, Burbank High School

Also present were John Paramo, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Peter Knapik, Assistant Superintendent, Educational Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/b7M73hB9bfUyYx3c9> before 3pm on Wednesday, December 6th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the

Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: California School Employees Association (CSEA) Chapter 674

3.b Public Employee Performance Evaluation Pursuant to Government Code §54957

Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:05 p.m. Sharon Cuseo, Assistant Superintendent, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Ferguson reported that items 3a and 3b were for discussion only with no action taken.

6. ADJUSTMENTS TO THE AGENDA

President Ferguson asked that the Board consolidate the period of public comment into one period of public comment.

7. ITEMS FOR FUTURE AGENDAS

Member Pontzer Kamkar asked to add a Discussion of Governance and Board Retreat.

8. PRESENTATIONS / RECOGNITIONS

8.a Recognition of Burbank Historical Society Essay Award Winners

John Paramo, Superintendent will introduce Armond Aghakhanian, School Board Member, who will recognize Burbank Historical Society Essay Award winners, as presented.

8.b Recognition of Supervisor Kathryn Barger for Sponsorship of LGBTQ+ Supplemental Materials for the Burbank Unified School District - **TABLED**

John Paramo, Superintendent will facilitate the recognition of Supervisor Kathryn Barger for sponsorship of LGBTQ+ supplemental materials to the Burbank Unified School District, as presented.

- **TABLED**

9. REPORTS FROM THE BOARD

9.a Student Representatives

Kayla Cruz reporting for Paris Tesfu; John Burroughs High School will report on activities at her respective school.

10. REQUESTS TO ADDRESS THE BOARD

10.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Nicolai DiDonato, BUSD student, spoke in support of the Community Day School. He recognized the teachers from that school and shared his hope that they could keep their job.

Maureen Garcia Teni, parent, expressed her support to keep the Community Day School. She shared her student's experience and her gratitude towards the school.

Billy Smith, parent, expressed his support for the Community Day School. He shared his student's experience in the school and noted how staff helped her.

Frank Fuentes, BUSD employee, commented on the connections that employees make with students at the Community Day School. He expressed the importance of the school and indicated that the staff creates the culture.

Arlene Legaspi, BUSD employee, spoke in support of the Community Day School. She described the students that she encounters and asked the Board to think of the students when considering their choices.

Michael Beno, BUSD student, commented on how much the teachers at the Community Day School care. He expressed that it would be unfair to close the school over money.

Lilia Paniagua, parent, expressed her student's experience while attending the Community Day School. She shared her gratitude for programs like CDS and for the staff there.

Joel Schlossman, community member, stated that he is being discriminated against. He asked that the Board encourage public participation and include the option of the public comment via phone call. He asked if the Board read item 13a and expressed that there are a lot of bonuses in the contract. He noted the retirement package and benefits. He pointed out that President Ferguson texts during meetings and asked that if it is work related, he is entitled to see them.

Leo Gharepti, former BUSD student, expressed his experience as a student in the Community Day School. He noted that the staff helped him, a student with disabilities, to succeed.

Jackie Baker, parent, stated that she understands that the Board is under legal constraints, but that she would like to know that her feedback matters. She spoke in support of the John Burroughs High School coach.

Barbara Perry, parent, spoke in support of the John Burroughs High School coach. She asked that the Board give examples of what to do in certain situations. She stated that she would like to be part of the solution.

Brianne Schuck, parent, stated that she is concerned that there is a violation of Board Policy against non-married parents in the Around The Bell program. She gave examples of the differences between the treatment of married vs non-married parents. She requested that the Board look into revising the policies in place.

Nicole Drabecki, BUSD employee, asked for more information about the two-tier hiring freeze and asked that the Board give specifics as to who falls under tier one and tier two. She expressed her support for employees from the Community Day School.

Isabella Paniagua, former BUSD student, spoke in support of the Community Day School. She shared her experience as a student.

Christopher Rodriguez, former BUSD student, thanked staff at the Community Day School. He spoke in support of the school and shared his experience there.

10.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo apologized to families in the Jewish community for having a meeting during a religious holiday. He apologized to Brianne Schuck for her experience and stated that what transpired was not okay. He gave Nicole Drabecki examples of both tiers within the hiring freeze scope. He stated that the John Burroughs High School coach has touched the hearts of many people and that he is legally entitled to privacy. He expressed that Frank Fuentes has talent in working with kids and that the outcomes he has produced are amazing. He shared that what he wants to accomplish is to do more at the high school levels in order to reimagine how to service students. He explained that there is a decline in enrollment and more space in the schools.

10.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet thanked Superintendent Paramo for his comments. She addressed Brianne Schuck and stated that as a divorced parent, she felt for the situation. She noted that Peter Knapik will take care of the situation. She thanked all of the speakers that came out. She referenced the parents of the John Burroughs High School basketball students and asked Superintendent Paramo to look into why the students were told that their season might be cut short.

Member Pontzer Kamkar thanked Brianne Schuck and stated that she knows that Superintendent Paramo and Peter Knapik will resolve the issue. She thanked Barbara Perry and Jackie Baker for their comments and noted that she could tell that the coach was really special. She expressed that there is a special place in her heart for the Community Day School and that they are looking for how to move forward while looking at their current constraints.

Clerk Aghakhanian spoke to parents and students about their concerns and success stories at the Community Day School. He expressed that students are the first priority. He explained that fundraising is important and that there are legal ramifications for making mistakes. He noted that it gets complicated but at the end, it is about students.

Vice President Weisberg expressed that she is happy to be at the meeting even on the first night of Hanukah. She thanked Nicole Drabecki and expressed her gratitude towards her hard work and continued activism. She stated that the Board will look into the comments made by Brianne Schuck and asked staff for a report back as soon as possible. She thanked the parents who spoke about the John Burroughs High School coach and thanked the students and parents who reached out to her. She thanked the parents and students of the Community Day School. She expressed her excitement for the students who have been successful.

President Ferguson acknowledged his challenges while attending District schools. He noted that he would have done better had he attended the Community Day School. He expressed the

reluctancy of the Board as to potentially close the school. He addressed Frank Fuentes and stated that this is not about him but it is about getting students to cross the finish line. He referenced the comments made by Brianne Schuck and stated that Superintendent Paramo will be addressing that issue as soon as possible. He explained that fundraising has a lot of rules and that there should just be one person in charge of fundraising. He stated that the rules are on the website.

Superintendent Paramo asked to adjourn the meeting in memory of Walter Collier.

President Ferguson agreed to adjourn the meeting in memory of Walter Collier.

11. REPORTS TO THE BOARD

11.a Report on Math Collaborative with California Education Partners

Robyn Anders, Director of Instructional Technology & Accountability, Instructional Services, will present to the Board of Education on BUSD Math Collaborative with California Education Partners, as presented.

Board Report on BUSD Math Collaborative with California Education Partners 12-7-23.pdf (OF 30,589)

President Ferguson moved to item 12a.

11.b Three Month Enrollment Report 2023-24

Stacy Cashman, Director, Student Services, will report on the District's current enrollment numbers as presented.

Three Month Enrollment Report 23-24.pdf (OF 30,590)

11.c National Student Clearinghouse Data

Sharon Cuseo, Assistant Superintendent of Instructional Services, will report on the National Student Clearinghouse Data for Burbank Unified School District Graduates, as presented.

National Student Clearinghouse 120723.pdf (OF 30,591)

12. PUBLIC HEARING - Approximately 10:36 p.m.

12.a Public Disclosure of the 2023-2024 Negotiated Amendment to the Agreement and Memorandums of Understanding between Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

The Board of Education will hold a Public Hearing, in compliance with provisions of AB1200 (Chapter 1213/Statutes 1994), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5 to allow the public an opportunity to comment regarding the negotiated Amendment to

the current Agreement and Memorandums of Understanding between the Burbank Unified School District and the Burbank Teachers Association (BTA), as presented.

AB1200 BTA Public Hearing 120723.pdf (OF 30,592)

President Ferguson moved to item 11c, then moved to item 11b.

13. NEW AND/OR UNFINISHED BUSINESS

- 13.a Approval of the 2023-2024 Negotiated Amendment to the Agreement and Memorandums of Understanding between Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

That the Board of The Board of Education approve the negotiated Amendment to the current Agreement and Memorandums of Understanding between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB1200 (Chapter 1213/Statutes 1994), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5, as presented.

AB1200 BTA Approval 120723.pdf (OF 30,593)

It was moved by Emily Weisberg, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

- 13.b Approval of the Two-Tiered Hiring Freeze for Classified, Certificated and Management Positions

That the Board of Education approve the two-tiered hiring freeze for classified, certificated and management positions effective December 8, 2023, as presented.

Approval of Two-Tiered Hiring Freeze for Classified, Certificated and Management Positions.pdf (OF 30,594)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

- 13.c Approval of Agreement for Professional Services (Human Resources)

That the Board of Education approve an agreement between Burbank Unified School District and Jeff Marderosian to provide services as an Attorney at Law, not to exceed \$20,000.00 (01.0-00000.0-00000-72000-5850-755200), effective December 8, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD ATR 3314, as presented.

Approval Agreement for Professional Services- Jeff Marderosian.pdf (OF 30,595)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

13.d Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 120723.pdf](#) (OF 30,596)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. CONSENT AGENDA

14.a Approval of Personnel Report Number 23-24-10

That the Board of Education approve Personnel Report number 23-24-10, covering Certificated and Classified personnel, and consisting of Pages 1 to 17 inclusive, as presented.

[Personnel Report 23-24-10.pdf](#) (OF 30,597)

14.b Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

That the Board of Education ratify the Master Contract for special education students, to be provided by Aequor Healthcare Services, LLC, Ascend Rehab Services and Behavioral Intervention Specialists of LA, LLC effective July 1, 2023 through June 30, 2024 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2023 through June 30, 2024, was approved by the Board of Education June 1, 2023.

[SPED Professional Services Master Contract Amendment.pdf](#) (OF 30,598)

14.c Amendment of Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and American Language Services, to provide interpreting and translation for Burbank students, not to exceed \$120,000 (01.0-65000.0-57602-11901-5850-7440000), effective October 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original agreement was approved on October 19, 2023 in the amount of \$20,000. This amendment adds an additional \$100,000 to increase the total not to exceed \$120,000.

[SPED Professional Services American Language Services Amendment.pdf](#) (OF 30,599)

14.d Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Behavioral Intervention Specialists of LA, LLC, to provide a speech and language pathologist assistant, not to exceed \$76,160 (01.0-65000.0-57602-11901-5850-7440000), effective November 20, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Behavioral Intervention Specialists SLPA Ratification.pdf](#) (OF 30,600)

14.e Amendment of Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between Burbank Unified School District and The Genesis Group Inc., to provide a related service provider to support individualized education plan mandated counseling services and assessment, not to exceed \$157,760 (01.0-65000.0-57602-11900-5850-7440000), effective October 16, 2023 through May 24, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was November 2, 2023 for a total not to exceed \$52,200. This amendment extends the end date from December 22, 2023 to May 24, 2024 with an increase of \$105,560. The new not to exceed amount is \$157,760.

[SPED Professional Services The Genesis Group Amendment.pdf](#) (OF 30,601)

14.f Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of Instructional Consultant 120723 Redacted.pdf](#) (OF 30,602)

14.g Ratification of University Agreement– California State University Northridge

That the Board of Education to ratify the University Agreement between the Burbank Unified School District and California State University, Northridge, to provide educational field experience, effective November 7, 2023 and until terminated in five (5) years on November 7, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- California State University Northridge.pdf](#) (OF 30,603)

14.h Ratification of University Agreement– Tufts University

That the Board of Education to ratify the University Agreement between the Burbank Unified School District and Tufts University to provide educational field experience,

effective June 1, 2023 and until terminated in five (5) years on June 1, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement-Tufts.pdf](#) (OF 30,604)

14.i Ratification of University Agreement– National University - **TABLED**

That the Board of Education to ratify the University Agreement between the Burbank Unified School District and National University to provide educational field experience, effective July 24, 2023 and until terminated upon mutual consent of both parties, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented

[Ratification of University Agreement- National University.pdf](#) - **TABLED**

14.j Amended Agreement for Professional Services (Human Resources)

That the Board of Education amend the Consultant Agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide American Sign Language interpreting to employees, not to exceed \$50,000 (01.0-00000.0-72000-5850-7552000), effective retroactive to July 1, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented

[Amended agreement for Professional Services- Sign Up LLC.pdf](#) (OF 30,605)

14.k Ratification of Award of Contract, ATI Restoration LLC, Restoration Services from Flood Damage, District Service Center (General Fund)

That the Board of Education ratify an award of contract between Burbank Unified School District and ATI Restoration LLC for Restoration Services from Flood Damage, effective October 9, 2023 to October 8, 2024, not to exceed \$41,419.00 (01.0-00000.0-00000-85000-6103-740-2000) and \$171,375.00 (01.0-00000.0-00000-85000-6230-740-2000) General Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[Ratif ATI DSC General.pdf](#) (OF 30,606)

14.l Approval of Professional Agreement with Food Safety Systems

That the Board of Education approve the agreement between Burbank Unified School District and Food Safety Systems, effective January 1, 2024, not to exceed \$52,150 (13.0-53200.0-00000-37000-5850-9000000), and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Food Safety Systems 120723.pdf](#) (OF 30,607)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve items 14a through 14h and 14j through 14l as recommended. The motion carried unanimously.

15. REQUESTS TO ADDRESS THE BOARD

15.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

15.b Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

15.c Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

16. ADJOURNMENT

The meeting was adjourned at 11:16 p.m. in memory of Walter Collier and in celebration of Sharon Cuseo and Laurie Harmon.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

December 14, 2023

District Office Boardroom
1900 W. Olive Avenue
Burbank, California, 91506

MEMBERS PRESENT:

Steve Ferguson (Arrived at 6:07 p.m.)
Emily Weisberg
Armond Aghakhanian
Abby Pontzer Kamkar

MEMBERS ABSENT:

Charlene Tabet

Also present was John Paramo, Superintendent; Andrew Cantwell, Assistant Superintendent, Administrative Services.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. "We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernandño Tataviam, and First Nations on which we are learning, educating, and living." Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/VpsSRS57g8AW6wtQ9> before 3pm on Wednesday, December 13th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boomeetings 5. If you would like to make a Public

Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

The Board reconvened in Public Session at 6:01 p.m. Ms. Etterbeek led the Pledge of Allegiance.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Joel Schlossman, community member, spoke in regard of Vice President Weisberg not standing for the flag salute. He addressed item 3a and asked why there is not more money allocated for the schools. He stated that some items in that report are not at the utmost importance.

Nicole Drabecki, BUSD employee, commented on the reduction of force mentioned in item 3b and stated that BTA plans to bargain the impacts and effects of any reductions. She stated that they also need to get a final answer on the retirement incentives. She explained why a parcel tax is important and how it affects the District.

2.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo addressed Joel Schlossman and stated that he agrees that he would like to allocate more money for maintenance and repair. He explained that it is the situation that they are in and that they would talk about it more as they go through the reports. He expressed his gratitude towards Nicole Drabecki for problem solving and working with him during this time. He noted that declining enrollment is the main reason why they are having to reduce staff.

2.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Vice President Weisberg thanked Nicole Drabecki for always answering her questions. She echoed what Superintendent Paramo stated and expressed how important it is that she fights for her members. She recognized the continued partnership that she has with her members and with staff. She addressed Joel Schlossman and reiterated her beliefs on why she does not stand for the flag salute. She stated that especially today, on the 11th anniversary of Sandy Hook, it is a reminder of our Country not standing for our students and teachers. She would like to challenge our elected officials to do something and stated that there is no reason to have weapons of war at

home. She apologized to Ms. Rodriguez Avila and Ms. Fields in the Child Development department for not differentiating her frustration with Board Policy and the two employees who have been through a tough situation.

Clerk Aghakhanian shared that people have to know how the District is funded. He explained that families are dwindling and that it affects us. He asked that listeners talk to their elected officials about their concerns.

President Ferguson thanked Nicole Drabecki for her leadership and support in this moment. He stated that the enrollment numbers are sobering and that it is important to preserve the neighborhoods that they can. He expressed his respect for people's views and recognized Vice President Weisberg for her leadership in her beliefs. He stated that it was time to propose another Resolution for gun control.

3. NEW AND/OR UNFINISHED BUSINESS

3.a Approval of First Interim Report for 2023-24 Fiscal Year

That the Board of Education approve a positive certification of the First Interim Report for the 2023-24 fiscal year, as presented.

First Interim 2023-24 121423.pdf (OF 30,608)

It was moved by Armond Aghakhanian, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Tabet.

3.b Approval of the Fiscal Stabilization Plan Required by Los Angeles County Office of Education (LACOE) Based on the Adopted Budget

That the Board of Education approve the Fiscal Stabilization Plan, as presented.

Fiscal Stabilization Plan 121423.pdf (OF 30,609)

It was moved by Armond Aghakhanian, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Tabet.

3.c Approval of the Memorandum of Understanding with the Burbank Unified School District and the Burbank Arts and Education Foundation

That the Board of Education approve the Memorandum of Understanding between the Burbank Unified School District and the Burbank Arts and Education Foundation, as presented.

Master Agreement - BAEF.pdf (OF 30,610)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Tabet.

4. CONSENT AGENDA

- 4.a Approval of Award of Contract to AMS.NET for Video Surveillance System at John Burroughs High School (Site and District Funds)

That the Board of Education approve an award of contract to AMS.NET for a video surveillance system at John Burroughs High School, not to exceed \$241,500.37, including a 10% contingency amount (01.0-00000.0-00000-85000-6249/6440/6449-4321000) (Site Funds), with the remainder paid with District safety credits, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval_AOC_AMS.NET_Camera_System_JBHS_121423.pdf](#) (OF 30,611)

- 4.b Approval of Award of Contract to AMS.NET for Video Surveillance System at Burbank High School

That the Board of Education approve an award of contract to AMS.NET for video surveillance system at Burbank High School, not to exceed \$9,295.51, including a 10% contingency amount (0.10-00000.0-00000-77000-6249/6440/6449-4313200), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval_AOC_AMS.NET_Camera_System_BHS_121423.pdf](#) (OF 30,612)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Tabet.

5. REQUESTS TO ADDRESS THE BOARD

- 5.a [Public Communications on Any Subject Within the Jurisdiction of the School Board](#)

[An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three \(3\) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.](#)

Joel Schlossman, community member, stated that he felt discriminated against when asking if the public comment portions of the meeting could be combined and Vice President Weisberg declined and stated that she would follow the rules. He reiterated Vice President Weisberg's comments and asked if semi-automatic weapons are not okay, will revolvers be okay? He stated that her comments chip away at the second amendment.

Jessica O'Keefe, community member, read a few statements sent to her from parents and staff in regards to funding and staff cuts. President Ferguson asked if Jessica could send the Board the comments that she had for this topic so that they could review them.

Josh Nothom, BUSD employee, addressed item 3b and explained his tasks as a teacher and the importance of them. He asked the Board to reconsider eliminating his position.

Oona Fontanella Nothom, parent, expressed her concerns about the budget cuts and the impacts that it will have on students, families, teachers and staff. She recognized the stress levels that teachers endure on a daily basis. She stated that she worries about the priorities of the District.

Nicole Drabecki, BUSD employee, thanked the staff who spoke about their position. She pointed out that she spoke to Sarah Rudchenko and they would both want to have solutions on student attendance issues.

5.b Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo explained that he would like to address the chronic absenteeism issue. He noted that it was a California issue and an important discussion to have. He agreed that the budget cuts are not good and not in the position he wants to be in. He explained that they are hurtful and that they affect people. He stated that there were not as many students as projected and that was the reason that they are having to adjust. He reminded staff that he is trying to remain transparent about the tough decisions being made.

5.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Pontzer Kamkar thanked Superintendent Paramo for his comments. She agreed with Nicole Drabecki and stated that there is work to do with parents and PTA members with regards to attendance concerns. She expressed to staff that these are not choices that Superintendent Paramo wants to be making. She addressed Joel Schlossman and explained that the text that she sent President Ferguson was a simple joke.

Vice President Weisberg clarified that some eliminations in the proposed budget are being allocated differently. She apologized for the time mix-up with regards to public comment. She explained that there is pressure being put on teachers and that it directly affects students. She stated that she is looking into the research for attendance issues.

Clerk Aghakhanian stated that the budget cuts are unpredictable. He explained that it is important to go back to who actually makes the decisions and it is the state. He insisted that people move to Burbank for the schools.

President Ferguson thanked Member Pontzer Kamkar for bringing up the text message shared between them. He stated that he will reach out to Oona Fontanella Nothom to follow up with questions that he may have. He

6. ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

December 21, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Abby Pontzer Kamkar
Charlene Tabet

STUDENT BOARD MEMBERS PRESENT:

Paris Tesfu, John Burroughs High School
Andranik Bilbulyan, Burbank High School

STUDENT BOARD MEMBERS ABSENT:

Isabella Najaryan, Monterey High School

Also present were John Paramo, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Andrew Cantwell, Assistant Superintendent, Administrative Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/b7M73hB9bfUyYx3c9> before 3pm on Wednesday, December 20th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker

will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boomeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Student 960036756

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1)

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957

Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:03 p.m. Sharon Cuseo, BUSD staff, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Ferguson reported that items 3a through 3d were for discussion only with no action taken.

6. ADJUSTMENTS TO THE AGENDA

President Ferguson received the request from staff to remove item 14e. He noted that items 14 b and e along with items 15 r through t will be tabled.

7. ITEMS FOR FUTURE AGENDAS

Vice President Weisberg asked to add changes to the structure of Board Agendas to make it more expedient and conducive to public comment participation.

President Ferguson reported back on evaluations on District Administrators and Administrators in general. He stated that it is important to understand what our evaluation process looks like. He explained that it is important to evaluate people effectively due to potential lawsuits.

8. PRESENTATIONS / RECOGNITIONS

8.a Commendatory Resolution

That the Board of Education adopt a Commendatory Resolution for Sharon Cuseo, Assistant Superintendent of Instructional Services, in appreciation of her service to the students and employees of the Burbank Unified School District, as presented.

8.b Holiday Music Presentation

Members of the Burbank High School vocal music group In Sync, under the direction of Brett Carroll, will perform a selection of holiday music.

9. PUBLIC COMMUNICATION ON THE ANNUAL ORGANIZATION OF THE BOARD AND ELECTION OF OFFICERS

Joel Schlossman, community member, referenced comments made by President Ferguson, Vice President Weisberg and Member Pontzer Kamkar. He stated that he will not be honoring any stop to recognizing Vice President Weisberg's request to not stand for the flag. He stated that he could think of a lot of ways that collaboration with the City would help the District. He

10. ANNUAL ORGANIZATION OF THE BOARD

10.c Remarks from Incoming Board of Education President

10.a Remarks from Outgoing Board of Education President

10.b Election of Officers

Steve Ferguson, President, Board of Education, will conduct the election of officers for a one-year term beginning December 2023 and ending December 2024. 1. President 2. Vice President 3. Clerk

11. REPORTS FROM THE BOARD

11.a Student Representatives

Isabella Najaryan; Monterey High School, Paris Tesfu; John Burroughs High School, and Andranik Bilbulyan; Burbank High School, will report on activities at their respective schools.

12. REQUESTS TO ADDRESS THE BOARD

12.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

12.b Superintendent's Comments

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo

12.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

13. REPORTS TO THE BOARD

13.a Report on Burbank Adult School

Juan Noguera, Director, Burbank Adult School, will report to the Board of Education on Burbank Adult School, as presented

[Report on BAS 12 21 23.pdf](#)

14. NEW AND/OR UNFINISHED BUSINESS

14.a [Approval of Board Representation on District and Community Committees/Groups for 2024](#)

The President of the Board of Education recommends that the Members of the Board determine and approve the list of Board Representation on Committees/Groups for 2024, as presented

[Representation of Committees .pdf](#)

14.b [Approval of Agreement for Professional Services \(Instructional Services\) - TABLED](#)

That the Board of Education approve an agreement between Burbank Unified School District and Kent Stout to provide support as an Administrator Substitute, not to exceed \$49,746 (01.0-00000.0-00000-27000-1360-3202000), effective December 22, 2023 through May 24, 2024, as presented.

[Kent Stout Professional Services Inst 122123_Redacted.pdf](#) - TABLED

14.c [Formation of Facilities Naming Committees](#)

That the Board of Education direct District staff to form two Facilities Naming Committees, one for Huerta Middle School and one for Miller Elementary School to consider each of these requests in accordance with BP 7310: Naming of Facility, which accompanies this request and the draft application form for the Board's review and approval, as presented.

[Facilities Naming Committees Huerta Library and Miller Auditorium.pdf](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

14.d [Approval of Release of Teachers on Temporary Contract](#)

That the Board of Education approve the release of all teachers on temporary contract for the 2023-2024 school year, as presented.

[Approval of Release of Teachers on Temporary Contract.pdf](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

14.e [Approval of School Sites' 2023-2024 School Plans for Student Achievement - TABLED](#)

That the Board of Education approve the school sites' 2023-2024 School Plans for Student Achievement, as presented.

[School Single Plans 2023-24 12.21.23.pdf](#) - TABLED

14.f [Approval of Agreement with Burbank Community YMCA for Expanded Learning Programs](#)

That the Board of Education approve the Agreement between the Burbank Unified School District and Burbank Community YMCA, to provide services for the 2023 – 2024 Expanded Learning Programs, not to exceed \$721,116. \$611,116 from 01.0-26000.0-11100-10012-5810-5480000 from the fiscal year 2023-2024; and \$110,000 - 01.0-26000.0-11100-10000-5110-5480000 from the fiscal year 2023-2024 effective December 22, 2023, through July 31, 2024, and that authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

[YMCA ELOP Programs 12 21 23.pdf](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

14.g [First Reading of Proposed Policy 6145.5 Student Organizations and Equal Access](#)

Peter Knapik, Assistant Superintendent, Educational Services, will facilitate the Board's first reading of the proposed revision to Board Policy 6145.5 Student Organizations and Equal Access, as presented.

[Board Item 6145.5 Student Organizations and Equal Access.pdf](#)

It was moved by 00000000-0000-0000-0000-000000000000, and seconded by 00000000-0000-0000-0000-000000000000, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

14.h [Approval of Minimum Wage Increase](#)

That the Board of Education approve the minimum wage increase to \$16.00 per hour, as mandated by the State of California, Effective January 1, 2024, as presented.

[Approval of Minimum Wage Increase.pdf](#)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

14.i [Acceptance of Gifts](#)

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 122123.pdf](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

15. [CONSENT AGENDA](#)

15.a Approval of Personnel Report Number 23-24-11

That the Board of Education approve Personnel Report number 23-24-11, covering Certificated and Classified personnel, and consisting of Pages 1 to 31 inclusive, as presented.

[Personnel Report 23-24-11.pdf](#)

15.b Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through November 27, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf](#)

15.c Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 122123_Redacted.pdf](#)

15.d Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratified Inst Consultants 122123.pdf](#)

15.e Amendment of Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960035361, (01.0-65000.0-57602-11900-5850-7440000), effective November 18, 2022 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960035361 Professional Tutors_Amendment.pdf](#)

15.f Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and EdTheory, LLC, to provide two credentialed special education teachers, not to exceed \$146,076 (01.0-65000.0-57601-11804-5810-7440000), effective November 27, 2023 through May 23, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services EdTheory Ratification.pdf](#)

15.g Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Schloyer Educational Audiology Associates, to provide a comprehensive auditory processing assessment, not to exceed \$3,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960022536, effective December 22, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960022536 Schloyer Educational Audiology.pdf](#)

15.h Amendment of Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between Burbank Unified School District and Gary D Stromberg & Associates, LLC, to provide a Certified Occupational Therapist Assistant (COTA), not to exceed \$56,929 (01.0-65000.0-57602-11901-5850-7440000), effective June 5, 2023 through December 22, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 1, 2023 for a total not to exceed \$56,225. Due to rate changes as of July 1, 2023, the second amendment increased the total by \$704 for a total not to exceed \$56,929. This amendment extends the date from December 22, 2023 to May 24, 2024 and it adds an additional \$48,048 for a total not to exceed \$104,977.

[SPED Professional Services Gary Stromberg COTA Amendment.pdf](#)

15.i Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and SpedEx Consulting, to provide support to the Director of Special Education and provide a school psychologist, not to exceed \$100,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 20, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services SpedEx Amendment.pdf](#)

15.j Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Karen Lynn Eppert, Ph.D., to provide a Psychoeducational IEE and Speech and Language IEE, not to exceed \$10,200 (01.0-65000.0-57602-11900-5850-744000) for special education student 960023803, effective December 22, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960023803 Karent Eppert.pdf](#)

15.k Approval of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, approve reimbursement to the parent of Special Education Student 960021110 visit student who attends a Non Public School (NPS), per IEP, not to exceed \$6,000, effective December 22, 2023 through June 30, 2024, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960021110 Parent Reimbursement Ratified.docx.pdf](#)

15.l Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

That the Board of Education ratify the Master Contract for special education students, to be provided by Tiny Hands Therapy LLC and Promise ABA LLC, effective July 1, 2023 through June 30, 2024 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2023 through June 30, 2024, was approved by the Board of Education June 1, 2023.

[SPED Master Contract Amendment.docx.pdf](#)

15.m Approval of Award of Contract, Time and Alarm Systems, Furnish and Replace Fire Devices and Fire Panel, Thomas Edison Elementary (Routine Restricted Maintenance)

That the Board of Education approve the contract between Burbank Unified School District and Time and Alarm Systems to Furnish and Replace Fire Devices and Fire Panel at Thomas Edison Elementary School, effective December 21, 2023 through December 21, 2024, not to exceed \$49,401.49 (01.0-81500.0-00000-85000-6250-3100000) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC Edison Fire Alarm RRM.pdf](#)

15.n Ratification of Rental Agreement, Elite Sanitation, Inc., ADA Portable Restroom, Baseball Field, John Burroughs High School (Joint Use Fund)

That the Board of Education ratify a rental agreement between Burbank Unified School District and Elite Sanitation, Inc., for an ADA Portable Restroom on the Baseball Field at John Burroughs High School, effective December 1, 2023 through June 30, 2024, not to exceed \$4,732.21 (01.0-90710-0-00000-822100-5611-752-0000) Joint Use Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC Elite restroom JBHS Joint.pdf](#)

- 15.o Approval of Award of Contract, Western Fence & Supply Co., DBA Pilgrim Fence Co., Furnish and Install Chain Link Rolling Gate, John Burroughs High School (Routine Restricted Maintenance)

That the Board of Education ratify an award of contract between Burbank Unified School District and Western Fence & Supply Co., DBA Pilgrim Fence Co., to Furnish and Install a Chain Link Rolling Gate at John Burroughs High School, effective December 21, 2023 through December 20, 2024, not to exceed \$8,230 (01.0-81500.0-00000-85000-6170-752-3100000) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC_Western_JBHS_RRM.pdf](#)

- 15.p Notice of Completion, Western Fence & Supply CO., DBA Pilgrim Fence CO., Furnish and Install Two Electronic Pin Pad Locks to Existing Chin Link Gates and One Access Door for Batting Cages, McCambridge and Izay Parks (Joint Use Fund)

That the Board of Education accept the following as completed: Furnish and Install Two Electronic Pin Pad Locks to Existing Chin Link Gates and One Access Door for Batting Cages, McCambridge and Izay Parks, PO#24001759, not to exceed \$12,318 (010-81500-0-00000-85000-6170-752-3300) Joint Use Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Western Fence_IzayMcCambridge_Joint Use.pdf](#)

- 15.q Ratification of Award of Contract, In-House Sound LLC, Furnish and Install Audio Equipment Replacement in Auditorium, Dolores Huerta Middle School (AMS and Gift Funds)

That the Board of Education ratify an award of contract between Burbank Unified School District and In-House Sound LLC, to Furnish and Install Audio Equipment Replacement in Auditorium at Dolores Huerta Middle School, effective November 7, 2023 through June 30, 2024, not to exceed \$24,000.70 (010-67700-0-11100-10000-6510-321-9000) AMS Funds and \$5,981.44 (010-90201-0-11100-10000-6510-321-8100) Gift Funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[Ratif_InHouseSound_Huerta_AMS Gift Funds.pdf](#)

- 15.r Ratification of University Agreement- Azusa Pacific University - **TABLED**

That the Board of Education to ratify the University Agreement between the Burbank Unified School District and Azusa Pacific University to provide educational field experience, effective December 15, 2023 through until terminated in five (5) years on December 15, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Azusa Pacific University.pdf](#) - **TABLED**

- 15.s Approval of University Agreement- Pasadena City College - **TABLED**

That the Board of Education to ratify the University Agreement between the Burbank Unified School District and Pasadena City College to provide educational field experience, effective January 8, 2024 through until terminated five (5) years on January 8, 2029, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Approval of University Agreement-Pasadena City College.pdf](#) - **TABLED**

- 15.t Ratification of University Agreement- University of Denver Morgridge College of Education - **TABLED**

That the Board of Education ratify the University Agreement between the Burbank Unified School District and University of Denver, Morgridge College of Education to provide educational field experience, effective November 10, 2023 through until terminated one (1) year on November 10, 2024, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- University of Denver Morgridge College of Education.pdf](#) - **TABLED**

- 15.u Ratification of University Agreement- Grand Canyon University

That the Board of Education ratify the University Agreement between the Burbank Unified School District and Grand Canyon University to provide educational field experience, effective December 6, 2023 through until terminated three (3) years on December 6, 2026, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Grand Canyon University.pdf](#)

- 15.v Approval of University Agreement- Pacific Oaks College

That the Board of Education to approve the University Agreement between the Burbank Unified School District and Pacific Oaks College to provide educational field experience, effective December 22, 2023 through until terminated three (3) years on December 22, 2026, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Approval of University Agreement- Pacific Oaks College.pdf](#)

- 15.w Approval of Memorandum of Understandings (MOU) between Burbank Unified School District, Burbank Adult School and Avita Pharmacy

That the Board of Education approve the Memorandum of Understanding (MOU) between Burbank Unified School District and Avita Pharmacy, effective December 22, 2023 through December 21, 2026, as presented.

[BAS Avita Pharmacy.pdf](#)

15.x Approval of John Burroughs High School Cheer Team (Overnight) Field Trip

That the Board of Education approve the John Burroughs High School Cheer Team (Overnight) Field Trip request to attend the School Cheer Nationals Competition in Las Vegas, NV on Thursday, January 25, 2024 through Sunday, January 28, 2024, as presented.

[JBHS Cheer Overnight Field Trip 12 21 23.pdf](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

16. REQUESTS TO ADDRESS THE BOARD

16.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

16.b Superintendent's Comments

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

16.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

17. ADJOURNMENT

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT

SECRETARY OF THE BOARD

[Click here to enter a date.](#)

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

September 7, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Abby Pontzer Kamkar
Charlene Tabet

Also present were John Paramo, Interim Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Andrew Cantwell, Assistant Superintendent, Administrative Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/gh9TNcsQeQLxFQbp8> before 3pm on Wednesday, September 6th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Student 960032386

3.b Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.c Government Code section 54957 Public Employee Appointment/Employment

Title: Superintendent

3.d Government Code section 54957.6 Conference with Labor Negotiator

Name of Negotiator: Board President Unrepresented Employee: Superintendent

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:07 p.m. Erin Konstantine, 2nd VP Membership of the Burbank Council PTA, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

With regard to item 3b, President Ferguson reported that the Board of Education voted to approve the resignation agreement and general release for employee CL0052-23. The item was motioned by Ferguson, seconded by Pontzer Kamkar and carried unanimously.

President Ferguson reported that items 3a, 3c and 3d were for discussion only.

6. ADJUSTMENTS TO THE AGENDA

Interim Superintendent Paramo asked to introduce two new administrators.

President Ferguson acknowledged the request and stated that he would let Interim Superintendent Paramo know when it is time to do so.

7. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

8. REPORTS FROM THE BOARD

President Ferguson introduced Peter Knapik. Peter Knapik introduced Kennelyn Celeste, Principal at Providencia Elementary School. Board Members Tabet and Pontzer Kamkar, Vice President Weisberg and President Ferguson congratulate and welcome Ms. Celeste.

Peter Knapik introduced Laura Kubler, Assistant Principal at Miller Elementary School. Board Members Tabet and Pontzer Kamkar, Vice President Weisberg and President Ferguson congratulate and welcome Ms. Kubler.

9. REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Nicole Drabecki, BUSD employee, expressed her excitement on John Paramo being recommended as the next Superintendent. She indicated that John has been transparent and understands how the education profession is getting harder. She confirmed that she looks forward to working with him to ensure that students and employees are staying.

Joel Schlossman read from Andrew Cantwell's report about the new bond program with a minimal increase in tax funds. He expressed that this is a tax increase at the worst time. He asked that the Board tell the truth.

9.b Superintendent's Comments

The Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Interim Superintendent Paramo addressed Nicole Drabecki and noted that he respects her and enjoys working with her and with teachers. He thanked Joel Schlossman for having an open mind and that today's meeting is for discussion only.

9.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Vice President Weisberg thanked Nicole Drabecki for her continued partnership not only when it is easy but also when it is difficult and for working with the District as a team. She explained that it speaks volumes.

President Ferguson thanked Nicole Drabecki for working with the District and for working collaboratively in District problems. He stated that they are trying to stay transparent and thanked her tremendously.

10. REPORTS TO THE BOARD

10.a Report on Burbank Unified School District Summer School 2023

Linda Junge, Assistant Superintendent, Instructional Services, Peter Knapik, Interim Assistant Superintendent, Educational Services, Jennifer Nicholson, Director, Special Education and Robyn Anders, Director, Instructional Technology, will report on the Burbank Unified School District 2023 Summer School Program, as presented.

Summer school 2023 9 7 23.pdf (OF 30,398)

10.b Report on Elementary and Secondary Initiatives

Linda Junge, Assistant Superintendent, Instructional Services, and Peter Knapik, Interim Assistant Superintendent, Educational Services, will report on the Burbank Unified School District initiatives that schools are undertaking in the 2023-2024 school year, as presented.

Elementary and Secondary School Initiatives for 2023-2024 9 7 23.pdf (OF 30,399)

10.c Discussion of a Potential Facility General Obligation Bond Measure

The Board will provide direction to District administration based on the outcome of the discussion.

Board Members discussed the timing of when to get the Bond Measure on the ballot. They stated that there is a need to start a list of what is needed and come back to the Board in December or January after the FCMAT report is received. They discussed roof maintenance and air conditioning issues, which could be solved by adding a bond in the near future and having a conversation about prioritizing projects that need to be addressed.

Bond Discussion 090723.pdf (OF 30,400)

11. NEW AND/OR UNFINISHED BUSINESS

11.a Discussion/Approval of Employment Agreement for the Superintendent of Schools

That the Board of Education approve the employment contract with John Paramo, as Superintendent of Schools, effective September 8, 2023 and ending on June 30, 2027, unless terminated as provided by the terms of the Contract or as required by law.

Superintendent Contract Agreement - John Paramo.pdf (OF 30,401)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.b Adoption of Resolution 3 – Proclaiming the Month of September 2023 as PTA Membership Month

That the Board of Education adopt Resolution 3 proclaiming the month of September 2023 as PTA Membership Month, as presented.

Resolution 3 - PTA Membership Month.pdf (OF 30,402)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.c Adoption of Resolution 2 – Proclaiming the September 15 – October 15 as the Burbank Unified School District's Hispanic Heritage Month

That the Board of Education adopt Resolution 2 – Proclaiming the month September 15, 2023, to October 15, 2023, as the Burbank Unified School District's Hispanic Heritage Month, as presented.

Hispanic Heritage Month 9 7 23.pdf (OF 30,403)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.d Approval of the 2023-2024 Consolidated Application for Categorical Programs

That the Board of Education approve the submission of the 2023-2024 Consolidated Application for Funding Categorical Programs, August Submission, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Consolidated App Categorical Programs 9 7 23.pdf (OF 30,404)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Pontzer Kamkar and Tabet. ABSENT: Aghakhanian.

11.e Ratification of Memorandum of Understanding Between Burbank Unified School District and Stratford School Altadena Allen

That the Board of Education ratify the Memorandum of Understanding between Burbank Unified School District and Stratford School Altadena Allen to participate in the Burbank Unified School District Induction Program, effective August 21, 2023 through June 15, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratify MOU SSAA 090723.pdf (OF 30,405)

It was moved by Emily Weisberg, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll call vote: AYES: Ferguson, Weisberg, Pontzer Kamkar and Tabet. ABSENT: Aghakhanian.

11.f Approval to Continue Contracting with Childcare Careers and The Education

That the Board of Education approve the contract between Burbank Unified School District and Child Care Careers (CCC) and The Education Team (TET), to provide child care center substitutes for the first half of the 2023-2024 school year, not to exceed \$200,000 for Around the Bell (ATB), Washington Children's Center, and Bret Harte Children's Center subsidized programs, and not to exceed \$100,000 for the After School Education and Safety Program (ASES) program for the first half of the school year.

Consultant Agreement Childcare Careers Education Team 9.7.23.pdf (OF 30,406)

It was moved by Emily Weisberg, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.g Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 090723.pdf (OF 30,407)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. CONSENT AGENDA

12.a Approval of Personnel Report Number 23-24-04

That the Board of Education approve Personnel Report number 23-24-04, covering Certificated and Classified personnel, and consisting of Pages 1 to 23 inclusive, as presented.

Personnel Report 9-7-23.pdf (OF 30,408)

12.b Approval of the 2022-2023 Purchase Order Report

That the Board of Education approve Purchase Orders for 2022-2023 as listed through August 14, 2023, as presented.

[2022-2023 Purchase Order Report.pdf](#) (OF 30,409)

12.c Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve Purchase Orders for 2023-2024 as listed through August 14, 2023, as presented.

[2023-2024 Purchase Order Report.pdf](#) (OF 30,410)

12.d Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of \$3,050,615.13 and commercial warrants in the total amount of \$9,947,664.43, as presented.

[Warrants.pdf](#) (OF 30,411)

12.e Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultant 090723_Redacted.pdf](#) (OF 30,412)

12.f Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratified Inst Consultant 090723_Redacted.pdf](#) (OF 30,413)

12.g Approval of Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Non Inst Consultant 090723_Redacted.pdf](#) (OF 30,414)

12.h Ratification of Non-Instructional Consultant Services

That the Board of Education ratification the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification Non Inst 090723.pdf](#) (OF 30,415)

12.i Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and The Genesis Group Inc., to provide an occupational therapist, not to exceed \$129,360 (01.0-65000.0-57602-11900-5850-7440000), effective September 5, 2023 through May 24, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services The Genesis Group Ratification.pdf](#) (OF 30,416)

12.j Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Tutor Me LA LLC, to provide an outside adaptive physical education (APE) teacher to support special education students, not to exceed \$117,315 (01.0-65000.0-57602-11900-5850-7440000), effective September 1, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Tutor Me LA Ratification.pdf](#) (OF 30,417)

12.k Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Gary D Stromberg & Associates, LLC, to provide three speech and language pathologists, not to exceed \$392,832 (01.0-65000.0-57602-11901-5850-7440000), effective August 7, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Gary Stromberg Ratification.pdf](#) (OF 30,418)

12.l Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Quest Therapy Group, LLC to provide up to four (4) behavior intervention implementers to support special education students, not to exceed \$275,940 (01.0-65000.0-57602-11900-5850-7440000), effective August 14, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Quest Therapy Group Ratification.pdf](#) (OF 30,419)

12.m Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960032386, total not to exceed \$6,200, (01.0-65000.0-50010-36000-5813-7440000), effective August 16, 2023 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960032386 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,420)

12.n Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Professional Tutors of America, to provide compensatory education for special education student 960032386, not to exceed \$5,400 (01.0-65000.0-57602-11900-5850-7440000), effective September 1, 2023 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960032386 Professional Tutors Ratification.pdf](#) (OF 30,421)

12.o Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between Burbank Unified School District and LA Speech Pathology Services, Inc., to provide an assessment for special education student 960032386, not to exceed \$1,900 (01.0-65000.0-57602-11900-5850-7440000), effective September 8, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960032386 LA Speech Pathology.pdf](#) (OF 30,422)

12.p Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Karen Lynn Eppert, Ph.D., to provide a Psychoeducational IEE and Speech and Language IEE, not to exceed \$11,000 (01.0-65000.0-57602-11900-5850-7440000) for special education student 960031255, effective September 8, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960031255 Karen Eppert.pdf](#) (OF 30,423)

12.q Ratification of Student Agreement - West Coast University (Special Education)

That the Board of Education ratify the Student Agreement between the Burbank Unified School District and West Coast University to provide educational field experience, effective August 1, 2023 and until terminated upon mutual consent of both parties, and

that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[SPED Professional Services West Coast University.docx.pdf](#) (OF 30,424)

12.r Approval of Amended Authorization of Signatures

That the Board of Education approve the amended authorization of signatures, for the period of September 7, 2023 through June 30, 2024, as presented.

[Approval of Amended Signatures 090723.pdf](#) (OF 30,425)

12.s Approval of Amended Consultant Agreement for Sandra De Barros

That the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and Sandra De Barros to provide instructional consultant services, effective July 31, 2023 through June 30, 2024, in the amount of \$50,115 (01.0-00000.0-00000-27000-5810-7552000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[S DeBarros Amended 090723_Redacted.pdf](#) (OF 30,426)

12.t Ratification of Agreement for Consultant Services

That the Board of Education ratify the agreement for consultant services between the Burbank Unified School District and Maxim Staffing Services to provide other health services on an "as needed" basis when other qualified staff are not available effective August 14, 2023 through June 30, 2024, not to exceed \$20,000 (01.0-00000.11100-10000-5810-7452000), and that the authority to sign the agreement be exercised pursuant to BUSD/AR 3314, as presented.

[Maxim Board Memo 2324.pdf](#) (OF 30,427)

12.u Approval of Amended Agreement with Family Service Agency of Burbank to Provide School-Based Counseling Services

That the Board of Education ratify the agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to continue to provide individual and group counseling to elementary and secondary school pupils, as required, effective July 1, 2023 through June 30, 2024, not to exceed \$230,000 (010-01500.0-71500-31100-5810-7422000) LCAP supplemental funds, and that the authority to sign the agreement be exercised pursuant to BUSD -AR 3314, as presented.

[Amended FSA_School_Based_Counseling_Board_Report_2023_24 9 7 23.pdf](#) (OF 30,428)

12.v Acceptance of Notice of Completion, California Paving & Grading, Remove and Replace Existing Cracked Asphalt on Playground, Emerson Elementary School (Safety Credits)

That the Board of Education accept the following as completed: Remove and Replace Existing Cracked Concrete on Playground at Emerson Elementary School, PO#24000712, not to exceed \$7,470 (01.0-81500-0-00000-85000-6170-752-3200) Safety Credits, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_CA Paving Emerson-playground Safety Credits.pdf](#) (OF 30,429)

12.w Authorization Year End Appropriation Transfers 2022-2023

That the Board of Education authorize Appropriation Transfers for 2022-2023 as permitted in Education Code sections 42600 and 42601, as presented.

[Auth Year End App Trans 22-23 090723.pdf](#) (OF 30,430)

12.x Acceptance of Notice of Completion, California Paving & Grading, Remove and Replace Existing Cracked Concrete on Walkway Ramp, Emerson Elementary School (Safety Credits)

That the Board of Education accept the following as completed: Remove and Replace Existing Cracked Concrete on Walkway Ramp at Emerson Elementary School, PO#24000711, not to exceed \$8,080 (01.0-81500-0-00000-85000-6170-752-3200) Safety Credits, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_CA Paving Emerson-ramp Safety Credits.pdf](#) (OF 30,431)

12.y Approval of Annual Agreement with Brightly (formerly Dude Solutions) for Work Order Software, District-Wide (Routine Restricted Maintenance)

That the Board of Education approve the annual agreement with Brightly (formerly Dude Solutions) for a Work Order Software, District-Wide, effective July 1, 2023 through June 30, 2024, not to exceed \$40,661.73 (01.0-81500.0-00000-82000-5840-752-3100000) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC Brightly District Wide.pdf](#) (OF 30,432)

12.z Acceptance of Notice of Completion, California Paving & Grading, Furnish and Install Asphalt ADA Compliant Walkway, Community Day School (Safety Credit)

That the Board of Education accept the following as completed: Furnish and Install an Asphalt ADA Compliant Walkway at Community Day School, PO# 24000709, not to exceed \$5,525 (01.0-81500.0-00000-85000-6170-752-3200000) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC CA Paving CDS Safety.pdf](#) (OF 30,433)

- 12.aa Acceptance of Notice of Completion, Western Fence & Supply Co., DBA Pilgrim Fence Co., Furnish and Install a Chain Link Gate to Allow an Additional Safety Exit, Community Day School (Safety Credit)

That the Board of Education accept the following as completed: Furnish and Install Chain Link Gate to Allow an Additional Safety Exit at Community Day School, PO# 24000708, not to exceed \$11,320 (01.0-81500.0-00000-85000-6170-752-3200000) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Western_CDS_Safety.pdf](#) (OF 30,434)

- 12.ab Approval of Award of Contract, Time and Alarm Systems, Furnish and Replace Fire Devices and Fire Panel, Walt Disney Elementary School (Safety Credit)

That the Board of Education approve the contract between Burbank Unified School District and Time and Alarm Systems to Furnish and Replace Fire Devices and Fire Panel at Walt Disney Elementary School, effective September 8, 2023 through September 7, 2024, not to exceed \$31,772.73 (01.0-81500.0-00000-85000-6250-3200000) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented

[AOC_Disney_Fire_Alarm_Safety.pdf](#) (OF 30,435)

- 12.ac Approval of Renewal of Professional Services Agreement, Cintas, District-Wide Dust Mop Cleaning Treatment (General Fund)

That the Board of Education Amend an agreement renewal between Burbank Unified School District and Cintas for the Monthly Cleaning and Delivery of Dust Mops District-Wide, effective July 2, 2023-June 30, 2024 not to exceed \$7,257.60 (01.0-00100.0-00000-82100-5631-752-1000) general fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC_Cintas_Various_Sites.pdf](#) (OF 30,436)

- 12.ad Approval of Additive Change No.3, Flewelling & Moody Inc., Architectural Design Services, Aquatics Center Modernization at Burbank High School (Capital Outlay)

That the Board of Education approve additive change order No.3 between Burbank Unified School District and Flewelling & Moody Inc., for Architectural Design Services for the Aquatics Center Modernization at Burbank High School, not to exceed \$395,567.04 (40.0-90329.0-00000-85000-6205-431-0000) Capital Outlay, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[CO3_Flewelling_Pool_Architect_BHS_Capital.pdf](#) (OF 30,437)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve items 12a through 12ad as recommended. The motion carried unanimously.

13. REQUESTS TO ADDRESS THE BOARD

13.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Aram Arakelyan, BUSD parent, expressed that children are exposed to policies that are implemented in schools and lead them to coercion. He asked that the Board repent and change their course before it is too late.

Nicole Drabecki, BUSD employee, expressed her support for students who learn English as a second language. She noted that there is a need for more ELD aids. She requested help for BTA Members by adding support staff in the classrooms. She spoke of her concerns about healthcare premiums and how it affects BTA Members.

Erin Konstantine, BUSD employee, thanked the District and stated that she appreciated the professional development as it has helped her implement that knowledge on multiple occasions.

13.b Superintendent's Comments

The Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Interim Superintendent Paramo addressed Aram Arakelyan and stated that the students who come to the schools come as who they are, which is good enough and need to be valued while feeling safe at school, which is the priority. He agreed with Nicole Drabecki in which he noted that he hopes to help the healthcare costs during the negotiation process and would want our teachers to stay in the District. He commented on having flown the ELD aid positions, particularly at the middle schools.

13.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Vice President Weisberg responded to Aram Arakelyan's comments and shared that what he communicates is fear for parents and students in the District. She insisted that they are interested in creating a safe and inclusive space for all students and families. She stated that they are never going to stop supporting staff, students and families and the right to be who they are.

President Ferguson echoed what Vice President Weisberg stated and explained that they have to call out those comments as it is not where he wants his future to go.

14. ADJOURNMENT

The meeting was adjourned at 9:55 p.m.

MINUTES APPROVED:

JOHN PARAMO, INTERIM SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

September 12, 2023

District Office Boardroom
1900 W. Olive Avenue
Burbank, California, 91506

MEMBERS PRESENT:

Emily Weisberg
Armond Aghakhanian
Abby Pontzer Kamkar

MEMBERS ABSENT:

Steve Ferguson
Charlene Tabet

Also present was John Paramo, Superintendent and Andrew Cantwell, Assistant Superintendent, Administrative Services.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 6:01 p.m. Sharon Cuseo, Assistant Superintendent, lead the Pledge of Allegiance.

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernandeño Tataviam, and First Nations on which we are learning, educating, and living. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/ZJVQoQBRM7A7nuF98> before 3pm on Monday, September 11th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 5:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by

streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Teresa Medina, BUSD parent, shared her concerns and frustrations with the Special Education department. She stated that timelines are not being met and expressed her concerns about confidential information. She explained that another child's name was on her child's IEP and that her son has not been given speech therapy because it was missed. She stated that everything is reactive, not proactive in BUSD. She requested a review of the Special Education department.

2.b Superintendent's Comments

The Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo addressed Teresa Medina and apologized. He stated that he will have a conversation with Peter Knapik to ensure that they reach out to her tomorrow and give her an update on what is going on.

2.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Board Member Pontzer Kamkar and Clerk Aghakhanian thanked Teresa Medina for coming.

Vice President Weisberg requested a glossary or terminology for IEPs and asked that it be translated and posted on the website. She asked if there are timelines to respond to parents.

Superintendent Paramo indicated that there is a 24-48 hour response time.

Sharon Cuseo, Assistant Superintendent, indicated that there is a special education handbook with a glossary of terms on the District website.

3. NEW AND/OR UNFINISHED BUSINESS

3.a Approval of the Unaudited Actuals for the 2022-2023 Fiscal Year

That the Board of Education approve the unaudited actuals report for the 2022-2023 school year, as presented.

Unaudited Actuals 2022-2023 091223 (1).pdf (OF 30,438)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Ferguson and Tabet.

3.b Adoption of Resolution 4 – Adopting the Gann Limit for Fiscal Years 2022-2023 and 2023-2024

That the Board of Education Adopt Resolution 4 – Adopting the Gann Limit for 2022-2023 and 2023-2024 fiscal years, as presented.

Resolution 4 - GANN Limit 091223.pdf (OF 30,439)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Ferguson and Tabet.

3.c Fiscal Services Department Analysis

Andrew Cantwell, Assistant Superintendent, Administrative Services, will discuss the recommended changes to the Burbank Unified School District Fiscal Services Department in order to help address the multiple vacant positions and prepare for the upcoming audits, as presented.

Fiscal Department Discussion 091223.pdf (OF 30,440)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Aghakhanian and Pontzer Kamkar. ABSENT: Ferguson and Tabet.

4. REQUESTS TO ADDRESS THE BOARD

4.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with

precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

There was no one present who wished to address the Board.

4.b Superintendent's Comments

The Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

The Superintendent did not wish to comment.

4.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

No Board Member wished to comment at this time.

5. ADJOURNMENT

The meeting was adjourned at 6:59 p.m.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

September 21, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Emily Weisberg
Charlene Tabet
Abby Pontzer Kamkar

MEMBERS ABSENT:

Steve Ferguson
Armond Aghakhanian

Also present were John Paramo, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Linda Junge, Assistant Superintendent, Instructional Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/KkRPf8bUEy7ophsc8> before 3pm on Wednesday, September 20th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email

cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Student 960031061.

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6

Agency Negotiator: Andrew Cantwell Employee Organization: Burbank Teachers Association (BTA)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:03 p.m. Dennis Maxwell, BUSD employee, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

Vice President Weisberg reported that items 3a and 3b were for discussion only.

6. ADJUSTMENTS TO THE AGENDA

Member Pontzer Kamkar asked to allow virtual speakers initiate public comment. Vice President Weisberg stated that it was okay to let them speak first.

7. ITEMS FOR FUTURE AGENDAS

Vice President Weisberg requested that for the Consent Agenda for the next meeting, she would like to amend the protocols to the Governance Committee as they currently are.

8. OATH OF OFFICE

8.a Administration of the Oath of Office for Student Board Members

Emily Weisberg, Vice President, Board of Education, administered the Oath of Office to Student Board Members Isabella Najaryan, representing Monterey High School, Paris Tesfu, representing John Burroughs High School, and Andranik Bilbulyan, representing Burbank High School, who will serve as Student Board Members for the 2023-2024 school year.

The student representatives introduced themselves and shared their reports.

9. REPORTS FROM THE BOARD

Member Pontzer Kamkar shared that she went to Washington Elementary and to Burroughs High School. She shared that it was great to see the students work on their projects with rigor. She shared that September 23rd will be Burbank pride at the park at McCambridge Park.

Vice President Weisberg indicated that the Board Members are available to help if the Student Board Members need anything.

10. REQUESTS TO ADDRESS THE BOARD

10.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Linda Walmsley, community member, referenced item 11c and asked them to amend the timeline for an election in November 2024 rather than March 2024. She stated that there is a need to fundraise, garner endorsements and provide volunteers by December. She explained that if the timeline is correct, they would be doing this in 8 weeks.

Barry Sarna, community member, addressed item 12g. He noted that the survey is a great move for the District and asked to change the bond to the November ballot. He commended Superintendent Paramo for his email regarding Armenia.

Teri Vargas, BUSD employee, referenced item 11a. She expressed her concerns regarding the hardships with teaching EL students and lack of educational support.

Richard Casado, community member, expressed his concern regarding item 11c and stated that it is not fair for retirees on a fixed income to pay higher taxes. He shared that there has to be another way. He indicated that parents should be charged \$50 per semester per child as it is not unreasonable and it will help students get a high-quality education.

Joel Schlossman welcomed the Student Board Members. He addressed the bond and stated that Board Members need a financial literacy class. He asked if it was legal to use District funds conduct a survey to find out if the community will support a bond and how much they will support it.

Larry Applebaum, community member, expressed that some schools are almost 100 years old and that the District takes care of them. He shared that he believes the contract should be gutted. He stated that there should be more transparency. He noted that when he was on the Board, they sent out an RFP for everything in 2013.

Andre Dionysian, community member, shared his beliefs on the survey and bond measure. He explained the meaning of a public good. He expressed that they should not entertain the notion of paying for school.

April Fangio, community member, explained that she has concerns about the bond measure. She shared that she wanted her children to attend a dual immersion class but she was unhappy with where the school was going and is now sending them to private school instead. She stated that the community does not trust the District enough to pass the bond.

10.b Superintendent's Comments

The Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

John Paramo, Superintendent, addressed the comments made from April and noted that he does want parents to feel involved and that their involvement is critical. He expressed that it is a priority to look into the issues with the Zoom links and make sure that they work. He suggested that he would look into potentially including phone call participation. He addressed Teri Vargas and expressed how much he respects her. He acknowledged the importance of the EL students and how much they mean to him. He stated that he will be looking into the issues that she expressed about the need for more support staff with District staff. He told her not to hesitate to call or email him if she needs anything. He addressed the comments made by Larry Applebaum, Barry Sarna and Linda Walmsley regarding the bond and stated that he is listening and reflecting on. He regarded Joel Schlossman and stated that Andrew Cantwell will be giving him a response to his question. He addressed Richard Casado and stated that his comment about being a senior on a fixed income resonated with him. He expressed that although it is a tax, it is not an increase on taxes, but that it will remain the same.

10.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Board Member Tabet thanked Teri Vargas and EL teachers and noted that she really cares about this topic. She thanked Larry Applebaum, Barry Sarna and Linda Walmsley for sharing their

thoughts in a kind and succinct way. She noted that she also wants the tax to remain the same. She indicated that by keeping this bond going, they could generate enough funds for 10 years for maintenance. She thanked Andre Dionysian for his comments.

Member Pontzer Kamkar expressed that she is excited that Superintendent Paramo will be making sure that the Zoom link will be working and apologized to the virtual speakers. She addressed Teri Vargas and EL teachers and stated that she was amazed by the work that was happening in the classroom. She thanked them for coming up with ideas for solutions. She thanked Larry Applebaum, Barry Sarna and Linda Walmsley for their support and insight. She thanked Andre Dionysian for his comments.

Vice President Weisberg thanked Linda Walmsley for her emails. She stated that she would be open to meeting with her, Larry Applebaum and Barry Sarna to get feedback about what worked and what did not work. She highlighted Barry Sarna's comment about Superintendent Paramo's email and stated the importance of it. She thanked Teri Vargas for her advocacy and noted that she will return to her classroom when possible. She stated that the District has been looking into more creative ways to fly positions. She expressed the importance of the investment in BUSD. She expressed her understanding that accessibility is important for engagement and shared that speaking on agenda items comes first as to not prolong that until around 10pm, which is the most important part of the meetings. She asked April Fangio what kept her from sending her students to District schools. She noted that the schools and staff are great, and does not understand what was happening in the District that kept her from sending her kids to the District.

11. REPORTS TO THE BOARD

11.a Report on the Recommendations to the Board of Education from the District English Learner Advisory Committee

Peter Knapik, Interim Assistant Superintendent, Educational Services, in collaboration with Jennifer Goldenberg, Teacher on Special Assignment (TOSA), Coordinator of English Learner Services, will report on the recommendations to the Board of Education from the District English Learner Advisory Committee, as presented.

[DELAC Report to BOE-Recommendations 09.21.23.pdf](#) (OF 30,441)

11.b Perkins Eastman Facilities Master Plan Presentation

Andrew Cantwell, Assistant Superintendent, Administrative Services, will present a status report of the Facilities Master Plan, along with an overview of Perkins Eastman's work so far.

[Perkins Eastman Presentation.pdf](#) (OF 30,442)

11.c Timeline to Consider Placing General Obligation Bond Measure on 2024 Ballot

Andrew Cantwell, Assistant Superintendent, Administrative Services, will discuss the proposed timeline for considering placing a bond measure on the March 2024 ballot.

[Timeline for Considering Bond Measure.pdf](#) (OF 30,443)

12. NEW AND/OR UNFINISHED BUSINESS

12.a Adoption of Resolution 5 – Proclaiming October as Burbank Unified School District's Filipino American History Month

That the Board of Education adopt Resolution 5 proclaiming the month of October 2023, as Burbank Unified School District's Filipino American History Month, as presented.

Filipino American History Month 9 21 23.pdf (OF 30,444)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as amended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.b Approval of the Los Angeles County Arts Ed. Collective Advancement Grant Program Agreement Contract# RT_007082

That the Board of Education approve the Arts for All Advancement Grant Agreement between the Burbank Unified School District and the Los Angeles County Arts Commission, effective September 22, 2023 through June 30, 2024, to accept an award amount of \$21,000 and that authority to sign the agreement be exercised pursuant to Contract# RT_007082, as presented.

Contract Ad Grant 9 21 2023 Contract Ad Grant 2023-24.pdf (OF 30,445)

It was moved by Abby Pontzer Kamkar, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.c Ratification of Agreement between Boys and Girls Club of Burbank and the After School Education and Safety (ASES) Program

That the Board of Education ratify the Agreement between the Burbank Unified School District and the Boys and Girls Club of Burbank and Greater East Valley, to provide services for the After School Education and Safety (ASES) Program, not to exceed \$600,000 (01.0- 74250.0-0-00000-27000-5810-7429000), effective August 1, 2023 through June 30, 2024, and that authority to sign this agreement be exercised pursuant to BUSD –AR 3314, as presented.

BAGCB ASES Contract 2023-24-9.21.pdf (OF 30,446)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.d Approval of Fiscal Services Reorganization

That the Board of Education approve the fiscal services reorganization, new job descriptions for the Director of Fiscal Services and the Director of Purchasing, Warehouse & Reprographics and placement on the Classified Supervisors and Managers Salary Schedule B, as presented.

Fiscal Reorganization.pdf (OF 30,447)

It was moved by Abby Pontzer Kamkar, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.e Amended List of Appointed Members for the Board Governance Committees

That the Board of Education approve the amended list of appointed members to the Academic Affairs, Administrative Affairs, and Student Affairs Board Governance Committees, effective September 22, 2023 and expiring June 30, 2024, as presented.

Amended Governance Committees.pdf (OF 30,448)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.f Approval of Agreement with School Services of California

That the Board of Education approve the contract between the Burbank Unified School District and School Services of California (SSC), to provide recruitment and selection support services for the director of fiscal services, effective September 22, 2023 through December 31, 2023, not to exceed \$7,500 (01.0-00000.0-00000-72000-5850-7472000), plus direct expenses, as presented.

Agreement - SSC.pdf (OF 30,449)

It was moved by Pontzer Kamkar, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.g Approval of Agreement with Isom Advisors

That the Board of Education approve the contract between Burbank Unified School District and Isom Advisors, a Division of Urban Futures Inc. (Advisors), to perform survey/voter opinion services to enable the District to consider placing a General Obligation Facility Bond on either the March or November 2024 ballot, effective September 22, 2023 through September 22, 2028, or until the agreement is terminated upon mutual written consent, not to exceed \$15,000 (01.0-00000.0-00000-72000-5850-7402000), and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

[Agreement - Isom Advisors Bond Consultant.pdf](#) (OF 30,450)

It was moved by Charlene Tabet, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

12.h Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 092123.pdf](#) (OF 30,451)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

13. CONSENT AGENDA

13.a Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960031061, total not to exceed \$16,946, (01.0-65000.0-50010-36000-5813-7440000), effective August 30, 2023 through June 30, 2026, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960031061 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,452)

13.b Approval of Personnel Report Number 23-24-05

That the Board of Education approve Personnel Report number 23-24-05, covering Certificated and Classified personnel, and consisting of Pages 1 to 27 inclusive, as presented.

[Personnel Report 23-24-05.pdf](#) (OF 30,453)

13.c Approval of the 2022-2023 Purchase Order Report

That the Board of Education approve purchase orders for 2022-2023 as listed through August 28, 2023, as presented.

[2022-2023 PURCHASE ORDER REPORT.pdf](#) (OF 30,454)

13.d Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through August 28, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf](#) (OF 30,455)

13.e Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of \$4,056,695.01 and commercial warrants in the total amount of \$5,175,531.19, as presented.

[Warrants.pdf](#) (OF 30,456)

13.f Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultant 092123_Redacted.pdf](#) (OF 30,457)

13.g Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratify Inst Consultant 092123_Redacted.pdf](#) (OF 30,458)

13.h Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Therapy In Action, to provide an occupational therapy assessment, not to exceed \$1,600 (01.0-65000.0-57602-11900-5850-744000) for special education student 960035199, effective September 22, 2023 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960035199 Therapy In Action.pdf](#) (OF 30,459)

13.i Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Nurturing Nests Therapy Center Inc., to provide a functional behavior assessment, not to exceed \$1,080 (01.0-65000.0-57602-11900-5850-744000) for special education student 960012279, effective September 1, 2023 through December 22, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960012279 Nurturing Nests Ratification.pdf](#) (OF 30,460)

13.j Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Nurturing Nests Therapy Center Inc., to provide a functional behavior assessment, not to exceed \$1,080 (01.0-65000.0-57602-11900-5850-744000) for special education student 960035199, effective September 22, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960035199 Nurturing Nests.pdf](#) (OF 30,461)

13.k Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and 360 Degree Customer Inc., to provide a credentialed special education teacher, not to exceed \$130,425 (01.0-65000.0-57601-11804-5810-7440000), effective August 7, 2023 through May 25, 20224 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services 360 Degree_Ratification.pdf](#) (OF 30,462)

13.l Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Learning Dynamics, Inc., to provide a neuropsychological educational IEE, not to exceed \$5,750 (01.0-65000.0-57602-11900-5850-744000) for special education student 960030878, effective September 22, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960030878 Learning Dynamics.pdf](#) (OF 30,463)

13.m Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and LiNKS Sign Language & Interpreting Services, to provide interpreting and translation for Burbank students, not to exceed \$20,000 (01.0-65000.0-57602-11901-5850-7440000), effective September 22, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services LiNKS Sign Language & Interpreting.pdf](#) (OF 30,464)

13.n Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and LA Speech Pathology Services, Inc., to provide a speech and language assessment, not to exceed \$1,900 (01.0-65000.0-57602-11901-5850-744000) for special education student 960026731, effective September 22, 2023 through December 20, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960026731 LA Speech.pdf](#) (OF 30,465)

13.o Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Gunn Behavioral Care of California, P.C., to provide a Psychoeducational IEE and Functional Behavior Evaluation, not to exceed \$9,400 (01.0-65000.0-57602-11900-5850-744000) for special education student 960032386, effective August 16, 2023 through April 1, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960032386 Gunn Behavioral Care Ratification.pdf](#) (OF 30,466)

13.p Approval of John Burroughs High School Girls Varsity Volleyball (Overnight) Field Trip

That the Board of Education approve the John Burroughs High School Girls Varsity Volleyball (Overnight) Field Trip request to participate in the Redondo Union Varsity Volleyball Tournament in Redondo Beach, CA. from Friday, October 6, 2023 through Saturday, October 7, 2023, as presented.

[JBHS Girls Varsity Volleyball Extended Overnight Field Trip 9 21 23.pdf](#) (OF 30,467)

13.q Approval of Award of Contract, Dave Bang & Associates Inc., Furnish and Install Rubber Surfacing in Playground Area, Walt Disney Elementary School (Safety Credit)

That the Board of Education approve an award of contract between Burbank Unified School District and Dave Bang Associates Inc., to Furnish and Install Rubber Surfacing in the Playground Area, Walt Disney Elementary School, effective September 22, 2023 through September 21, 2024, not to exceed \$40,673.67 (1.0-81500.0-00000-85000-6170-7523200) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC_Dave Bang Disney Safety.pdf](#) (OF 30,468)

13.r Ratification of Award of Contract, Western Fence & Supply Co., DBA Pilgrim Fence Co., Furnish and Install High Chain Link Fence and Gate in Subterranean Parking Lot, Burbank High School (Safety Credit)

That the Board of Education ratify an award of contract between Burbank Unified School District and Western Fence & Supply Co., DBA Pilgrim Fence Co., to Furnish and Install High Chain Link Fence and Gate in Subterranean Parking Lot, Burbank High School, effective September 22, 2023 through September 21, 2024, not to exceed \$16,427.00 (01.0-81500.0-00000-85000-6170-7523200) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC_Western BHS Safety.pdf](#) (OF 30,469)

- 13.s Acceptance of Notice of Completion, Reliable Floor Covering Inc., Furnish and Install Flooring in Room 14, George Washington Elementary School (Routine Restricted Maintenance)

That the Board of Education accept the following as completed: Furnish and Install Flooring in Room 14 George Washington Elementary School, PO# 24000372, not to exceed \$8,393.00 (0.10-81500-0-00000-85000-6250-752-3100) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Reliable_Flooring_Washington.pdf](#) (OF 30,470)

- 13.t Acceptance of Notice of Completion, Reliable Floor Covering Inc., Furnish and Install Sheet Vinyl Flooring in Modular Restrooms, Bret Harte Robert Louis Stevenson William McKinley Elementary Schools (Routine Restricted Maintenance)

That the Board of Education accept the following as completed: Furnish and Install Sheet Vinyl Flooring in Modular Restrooms at Bret Harte, Robert Louis Stevenson and William McKinley Elementary School, PO# 24000371, not to exceed \$21,795.00 (01.0-81500-0-00000-85000-6250-752-3100) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Reliable_Harte-Stevenson-McKinley.pdf](#) (OF 30,471)

- 13.u Acceptance of Notice of Completion, Universal Asphalt, Clear Vegetation and Install Crushed Base Material in Vacant Lot, Community Day School (Safety Credits)

That the Board of Education accept the following as completed: Clear Vegetation and Install Crushed Base Material in Vacant Lot, Community Day School, PO#24000715, not to exceed \$16,600 (01.0-81500-0-00000-85000-6170-752-3200) Safety Credits, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Universal Asphalt_CDS_Safety Credits.pdf](#) (OF 30,472)

- 13.v Approval of Contracts with LACOE and Pali Institute for Outdoor Science School.

That the Board of Education approve the contracts with LACOE effective October 1, 2023, through June 30, 2024, and the contract with Pali Institute effective September 22, 2023, through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[OSS_Contracts_LACOE_Pali_Institute-09.21.pdf](#) (OF 30,473)

- 13.w Ratification of Master Memorandum of Agreement with The County of Los Angeles for School-Sponsored Recreation

That the Board of Education ratify the Master Memorandum of Agreement with The County of Los Angeles for School-Sponsored Recreation, effective September 1, 2023 through June 30, 2024, as presented.

[County of LA Parks & Rec MOA 092123.pdf](#) (OF 30,474)

It was moved by Abby Pontzer Kamkar, and seconded by Charlene Tabet, that the Board of Education approve items 13a through 13w as recommended. The motion carried 3-0 with the following roll call vote: AYES: Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson and Aghakhanian.

14. REQUESTS TO ADDRESS THE BOARD

Vice President Weisberg read the retirement of Tamara Perry and thanked her for her contribution towards the District.

14.a Public Communications on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Joel Schlossman, community member, addressed Board Members and Andrew Cantwell regarding the bond. He asked that if student population is decreasing, the number of teachers and schools should also decrease.

Nicole Drabecki, BUSD employee, stated her appreciation for the Huerta staff that commented on the ELD classes. She asked that District staff reach out regarding what determines when an ELD aide is hired per school site. She expressed that there is a delay with communication, including Superintendent Paramo being appointed as Superintendent. She expressed that BTA Members reach out to her about their concerns at their sites and she asked them to continue to reach out in order to feel like they have input.

14.b Superintendent's Comments

The Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo addressed Nicole Drabecki. He shared that he will send her information on how assistants are calculated. He noted that it was odd to him to send an announcement about him and it was odd for him to write his own bio, so there was a delay. It also took a while to translate the information. He apologized for the delay.

14.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Board Member Tabet thanked Nicole Drabecki for all that she does.

Vice President Weisberg thanked Nicole Drabecki for the suggestions and for her partnership.

15. ADJOURNMENT

The meeting was adjourned at 10:19 p.m.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

October 5, 2023

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Charlene Tabet
Abby Pontzer Kamkar

STUDENT BOARD MEMBERS PRESENT:

Paris Tesfu, John Burroughs High School
Isabella Najaryan, Monterey High School

STUDENT BOARD MEMBERS ABSENT:

Andranik Bilbulyan; Burbank High School

Also present were John Paramo, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Andrew Cantwell, Assistant Superintendent, Administrative Services; Sarah Rudchenko, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/iCBr6wXpi8iN4g5BA> before 3pm on Wednesday, October 4th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker

will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boomeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Students 960021175 and 960036514.

3.b Expungement of Expulsion Record – Confidential Student Matter (Education Code sections 35146, 48900 et seq., 48912(b) and 49060 et seq., and 20 U.S.C. Section 1232g)

Consideration of the request of Student #960033703 to expunge expulsion record.

4. [RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE](#)

The Board reconvened in Public Session at 7:03 p.m. Linda Walmsley, community member, led the Pledge of Allegiance.

5. [REPORTING ON CLOSED SESSION](#)

President Ferguson reported that item 3a was for discussion only.

On Item 3b the Board of Education met in closed session and voted to expunge the record of student 960033703. It was moved by Aghakhanian, seconded by Tabet. The motion carried 4-0 with the following roll call vote: AYES: Aghakhanian, Weisberg, Tabet and Pontzer Kamkar. ABSENT: Ferguson.

6. ADJUSTMENTS TO THE AGENDA

President Ferguson requested that the report by Robyn Anders regarding the 2022-2023 Academic Performance be moved to item 8.

7. ITEMS FOR FUTURE AGENDAS

President Ferguson asked that the student leaders submit a general reporting on graduation activities before the end of semester.

8. REPORTS FROM THE BOARD

Robyn Anders introduced students who received the highest score possible on SBAC Assessment for their grade level.

8.a Student Representatives

Paris Tesfu, John Burroughs High School; Emma Audette reporting for Andranik Bilbulyan, Burbank High School and Isabella Najaryan, Monterey High School reported on activities in their respective schools.

9. REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

Matt Osmond, Ron Young, Laura Vinyard, Jen Almer and Kennelyn Celeste, BUSD employees, spoke regarding Unesco World Teacher Day to honor and pay tribute to teachers for the difference they make.

Linda Walmsley, community member, commented on Item 10b and expressed her concerns on the bond timeline. She stated that she hopes that there will be outreach all former Board Members, the Board of Realtors, chamber of commerce, service clubs and active involved voting citizens in Burbank.

9.b Superintendent's Comments

The Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo praised the principals who recognized the talented teachers that are employed in BUSD. He let teachers know that they are appreciated. He addressed Linda Walmsley and stated that he would like to have a well planned and executed bond measure.

9.c Board Members' Responses

Board Members will respond to public comment and will comment on items of interest to the community.

Member Tabet thanked staff, Superintendent Paramo and parents of the students who came to the meeting. She expressed that she is glad that they can honor them tonight. She thanked Linda Walmsley for the work that she did with the past bond and stated how much she appreciates her coming to speak.

Member Pontzer Kamkar thanked the parents and students for coming to the meeting and congratulated the students. She thanked the teachers that she visited and shared the events coming up in the District.

Clerk Aghakhanian acknowledged the students with perfect scores and thanked teachers for their hard work. He thanked teachers for all that they do and the Burbank Arts and Education Foundation for their support.

Vice President Weisberg thanked the principals for coming to the meeting and praising teachers. She thanked Linda Walmsley for her comments and stated that community-based support is really important. She stated that they need to get as much knowledge as they can to make the bond successful. She reflected on the Pride at the Park event and expressed how impressed she was at two BUSD students who were very involved in the event.

President Ferguson thanked Linda Walmsley and noted that it is too soon for the bond measures to go through. He stated that they will go out and get data first. He explained that they need partnerships to finance the future for students. He complimented Superintendent Paramo on the continuous work with the Burbank Arts and Education Foundation.

10. REPORTS TO THE BOARD

10.a Report on 2022-2023 Academic Performance

Robyn Anders, Director of Instructional Technology & Accountability, Instructional Services will report to the Board of Education on 2022-2023 Accelerating Performance, as presented.

[Report on Academic Performance \(2022-23\) - 10-5-23.pdf](#) (OF 30,475)

10.b Isom Advisors Presenting Finding on Polling of Prospective Voters' Perception on the District in Receptivity for a Potential Bond Measure in 2024

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce the representative from Isom Advisors, who will present the finding of the polling of

[prospective voters' perception on the District in receptivity for a potential bond measure in 2024, as presented.](#)

[Isom Survey Results 100523.pdf](#) (OF 30,476)

11. PUBLIC HEARING - Approximately 10:45 p.m.

[11.a Public Hearing - In the Matter of Determining Sufficiency of Pupil Textbooks and Instructional Materials for 2022-2023](#)

[A Public Hearing will be held consistent with the provisions of Education Code Section 60119, Sufficiency of Pupil Textbook and Instructional Materials for the 2023-2024 school year. The purpose of the hearing is to adopt a resolution and to provide parents, teachers, students, members of the community, and bargaining unit leaders with an opportunity to comment regarding insufficient textbooks or instructional materials, or both, for pupils enrolled in the Burbank schools, including English learners, in each of the following subjects that are aligned to the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: History/social science, mathematics, English/language arts, including the English language development component of an adopted program, science, health, foreign language, and science lab equipment for courses offered in grades 9 to 12. All persons interested in reviewing such information should contact Peter Knapik, Assistant Superintendent, Educational Services, Burbank Unified School District at \(818\) 729-4451.](#)

Joel Schlossman, community member, stated that the District needs to be thinking differently and teach with AI. He stated that he wants kids to learn as best as possible. He suggested a tablet with student results in real time. He explained that he cares about the community and says that this is not the way to do it.

[PUBHEARNEWS 2023-2024.pdf](#) (OF 30,477)

12. NEW AND/OR UNFINISHED BUSINESS

[12.a Adoption of Resolution 6 – Proclaiming October 8 through October 14, 2023 as Week of the School Administrator](#)

[That the Board of Education adopt Resolution 6 Proclaiming October 8 through October 14, 2023, as Week of the School Administrator, as presented.](#)

[Resolution 6 - Week of the Administrator.pdf](#) (OF 30,478)

It was moved by Charlene Tabet, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

[12.b Adoption of Resolution 7 In the Matter of Determining Sufficiency of Pupil Textbooks and Instructional Materials and Instructional Materials Funding Realignment Program](#)

(IMFRP) Certification of Provision of Standards-Aligned Instructional Materials, 2023-2024

That the Board of Education adopt Resolution 7 In the Matter of Determining Sufficiency of Pupil Textbooks and Instructional Materials and Instructional Materials Funding Realignment Program (IMFRP) Certification of Provision of Standards-Aligned Instructional Materials, 2023-2024, as presented

Resolution 7 Sufficiency of Pupil Textbooks 2023 24.pdf (OF 30,479)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12.c Approval of Employment Agreement for the Assistant Superintendent of Educational Services

That the Board of Education approve the employment contract with Peter Knapik, as Assistant Superintendent of Educational Services, effective October 6, 2023, as presented.

Agreement - Knapik.pdf (OF 30,480)

It was moved by Charlene Tabet, and seconded by Emily Weisberg, that the Board of Education approve the item as amended. The motion carried unanimously.

13. CONSENT AGENDA

13.a Action on Final Settlement Agreement (Special Education) - **TABLED**

That the Board of Education approve Final Settlement Agreement for Special Education Student 960036514, total not to exceed \$79,000, (01.0-65000.0-50010-36000-5813-7440000), effective September 14, 2023 through July 1, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960036514 Settlement Agreement.docx.pdf - **TABLED**

13.b Approval of Personnel Report Number 23-24-06

That the Board of Education approve Personnel Report number 23-24-06, covering Certificated and Classified personnel, and consisting of Pages 1 to 21 inclusive, as presented.

Personnel Report 23-24-06.pdf (OF 30,481)

13.c Approval of the 2023-2024 Purchase Order Report

That the Board of Education approve purchase orders for 2023-2024 as listed through September 11, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf](#) (OF 30,482)

13.d Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of \$2,317,586.99 and commercial warrants in the total amount of \$2,105,742.58, as presented.

[Warrants.pdf](#) (OF 30,483)

13.e Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 100523_Redacted.pdf](#) (OF 30,484)

13.f Ratification of Agreement for Instructional Consultant Services

That the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratf Inst Consultant 100523_Redacted.pdf](#) (OF 30,485)

13.g Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Linguabee, to provide interpreting and translation for Burbank students, not to exceed \$20,000 (01.0-65000.0-57602-11901-5850-7440000), effective September 11, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Linguabee_Ratification.pdf](#) (OF 30,486)

13.h Ratification of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, ratify reimbursement to the parent of Special Education Student 960001331 visit student who attends a Non Public School (NPS), per IEP, not to exceed \$4,000.00, effective June 1, 2023 through June 30, 2024, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960001331 Parent Reimbursement_Ratification.pdf](#) (OF 30,487)

13.i Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Quest Therapy Group, LLC to provide Behavior Intervention Implementers (BII) and Behavior Intervention Development (BID) to support special education students, not to exceed \$288,960 (01.0-65000.0-57602-11900-5850-7440000), effective August 14, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was September 7, 2023 for a total not to exceed \$275,940. This amendment adds Behavior Intervention Development (BID) to increase the total by \$13,020 making the total not to exceed \$288,960.

[SPED Professional Services Quest Therapy Amendment.pdf](#) (OF 30,488)

13.j Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960021175, total not to exceed \$7,000, (01.0-65000.0-50010-36000-5813-7440000), effective October 6, 2023 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960021175 Settlement Agreement.docx.pdf](#) (Confidential Exhibit, OF 30,489)

13.k Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Troy & Associates Educational Consulting, Inc., to provide educational therapy, not to exceed \$35,000 (01.0-65000.0-57602-11900-5850-7440000) for special education student 960031061, effective September 22, 2023 through June 30, 2026, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960031061 Troy & Assoc Ratification.pdf](#) (OF 30,490)

13.l Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960021175, not to exceed \$9,450 (01.0-65000.0-57602-11900-5850-7440000), effective October 6, 2023 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960021175 Professional Tutors.pdf](#) (OF 30,491)

13.m Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and The Genesis Group Inc., to provide a physical therapist, not to exceed \$36,720 (01.0-65000.0-57602-11900-5850-7440000), effective September 25, 2023 through December 21, 2023 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services The Genesis Group_Ratification.pdf](#) (OF 30,492)

13.n Ratification of Agreement for Professional Services

That the Board of Education approve the Agreement between the Burbank Unified School District and Shaw HR Consulting, Inc., to perform services related to the District's disability management program, not to exceed \$35,000 (01.0-90335.0-00000-27000-5880-7558000) effective July 1, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Shaw HR Consulting 100523.pdf](#) (OF 30,493)

13.o Beginning Balances for 2023-2024

That the Board of Education accept the 2023-2024 Report of Beginning Fund Adjustments, as presented.

[Beginning Balances 100523pdf.pdf](#) (OF 30,494)

13.p Approval of Additional Budget - Restricted General Fund Unearned Revenue

That the Board of Education approve the budget additions to the 2023-2024 approved budget for Restricted General Fund as presented.

[Add'l Budget restricted GF unearned rev 100523.pdf](#) (OF 30,495)

13.q Approval of Additional Budget – General Fund Legally Restricted Balances

That the Board of Education approve budget additions to the 2023-2024 approved budget for the General Fund Legally Restricted Balances, as presented.

[Add'l Budget GF legally restricted 100523.pdf](#) (OF 30,496)

13.r Approval of Additional Budget -Unrestricted General Fund Carryover

That the Board of Education approve budget additions to the 2023-24 approved budget for the Unrestricted General Fund Carryover, as presented.

[Unrestricted GF Carryover 100523.pdf](#) (OF 30,497)

13.s Ratification of Agreement for Professional Services

That the Board of Education ratify an Agreement between the Burbank Unified School District and Concentra Medical Centers to provide occupational health services in the form of pre-employment screenings, fit-for duty physicals, and first aid only examinations to cover the period of July 1, 2023–June 30, 2024 and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Concentra 2023-2024 100523.pdf](#) (OF 30,498)

- 13.t Acceptance of Notice of Completion, Western Fence & Supply Co., DBA Pilgrim Fence Co., Furnish and Install Chain Link Fence Panel and Gate in Subterranean Parking Lot, Burbank High School (Safety Credit)

That the Board of Education accept the following as completed: Furnish and Install Chain Link Fence Panels and Gate in Subterranean Parking Lot, Burbank High School, PO# 24001491, not to exceed \$16,427.00 (01.0-81500.0-00000-85000-6170-7523200) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[Noc Western BHS Safety.pdf](#) (OF 30,499)

- 13.u Ratification of Purchase of AV Equipment for Bret Harte Elementary School (Bond Fund)

That the Board of Education ratify the purchase of AV equipment for Bret Harte Elementary School, not to exceed \$20,207.00 (21.0-00000.0-93001-85000-4310/4410-7401000) (Bond Fund), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification AV Equipment Purchase Harte 100523.pdf](#) (OF 30,500)

- 13.v Ratification of Agreement with Chef Ann Foundation and Foundation for California Community Colleges

That the Board of Education ratify the agreement with Chef Ann Foundation, and Foundation for California Community Colleges, effective January 1, 2023 through June 30, 2025, as presented.

[Chef Ann Foundation 100523.pdf](#) (OF 30,501)

- 13.w Approval of Additional Budget – General Fund Enrollment Adjustments

That the Board of Education approve the budget increases to the 2023-24 Approved Budget for the Unrestricted General Fund enrollment adjustments, as presented.

[Add'l Budget GF enrollment Adj 100523.pdf](#) (OF 30,502)

- 13.x Approval of Agreement– West Coast University, Inc.

That the Board of Education approve the Student Teaching Agreement between the Burbank Unified School District and the West Coast University, Inc. to provide educational field experience, effective October 6, 2023 through October 6, 2024, and shall be automatically be renewed for one year period upon each anniversary unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Agreement - West Coast University.pdf](#) (OF 30,503)

13.y Approval of Agreement– University of Denver, Morgridge College of Education

That the Board of Education approve the Student Teaching Agreement between the Burbank Unified School District and the University of Denver, Morgridge College of Education to provide educational field experience, effective October 6, 2023 through October 6, 2024, and shall be automatically renewed for one year periods upon each anniversary unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Agreement- University of Denver.pdf](#) (OF 30,504)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve items 13b through 13y as recommended. The motion carried unanimously.

14. [REQUESTS TO ADDRESS THE BOARD](#)

14.a [Public Communications on Any Subject Within the Jurisdiction of the School Board](#)

[An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three \(3\) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.](#)

Joel Schlossman, community member, addressed President Ferguson regarding his first public comment about "buckling his seatbelt." He asked President Ferguson to re-think his position.

14.b Superintendent's Comments

The Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

Superintendent Paramo did not wish to comment.

14.c Board Members' Comments and Responses

Board Members will respond to public comment and will comment on items of interest to the community.

There were no Board Members that wished to comment.

15. ADJOURNMENT

The meeting was adjourned at 11:07 p.m.

MINUTES APPROVED:

JOHN PARAMO, SUPERINTENDENT
SECRETARY OF THE BOARD

7/18/2024

DATE

ARMOND AGHAKHANIAN, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

March 7, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, March 6th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

)

2.c Board Members' Responses

)

3) CLOSED SESSION

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) REPORTS FROM THE BOARD AND STAFF

8.a Student Representatives

)

Paris Tesfu; John Burroughs High School, and Andranik Bilbulyan; Burbank High School, will report on activities at their respective schools.

8.b Burbank Teacher's Association (BTA), California School Employees Association

)

(CSEA), Burbank Association of School Administrators (BASA)

Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

8.c Reports from the Superintendent

)

John Paramo, Superintendent will report on items of interest to the Board of Education and the community.

9) REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

9.b Superintendent's Comments

)

John Paramo, Superintendent, will respond to public comment.

9.c Board Members' Responses

)

Board Members will respond to public comment.

10) REPORTS TO THE BOARD

10. Fiscal Crisis & Management Team (FCMAT) Study Presentation

a)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce John Von Flue, Chief Analyst, Fiscal Crisis & Management Assistance Team (FCMAT), who will present the Final Report.

FCMAT final report 030724.pdf (OF 30,719)

11) NEW AND/OR UNFINISHED BUSINESS

11. Adoption of Resolution 19 Recognizing Cesar Chavez Day on March 31, 2024

a)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education adopt Resolution 19 Recognizing Cesar Chavez Day on March 31, 2024, in the Burbank Unified School District, as presented.

Resolution 19 Cesar Chavez Day 3 7 24.pdf (OF 30,720)

It was moved by Armond Aghakhanian, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 20 Proclaiming April 2024 as Autism Acceptance Month

b)

Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education adopt Resolution 20 proclaiming the month of April 2024 as Autism Acceptance Month, as presented.

SPED Adoption of Resolution 20 Autism Acceptance Month.pdf (OF 30,721)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 21 for the Elimination or Reduction in Classified Positions
c)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 21 for the Elimination or Reduction in Classified Positions, as presented.

Resolution 21- Elimination or Reduction in Classified Positions.pdf (OF 30,723)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 22 for the Elimination or Reduction in Certificated Children's
d) Center Positions

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 22 for the Elimination or Reduction in Certificated Children's Center positions, as presented.

Resolution 22 - Elimination or Reduction in Certificated Children's Center Positions.pdf (OF 30,724)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 23 to Decrease the number of Certificated Employees Due to a
e) Reduction in Particular Kinds of Service

Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt Resolution 23 to Decrease the Number of Certificated Employees Due to a Reduction in Particular Kinds of Service, as presented.

Adoption of Resolution 23 to Decrease the Number of Certificated Employees Due to a Reduction in Particular Kinds of Service.pdf (OF 30,725)

It was moved by Abby Pontzer Kamkar, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 24 Proclaiming March 8, 2024, as Read Across America Day
f)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education adopt Resolution 24 Proclaiming March 8, 2024, as Read Across America Day in the Burbank Unified School District, as presented.

Adoption of Resolution 24 Proclaiming March 8, 2024 as Read Across America Day.pdf (OF 30,722)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Second Interim Report for 2023-2024 Fiscal Year

g)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a positive certification of the Second Interim Report for the 2023-2024 fiscal year, as presented.

Second Interim 2023-2024 030724.pdf (OF 30,726)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of the Fiscal Stabilization Plan Required by Los Angeles County Office of Education (LACOE) Based on the Adopted Budget

h)

Andy Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the Fiscal Stabilization Plan, as presented.

Fiscal Stabilization Plan 030724.pdf (OF 30,727)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Comprehensive School Safety Plans

i)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve Burbank High School's 2024-2025 Comprehensive School Safety Plan, as presented.

BHS Safety Plan Board Report 2024.pdf (OF 30,728)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of the Proposed 2024-2025 Instructional Calendars for Burbank Adult School

j)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt the proposed 2024-2025 Instructional Calendars for Burbank Adult School, as presented.

Adoption of the Proposed 2024-2025 Instructional Calendars for Burbank Adult School.pdf (OF 30,729)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Discussion on a Potential Facility General Obligation Bond Measure
k)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education provide direction to the Superintendent based on the outcome of the discussion, as presented.

Bond Discussion 030724.pdf (OF 30,730)

11. Approval to Amend Board Bylaw 9320 to Change the Start Time and Frequency of
l) Regular Board of Education Meetings

John Paramo, Superintendent, recommends that the Board of Education vote to determine whether it is the preference of the Board to amend Board Bylaw 9320 to change the start time and frequency of regular Board of Education meetings from 7:00 p.m. to 6:00 p.m., and from first and third Thursday to second and fourth Thursday of the month, as presented.

Board Meeting Time Change.pdf (OF 30,731)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of 2024-2025 Regular Board of Education Meeting Dates TABLED
m)

John Paramo, Superintendent, recommends that the Board of Education approve its regular meeting dates for the 2024-2025 school year, as presented.

Approval of Regular Board Meeting Dates 24-25.pdf TABLED

11. Ratification of Agreement for Professional Services (Fiscal Services)
n)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Marysol Correa to provide services reconciling bank statements required for the audit, not to exceed \$2,400 (01.0-00000.0-00000-72000-5850-7472000), effective November 6, 2023 through December 31, 2023 and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.

Ratif Prof Serv M Corea 030724_Redacted.pdf (OF 30,732)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Acceptance of Gifts
o)

John Paramo, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 030724.pdf \(OF 30,733\)](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12) REPORTS FROM THE BOARD

12. Reports from Board Members

- a) Board of Education members will report on items within the jurisdiction of the Board.

13) CONSENT AGENDA

13. Acceptance of Notice of Completion, ATI Restoration LLC, Restoration Services from
a) Flood Damage, District Service Center (General Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Restoration Services from Flood Damage, PO# 24002650, not to exceed \$41,418.84 (01.0-00000.0-00000-85000-6103-740-2000) and \$171,374.07 (01.0-00000.0-00000-85000-6230-740-2000) General Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC ATI DSC General.pdf \(OF 30,734\)](#)

13. Approval of Agreement for Professional Services, Super Cooperative Purchasing Group
b) – A California USDA Foods Cooperative

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the membership agreement between Burbank Unified School District and the Super Cooperative Purchasing Group, effective July 1, 2024 through June 30, 2025, and that authority to sign the contract pursuant to BUSD—AR 3314, as presented.

[Food Serv Super CoOp Agrmt 030724.pdf \(OF 30,735\)](#)

13. Ratification of Agreement for Professional Services (Administrative Services)
c)

Andrew Cantwell, Assistant Superintendent, Administrative Services, , recommends that the Board of Education ratify the agreement between Burbank Unified School District and McCune & Harber, LLP to perform specific services for the period of July 1, 2022 through June 30, 2024, not to exceed \$20,000 (01.0-00000.0-00000-72000-5820-7401000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[Ratify McCune Harber Agmt 030724.pdf \(OF 30,736\)](#)

13. Approval of the 2023-2024 Purchase Order Report
d)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through February 12, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,737\)](#)

13. Action on Final Settlement Agreement (Special Education)
e)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960024784, not to exceed \$3,275, (01.0-65000.0-50010-36000-5813-7440000), March 2022 through October 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960024784 Settlement Agreement.pdf \(OF 30,738\)](#)

13. Action on Final Settlement Agreement (Special Education)
f)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960025725, not to exceed \$28,000, (01.0-65000.0-50010-36000-5813-7440000), for the 2023/2024 regular school year, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960025725 Settlement Agreement.pdf \(OF 30,739\)](#)

13. Action on Final Settlement Agreement (Special Education)
g)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960028504, not to exceed \$6,000, (01.0-65000.0-50010-36000-5813-7440000), March 8, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960028504 Settlement Agreement.docx.pdf \(OF 30,740\)](#)

13. Action on Final Settlement Agreement (Special Education)
h)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960030878, at no cost to the District, (01.0-65000.0-50010-36000-5813-7440000), March 8, 2024 through July 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960030878 Settlement Agreement.pdf \(OF 30,741\)](#)

13. Ratification of Agreement for Professional Services (Special Education)
i)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Nurturing Nests Therapy Center Inc., to provide a functional behavior assessment, not to exceed \$1,080 (01.0-65000.0-57602-11900-5850-744000) for special education student 960013740, effective January 19, 2024 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960013740 Nurturing Nests_Ratification.pdf \(OF 30,742\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

j)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960030413, not to exceed \$1,500 (01.0-65000.0-57602-11900-5850-7440000), effective February 16, 2024 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960030413 Professional Tutors_Ratification.pdf \(OF 30,743\)](#)

13. Amended Agreement for Professional Services (Special Education)

k)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960028504, not to exceed \$23,450 (01.0-65000.0-57602-11900-5850-7440000), effective March 8, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was January 19, 2023 for a total not to exceed \$16,200. This amendment adds an additional \$7,250 for a total not to exceed \$23,450.

[SPED Student 960028504 Professional Tutors_Amended.pdf \(OF 30,744\)](#)

13. Approval of Agreement for Professional Services (Special Education)

l)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Lifespan: A Center for Family Psychological Services Inc., to provide a neuropsychological assessment, not to exceed \$4,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960022536, effective March 8, 2024 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960022536 Lifespan.pdf \(OF 30,745\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

m)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified

School District and The Stepping Stones Group, LLC, to provide a Deaf and Hard of Hearing (DHH) Credentialed Special Education Teacher, not to exceed \$56,280 (01.0-65000.0-57602-11900-5850-7440000), effective February 13, 2024 through May 24, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Stepping Stones Group DHH Teacher_Ratification.pdf \(OF 30,746\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

n)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Alpha Interpreting Agency, Corp., to provide interpreters/translators for DHH students, not to exceed \$75,000 (01.0-65000.0-57602-11900-5850-7440000), effective January 8, 2024 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Alpha Interpreting_Ratification.pdf \(OF 30,747\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

o)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and EdTheory, LLC, to provide a credentialed special education teacher, not to exceed \$44,744 (01.0-65000.0-57602-11900-5850-7440000), effective February 9, 2024 through May 23, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services EdTheory Special Education Teacher_Ratification.pdf \(OF 30,748\)](#)

13. Approval of Agreement for Professional Services (Special Education)

p)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Learning Dynamics, Inc., to provide a psychological educational IEE, not to exceed \$5,750 (01.0-65000.0-57602-11900-5850-7440000) for special education student 960030878, effective March 8, 2024 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960041534 Learning Dynamics.pdf \(OF 30,749\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

q)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Marlen Barbee, to provide a psychological educational assessment, not to exceed \$6,500 (01.0-65000.0-57602-11900-5850-7440000) for special education student 960041508, effective February 26, 2024 through June 30, 2024, and

that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 96004158 Marlen Barbee_Ratificaiton.pdf \(OF 30,750\)](#)

13. Approval of Instructional Consultant Services

r)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consultants 030724.pdf \(OF 30,751\)](#)

13. Ratification of Agreement for Instructional Consultant Services

s)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification Instruction Consultant 030724.pdf \(OF 30,752\)](#)

13. Approval of Personnel Report Number 23-24-15

t)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-15, covering Certificated and Classified personnel, and consisting of Pages 1 to 17 inclusive, as presented.

[Personnel Report 23-24-15.pdf \(OF 30,753\)](#)

It was moved by Char Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

February 15, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson
Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, February 14th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

)

2.c Board Members' Responses

)

3) CLOSED SESSION

3.a Action to be Taken on Recommended Expulsion of Student (OF 30,701)

)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (a2) and 48915(b) on the expulsion recommendation by the Administrative Hearing Panel for Student 960021957, as presented in Confidential Exhibit 3e.

3.b Action for the Recommended Expulsion of Student (OF 30,702)

)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (a2) and 48915(b) on the expulsion recommendation by the Administrative Hearing Panel for Student 960019570, as presented in Confidential Exhibit 3e.

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) PRESENTATIONS / RECOGNITIONS

8.a Presentation on Advanced Placement (AP) African American Studies Black History Month Project

)

Linda Junge, Assistant Superintendent, Instructional Services, will introduce Scott Hatch, Teacher, who will present on the Advanced Placement African American Studies Black History Month Project.

[Presentation JBHS AP African American Studies 2 15 24.pdf \(OF 30,703\)](#)

9) [REPORTS FROM THE BOARD AND STAFF](#)

[9.a Student Representatives](#)

)

[Andranik Bilbulyan; Burbank High School, and Paris Tesfu; John Burroughs High School, will report on activities at their respective schools.](#)

[9.b Burbank Teacher's Association \(BTA\), California School Employees Association \(CSEA\), Burbank Association of School Administrators \(BASA\)](#)

)

[Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.](#)

[9.c Reports from the Superintendent](#)

)

[John Paramo, Superintendent will report on items of interest to the Board of Education and the community.](#)

10) [REQUESTS TO ADDRESS THE BOARD](#)

10. Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

a)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

[10. Superintendent's Comments](#)

b)

[John Paramo, Superintendent, will respond to public comment.](#)

[10. Board Members' Responses](#)

c)

[Board Members will respond to public comment.](#)

11) [NEW AND/OR UNFINISHED BUSINESS](#)

[11. Approval of Comprehensive School Safety Plans](#)

a)

[Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve each school's 2024-2025 Comprehensive School Safety Plans, as presented.](#)

[Safety Plan Board Report 2024.pdf \(OF 30,704\)](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

[11. 2024 California School Boards Association \(CSBA\) Delegate Assembly Election – Subregion 23-A](#)

[John Paramo, Superintendent, recommends that the Board of Education act to cast their vote to appoint up to two candidates to fill the two vacancies for the California School Boards Association \(CSBA\) Delegate Assembly Representative for Subregion 23-A. The three candidates running are Jennifer Hall Lee \(Pasadena USD\), Kimberly Kenne \(Pasadena USD\) and Shant Sahakian \(Glendale USD\). Kimberly Kenne and Shant Sahakian are running as incumbents. As indicated, the Board may also choose to write in candidates on the attached ballot, as presented.](#)

[CSBA Delegate Assembly Election.pdf \(OF 30,705\)](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

[11. Ratification of Agreement for Consultant Services](#)
[c\)](#)

[Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education ratify the agreement for consultant services between the Burbank Unified School District and Quest Therapy Group, LLC, to provide other health services on an "as needed" basis when other qualified staff are not available effective January 30, 2024, through June 30, 2024, not to exceed \\$30,000 \(01.0-00000-11100-10000-5810-7452000\), and that the authority to sign the agreement be exercised pursuant to BUSD/AR 3314, as presented.](#)

[Ratification-Consultant Agreement-Quest Therapy 23-24.pdf \(OF 30,706\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

[11. Adoption of Resolution 18 Proclaiming March 2024 as Intellectual and Developmental Disabilities Awareness Month \(Special Education\)](#)
[d\)](#)

[Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education adopt Resolution 18 proclaiming the month of March 2024 as Intellectual and Developmental Disabilities Awareness Month, as presented.](#)

[SPED Resolution Intellectual and Developmental Disability Awareness Month.docx.pdf \(OF 30,707\)](#)

It was moved by Steve Ferguson, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Acceptance of Gifts

e)

John Paramo, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 021524.pdf (OF 30,708)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12) REPORTS FROM THE BOARD

12. Reports from Board Members

a)

Board of Education members will report on items within the jurisdiction of the Board.

13) CONSENT AGENDA

13. Action to be Taken on Recommended Expulsion of Student

a)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (a2) and 48915(b) on the expulsion recommendation by the Administrative Hearing Panel for Student 960021957, as presented in Confidential Exhibit 3e.

13. Action to be Taken on the Recommended Expulsion of Student

b)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (a2) and 48915(b) on the expulsion recommendation by the Administrative Hearing Panel for Student 960019570, as presented in Confidential Exhibit 3e.

13. Acceptance of Notice of Completion, Time and Alarm Systems, Furnish and Replace

c) Fire Devices and Fire Panel, Walt Disney Elementary School (Safety Credit)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Time and Alarm Systems, Furnish and Replace Fire Devices and Fire Panel at Walt Disney Elementary School, PO# 24000865, not to exceed \$31,772.73 (01.0-81500.0-00000-85000-6250-3200000) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

NOC_Disney_Fire Alarm_Safety.pdf (OF 30,709)

13. Approval of the 2023-2024 Purchase Order Report

d)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through January 22, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,710\)](#)

13. Approval of Award of Contract, ADCO Roofing, Furnish and Install Underlayment above Auditorium, Emerson Elementary School (Restricted Routine Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract between Burbank Unified School District and ADCO Roofing to Furnish and Install Underlayment above Auditorium at Emerson Elementary School, effective February 16, 2024 through February 15, 2025, not to exceed \$18,600 (01.0-81500-0-00000-85000-6250-752-3100) Restricted Routine Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOC ADCO EMERSON RRM.pdf \(OF 30,711\)](#)

13. Ratification of Agreement for Professional Services (Special Education)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Protocol Agency, Inc., to provide two credentialed special education teachers, not to exceed \$111,888 (01.0-65000.0-57601-11804-5810-7440000), effective February 5, 2024 through May 23, 20224 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Protocol Agency BHS and Itinerant Teachers Ratification.pdf \(OF 30,712\)](#)

13. Approval of Instructional Consultant Services

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consultants 021524.pdf \(OF 30,713\)](#)

13. Ratification of Agreement for Instructional Consultant Services

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of Instructional Consultant 021524.pdf \(OF 30,714\)](#)

13. Approval of Memorandum of Understanding between the California College Guidance Initiative and Burbank Unified School District
 - i)

Dr. Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Memorandum of Understanding between the Burbank Unified School District and the California College Guidance Initiative (CCGI), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[MOU Foundation for CA Community College 021524.pdf \(OF 30,715\)](#)

13. Acceptance of Notice of Completion, California Paving & Grading, Furnish and Install New Asphalt in Kinder Area, Walt Disney Elementary (Safety Credit)
 - j)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Acceptance of Notice of Completion, California Paving & Grading, Furnish and Install New Asphalt in Kinder Area, Walt Disney Elementary, PO# 24002600, not to exceed \$10,960.00 (01.0-81500.0-00000-85000-6170-752-3200000) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_CA Paving_Disney_Safety.pdf \(OF 30,716\)](#)

13. Approval of Personnel Report Number 23-24-14
 - k)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-14, covering Certificated and Classified personnel, and consisting of Pages 1 to 23 inclusive, as presented.

[Personnel Report 23-24-14.pdf \(OF 30,717\)](#)

13. Revision of Board Policy 6153; School-Sponsored Trips
 - l)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education waive a second reading of the proposed revision to Board Policy 6153 School-Sponsored Trips, and to adopt the policy as presented.

[Revision BP 6153 021524.pdf \(OF 30,718\)](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

14) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

February 1, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/YmRmcJtp9qg1Hvik9> before 3pm on Wednesday, January 31st. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

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If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)
)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses
)

2.c Board Members' Responses
)

3) CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A) (OF 30,671)
)

Final Settlement Agreement for Special Education Student 160003888

3.b Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957 (OF 30,672)
)

3.c Conference with Legal Counsel - Anticipated Litigation
)

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) PRESENTATIONS / RECOGNITIONS

9) REPORTS FROM THE BOARD

9.a Student Representatives
)

Andranik Bilbulyan; Burbank High School, and Paris Tesfu; John Burroughs High School, will report on activities at their respective schools.

10) REQUESTS TO ADDRESS THE BOARD

10. Public Communications on Agenda Items

a)

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

10. Superintendent's Comments

b)

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

10. Board Members' Responses

c)

Board Members will respond to public comment and will comment on items of interest to the community.

11) REPORTS TO THE BOARD

11. 23-24 LCAP Mid-Year Update

a

Peter Knapik, Assistant Superintendent, Educational Services, will introduce Robyn Anders who will present on the 23-24 LCAP Mid-Year Update, as presented.

23-24 LCAP Mid-Year Update 2 1 24.pdf (OF 30,673)

12) PUBLIC HEARING - Approximately 7:30 p.m.

12. Public Disclosure of the 2023-2024 Negotiated Amendment to the Agreement between the Burbank Unified School District and the California School Employees Association (CSEA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

a

That the Board of Education will hold a Public Hearing, in compliance with provisions of AB1200 (Chapter 1213/Statutes 1994), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5 to allow the public an opportunity to comment regarding the 2023-2024 Amendment to the Agreement between the Burbank Unified School District and the California School Employee Association (CSEA), as presented.

AB1200 CSEA Public Hearing 020124.pdf (OF 30,674)

12. Public Disclosure in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB2756 (Chapter 52/Statutes 2004), GC 3547.5, and the Agreement between the Burbank Unified School District and the Burbank Association of School Administrators (BASA)

b

That the Board of Education will hold a Public Hearing, in compliance with provisions of AB1200 (Chapter 1213/Statutes 1994), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5 to allow the public an opportunity to comment regarding the 2023-2024 Amendment to the Agreement between the Burbank Unified School District and the Burbank Association of School Administrators (BASA), as presented.

Amended AB1200 BASA Public Hearing 020124.pdf (OF 30,675)

13) NEW AND/OR UNFINISHED BUSINESS

13. a Approval of the 2023-2024 Negotiated Amendment to the Agreement between the Burbank Unified School District and the California School Employees Association (CSEA)

That the Board of Education approve the 2023-2024 Amendment to the Agreement between Burbank Unified School District and the California School Employees Association, as presented.

AB1200 CSEA Approval 020124.pdf (OF 30,676)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. b Approval of the 2023-2024 Amendment to the Agreement between the Burbank Unified School District and the Burbank Association of School Administrators (BASA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

That the Board of Education approve the 2023-2024 Amendment to the Agreement between the Burbank Unified School District and the Burbank Association of School Administrators (BASA), as presented.

Amended AB1200 BASA Approval 020124.pdf (OF 30,677)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. c Approval of Agreement for Professional Services with AMS.NET

That the Board of Education approve the agreement with AMS.NET for professional services, not to exceed \$30,000, (01.0-67620.0-00000-77000-5850-7739000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval Agreement AMS.NET Professional Services 020124.pdf (OF 30,678)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Format Changes to the Board of Education Meeting Agenda

d)

John Paramo, Superintendent, recommends that the Board of Education adopt the format changes to the Board of Education meeting agenda, effective February 1, 2024, as presented.

Board Memo - Agenda Format Changes.pdf (OF 30,679)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Structural Changes to the Governance Committee Meetings

e)

John Paramo, Superintendent, recommends that the Board of Education approve the structural changes to the Academic Affairs, Administrative Affairs, and Student Affairs Board Governance Committees, effective February 2, 2024, as presented.

Governance Committee Meeting - Potential Changes.pdf (OF 30,680)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Ratification of Professional Services, FORMA Engineering and Contracting, Inc. (Building Fund)

f)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and FORMA Engineering and Contracting, Inc. for bond program management, effective January 9, 2023 through June 30, 2024, not to exceed \$63,580 (21.3-00000.0-92000-85000-6243-740-0021) Building Fund, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Forma Professional Services 020124_Redacted.pdf (OF 30,681)

It was moved by Abby Pontzer Kamkar, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

14) CONSENT AGENDA

14. Approval of John Burroughs High School Television Production Class (Overnight) Field Trip

a

That the Board of Education approve the John Burroughs High School Television Production (Overnight) Field Trip request to participate in the Student Television Network Convention in Long Beach, CA from Thursday, March 14, 2024 through Sunday, March 17, 2024, as presented.

JBHS Television Production Overnight Field Trip 2 1 24.pdf (OF 30,682)

14. Acceptance of Notice of Completion, Furnish and Install Rubber Surfacing in
b) Playground Area, Walt Disney Elementary School (Safety Credit)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install Rubber Surfacing in the Playground Area, Walt Disney Elementary School, PO# 24001621, not to exceed \$40,673.67 (01.0-81500.0-00000-85000-6170-7523200) Safety Credit, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC Dave Bang Disney Safety.pdf \(OF 30,683\)](#)

14. Ratification of Amended Authorization of Signatures
c)

Andrew Cantwell, Assistant Superintendent, Administrative Services recommends that the Board of Education ratify the amended authorization of signatures, for the period of January 1, 2024 through June 30, 2024, as presented.

[Amended Auth Signatures 020124.pdf \(OF 30,684\)](#)

14. Amendment of Consultant Agreement for Mike C. Lee (Administrative Services)
d)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the agreement between Burbank Unified School District and Mike C. Lee, effective October 20, 2023 through June 30, 2024, in the amount not to exceed, \$75,500 (01.0-00000.0-00000-72000-5850-7472000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amendment Mike C. Lee 011824 Redacted.pdf \(OF 30,685\)](#)

14. Ratification of University Agreement– California State University, CalState Teach
e)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and California State University, CalState Teach to provide educational field experience, effective January 18, 2023 through until terminated three (3) years on October 31, 2026, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- California State University, CalState Teach.pdf \(OF 30,686\)](#)

14. Amendment of Agreement for Professional Services (Special Education)
f)

Jennifer Nicholson, Director of Special Education and Psychological Services recommends that the Board of Education amend an agreement between the Burbank Unified School District and American Language Services, to provide interpreting and translation for Burbank students, not to exceed \$320,000 (01.0-65000.0-57602-11901-5850-7440000), effective October 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The

original agreement was approved on October 19, 2023 in the amount of \$20,000. The second amendment was on December 7, 2023 in the amount of \$120,000. This amendment adds an additional \$200,000 to increase the total not to exceed \$320,000.

[SPED Professional Services American Language Services Amendment.pdf \(OF 30,687\)](#)

14. Approval of Agreement for Professional Services (Special Education)
g)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Karen Lynn Epport, Ph.D., to provide a Psychoeducational IEE and Speech and Language IEE, not to exceed \$10,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960023803, effective February 2, 2024 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960023803 Karen Epport.pdf \(OF 30,688\)](#)

14. Amended Agreement for Professional Services (Special Education)
h)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Learning Dynamics, Inc., to provide a neuropsychological educational IEE, not to exceed \$6,575 (01.0-65000.0-57602-11900-5850-744000) for special education student 960030878, effective September 22, 2023 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was September 21, 2023 for a total not to exceed \$5,750. This amendment increases the total by \$825. The new not to exceed amount is \$6,575.

[SPED Student 960030878 Learning Dynamics Amendment.pdf \(OF 30,689\)](#)

14. Approval of Agreement for Professional Services (Special Education)
i)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Learning Dynamics, Inc., to provide a psychological educational IEE, not to exceed \$5,750 (01.0-65000.0-57602-11900-5850-744000) for special education student 960034080, effective February 2, 2024 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960034080 Learning Dynamics.pdf \(OF 30,690\)](#)

14. Approval of Agreement for Professional Services (Special Education)
j)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Jabberdogs, to provide compensatory education, not to exceed \$3,240 (01.0-65000.0-57602-11901-5850-7440000), effective February 2, 2024

through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960027543 Jabberdogs.pdf \(OF 30,691\)](#)

14. Action on Final Settlement Agreement (Special Education)
k)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 160003888, no to exceed \$321,750, (01.0-65000.0-50010-36000-5813-7440000), effective January 18, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 160003888 Settlement Agreement.docx.pdf \(OF 30,692\)](#)

14. Amendment of Agreement for Professional Services Xia Liu (Administrative Services)
l)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the agreement between Burbank Unified School District and Xia Liu to provide services in Accounts Receivable, not to exceed \$15,960 (01.0-00000.0-00000-72000-5850-7472000), effective November 3, 2023 through June 30, 2024, as presented.

[Amendment Xia Liu 020124_Redacted.pdf \(OF 30,693\)](#)

14. Amendment of Agreement for Professional Services for Noemi Lokmanian
m) (Administrative Services)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the agreement between Burbank Unified School District and Noemi Lokmanian to provide services in Account Receivable, not to exceed \$15,960 (01.0-00000.0-00000-72000-5850-7472000), effective November 3, 2023 through June 30, 2024, as presented.

[Amendment Noemi Lokmanian 020124_Redacted.pdf \(OF 30,694\)](#)

14. Notice of Completion, In-House Sound LLC, Furnish and Install Audio Equipment
n) Replacement in Auditorium, Dolores Huerta Middle School (AMS and Gift Funds)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install Audio Equipment Replacement in the Auditorium at Dolores Huerta Middle School, PO#24002224, not to exceed \$22,887.14 (010-67700-0-11100-10000-6510-321-9000) AMS Funds and \$5,703.92 (010-90201-0-11100-10000-6510-321-8100) Gift Funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_InHouseSound_Huerta_AMS Gift Funds.pdf \(OF 30,695\)](#)

14. Notice of Completion, Volt Lite Inc., Furnish and Install Lighting System Upgrade in Auditorium, Stevenson Elementary School (Gift Funds)
o)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install Lighting System Upgrade in the Auditorium at Stevenson Elementary School, PO#24002734, not to exceed \$14,995.16 (010-90201-0-11100-10000-6510-215-8700) Gift Funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Volt_Lite_Stevenson_Gift_Funds.pdf \(OF 30,696\)](#)

14. Approval of the 2023-2024 Purchase Order Report
p)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through January 08, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,697\)](#)

14. Approval of Personnel Report Number 23-24-13
q)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-13, covering Certificated and Classified personnel, and consisting of Pages 1 to 20 inclusive, as presented.

[Personnel Report- 23-24-13.pdf \(OF 30,698\)](#)

14. Amendment to Consultant Agreement for Pryor Learning
r)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and Pryor Learning to provide instructional consultant services, effective September 8, 2023 through May 31, 2024, in the amount of \$7,200 (11.0-63910.0-41101-27000-5810-5330000, 11.0-63910.0-41102-27000-5810-5330000 11.0-63910.0-41104-27000-5810-5330000, 11.0-63910.0-41106-27000-5810-5330000, 11.0-63910.0-41100-27000-5810-5330000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amendment Consultant Agrmt Pryor Learning 020124.pdf \(OF 30,699\)](#)

14. Approval of Instructional Consultant Services
s)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 020124_Redacted.pdf \(OF 30,700\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

15) REQUESTS TO ADDRESS THE BOARD

15. Public Communications on Any Subject Within the Jurisdiction of the School Board

a)

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

15. Superintendent's Comments

b)

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

15. Board Members' Comments and Responses

c)

Board Members will respond to public comment and will comment on items of interest to the community.

16) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

January 18, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Charlene Tabet
Armond Aghakhanian
Emily Weisberg
Abby Pontzer Kamkar

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/b7M73hB9bfUyYx3c9> before 3pm on Wednesday, January 17th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

- 2.a Public Communications on Closed Session Agenda Items (In-Person Only)
 -) An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.
- 2.b Staff Responses
 -)
- 2.c Board Members' Responses
 -)
- 3) CLOSED SESSION
 - 3.a Conference with Legal Counsel - Anticipated Litigation (OF 30,642)
 -) Number of Potential Cases: One
 - 3.b Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957
 -)
- 4) [RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE](#)
- 5) [REPORTING ON CLOSED SESSION](#)
- 6) [ADJUSTMENTS TO THE AGENDA](#)
- 7) [ITEMS FOR FUTURE AGENDAS](#)
- 8) [REPORTS FROM THE BOARD](#)
 - 8.a [Student Representatives](#)
 -) [Paris Tesfu; John Burroughs High School, Andranik Bilbulyan; Burbank High School, and Isabella Najaryan; Monterey High School, will report on activities at their respective schools.](#)
- 9) [REQUESTS TO ADDRESS THE BOARD](#)
 - 9.a Public Communications on Agenda Items
 -) An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of

the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

9.b Superintendent's Comments

)

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

9.c Board Members' Responses

)

Board Members will respond to public comment and will comment on items of interest to the community.

10) REPORTS TO THE BOARD

10. Report on the 2022-2023 Annual Fiscal Report and the Financial and Performance

a) Audits of Proposition 39 General Obligation Bonds Building Fund Measure S Program

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce Gema Ptasinski, Certified Public Accountant of CliftonLarsonAllen LLP (CLA), who will review the 2022-2023 Annual Financial Report and the \$110 million Measure S Obligation Bond program report, as presented.

Audit Report 22-23- Review 011824.pdf (OF 30,643)

10. Perkins Eastman Facilities Master Plan Presentation

b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce Patrick Davis, Principal-in-Charge, Kimberly Coffeen, Project Manager and Madison Stout, Designer, Perkins Eastman, who will present their final Facilities Master Plan Report.

Amended Perkins Eastman Presentation 011824.pdf (OF 30,644)

10. Report on the Governor's Budget Update for 2024-2025

c)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will facilitate a presentation on the Governor's Budget Proposal for 2024-2025.

January Proposal Presentation 011824.pdf (OF 30,645)

11) NEW AND/OR UNFINISHED BUSINESS

11. Adoption of Resolution 16 Proclaiming the Month of February 2024, in Recognition of

a) National Black History Month

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education adopt Resolution 16 proclaiming the Month of February 2024, in

[recognition of National Black History Month in the Burbank Unified School District, as presented.](#)

[Resolution 16 National Black History Month 2024.pdf \(OF 30,646\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Adoption of Resolution 17 Proclaiming the Week of February 5, 2024 through February 9, 2024 as School Counseling Week](#)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt Resolution 17 Proclaiming February 5, 2024 through February 9, 2024 as School Counseling Week in the Burbank Unified School District, as presented.](#)

[Adoption of Resolution 17 Proclaiming the Week of February 5, 2024 through February 9, 2024 as School Counseling Week.pdf \(OF 30,647\)](#)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Approval of 2022-2023 School Accountability Report Cards](#)

[Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the 2022-2023 School Accountability Report Cards prepared in 2023-2024, as presented.](#)

[SARCs 01.18.2024.pdf \(OF 30,648\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [First Reading Dual Immersion Master Plan](#)

[Peter Knapik, Assistant Superintendent, Educational Services, will facilitate the Board's first reading of the proposed revision to the Dual Immersion Master Plan, as presented.](#)

[Dual Immersion Master Plan 1. 18 .24.pdf](#)

It was moved by Charlene Tabet, and seconded by 00000000-0000-0000-0000-000000000000, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

11. [Adoption of the Proposed 2024-2025 Instructional Calendars](#)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt the proposed 2024-2025 Instructional Calendars, as presented.](#)

[Adoption of Proposed 2024-2025 Instructional Calendars.pdf \(OF 30,649\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Amended Memorandum of Understanding Between the Burbank Teacher's Association \(BTA\) and the Burbank Unified School District \(BUSD\) Regarding Diversity, Equity, and Inclusion \(DEI\) Lead Teacher Compensation at Sites](#)
f)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education amend the Memorandum of Understanding between the Burbank Teacher's Association \(BTA\) and the Burbank Unified School District \(BUSD\) regarding compensation for the Diversity, Equity, and Inclusion \(DEI\) Lead Teachers at sites, as presented.](#)

[Amended MOU- DEI Lead Teachers.pdf \(30,650\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024](#)
g)

[Oscar Macias, Director, Secondary Education, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024, Report Summary No. 2, October 1 through December 31, 2023, as presented.](#)

[BUSD_Williams_UCP_Report_2nd_Quarter_2023_24.pdf \(OF 30,651\)](#)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Second Reading and Approval of Revision to Board Policy 6145.5 Student Organizations and Equal Access](#)
h)

[Peter Knapik, Assistant Superintendent, Educational Services, will facilitate a second reading and recommends that the Board of Education approve the revision to Board Policy 6145.5 Student Organizations and Equal Access, as presented.](#)

[Board Policy 6145.5 Student Organizations and Equal Access-Second Reading.pdf](#)

11. [Approval of School Sites' 2023-2024 School Plans for Student Achievement](#)
i)

[Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the school sites' 2023-2024 School Plans for Student Achievement, as presented.](#)

[School Single Plans 2023-24 01.18.24.pdf \(OF 30,652\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Format Changes to the Board of Education Meeting Agenda](#)

j)

John Paramo, Superintendent, recommends that the Board of Education adopt the format changes to the Board of Education meeting agenda, effective February 1, 2024, as presented.

[Agenda Format Changes.pdf](#)

11. [Acceptance of the 2022-2023 Annual Fiscal Report and the Financial and Performance Audits of Proposition 39 General Obligation Bonds Building Fund Measure S Program](#)

k)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the 2022-2023 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S program, as presented.

[Audit Report 22-23 Acceptance 011824.pdf \(OF 30,653\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Amendment to Certificated Salary Schedules](#)

l)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the certificated salary schedules, as presented.

[Amendment Certificated Salary Sched 011824.pdf \(OF 30,654\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Approval of The Chuck Lorre Family Foundation Music Grant Program Agreement](#)

m)

Linda Junge, Assistant Superintendent of Instruction, recommends that the Board of Education approve The Chuck Lorre Family Foundation Music Grant agreement between the Burbank Unified School District and The Chuck Lorre Family Foundation, effective January 19, 2024, through June 30, 2025, to accept an award amount of \$170,000, and that authority to sign the agreement be exercised pursuant to BUSD – AR AG-24-0000000187, as presented.

[The Chuck Lorre Family Foundation 2024-2025.pdf \(OF 30,655\)](#)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12) [CONSENT AGENDA](#)

12. Approval of Personnel Report Number 23-24-12

a)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-12, covering Certificated and Classified personnel, and consisting of Pages 1 to 22 inclusive, as presented.

[Personnel Report 23-24-12.pdf \(OF 30,656\)](#)

12. Approval of the 2023-2024 Purchase Order Report

b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through December 18, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,657\)](#)

12. Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

c)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by Speech Improvement Center, Voco Vision, LLC aka Blazerworks and Aya Healthcare, Inc., effective July 1, 2023 through June 30, 2024 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2023 through June 30, 2024, was approved by the Board of Education June 1, 2023.

[SPED Master Contract Amendment.docx.pdf \(OF 30,658\)](#)

12. Ratification of Agreement for Professional Services (Special Education)

d)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Toni Francisco, MA CCC, SLP dba Little Buggy Speech & Language Therapy, to provide a speech and language pathologists, not to exceed \$12,500 (01.0-65000.0-57602-11901-5850-7440000), effective January 16, 2024 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Toni Francisco_Ratification.pdf \(OF 30,659\)](#)

12. Ratification of Agreement for Professional Services (Special Education)

e)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Backstage Health, to provide a speech and language pathologists, not to exceed \$96,000 (01.0-65000.0-57602-11901-5850-7440000), effective January 8, 2024 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Backstage Health Ratification.pdf \(OF 30,660\)](#)

12. Action on Final Settlement Agreement (Special Education)

f)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960040896, not to exceed \$1,200 for a credential teacher, (01.0-65000.0-50010-36000-5813-7440000), effective January 19, 2024 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960040896 Settlement Agreement.docx.pdf \(OF 30,661\)](#)

12. Ratification of Agreement for Consultant Services

g)

Stacy Cashman, Director, Student Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Sign Up Interpreting Services, LLC to provide Interpreters/translators to student/families during expulsion hearings/conferences relative to Student Services on an as needed basis, effective September 7, 2023 through June 30, 2024, not to exceed \$2,000 (01.0-00000.0-00000-72000-5850-7451000), and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Sign Up Board Memo 23.24.pdf \(OF 30,662\)](#)

12. Ratification of University Agreement– Pasadena City College

h)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and Pasadena City College to provide educational field experience, effective January 8, 2024 through until terminated five (5) years on January 8, 2029, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Pasadena City College.pdf \(OF 30,663\)](#)

12. Approval of University Agreement– California State University, Northridge

i)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the University Agreement between the Burbank Unified School District and California State University, Northridge to provide educational field experience, effective January 19, 2024 until terminated upon mutual

consent of both parties, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Approval of University Agreement- California State University, Northridge.pdf \(OF 30,664\)](#)

12. Ratification of University Agreement– Azusa Pacific University

j)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and Azusa Pacific University to provide educational field experience, effective December 15, 2023 through until terminated in five (5) years on December 15, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Azusa Pacific University.pdf \(OF 30,665\)](#)

12. Acceptance of Notice of Completion, Western Fence & Supply Co., DBA Pilgrim Fence Co., Furnish and Install Chain Link Rolling Gate, John Burroughs High School (Routine Restricted Maintenance)

k)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install a Chain Link Rolling Gate at John Burroughs High School, PO# 24002464, not to exceed \$8,230 (01.0-81500.0-00000-85000-6170-752-3100000) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_Western_JBHS_RRM.pdf \(OF 30,666\)](#)

12. Amendment to Consultant Agreement for Amy McGuire

l)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and Amy McGuire to provide instructional consultant services, effective August 29, 2023 through November 26, 2023, in the amount of \$3,450 (01.0-90201.0-11100-10000-5810-2068700), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amendment Amy McGuire 011824_Redacted.pdf \(OF 30,667\)](#)

12. Ratification of Agreement for Instructional Consultant Services

m)

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratified Inst Consultant 011824.pdf \(OF 30,668\)](#)

12. Approval of Instructional Consultant Services

n)

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Inst Consultants 011824_Redacted.pdf \(OF 30,669\)](#)

12. Amendment of Consultant Agreement for Sabrina Ruiz-Emmons (Instructional Services)

o)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education amend the agreement between Burbank Unified School District and Sabrina Ruiz-Emmons, effective January 1, 2024 through December 31, 2024, in the amount not to exceed, \$128,988.10 (01.0-63880.0-38000-21000-5850-6939000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Sabrina Ruiz-Emmons Amended 011824_Redacted.pdf \(OF 30,670\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13) REQUESTS TO ADDRESS THE BOARD

13. Public Communications on Any Subject Within the Jurisdiction of the School Board

a)

An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

13. Superintendent's Comments

b)

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

13. Board Members' Comments and Responses

c)

Board Members will respond to public comment and will comment on items of interest to the community.

14) [ADJOURNMENT](#)

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

[Click here to enter a date.](#)

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

January 18, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Charlene Tabet
Armond Aghakhanian
Emily Weisberg
Abby Pontzer Kamkar

Also present were None.

1) **CALL TO ORDER**

1.a **NOTICE TO THE PUBLIC**

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/b7M73hB9bfUyYx3c9> before 3pm on Wednesday, January 17th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) **REQUESTS TO ADDRESS THE BOARD**

2.a Public Communications on Closed Session Agenda Items (In-Person Only)
)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses
)

2.c Board Members' Responses
)

3) CLOSED SESSION

3.a Conference with Legal Counsel - Anticipated Litigation (OF 30,642)
)

Number of Potential Cases: One

3.b Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957
)

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) REPORTS FROM THE BOARD

8.a Student Representatives
)

Paris Tesfu; John Burroughs High School, Andranik Bilbulyan; Burbank High School, and Isabella Najaryan; Monterey High School, will report on activities at their respective schools.

9) REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items
)

An individual or group representative may address the Board of Education on items on the agenda by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of

the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

9.b Superintendent's Comments

1)

John Paramo, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

9.c Board Members' Responses

1)

Board Members will respond to public comment and will comment on items of interest to the community.

10) REPORTS TO THE BOARD

10. Report on the 2022-2023 Annual Fiscal Report and the Financial and Performance

a) Audits of Proposition 39 General Obligation Bonds Building Fund Measure S Program

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce Gema Ptasinski, Certified Public Accountant of CliftonLarsonAllen LLP (CLA), who will review the 2022-2023 Annual Financial Report and the \$110 million Measure S Obligation Bond program report, as presented.

Audit Report 22-23- Review 011824.pdf (OF 30,643)

10. Perkins Eastman Facilities Master Plan Presentation

b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will introduce Patrick Davis, Principal-in-Charge, Kimberly Coffeen, Project Manager and Madison Stout, Designer, Perkins Eastman, who will present their final Facilities Master Plan Report.

Amended Perkins Eastman Presentation 011824.pdf (OF 30,644)

10. Report on the Governor's Budget Update for 2024-2025

c)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will facilitate a presentation on the Governor's Budget Proposal for 2024-2025.

January Proposal Presentation 011824.pdf (OF 30,645)

11) NEW AND/OR UNFINISHED BUSINESS

11. Adoption of Resolution 16 Proclaiming the Month of February 2024, in Recognition of

a) National Black History Month

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education adopt Resolution 16 proclaiming the Month of February 2024, in

recognition of National Black History Month in the Burbank Unified School District, as presented.

Resolution 16 National Black History Month 2024.pdf (OF 30,646)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 17 Proclaiming the Week of February 5, 2024 through February 9, 2024 as School Counseling Week
b)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt Resolution 17 Proclaiming February 5, 2024 through February 9, 2024 as School Counseling Week in the Burbank Unified School District, as presented.

Adoption of Resolution 17 Proclaiming the Week of February 5, 2024 through February 9, 2024 as School Counseling Week.pdf (OF 30,647)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of 2022-2023 School Accountability Report Cards
c)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the 2022-2023 School Accountability Report Cards prepared in 2023-2024, as presented.

SARCs 01.18.2024.pdf (OF 30,648)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. First Reading Dual Immersion Master Plan
d)

Peter Knapik, Assistant Superintendent, Educational Services, will facilitate the Board's first reading of the proposed revision to the Dual Immersion Master Plan, as presented.

Dual Immersion Master Plan 1. 18 .24.pdf

It was moved by Charlene Tabet, and seconded by 00000000-0000-0000-0000-000000000000, that the Board of Education adjourn the item as recommended. The motion carried unanimously.

11. Adoption of the Proposed 2024-2025 Instructional Calendars
e)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services recommends that the Board of Education adopt the proposed 2024-2025 Instructional Calendars, as presented.

[Adoption of Proposed 2024-2025 Instructional Calendars.pdf \(OF 30,649\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Amended Memorandum of Understanding Between the Burbank Teacher's Association \(BTA\) and the Burbank Unified School District \(BUSD\) Regarding Diversity, Equity, and Inclusion \(DEI\) Lead Teacher Compensation at Sites](#)
f)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education amend the Memorandum of Understanding between the Burbank Teacher's Association \(BTA\) and the Burbank Unified School District \(BUSD\) regarding compensation for the Diversity, Equity, and Inclusion \(DEI\) Lead Teachers at sites, as presented.](#)

[Amended MOU- DEI Lead Teachers.pdf \(30,650\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024](#)
g)

[Oscar Macias, Director, Secondary Education, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024, Report Summary No. 2, October 1 through December 31, 2023, as presented.](#)

[BUSD_Williams_UCP_Report_2nd_Quarter_2023_24.pdf \(OF 30,651\)](#)

It was moved by Charlene Tabet, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Second Reading and Approval of Revision to Board Policy 6145.5 Student Organizations and Equal Access](#)
h)

[Peter Knapik, Assistant Superintendent, Educational Services, will facilitate a second reading and recommends that the Board of Education approve the revision to Board Policy 6145.5 Student Organizations and Equal Access, as presented.](#)

[Board Policy 6145.5 Student Organizations and Equal Access-Second Reading.pdf](#)

11. [Approval of School Sites' 2023-2024 School Plans for Student Achievement](#)
i)

[Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the school sites' 2023-2024 School Plans for Student Achievement, as presented.](#)

[School Single Plans 2023-24 01.18.24.pdf \(OF 30,652\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Format Changes to the Board of Education Meeting Agenda](#)

j)

John Paramo, Superintendent, recommends that the Board of Education adopt the format changes to the Board of Education meeting agenda, effective February 1, 2024, as presented.

[Agenda Format Changes.pdf](#)

11. [Acceptance of the 2022-2023 Annual Fiscal Report and the Financial and Performance](#)

k) [Audits of Proposition 39 General Obligation Bonds Building Fund Measure S Program](#)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the 2022-2023 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S program, as presented.

[Audit Report 22-23 Acceptance 011824.pdf \(OF 30,653\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Amendment to Certificated Salary Schedules](#)

l)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education amend the certificated salary schedules, as presented.

[Amendment Certificated Salary Sched 011824.pdf \(OF 30,654\)](#)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. [Approval of The Chuck Lorre Family Foundation Music Grant Program Agreement](#)

m)

Linda Junge, Assistant Superintendent of Instruction, recommends that the Board of Education approve The Chuck Lorre Family Foundation Music Grant agreement between the Burbank Unified School District and The Chuck Lorre Family Foundation, effective January 19, 2024, through June 30, 2025, to accept an award amount of \$170,000, and that authority to sign the agreement be exercised pursuant to BUSD – AR AG-24-0000000187, as presented.

[The Chuck Lorre Family Foundation 2024-2025.pdf \(OF 30,655\)](#)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12) [CONSENT AGENDA](#)

12. Approval of Personnel Report Number 23-24-12

a)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-12, covering Certificated and Classified personnel, and consisting of Pages 1 to 22 inclusive, as presented.

[Personnel Report 23-24-12.pdf \(OF 30,656\)](#)

12. Approval of the 2023-2024 Purchase Order Report

b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through December 18, 2023, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,657\)](#)

12. Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

c)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by Speech Improvement Center, Voco Vision, LLC aka Blazerworks and Aya Healthcare, Inc., effective July 1, 2023 through June 30, 2024 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2023 through June 30, 2024, was approved by the Board of Education June 1, 2023.

[SPED Master Contract Amendment.docx.pdf \(OF 30,658\)](#)

12. Ratification of Agreement for Professional Services (Special Education)

d)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Toni Francisco, MA CCC, SLP dba Little Buggy Speech & Language Therapy, to provide a speech and language pathologists, not to exceed \$12,500 (01.0-65000.0-57602-11901-5850-7440000), effective January 16, 2024 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Toni Francisco Ratification.pdf \(OF 30,659\)](#)

12. Ratification of Agreement for Professional Services (Special Education)

e)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Backstage Health, to provide a speech and language pathologists, not to exceed \$96,000 (01.0-65000.0-57602-11901-5850-7440000), effective January 8, 2024 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Backstage Health Ratification.pdf \(OF 30,660\)](#)

12. Action on Final Settlement Agreement (Special Education)
f)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960040896, not to exceed \$1,200 for a credential teacher, (01.0-65000.0-50010-36000-5813-7440000), effective January 19, 2024 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960040896 Settlement Agreement.docx.pdf \(OF 30,661\)](#)

12. Ratification of Agreement for Consultant Services
g)

Stacy Cashman, Director, Student Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Sign Up Interpreting Services, LLC to provide Interpreters/translators to student/families during expulsion hearings/conferences relative to Student Services on an as needed basis, effective September 7, 2023 through June 30, 2024, not to exceed \$2,000 (01.0-00000.0-00000-72000-5850-7451000), and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Sign Up Board Memo 23.24.pdf \(OF 30,662\)](#)

12. Ratification of University Agreement– Pasadena City College
h)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and Pasadena City College to provide educational field experience, effective January 8, 2024 through until terminated five (5) years on January 8, 2029, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Pasadena City College.pdf \(OF 30,663\)](#)

12. Approval of University Agreement– California State University, Northridge
i)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the University Agreement between the Burbank Unified School District and California State University, Northridge to provide educational field experience, effective January 19, 2024 until terminated upon mutual

consent of both parties, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Approval of University Agreement- California State University, Northridge.pdf \(OF 30,664\)](#)

12. Ratification of University Agreement– Azusa Pacific University
j)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and Azusa Pacific University to provide educational field experience, effective December 15, 2023 through until terminated in five (5) years on December 15, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Ratification of University Agreement- Azusa Pacific University.pdf \(OF 30,665\)](#)

12. Acceptance of Notice of Completion, Western Fence & Supply Co., DBA Pilgrim Fence
k) Co., Furnish and Install Chain Link Rolling Gate, John Burroughs High School (Routine Restricted Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install a Chain Link Rolling Gate at John Burroughs High School, PO# 24002464, not to exceed \$8,230 (01.0-81500.0-00000-85000-6170-752-3100000) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC Western JBHS RRM.pdf \(OF 30,666\)](#)

12. Amendment to Consultant Agreement for Amy McGuire
l)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and Amy McGuire to provide instructional consultant services, effective August 29, 2023 through November 26, 2023, in the amount of \$3,450 (01.0-90201.0-11100-10000-5810-2068700), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amendment Amy McGuire 011824_Redacted.pdf \(OF 30,667\)](#)

12. Ratification of Agreement for Instructional Consultant Services
m)

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratified Inst Consultant 011824.pdf \(OF 30,668\)](#)

12. Approval of Instructional Consultant Services

n)

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[Inst Consultants 011824_Redacted.pdf \(OF 30,669\)](#)

12. Amendment of Consultant Agreement for Sabrina Ruiz-Emmons (Instructional Services)

o)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education amend the agreement between Burbank Unified School District and Sabrina Ruiz-Emmons, effective January 1, 2024 through December 31, 2024, in the amount not to exceed, \$128,988.10 (01.0-63880.0-38000-21000-5850-6939000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Sabrina Ruiz-Emmons Amended 011824_Redacted.pdf \(OF 30,670\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13) REQUESTS TO ADDRESS THE BOARD

13. Public Communications on Any Subject Within the Jurisdiction of the School Board

a)

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13. Superintendent's Comments

b)

John Paramo, Superintendent will respond to public comment and will comment on items of interest to the Board of Education and community.

13. Board Members' Comments and Responses

c)

Board Members will respond to public comment and will comment on items of interest to the community.

14) [ADJOURNMENT](#)

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

[Click here to enter a date.](#)

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

April 4, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg
Steve Ferguson (arrive 6:07)

Also present were None.

1) CALL TO ORDER

**1.a NOTICE TO THE PUBLIC
)**

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, April 3rd. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

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2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)
)

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2.b Staff Responses
)

2.c Board Members' Responses
)

3) CLOSED SESSION

3.a Expelled Student for Readmittance in the Burbank Unified School District, as per Board Policy 5144 and Education Code 48917
)

The Board of Education will meet in Closed Session pursuant to Board Policy 5144 and Education Code Section 48917 to consider the readmittance recommendation report from the Transfer Review committee for Student 960027890, as presented in Confidential Exhibit 3a.

[Readmission report 4-2024.pdf \(OF 30,754\)](#)

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) OATH OF OFFICE

8.a Administration of the Oath of Office for Student Board Member
)

Emily Weisberg, President, Board of Education, will administer the Oath of Office to Student Board Member: Daniela Alvarez, representing Monterey High School (MHS); who will serve as Student Board Members for the remainder of the 2023-2024 school year.

9) PRESENTATIONS / RECOGNITIONS

9.a Recognition of Burbank High School Student
)

Oscar Macias, Director of Secondary Education & DEI, will introduce Jacob Flores, Burbank High School Counselor, who will facilitate recognition of Renu Dommeti, winner of the Teach Democracy Mock Trial Competition, Alan I. Rothenberg Award for 2023 Outstanding Prosecution Pretrial Attorney.

9.b Presentation on Portrait of Kindness Club

)

Oscar Macias, Director of Secondary Education & DEI, will introduce Julie Grene, John Burroughs High School Library Coordinator, who will facilitate presentation of the Portraits of Kindness Club from John Burroughs High School.

10) REPORTS FROM THE BOARD AND STAFF

10. Student Representatives

a)

Paris Tesfu; John Burroughs High School, and Andranik Bilbulyan; Burbank High School, and Daniela Alvarez; Monterey High School will report on activities at their respective schools.

10. Burbank Teacher's Association (BTA), California School Employees Association (CSEA), Burbank Association of School Administrators (BASA)

b)

Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

10. Reports from the Superintendent

c)

John Paramo, Superintendent will report on items of interest to the Board of Education and the community.

11) REQUESTS TO ADDRESS THE BOARD

11. Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

a)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

11. Superintendent's Comments

b)

John Paramo, Superintendent, will respond to public comment.

11. Board Members' Responses

c)

Board Members will respond to public comment.

12) REPORTS TO THE BOARD

12. Report on BUSD Academic Performance Indexes

a)

Peter Knapik, Assistant Superintendent, Educational Services will report to the Board of Education on multi-year academic performance, as presented.

Report on Academic Performance Indexes 4 4 24.pdf (OF 30,755)

13) PUBLIC HEARING - Approximately 7:30 p.m.

13. Public Hearing of the District's Initial Proposal for the 2024 - 2025 Amendment to the

a) Current Collective Bargaining Agreement with the Burbank Teachers Association (BTA)

The Board of Education will hold a public hearing to allow public comment regarding the 2024-2025 Initial Bargaining Proposal to the Burbank Teachers Association, as presented.

Public Hearing Initial Proposal BTA 040424.pdf (OF 30,756)

14) NEW AND/OR UNFINISHED BUSINESS

14. Approval of the District's 2024 - 2025 Initial Bargaining Proposal with the Burbank

a Teachers Association (BTA)

That the Board of Education approve the District's Initial Proposal for the 2024 - 2025 Amendment to the current Collective Bargaining Agreement with the Burbank Teachers Association, as presented.

Approval Initial Proposal BTA 040424.pdf (OF 30,758)

It was moved by Abby Pontzer Kamkar, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Acceptance of the Burbank Teachers Association (BTA), Initial Proposal for Bargaining a 2024 - 2025 Amendment to the Current Agreement with the Burbank Unified School District
b

That the Board of Education, accept the BTA, Initial Proposal for Bargaining a 2024 - 2025 Amendment to the current Agreement with the Burbank Unified School District, as presented.

Acceptance of BTA Reopener 040424.pdf (OF 30,759)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 25 – Proclaiming April 24, 2024 as the Burbank Unified School District’s Day of Commemoration of the Armenian Genocide of 1915-1923

That the Board of Education adopt Resolution 25 – Proclaiming April 24, 2024 as the Burbank Unified School District’s Day of Commemoration of the Armenian Genocide of 1915-1923, as presented

Armenian Genocide Day_Resolution 25_4 4 24.pdf (OF 30,757)

MEMBERS PRESENT:

Steve Ferguson
Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg

Also present were None.

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 26 Proclaiming May 3, 2024, as School Lunch Hero Day

That the Board of Education adopt Resolution 26 proclaiming May 3, 2024 as School Lunch Hero Day, as presented.

Adoption of Resolution 26 Proclaiming May 3, 2024 as School Lunch Hero Day.pdf (OF 30,760)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 27 Proclaiming the Week of May 6, 2024 through May 10, 2024, Substitute Teacher Appreciation Week

That the Board of Education adopt Resolution 27 proclaiming the week of May 6, 2024 through May 10, 2024, as Substitute Teacher Appreciation Week, as presented.

Adoption of Resolution 27 Proclaiming the week of May 6, 2024 through May 10, 2024, Substitute Teacher Appreciation Week.pdf (OF 30,761)

It was moved by Abby Pontzer Kamkar, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 28 Proclaiming May 7, 2024 as Day of the Teacher and May 6, 2024 through May 10, 2024 as Burbank Unified School District Teacher Appreciation Week

That the Board of Education adopt Resolution 28 proclaiming May 7, 2024 as Day of the Teacher and May 6, 2024 through May 10, 2024 as Burbank Unified School District Teacher Appreciation Week, as presented.

[Adoption of Resoluton 28 Proclaiming May 7, 2024 as Day of the Teacher and May 6, 2024 through May 10, 2024 as Burbank Unified School District Teacher Appreciation Week.pdf \(OF 30,762\)](#)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 29 Proclaiming May 8, 2024 as School Nurse Day

g

That the Board of Education adopt Resolution 29 proclaiming May 8, 2024 as School Nurse Day, as presented.

[Adoption of Resolution 29 Proclaiming May 8, 2024 as School Nurse Day.pdf \(OF 30,763\)](#)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Adoption of Resolution 30 for Exemption to the Separation-From-Service Requirement Pursuant to Section 24214.5 or 26812 of The Education Code for CALSTRs Members

h

That the Board of Education adopt Resolution 30 for Exemption to the Separation-From-Requirement pursuant to Section 24214.5 and 26812 of the Education Code for CALSTRs members, as presented.

[Resolution 30 - Exemption Cuseo 040424.pdf \(OF 30,764\)](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Ratification to Amend Board Bylaw 9320 to Change the Start Time and Frequency of Regular Board of Education Meetings

i

That the Board of Education ratify the amendment of Board Bylaw 9320 to change the start time of regular Board of Education meetings from 7:00 p.m. to 6:00 p.m., Closed Session from 6:00 p.m. to 5:00 p.m., and for the frequency of meetings to remain on the first and third Thursdays of the month, except as indicated during the months of March, June, and December, effective April 4, 2024, as presented.

[Board Meeting Time Change.pdf \(OF 30,765\)](#)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Approval of 2024-2025 Regular Board of Education Meeting Dates

j

That the Board of Education approve its regular meeting dates for the 2024-2025 school year, as presented.

[Approval of Regular Board Meeting Dates 2024-2025.pdf \(OF 30,766\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. [Amended Agreement for Professional Services \(Human Resources Services\)](#)
k

[That the Board of Education amend the Consultant Agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide American Sign Language interpreting to employees not to exceed \\$60,000.00 \(01.0-00000.0-72000-5850-7552000\) effective retroactive to July 1, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD--AR 3314, as presented.](#)

[Amended Agreement for Professional Services \(Human Resources\).pdf \(OF 30,767\)](#)

It was moved by Armond Aghakhanian, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. [Amendment of the Proposed 2024-2025 Instructional Calendars](#)
l

[That the Board of Education Amend the proposed 2024-2025 Instructional Calendars, as presented.](#)

[Amendment of the Proposed 2024-2025 Instructional Calendars.pdf \(OF 30,768\)](#)

It was moved by Armond Aghakhanian, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried with 4-1 votes.

14. [Approval of School Psychologist Stipends](#)
m

[That the Board of Education approve the Intern School Psychologist Stipends, as presented.](#)

[Approval of Intern School Psychologist Stipends.pdf \(OF 30,769\)](#)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. [Approval of Reorganization Plan to Reinstate the Position for Executive Assistant/Public Information Officer](#)
n

[That the Board of Education approve the reorganization plan to reinstate the position of Executive Assistant/Public Information Officer, effective April 5, 2024, as presented.](#)

[Approval of Reorganization Plan.pdf \(OF 30,770\)](#)

It was moved by Armond Aghakhanian, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Designation of Sarah Rudchenko, Assistant Superintendent, Human Resources Services, as District's Lead Representative for the California School Employee Association (CSEA)
o

That the Board of Education designate Sarah Rudchenko, Assistant Superintendent, Human Resources Services, to serve as the District's Lead Representative for labor negotiations with the California School employee Association (CSEA), as presented.

Designation of Sarah Rudchenko, Assistant Superintendent, Human Resources Services, as District's Lead Negotiator for California School Employee Association (CSEA).pdf (OF 30,771)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Announcement of the Expiration of Terms of Office on the School Facilities Oversight Committee (SFOC) and Reappointment of Members
p

Andrew Cantwell, Assistant Superintendent, Administrative Services, will report on the expiration of three (3) terms on the SFOC and recommends that the Board of Education reappoint Brandon Mullins and Justin Worsham to a two-year term effective June 1, 2024 through May 31, 2026, as presented.

SFOC Expiration of Terms_040424.pdf (OF 30,772)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Approval of Memorandum of Understand between the Burbank Unified School District and TNTP, Inc.
q

That the Board of Education to approve the Memorandum of Understanding between the Burbank Unified School District and TNTP, INC effective April 4, 2024 through July 31, 2028, as presented.

Approval of Memorandum of Understanding between Burbank Unified School District and TNTP, Inc.pdf (OF 30,773)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

14. Approval of Fee Increase for Around the Bell
r

That the Board of Education approve the proposed rate increases, as indicated in the Board action item above for the Around the Bell Program, effective July 1, 2024, as presented.

ATB Fee Increase 4.4.24.pdf (OF 30,774)

14. Acceptance of Gifts

S

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 040424.pdf \(OF 30,775\)](#)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

15) CONSENT AGENDA

15. Approval of John Burroughs High School Boys Volleyball (Overnight) Field Trip

a)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the John Burroughs High School Boys Volleyball (Overnight) Field Trip request to participate in the Santa Barbara Tournament of Champions in Santa Barbara, CA. from Thursday, April 11, 2024 through Saturday, April 13, 2024, as presented.

[JBHS Boys Volleyball Extended Overnight Field Trip 4 4 24.pdf \(OF 30,776\)](#)

15. Approval of Burbank High School (Overnight) Field Trip

b)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Burbank High School Instrumental Music (Overnight) Field Trip request to participate in the World Strides Festival in San Diego, CA from Thursday, April 11, 2024 through Saturday, April 13, 2024, as presented.

[BHS IMA Overnight Field Trip 4 4 24.pdf \(OF 30,777\)](#)

15. Approval of John Burroughs High School Key Club (Overnight) Field Trip

c)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the John Burroughs High School Key Club (Overnight) Field Trip request to participate in the Key Club District Convention in Sacramento, CA from Friday, April 12, 2024 to Sunday, April 14, 2024, as presented.

[JBHS Key Club Field Trip 4 3 24.pdf \(OF 30,778\)](#)

15. Approval of John Burroughs High School Construction Class (Overnight) Field Trip

d)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the John Burroughs High School Construction class (Overnight) Field Trip request to participate in the SoCal Design Build Competition in Huntington Beach, CA from Tuesday, April 11, 2024, as presented.

[JBHS Construction Class Trip 4 3 24.pdf \(OF 30,779\)](#)

15. Approval of Luther Burbank Middle School 6th Grade GATE Science (Overnight) Field Trip
e)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Luther Burbank Middle School 6th Grade GATE Science (Overnight) Field Trip request to participate in the Ocean Institute Sea Floor Explorer Program from Wednesday, May 8, 2024 through Friday, May 10, 2024, as presented

[LBMS GATE Extended Overnight Field Trip 4 4 24.pdf \(OF 30,780\)](#)

15. Amendment of Agreement for Consultant Services
f)

Dr. Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the amended agreement for consultant services between the Burbank Unified School District and Maxim Healthcare Staffing, Inc., to provide other health services on an "as needed" basis when other qualified staff are not available effective August 14, 2023 through June 30, 2024, not to exceed \$50,000 (01.0-00000.0-11100-10000-5810-7452000), and that the authority to sign the agreement be exercised pursuant to BUSD/AR 3314, as presented.

[Board Memo-Maxim 23-24 - AMENDED.pdf \(OF 30,781\)](#)

15. Ratification of Agreement for Professional Services (Special Education)
g)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Karen Lynn Eppert, Ph.D., to provide a psychoeducational and speech and language IEE, not to exceed \$10,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960037928, effective March 18, 2024 through October 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960037928 Karen Eppert_Ratification.pdf \(OF 30,782\)](#)

15. Ratification of Agreement for Professional Services (Special Education)
h)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960022400, not to exceed \$3,577.50 (01.0-65000.0-57602-11900-5850-7440000), effective March 13, 2024 through March 13, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960022400 Professional Tutors_Ratification.pdf \(OF 30,783\)](#)

15. Ratification of Agreement for Professional Services (Special Education)
i)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified

School District and Aya Healthcare, Inc. to provide a credentialed special education teacher, not to exceed \$31,605 (01.0-65000.0-57601-11804-5810-7440000), effective March 26, 2024 through May 23, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Aya Healthcare_Special Education Teacher.pdf \(OF 30,784\)](#)

15. Amendment of Agreement for Professional Services (Special Education)

j)

Jennifer Nicholson, Director of Special Education and Psychological Services recommends that the Board of Education amend an agreement between Burbank Unified School District and Adams Silva & McNally LLP, to perform specific services, not to exceed \$300,000 (01.0-65000.0-50010-21000-5820-7440000), effective July 1, 2023 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 1, 2023 for a total not to exceed \$200,000. This amendment increases by \$100,000. The new not to exceed amount is \$300,000.

[SPED Professional Services Adams Silva & McNally_Amendment.pdf \(OF 30,785\)](#)

15. Ratification of University Agreement-California State University. Dominguez Hills

k)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education ratify the University Agreement between the Burbank Unified School District and California State University, Dominguez Hills to provide educational field experience, effective March 7, 2024 until terminated five (5) years on March 7, 2028, and that authority to sign the Agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of University Agreement- California State University, Dominguez Hills.pdf \(OF 30,786\)](#)

15. Approval of University Agreement-Biola University

l)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to approve the University Agreement between the Burbank Unified School District and Biola University to provide educational field experience, effective April 4, 2024 through until terminated upon mutual consent from both parties, and that authority to sign the Agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of University Agreement- Biola University.pdf \(OF 30,787\)](#)

15. Approval of Instructional Consultant Services

m)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consultants 040424.pdf \(OF 30,788\)](#)

15. Ratification of Agreement for Instructional Consultant Services

n)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of Instructional Consultants Consent 040424.pdf \(OF 30,789\)](#)

15. Approval of the 2023-2024 Purchase Order Report

o)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through March 11, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,790\)](#)

15. Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints

p) 2023-2024

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024, Report Summary No. 3, January 1 through March 31, 2024, as presented.

[BUSD Williams UCP Report 3rd Quarter 2023 24.pdf \(OF 30,791\)](#)

15. Approval of Personnel Report Number 23-24-16

q)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-16, covering Certificated and Classified personnel, and consisting of Pages 1 to 27 inclusive, as presented.

[Personnel Report 23-24-16.pdf \(OF 30,792\)](#)

15. Approval of Burbank and Burroughs High School SkillsUSA (Overnight) Field Trip

r)

Linda Junge, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Burbank and Burroughs High School SkillsUSA Teams (Overnight) Field Trip request to participate in the 57th Annual SkillsUSA Leadership Conference & Skills Competition Thursday, April 4, 2024 through Sunday, April 7, 2024, as presented.

[BHS JBHS Skills USA Overnight Field Trip 4 4 24.pdf \(OF 30,793\)](#)

15. Amendment of Agreement for Professional Services Protocol Nursing Agency
s) Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the amended Agreement between the Burbank Unified School District and Protocol Agency, Inc. to provide qualified Nursing staff for supplemental assignments to the District not to exceed \$465,000 (01.0-000000-00000-0000-0000000) and that the authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

[Amended Protocol Agency 4 4 24.pdf \(OF 30,794\)](#)

15. Approval of Professional Services Agreement, Massadi Enterprises Inc., Division of
t) State Architect (DSA) Inspections, Construction of Ball Wall, Disney Elementary School (Bond Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement for professional services between Burbank Unified School District and Massadi Enterprises Inc., to perform Division of State Architect (DSA) Inspections for the Construction of the Ball Wall at Disney Elementary School, effective April 5, 2024 through April 4, 2025, not to exceed \$9,000 (21.3-00000.0-91008-85000-6281-2010000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-4 AOC MASSADI DISNEY BOND.pdf \(OF 30,795\)](#)

15. Approval of Professional Services Agreement, Massadi Enterprises Inc., Division of
u) State Architect (DSA) Inspections, Alterations to Existing Playground and Restroom with ADA Upgrades; Teddy Bear Park Project, Theodore Roosevelt Elementary School (Bond Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement for professional services between Burbank Unified School District and Massadi Enterprises Inc. Division of State Architect (DSA) Inspections for the Alterations to the Existing Playground and Restroom with ADA Upgrades for the Teddy Bear Park Project at Theodore Roosevelt Elementary School, effective April 5, 2024 through April 4, 2025, not to exceed \$18,000 (21.3-00000.0-91008-85000-6205-2140000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-4 AOC MASSADI ROOSEVELT BOND.pdf \(OF 30,796\)](#)

15. Approval of Award of Contract, Montgomery Hardware Company, Furnish and Install
v) Security Upgraded Hardware, Dolores Huerta Middle School, Thomas Jefferson Elementary School and Joaquin Miller Elementary School (Bond Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract between Burbank Unified School District and Montgomery Hardware Company to Furnish and Install Security Upgraded Hardware at Dolores Huerta Middle School, Thomas Jefferson Elementary School and Joaquin Miller Elementary School, effective April 5, 2024 through April 4, 2025, not to

exceed \$827, 505.02 (21.3-00000.0-93000-85000-6249-7730000 Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-4 AOC_MONTGOMERY_HUERTA_JEFFERSON_MILLER_BOND.pdf \(OF 30,797\)](#)

15. Approval of Professional Services Agreement, Ninyo & Moore Geotechnical and
- w) Environmental Services, Construction of Ball Wall, Walt Disney Elementary School (Bond Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement for professional services between Burbank Unified School District and Ninyo & Moore Geotechnical and Environmental Services for Construction of the Ball Wall at Walt Disney Elementary School, effective April 5, 2024 through April 4, 2025, not to exceed \$8,846.00 (21.3-00000.0-91008-85000-6230-2010000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-4 AOC_NINYO_DISNEY_BOND.pdf \(OF 30,798\)](#)

15. Approval of Professional Services Agreement, Ninyo & Moore Geotechnical and
- x) Environmental Services, Alterations to Existing Playground and Restroom with ADA Upgrades, Teddy Bear Park Project, Theodore Roosevelt Elementary School (Bond Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement for professional services between Burbank Unified School District and Ninyo & Moore Geotechnical and Environmental Services for the Alterations to the Existing Playground and Restroom with ADA Upgrades, for the Teddy Bear Park Project at Theodore Roosevelt Elementary, effective April 5, 2024 through April 4, 2025, not to exceed \$16,572.00 (21.3-00000.0-91008-85000-6230-2140000 Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-4 AOC_NINYO_ROOSEVELT_BOND.pdf \(OF 30,799\)](#)

15. Approval of Agreement for Audit Services, CliftonLarsonAllen
- y)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and CliftonLarsonAllen (CLA), as the District Auditor for the fiscal years ending June 30, 2024, June 30, 2025 and June 30, 2026, not to exceed \$127,575, \$133,245 and \$139,545 (01.0-00000.0-00000-71900-5820-7401000) respectively, plus mileage at the approved IRS rate for the year served, and \$6,000 to \$8,000 per additional program, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[CLA 3 year agmt 040424.pdf \(OF 30,800\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

16) ADJOURNMENT

adjourned 10:43 p.m.

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

[Click here to enter a date.](#)

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

April 18, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Charlene Tabet
Abigail Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg
Steve Ferguson (arrived at 6:05)

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, April 17th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

- 2.a Public Communications on Closed Session Agenda Items (In-Person Only) President Weisberg opened Closed Session at 5:00 p.m. Present were Emily Weisberg, Armond Aghakhanian, Charlene Tabet, Abby Pontzer Kamkar, John Paramo, Oscar Macias, Julie Markussen and Andy Cantwell. Absent was Steve Ferguson No public comments/speakers Meeting adjourned to Closed Session at 5:01 p.m.

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

- 2.b Staff Responses
)

- 2.c Board Members' Responses
)

3) CLOSED SESSION

- 3.a Action to be Taken on the Recommended Expulsion of Student (30,801)
)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (c) and (j) and 48915(c3) on the expulsion recommendation by the Administrative Hearing Panel for Student 960031996, as presented in Confidential Exhibit 3e.

- 3.b Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A) (OF 30,802)
)

Final Settlement Agreement for Special Education Student 960043683

- 3.c Conference with Legal Counsel-Existing Litigation (GC 54956.9(a) and (d)(1) (OF 30,803)
)

Office of Administrative Hearing Case Number: 2024030689

- 3.d Conference with Assistant Superintendent, Administrative Services, Existing Litigation Pursuant to Government Code §54956.9 (OF 30,804)
)

One Case

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) PRESENTATIONS / RECOGNITIONS

8.a John Muir Middle School Presentation

)

Oscar Macias, Director, Secondary Education & DEI will introduce Greg Miller, Principal, John Muir Middle School who will present an update on John Muir Middle School programs.

8.b Presentation on Burbank Arts & Education Foundation (BAEF) Spring Grant Cycle

)

Oscar Macias, Director, Secondary Education, will introduce Caroline Solberg, Grants and Giving Committee Chair of the Burbank Arts and Education Foundation (BAEF), who will present the outcomes of the Spring Grant Cycle.

8.c Teacher of the Year Recognition for 2024

)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education recognize the 2024 Teachers of the Year, as presented.

Teacher of the Year Recognition for 2024.pdf (OF 30,805)

9) REPORTS FROM THE BOARD AND STAFF

9.a Student Representatives

)

Paris Tesfu; John Burroughs High School, and Andranik Bilbulyan; Burbank High School, and Daniela Alvarez; Monterey High School will report on activities at their respective schools.

9.b Burbank Teacher's Association (BTA), California School Employees Association (CSEA), Burbank Association of School Administrators (BASA)

)

Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

9.c Reports from the Superintendent

)

John Paramo, Superintendent will report on items of interest to the Board of Education and the community.

10) REQUESTS TO ADDRESS THE BOARD

10. Superintendent's Comments

a)

John Paramo, Superintendent, will respond to public comment.

10. Board Members' Responses

b)

Board Members will respond to public comment.

10. Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

c)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

10.a Superintendent's Comments

)

John Paramo, Superintendent, will respond to public comment.

10. Board Members' Responses

b)

Board Members will respond to public comment.

11) PUBLIC HEARING - Approximately 7:30 p.m.

11. Public Hearing of the District's Initial Proposal for the 2024-2025 Amendment to the current Collective Bargaining Agreement with the California School employee Association (CSEA), Chapter 674

a)

The Board of Education will hold a public hearing to allow public comment regarding 2024-2025 Initial Bargaining proposal to the California School Employee Association, Chapter 674, as presented.

Public Hearing of the District's Initial Proposal for the 2024-2025 Amendment to the Current Collective Bargaining Agreement with the California School Employee Association (CSEA), Chapter 674.pdf (OF 30,806)

12) NEW AND/OR UNFINISHED BUSINESS

12. Approval of District's Initial Proposal for the 2024-2025 Amendment to the Current Collective Bargaining Agreement with the California School Employee Association (CSEA), Chapter 674

a)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the District's 2024-2025 Initial Bargaining proposal with the California School Employee Association, Chapter 674, as presented.

[Approval of the District's Initial Proposal for the 2024-2025 Amendment to the Current Collective Bargaining Agreement with the California School Employee Association \(CSEA\), Chapter 674.pdf \(OF 30,807\)](#)

It was moved by Steve Ferguson, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. [Acceptance of the California School Employee Association \(CSEA\), Burbank Chapter 674, Initial Proposal for Bargaining a 2024-2025 Amendment to the Current Agreement with the Burbank Unified School District](#)
b)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education, accept the CSEA, Burbank Chapter 674, Initial Proposal for Bargaining a 2024-2025 Amendment to the current Agreement with the Burbank Unified School District, as presented.](#)

[Acceptance of the California School Employee Association \(CSEA\), Burbank Chapter 674, Initial Proposal for Bargaining a 2024-2025 Amendment to the Current Agreement with BUSD.pdf \(OF 30,808\)](#)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. [Approval of Community Day School \(CDS\) - Legislative Update & Budget](#)
c) [Considerations and Plan](#)

[Oscar Macias, Director of Secondary Education and Robyn Anders, Director of Instructional Technology and Accountability recommends that the Board of Education approve the Community Day School \(CDS\) and alternative programming plan, as presented.](#)

[Community Day School \(4-18-24\).pdf \(OF 30,809\)](#)

It was moved by Steve Ferguson, and seconded by Abigail Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. [Adoption of Resolution 32 – Recognizing 100 Years of Service by the Burbank Unified School District Parent Teacher Association \(PTA\)](#)
d)

[Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education adopt Resolution 32 recognizing 100 Years of Service by the Burbank Unified School District Parent Teacher Association \(PTA\), as presented.](#)

[Resolution 32- 100 Years Burbank PTA.pdf TABLED](#)

12. [Adoption of Resolution 33 Proclaiming May 18, 2024 as Speech Pathologist Day](#)
e)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education adopt Resolution 33 proclaiming May 18, 2024 as Speech Pathologist Day, as presented.

SPED Adoption of Resolution 33 Speech Pathologist Day.pdf (OF 30,810)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Adoption of Resolution 34 Proclaiming the Week of May 19, 2024, through May 25, 2024, as Classified Employee Week
f)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 34 proclaiming week of May 19, 2024, through May 25, 2024, as Classified Employee Week, as presented.

Resolution 34- Classified Employee Week.pdf (OF 30,811)

It was moved by Abigail Pontzer Kamkar, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Adoption of Resolution No.35 - Resolution of the Board of Education of the Burbank Unified School District Ordering an Election to Authorize the Issuance of School Bonds, Establishing Specifications of the Election Order, and Requesting Consolidation with Other Elections Occurring on November 5, 2024
g)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education adopt Resolution 35 Calling General Obligation Bond Election in the District on November 5, 2024, as presented.

Resolution 35 Ordering Election 041824.pdf (OF 30,812)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Ratification of Professional Services, Droplet Solutions, Inc. (Administrative Services)
h)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Droplet Solutions, Inc. for the digitization and data management of the Personnel Transaction Request form, effective March 29, 2024 through March 28, 2025, not to exceed \$6,000 per form (01.0-00000.0-00000-72000-6440-7471000) and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Droplet Agreement 041824.pdf (OF 30,813)

It was moved by Abigail Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Ratification of Memorandum of Understanding between the Burbank Unified School District and The Volition Group
i)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the Memorandum of Understanding between the Burbank Unified School District and The Volition Group effective April 6, 2024 and until terminated upon mutual consent of both parties, as presented.

Ratification of Memorandum of Understanding between the Burbank Unified School District and the Volition Group.pdf (OF 30,814)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. 2024-2025, 2025-2026, and 2026-2027 Transportation Services Plan
j)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Transportation Services Plan, effective July 1, 2024, as presented.

Transportation Plan-Revised- 2025 2026 2027.pdf (OF 30,815)

It was moved by Armond Aghakhanian, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Ratification of Professional Services, Jones Hall, APLC (Administrative Services)
k)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Jones Hall, APLC for \$77,000 total bond counsel services, beginning March 25, 2024 and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Jones Hall Agreement 041824.pdf (OF 30,816)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Approval of Board Representation on District and Community Committees/Groups for 2024
l)

The President of the Board of Education recommends that the Members of the Board determine and approve the list of Board Representation on Committees/Groups for 2024, as presented.

Board Representation on Committees.pdf (OF 30,817)

It was moved by Charlene Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Approval of Memorandum of Understanding with Burbank Adult School for License
m) Use of Portable Buildings

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the Memorandum of Understanding between Burbank Unified School District and Burbank Adult School, beginning April 19, 2024 through May 31, 2025, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

MOU BAS 041824.pdf (OF 30,818)

It was moved by Steve Ferguson, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried unanimously.

12. Acceptance of Gifts
n)

John Paramo, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 041824.pdf (OF 30,819)

13) REPORTS FROM BOARD MEMBERS

13. Reports from Board Members
a)

Board of Education members will report on items within the jurisdiction of the Board.

14) CONSENT AGENDA

14. Action on Final Settlement Agreement (Special Education)
a)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960043683, not to exceed \$6,750, (01.0-65000.0-50010-36000-5813-7440000), April 5, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960043683 Settlement Agreement.docx.pdf (OF 30,820)

14. Approval of the 2023-2024 Purchase Order Report
b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through March 25, 2024, as presented.

2023-2024 PURCHASE ORDER REPORT.pdf (OF 30,821)

14. Award of Contract, Hart Design Build Inc., Bid 2324-017, Installation of New PC Ball Wall, Walt Disney Elementary (Bond Fund)
c)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education award a contract between Burbank Unified School District and Hart Design Build Inc., for the Bid 2324-017 Installation of a New PC Ball Wall at Walt Disney Elementary, not to exceed \$56,049.00 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-18 AOC_HartDesign_Disney_Bond.pdf \(OF 30,822\)](#)

14. Approval of Amended Consultant Agreement for SDB Support Services, LLC.
d)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and SDB Support Services, LLC. to provide instructional consultant services, effective February 02, 2024, through June 30, 2024, in the amount of \$45,000.00 (01.0-26000.0-11100-10000-5810-742-9000) and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Amended Consultant Agreement-SDB Support Services LLC.pdf \(OF 30,823\)](#)

14. Ratification of University Agreement- California State University, Los Angeles
e)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to ratify the University Agreement between the Burbank Unified School District and California State University, Los Angeles to provide educational field experiences, effective March 18, 2024 through until terminated three (3) years on March 17, 2027, and that authority to sign the Agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of University Agreement-California State University, Los Angeles.pdf \(OF 30,824\)](#)

14. Approval of University Agreement- Los Angeles Pacific University
f)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to approve the University Agreement between the Burbank Unified School District and Los Angeles Pacific University to provide educational field experience, effective July 1, 2024 through until terminated five (5) years on June 30, 2029, and that authority to sign the Agreement be exercised pursuant to BUSD_AR 3314, as presented.

[Approval of University Agreement- Los Angeles Pacific University.pdf \(OF 30,825\)](#)

14. Personnel Report 23-24-17
g)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-17, covering

Certificated and Classified personnel, and consisting of Pages 1 to 13 inclusive, as presented.

[Personnel Report 23-24-17.pdf \(OF 30,826\)](#)

14. Approval of Instructional Consultant Services

h)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consultants 041824.pdf \(OF 30,827\)](#)

14. Approval of Agreement for Professional Services (Special Education)

i)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Adams Silva & McNally LLP, to perform specific services, not to exceed \$300,000 (01.0-65000.0-50010-21000-5820-7440000), effective July 1, 2024 through June 30, 2025 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Adams Silva & McNally.pdf \(OF 30,828\)](#)

14. Notice of Completion, Professional Turf Specialties Inc., Lower Field Track

j) Resurfacing, John Muir Middle School (Gift Funds)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Lower Field Track Resurfacing at John Muir Middle School, PO#24003112, not to exceed \$15,000 (010-90904-0-11100-10000-6170-322-8100) Gift Funds-ASB, \$14,900 (010-90201-0-11100-10000-6170-322-8000) Gift Funds-Misc., \$3,500 (010-90201-0-11100-10000-6170-322-8300) Gift Funds-BAEF, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[NOC_ProTurf_Muir_GiftFunds.pdf \(OF 30,829\)](#)

14. Ratification of Agreement for Professional Services (Special Education)

k)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Mindful Connections, to provide a functional behavior assessment, not to exceed \$2,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960032920, effective March 26, 2024 through October 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960032920 Mindful Connections_Ratification.pdf \(OF 30,830\)](#)

14. Ratification of Agreement for Professional Services (Special Education)

l)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Cornerstone Educational Solutions, to provide a functional behavior assessment, not to exceed \$5,000 (01.0-65000.0-57602-11900-5850-744000) for special education student 960042527, effective March 26, 2024 through October 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960042527 Cornerstone Ratification.pdf \(OF 30,831\)](#)

14. Ratification of Agreement for Professional Services (Special Education)

m)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between Burbank Unified School District and Karen Kambourian, to provide a related service provider to support individualized education plan mandated counseling services and assessment, not to exceed \$20,400 (01.0-65000.0-57602-11900-5850-7440000), effective April 8, 2024 through May 24, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Karen Kambourian Ratification.pdf \(OF 30,832\)](#)

14. Approval of Professional Services, Hispanic Arborist Association, Arborist Employee

n) Safety Training, Grounds/Facilities Department (General Fund-Unrestricted Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Hispanic Arborist Association for Arborist Employee Safety Training, effective May 1, 2024 through May 1, 2024, not to exceed \$1,800 (010-00100-0-00000-82200-5850-752-1000) General Fund-Unrestricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[AOA Hispanic Arborist Assoc Consultant Grounds Safety Training Gen funds.pdf \(OF 30,833\)](#)

14. Amendment of Agreement for Professional Services (Special Education)

o)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Gunn Behavioral Care of California, P.C., to provide a Psychoeducational IEE and Functional Behavior Evaluation, not to exceed \$9,400 (01.0-65000.0-57602-11900-5850-744000) for special education student 960032386, effective August 16, 2023 through October 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was September 21, 2023 for a total not to exceed \$9,400. This amendment extends the end date from April 1, 2024 to October 31, 2024. There is no additional cost.

[SPED Student 960032386 Gunn Behavioral Care Amendment.pdf \(OF 30,834\)](#)

14. Approval of Award of Contract with AMS.NET for the Migration of the District-wide
p) Video Surveillance System

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends the Board of Education approve an award of contract with AMS.NET for the Migration of the District-wide Video Surveillance System, not to exceed \$96,552.36, including a 10% contingency amount (District: 0.10-00000.0-00000-77000-5840/6249/6440/6449-7400000 and Adult School Funding: 11.0-63910.0-41101-85000-5840/6249/6440/6449-5330000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval AOC AMS.NET Districtwide Video Surveillance Migration_041824.pdf \(OF 30,835\)](#)

14. Action to be Taken on the Recommended Expulsion of Student
q)

The Board of Education will take action in public session pursuant to Education Code Section 48900 (c) and (j) and 48915(c3) on the expulsion recommendation by the Administrative Hearing Panel for Student 960031996, as presented in Confidential Exhibit 3e.

14. Approval of Professional Services Agreement, Vaprecision, Inc., Perform Calcium
r) Chloride Vapor Emission Testing in Classrooms, Miller Elementary School (Routine Restricted Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement for professional services between Burbank Unified School District and Vaprecision Inc., to Perform a Calcium Chloride Vapor Emission Testing in Classrooms at Miller Elementary School, effective April 19, 2024 through April 18, 2025, not to exceed \$6,500 (010-81500-0-00000-81100-5631-752-3100) Routine Restricted Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[4-18 AOC VAPRECISION MILLER RRM.pdf \(OF 30,836\)](#)

It was moved by Abigail Pontzer Kamkar, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

15) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

May 2, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Emily Weisberg
Armond Aghakhanian
Abby Pontzer Kamkar
Char Tabet
Steve Ferguson

Also present were None.

1) CALL TO ORDER

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, May 1st. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 5:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)
)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses
)

2.c Board Members' Responses
)

3) CLOSED SESSION

3.a Conference with Legal Counsel - Existing Litigation Pursuant to Government Code
) §54956.9 (b)(1) and (b)(3)(A) (OF 30,837)

Final Settlement Agreement for Special Education Student 960036916

4) [RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE](#)

Steven Hubbell led with the pledge of allegiance

5) [REPORTING ON CLOSED SESSION](#)

6) [ADJUSTMENTS TO THE AGENDA](#)

7) [ITEMS FOR FUTURE AGENDAS](#)

8) [PRESENTATIONS / RECOGNITIONS](#)

8.c [Recognition for 2024 Burbank Unified School District Classified Employees of the Year](#)
)

[Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education recognize the 2024 Burbank Unified School District Classified Employees of the Year.](#)

[Recognition 2024 Classified Employee of the Year.pdf \(OF 30,838\)](#)

Item 8c first. The agenda was modified to have item 8c move first.

Sarah Rudchenko, Assistant Superintendent of Human Resources recognized the following employees:

Michael Jones, Bret Harte

Amanda Ibarra,

Oscar Macias
 Pedro Gutierrez
 Nadia
 Ana T
 Victoria Lewis
 Fay Reyes
 Jose Reyes
 Della Paige
 Stephanie Mc
 Adriana Ambrose
 Lydia Shagoli
 Fred Saleh

The District Committee selected as this year's recipient

Melinda says that she is only as good as the people that she works with and the students that she is able to help.

Member Ferguson says that Melinda is a phenomenal representation. She ensures that our homeless students have bus tokens. Fred comes in every meeting to set up the board meetings every other week. He thanks them for all that they do.

Member Tabet says that as a classroom teacher she got across the finish line because of classified employees. Teachers do a great job in the classroom, classified employees ... Melinda is a great human being. She is greatly appreciated.

Clerk Pontzer Kamkar says that she appreciates and congratulates classified employees of the year.

Vice President Aghakhanian thanks classified employees for all that they do.

President Weisberg thanks Laura Bauman and th...

8.a) Presentation of Skills USA California 2024 and Socal Design Build Competition Results and Student Recognition

Oscar Macias, Director, Secondary Education & Diversity, Equity and Inclusion, will facilitate the presentation of the Skills USA California 2024 and SoCal Design Build Competition results and student recognitions.

8.b) Luther Burbank Middle School Presentation

Oscar Macias, Director, Secondary Education & & Diversity, Equity and Inclusion, will introduce Steven Hubbell, Principal, Luther Burbank Middle School who will present an update on Luther Burbank Middle School programs.

9) REPORTS FROM THE BOARD AND STAFF

9.a Student Representatives

)

Andranik Bilbulyan; Burbank High School, Daniela Alvarez; Monterey High School, and Paris Tesfu; John Burroughs High School, will report on activities at their respective schools.

- 9.b Burbank Teacher's Association (BTA), California School Employees Association (CSEA), Burbank Association of School Administrators (BASA)

Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

- 9.c Reports from the Superintendent

)

John Paramo, Superintendent will report on items of interest to the Board of Education and the community.

12) PUBLIC HEARING - Approximately 7:30 p.m.

12. Public Hearing Regarding Request to Rename the Joaquin Miller Elementary School Auditorium in Honor of John and Nancy Ossiff

The Board of Education will conduct a public hearing to allow public comment regarding a request to rename the Joaquin Miller Elementary Auditorium in honor of former employee and community members John and Nancy Ossiff.

Public Hearing Miller Auditorium Naming 5 2 24.pdf (OF 30,839)

12. Public Hearing Regarding the Title VI American Indian/Alaska Native Education Program Application

The Board of Education will conduct a public hearing to allow public comment regarding the Title VI American Indian/Alaska Native Education Program application which will provide opportunities for cultural enrichment, academic support, language and history education, as presented.

Public Hearing Title VI Indian Education Application Approval (002).pdf (OF 30,840)

10) REQUESTS TO ADDRESS THE BOARD

10. Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

a)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

LeeAnn Matusik, parent volunteer, previous employee says that her 16 year old son is hard of hearing. He thrived in Middle School at Muir. He was being educated and in an appropriate environment. She says that his teacher did not show the first day or second day. The substitutes are not credentialed. She received a memo from Dr. Farber. Not having a case manager ...the inclusion teachers do not...April 15th is and the month is Deaf History month. Alarms...the deaf students are in a room without strobes. They won a settlement ADA claim against the district. She asks for a follow up...elevator access key. She asks for a Resolution to acknowledge DHH

Dawn Barnes says that she appreciates Superintendent Paramo's comments about safety. She says that moving []. They enjoyed one year of increased enrollment. She is here to discuss the cuts which will impact Luther and the overall safety. The AP provides safety checks in the morning. The loss of Jill Tobin will ...Next year they will lose Aggie Sosa. The loss of these positions will...the loss of the Title I Coordinator will be ...is it the district's expectation to use the position to oversee discipline and ...Staff urges the Board to preserve these positions.

Joel Schlossman says that he noticed that Dr. Weisberg didn't stand for the flag salute, but she stood for the classified employee of the year. He watched a video ... They allowed a [] called...it excluded everybody except this one group. Boys and other groups had issues with bullying and... He says that he owes Dr. Paramo an apology because he said that they couldn't vote for...the language on the bond says that it allows the district to buy additional land. He tells Ms. Pontzer Kamkar what it will cost her to pass the bond. If we pass the bond, it will cost 1.1 billion dollars.

Arci, parent from Miller Elementary. The librarian is inviting students to a new club called Rainbow Club regarding sexual orientation. If it's being done, parents should be notified. She posted a flyer saying that it's ok to be Armenian. How can she be sure that they are not brain washing students? She demands that the board make proper actions and changes.

Annie Markerian, Burbank resident tells Mr. Cantwell that she doesn't envy what is ahead of him. Accountability and Transparency is not in the presentation. She requests that a dash board be established and be placed in the consent agenda regularly. She asks that they consider ...she hopes that the goals and []

[] parent speaks regarding flyers ...he reads the paragraph from McKinley Elementary school. A parent permission slip was provided. He asks what goes on on rainbow club? Dr. Paramo sent out an email saying that a permission slip is not required. He reads...Why are Armenians the only ...the librarian refused. They want a Rainbow Club? email parents, let them know

Kevin T, parent at Miller Elementary school says that he is curious about Rainbow Club. He wants to know that nature of interactions of the club. How does the club promote inclusivity and...

Ana Dersunyan, parent says that her son loves reading. He started going to the library at the age of four. Her daughter is in GATE and is advanced. When they saw the posters during Open House, their kids saw their shock and they started asking questions. They want to know what is being taught in Rainbow Club? They emailed superintendent Paramo to ask questions. They learned that Miller is not the only ...she says that the club will be closed because it was not done properly and transparency

Christina Constadine, teacher at Luther Middle School says that [] are appreciated. She says that she wants to bring awareness to Math. They are starting discussions for next year's Master

schedule. There are eight math classes at the [] families are notified what they qualify for. Super advanced students can be in Algebra...With math in particular, they can't divide students. She wants middle school administrators to look at ...if they need approval for a .2 ...on behalf of math and the way that middle school is structured,...

Jerry Mullady, teacher at John Burroughs High School. He says that the phone thing[]...He says that staff feels like they are not being backed up. Racism is creeping in more than he's ever seen

Sady Rogers, parent and employee of BUSD. Her kiddo started the rainbow club. She wants to express her gratitude for the equity and inclusion. They were doing weekly therapy sessions and the rainbow club has made a huge difference in her kid's lives. She can't thank them enough for their support. She wants to find a common ground. A safe environment facilitates incredible growth.

Arm Barassaryan says that her daughter helped establish the rainbow club. She says that child suicide has been a concern in her family. She reads what her daughter Kiara said about the rainbow club. She says that some parents may fear that students are being forced to attend.

Bryta Maslyk says that []...she says that when she got to the office today, she tended to a student who was in the middle of a crisis. She says that ... she says that she is grateful that they have six counselors and an Intervention Specialist. They are concerned about Mr. Uribe's job. He thanks Mr. Cantwell for providing her with the budget.

Arlo Ardysian [] student at Burbank High School says that parents have the right to ...He addresses Clerk Pontzer Kamkar and says that ...he says

10. Superintendent's Comments

b)

John Paramo, Superintendent, will respond to public comment.

10. Board Members' Responses

c)

Board Members will respond to public comment.

13) NEW AND/OR UNFINISHED BUSINESS

13. Approval of Request to Rename the Joaquin Miller Elementary School Auditorium in

a) Honor of John and Nancy Ossiff

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the request to rename the Joaquin Miller Elementary School Auditorium in honor of John and Nancy Ossiff, in accordance with Board Policy 7310: Facilities - Naming a Facility, as presented.

Miller Auditorium Naming 5 2 24.pdf (OF 30,841)

It was moved by Steve Ferguson, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Approval of the Title VI American Indian/Alaska Native Education Program Application
b)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Title VI American Indian/Alaska Native Education Program application which will provide opportunities for cultural enrichment, academic support, language and history education, as presented.

Board Item Title VI Indian Education Application Approval (002).pdf (OF 30,842)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Adoption of Resolution 32 – Recognizing 100 Years of Service by the Burbank Unified
c) School District Parent Teacher Association (PTA)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education adopt Resolution 32 recognizing 100 Years of Service by the Burbank Unified School District Parent Teacher Association (PTA), as presented.

Resolution 32 - 100 Years Burbank PTA.pdf (OF 30,844)

It was moved by Steve Ferguson, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Adoption of Resolution 36 Implementing Certificated Layoffs
d)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 36 Implementing Certificated Layoffs, as presented.

Adoption of Resolution 36 Implementing Certificated Layoffs.pdf (OF 30,845)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. Approval of Job Description for Account Analyst Position
e)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the job description for the Account Analyst Position, as presented.

Account Analyst Job Description 050224.pdf PULLED

13. Approval of Variable Waiver Request- Certificated Staff
f)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Waiver Request for Certificated Staff for school year 2024-2025, as presented.

[Approval of Variable Waiver Request- Certificated Staff.pdf \(OF 30,846\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. [Approval of Memorandum of Understanding between Burbank Adult School and Los Angeles Regional Adult Education Consortium \(LARAEC\) and the English Learners Healthcare Pathways Grant Award](#)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Memorandum of Understanding between Burbank Adult School and Los Angeles Regional Adult Education Consortium (LARAEC) and the English Learners Healthcare Pathways Grant Award, as presented.

[BAS Healthcare Pathways Grant 5 2 24.pdf \(OF 30,847\)](#)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

13. [Acceptance of Gifts](#)
h)

John Paramo, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 050224.pdf \(OF 30,848\)](#)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11) [REPORTS TO THE BOARD](#)

11. [Fiscal Services Department Update](#)
a)

Andrew Cantwell, Assistant Superintendent, Administrative Services, will provide an update on the changes implemented in the Fiscal Services Department from the recommendations by the Fiscal Crisis & Management Assistance Team (FCMAT) based on the audit findings, as presented.

[Fiscal Services Action Plan 050224.pdf \(OF 30,843\)](#)

14) [REPORTS FROM BOARD MEMBERS](#)

14. [Reports from Board Members](#)
a)

Board of Education members will report on items within the jurisdiction of the Board.

15) [CONSENT AGENDA](#)

15. Action on Final Settlement Agreement (Special Education)

a)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960036916, not to exceed \$12,000, (01.0-65000.0-50010-36000-5813-7440000), April 15, 2024 through May 31, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960036916 Settlement Agreement.pdf \(OF 30,849\)](#)

15. Approval of Minutes

b)

That the Board of Education approve the minutes of the Regular Board of Education Meeting of February 16, 2023, as presented.

[Minutes.02.16.23.pdf \(OF 30,850\)](#)

15. Approval of Minutes

c)

That the Board of Education approve the minutes of the Special Board of Education Meeting of February 18, 2023, as presented.

[Minutes.02.18.23 SP.pdf \(OF 30,851\)](#)

15. Approval of Minutes

d)

That the Board of Education approve the minutes of the Regular Board of Education Meeting of March 2, 2023, as presented.

[Minutes.03.02.23.pdf \(OF 30,852\)](#)

15. Approval of Minutes

e)

That the Board of Education approve the minutes of the Regular Board of Education Meeting of March 16, 2023, as presented.

[Minutes.03.16.23.pdf \(OF 30,853\)](#)

15. Approval of the 2023-2024 Purchase Order Report

f)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through April 8, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,854\)](#)

15. Ratification of Agreement for Consultant Services with Language Resources of America,
g) LRA Interpreters Inc.

Julie Markussen, Director, Student Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and LRA Interpreters, Inc., to provide Interpreters/ translators to student/families during expulsion hearings/conferences relative to Student Services on an as needed basis, effective April 8, 2024 through June 30, 2024, not to exceed \$1,500 (01.0-00000.0-00000-72000-5850-7451000), and that the authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Board Memo LRA 23.24.pdf \(OF 30,855\)](#)

15. Acceptance of Notice of Completion, ADCO Roofing, Furnish and Install Underlayment above Auditorium, Emerson Elementary School (Restricted Routine Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install Underlayment above the Auditorium at Emerson Elementary School, PO#24002867, not to exceed \$18,600 (01.0-81500-0-00000-85000-6250-752-3100) Restricted Routine Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[5-2 NOC_ADCO_EMERSON_RRM.pdf \(OF 30,856\)](#)

15. Approval of Instructional Consultant Services

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consult 050224.pdf \(OF 30,857\)](#)

15. Ratification of Agreement for Instructional Consultant Services

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education ratify the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Ratification of Inst Consultant 050224.pdf \(OF 30,858\)](#)

15. Approval of Professional Agreement with Food Safety Systems

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Food Safety Systems, effective July 1, 2024 through June 30, 2025, not to exceed \$58,800 (13.0-53200.0-00000-37000-5850-9000000), and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Food Safety Systems 050224.pdf \(OF 30,859\)](#)

15. Ratification of Agreement for Professional Services (Special Education)
l)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and SoCal Psychology Center, to provide a psychoeducational IEE, not to exceed \$6,000 (01.0-65000.0-57602-11900-5850-744000) for special education student 960043683, effective April 19, 2024 through December 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960043683 SoCal Psychology Center_Ratification.pdf \(OF 30,860\)](#)

15. Amendment of Agreement for Professional Services (Special Education)
m)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide interpreting and translation for Burbank students, not to exceed \$950,000 (01.0-65000.0-57602-11901-5850-7440000), effective July 1, 2023 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 15, 2023 for a total not to exceed \$800,000. This amendment increases the total by \$150,000 for a total not to exceed \$950,000.

[SPED Professional Services Sign Up Interpreting_Amendment.pdf \(OF 30,861\)](#)

15. Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)
n)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by WayPoint Academy effective July 1, 2023 through June 30, 2024 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2023 through June 30, 2024, was approved by the Board of Education June 1, 2023.

[SPED Master Contract Amendment.pdf \(OF 30,862\)](#)

15. Ratification of Agreement for Professional Services (Special Education)
o)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Hola Clinic Bilingual Speech Language Pathology Inc., to provide speech and language therapy, not to exceed \$7,087.50 (01.0-65000.0-57602-11900-5850-744000) for special education student 960022506, effective April 10, 2024 through December 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960022506 Hola Clinic_Ratification.pdf \(OF 30,863\)](#)

15. Amendment of Agreement for Professional Services (Special Education)

p)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Toni Francisco, MA CCC, SLP dba Little Buggy Speech & Language Therapy, to provide a speech and language pathologists for Burbank students, not to exceed \$15,625 (01.0-65000.0-57602-11901-5850-7440000), effective January 16, 2024 through May 24, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was January 18, 2024 for a total not to exceed \$12,500. This amendment increases the total by \$3,125 for a total not to exceed \$15,625.

[SPED Professional Services Toni Francisco_Amendment.pdf \(OF 30,864\)](#)

15. Ratification of Agreement for Professional Services (Special Education)

q)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and SoCal Psychology Center, to provide a psychoeducational IEE, not to exceed \$6,000 (01.0-65000.0-57602-11900-5850-744000) for special education student 960036916, effective April 16, 2024 through December 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960036916 SoCal Psychology Center_Ratification.pdf \(OF 30,865\)](#)

15. Approval of Agreement to CDW-Government for E-Rate SPURR Mini-Bid

r)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and CDW Government for E-Rate SPURR Mini-Bid – Switches and UPS, not to exceed \$51,758.80, including a 10% contingency amount (Switches from the Video Surveillance System at John Burroughs High School contingency 11.0-63910.0-00000-85000-6249/6440/6449-5330000, and UPSs from the Data Center Refresh contingency 21.0-00000.0-00000-85000-6249-7401000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[Approval_Agreement_CDW_E-Rate Spurr Mini Bids_050224.pdf \(OF 30,866\)](#)

15. Approval of University Agreement- Long Beach State University

s)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the University Agreement between the Burbank Unified School District and Long Beach State University to provide educational field experience, effective May 3, 2024 through until terminated three (3) years on June 30, 2027, and that authority to sign the Agreement be exercised pursuant to BUSD--AR 3314, as presented.

[Approval of University Agreement- Long Beach State University.pdf \(OF 30,867\)](#)

15. Approval of Personnel Report 23-24-18

t)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-18, covering Certificated and Classified personnel, and consisting of Pages 1 to 11 inclusive, as presented.

[Personnel Report 23-24-18.pdf \(OF 30,868\)](#)

It was moved by Abby Pontzer Kamkar, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

16) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT
SPECIAL MEETING**

May 14, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Char Tabet
Abby Pontzer Kamkar (arrived 6:05)
Emily Weisberg

MEMBERS ABSENT:

Steve Ferguson
Armond Aghakhanian

Also present were None.

1) CALL TO ORDER/PLEDGE OF ALLEGIANCE

1.a NOTICE TO THE PUBLIC

)

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Monday, May 13th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 5:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5. If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email

cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

- 2.a Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board
)

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

2.b Superintendent's Comments

)

John Paramo, Superintendent, will respond to public comment.

2.c Board Members' Responses

)

Board Members will respond to public comment.

3) STUDY SESSION

- 3.a Update on the 2024-2027 Three-Year Local Control and Accountability Plan (LCAP)
)

John Paramo, Superintendent, will introduce Peter Knapik, Director of Elementary Education, and Robyn Anders, Coordinator of Instructional Technology, who will provide an update on the 2024-2027 three-year Local Control and Accountability Plan (LCAP) and respond to questions from the Board, as presented.

23-24 LCAP Town Hall Presentation.pdf (OF 30,869)

4) REPORTS FROM BOARD MEMBERS

- 4.a Reports from Board Members
)

Board of Education members will report on items within the jurisdiction of the Board.

5) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

[Click here to enter a date.](#)

DATE

STEVE FERGUSON, CLERK

**UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT**

May 16, 2024

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:

Steve Ferguson (arrived 6:23)
Char Tabet
Abby Pontzer Kamkar
Armond Aghakhanian
Emily Weisberg

Also present were None.

1) CALL TO ORDER

**1.a NOTICE TO THE PUBLIC
)**

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections. Instructions for Virtual Public Speakers Who Wish to Address the Board: 1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/Btxm8Md3fCRmCY6D9> 3pm on Wednesday, May 15th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person. 2. The Zoom Webinar will open at 5:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details. 3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled. 4.

After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings 5.

If you would like to make a Public Comment and require Spanish, Armenian, or ASL translation, please email cindyquiterio@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2) REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

)

2.c Board Members' Responses

)

3) CLOSED SESSION

3.a Expelled Student for Readmittance in the Burbank Unified School District, as per Board Policy 5144 and Education Code 48917 (OF 30,870)

)

The Board of Education will meet in Closed Session pursuant to Board Policy 5144 and Education Code Section 48917 to consider the readmittance recommendation report from the District Transfer Review Committee for Student 960026319, as presented in Confidential Exhibit 3a.

3.b Conference with Legal Counsel - Ongoing Litigation Pursuant to Government Code § 54956.9 (d)(4)

)

One Case: Proposed Settlement of claims related to AB218

4) RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

5) REPORTING ON CLOSED SESSION

6) ADJUSTMENTS TO THE AGENDA

7) ITEMS FOR FUTURE AGENDAS

8) PRESENTATIONS / RECOGNITIONS

8.a Recognition of the 2023-2024 Student Board Members

)

Emily Weisberg, President, Board of Education, will recognize the 2023-2024 Student Board Members: Andranik Bilbulyan, Burbank High School; Paris Tesfu, John Burroughs High School; and Daniela Alvarez, Monterey High School.

9) REPORTS FROM THE BOARD AND STAFF

9.a Student Representatives

)

Daniela Alvarez; Monterey High School, Paris Tesfu; John Burroughs High School, and Andranik Bilbulyan; Burbank High School, will report on activities at their respective schools.

9.b Burbank Teacher's Association (BTA), California School Employees Association (CSEA), Burbank Association of School Administrators (BASA)

)

Nicole Drabecki; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

9.c Reports from the Superintendent

)

John Paramo, Superintendent will report on items of interest to the Board of Education and the community.

10) REQUESTS TO ADDRESS THE BOARD

10. Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board
- a) Sarah H, virtual public speaker speaks regarding the Around the Bell Program.[] She says that she loves the teachers []. She wants to highlight how important the program is to Matthew Varosky speaks regarding the Around the Bell Program. Joel Schossmann addresses president Weisberg and says that she didn't have the right to change his name on the minutes. I shared with him that I added his name on the card. He addresses me (Secretary/Clerk to the Board of Education. He addresses me and said that I had no right to change his name on the card. He speaks regarding item 11h and speaks regarding the employee reclassifications and asks what a Confidential employee is? Ms. Winstein, she is with Michelle Fitzpatrick and [] from ...She speaks in favor of retaining their Assistant Principal. She says that the staff has been deeply discouraged... Doug Nicol, teacher at John Burroughs High school and Varsity Basketball coach at JBHS thanks district staff. He felt the support. He says that he saw Mr. Ferguson, that president Weisberg has attended games. Ms. Tabet He thanks Dennis Maxwell for his responsiveness. He thanks Mr. Cantwell for being there. He thanks Oscar Macias to watch practice and lend his support. He says that the relationship with the Park and Recreation []. They have great collaboration with them. He believes in giving credit when credit is due. He says that Greg Miller and his administration [] Rebecca Bertram, shares her concerns and disappointment for the decision to cut the principals at school. She implores the school board to []. She says that we cannot afford to lose another adult. Greg Samarge, parent and previous member of the School Advisory Committee says that he will come in September. He says that without the presence of an administrator, we're putting out kids at a disadvantage and that it creates safety concerns. He says that if you ask parents what they prefer, an assistant principal or iReady or []. He says that the max exodus of people []...Their deep connections to the community [] By working together we can figure this out. He appreciates Kristi Lopez from the office of state Senator. She and Senator Portantino ...on behalf of Senator Menjivar, she extends their condolences. [] speaks on opposition of Resolution 38 in Support of Pride Month. He says that the act of love []. He says that it is not too late to be on the right side of this topic. [] Bryta Maslyk,

Counselor at Burbank High School at Burbank High School says that she's come with a solution to save \$300,XXX. She says that there are three facets within FSA. The City of Burbank is providing \$ Nicole Drabecki, BTA president and teacher says that she wants to discuss []. She asks community members to... Jacob Flores, counselor at Burbank High school finishes what Ms. Maslyk had written regarding her suggestion with the FSA plan. Freezing funding for FSA. He says that he appreciates the LCAP survey that was sent out in December. Goal 2 had the highest percentage for Secondary counselors.

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

10. Superintendent's Comments

b)

John Paramo, Superintendent, will respond to public comment.

10. Board Members' Responses

c)

Board Members will respond to public comment.

11) NEW AND/OR UNFINISHED BUSINESS

11. Adoption of Resolution 37 – Ordering a Governing Board Member Election

a)

John Paramo, Superintendent, recommends that the Board of Education adopt Resolution 37 – Ordering a Governing Board Member Election, as presented.

Adoption of Resolution 37_Ordering Election.docx.pdf (OF 30,871)

It was moved by Armond Aghakhanian, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Adoption of Resolution 38 in Support of Pride Month, June, 2024

b)

Oscar Macias, Director, Secondary Education & DEI, recommends that the Board of Education adopt Resolution 38 in Support of Pride Month, June, 2024, as presented.

Resolution_38_Pride Month 2024.pdf (OF 30,872)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Resolution 39 Declaring Salaries Indefinite and to Authorize Regular and

c)

Retroactive Pay Changes for the 2024-2025 School Year

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Resolution 39 Declaring Salaries Indefinite and to Authorize Regular and Retroactive Pay Changes for the 2024-2025 school year, as presented.

Approval of Resolution 39 Declaring Salaries Indefinite and to Authorize Regular and Retroactive Pay Changes for the 2024-2025 School Year.pdf (OF 30,873)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Agreement for Professional Services (Human Resources)

d)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the agreement between the Burbank Unified School District and Natalie Irons to provide services as a Training Associate not to exceed \$1,300.00 (01.0-00000.0-00000-72000-5850-7552000), effective June 11, 2024 and that authority to sign the agreement be exercised pursuant to BUSD ATR 3314, as presented.

Approval of Agreement for Professional Services- Human Resources.pdf (OF 30,874)

It was moved by Armond Aghakhanian, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Job Description for School Office Manager- SOAR Independent Learning Academy (ILA)

e)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the job description for the School Office Manager-SOAR ILA, as presented.

Pulled

Approval of Job Description for School Office Manager-SOAR Independent Learning Academy (ILA) Position.pdf PULLED

11. Approval of Job Description for Wellness and Behavior Specialist Position

f)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the job description for the Wellness and Behavior Specialist Position.

Approval of Job Description for Wellness and Behavior Specialist.pdf (OF 30,875)

It was moved by Steve Ferguson, and seconded by Abby Pontzer Kamkar, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Amended Fiscal Stabilization Plan Required by Los Angeles County Office of Education (LACOE) Based on the Adopted Budget

g)

Andy Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the amended Fiscal Stabilization Plan, as presented.

Fiscal Stabilization Plan 051624.pdf (OF 30,876)

It was moved by Armond Aghakhanian, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. Approval of Employee Reclassification and Salary Schedules for Certificated Supervisors and Managers Salary Schedule A, Classified Supervisors and Managers Salary Schedule B, Classified Assistant Superintendents Salary Schedule D and Certificated Assistant Superintendents Salary Schedule E

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education to approve the Employee Reclassification and Salary Schedules for Certificated Supervisors and Managers Salary Schedule A, Classified Supervisors and Managers Salary Schedule B, Classified Assistant Superintendents Salary Schedule D and Certificated Assistant Superintendents Salary Schedule E effective July 1, 2024, as presented.

Approval of Employee Reclassification and Certificated Supervisors and Managers Schedule A and Classified Supervisors and Managers Salary Schedule B and Certificated Assistant Superintendents.pdf (OF 30,877)

11. Acceptance of Gifts
- i)

John Paramo, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 051624.pdf (OF 30,878)

It was moved by Char Tabet, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

12) REPORTS FROM BOARD MEMBERS

13) CONSENT AGENDA

13. Approval of Minutes
- a)

John Paramo, Superintendent, recommends that the Board of Education approve the minutes of the Special Board of Education Meeting of March 17, 2023, as presented.

Minutes 03.17.23 Sp.pdf (OF 30,879)

13. Approval of the 2023-2024 Purchase Order Report
- b)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve purchase orders for 2023-2024 as listed through April 22, 2024, as presented.

[2023-2024 PURCHASE ORDER REPORT.pdf \(OF 30,880\)](#)

13. Approval of Personnel Report Number 23-24-19
c)

Sarah Rudchenko, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 23-24-19, covering Certificated and Classified personnel, and consisting of Pages 1 to 17 inclusive, as presented.

[Personnel Report 23-24-19.pdf \(OF 30,881\)](#)

13. Approval of Agreement for Professional Services (Special Education)
d)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Sarah Knauff Speech-Language Pathology, Inc., to provide a Speech-Language Pathologist (SLP), not to exceed \$195,408 (01.0-65000.0-57602-11901-5850-7440000), effective July 1, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Sarah Knauff_SLP.pdf \(OF 30,882\)](#)

13. Amended Agreement for Professional Services (Special Education)
e)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Behavioral Intervention Specialists of LA, LLC, to provide a speech and language pathologist assistant, not to exceed \$84,660 (01.0-65000.0-57602-11901-5850-7440000), effective November 20, 2023 through July 3, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was December 7, 2023 for a total not to exceed \$76,160. This amendment extends the end date from May 24, 2024 to July 3, 2024 with an increase of \$8,500. The new not to exceed amount is \$84,660.

[SPED Professional Services Behavioral Intervention.pdf \(OF 30,883\)](#)

13. Approval of Agreement for Professional Services (Special Education)
f)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and West Shield Adolescent Services, to escort and transport special education students to out of or in state residential facilities, not to exceed \$10,000 (01.0-07240.0-50010-36000-5812-7440000), effective July 1, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services West Shield.pdf \(OF 30,884\)](#)

13. Ratification of Agreement for Professional Services (Special Education)
g)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Dynamic Education Services, Inc., to provide compensatory education, not to exceed \$3,500 (01.0-65000.0-57602-11900-5850-744000) for special education student 960043683, effective April 22, 2024 through June 30, 2025, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960043683 Dynamic Education.pdf \(OF 30,885\)](#)

13. Approval of Agreement for Professional Services (Special Education)
h)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Gary D Stromberg & Associates, LLC, to provide a Certified Occupational Therapist Assistant (COTA), not to exceed \$8,712 (01.0-65000.0-57602-11901-5850-7440000), effective June 3, 2024 through July 11, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Professional Services Gary Stromberg_COTA.pdf \(OF 30,886\)](#)

13. Amended Agreement for Professional Services (Special Education)
i)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Learning Dynamics, Inc., to provide a psychological educational IEE, not to exceed \$5,750 (01.0-65000.0-57602-11900-5850-744000) for special education student 960041534, effective March 8, 2024 through October 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was March 7, 2024 for a total not to exceed \$5,750. This amendment extends the end date from June 30, 2024 to October 31, 2024. There is no additional fiscal impact.

[SPED Student 960041534 Learning Dynamics_Amendment.pdf \(OF 30,887\)](#)

13. Ratification of Agreement for Professional Services (Special Education)
j)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Nurturing Nests Therapy Center Inc., to provide a functional behavior assessment, not to exceed \$1,080 (01.0-65000.0-57602-11900-5850-744000) for special education student 960036851, effective April 1, 2024 through December 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960036851 Nurturing Nests_Ratification.pdf \(OF 30,888\)](#)

13. Amended Agreement for Professional Services (Special Education)
k)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between the Burbank Unified School District and Nurturing Nests Therapy Center Inc., to provide a functional behavior assessment, not to exceed \$1,350 (01.0-65000.0-57602-11900-5850-744000) for special education student 960013740, effective January 19, 2024 through May 23, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was March 7, 2024 for a total not to exceed \$1,080. This amendment adds an additional \$270 to the contract for a total not to exceed \$1,350.

[SPED Student 960013740 Nurturing Nests Amendment.pdf \(OF 30,889\)](#)

13. Ratification of Agreement for Professional Services (Special Education)
l)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and LA Speech Pathology Services, Inc., to provide a speech and language assessment, not to exceed \$1,900 (01.0-65000.0-57602-11900-5850-744000) for special education student 960035199, effective April 24, 2024 through December 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

[SPED Student 960035199 LA Speech Pathology Ratification.pdf \(OF 30,890\)](#)

13. Approval of Agreement, Becklars Holding, LLC, District-Wide Fire Alarm Monitoring
m) Services, Various Sites (General Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Becklars Holding, LLC, for the implementation of the District-Wide Fire Alarm Monitoring, effective May 8, 2024 through May 7, 2025, not to exceed \$4,600 (01.0-00100.0-00000-83000-5850-752-1000) General Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

[5-16 AOA AVANTGUARD DistrictWide General.pdf \(OF 30,891\)](#)

13. Award of Contract, Perfection Painting, Bid 2324-019, Deferred Maintenance Painting,
n) John Burroughs High School (Deferred Maintenance Fund)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education award a contract between Burbank Unified School District and Perfection Painting for Bid 2324-019, Deferred Maintenance Painting at John Burroughs High School, not to exceed \$356,000 (14.0-00000-0-00000-85000-6250-432-0000-0000) Deferred Maintenance Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[5-16 AOC PerfectionPainting JBHS Deferred.pdf \(OF 30,892\)](#)

13. Acceptance of Notice of Completion, Pumpman Holding LLC, Furnish and Install
o) Temporary Pool Pump, John Burroughs High School (Restricted Routine Maintenance)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Furnish and Install Temporary Pool Pump at John Burroughs High School, PO#24003375, not to exceed \$23,744.00 (01.0-81500-0-00000-85000-6510-752-3100) Restricted Routine Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

[5-16 NOC PUMPMAN JBHS_RRM.pdf \(OF 30,893\)](#)

13. Amended Agreement for Professional Services (Special Education)
p)

Jennifer Nicholson, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Alpha Interpreting Agency, Corp., to provide interpreters/translators for DHH students, not to exceed \$138,000 (01.0-65000.0-57602-11900-5850-7440000), effective January 8, 2024 through June 30, 2024 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was March 7, 2024 for a total not to exceed \$75,000. This amendment adds an additional \$63,000 to the contract for a total not to exceed \$138,000.

[SPED Professional Services Alpha Interpreting Amendment.pdf \(OF 30,894\)](#)

13. Approval of Instructional Consultant Services
q)

Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

[Approval on Instructional Consultants 051624.pdf PULLED](#)

13. Approval of Professional Services, Lozano Smith (General Fund/Bond Fund)
r)

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Lozano Smith, Attorneys at Law, to provide specialized legal services in the area of facilities and construction, effective, July 1, 2024 through June 30, 2025, not to exceed \$253,000 (01.0-00000.0-00000-72000-5820-7401000) (General Fund) and (21.0-00000.0-00000-85000-5820-7400000) (Bond Fund) and (01.0-65000.0-50010-21000-5820-7440000) (Special Education Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[Lozano Smith 24-25 051624.pdf \(OF 30,895\)](#)

13. Approval of 2024-2025 Budget Calendar
s)

Andrew Cantwell Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the budget calendar for the 2024-2025 fiscal year, as presented.

[Budget Calendar 051624.pdf \(OF 30,896\)](#)

13. Approval of Los Angeles County Office of Education (LACOE) Human Resources System (HRS) and PeopleSoft Financial Systems (PSFS) License Contract 2024-2029

Andrew Cantwell, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Los Angeles County Office of Education (LACOE) for District use of Software PC Products for Human Resources System and/or Peoplesoft Financial System Services Data, not to exceed \$15,012 per year (01.0-00000.0-00000-72000-5890-0000000), effective July 1, 2024 through June 30, 2029, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

[LACOE HRS and PeopleSoft 051624.pdf \(OF 30,897\)](#)

It was moved by Armond Aghakhanian, and seconded by Char Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously.

14) ADJOURNMENT

MINUTES APPROVED:

MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

Click here to enter a date.

DATE

STEVE FERGUSON, CLERK



RESOLUTION NO. 51
RESOLUTION OF THE BOARD OF EDUCATION OF THE BURBANK
UNIFIED SCHOOL DISTRICT REGARDING THE EDUCATION
PROTECTION ACCOUNT – 2025-2026

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

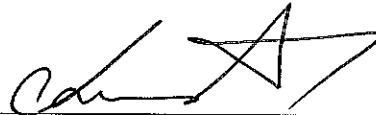
NOW, THEREFORE, be it resolved, determined and ordered by the Board of Education of the Burbank Unified School District as follows:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Burbank Unified School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Burbank Unified School District has determined to spend the monies received from the Education Protection Act on certificated teacher salaries and benefits.

PASSED AND ADOPTED this day, June 5, 2025, by the following vote:


AYES: 4
NOES: 0
ABSTAIN: 0
ABSENT: 1

APPROVED:



President of the Board of Education of the
Burbank Unified School District

Attest:



Clerk of the Board of Education of the
Burbank Unified School District
Noby Pontzer Kamkar
Vice President of the Board

**Burbank Unified School District
Administrative Services**

REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: Andrew Cantwell, Assistant Superintendent of Administrative Services

PREPARED BY: Mariam Abdelhamid, Ph.D., Director of Fiscal Services

SUBMITTED BY: Terri Ramirez-Adams, Senior Administrative Assistant

DATE: June 5, 2024

SUBJECT: Adoption of Resolution 51 Regarding the Education Protection Account (EPA) 2025-2026

Background:

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012 temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

The new revenues generated from Proposition 30 are deposited into a State account called the Education Protection Account (EPA). EPA funds are based on the proportionate share of the statewide revenue limit amount. A corresponding reduction is made to the local education agency's (LEA's) Local Control Funding Formula (LCFF) equal to the amount of their EPA entitlement.

California School District funding is comprised of three funding sources: State Aid, EPA and Property Taxes. The addition of the EPA funding source does not increase the amount of LCFF due to the District. The state aid portion is decreased accordingly.

Discussion/Issues:

At the beginning of each year, the Department of Finance will estimate the amount that will be transferred into the EPA. The 2025-2026 estimate of the EPA is the funds will be distributed in equal payments quarterly during the last 10 days of September, December, March and June.

EPA revenue funds will be deposited into restricted resource 1400, using revenue object code 8012.

Along with EPA came additional reporting requirements:

- 1) Each year the Board of Education must approve a spending plan for the EPA money (LACOE is requesting approval in the form of a board resolution).
- 2) The EPA funds cannot be used for the salaries or benefits of administrators or administrative costs.
- 3) The District must publish on its website the amount of EPA money received and how it was spent.
- 4) An annual audit will be required to verify that EPA funds were spent in accordance with the requirements of Proposition 30. The cost of this audit can be paid with EPA funds.
- 5) For fiscal years 2013-2014 through 2025-2026 the spending plan must be approved at the time the budget is adopted.

Spending Plan:

The District plans to use 100% of the EPA funding for certificated teacher salaries and related benefits. The estimated EPA for fiscal year 2025-2026 is \$27,095,803.

Financial Impact:

None

Recommendations:

Andrew Cantwell, Assistant Superintendent of Administrative Services, recommends that the Board of Education adopt Resolution 51 regarding the Education Protection Account (EPA) 2025-2026 for the portion of the state aid (Local Control Funding Formula (LCFF) Funds) identified as the EPA, be spent on the current costs of certificated teacher salaries and benefits, as presented.