



BOARD AGENDA

Regular Meeting

May 14, 2020



REGULAR MEETING OF THE BOARD OF EDUCATION
May 14, 2020
5:30PM

Pursuant to Government Code Section 54956 and Education Code Section 35144, the REGULAR MEETING OF THE BOARD OF EDUCATION will be held on May 14, 2020, to conduct its business meeting. Closed Session to be held at 5:30 p.m. to 6:00 p.m, and will reconvene into Open Session at 6:00 p.m. Closed Session will be conducted in accordance with the requirements set forth by California law.

1. IMPORTANT ADVISORY REGARDING PUBLIC MEETING (COVID-19)

Teleconferencing will be used during this meeting, in accordance with the Governor's Executive Orders N-25-20, dated March 12, 2020 and N-29-20, dated March 17, 2020.

In accordance with the Governor's Executive Order N-33-20 dated March 19, 2020 and Los Angeles County Department of Public Health Safer At Home Order for Control of COVID-19 dated March 19, 2020, the public will not be allowed to be present at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the telephonically accessible meeting, including auxiliary aids or services, please contact the Superintendent's Office at 310-886-1602. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to provide accessibility to the Board meeting.

The public has the opportunity to address the Board on any item appearing on the agenda or not on the agenda. Public comment can be provided electronically through a temporary public comment email established for Lynwood Unified School District Board of Education Meetings at boardcomm@mylUSD.org. Public comment should be submitted **by 2:00 p.m. on Thursday, May 14, 2020.**

Public comment could also be provided by leaving a recorded message at (310) 886-1602 **by 2:00 pm on Thursday, May 14, 2020.** Any public comments received after the time indicated will not be included in the record.

Each speaker is limited to 3 minutes and will be given the opportunity to address the Board in the order that the email or recorded message is received. The Board of Education has determined that a cumulative total of 20 minutes is a reasonable amount of time for public comment.

The District will be using the Google Hangouts audio communication platform for this meeting.

Join Google Hangouts Meeting

Phone Number: +1 929-399-7714

PIN: 409 121 627#

For Spanish Translation:

Phone Number: +1 254-863-1621

PIN: 643 552 712#

A G E N D A

2. CALL TO ORDER

3. ROLL CALL by Gudiel R. Crosthwaite, Ph.D. – Superintendent & Secretary to the Board

Mr. Gary Hardie, Jr., President
Mrs. Maria G. Lopez, Vice-President
Ms. Briseida Gonzalez, MSW, Clerk
Mr. Alfonso Morales, Esq., Member
Ms. Alma-Delia Renteria, M.Ed., Member
Legal Counsel – Olivarez Madruga Lemieux O'Neill, LLP

4. APPROVAL OF AGENDA OF THE REGULAR MEETING OF THE BOARD OF EDUCATION ON MAY 14, 2020

Motion _____ Second _____ Vote _____

5. PUBLIC COMMENT/COMMUNICATIONS

Per Board Policy #9323, three (3) minutes may be allotted to each speaker to address Closed Session Items Only. (Closed Session items may be continued to end of meeting if necessary.)

Public comment will be conducted as outlined under Item No. 1: Important Advisory Regarding Public Meeting (COVID-19).

Please include the following with your public comment:

- 1.) Full Name
- 2.) Address
- 3.) Phone Number
- 4.) Subject: Public Comment for Closed Session
- 5.) Agenda Item

6. GOVERNING BOARD - Recess to Closed Session

- 6.A. Conference with Legal Counsel - Pending Litigation – Pursuant to GC § 54956.9(d)(1)
 - 6.A.1. Case Number LYN001001
- 6.B. Public Employment/Public Employee Performance Evaluation/Public Employee Discipline Dismissal/Release/Appointment (Pursuant to GC § 54957)
 - 6.B.1. Certificated Employee: EID# QK5563117
 - 6.B.2. Superintendent of Schools
- 6.C. Conference with Labor Negotiator Regarding Unrepresented Employee with District's Designated Negotiator: District's Legal Counsel, Olivarez Madruga Lemieux O'Neill, LLP - Pursuant to Government Code § 54957.6
 - 6.C.1. Superintendent of Schools
- 6.D. Conference with Labor Negotiator Agency Designated Representatives Employee Organizations - CSEA, LTA, and SEIU

7. RECONVENE INTO OPEN SESSION/CALL TO ORDER

8. ROLL CALL by Gudiel R. Crosthwaite, Ph.D. – Superintendent & Secretary to the Board

Mr. Gary Hardie, Jr., President
Mrs. Maria G. Lopez, Vice-President
Ms. Briseida Gonzalez, MSW, Clerk
Mr. Alfonso Morales, Esq., Member
Ms. Alma-Delia Renteria, M.Ed., Member

9. FLAG SALUTE by Washington Elementary School

10. REPORTS

10.A. Student Reports

- 10.A.1. Firebaugh High School
- 10.A.2. Lynwood Community Adult School
- 10.A.3. Pathway High School
- 10.A.4. Vista High School
- 10.A.5. Lynwood High School

10.B. Superintendent's Report

10.B.1. Presentation:

- 10.B.1.1. Reconstitution Plan

10.B.2. Recognition:

- 10.B.2.1. Teacher of the Year Nominees
- 10.B.2.2. District Teacher of the Year

10.C. Board Members' Reports

11. GOVERNING BOARD - Resolutions/Proclamations/Appointments

12. PUBLIC COMMENT/COMMUNICATIONS

No action or discussion is permitted on any item not included on the posted agenda per GC § 54954.2 (a). No action may be taken and no discussion held on items raised by the public except as provided in GC § 54954.2 (b).

Public comment will be conducted as outlined under Item No. 1: Important Advisory Regarding Public Meeting (COVID-19).

Please include the following with your public comment:

- 1.) Full Name
- 2.) Address
- 3.) Phone Number
- 4.) Subject: Public Comment for Open Session
- 5.) Agenda Item/Topic

13. PUBLIC HEARING – None.

14. ACTION ITEMS

- 14.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on April 9, 2020

Motion _____ Second _____ Vote _____

14.B. ADMINISTRATION

- 14.B.1. Request Approval to Renew the Employment Contract for Gudiel R. Crosthwaite, Ph.D. as Superintendent of Schools

Motion _____ Second _____ Vote _____

- 14.B.2. Request Adoption of Resolution No. 19-20/39, Lynwood Unified School District Policies Regarding Candidates' Statements in Elections for the Board of Education

Motion _____ Second _____ Vote _____

- 14.B.3. Request Approval of Resolution No. 19-20/44 - Extension of School Closures as a Result of COVID-19

Motion _____ Second _____ Vote _____

14.C. FACILITIES - (Measure K and Measure N Projects)

- 14.C.1. Request Approval to Enter Into a Professional Services Agreement with INK 378 Architects for DSA Certification Services at Lynwood Middle School

Motion _____ Second _____ Vote _____

- 14.C.2. Request Approval to Award CM-72020, Secure Entrance Project at Wilson Elementary School to RT Contractor Corporation

Motion _____ Second _____ Vote _____

- 14.C.3. Request Approval to Enter Into a Service Agreement with Sandy Pringle Associates, Inc. for DSA Inspection Services in Conjunction with CM-72020, Secure Entrance Project at Wilson Elementary School

Motion _____ Second _____ Vote _____

- 14.C.4. Request Approval to Enter Into a Service Agreement with Executive Environmental for Asbestos and Lead Monitoring in Conjunction with CM-32020, Secure Entrance Project at Washington Elementary School

Motion _____ Second _____ Vote _____

- 14.C.5. Request Approval to Enter Into a Service Agreement with Executive Environmental for Asbestos and Lead Monitoring in Conjunction with CM-62020, Fire Alarm Replacement Project at Abbott Elementary School

Motion _____ Second _____ Vote _____

- 14.C.6. Request Approval to Enter Into a Service Agreement with Converse Consultants for Asbestos and Lead Monitoring in Conjunction with CM-72020, Secure Entrance Project at Wilson Elementary School

Motion _____ Second _____ Vote _____

15. CONSENT AGENDA

All items on the Consent Agenda, which are not debatable and which require a unanimous vote for passage, will be approved with one motion. Any member of the Board, the Superintendent, or the public, may request an item to be removed from this section and placed in the regular order of business following the approval of the Consent Agenda.

Motion _____ Second _____ Vote _____

15.A. EDUCATIONAL SERVICES

- 15.A.1. Request Approval to Amend Agenda Item Previously Approved on August 22, 2019, Purchase an Online Software Subscription from N2Y, LLC for the Special Education Department for the 2019-2020 School Year

- 15.A.2. Request Approval to Purchase Additional Seats from APEX Learning to Provide Online Course Work and Credit Recovery for the 2019-2020 School Year

- 15.A.3. Request Approval to Amend Agenda Item Previously Approved on August 22, 2019, Agreement with Non-Public Schools to Provide Services for Students with Specific Academic and Behavioral Needs from July 1, 2019 to June 30, 2020
- 15.A.4. Request Approval to Enter Into an Agreement with Darren P. Doerschel, Systems Integration Consultant, to Advise and Design Plans for Film and Video Production Upgrades from May 2020 to June 2020
- 15.A.5. Request Approval to Enter Into an Agreement with Informed K-12 for the Automation of Registration Forms and Workflow Processes for the Early Childhood Education Department for the 2019-2020 School Year

15.B. HUMAN RESOURCES – CERTIFICATED

- 15.B.1. Request Approval of Certificated Personnel Report: Personnel Assignments, Employment, Leaves and Separations
- 15.B.2. Request Approval to Declare Salaries Indefinite for the 2020-2021 School Year
- 15.B.3. Request Approval of the New Job Description for the Position of Assistant Director, Human Resources
- 15.B.4. Request Approval of the New Job Description for Strategic Data Project Analyst
- 15.B.5. Request Approval of the New Job Description for Culinary Arts Instructor
- 15.B.6. Request Approval of the Revised Job Description for Coordinator, Equity Enrichment Services

15.C. HUMAN RESOURCES – CLASSIFIED

- 15.C.1. Request Approval of Classified Personnel Report: Employment, Assignments, Leaves, and Separations
- 15.C.2. Request Approval to Reject All Proposals Submitted for Contract Award Based on RFQ#121719KWRJ for Experienced Firms to Provide a Job Classification and Compensation Study

15.D. BUSINESS SERVICES

- 15.D.1. Request Approval of Warrant and ACH Schedule for the Period of March 18, 2020 through April 21, 2020
- 15.D.2. Request Approval to Virtually Attend the School Services of California May Revision Workshop to the Proposed 2020-21 State Budget

15.E. ADMINISTRATION

- 15.E.1. Request Approval of Resolution No. 19-20/40 to Recognize and Celebrate National Mental Health Awareness Month in May 2020
- 15.E.2. Request Approval of Resolution No. 19-20/41 - Designating the Month of May as National Foster Care Month
- 15.E.3. Request Approval of Resolution No: 19-20/42 - Designating the Month of May as Teen Pregnancy Prevention and Successful Parenting Education Month

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- 15.E.4. Request Approval of Resolution No. 19-20/43 to Recognize and Honor the Employees of the Lynwood Unified School District and Declare the Week of May 18, 2020 as Employee Recognition Week
- 15.E.5. Request Approval to Renew Agreement with VELADA Consulting, LLC to Provide Governmental Relations and Public Affairs Services from April 2020 to September 2020
- 15.E.6. Request Approval for New/Renewal of Professional Institutional Memberships for 2020-21 School Year

16. INFORMATIONAL ITEM

- 16.A. **Informational Item Only:** Request Approval to Amend the Board Policy 6146.1 - California Graduation Requirements

17. REPORT OUT OF CLOSED SESSION

18. ADJOURNMENT

ACTION ITEMS

14.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on April 9, 2020

Rationale:

The administration requests approval of minutes for the regular meeting of the Board of Education on April 9, 2020.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

1. Board Minutes - April 9, 2020
2. Presentation - April 9, 2020

LYNWOOD UNIFIED SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
Education Center 11321 Bullis Road, Board Room B-105, B-106, Lynwood, California, 90262
April 9, 2020

MINUTES

1. IMPORTANT ADVISORY REGARDING PUBLIC MEETING (COVID-19)

The regular meeting of the Board of Education, held on April 9, 2020, was conducted via teleconferencing, in accordance with the Governor's Executive Orders N-25-20, dated March 12, 2020 and N-29-20, dated March 17, 2020.

2. CALL TO ORDER

The regular meeting of the Board of Education, held on April 9, 2020, was called to order at 5:40 p.m. by the President, Mr. Hardie, to conduct a closed session. The Superintendent took the roll.

3. ROLL CALL

Present: Mr. Gary Hardie, Jr., President
Mrs. Maria G. Lopez, Vice-President - *Absent*
Ms. Briseida Gonzalez, MSW, Clerk
Mr. Alfonso Morales, Esq., Member
Ms. Alma-Delia Renteria, M.Ed., Member

Legal Counsel, Mr. Terence Gallagher of Olivarez Madruga Lemieux O'Neill, LLP was also present.

4. APPROVAL OF AGENDA OF THE REGULAR MEETING OF THE BOARD OF EDUCATION ON APRIL 9, 2020

Motion by Ms. Gonzalez; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes
Mrs. Lopez - *Absent*
Ms. Gonzalez - Yes
Mr. Morales - Yes
Ms. Renteria - Yes

Item passed with 4-0 votes.

5. PUBLIC COMMENT/COMMUNICATIONS – None.

6. GOVERNING BOARD - Recess to Closed Session at 5:41 p.m.

7. RECONVENE INTO OPEN SESSION/CALL TO ORDER

The Board reconvened into open session at 6:16 p.m. The Superintendent took the roll.

8. ROLL CALL

Present: Mr. Gary Hardie, Jr., President
Mrs. Maria G. Lopez, Vice-President - *Absent*
Ms. Briseida Gonzalez, MSW, Clerk
Mr. Alfonso Morales, Esq., Member - *Absent*
Ms. Alma-Delia Renteria, M.Ed., Member

Legal Counsel, Mr. Terence Gallagher of Olivarez Madruga Lemieux O'Neill, LLP was also present.

9. FLAG SALUTE by Roosevelt Elementary School

Two students from Roosevelt Elementary School led the flag salute (*via video recording*). Viviana Dardon Rodriguez, sixth grade student in Ms. Siegel's class would like to attend Stanford University to follow her career goal to be an author or a lawyer. Emily Dardon Rodriguez, second grade student in Mrs. Hill's class, dreams of becoming a lawyer.

Superintendent Crosthwaite led the flag salute due to audible difficulties.

Terence Gallagher, Legal Counsel, announced that for the purposes of the Brown Act and disclosure, the entire proceedings are being recorded for purposes of allowing the Administrative Assistant to reflect the minutes.

10. REPORTS

10.A. Student Reports - *Reports were pre-recorded and/or submitted for the meeting.*

10.A.1. Lynwood Community Adult School - Report submitted by Summer Sanchez (*text on presentation*).

10.A.2. Pathway High School - Report given by Crisoforo Reza (*via telephone*).

10.A.3. Vista High School - Report submitted by Jiselle Felix (*text on presentation*).

10.A.4. Lynwood High School - Report given by Stephanie Carvajal (*via video recording*).

10.A.5. Firebaugh High School - Report given by Leslie Benitez (*via video recording*).

10.B. Superintendent's Report (*Presentation posted on the website*)

Superintendent Crosthwaite provided information regarding the following topics:

- Collaboration: CSEA, LTA and SEIU
- Collaboration: Lynwood City, local Churches, community service organizations, and agencies.
- Communication: District and sites, Social Media, videos, emails and phone calls.
- Commitment: Doing what is right by our students and community.

Mr. Fromm shared information regarding the following topics:

- CBO is serving on a Special LACOE Budget Task Force.
- Additional protective masks have been ordered and will arrive in the next few days.
- Four new security vehicles are set to arrive next week.
- 1,900 additional new chromebooks are set to arrive next week

Ms. Renteria inquired about the form of communication being used with the community and is concerned that the information is not being provided adequately. Dr. Dinkins confirmed that information is shared with families via the AERIES communication platform. Dr. Dinkins clarified that although information is sent out by the District, some families are not receiving it because their contact information is not up-to-date in the system. Dr. Crosthwaite stated that he will make sure that clarification is provided as far as the distribution dates and times. The District will do their best to communicate via email or any other way possible to provide the information.

Ms. Gonzalez suggested to please have Principals and teachers follow up and reach out to students and families.

Ms. Renteria asked if principals can send out a teleparent that includes the technology distribution information. She shared that she had an opportunity to review the memorandum that was distributed regarding technology, but the information in the memorandum was unclear. Ms. Renteria suggested putting the information on the school marquees and/or creating posters with the information.

Dr. Dinkins provided information regarding the following topics:

- Continued Food Distribution on Wednesday in partnership with Greater Emmanuel Temple, Reformed Church of LA, The Lynwood Partners Education Foundation and the Lynwood Rotary serviced approximately 450 people
- Principals holding weekly administrative, teacher, and department level meetings
- Weekly Check-Ins with families

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- Restart Credit Recovery for seniors
- Collaborated with the National College Resources Foundation to keep students engaged and supported with tutoring, packet and device distribution, communication with colleges and universities, and parent outreach
- Ensure that all funding is appropriate and requisitions are processed
- Developing a Summer Learning Plan with vendors
- Digital Coaches developed online learning guide
- Working in collaboration with LTA on grading, class guidelines and expectations for Quarter 4
- Special Education Developed on-line resources for parents and students

Dr. Lucas provided information regarding the following topics:

- Continuing labor partner meetings and MOU negotiations
- Implementing Employee Screening Protocol in coordination with District nurses
- Focusing on ensuring pay for subs in long-term assignments
- Supporting substitute staffing
- Organizing the District hotline responses
- Working remotely to continue support - generic HR email address; Minimal HR staffing on site
- Staffing for next year
- Reviewing online hiring process/procedures

Dr. Dinkins presented information regarding the college acceptances and FAFSA applications. Dr. Dinkins shared preliminary numbers of senior class students who have been accepted into several Ivy League colleges, community colleges and many others.

Mr. Fromm introduced Ms. Tiffany Bell, Director of Risk Management, to share some information regarding the new Employee Safety Recognition program from the Risk Management and Benefits department. The program gives managers/supervisors the opportunity to recognize employees who demonstrate safe work practices. Employees are recognized in the employee spotlight monthly newsletter.

The following employees were recognized:

1. Carlos Rivas, Custodian- Month of January
2. Stan Tyson, Campus Safety Officer - Month of February
3. Daniel Garcia, District Attendance Auditor- Month of March
4. Erin Okazaki, RN, BSN - Month of April
5. Sue Poh, RN,PHN,CSN - Month of April

10.C. Board Members' Reports

Ms. Renteria thanked staff for the information provided, the employee spotlight reports and the FAFSA reports. She thanked staff for all of the hard work they are doing. She requested to start preparing for distance learning and a remote environment. She emphasized that it is important to support administrators and teachers and plan ahead. She mentioned the “Maslow’s hierarchy of needs” pyramid and suggested that it could be used to ensure that the needs are fulfilled and make sure we are meeting the physiological, safety, belonging, esteem, and self-actualization needs for students. Ms. Renteria suggested we rethink and figure out how to put a plan in place to ensure we fulfill the needs. Ms. Renteria also asked if videos in regards to the Census could be posted in order to get the community more involved and encourage them to complete the Census.

In regards to graduations, she suggested it would be great to set up a committee to organize and explore ways to celebrate class of 2020 and start exploring ideas or ways that students can be celebrated for their hard work. Ms. Renteria also shared information regarding the students that were accepted to some of the Ivy League schools. She highlighted that thanks to the support of the Lynwood Partners Education Foundation, students were able to visit schools on the East Coast. She thanked staff for making this possible.

Ms. Gonzalez commended Lynwood staff for all of their hard work. She shared what Superintendent Crosthwaite said about the values that we hold as a District, that we will always put our children first and do what is best for the kids. She shared how proud she is to be part of the Lynwood USD.

Ms. Gonzalez shared updates regarding the CalAPS program and information that was shared at a recent meeting by the CEO in regards to what other districts are experiencing. Ms. Gonzalez suggested staff connect with the CEO of CalAPS to review and discuss the new grading system that CalAPS is considering to use for the remainder of the year and see if it would work for Lynwood students.

Ms. Gonzalez asked staff to provide an update in regards to the preschool program. She also requested staff to review and follow up with the Preschool program COVID-19 LACOE task force. She commented that there is valuable resource information that can be shared with employees and the community.

Mr. Hardie thanked the staff for all of their hard work and the amazing response to this pandemic. He is proud of the staff for their support to the community. He asked that everyone make sure to have self-care and take adequate down time to release stress and tension. He reminded everyone to not pressure themselves into learning new skills, highlighting the importance to keeping sanity during this challenging time.

11. GOVERNING BOARD - Resolutions/Proclamations/Appointments

11.A. Request Approval of Resolution No. 19-20/36 - Posthumously Recognizing Gerald Smith's Years of Service

Mr. Hardie shared that Mr. Smith who was a Lynwood alumnus, was a positive figure to the community and was like a father figure to him. He will truly be missed. Mr. Hardie hopes the resolution can be formally presented to his family.

Motion by Ms. Gonzalez; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed 3-0 votes.

11.B. Request Approval of Resolution No. 19-20/37 - Posthumously Recognizing Bernice Jacob's Years of Service

Mr. Hardie shared that Ms. Jacobs, was a school principal during his years in school and shared how much impact she had on Lynwood USD. Mr. Hardie informed that the resolution would be presented to the family in person at the memorial service.

Motion by Ms. Renteria; Seconded by Ms. Gonzalez.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed 3-0 votes.

12. PUBLIC COMMENT/COMMUNICATIONS - None.

13. PUBLIC HEARING – None.

14. ACTION ITEMS

- 14.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on March 12, 2020 and the Special Meeting/Study Session of the Board of Education on March 22, 2020

Motion by Ms. Gonzalez; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed with 3-0 votes.

14.B. ADMINISTRATION

- 14.B.1. Request Approval of Resolution No. 19-20/38, to Order Biennial Governing Board Elections on November 3, 2020

Motion by Ms. Renteria; Seconded by Ms. Gonzalez.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed with 3-0 votes.

Terence Gallagher, Legal Counsel provided a summary of salary and compensation of executive contracts presented in items 14.B.2. through 14.B.5. (Gov. Code 54953(c)(3).)

In regards to Action Item No. 14.B.2., Mr. Gallagher shared information about the salary schedules for Cabinet level positions effective July 1, 2020. In regards to Action Item No. 14.B.3. through 14.B.5, Mr. Gallagher shared information regarding the employment contracts for the positions of Chief Business Officer, Assistant Superintendent of Educational Services and Assistant Superintendent of Human Resources. He highlighted that the compensation and fringe benefit terms of all three contracts are the same and consist of the following material provisions:

1. Salary range
2. Annual step increase
3. 245 workdays per fiscal year
4. Participation in district health, dental and vision health group plans
5. Term life insurance coverage policy
6. 24 days paid vacation accrued
7. Optional buyout of up to ten days unused vacation days per year.

- 14.B.2. Request Acceptance of the Revised Salary Schedule for the Three Cabinet-Level Positions Effective July 1, 2020

Motion by Ms. Renteria; Seconded by Ms. Gonzalez.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed with 3-0 votes.

- 14.B.3 Request Approval to Renew the Employment Contract for Gregory Fromm as Chief Business Officer

Motion by Ms. Gonzalez; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed with 3-0 votes.

- 14.B.4. Request Approval to Renew the Employment Contract for Shawna Petit-Dinkins, Ed.D. as Assistant Superintendent of Educational Services

Motion by Ms. Gonzalez; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

Ms. Gonzalez - Yes

Mr. Morales - *Absent*

Ms. Renteria - Yes

Item passed with 3-0 votes.

- 14.B.5. Request Approval to Amend the Employment Contract for Brian Lucas, Ed.D., Assistant Superintendent of Human Resources

Motion by Ms. Renteria; Seconded by Ms. Gonzalez.

Individual votes by roll call:

Mr. Hardie - Yes

Mrs. Lopez - *Absent*

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Ms. Gonzalez - Yes
Mr. Morales - *Absent*
Ms. Renteria - Yes

Item passed with 3-0 votes.

14.C. FACILITIES - (Measure K and Measure N Projects)

Ms. Gonzalez inquired in regards to the activities referenced in Measure K and Measure N if they will be done during the time that schools are closed. Dr. Crosthwaite confirmed that the projects will continue since the employees are considered essential and have authorization by the state and county to continue with the preliminary work.

Ms. Renteria moved to approve the Action Items 14.C.1. through 14.C.4.; Seconded by Ms. Gonzalez.

Individual votes by roll call:

Mr. Hardie - Yes
Mrs. Lopez - *Absent*
Ms. Gonzalez - Yes
Mr. Morales - *Absent*
Ms. Renteria - Yes

Items passed with 3-0 votes.

- 14.C.1. Request Acceptance of Completion of Bid No. 020719-RJ, Roofing Project at Firebaugh High School's Two-story Classroom and Administration Buildings
- 14.C.2. Request Approval to Award CM-32020, for the Secure Entrance Project at Washington Elementary School, to The Nazerian Group
- 14.C.3. Request Approval to Enter Into an Additional Service Agreement with Del Terra to Prepare a Needs Assessment and Master Plan at Lynwood Middle School for a New Multipurpose/Cafeteria Building
- 14.C.4. Request Approval to Enter Into a Service Agreement with TYR Inc. for DSA Inspection Services, in Conjunction with CM-32020, for the Secure Entrance Project at Washington Elementary School

15. CONSENT AGENDA

All items on the Consent Agenda, which are not debatable and which require a unanimous vote for passage, will be approved with one motion. Any member of the Board, the Superintendent, or the public, may request an item to be removed from this section and placed in the regular order of business following the approval of the Consent Agenda.

Ms. Gonzalez moved to approve the Consent Agenda.; Seconded by Ms. Renteria.

Individual votes by roll call:

Mr. Hardie - Yes
Mrs. Lopez - *Absent*
Ms. Gonzalez - Yes
Mr. Morales - *Absent*
Ms. Renteria - Yes

Items passed with 3-0 votes.

15.A. EDUCATIONAL SERVICES

- 15.A.1. Request Approval to Renew Agreement with YouthTruth Student Survey, a Project of the Center for Effective Philanthropy, Inc., for the 2019-2020 School Year
- 15.A.2. Request Approval of the School Plan for Student Achievement (SPSA) for Various Sites for the Duration of March 2020 to March 2021
- 15.A.3. Request Receipt of Williams Uniform Complaint Quarterly Report from January 1, 2020 to March 31, 2020 for Submission to the Los Angeles County Office of Education

15.B. HUMAN RESOURCES – CERTIFICATED

- 15.B.1. Request Approval of Certificated Personnel Report: Personnel Assignments, Employment, Leaves and Separations

15.C. HUMAN RESOURCES – CLASSIFIED

- 15.C.1. Request Approval of Classified Personnel Report: Employment, Assignments, Leaves, and Separations

15.D. BUSINESS SERVICES

- 15.D.1. Request Approval of Warrant and ACH Schedule for the Period of February 19, 2020 through March 3, 2020
- 15.D.2. Request Approval of Warrant and ACH Schedule for the Period of March 4, 2020 through March 17, 2020
- 15.D.3. Request Acceptance of Record of Collections #4 (FY 19-20)
- 15.D.4. Request Acceptance of Donations
- 15.D.5. Request Approval to Replace Stale Dated Warrant
- 15.D.6. Request Approval to Renew Service Agreement with School Services of California from May 1, 2020 through April 30, 2021
- 15.D.7. Request Approval to Enter Into an Agreement with UCLA Center for Public Health and Disasters National Education Safety and Security Initiative for Training and Services from February 2020 through June 2020
- 15.D.8. Request Approval to Renew the Service Agreement with Bay Actuarial Consultants to Perform an Actuarial Study of the Workers' Compensation Program in 2020-21
- 15.D.9. Requests Approval of the Assignment Agreement with Lynwood Partners Educational Foundation for Kaiser Grant Number 18163

15.E. ADMINISTRATION

- 15.E.1. Request Approval of Calendar of Board of Education Meetings for the 2020-2021 School Year

16. REPORT OUT OF CLOSED SESSION

- 6.A. Public Employment/Public Employee Performance Evaluation/Public Employee Discipline Dismissal/Release/Appointment (Pursuant to GC § 54957)
 - 6.A.1. Classified Employee: EID# NC1811844
 - ***Mrs. Lopez not present, the Board approved the last chance agreement and 10-day suspension.***

MINUTES
REGULAR MEETING
OF THE BOARD OF EDUCATION
THURSDAY, April 9, 2020

Individual votes by roll call:

Mr. Hardie - Yes
Mrs. Lopez - *Absent*
Ms. Gonzalez - Yes
Mr. Morales - Yes
Ms. Renteria - Yes

Item passed with 4-0 votes.

6.A.2. Chief Business Officer
- ***The Board received information only. No final action taken.***

6.A.3. Assistant Superintendent, Educational Services
- ***The Board received information only. No final action taken.***

6.A.4. Assistant Superintendent, Human Resources
- ***The Board received information only. No final action taken.***

6.B. Conference with Labor Negotiator Agency Designated Representatives Employee Organizations - CSEA, LTA, and SEIU
- ***The Board received information only. No final action taken.***

17. ADJOURNMENT

Mr. Hardie adjourned the meeting in memory of Gerald Smith and Bernice Jacobs for their years of service.
Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Gudiel R. Crosthwaite, Ph.D.
Superintendent & Secretary to the Board

**14.B.1. Request Approval to Renew the Employment Contract for Gudiel R. Crosthwaite, Ph.D.
as Superintendent of Schools**

Rationale:

The administration requests approval to renew the employment contract for Gudiel R. Crosthwaite, Ph.D. as Superintendent of Schools effective May 14, 2020.

The employment contract for Gudiel R. Crosthwaite, Ph.D., expires on June 30, 2021. This agenda item is to request extension of Superintendent Crosthwaite's contract through June 30, 2022 and adjustments to other terms of employment. In accordance with CA Gov't. Code 54953(c)(3), an oral report of the contract terms will be made before Board action.

The agreement is available for review at the Superintendent's Office.

Financial Impact:

Renewal Contract/Item ☒ New Contract/Item ☐

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.B.2. Request Adoption of Resolution No. 19-20/39, Lynwood Unified School District Policies Regarding Candidates' Statements in Elections for the Board of Education

Rationale:

The statewide general election will be held on Tuesday, November 3, 2020. On this date, district governing board members will be elected to fill terms that will expire on December 11, 2020. In accordance with Election Code Section 13307, the governing board must adopt policies in regard to statements of candidates who run for office as members of the governing board of the District.

The Los Angeles County Registrar-Recorder requests resolutions for each general election in which Board of Education members will be elected to fill vacancies. It has been the past practice of the Lynwood Unified School District to limit candidates' statements to 200 words and for the cost of printing, handling, and mailing of the statements to be borne by the candidate. Also attached is BB 9220, which limits the total cost to the candidate.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from PeopleSoft: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

- 1.) Resolution No. 19-20/39 - Candidates' Statements in Elections
- 2.) BB 9220 - Board of Education Elections



Board of Education

BOE Candidates' Statements

RESOLUTION NO. 19-20/39

*Adopting Regulations for Candidates for Elective Office Pertaining to Candidates' Statements
Submitted to the Voters at an Election to be Held on Tuesday, November 3, 2020*

WHEREAS, § 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE LYNWOOD UNIFIED SCHOOL DISTRICT, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS. That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held on November 3, 2020, may prepare a candidate's statement on an appropriate form provided by the Los Angeles County Registrar-Recorder/County Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed (in typewritten form) in the office of the Los Angeles County Registrar Recorder/County Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY. Pursuant to state law, the candidate's statement must be translated and printed in Spanish or foreign language at the candidate's request.

SECTION 3. PAYMENT

- a. The candidate shall be required to pay for the cost of printing the candidate's statement in English.
- b. The candidate shall be required to pay for the cost of translating the candidate's statement into any foreign language as specified in Section 2 above pursuant to State and/or Federal law.
- c. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language.
- d. The candidate shall be required to pay for the cost of printing, handling, and mailing candidates' statement and all costs shall be charged directly to the candidates.

SECTION 4. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 5. RESOLUTION. The Los Angeles County Registrar-Recorder/County Clerk shall be directed to give a copy of this resolution and board regulations to each candidate or his/her representative at the time nomination documents are picked up; and

SECTION 6. PRIOR RESOLUTIONS. All previous resolutions establishing board policy on payment for candidate statements are expressly rescinded.

BE IT FURTHER RESOLVED that these policies and resolution shall remain in full force and effect until rescinded by this Board.

PASSED AND ADOPTED by the Lynwood Unified School District Board of Education on this 14th day of May 2020 by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENT: _____

Gary Hardie, Jr. - Board President

Attested to:

Briseida Gonzalez, MSW
Clerk

BOARD OF EDUCATION

Gary Hardie, Jr.
President

Maria G. Lopez
Vice-President

Briseida Gonzalez, MSW
Clerk

Alfonso Morales, Esq.
Member

Alma-Delia Renteria, M.Ed.
Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

Board Of Education Elections

Any person is eligible to be a Board of Education member, without further qualifications, if he/she is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be a Board member except when he/she has been granted a pardon in accordance with law. (Education Code 35107, Elections Code 20)

A district employee elected to the Board shall resign his/her position before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)

(cf. 9224 - Oath of Affirmation)

(cf. 9270 - Conflict of Interest)

Whenever possible, the Board shall consolidate Board elections with the local municipal or statewide primary or general election. Board election procedures shall be conducted in accordance with state and federal law.

(cf. 9110 - Terms of Office)

To ensure ongoing compliance with the California and Federal Voting Rights Acts, the Board may review the district's Board election method to determine whether any modification is necessary due to changes in the district's population or any of its racial, color, or language minority group composition. The review shall be based on the Superintendent or designee's report to the Board after the release of each decennial federal census.

Campaign Conduct

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 9005 - Governance Standards)

Statement of Qualifications

The district shall assume no part of the cost of printing, handling, translating, or mailing of candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

On the 125th day prior to the day fixed for the general district election, the Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

(cf. 9223 - Filling Vacancies)

Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

Tie Votes in Board Member Elections

Before each election, the Board shall establish whether a potential tie is to be resolved by lot or with a runoff election. (Education Code 5016)

After an election for which the Board has decided to resolve a tie with a runoff election, the Board shall schedule the runoff election in accordance with law. (Education Code 5016)

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall schedule a runoff election in accordance with law. (Education Code 5016)

Legal Reference:

EDUCATION CODE

1000 Composition, and trustee area, county board of education

1006 Qualifications for holding office, county board of education

5000-5033 Elections

5220-5231 Elections

5300-5304 General provisions (conduct of elections)

5320-5329 Order and call of elections

5340-5345 Consolidation of elections

5360-5363 Election notice

5380 Compensation (of election officer)

5390 Qualifications of voters

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions

7054 Use of district property

35107 Eligibility; school district employees

35177 Campaign expenditures or contributions

35239 Compensation of governing board member of districts with less than 70 ADA

ELECTIONS CODE

20 Public office eligibility

1302 Local elections, school district election

2201 Grounds for cancellation

4000-4004 Elections conducted wholly by mail

10400-10418 Consolidation of elections

10509 Notice of election by secretary

10600-10604 School district elections

13307 Candidate's statement

13309 Candidate's statement, indigence

14025-14032 California Voting Rights Act

20440 Code of Fair Campaign Practices

GOVERNMENT CODE

1021 Conviction of crime

1097 Illegal participation in public contract

12940 Nondiscrimination, Fair Employment and Housing Act

81000-91014 Political Reform Act

PENAL CODE

68 Bribes

74 Acceptance of gratuity

424 Embezzlement and falsification of accounts by public officers

661 Removal for neglect or violation of official duty

CALIFORNIA CONSTITUTION

Article 2, Section 2 Voters, qualifications

Article 7, Section 7 Conflicting offices

Article 7, Section 8 Disqualification from office

UNITED STATES CODE, TITLE 42

1973-1973aa-6 Voting Rights Act

COURT DECISIONS

Rey v. Madera Unified School District, (2012) 138 Cal. Rptr. 3d 192

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Sanchez v. City of Modesto, (2006) 51 Cal.Rptr.3d 821

Dusch v. Davis, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 49 (2002)

83 Ops.Cal.Atty.Gen. 181 (2000)

81 Ops.Cal.Atty.Gen. 98 (1998)

69 Ops.Cal.Atty.Gen. 290 (1986)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Secretary of State's Office: <http://www.ss.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute for Local Self Government: <http://www.ca-ilg.org>

Bylaw LYNWOOD UNIFIED SCHOOL DISTRICT

adopted: October 14, 2008 Lynwood, California

revised: May 27, 2014

14.B.3. Request Approval of Resolution No. 19-20/44 - Extension of School Closures as a Result of COVID-19

Rationale:

The administration requests approval of Resolution No. 19-20/44 - extension of school closures as a result of COVID-19.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution No. 19-20/44 - Extension of School Closures as a Result of COVID-19



Board of Education

Extension of School Closures as a Result of COVID-19

RESOLUTION NO. 19-20/44

WHEREAS, the Governor of California declared a state of emergency on March 4, 2020, the World Health Organization declared a global pandemic due to COVID-19 on March 11, 2020, President Donald Trump declared a National Emergency on March 13, 2020; and

WHEREAS, COVID-19 has a rapid rate of transmission that, without containment, poses a serious threat of straining the limitations of our current healthcare system; and

WHEREAS, data suggests that the elderly may be the most susceptible, and school sites provide an ideal opportunity for a virus to spread to too many households in a short time; and

WHEREAS, considering these uniquely high risk-factors, on March 13, 2020 the Los Angeles County Office of Education (LACOE) recommended that school sites throughout Los Angeles County close effective March 16, 2020, in response to the COVID-19 pandemic; and

WHEREAS, the Lynwood Unified School District ("District") implemented this recommendation and school closure is presently set to continue through June 17, 2020; and

WHEREAS, state Superintendent of Schools Tony Thurmond announced on March 31, 2020, that it appears students will not be able to return to school campuses before the end of the school year and that, in order to allow schools to plan accordingly, and to ensure that learning still occurs until the end of the school year, the State Superintendent is suggesting that schools plan and prepare to have their curricula carried out through a distance learning model; and

WHEREAS, Governor Gavin Newsom announced on April 1, 2020, the expectation that all schools in California should remain closed until the end of the current school year; and

WHEREAS, the District serves nearly 13,500 students across nineteen school sites and its mission is to empower leaders to lead, teachers to teach and students to learn by fostering an environment that encourages leaders and teachers to be visionary, innovative and accountable for the achievement of all students; and

WHEREAS, the District's top goals are to promote a safe and healthy environment in every school, and provide an equal education for every child while building, fostering, and promoting partnerships with parents and the community; and

WHEREAS, one of the District's core beliefs is that children must be educated in a safe and orderly environment and has committed to a robust distance learning program with one to one devices available to every student in the District; and

WHEREAS, the District strives to prioritize these health and safety goals, while also ensuring an uninterrupted and high-quality education to the extent possible during school closure; and

WHEREAS, the District takes its commitment of providing an excellent education for all of our students, including students with a disability very seriously and acknowledges our duty to minimize interruptions and hardships in accessing a high-quality education;

NOW, THEREFORE, BE IT RESOLVED, that the Lynwood Unified School District, in accordance with the recommendations of Governor Gavin Newsom, State Superintendent Tony Thurmond, and the Los Angeles County Superintendent of Schools, and the guidance for Local Education Agencies issued via Governor Gavin Newsom's Executive Order N-26-20 on March 13, 2020, and in acknowledgment of the unique health risks posed by COVID-19, hereby takes action to close school campuses for the period from March 13, 2020, through the end of the academic year, unless further and different guidance is received from State and local officials;

BE IT FURTHER RESOLVED, that the District will continue to implement the State Superintendent recommendation that the curriculum be carried out through a distance learning model; and

BE IT FURTHER RESOLVED, that the District will endeavor to continue providing Breakfast and Lunch meal services for students; and

BE IT FURTHER RESOLVED, that the District will provide regular updates to our parents and families while we continue to assess the severity of the situation and receive new updates from LACOE, the State of California, the federal government and others; and

BE IT FURTHER RESOLVED, that certificated and classified employees will continue to be paid as they would otherwise have been paid during this period in order to mitigate financial hardships; and

BE IT FINALLY RESOLVED, that the District, will explore its options granted under Executive Order N-26-20 to ensure, to the extent possible, that students have an uninterrupted learning experience, equitable access to technology and internet, employees continue to be paid, and that students with disabilities continue to receive a free and appropriate public education.

The Superintendent is hereby delegated authority as needed to implement the purposes of this Resolution, including the enforcement of the distance learning model.

APPROVED, PASSED AND ADOPTED by the Lynwood Unified School District Board of Education on this 14th day of May 2020 by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENT: _____

Gary Hardie, Jr. - Board President

Attested to:

Briseida Gonzalez, MSW
Clerk

BOARD OF EDUCATION

Gary Hardie, Jr.
President

Maria G. Lopez
Vice-President

Briseida Gonzalez, MSW
Clerk

Alfonso Morales, Esq.
Member

Alma-Delia Renteria, M.Ed.
Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

14.C.1. Request Approval to Enter Into a Professional Services Agreement with INK 378 Architects for DSA Certification Services at Lynwood Middle School

Rationale:

Staff requests approval to enter into a professional service agreement with INK 378 Architects for architectural and engineering services at Lynwood Middle School.

INK 378 Architects will assume the role of Architect of Record on a legacy project where work was not completed per plan in several restrooms. The architect will work with the Division of the State Architect (DSA) toward certification of the remaining open items including project exemption for some of the restrooms.

Staff recommends that the District approve the professional services fee proposed by INK 378 Architects. The total fee for the services is based on a fixed fee amount of \$7,500.00 which will be paid with Measure N funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3213

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000.0-85000-6210-3210000

Amount: \$7,500.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.C.2. Request Approval to Award CM-72020, Secure Entrance Project at Wilson Elementary School to RT Contractor Corporation

Rationale:

The staff conducted a formal bidding process, bid package #CM-72020, for the secure entrance project at Wilson Elementary School. The following prequalified bidders participated in the bid phase.

	CM-72020, Secure Entrance Project at Wilson Elementary School	
	Bidders in Ascending Order	Base Bid + Cash Allowance
1.	RT Contractor Corporation	\$889,000.00
2.	PUB Construction, Inc.	DISQUALIFIED BID
3.	GDL Best Contractors, Inc.	\$995,000.00
4.	Caltec Corporation	\$1,239,000.00
5.	The Nazerian Group	\$1,244,123.00
6.	CS Legacy Construction, Inc.	NO BID

Staff evaluated the experience, reputation, and financial condition of the apparent lowest bidder for CM-72020, and determined that RT Contractor Corporation submitted a responsive and responsible bid. The staff recommends the award of the secure entrance project at Wilson Elementary School to RT Contractor Corporation for a total cost of \$889,000.00. The project will be funded with Measure N Funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3215

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000-85000-6250-1090000

Amount: \$889,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.C.3. Request Approval to Enter Into a Service Agreement with Sandy Pringle Associates, Inc. for DSA Inspection Services in Conjunction with CM-72020, Secure Entrance Project at Wilson Elementary School

Rationale:

Staff requests approval to enter into a service agreement with Sandy Pringle Associates, Inc. to provide DSA inspection services for the secure entrance project at Wilson Elementary School. Staff issued an RFP to three DSA Inspection firms and received responses as follows:

- TYR, INC. proposed an hourly fee not-to-exceed \$33,366.00
- Sandy Pringle Associates proposed an hourly fee not-to-exceed \$25,500.00
- Team Inspections was unable to provide a proposal

Continuous DSA Inspection is required by the Division of the State Architect for this project. The hourly rate for the DSA inspector is \$85.00 over the estimated construction duration of ninety-five consecutive calendar days. Fees will be paid with Measure N funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3212

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000-85000-6280-1090000

Amount: \$25,500.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.C.4. Request Approval to Enter Into a Service Agreement with Executive Environmental for Asbestos and Lead Monitoring in Conjunction with CM-32020, Secure Entrance Project at Washington Elementary School

Rationale:

Staff requests approval to enter into an agreement with Executive Environmental for asbestos and lead monitoring in conjunction with CM-32020, secure entrance project at Washington Elementary School.

The Board approved Executive Environmental at the August 22, 2019 Board meeting to prepare a report on their findings of hazardous materials and to prepare a work plan for removal of any contaminants by the contractor. This agreement is a continuation of project services for implementation of the work plan.

The project scope is to monitor asbestos and lead removal in various locations on campus during the course of the secure entrance project. In order to meet regulatory requirements, materials that are demolished or modified in existing buildings and transported to a waste facility must be monitored. The total fee for the services is based on a lump sum of \$10,675.00, plus reimbursable expenses. Fees will be paid with Measure N Funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3214

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000-85000-6270-1070000

Amount: \$10,675.00 (plus reimbursable expenses)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.C.5. Request Approval to Enter Into a Service Agreement with Executive Environmental for Asbestos and Lead Monitoring in Conjunction with CM-62020, Fire Alarm Replacement Project at Abbott Elementary School

Rationale:

Staff requests approval to enter into an agreement with Executive Environmental for asbestos and lead monitoring in conjunction with CM-62020, fire alarm replacement project at Abbott Elementary School.

The Board previously approved Executive Environmental at the August 22, 2019 Board meeting to prepare a report on their findings of hazardous materials and to prepare a work plan for removal of any contaminants by the contractor. This agreement is a continuation of project services for the implementation of the work plan.

The project scope is to monitor asbestos and lead removal in various locations on campus during the course of the fire alarm replacement project. In order to meet regulatory requirements, materials that are demolished or modified in existing buildings and transported to a waste facility must be monitored. The total fee for the services is based on a lump sum of \$9,675.00, plus reimbursable expenses. Fees will be paid with Measure N Funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3211

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000-85000-6270-1010000

Amount: \$9,675.00 (plus Reimbursable Expenses)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

14.C.6. Request Approval to Enter Into a Service Agreement with Converse Consultants for Asbestos and Lead Monitoring in Conjunction with CM-72020, Secure Entrance Project at Wilson Elementary School

Rationale:

Staff requests approval to enter into an agreement with Converse Consultants for asbestos and lead monitoring in conjunction with CM-72020, secure entrance project at Wilson Elementary School.

The Board previously approved Converse Consultants, at the October 10, 2019 Board meeting to prepare a report on their findings of hazardous materials and to prepare a work plan for removal of any contaminants by the contractor. This agreement is a continuation of project services for the implementation of the work plan.

The project scope is to monitor asbestos and lead removal in various locations on campus during the course of the secure entrance project. In order to meet regulatory requirements, materials that are demolished or modified in existing buildings and transported to a waste facility must be monitored. The total fee for the services is based on a time and materials, not-to-exceed sum of \$13,938.00, plus reimbursable expenses. Fees will be paid with Measure N Funds.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*3210

Name of Funding Source and/or Location: Measure N

Funding Account Number: 21.1-90100.0-00000-85000-6270-1090000

Amount: \$13,938.00 (plus reimbursable expenses)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION
Thursday, May 14, 2020

CONSENT AGENDA

15.A.1. Request Approval to Amend Agenda Item Previously Approved on August 22, 2019, Purchase an Online Software Subscription from N2Y, LLC for the Special Education Department for the 2019-2020 School Year

Rationale:

The administration requests approval to amend agenda item previously approved on August 22, 2019, to purchase an online software subscription from N2Y, LLC for the Special Education Department for the 2019-2020 school year.

We are requesting the amendment to purchase seven (7) additional licenses/users and essential learning plans to help CLM teacher's utilize the N2Y Unique Learning System as part of the district's Distance Learning due to the current health crisis.

Cost includes online subscription, licenses/users, and training.

Exhibit A - Original agenda item for reference.

Financial Impact:

Renewal Contract/Item ☒ New Contract/Item ☐

Requisition # from BEST: 20*2972

Name of Funding Source and/or Location: Special Education Department

Funding Account Number: 01.0-65000.0-57700-11900-5810-7410000

Amount: \$2,080.47

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Exhibit A - Purchase of Online Software - Amendment

EXHIBIT A

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, August 22, 2019

Education Center 11321 Bullis Road, Board Room B-105, B-106, Lynwood, California, 90262

14.A.38. Request Approval to Purchase an Online Software Subscription from N2Y, LLC for the Special Education Department for the 2019-2020 School Year

Rationale:

The administration requests approval to purchase an online subscription from N2Y, LLC, for the Special Education Department for the 2019-2020 school year.

N2Y is a unique learning system that empowers students with complex learning needs to reach their full potential in a learning environment customized just for them. With accessible, differentiated lessons and activities, our research-based content enables every student to participate in daily, age-respectful, standards-based instruction.

N2Y provides an alternative curriculum and behavior monitoring tracking for all moderate/severe students. This is the same alternative curriculum that was used by LACOE and is being used by other MidCities SELPA districts for their moderate/severe classes.

Students with special needs will be served. They are as follows: Autism (AUT), Other Health Impairment (OHI), Multiple Disabilities (MD), Speech and Language Impediment (SLI), Visually Impaired (VI), Intellection Disability (ID), and Emotional Disturbance (ED).

Teachers will be trained on the latest digital instructional delivery platform, content that's differentiated and aligned to meet national and state extended standards, assessment and data tools to guide instructional decisions, embedded life and transitions skills to put students on a path to independence, and best-in-class instructional support.

Cost includes online subscription and training.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 200000000593

Name of Funding Source and/or Location: Special Education

Funding Account Number: 01.0-65000.0-57700-11900-5810-7410000

Amount: \$17,240.00

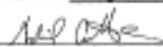
Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

I certify that this schedule was approved
by the Board of Education on the
Minutes of August 22, 2019.


Secretary of the Board

15.A.2. Request Approval to Purchase Additional Seats from APEX Learning to Provide Online Course Work and Credit Recovery for the 2019-2020 School Year

Rationale:

The administration requests approval to purchase additional seats from APEX Learning for online course access and credit recovery slots for the 2019-2020 school year.

APEX Learning is an educational provider that provides Lynwood Unified School District (LUSD) with access to online UC approved A-G courses that support common core original credit and online credit recovery. LUSD will subscribe to additional seats for one year of service. These seats will allow students from Special Education, Adult Education and secondary schools to access online credit recovery and improve more course completion, along with tutorials that will support online education and teacher instruction.

APEX Learning will conduct professional development for teachers to facilitate the use of the program. Staff will learn implementation strategies, program planning, curriculum alignment facilitation and functionality.

Cost includes seats for the online comprehensive courses, and professional development.

Financial Impact:

Renewal Contract ☒ New Contract ☐

Requisition # from BEST: 20*3258

Funding Source and/or Location: LCAP - Secondary Education Department

Funding Account Number: 01.0-01900.0-11100-10000-5840-7390000

Amount: \$6,050.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.A.3. Request Approval to Amend Agenda Item Previously Approved on August 22, 2019, Agreement with Non-Public Schools to Provide Services for Students with Specific Academic and Behavioral Needs from July 1, 2019 to June 30, 2020

Rationale:

The administration requests approval to amend agenda item previously approved on August 22, 2019, agreement with non-public schools to provide services for students with specific academic and behavioral needs from July 1, 2019 to June 30, 2020.

We are requesting the amendment to increase the agreement dollar amount for Beacon Day School, to cover the services amount for the remainder of the school year. The increase in the dollar amount is \$142,104.00.

Exhibit A - Original agenda item for reference.

Financial Impact:

Renewal Contract/Item ☒ New Contract/Item ☐

Requisition # from BEST: 20* 3232

Name of Funding Source and/or Location: Special Education Department

Funding Account Number: 01.0-65000.0-57700-11900-5810-7410000

Amount: \$142,104.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Exhibit A - Agreement with Non-Public Schools - Amendment

EXHIBIT A

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, August 22, 2019

Education Center 11321 Bullis Road, Board Room B-105, B-106, Lynwood, California, 90262

14.A.30. Request Approval to Renew Agreements with Non-Public Schools to Provide Services for Students with Specific Academic and Behavioral Needs from July 1, 2019 to June 30, 2020

Rationale:

The administration requests approval to renew agreements with non-public schools listed below to provide services for students with specific academic and behavioral needs from July 1, 2019 to June 30, 2020.

These agreements are in accordance with Section 504 of the Rehabilitation Act of 1973, which protects the right of all qualified individuals with disabilities to be entitled to Free Appropriate Public Education (FAPE), within the jurisdiction of a school district. The students attending non-public schools require support and services beyond what Lynwood USD can provide on-site. It was agreed upon the Individualized Education Plan (IEP) to place these students in a non-public school.

The rates are based on individual services provided to each student based on their special education eligibility as indicated in student's Individual Education Plan (IEP).

Non-Public Schools	Number of Students	Total Cost
Beacon Day School	2	\$76,500.00
Epiphany Academy	6	\$340,00.00
Marianne Frostig Center	3	\$89,200.00
Personal Coaching Systems	4	\$236,849.00
Rossier Park School	12	\$1,280,000.00
Sorenson's Ranch School	1	\$128,361.00
Speech & Language Development Center	9	\$571,700.00
Wayfinder Family Services	3	\$215,000.00

Financial Impact:

Renewal Contract ☒ New Contract/Item ☐

Requisition # from BEST: 200000000561, 200000000562, 200000000563,
200000000564, 200000000566, 200000000567,
200000000569, 200000000565

Name of Funding Source and/or Location: Special Education Department

Funding Account Number: 01.0-65000.0-57700-11900-5810-7410000

Amount: Not to exceed the total cost listed for each NPS

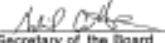
Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

I certify that this schedule was approved
by the Board of Education on the
Minutes of August 22, 2019.


Secretary of the Board

15.A.4. Request Approval to Enter Into an Agreement with Darren P. Doerschel, Systems Integration Consultant, to Advise and Design Plans for Film and Video Production Upgrades from May 2020 to June 2020

Rationale:

The administration requests approval to enter into an agreement with Darren P. Doerschel, Systems Integration Consultant, to advise and design plans for the film and video production upgrades from May 2020 to June 2020.

The proposal is primarily based on the tasks related to the TV Production System and Space Modifications of the Media Instruction Center at Firebaugh High School. By enhancing the capabilities of the classroom, students will be able to use modern and current industry type equipment while learning about film and video production.

With over 30 years of experience with TV Stations, municipalities and school districts in the design, installation, oversight, operation and project management of newly developed television production and AV facilities and technologies, Mr. Doerschel has been a TV production and AV technical consultant responsible for many of the Los Angeles area's most notable installation projects in California. He has also successfully provided consultation and system integration designs for many of the private and public colleges and school districts in southern California, as well as providing troubleshooting services and maintenance of both TV and AV technical facilities and systems.

Through this process, Mr. Doerschel will work directly with Firebaugh High School Film and Video teacher, administrators and district staff to establish specific goals and objectives through the review of current equipment, network and electrical access, curriculum and instructional applications used in the classroom. Mr. Doerschel will develop and design improvements to the studio and control room that meets current industry standards.

Improving and enhancing our career technical labs is a key component of Perkins and CTE incentives grant funding. By improving our classrooms, we will meet the needs of students to apply their skills in a 21st century production studio. Mr. Doerschel has years of experience working with live production studios, TV stations and has a great deal of industry connection. This support will allow our students to begin to work with 4K cameras, monitors, and equipment.

Financial Impact:

Renewal Contract/Item ☐ New Contract ☒

Requisition # from BEST: 20*2916

Funding Source and/or Location: CTEIG - Secondary Education Department

Funding Account Number: 01.0-63870.0-38000-21400-5850-7390000

Amount: Not to Exceed \$3,125.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.A.5. Request Approval to Enter Into an Agreement with Informed K-12 for the Automation of Registration Forms and Workflow Processes for the Early Childhood Education Department for the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with Informed K-12 for the automation of registration forms and workflow processes for the Early Childhood Education Department for the 2019-2020 school year.

Informed K12 features easy-to-use workflow automation and digital forms built exclusively for K-12 school districts to improve operational efficiency.

Services include the following:

- Internal office forms and workflow processes for Early Childhood Education registration packet.
- Support for families to process the registration packets online and assist them to streamline enrollment process.

Cost for services: \$750/year and \$500 one-time implementation fee.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*2910

Name of Funding Source and/or Location: CSSP - Early Childhood Education Department

Funding Account Number: 12.0-61050.0-00010-27000-5850-7470000

Amount: \$1,250.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.B.1. Request Approval of Certificated Personnel Report: Personnel Assignments, Employment, Leaves and Separations

Rationale:

The following is the Certificated Personnel Report for the May 14, 2020 Board meeting which details personnel employment actions before the Board, such as, but not limited to: hiring, changes of status, separations, leaves for approval and/or ratification, extra-duty and honorariums.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: Various Funding Sources

Funding Account Number: Various Funding Sources

Amount: Varies

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Public Certificated Personnel Schedule for 5.14.20

CERTIFICATED PERSONNEL REPORT 05/14/20

Request approval for leaves of absence.

	NAME	POSITION	SITE	EFFECTIVE DATE
1	Bernal, Elia	Teacher	Wilson Elementary	03/18/20 – 04/15/20
2	Cox, Dawndria	Teacher	Lynwood Middle School	04/05/20 – 04/10/20
3	Gonzalez, Starlynn	Teacher	Lynwood High School	03/31/20 – 04/08/20
4	Gonzalez, Starlynn	Teacher	Lynwood High School	04/09/20 – 06/18/20
5	Lawrence, Pauline	Teacher	Keller Elementary	03/20/20 – 06/17/20
6	Martinez, Benjamin	Teacher	Firebaugh High School	02/08/20 – 03/13/20
7	Mayers Franklin, Nia	Psychologist	Special Education Dept.	03/17/20 – 03/26/20

Request approval of separation.

	NAME	POSITION	SITE	REASON	EFFECTIVE DATE
1	Dotson, Kevin	Director	Student Services	Resignation	06/30/20 (corrected date)
2	Gallaspy, Sandra	ECE Teacher	Lindbergh C.C.C.	Retirement	06/17/20

Request approval for Shomara Gooden, teacher from Cesar Chavez Middle School to teach an extra class before school, after-school, or during her planning period for the 2019-2020 school year. The employee will be compensated at 1/6 of her per diem rate from general funds 01.0-00000.0-11100-10000-1130-3230000.

Request approval of Athletic Directors and Sport Coaches for the 2019-2020 school year.

	NAME	SITE	POSITION	SPORT/ACTIVITY	HONORARIUM
1	Atencio, Michael	Firebaugh High School	Head Coach (V)	Volleyball (B)	6%
2	Chavez, Javier	Firebaugh High School	Head Coach (JV)	Baseball	5%
3	Diep, Phil	Firebaugh High School	Head Coach (V)	Tennis (B)	6%
4	Garcia, Jason	Firebaugh High School	Assistant Coach (V)	Baseball	4%
5	Gutierrez, Andy	Firebaugh High School	Athletic Director		7%
6	Gutierrez, Andy	Firebaugh High School	Assistant Coach (V)	Basketball (G)	4%
7	Maciel, Jose	Firebaugh High School	Head Coach (JV)	Basketball (G)	5%
8	Ortiz, Albert	Lynwood High School	Head Coach (JV)	Tennis (B)	5%
9	Ortiz, Albert	Lynwood High School	Head Coach (Fresh)	Volleyball (B)	5%
10	Rodriguez, Juan	Firebaugh High School	Assistant Coach (V)	Softball	4%
11	Rodriguez, Juan	Firebaugh High School	Athletic Director		7%
12	Valenzuela, Gustavo	Firebaugh High School	Head Coach (V)	Baseball	8%
13	Washington, Brittany	Lynwood High School	Head Coach	Cheer	5%
14	White, Elliott	Lynwood High School	Head Coach (V)	Track & Field (B)	6%

Request approval of honorariums/extended day activities for the 2019-2020 school year.

	NAME	POSITION	SITE	HONORARIUM
1	Cardenas, Blanca	Department Chairperson	Keller Elementary	4%
2	Dhunna, Anita	Department Chairperson	Keller Elementary	4%
3	Dhunna, Anita	Mathathon Coach	Keller Elementary	4%
4	Macareno, Mireya	Department Chairperson	Keller Elementary	4%
5	McNear, Phil	Performing Arts	Keller Elementary	5%
6	Meza, Rebecca	Department Chairperson	Keller Elementary	4%
7	Oduntan, Olubunmi	Department Chairperson	Keller Elementary	4%
8	Orellana, Karla	Track & Field	Keller Elementary	4%
9	Orellana, Karla	School Webmaster	Keller Elementary	3%
10	Rodriguez, Libier	Department Chairperson	Keller Elementary	4%

CERTIFICATED PERSONNEL REPORT 05/14/20

Continued				
	NAME	POSITION	SITE	HONORARIUM
11	Tengan, Kathryn	Department Chairperson	Keller Elementary	4%
12	Tengan, Kathryn	Track & Field	Keller Elementary	4%
13	Tengan, Kathryn	School Webmaster	Keller Elementary	3%
14	Torres, Armando	Department Chairperson	Keller Elementary	4%
15	Torres, Jaime	Department Chairperson	Keller Elementary	4%
16	Tucker, Loreane	Department Chairperson	Keller Elementary	4%
17	Barnett, Trinka	Department Chairperson	Lincoln Elementary	4%
18	Bordi, Massimo	Mathathon Coach	Lincoln Elementary	4%
19	Canovas, Elena	Department Chairperson	Lincoln Elementary	4%
20	Canovas, Elena	Mathathon Coach	Lincoln Elementary	4%
21	Canovas, Elena	Performing Arts	Lincoln Elementary	5%
22	Kimball, Pamela	Department Chairperson	Lincoln Elementary	4%
23	Montelongo, Elizabeth	Mathathon Coach	Lincoln Elementary	4%
24	Perez, Diane	Department Chairperson	Lincoln Elementary	4%
25	Reyes, Rogelio	Department Chairperson	Lincoln Elementary	4%
26	Villegas, Veronica	Department Chairperson	Lincoln Elementary	4%
27	Del Sol, Dianne	Mathathon Coach	Lindbergh Elementary	2%
28	Dullavin, Minerva	Mathathon Coach	Lindbergh Elementary	4%
29	Fombona, Candido	Mathathon Coach	Lindbergh Elementary	2%
30	Vergara, Myrna	Mathathon Coach	Lindbergh Elementary	4%
31	Walker, Robert	Mathathon Coach	Lindbergh Elementary	4%
32	Benavides, Claudia	Department Chairperson	Mark Twain Elementary	4%
33	Brown, LaTanya	Mathathon Coach	Mark Twain Elementary	4%
34	Brown, LaTanya	ASB	Mark Twain Elementary	4%
35	De La Cruz, David	Mathathon Coach	Mark Twain Elementary	4%
36	Diaz, Laurentino	Department Chairperson	Mark Twain Elementary	4%
37	Diaz, Laurentino	Track & Field	Mark Twain Elementary	4%
38	Elias, Alma	Track & Field	Mark Twain Elementary	4%
39	Flores, Marlene	Department Chairperson	Mark Twain Elementary	4%
40	Kim-Pinnone, Sorlynn	School Webmaster	Mark Twain Elementary	6%
41	Luckey, Michele	Department Chairperson	Mark Twain Elementary	4%
42	Rudman, Amanda	Mathathon Coach	Mark Twain Elementary	4%
43	Sanchez, Bertha	Department Chairperson	Mark Twain Elementary	4%
44	Sterling, Dana	Department Chairperson	Mark Twain Elementary	4%
45	Tabares-Montes, Claudia	Mathathon Coach	Mark Twain Elementary	4%
46	Vellegas, Judy	Department Chairperson	Mark Twain Elementary	4%
47	Ybarra, Christina	Department Chairperson	Mark Twain Elementary	4%
48	Bahmanpour, Melissa	Mathathon Coach	Rosa Parks Elementary	4%
49	Dimas, Blanca	Department Chairperson	Rosa Parks Elementary	4%
50	Hamilton, Stuart	Mathathon Coach	Rosa Parks Elementary	4%
51	Henriquez, Mayra	Department Chairperson	Rosa Parks Elementary	4%
52	Meeks, Kieisha	School Webmaster	Rosa Parks Elementary	6%
53	Morales, Patricia	Department Chairperson	Rosa Parks Elementary	4%
54	Nguy, Chung	Mathathon Coach	Rosa Parks Elementary	4%
55	Nieto, Yesenia	Department Chairperson	Rosa Parks Elementary	4%
56	Ochoa, Susana	Department Chairperson	Rosa Parks Elementary	4%
57	Ochoa, Susana	Mathathon Coach	Rosa Parks Elementary	4%
58	Ozoemena, Nnenna	Department Chairperson	Rosa Parks Elementary	4%
59	Ozoemena, Nnenna	Mathathon Coach	Rosa Parks Elementary	4%
60	Saldivar, Sandra	Department Chairperson	Rosa Parks Elementary	4%

CERTIFICATED PERSONNEL REPORT 05/14/20

Continued				
	NAME	POSITION	SITE	HONORARIUM
61	Taylor, Charlotte	Department Chairperson	Rosa Parks Elementary	4%
62	Wiley, Jerome	Track & Field	Rosa Parks Elementary	4%
63	Cocca, Yvette	School Webmaster	Washington Elementary	6%
64	Giacoman, Shirley	Mathathon Coach	Washington Elementary	1.33%
65	Guevara-Cervantes, Carmen	Mathathon Coach	Washington Elementary	1.33%
66	Helmets, Susanna	Mathathon Coach	Washington Elementary	4%
67	Jackson, Latrice	Department Chairperson	Washington Elementary	4%
68	Lewis, Efrem	Mathathon Coach	Washington Elementary	4%
69	Lopez, Claudia	Department Chairperson	Washington Elementary	4%
70	Luy, Maria	Department Chairperson	Washington Elementary	4%
71	Luy, Maria	Mathathon Coach	Washington Elementary	4%
72	Nuno, Jorge	Department Chairperson	Washington Elementary	4%
72	Ortiz, Christina	Department Chairperson	Washington Elementary	4%
73	Ortiz, Christina	Yearbook	Washington Elementary	2%
74	Ortiz, Christina	ASB	Washington Elementary	4%
75	Perez-Rodas, Esmeralda	Department Chairperson	Washington Elementary	4%
76	Perez-Rodas, Esmeralda	Track & Field	Washington Elementary	4%
77	Saucedo, Adela	Department Chairperson	Washington Elementary	4%
78	Tostado, Marco	Performing Arts	Washington Elementary	5%
79	Villalobos, Leonor	Department Chairperson	Washington Elementary	4%
80	Villalobos, Leonor	Mathathon Coach	Washington Elementary	1.33%
81	Viramontes, Otilio	Track & Field	Washington Elementary	4%
82	Aguon, Stephanie	Department Chairperson	Will Rogers Elementary	4%
83	Aguon, Stephanie	Mathathon Coach	Will Rogers Elementary	2%
84	Aguon, Stephanie	ASB	Will Rogers Elementary	4%
85	Arroyo, Martha	Mathathon Coach	Will Rogers Elementary	2%
86	Brito, Sergio	Mathathon Coach	Will Rogers Elementary	4%
87	Brito, Sergio	Track & Field	Will Rogers Elementary	3.14%
88	Bun, Linda	Department Chairperson	Will Rogers Elementary	4%
89	Chavez, Susana	Track & Field	Will Rogers Elementary	3.14%
90	Chavez, Susana	School Webmaster	Will Rogers Elementary	6%
91	Gillem, Claudia	Department Chairperson	Will Rogers Elementary	4%
92	Gillem, Claudia	Mathathon Coach	Will Rogers Elementary	4%
93	Gillem, Claudia	Performing Arts	Will Rogers Elementary	5%
94	Hurley, Gregory	Department Chairperson	Will Rogers Elementary	4%
95	Limon, Maria	Department Chairperson	Will Rogers Elementary	2%
96	Mazzotta, Rocio	Department Chairperson	Will Rogers Elementary	4%
97	McClintic, Kevin	Mathathon Coach	Will Rogers Elementary	2%
98	McFarland, Patricia	Department Chairperson	Will Rogers Elementary	2%
99	Nunez, Natalie	Track & Field	Will Rogers Elementary	1.72%
100	Roybal, Rosalie	Department Chairperson	Will Rogers Elementary	4%
101	Sandlin, Jacqueline	Department Chairperson	Will Rogers Elementary	4%
102	Sandlin, Jacqueline	Mathathon Coach	Will Rogers Elementary	2%
103	Bernal, Elia	Track & Field	Wilson Elementary	2%
104	Brenes, Marisol	Department Chairperson	Wilson Elementary	4%
105	Brenes, Marisol	Mathathon Coach	Wilson Elementary	4%
106	Carranza, Ana	Mathathon Coach	Wilson Elementary	2%
107	Covarrubias, Maria	Department Chairperson	Wilson Elementary	4%
108	Covarrubias, Maria	Mathathon Coach	Wilson Elementary	2%
109	Franco, Marta	Department Chairperson	Wilson Elementary	4%
110	Henderson, Andrew	Department Chairperson	Wilson Elementary	4%

CERTIFICATED PERSONNEL REPORT 05/14/20

Continued				
	NAME	POSITION	SITE	HONORARIUM
111	Kim, Ann	Department Chairperson	Wilson Elementary	4%
112	Munoz, Alexandra	Department Chairperson	Wilson Elementary	4%
113	Pieters, Sharon	Department Chairperson	Wilson Elementary	4%
114	Raanan, Merav	Mathathon Coach	Wilson Elementary	4%
115	Ricketts, James	Mathathon Coach	Wilson Elementary	4%
116	Smith, Clayton	Department Chairperson	Wilson Elementary	4%
117	Sylvis, Krissi	Yearbook	Wilson Elementary	2%
118	Bode, Kristin	Activities Director	Hosler Middle School	10%
119	Bojorquez, Ambar	Department Chairperson	Hosler Middle School	4%
120	Bojorquez, Ambar	Yearbook	Hosler Middle School	4%
121	Bojorquez, Ambar	School Webmaster	Hosler Middle School	3%
122	Cisneros, Adriana	Department Chairperson	Hosler Middle School	4%
123	Foltz, Cathryn	Department Chairperson	Hosler Middle School	4%
124	Foltz, Thomas	Department Chairperson	Hosler Middle School	4%
125	Holland, Sean	Department Chairperson	Hosler Middle School	4%
126	Ross-Hale, Tracye	Department Chairperson	Hosler Middle School	4%
127	Bhattacharyay, Saswati	Senior Advisor	Firebaugh High School	7%
128	Brock, Caitlin	Department Chairperson	Firebaugh High School	7%
129	Brock, Caitlin	Marching Band	Firebaugh High School	6%
130	Brock, Caitlin	Concert Band	Firebaugh High School	6%
131	Brown, Gerald	Department Chairperson	Firebaugh High School	3.5%
132	Colin, Jose	Department Chairperson	Firebaugh High School	7%
133	Diep, Phil	Department Chairperson	Firebaugh High School	3.5%
134	Flores, Dayrin	Department Chairperson	Firebaugh High School	3.5%
135	Gutierrez, Jimmy	Mock Trial Advisor	Firebaugh High School	4%
136	Hamamoto, Sammy	MESA Advisor	Firebaugh High School	4%
137	Lambert, Chrstianne	Department Chairperson	Firebaugh High School	3.5%
138	Le, Charlene	Department Chairperson	Firebaugh High School	3.5%
139	Le, Charlene	Yearbook	Firebaugh High School	7%
140	Martinez, Benjamin	Activities Director	Firebaugh High School	10%
141	Palma, Amber	Department Chairperson	Firebaugh High School	3.5%
142	Plaza, Lydia	Department Chairperson	Firebaugh High School	7%
143	Rascon, Cynthia	Department Chairperson	Firebaugh High School	3.5%
144	Sanchez, Araceli	Department Chairperson	Firebaugh High School	3.5%
145	Sharif, Waheeda	Department Chairperson	Firebaugh High School	7%
146	Thomas, Kathleen	Drama	Firebaugh High School	5%
147	Ude, John	Department Chairperson	Firebaugh High School	7%
148	Garza, Anthony	Yearbook	Vista High School	7%
149	Luna, Oscar	Activities Director	Vista High School	10%

15.B.2. Request Approval to Declare Salaries Indefinite for the 2020-2021 School Year

Rationale:

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all administration, management, supervisory, confidential, and other non-represented employee salaries, including Superintendent, Deputy Superintendent, Assistant Superintendent, and Chief Business Official, are declared indefinite for the 2020-21 school year.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.B.3. Request Approval of the New Job Description for the Position of Assistant Director, Human Resources

Rationale:

Administration requests the approval of a new job description for Assistant Director, Human Resources.

The Human Resources Department will undertake job description additions and revisions as updates are required. Updates generally include new certification requirements, job expectations, and legal & compliance issues such as physical requirements of the position.

The Assistant Director, Human Resources is a new position in the District focusing on the development and implementation of the Alder Graduate School of Education and LUSD Teacher Residency Program as well as other generalized HR support. The position is 75% grant-funded for the 2020-2021 school year.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Job Description - Assistant Director of Human Resources



ANNOUNCEMENT OF CERTIFICATED ADMINISTRATIVE POSITION

Assistant Director: Human Resources

This is a grant-funded position for 2020-21 school year. Staffing of position past 2020-21 school year is dependent on funding.

OPPORTUNITY FOR CURRENT LUSD EMPLOYEES ONLY

DESCRIPTION OF POSITION:

Under the direction of the Assistant Superintendent, Human Resources and/or designee, this position performs a variety of professional management level Human Resources activities. The position's primary duties involve the implementation, training, and direction of the District's Teacher Residency Program. This position will also assist in supporting the general Human Resources functions of the department including assisting in investigations, employee discipline, recruitment, personnel compliance, and contract negotiations.

REQUIRED QUALIFICATIONS:

- Preliminary or Clear Administrative Services Credential
- California Teaching Credential Single Subject or Multiple Subject Teaching Credential
- English Learner authorization
- Master's Degree from an accredited college or university
- Five years of experience as a site administrator
- Experience in supporting highly effective and new teachers and providing teacher professional development
- Proven ability to work effectively with staff, parents, and community
- Strong oral and written communication skills, especially in high-emotion situations.

DESIRED QUALIFICATIONS:

- Bilingual: Spanish preferred
- Experience at both elementary and secondary levels preferred
- Has a strong knowledge of: Human Resources practices and procedures; State and Federal labor laws; New teacher induction; Adult learning theories and best practices
- Possess strong interpersonal skills, including the ability to interact effectively with staff members, labor organizations, parents, district personnel, vendors and other exterior parties

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to work effectively with all personnel at all levels
- Experienced in supporting highly effective and new teachers
- Ability to manage multiple high-priority projects at the same time
- Knowledge of best practices in beginning teacher induction and adult learning theory
- Ability to communicate effectively – orally, in writing, and in presentations - including preparation and presenting detailed complex analyses, recommendations and conclusions
- Ability to maintain cooperative and confidential working relationships with those contacted in the course of work
- Ability to use sound judgment in interpreting and applying policies and procedures
- Ability to analyze problems and propose logical solutions

- Knowledge of principle and practices of personnel management, employee relations and collective bargaining
- Knowledge of personnel laws and regulation, including recruitment, selection, employment transfers promotions, leave, grievance processing, terminations, salary administration, benefit programs, EEO guidelines, labor relations personnel policies, procedures and principles of supervision and management
- Knowledge of Classified and Certificated Bargaining Agreements
- Knowledge of the Merit System for Classified employees

SALARY AND WORK YEAR: This assignment is 222 days per year. Salary range \$137,450 - \$151,680 plus \$350 for earned doctorate from an accredited institution.

APPLICATION PROCEDURES: Submission of the application and other documents is the responsibility of the applicant.

- Completed District Certificated Application via www.edjoin.org
- Letter of interest or intent.
- Resume summarizing educational preparation and experience.
- Two (2) current professional letters of reference dated within the last year addressing the key Knowledge, Skills and Abilities for the position.
- Transcripts of all university or college coursework completed. (Unofficial copies are acceptable for application purposes. Official transcripts will be required before hiring.)
- Valid credentials as specified under the heading of “Required Qualifications” for this position.

ESSENTIAL FUNCTIONS AND REPRESENTATIVE DUTIES:

- Direct, supervise, and implement the LUSD Teacher Residency Program.
- Work closely with LUSD and Teacher Residency Program providers to lead efforts to select and train a cohort of resident/mentor pairs each year.
- Participate in Teacher Residency Program providers through regular weekly video calls, regular check-ins, and in-person meetings.
- Plan, prepare, and lead weekly seminar classes for residents
- Lead instructional visits on school sites with resident/mentor pairs.
- Supervise and lead resolution of any mentor/resident issues.
- Support mentors with training and professional development and evaluation.
- Oversee hiring, instruction, feedback, and performance assessments for residents.
- Assist the Assistant Superintendent, Human Resources in supporting all aspects of the District's personnel program for certificated and classified employees.
- Work one-on-one with principals and other managers at their school sites or in their departments for appropriate supervision, evaluation, and discipline of classified and certificated personnel; assist in developing strategies for assistance
- Conduct fair, thorough, and legally sound investigations
- Confer with employees initiating concerns or complaints
- Advise employees on personnel and District procedures
- Assist in planning and implementing general and specialized personnel/employee relations inservice training programs for certificated and classified administrators, managers, and supervisors.
- Assist in the orientation of new teacher personnel; explain District policy and procedures for leaves of absence and other benefits
- Maintain employee files for certificated and classified personnel in a confidential manner;
- Complete employee District, State, or Federal reports as required
- Fulfill other duties as assigned by the Assistant Superintendent, Human Resources

Closing Date: Open Until Filled.

EQUAL OPPORTUNITY EMPLOYER:

It shall be the policy of the Board of Education that students and employees in the Lynwood Unified School District shall not be subjected to discrimination, harassment, intimidation, and bullying based on the person's actual or perceived race, creed, color, ethnicity, national origin or nationality, religion, age, parental status, family status, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex or sexual orientation, ancestry, political affiliation, or any other basis protected by federal law, ordinance or regulation, in its educational program(s), recruitment process, application acceptance, testing, selection, and hiring process and employment. For any equal right or opportunity concerns or complaints, employees please contact the Assistant Superintendent of Human Resources, Title IX and CC of R Title V Compliance Officer (Employees), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1490; students contact the Director of Student Services, Title IX and CC of R Title V Compliance Officer (Students), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1618.

SEXUAL HARASSMENT PREVENTION:

LUSD prohibits harassment on the basis of sex. Sexual harassment consist of any unwelcome sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting. Please reference Education Code section 212.5 for further information on this topic. Any individual who believes he/she has been subjected to sexual harassment and/or incidents of sexual harassment impacting recruitment, testing, hiring, employment, or educational programs, must be reported to the Assistant Superintendent of Human Resources, Title IX and CC of R Title V Compliance Officer (Employees), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1490, and Director of Student Services, Title IX and CC of R Title V Compliance Officer (Students), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1618.

AN EQUAL OPPORTUNITY EMPLOYER

15.B.4. Request Approval of the New Job Description for Strategic Data Project Analyst

Rationale:

Administration requests the approval of a new job description for Strategic Data Project Analyst.

The Human Resources Department will undertake job description additions and revisions as updates are required. Updates generally include new certification requirements, job expectations, and legal & compliance issues such as physical requirements of the position.

The Strategic Data Project Analyst is a new position in the District, which is currently being serviced by contractors. This position combines coding and programming skills with policy-making and uses data and data alert systems to drive instructional change and targeting of resources for certain at-risk populations. Given the educational policy implications of the position, it will be under the supervision of the Educational Services Department.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Job Description - Strategic Data Project Analyst



Administrative Position

STRATEGIC DATA PROJECT ANALYST

BRIEF DESCRIPTION OF POSITION: Under administrative direction of the Assistant Superintendent of Educational Services or designee, use advanced research methods and analysis of teacher and student performance data to influence strategic management and policy decisions in K-12 education; perform related duties as assigned.

MINIMUM QUALIFICATIONS:

- California Administrative Services Credential
- California Multiple Subjects and/or Single Subject Credential
- Two years of professional experience in qualitative and quantitative data analysis, research design and data-driven decision making with an emphasis in educational research
- CLAD or equivalent authorization
- Outstanding organizational skills
- Required the use of personal automobile and possession of a valid California Class C driver's license.

EDUCATION AND TRAINING:

- Master's degree in education, mathematics, developmental psychology or a related field. A Ph.D. is highly preferred

KNOWLEDGE OF:

- Qualitative quantitative data collection and analysis
- Data systems
- Project management techniques
- School district organization and organizational relationships
- Research methods and report writing techniques
- Record-keeping techniques
- Public speaking techniques
- Oral and written communication skills
- Operation of a computer and assigned software
- Structured Query Language (SQL) and SQL Server Reporting Services (SSRS)
- Interpersonal skills using tact, patience and courtesy

ABILITY OF:

- Use advanced research methods and analysis of teacher and student performance data to influence strategic management and policy in K-12 education
- Develop and design measurement tools
- Communicate complex research findings to diverse audiences
- Interpret, apply and explain rules, regulations, policies and procedures
- Analyze situations accurately and adopt an effective course of action
- Work independently with little direction

Strategic Data Project Analyst – Continued

- Adapt to changing priorities and work assignments
- Work on multiple projects simultaneously
- Work within a team environment
- Prepare and deliver effective oral presentations
- Prepare comprehensive reports
- Establish and maintain records and files
- Plan and organize work
- Utilize Structured Query Language (SQL) and SQL Server Reporting Services (SSRS)
- Maintain confidentiality of sensitive and privileged information
- Establish and maintain cooperative and effective working relationships with others
- Communicate effectively both orally and in writing

DISTINGUISHING CHARACTERISTICS:

Strategic Data Project Analysts are certificated education professionals with the analytic expertise and the instructional, pedagogical and organizational skills to inform policy and grow collective knowledge regarding strategic analytics in regards to instruction, academic intervention, and counseling. A Strategic Data Project Analyst uses analytics to effect change and influence strategic management and policy decision in K-12 education.

WORKING ENVIRONMENT:

- Office and school site environment
- Driving a vehicle to conduct work
- Occasional evening or variable hours

PHYSICAL DEMANDS:

- Dexterity of hands and fingers to operate a computer keyboard
- Seeing to read a variety of materials
- Hearing and speaking to exchange information and make presentations
- Sitting for extended periods of time

SALARY AND WORK YEAR: The assignment is a 222 day work year. Placement will be on the administrative salary schedule. Range \$120,041 - \$132,462 annually.

APPLICATION PROCEDURES: Submission of the application and other documents is the responsibility of the applicant.

1. Complete Administrative application
2. Letter of Intent
3. Current Resume
4. Three (3) current letters of reference
5. Valid Credential(s) as specified under the heading "Minimum Qualifications" for this position.

MAJOR DUTIES AND RESPONSIBILITIES:

This classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks performed in this classification.

1. Use advanced research methods and analysis of teacher and student performance data to influence strategic management and policy decisions in K-12 education.
2. Lead analytic, policy-oriented projects that impact decisions regarding students, teachers and District policy; present to stakeholders and develop professional development sessions regarding how to apply and use data to influence key decisions.
3. Design, code, and implement data tools and infrastructure needed to support implementation of initiatives across the District; prepare the District to effectively use data across schools and departments and to address organizational concerns.
4. Conduct testing to provide evidence of District implementation as a proof point for the effective use of data to influence key decisions in education.
5. Design and implement new data collection processes as needed; design and implement new and practical measures aligned to the key activities and outcomes District initiatives.
6. Provide data files and prepare related presentations and reports for grant participants and key partners.
7. Analyze student and teacher performance data to measure success; design and implement solutions to raise achievement.
8. Communicate with District employees, administrators and outside agencies to coordinate activities, resolve issues and exchange information.
9. Provide technical expertise and information to administration regarding assigned functions; advise administration of unusual trends or problems and recommend appropriate corrective action and best practices.
10. Operate a variety of office equipment including a computer and assigned software; oversee and maintain a variety of records and files to assigned activities.
11. Train and supervise the performance of assigned staff; assign, schedule and review the work of staff.
12. Attend and participate in a variety of meetings, conferences and trainings; develop and conduct presentations and workshops.
13. Perform other duties as assigned.

APPLICATION DEADLINE: Open Until Filled.

AN EQUAL OPPORTUNITY EMPLOYER

15.B.5. Request Approval of the New Job Description for Culinary Arts Instructor

Rationale:

Administration requests the approval of a new job description for Culinary Arts Instructor.

The Human Resources Department will undertake job description additions and revisions as updates are required. Updates generally include new certification requirements, job expectations, and legal and compliance issues such as the physical requirements of the position. The Culinary Arts Instructor is an existing Career Technical Education (CTE) position in the District which did not have a current job description. This job description updates entry requirements and job expectations to current standards.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

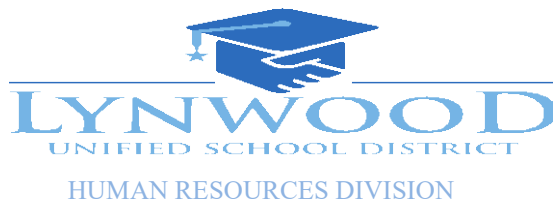
☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Job Description - Culinary Arts Instructor



Job Description

CULINARY ARTS INSTRUCTOR CTE PROGRAM

DESCRIPTION OF POSITION:

The Career Technical Education (CTE) Culinary Arts Instructor trains students for jobs in culinary arts, dietetic aides, catering, institutional food service, restaurant, and retail food service occupations. Students will learn about the breadth of the industry and a wide range of occupations and career opportunities within the food service industry.

REQUIRED QUALIFICATIONS:

- California Career Technical Education (CTE) teaching credential – Hospitality, Tourism and Recreation or Designated Subject teaching credential
- Authorization to teach EL students

PREFERRED QUALIFICATIONS

- Bachelor's degree in Culinary Sciences, applied food studies or related field preferred
- Work experience directly related to the food industry field preferred
- Bilingual, Spanish & English

EXPERIENCE/TRAINING/EDUCATION:

High school diploma required. AA or BA degree is preferred. For candidates without an existing CTE credential, you must have a minimum of three years of recent, verifiable work experience in the Hospitality, Tourism and Recreation industry with emphasis in Food Service and Hospitality. This may make you eligible for a valid California Designated Subjects Teaching Credential authorizing service in the appropriate subject matter. A college degree in a related field may substitute for some work experience.

SALARY AND WORK YEAR: The assignment is a 185-day work year. Salary range \$51,609 - \$86,226 annually. Placement will depend on previous training and experiences.

APPLICATION PROCEDURES: Submission of the application and other documents is the responsibility of the applicant.

- Completed Certificated Application through www.edjoin.org
- Letter of Intent
- Resume summarizing educational preparation and related work experience in food service industry
- Copy of credential(s)
- Three (3) current professional letters of reference from present and/or past supervisors (within 1 year).
- Copy of transcripts of all university or college course work completed. (Official set will be required upon hiring.)

MAJOR DUTIES AND RESPONSIBILITIES:

- Develop and implement lessons to teach skills required for students to master competencies
- Provide group and individual instruction utilizing effective teaching strategies, aids and equipment
- Evaluate students' college and career readiness competencies & maintain accurate student records
- Manage classroom in a manner conducive to learning
- Work effectively as part of a team
- Collaborate in planning process for modifications in curriculum
- Participate actively in subject matter advisory committee(s)
- Keep abreast of current practices and training methods
- Assist in the development of work based learning experiences for students
- Accurately report student attendance, grades and other relevant data in a timely manner
- This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. As appropriate, the teacher will be required to follow any other job related instructions and perform other job related duties directed by the Principal.

DESIRABLE QUALIFICATIONS:

Knowledge/Skills/Abilities:

- Degree in culinary sciences, applied food studies or related subjects, preferred
- Experience and knowledge in culinary arts, including cooking and baking techniques, nutrition, menu development, food service math, plating and presentation, international cuisine and guest service
- Knowledge of industry-standard safety and sanitation practices in a restaurant or food production facility; must obtain ServSafe certification during first year of employment
- Skilled in verbal communications
- Create active and visible links to the hospitality industry in order to produce internships/externships, and jobs for students
- Apply practical knowledge of Hospitality skills instruction, with the specific purpose of preparing and inserting students into the workplace
- Bilingual skills. preferred
- Show as a daily practice unabashed enthusiasm for leading students into complex real life business projects
- Ability to work collaboratively with various divisions and non-profit organizations on developing lessons and assessments for classroom instruction support
- Knowledge of teaching strategies and learning modalities
- Implement research and project-based instructional strategies
- Ability to organize environment and instruction to facilitate learning
- Ability to develop lessons plans for individual and group instruction
- Ability to use diverse teaching strategies to meet students' learning styles, abilities, and cultural backgrounds
- Competent in using email and electronic communication
- Ability to read, analyze, and apply common sense understanding and to carry out instructions in written and oral English.
- Ability to follow LUSD policy/procedures, including maintaining student and other required records
- Communicate and work effectively as part of a team with all student stakeholders including administrators, parents, support staff, and other teachers
- Other duties may be assigned as required

PHYSICAL REQUIREMENTS:

The required physical requirements for the position include: walking, talking, sitting, standing, bending, stooping, hearing, reaching above the shoulders, the ability to lift at least twenty-five pounds and visual acuity (including color, depth perception and field of vision)

OTHER REQUIREMENTS:

- Must be fingerprinted and a satisfactory Department of Justice & FBI records check must be received by the LUSD prior to employment.
- TB testing will be required upon employment.
- May be required to obtain first aid and CPR certificates within the first 6-12 months of employment.
- May be required to drive.

Closing Date: **Open Until Filled**

EQUAL OPPORTUNITY EMPLOYER:

It shall be the policy of the Board of Education that students and employees in the Lynwood Unified School District shall not be subjected to discrimination, harassment, intimidation, and bullying based on the person's actual or perceived race, creed, color, ethnicity, national origin or nationality, religion, age, parental status, family status, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex or sexual orientation, ancestry, political affiliation, or any other basis protected by federal law, ordinance or regulation, in its educational program(s), recruitment process, application acceptance, testing, selection, and hiring process and employment. For any equal right or opportunity concerns or complaints, employees please contact the Assistant Superintendent of Human Resources, Title IX and CC of R Title V Compliance Officer (Employees), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1490; students contact the Director of Student Services, Title IX and CC of R Title V Compliance Officer (Students), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1618.

SEXUAL HARASSMENT PREVENTION:

LUSD prohibits harassment on the basis of sex. Sexual harassment consists of any unwelcome sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting. Please reference Education Code section 212.5 for further information on this topic. Any individual who believes he/she has been subjected to sexual harassment and/or incidents of sexual harassment impacting recruitment, testing, hiring, employment, or educational programs, must be reported to the Assistant Superintendent of Human Resources, Title IX and CC of R Title V Compliance Officer (Employees), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1490, and Director of Student Services, Title IX and CC of R Title V Compliance Officer (Students), 11321 Bullis Road, Lynwood, CA 90262, 310- 886-1618.

AN EQUAL OPPORTUNITY EMPLOYER

15.B.6. Request Approval of the Revised Job Description for Coordinator, Equity Enrichment Services

Rationale:

Administration requests the approval of a revised job description for Coordinator, Equity Enrichment Services.

The Human Resources Department will undertake job description additions and revisions as updates are required. Updates generally include new certification requirements, job expectations, and legal and compliance issues such as the physical requirements of the position.

The Coordinator, Equity Enrichment Services is an existing position in the District, and this job description updates entry requirements and job expectations to current standards.

Financial Impact:

Renewal Contract/Item ☒ New Contract/Item ☐

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Revised Job Description - Coordinator, Equity Enrichment Services



LYNWOOD UNIFIED SCHOOL DISTRICT

11321 Bullis Road, Lynwood, CA 90262 (310) 886-1600

Dr. Brian Lucas
Assistant Superintendent
Human Resources

Announcement of Administrative Position

COORDINATOR **EQUITY EDUCATIONAL ENRICHMENT SERVICES**

BRIEF DESCRIPTION OF POSITION: Under the direction of the Director of Equity, Access, and Instructional Services, Elementary Education, the Coordinator of Equity Educational Enrichment Services plans, implements, and evaluates all aspects of Programs for K -

12 including, curriculum development, and evaluation, equity advancement projects, professional development, and after school programs; oversees appropriate district assessments; conducts programs evaluations grant funding updates, and makes recommendations for modifications based upon data analysis.

MINIMUM QUALIFICATIONS:

Qualifications:

- California Administrative Services Credential
- Five years successful teaching experience in grades K – 12
- Must meet ESEA Highly Qualified teacher requirements
- CLAD or equivalent authorization
- Ability to analyze data and work with staff on site improvement activities designed to enhance the learning of all students
- Knowledge of research implementation of Professional Learning Communities
- Strong Instructional leadership skills
- Outstanding organizational skills
- Training in the broad aspects of school administration with emphasis on elementary/secondary school administration required.

Physical Effort/Work Environment:

Light to moderate physical effort; frequent standing or walking; rapid paced work; moderate to high levels of stress

DESIRABLE QUALIFICATIONS:

1. Familiar with current curriculum and professional development concepts.
2. Knowledge of effective elements of instruction.
3. Principles of organization, ~~and~~ management of personnel and budgets, as well as an understanding of Equity frameworks and program implementation.
4. Work cooperatively and effectively with all segments of the educational community and the general public with a high level of cultural understanding and competence.
5. Ability to read, write and speak effectively.
6. Lead and work collaboratively with K-12 teachers and administrators with varying degrees of expertise and experience.
7. Knowledge of school reform laws, practices, and procedures.
8. At least two years of experience in an Administrative or Instructional Lead position.

SALARY AND WORK YEAR: The assignment is 21~~05~~⁰⁶ –days work year. Salary range \$~~117,321~~^{117,321}~~1405,049~~ - \$~~129,461~~^{129,461}~~1415,924~~ annually. Placement will depend on previous training and experience.

APPLICATION PROCEDURE: Submission of the application and other documents is the responsibility of the applicant.

- Completed Administrative Application
- Current resume
- Three (3) current letters of reference
- Copy of transcripts of all university and/or college course work completed (official transcripts upon hiring)
- Copy of valid California Credential(s)
- Application and confidential papers should be submitted via www.edjoin.org

MAJOR DUTIES AND RESPONSIBILITIES:

Provides guidance and support to site administrators as it relates to area of expertise (including leadership at principals' meetings).

1. Supervises and evaluates assigned personnel.
2. Facilitates and leads teacher teams working to address areas for which the coordinator is responsible.
3. Responsible for curriculum development as it relates to K - 12 programs.
4. Coordinates curriculum development and professional development as it relates to meeting the unique needs for student subgroups in the areas for which the coordinator is responsible.
5. Provides leadership and assists school administrators in the development of instructional programs.
6. Oversees implementation of relevant intervention programs that may be adopted.
7. Coordinates, monitors and oversees after school programs.
8. Provides insight and support in the use of supplemental materials to site administrators.
9. Oversees Williams/Valenzuela compliance items.
10. Arranges for and in some cases provides district-wide professional development related to Equity, Culturally Relevant Instruction and Pedagogy. ~~areas for which the coordinator is responsible.~~
11. Analyzes state and district assessment results and makes recommendations to the district regarding program modifications based upon data.
12. Develops and oversees training and implementation of district assessments.
13. Coordinates development of curriculum as it relates to areas for which the coordinator is responsible.
14. Oversees teacher and parent committees in the areas for which the coordinator is responsible.
15. Coordinates selection and ordering of instructional materials for areas for which the coordinator is responsible for entire district.
16. Ensures compliance with all local, state and federal legislation mandates and policies.
17. As requested by the Director, prepares reports designed to support standards-based curriculum development to support improved instruction and a variety of student educational needs.
18. Plans, implements and coordinates curriculum development, professional development and assessments as it relates to programs and grants.
19. Meets regularly with site, area, and District-level curriculum and instruction personnel to provide data support needed for the development and/or evaluation of school-wide curriculum and instruction programs.
20. Acts as liaison to the community and assists in articulating the district programs.

21. Coordinates and conducts ongoing training for staff and parents.
22. Attends county and state meetings as required.
23. Performs other duties as assigned.

APPLICATION DEADLINE: Open Until Filled

AN EQUAL OPPORTUNITY EMPLOYER

15.C.1. Request Approval of Classified Personnel Report: Employment, Assignments, Leaves, and Separations

Rationale:

The following is the Classified Personnel Report for May 14, 2020, which details personnel employment actions before the Board, such as, but not limited to: hiring, change-of-status, limited-term employment, extra-duty, resignation, retirement, and leaves for approval and/or ratification.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: Various Funding Sources

Funding Account Number: Various Funding Sources

Amount: Varies

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Public Classified Personnel Schedule for 5.14.20

CLASSIFIED PERSONNEL: EMPLOYMENT

Permanent Employment for either outside candidates or change-of-status for internal employees: due to either filling a vacancy (resignation/retirement/separation/promotion/voluntary demotion) or establishing a new position. For any permanent assignment the required probationary period must be fulfilled.				
NAME		POSITION	CLASS RANGE STEP	VA# Effective Start
1	Smith, Tanya	Classification: Instructional Assistant Special Needs –CLM Stipend Work Hours: 6 Work Months: 10 Location: Lindbergh Elementary Funding Source: Supplemental and Concentration Funds Reason: Existing Position. Replacement of Staff.	Range: 118 Step: 05	192000061 10/11/19

LIMITED TERM/EXTENDED/EXTRA DUTY ASSIGNMENT

Limited-Term/Provisional Assignments/Sub-on-call as needed/Summer Assignments/Extended Assignments/Extra Duty				
NAME		POSITION	CLASS RANGE STEP	Effective Start/End Date
2	Headspeth, Cheryl	Classification: School Community Liaison Work Hours: 6 Location: Firebaugh HS Funding Source: NCLB: Title 1, Part A Reason: Providing limited-term assistance as needed.	Range: 118 Step: 01	192000201 01/31/20 to 06/17/20 or sooner

LIMITED-TERM CLASSIFIED PERSONNEL: OUT-OF-CLASSIFICATION (All Duties)

Working out-of-classification and assuming all of the duties of the out-of-classification assignment therefore will assume the salary rate of the higher class.				
NAME		POSITION	CLASS RANGE STEP	VA# Start/End Date
3	Garcia, Paul	From: Assistant Chief of Security To: Interim Chief of Security Work Hours: 8 Location: Security Funding Source: Unrestricted General Fund Reason: Employee on leave.	Range: 342 Step: 01	192000130 04/01/20 to 06/30/20 or sooner

COACHING ASSIGNMENTS & HONORARIUM (Classified & Non-Represented)

For all coaching assignments and honorarium listed below, payment will be issued only after the completion of the season and assignment. The percentage listed is the regular amount to be issued, if the assignment is completed in its entirety; the total payment issued to the employee may be less than the percentage listed, if the employee does not complete the assignment.

NAME		POSITION	CLASS RANGE STEP	VA# Effective Start/End Date
4	Araux, Brian	Classification: J.V. Soccer Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
5	Bishop, James	Classification: Varsity Baseball Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
6	Bravo, Michel Silva	Classification: J.V. Volleyball Coach (B) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
7	Cade, Fonda	Classification: School Webmaster (Split Assignment) Location: Firebaugh HS Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
8	Camacho, Maria	Classification: School Webmaster Location: Hosler MS Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
9	Campbell, Dayle	Classification: Varsity Baseball Assistant Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
10	Candler, April	Classification: Elementary Track & Field Location: Wilson ES Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
11	Cartagena, Noel	Classification: Varsity Golf Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
12	Castaneda, Olivia	Classification: School Webmaster (Split Assignment) Location: Firebaugh HS Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
13	Chapman, Jonathon	Classification: Freshman Softball Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
14	Contreras, Jose	Classification: Varsity Volleyball Coach (B) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner

COACHING ASSIGNMENTS & HONORARIUM (Classified & Non-Represented)

For all coaching assignments and honorarium listed below, payment will be issued only after the completion of the season and assignment. The percentage listed is the regular amount to be issued, if the assignment is completed in its entirety; the total payment issued to the employee may be less than the percentage listed, if the employee does not complete the assignment

NAME		POSITION	CLASS RANGE STEP	VA# Effective Start/End Date
15	Cuellar, Viviana	Classification: Cheerleader Advisor Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
16	Diaz-Aguilar, Elizeth	Classification: Elementary Track & Field Location: Wilson ES Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
17	Eldridge, Ron	Classification: Varsity Track & Field Coach (G) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
18	Gamboa, Epifania	Classification: Yearbook Location: Rosa Parks ES Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
19	Gaytan, Carmen	Classification: Elementary Track & Field Location: Wilson ES Funding Source: General Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
20	Guillen, Alejandra	Classification: J.V. Softball Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
21	Hanna, Lauren	Classification: Varsity Softball Assistant Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
22	Hernandez, Ramon	Classification: Freshman Soccer Coach (G) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
23	Ivey, Byron	Classification: Track & Field Assistant Coach (G) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
24	Lang, Steve	Classification: Track & Field Assistant Coach (B) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
25	Lenoir, Graylon	Classification: Varsity Track & Field Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner

COACHING ASSIGNMENTS & HONORARIUM (Classified & Non-Represented)

For all coaching assignments and honorarium listed below, payment will be issued only after the completion of the season and assignment. The percentage listed is the regular amount to be issued, if the assignment is completed in its entirety; the total payment issued to the employee may be less than the percentage listed, if the employee does not complete the assignment.

NAME		POSITION	CLASS RANGE STEP	VA# Effective Start/End Date
26	Lenoir, Graylon	Classification: Varsity Track & Field Coach (G) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
27	Marquez-Garnica, Martin	Classification: Varsity Tennis Coach (B) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
28	Plascencia, Tony	Classification: Track & Field Assistant Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
29	Plascencia, Tony	Classification: Track & Field Assistant Coach (G) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
30	Ponce, Natalie	Classification: Athletic Trainer Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
31	Regis, Jose	Classification: J.V. Baseball Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
32	Roberson, Willie	Classification: Track & Field Assistant Coach (B) Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
33	Salazar, Rebecca	Classification: Varsity Softball Coach Location: Lynwood HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
34	Vargas, Gerardo	Classification: J.V. Volleyball Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
35	Venegas, Hector	Classification: Freshman Soccer Coach (B) Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner
36	Wood, Charles	Classification: Varsity Softball Coach Location: Firebaugh HS Funding Source: Supplemental and Concentration Funds	Range: 12 Step: 01	07/01/19 To 06/30/20 or sooner

LEAVES

A leave of absence may end sooner than the end date that was originally approved, if requested by the employee. To request to return sooner than the date originally approved, the employee MUST (1) furnish official paperwork releasing them to return to work to their supervisor for review who will then forward the information to Classified Personnel for review and approval (if a release is required to return to work), and (2) turn in an amended absence request form to their supervisor for review and signature to be forwarded to Classified Personnel for review and approval. (Any amended leave will be resubmitted to the Board for ratification.)

MEDICAL LEAVES

	NAME	POSITION	LOCATION	Effective Start/End Date
37	Avelar, Corina	Child Care Assistant	Early Childhood Education	02/20/20 – 07/20/20
38	Flores, Melissa	Sr, Nutrition Service Worker	Child Nutrition Services	02/11/20 – 05/1/20
39	Harris, Tameka	Nutrition Service Worker	Nutrition Services	08/23/19 – 06/01/20
40	Morris, Marcus	Custodian	Helen Keller ES	03/20/20 – 06/30/20

FAMILY MEDICAL LEAVE ACT (FMLA)

	NAME	POSITION	LOCATION	Effective Start/End Date
41	Diaz, Marina	Secretary	Lugo ES	02/03/20 – 04/17/20

MILITARY LEAVE

	NAME	POSITION	LOCATION	Effective Date
42	Gaeta, Cipriano	Instructional Asst. Special Needs	Wilson ES	04/06/20 – 06/17/20

15.C.2. Request Approval to Reject All Proposals Submitted for Contract Award Based on RFQ#121719KWRJ for Experienced Firms to Provide a Job Classification and Compensation Study

Rationale:

Administration requests Board approval to reject all proposals submitted for RFQ #121719-KWRJ to provide a job classification and compensation study for classifications represented by the Classified School Employees Association (CSEA).

The project was advertised on February 3, 2020 and February 10, 2020. The RFQ proposals were due February 25, 2020. There was vendor outreach to twenty-one firms. Proposals for this project were received from:

- 1) EMS Educational Management Solutions;
- 2) Kopp & Associates; and,
- 3) MGT Consulting Group.

The wide differences in the prices indicated in the proposals received reflected a lack of understanding of the required scope of services. It is in the best interest of the District to reject all proposals at this time and re-advertise.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.D.1. Request Approval of Warrant and ACH Schedule for the Period of March 18, 2020 through April 21, 2020

Rationale:

Staff requests approval of the Warrant and ACH Schedule for the period of March 18, 2020 through April 21, 2020.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: Various

Funding Account Number: Various

Amount: \$5,863,682.35

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Warrant Schedule

**LYNWOOD UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA**

DATE: May 14, 2020

TO: Gudiel R. Crosthwaite, Ph.D., Superintendent

FROM: Business Services Division

SUBJECT: Warrant and ACH Schedule for the Period of March 18, 2020 - April 21, 2020

These registers, as prepared by the Los Angeles County Office of Education, reflect disbursements that have been made in payment of previously approved purchase orders, recurring monthly expenses for mileage disbursements, conferences, utilities and other costs of public education.

The expenses reflected in the registers were not in excess of appropriations budgeted.

Copies of the registers are available for inspection during normal office hours in the Accounting Department, Lynwood Unified School District, 11321 Bullis Road, Lynwood, California 90262.

COMMERCIAL WARRANT REGISTER (B-WARRANTS)

		Issue Date	Amount	
03/18/20	\$	157,864.93	04/06/20	\$ 979.78
03/19/20	\$	291,124.78	04/07/20	\$ 318,965.81
03/20/20	\$	183,404.12	04/08/20	\$ 483,743.07
03/23/20	\$	373,715.63	04/09/20	\$ 199,313.16
03/24/20	\$	207,041.36	04/10/20	\$ 138,931.83
03/25/20	\$	280,750.18	04/12/20	\$ -
03/26/20	\$	97,293.39	04/13/20	\$ 467,892.66
03/27/20	\$	156,474.94	04/14/20	\$ 83,961.91
03/30/20	\$	184,911.69	04/15/20	\$ 91,161.13
03/31/20	\$	79,489.31	04/16/20	\$ 172,246.29
04/01/20	\$	106,714.88	04/20/20	\$ 30,433.37
04/02/20	\$	359,058.18	04/21/20	\$ -
04/03/20	\$	1,398,209.95		
		Total	\$	5,863,682.35
For a more detailed account of specific District expenditures, please refer to page 3.				

**LYNWOOD UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA**

DATE: May 14, 2020
TO: Gudiel R. Crosthwaite, Ph.D., Superintendent
FROM: Business Services Division
SUBJECT: Commerical Warrant and ACH Schedule for the Period of March 18, 2020 - April 21, 2020

<u>FUNDS</u>	<u>AMOUNT</u>
1) <u>General Fund (01)</u> Total General Fund	\$ 2,668,815.71
2) <u>Adult Education Fund (11)</u> Total Adult Education Fund	\$ 8,831.58
3) <u>Child Development Fund (12)</u> Total Child Development Fund	\$ 12,840.15
4) <u>Cafeteria Fund (13)</u> Total Cafeteria Fund	\$ 262,474.72
5) <u>Deferred Maintenance Fund (14)</u> Total Deferred Maintenance Fund	\$ -
6) <u>Building Fund (21)</u> Total Building Fund	\$ 509,134.06
7) <u>Capital Facilities Fund (25)</u> Total Capital Facilities Fund	\$ -
8) <u>School Facilities Fund (35)</u> Total School Facilities Fund	\$ -
9) <u>Self-Insurance Fund (67)</u> Total Self-Insurance Fund	\$ 189,188.73
10) <u>Scholarship Fur</u> Total Scholarship Fund	\$ -
11) <u>Payroll Clearance Fund (76)</u> Total Payroll Clearance Fund	\$ 2,212,397.40
Total Warrants All Funds	\$ 5,863,682.35

Fund	1.0	11.0	12.0	13.0	14.0	21.0/21.1	25.0	35.0	67.0	73.0	76.0	
03/18/20	98,843.04	-	-	55,821.89	-	3,200.00	-	-	-	-	-	157,864.93
03/19/20	80,520.75	-	-	203,062.58	-	7,541.45	-	-	-	-	-	291,124.78
03/20/20	38,243.77	649.30	-	-	-	19,615.79	-	-	124,895.26	-	-	183,404.12
03/23/20	373,715.63	-	-	-	-	-	-	-	-	-	-	373,715.63
03/24/20	199,385.99	-	1,203.79	-	-	6,451.58	-	-	-	-	-	207,041.36
03/25/20	268,199.52	1,297.51	175.52	44.25	-	10,913.38	-	-	120.00	-	-	280,750.18
03/26/20	82,952.48	-	-	-	-	14,340.91	-	-	-	-	-	97,293.39
03/27/20	145,743.46	-	4,005.75	-	-	6,725.73	-	-	-	-	-	156,474.94
03/30/20	90,485.44	-	2,072.61	-	-	55,393.64	-	-	36,960.00	-	-	184,911.69
03/31/20	74,662.25	-	-	-	-	4,827.06	-	-	-	-	-	79,489.31
04/01/20	106,058.10	-	656.78	-	-	-	-	-	-	-	-	106,714.88
04/02/20	137,363.89	-	144.76	-	-	203,934.35	-	-	16,666.67	-	948.51	359,058.18
04/03/20	-	-	-	-	-	-	-	-	-	-	1,398,209.95	1,398,209.95
04/06/20	-	-	-	-	-	979.78	-	-	-	-	-	979.78
04/07/20	66,310.10	-	924.49	-	-	6,946.00	-	-	6,782.50	-	238,002.72	318,965.81
04/08/20	318,349.77	607.95	-	-	-	509.00	-	-	-	-	164,276.35	483,743.07
04/09/20	168,859.41	5,175.75	-	-	-	25,278.00	-	-	-	-	-	199,313.16
04/10/20	12,794.63	-	-	-	-	126,137.20	-	-	-	-	-	138,931.83
04/13/20	-	-	-	-	-	-	-	-	-	-	-	0.00
04/14/20	58,876.53	-	-	-	-	2,613.26	-	-	-	-	406,402.87	467,892.66
04/15/20	77,254.91	-	-	-	-	2,150.00	-	-	-	-	4,557.00	83,961.91
04/16/20	82,915.51	45.34	2,414.40	-	-	3,200.00	-	-	2,585.88	-	-	91,161.13
04/17/20	156,847.16	1,055.73	1,242.05	3,546.00	-	8,376.93	-	-	1,178.42	-	-	172,246.29
04/20/20	30,433.37	-	-	-	-	-	-	-	-	-	-	30,433.37
04/21/20	-	-	-	-	-	-	-	-	-	-	-	0.00
	-	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	-	
Rpt 051420	2,668,815.71	8,831.58	12,840.15	262,474.72	0.00	509,134.06	0.00	0.00	189,188.73	0.00	2,212,397.40	5,863,682.35

15.D.2. Request Approval to Virtually Attend the School Services of California May Revision Workshop to the Proposed 2020-21 State Budget

Rationale:

Staff requests approval to virtually attend the School Services of California May Revision Workshop to the Proposed 2020-21 State Budget.

This workshop provide:

A revised School Services of California Inc. Financial Projection Dashboard

Updated per-pupil revenue amounts

Planning factors for the out years of the multiyear projection

Updates on accountability rubrics, the Local Control and Accountability Plan, and other significant policy issues

The appropriate use of ending balances and other resources

Operational guidance for new revenues, new regulations, and increasing expenditure obligations

Other challenges and opportunities for local school agency leaders

Issues to consider when closing the books for 2019 20

Discussion and analysis of major education policy issues

These issues are critical to the management of the District's fiscal solvency. In order to achieve transparency in the development of the District's budget and to broaden understanding of the State's budget, the following will attend the workshop:

Gary Hardie, Jr., Board Member

Maria G. Lopez, Board Member

Alma-Delia Renteria, M.Ed., Board Member

Alfonso Morales, Esq., Board Member

Gudiel R. Crosthwaite, Ph.D., Superintendent

Shawna Dinkins, Ed.D., Assistant Superintendent of Educational Services

Brian Lucas, Ed.D., Assistant Superintendent of Human Resources

Gregory Fromm, Chief Business Official

Deborah Berry, Director of Fiscal Services

Cindy Ward, SEIU

Enga Chatman, SEIU

Diana Hawkins, CSEA

Mitchell Martinez, CSEA

Glenda Arellano, LTA

Debbie Diaz, LTA

The total cost, including registration, travel expenses, and meals, is \$4,000.00.

Financial Impact:

Renewal Contract/Item [] New Contract/Item [X]

Requisition # from BEST: 20*2437

Name of Funding Source and/or Location: Unrestricted General Fund

Funding Account Number: 01.0-00000.0-00000-72000-5220-7600000

Amount: \$4,000.00

15.D.2. Request Approval to Virtually Attend the School Services of California May Revision Workshop to the Proposed 2020-21 State Budget (*Continued*)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

15.E.1. Request Approval of Resolution No. 19-20/40 to Recognize and Celebrate National Mental Health Awareness Month in May 2020

Rationale:

The administration requests approval of Resolution No. 19-20/40 to recognize and celebrate National Mental Health Awareness Month in May 2020.

This year's theme is "Tools 2 Thrive". The focus is to reduce the barriers and stigma of mental health services.

Topics include:

- Sharing information that facilitates access to mental health services
- Seeing the person and not the condition
- Eliminating financial circumstances as a barrier to mental health services
- Identifying key staff at each school site that can provide resources for mental health services

National Mental Health Awareness Month helps increase the knowledge of mental health services. The Lynwood Unified School District will continue to reduce the barriers and stigma of mental health services by:

- Utilizing our health collaborative partners to provide services for our students
- Promoting the National Alliance of Mental Illness (NAMI) clubs at each high school
- Continuing to educate the Lynwood community by providing mental health awareness professional development for staff and parents

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: No cost to the District

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution No. 19-20/40 - Mental Health Awareness



Board of Education

National Mental Health Awareness Month

RESOLUTION NO. 19-20/40

Mental Health Awareness Month – May 2020

WHEREAS, in order to increase a greater understanding of Mental Health challenges facing students and families, Lynwood Unified School District joins the nation in raising awareness of Mental Health issues and services; and

WHEREAS, mental health conditions are a leading cause of disability in the United States and affect millions of children, adolescents and adults. 1 out of 5 youth, ages 13 to 18 experience Mental Health challenges per year; and

WHEREAS, studies show that the stigma surrounding Mental Health is the greatest barrier to individuals accessing recovery services and receiving treatment; and

WHEREAS, sharing information about Mental Health can reduce the barriers and stigma associated with individuals seeking Mental Health Services; and

WHEREAS, every citizen and community can make a difference in helping end the silence and stigma about mental illness and its impact on students and families; and

WHEREAS, prevention and early intervention are essential to helping people avoid serious mental illness. The majority of individuals who receive treatment early, recover and are able to effectively lead fulfilling productive lives; and

WHEREAS, Lynwood Unified School District's Health Collaborative, through its unique approach to serving students and families, is effectively addressing the mental health needs of the Lynwood community;

WHEREAS, Lynwood Unified School District provides a variety of resources and services including: Individual and whole family mental health therapy, on-campus counseling and student-led clubs, parent workshops, staff professional development, and the LUSD Mental Health Collaborative consisting of approximately 40 licensed agencies and service providers.

NOW, THEREFORE BE IT RESOLVED, that we, the Governing Board of the Lynwood Unified School District, on behalf of the students within our schools and the community we serve, proclaim the month of May 2020 as Mental Health Awareness Month, with this year's theme of "Tools 2 Thrive".

BE IT FINALLY RESOLVED, that the Lynwood Unified School District encourages students, staff and administration to observe Mental Health Awareness Month by engaging in activities and events that promote identification and treatment of mental health illnesses.

Passed and adopted by the Governing Board of the Lynwood Unified School District on May 14, 2020.

Gary Hardie, Jr. – Board President

BOARD OF EDUCATION

Gary Hardie, Jr.	Maria G. Lopez	Briseida Gonzalez, MSW	Alfonso Morales, Esq.	Alma-Delia Renteria, M.Ed.
President	Vice-President	Clerk	Member	Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

15.E.2. Request Approval of Resolution No. 19-20/41 - Designating the Month of May as National Foster Care Month

Rationale:

The administration requests approval of Resolution No: 19-20/41, designating the month of May as National Foster Care Month.

The District's commitment is to raise awareness of the challenges children face in the foster care system. The administration submits this resolution for its intent to develop and implement activities that will support all foster youth students and families in the Lynwood Unified School District.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: No Cost to the District

Recommended Motion:

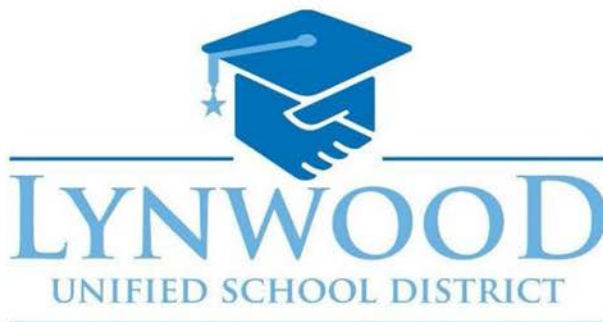
☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution No.19-20/41 - National Foster Care Month



Board of Education

National Foster Care Month

RESOLUTION NO. 19-20/41 ***Celebrating National Foster Care Month***

WHEREAS, May is National Foster Care Awareness Month, to acknowledge foster parents, volunteers, mentors, and other support professionals who help children in foster care find permanent homes, healthy connections, and resources to lead a successful and rewarding life; and

WHEREAS, Foster Care Awareness Month is celebrated nationally to raise awareness about foster care and to encourage more community involvement as resource families, volunteers, mentors, employers and supporting agencies; and

WHEREAS, Foster Care Awareness Month recognizes the needs of foster children who have suffered adversities from trauma, abuse, or neglect and require foster care providers who will help them heal and work with families toward successful reunification or permanent placement; and

WHEREAS, Foster Care Awareness Month, Lynwood Unified School District recognizes all of the patient, loving, and committed individuals who provide a child with safety during a time of crisis. Without the commitment of foster caregivers, social agencies would not be able to provide the necessary care and support to address the needs of children who are placed in foster care; and

WHEREAS, Foster Care Awareness Month is a time to bring awareness to foster care issues and renew our commitment to ensuring the best future for children and youth in foster care in the Lynwood Unified School District community by helping them find the path to success; and

WHEREAS, knowing that being placed in foster care can be a very challenging experience, National Foster Care Awareness Month highlights the need for every child to live in a safe, secured, permanent, and nurturing home with a loving family and supportive community; and

WHEREAS, recognizing that youth in foster care are much more likely to face educational instability, the Lynwood Unified School District provides foster youth services and resources that promote healthy and happy students and collaborates with foster parents and community agencies to make a meaningful difference in the lives of these children; and

WHEREAS, the Lynwood Unified School District Board of Education acknowledges the special needs of children in the foster care system and honors agencies, individuals, and organizations, such as Department of Children Family Services, Children's Institute, Eagles Programs, and many others that work collaboratively to build a caring network of hope and to enhance the lives of these children; and

NOW THEREFORE, BE IT RESOLVED that the Lynwood Unified School District hereby recognize the month of May as National Foster Care Awareness Month and calls upon schools, agencies, organizations, and the public to observe this month by coordinating awareness efforts and activities that promote foster youth organizations and services and improves the well-being of our foster youth.

Passed and adopted by the Governing Board of the Lynwood Unified School District on May 14, 2020.

Gary Hardie, Jr. – Board President

BOARD OF EDUCATION

Gary Hardie, Jr.	Maria G. Lopez	Briseida Gonzalez, MSW	Alfonso Morales, Esq.	Alma-Delia Renteria, M.Ed.
President	Vice-President	Clerk	Member	Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

15.E.3. Request Approval of Resolution No: 19-20/42 - Designating the Month of May as Teen Pregnancy Prevention and Successful Parenting Education Month

Rationale:

The administration requests approval of Resolution No. 19-20/42 designating the month of May as Teen Pregnancy Prevention and Successful Parenting Education Month, as part of the District's commitment to advocate and support programs, partner with agencies, as well as engage the community in the prevention of adolescent/teen pregnancy and its associated problems.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: No Cost to the District

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution 19-20/42 - Teen Preg Prev & Successful Parenting Month



Board of Education

Teen Pregnancy Prevention & Successful Parenting Education Month

RESOLUTION NO. 19-20/42

DESIGNATING MAY 2020 AS TEEN PREGNANCY PREVENTION AND SUCCESSFUL PARENTING EDUCATION MONTH

WHEREAS, approximately one million teens in the United States become pregnant each year; and

WHEREAS, teen pregnancy compromises the health, economic and educational future of our teens and costs our State hundreds of millions of dollars each year; and

WHEREAS, teen pregnancy affects disparate populations disproportionately; communities of color and economically disadvantaged are especially affected by a lack of resources and the negative effects of unplanned teen pregnancy and sexually transmitted disease, including HIV/AIDS; and

WHEREAS, teen pregnancy and sexually transmitted infection rates are not just the product of individual characteristics, but are substantially influenced by social determinants, including but not limited to: poverty, educational attainment, unemployment, and a lack of community engagement and social resources; and

WHEREAS, the increasing number of younger sexually-active female teens creates a larger group of teens at risk for sexually transmitted diseases; and

WHEREAS, teenage mothers often seek prenatal care late in their pregnancy, if at all, and they frequently suffer higher than average levels of toxemia, anemia and cervical trauma; and

WHEREAS, babies born to teenage mothers are often born prematurely and with low birth weights which can result in long term disabilities and hundreds of thousands of dollars in hospital bills; and

WHEREAS, unemployment, underemployment and dependence on public welfare are often a result of teenage parents' inability to complete their education; and

WHEREAS, pregnancy has been determined to be the greatest single cause of female students dropping out of school and teenage fathers are also significantly less likely to complete high school than their non-parenting peers; and

WHEREAS, reducing teen pregnancy and sexually transmitted infections is important to our community, and schools play a significant role in helping parents educate their children about sexuality and sexual health; and

WHEREAS, the Lynwood Unified School District (LUSD) believes that students-to protect their health-deserve accurate, balanced sexuality information and assistance in developing skills in communication and making healthy decisions; that they can make healthy, safe, and responsible choices and good

decisions for their future when they are given knowledge, skills, and access to services; and

WHEREAS, the LUSD Board of Education values and encourages the development of public health strategies based on science and evidence, focused on prevention, centered on the community, and guided by the principles of social justice; and

WHEREAS, the LUSD Board of Education recognizes community concerns to improve adolescent health and provide supportive environments which demonstrate that we as a community value our youth and their place in our society; and

WHEREAS, both research and experience demonstrate that by protecting their educational rights, providing high quality educational options, and assuring access to support services such as child care and case management, schools can help to ensure the educational and future success of both pregnant and parenting teens and their children.

NOW, THEREFORE, BE IT RESOLVED that the Lynwood Unified School District Board of Education supports comprehensive, medically accurate sex education, that is age and developmentally appropriate, is free of bias and discrimination, and embodies the values of honesty, respect, and responsibility.

BE IT FURTHER RESOLVED that the Lynwood United School District advocate and support programs, as well as engage in broad-based, district-wide efforts and strategies, involving parents, media, churches, businesses, agencies, educational institutions, policymakers, and health care providers to prevent adolescent pregnancy and its associated problems.

BE IT FURTHER RESOLVED that it is our goal to ensure equal access to quality educational programs and support services that are critical to removing barriers to school success for young parents and their children.

BE IT FINALLY RESOLVED that the-Lynwood Unified School District Board of Education hereby proclaim the month of May 2020, as "TEEN PREGNANCY PREVENTION AND SUCCESSFUL PARENTING EDUCATION MONTH" and supports all efforts to reduce unintended parenthood and teen pregnancy and to provide resources to parenting teens.

Passed and adopted by the Governing Board of the Lynwood Unified School District on May 14, 2020.

Gary Hardie, Jr. - Board President

BOARD OF EDUCATION

Gary Hardie, Jr.
President

Maria G. Lopez
Vice-President

Briseida Gonzalez, MSW
Clerk

Alfonso Morales, Esq.
Member

Alma-Delia Renteria, M.Ed.
Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

15.E.4. Request Approval of Resolution No. 19-20/43 to Recognize and Honor the Employees of the Lynwood Unified School District and Declare the Week of May 18, 2020 as Employee Recognition Week

Rationale:

The State of California has declared that the third week of May be designated as Employee Recognition Week. Administration requests approval of Resolution 19-20/43, recognizing the dedicated and outstanding service of LUSD employees.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

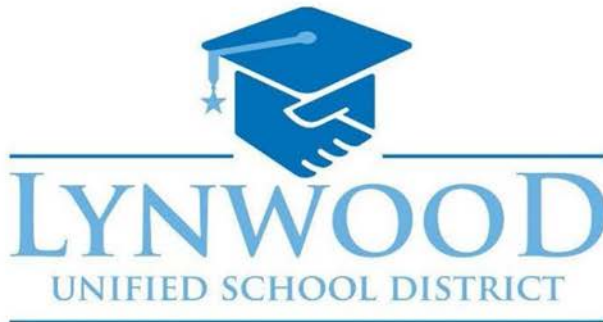
☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution No. 19-20/43 - Employee Recognition Week (Certificated & Classified)



Board of Education

Employee Recognition

RESOLUTION NO. 19/20-43

Certificated and Classified Employee Recognition Week

WHEREAS, the certificated and classified professionals provide valuable services to the schools, staff, and students of the Lynwood Unified School District; and

WHEREAS, certificated and classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, certificated and classified professionals serve a vital role in providing for the welfare and safety of Lynwood Unified School District's students; and

WHEREAS, certificated and classified professionals employed by the Lynwood Unified School District strive for excellence in all areas relative to the educational community;

NOW, THEREFORE, BE IT RESOLVED, that the Lynwood Unified School District hereby recognizes and wishes to honor the contributions of our certificated and classified professionals in promoting, supporting, and executing quality education to the State of California, and specifically in the Lynwood Unified School District, and hereby declares the week of May 18, 2020 as Employee Recognition Week in the Lynwood Unified School District.

Passed and adopted by the Governing Board of the Lynwood Unified School District on May 14, 2020.

Gary Hardie, Jr. – Board President

BOARD OF EDUCATION

Gary Hardie, Jr.	Maria G. Lopez	Briseida Gonzalez, MSW	Alfonso Morales, Esq.	Alma-Delia Renteria, M.Ed.
President	Vice-President	Clerk	Member	Member

Gudiel R. Crosthwaite, Ph.D.
Superintendent and Secretary to the Board

15.E.5. Request Approval to Renew Agreement with VELADA Consulting, LLC to Provide Governmental Relations and Public Affairs Services from April 2020 to September 2020

Rationale:

The administration requests approval to renew agreement with VELADA Consulting, LLC to provide governmental relations and public affairs services from April 2020 to September 2020.

With the concurrence of the Lynwood Unified School District, VELADA Consulting LLC will perform critical services relating to:

- Capturing COVID-19 related funds at the County, State and Federal to support LUSD.
- Assist with procuring funds for technology, PPE funds, and emergency grants.
- Serve as a liaison with new owners of St. Francis Hospital, Prime Healthcare.
- Coordinate meetings with the County of Los Angeles Office of Education (LACOE) and advocate for LUSD in front of Los Angeles County Board of Supervisors.
- Create plan of action for Community Benefits Packages triggered by housing developments and sales of City resources such as hospitals, government agency land (such as Cal Trans) and others.
- Track significant changes in State regulations and legislation improving charter school accountability which include implementation of transparency practices including formations of boards and stricter guidelines on expenditures of charter schools.
- Advocate and track significant changes to increase state categorical funding, funding for DREAMERS and Early Education programs.
- Advocate and track legislation and ballot initiatives on matching State construction bond dollars.
- Track significant legislation on charter school accountability in State budget.
- Advocacy work on behalf of the district to increase state construction bond funds, state general fund dollars and federal funds.
- Secure state dollars for facilities modernization including upgrades to existing buildings and the implementation of new STEM laboratories, libraries and resource centers.
- Interface with government, elected officials and community leaders to craft policy to increase student enrollment.

This agreement does not constitute an agreement for the performance of legal services or the providing of legal advice, and will commence on the effective date and shall continue for six (6) months until either party terminates it by giving thirty (30) days prior written notice. The term of this agreement may be extended by mutual written agreement.

Financial Impact:

Renewal Contract/Item ☒ New Contract/Item ☐

Requisition # in BEST: TBD

Name of Source and/or Location: General Fund

Funding Account Number: 01.0-00000.0-00000-72000-5850-7690000

Amount: \$4,200.00/monthly retainer fee

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

**15.E.6. Request Approval for New/Renewal of Professional Institutional Memberships for
2020-21 School Year**

Rationale:

Administration requests approval for new and renewal of professional institutional memberships for 2020-21 (list attached).

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: Various

Funding Account Number: Various

Amount: Varies

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

2020-2021 Professional Institutional Memberships

2020 - 2021 PROFESSIONAL INSTITUTIONAL MEMBERSHIPS

• Accrediting Commission of Secondary Schools (approx. \$1,070 annual fee for each middle school, high school and adult school = total of 7 schools; fees for visits & self-study not included)	\$7,490.00
• AASA – American Association of School Administrators	460.00
• ACSA – Association of California School Administrators (Superintendent & Cabinet)	(Approx.) 2,500.00
• ACSA – Association of California School Administrators (Educational Institution Service for Districts)	660.00
• ASCD – Association of Supervision and Curriculum Development	239.00
• CAAASA – California Association of African-American Superintendents & Administrators	1,000.00
• CABSE - California Association of Black School Educators.....	(Approx.) 5,000.00
• CALSA – California Association of Latino Superintendents and Administrators (\$300+150ea – Superintendent and BOE)	1,050.00
• CLSBA – California Latino School Board Association	(Approx.) 2,500.00
• CSBA – California School Boards Association	(Approx.) 15,153.00
Education Legal Alliance Membership	3,788.00
Manual Maintenance Plus 2020-2021	4,200.00
GAMUT Online 2020-2021	4,500.00
• CalSPRA - California School Public Relations Association	(Approx.) 500.00
• Digital Promise Global (League of Innovative Schools)	(Approx.) 3,500.00
• Hispanic Association of Colleges and Universities (HACU)	(Approx.) 1,575.00
• LACSTA – Los Angeles County School Trustees Association	(Approx.) 600.00
• Lynwood Chamber of Commerce	300.00
• Lynwood Rotary Club (District Representative – Superintendent; \$175/quarter)	700.00
• NABSE – National Alliance of Black School Educators Individual Membership	100.00
Institutional Membership	1,000.00
• NALEO – National Association of Latino Elected and Appointed Officials	500.00
• NCERT – National Center for Education Research & Technology	8,650.00
• NSR - National Superintendents Roundtable	(Approx.) 2,500.00

REGULAR MEETING OF THE BOARD OF EDUCATION
Thursday, May 14, 2020

INFORMATIONAL ITEM

16.A. Informational Item Only: Request Approval to Amend the Board Policy 6146.1 - California Graduation Requirements

Rationale:

The administration requests approval to amend the Board Policy 6146.1 - California Graduation Requirements.

The Board of Education desires to prepare all students to obtain a high school diploma to enable them to take advantage of opportunities for post-secondary education and employment.

Financial Impact:

Renewal Contract/Item [] New Contract/Item [X]

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion:

INFORMATIONAL ITEM ONLY

Comments:

Superintendent's Office Certification:

Attachments:

Board Policy 6146.1 - California Graduation Requirements

Lynwood USD

Board Policy

High School Graduation Requirements

BP 6146.1

Instruction

The Board of Education desires to prepare all students to obtain a high school diploma to enable them to take advantage of opportunities for postsecondary education and employment.

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 5147 - Dropout Prevention)

(cf. 6143 - Courses of Study)

(cf. 6146.3 - Reciprocity of Academic Credit)

Students shall complete the following requirements in order to receive a diploma of graduation:

1. Total credits required: 220

2. Required courses:
(One year = 10 credits)

Graduation Requirements

English 4 years 40 credits

World History 1 year 10 credits

U.S. History 1 year 10 credits

U.S. Government 1/2 year 5 credits

Economics 1/2 year 5 credits

Mathematics 3 years 30 credits

Science 2 years 20 credits

One Life Science and one

Physical Science required.

Physical Education 2 years 20 credits

Visual/Performing Arts 1 year 10 credits

Foreign Language** 1 year 10 credits

Elective Courses 60 credits

TOTAL CREDITS REQUIRED 220 credits

** UC/CSU requires two years and recommends three years of foreign language; requires one year and recommends two years of visual/performing arts.

These requirements effective 2012-2013 school year.

3. Pass Algebra 1 course of study. At least one mathematics course shall meet or exceed state academic content standards for Algebra I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I requirement, but shall not exempt a student from the requirement to complete two mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

(cf. 6011 - Academic Standards)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6152.1 - Placement in Mathematics Courses)

4. Two courses in physical education are required, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

(cf. 6142.7 - Physical Education and Activity)

5. Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)

6. The Superintendent or designee shall exempt or waive specific course requirements for foster youth, homeless students, and children of military families in accordance with Education Code 51225.1 and 49701.

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education for Children of Military Families)

State of Emergency

In the event of a catastrophic event such as a pandemic, the Governing Board reserves the right to amend the graduation requirements.

Retroactive Diplomas

7. Until July 31, 2018, any student who completed grade 12 in the 2003-04 school year or a subsequent school year and has met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 60851.6)

The district may retroactively grant a high school diploma to a former student who was interned by order of the federal government during World War II or who is an honorably discharged veteran of World War II, the Korean War, or the Vietnam War, provided that he/she was enrolled in a district school immediately preceding the internment or military service and he/she did not receive a diploma because his/her education was interrupted due to the internment or military service. A deceased former student who satisfies these conditions may be granted a retroactive diploma to be received by his/her next of kin. (Education Code 51430)

In addition, the district may grant a diploma to a veteran who entered the military service of the United States while he/she was a district student in grade 12 and who had completed the first half of the work required for grade 12. (Education Code 51440)

Legal Reference:

EDUCATION CODE

47612 Enrollment in charter school
48200 Compulsory attendance
48412 Certificate of proficiency
48430 Continuation education schools and classes
48645.5 Acceptance of coursework
48980 Required notification at beginning of term
49701 Interstate Compact on Educational Opportunity for Military Children
51224 Skills and knowledge required for adult life
51224.5 Algebra instruction
51225.1 Exemption from district graduation requirements
51225.2 Pupil in foster care defined; acceptance of coursework, credits, retaking of course
51225.3 High school graduation
51225.35 Mathematics course requirements; computer science
51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation
51225.5 Honorary diplomas; foreign exchange students
51228 Graduation requirements
51240-51246 Exemptions from requirements
51250-51251 Assistance to military dependents
51410-51412 Diplomas
51420-51427 High school equivalency certificates
51450-51455 Golden State Seal Merit Diploma
51745 Independent study restrictions
56390-56392 Recognition for educational achievement, special education
60851.5 Suspension of high school exit examination
60851.6 Retroactive diploma; completion of all graduation requirements except high school exit examination
66204 Certification of high school courses as meeting university admissions criteria
67386 Student safety; affirmative consent standard
CODE OF REGULATIONS, TITLE 5

1600-1651 Graduation of students from grade 12 and credit toward graduation
COURT DECISIONS

O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, High School: <http://www.cde.ca.gov/ci/gs/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

** State of California graduation requirement

Policy LYNWOOD UNIFIED SCHOOL DISTRICT

adopted: February 26, 2013 Lynwood, California

revised: March 22, 2016