

BOARD AGENDA

Regular Meeting

November 14, 2019



REGULAR MEETING OF THE BOARD OF EDUCATION

November 14, 2019

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 November 14, 2019, to conduct its business meeting at the Education Center 11321 Bullis Road, Board Room B-105, B-106, Lynwood, California, 90262. Closed Session to be held at 5:30 p.m. to 6:00 p.m. in Conference Room 103, and will reconvene into Open Session at 6:00 p.m. in Board Room B. Closed Session will be conducted in accordance with the requirements set forth by California law.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Assistant Superintendent's Office at 310-886-1490. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

A G E N D A

1. CALL TO ORDER

2. 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

3. APPROVAL OF AGENDA OF THE REGULAR MEETING OF THE BOARD OF EDUCATION ON NOVEMBER 14, 2019

Motion _____ Second _____ Vote _____

4. PUBLIC COMMENT/COMMUNICATIONS

Please submit public comment forms prior to start of meeting. 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.)

5. GOVERNING BOARD - Recess to Closed Session

5.A. Conference with Legal Counsel - Pending Litigation – Pursuant to GC § 54956.9(d)(1)

- 5.A.1. DFEH Case No. 201812-04456310
- 5.A.2. OAH Case No. 2019081069
- 5.A.3. OAH Case No. 2019080686

5.B. Public Employment/Public Employee Performance Evaluation/Public Employee Discipline Dismissal/Release/Appointment (Pursuant to GC § 54957)

- 5.B.1. Certificated Employee: EID# AZ8778657
- 5.B.2. Certificated Employee: EID# QP1877037
- 5.B.3. Certificated Employee: EID# WZ4494765
- 5.B.4. Classified Employee: EID# GF1652398

5.C. Conference with Labor Negotiator Agency Designated Representatives Employee Organizations - CSEA, LTA, and SEIU

6. RECONVENE INTO OPEN SESSION/CALL TO ORDER

7. 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 Madrugá Lemieux O'Neill, LLP

8. FLAG SALUTE by Hosler Middle School

9. REPORTS

9.A. Student Reports

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

9.B. Superintendent's Report

- 9.B.1. College and Career Readiness
 - 9.B.1.1. PSAT/SAT
 - 9.B.1.2. East Coast College Tour
 - 9.B.1.3. Advancement Via Individual Determination (AVID) Program

9.C. Board Members' Reports

10. GOVERNING BOARD - Resolutions/Proclamations/Appointments

- 10.A. Request Approval of Resolution No. 19-20/09 - Posthumously Recognizing Gerald L. Springer's Years of Service

Motion _____ Second _____ Vote _____

- 10.B. Request Approval of Resolution No 19-20/11, Designating the Month of November as National Displaced Youth Awareness Month

Motion _____ Second _____ Vote _____

11. 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).

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker to address **all their items**. If translation services are required, please state that, and an additional one (1) minute will be allotted. **Approach the lectern and give your name and address.**

The public has the opportunity to address the Board on any item appearing on the agenda or not on the agenda. Persons wishing to address the Board are asked to fill out a **Public Comment Form** located at the sign-in area, and submit the completed form to the administrative assistant prior to start of meeting.

Those who have a group concern are encouraged to select a spokesperson to address the Board. A copy of the full agenda is available for view at the Reception Desk area of the district office at 11321 Bullis Rd., Lynwood, California, 90262. Also, at the district web site: www.lynwood.k12.ca.us.

12. PUBLIC HEARING – None.

13. ACTION ITEMS

- 13.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on October 24, 2019

Motion _____ Second _____ Vote _____

13.B. HUMAN RESOURCES - CERTIFICATED

- 13.B.1. Request Approval of the Memorandum of Understanding between the Lynwood Unified School District (LUSD) and Lynwood Teachers Association (LTA) for the 2019-2020 Voluntary Retirement Program and Retiree Health Benefits

Motion _____ Second _____ Vote _____

14. 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 _____

14.A. EDUCATIONAL SERVICES

- 14.A.1. Request Approval for High School Staff to Participate in the 2020 ASBWorks User Conference in Anaheim, CA on January 22-24, 2020
- 14.A.2. Request Approval to Enter Into an Agreement with the Cambrian Group to Facilitate the Strategic Planning Process from November 2019 to June 2020
- 14.A.3. Request Approval to Attend the 2020 Southern California School Band and Orchestra Association Professional Development Conference in Garden Grove, CA on January 17-18, 2020
- 14.A.4. Request Approval to Enter Into an Agreement with California Youth Martial Arts Academy and Education Foundation to Provide Services for Washington Elementary School Students and Staff
- 14.A.5. Request Ratification of Agreement with Amazing School Assemblies to Provide an Anti-Bullying Assembly for Students at Marshall Elementary on November 13, 2019
- 14.A.6. Request Approval to Enter Into an Agreement with the Aquarium of the Pacific to Present the Aquarium on Wheels at Roosevelt Elementary School on November 16, 2019
- 14.A.7. Request Approval to Enter Into an Agreement with the Los Angeles County Office of Education to Provide Professional Development for Physical Education and Biology Teachers during the 2019-2020 School Year
- 14.A.8. Request Approval to Enter Into an Agreement with UCLA Center X to provide Professional Development for School Psychologists and Speech and Language Pathologists for the 2019-2020 School Year
- 14.A.9. Request Approval for High School Students to Participate in an Overnight Field Trip in San Bernardino, CA from November 6-9, 2019
- 14.A.10. Request Approval to Enter Into a Memorandum of Understanding with Cal State University, Long Beach to Provide the CalSoap and Educational Talent Search Programs for the 2019-2020 to 2021-2022 School Years

- 14.A.11. Request Approval to Attend the California School Board Association Annual Education Conference in San Diego, CA on December 4-8, 2019
- 14.A.12. Request Approval to Amend Agenda Item Previously Approved on July 25, 2019, for Students and Staff to Participate in the East Coast College Tour on August 4-10, 2019
- 14.A.13. Request Approval to Enter Into an Agreement with the Los Angeles County Office of Education (LACOE) to Provide Transportation Services for All Special Education Students for the Remaining of the 2019-2020 School Year
- 14.A.14. Request Approval to Submit the 2019 CTE Facilities Grant Application to the California Department of Education
- 14.A.15. Request Approval to Attend the California Association of Directors of Activities (CADA) 2020 Convention in Reno, NV on March 4-7, 2020
- 14.A.16. Request Approval to Accept the Kaiser Permanente Mental Health Intervention Grant and to Enter Into an Agreement with Therapy West Inc., to Implement a Social Skills Program from August 2019 to June 2020
- 14.A.17. Request Approval for Lynwood High School Girls' Basketball Team to Participate in State Tournaments Between December 17, 2019 and January 20, 2020
- 14.A.18. Request Approval to Enter Into an Agreement with WestEd to Provide Professional Development for Science Teachers for the 2019-2020 School Year
- 14.A.19. Request Approval to Enter Into an Agreement with Ochoa's Consulting, LLC, to Provide Special Education Training for Community Advisory Council (CAC) Members for the 2019-2020 School Year
- 14.A.20. Request Approval to Enter Into a Memorandum of Understanding with WhizGirls Academy/PlayWerks, Inc., from November 1, 2019 to June 30, 2020

14.B. HUMAN RESOURCES – CERTIFICATED

- 14.B.1. Request Approval of Certificated Personnel Report No. 19-20-06: Personnel Assignments, Employment, Leaves, and Separations
- 14.B.2. Request Approval to Enter an Agreement with SWING Subs to Provide Back-Up Source of Substitute Employees

14.C. HUMAN RESOURCES – CLASSIFIED

- 14.C.1. Request Approval of Classified Personnel Report Schedule No. 19/20-06: Employment, Assignments, Leaves, and Separations
- 14.C.2. Request Approval for Additional Substitute Employees (Limited-Term/On-Call/Additional Hours) to Work During the 2019-2020 School Year Ending June 30, 2020 or Sooner
- 14.C.3. Request Approval for the Appointment of the Classified Employee Appointee to the Personnel Commission of the Lynwood Unified School District for a Three-Year Term Beginning December 1, 2019 through December 1, 2022
- 14.C.4. Request Approval of the Tentative Agreement made between the Lynwood Unified School District and CSEA and its Chapter 116 dated October 22, 2019

14.D. BUSINESS SERVICES

- 14.D.1. Request Approval of Warrant and ACH Schedule
- 14.D.2. Request Acceptance of Record of Collections #2 (FY 19-20)
- 14.D.3. Requests Acceptance of Donations
- 14.D.4. Request Approval to Attend the School Services of California Governor's Budget Workshop in Ontario, CA on January 15, 2020
- 14.D.5. Request Approval to Enter into Agreement with Gigakom IT Solutions to Provide Network Maintenance for 2019-2020 School Year
- 14.D.6. Request Approval to Enter into Agreement with Gigakom IT Solutions to Provide Network Support to Active Directory Consolidation for 2019-2020 School Year
- 14.D.7. Request Approval of Resolution No. 19-20/12, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers
- 14.D.8. Request Approval to Enter Into a Service Agreement with Wellspring Info, to Provide an Emergency Quick-reference, Custom Printed Guidebook to Include LUSD's Emergency Response Plan
- 14.D.9. Request Approval to Award Contract of Bid #092419-RJ for District-Wide Hosted Voice Over IP (VOIP)

15. REPORT OUT OF CLOSED SESSION

16. ADJOURNMENT

GOVERNING BOARD

Resolutions/Proclamations/Appointments

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

10.A. Request Approval of Resolution No. 19-20/09 - Posthumously Recognizing Gerald L. Springer's Years of Service

Rationale:

The administration requests approval of Resolution No. 19-20/09, posthumously recognizing Gerald L. Springer for his years of service with 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: N/A

Recommended Motion:

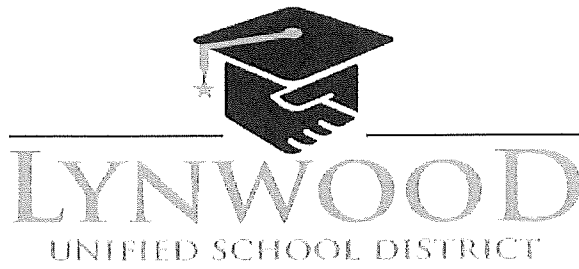
☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Resolution No.19-20/09 - Posthumous Recognition of Gerald L. Springer



Board of Education

POSTHUMOUS RECOGNITION OF GERALD L. SPRINGER

RESOLUTION NO. 19-20/09

Honoring the life and service of Gerald L. Springer

Whereas, Mr. Gerald L. Springer faithfully and honorably served the Lynwood Unified School District as a teacher and athletic coach and that service was unquestionably characterized by consistent commitment and outstanding loyalty; and

Whereas, Mr. Springer began his career in the Lynwood Unified School District as a teacher and athletic coach; and

Whereas, Mr. Springer served the students and community of the Lynwood Unified School District as a teacher and athletic coach for 22 years until his retirement in 2011; and

Whereas, Mr. Springer dedicated his time and shared his wisdom when he served as teacher and athletic coach which truly made his commitment to the students and community of Lynwood very evident; and

Whereas, Mr. Springer served the Lynwood Unified School District not only as a teacher and athletic coach but also as a mentor, colleague, confidant, and friend.

Be it hereby resolved, that we, the members of the Lynwood Unified School District Board of Education, express our sincerest appreciation for the dedication and service Mr. Springer provided to Lynwood Unified School District, an accolade that is richly earned and deserved.

Be it further resolved, that we extend our deepest condolences to the family of Mr. Gerald L. Springer.

Be it finally resolved, that this resolution be made an integral part of the Minutes of the November 14, 2019, meeting of this Board.

Passed and adopted by the Governing Board of the Lynwood Unified School District on November 14, 2019.

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

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

10.B. Request Approval of Resolution No. 19-20/11, Designating the Month of November as National Displaced Youth Awareness Month

Rationale:

The administration requests approval of Resolution No: 19-20/11, in support of the National Displaced Youth Awareness Month.

Lynwood Unified School District acknowledges November is National Displaced Youth Awareness Month. As many as 2.5 million youth in the United States seek temporary or long term shelter at least once per year. It is our District's commitment to provide our displaced students and their families the available resources and support to ensure every student receives the assistance they may need.

In collaboration with community partners, the district outreach resources include backpacks, school supplies, books, clothing, food, partnerships with shelters and other needed items to address the educational needs of displaced youth in the Lynwood community. Our goal is to increase collaboration between schools and the community to remove barriers that impact our students' ability to achieve academic excellence and thrive despite their current living situation.

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. 19-20/11 - Displaced Youth Awareness Month Resolution

LYNWOOD UNIFIED SCHOOL DISTRICT

Board of Education

National Displaced Youth Awareness Month

RESOLUTION NO. 19-20/11

WHEREAS, on July 11, 2007 both the U.S. House and Senate passed a resolution making November the National Homeless Youth Awareness Month; and

WHEREAS, nationally, 2.3% of all school-age children will experience homelessness; and

WHEREAS, nearly 23% of all homeless people were children under the age of 18, and more than half of all children in Housing & Urban Development shelters are under the age of five; and

WHEREAS, 21% of homeless children repeat a grade because of frequent absences from school; and within a single school year, 40% of homeless students attend two different schools; and

WHEREAS, homelessness is associated with an 87% chance of dropping out of school; and

WHEREAS, unaccompanied homeless youths represent 7% of the total homeless population and face serious health and safety threats, including higher risk of physical and sexual abuse and trafficking; and

WHEREAS, Los Angeles County, in the 2018-2019 school year, has preliminary identified over 55,000 homeless students from preschool through grade 12, including unaccompanied youth and youth with their families who lack stable housing, that experienced homelessness at least one day out of the year; and

WHEREAS, the future well-being of our county depends on the value we place on our youth, and in particular, on our actions to provide these most vulnerable of the young people with opportunities to acquire the knowledge, skills and abilities they need to find and maintain stable housing and develop into healthy and productive adults; and

WHEREAS, the McKinney-Vento Homeless Assistance Act requires every local education agency to appoint a liaison for homeless education to ensure proper identification, immediate enrollment and linkages to other educational services for which students experiencing homelessness are eligible; and

WHEREAS, the number of effective programs providing services and supports to homeless youth in Los Angeles County is only a fraction, of what is needed to fully address the needs of homeless children and youth; and

WHEREAS, Lynwood Unified School District's Homeless Liaison supports our district to empower homeless students and families through educational advocacy and support, promotes awareness and greater support for homeless students in schools and the community; and

WHEREAS, the Lynwood Unified School District recognizes that homelessness continues to be a serious problem for many students and families across our community; and

WHEREAS, the intent of National Homeless Youth Awareness Month is consistent with the activities of the Board;

NOW, THEREFORE, BE IT RESOLVED that the Lynwood Unified School District hereby proclaims November as National Homeless Youth Awareness Month; and

BE IT FURTHER RESOLVED, that the Lynwood Unified School District will continue to support outreach efforts to community partners for resources including backpacks, school supplies, books and other needed items in an effort to address the educational needs of homeless youth across Lynwood; and

BE IT FURTHER RESOLVED, that the Lynwood Unified School District continues to encourage citizens across the community to recognize that many students lack fixed, regular, and adequate housing; and continues to encourage collaboration efforts between schools, and community partners to remove barriers and enable homeless students to successfully participate in their education.

BE IT FINALLY RESOLVED, that this resolution be made an integral part of the Minutes of the November 14, 2019 meeting of this Board.

PASSED AND ADOPTED this 14th day of November, 2019.

Gary Hardie, Jr. – 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

ACTION ITEMS

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

13.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on October 24, 2019

Rationale:

The administration requests approval of minutes for the regular meeting of the Board of Education on October 24, 2019.

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:

Board Meeting Minutes - October 24, 2019

Student Reports - October 24, 2019

Superintendent's Report - October 24, 2019

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
October 24, 2019

MINUTES

1. CALL TO ORDER

The regular meeting of the Board of Education, held on October 24, 2019, was called to order at 5:35 p.m. by the President, Mr. Hardie, to conduct closed session. The Superintendent took the roll.

2. ROLL CALL

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

Legal Counsel, Elana Rivkin-Haas of Olivarez Madruga Lemieux O'Neill, LLP, was also present.

3. APPROVAL OF AGENDA OF THE REGULAR MEETING OF THE BOARD OF EDUCATION ON OCTOBER 24, 2019

Motion by Mr. Morales; Seconded by Ms. Gonzalez. Item passed with 3-0 votes.

4. PUBLIC COMMENT/COMMUNICATIONS – None.

In regards to Closed Session Item No. 5.B.1., Legal Counsel announced that the Board would be discussing a matter involving physical intervention with a student.

5. GOVERNING BOARD - Recess to Closed Session at 5:36 p.m.

6. RECONVENE INTO OPEN SESSION/CALL TO ORDER

The Board reconvened into open session at 6:12 p.m. The Superintendent took the roll.

7. ROLL CALL

Present: 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, Elana Rivkin-Haas of Olivarez Madruga Lemieux O'Neill, LLP, was also present.

8. FLAG SALUTE by Helen Keller Elementary School

Yamiler Varela, proud principal of Helen Keller Elementary School, introduced two of her students, Yvette Luna and Alina Ambriz, who led the flag salute. Yvette Luna would like to attend UCLA and become a professional singer and Alina Ambriz would like to attend Harvard University and become a professional actress.

9. REPORTS

9.A. Student Reports - Full reports are posted on the website.

- 9.A.1. Pathway High School – Report given by Crisoforo Reza.
- 9.A.2. Vista High School – Report given by Emily Amezcua.
- 9.A.3. Lynwood High School – Report given by Stephanie Carvajal.
- 9.A.4. Firebaugh High School – Report given by Leslie Benitez.
- 9.A.5. Lynwood Community Adult School – *No report.*

9.B. Superintendent's Report *(Full presentation posted on the website.)*

Superintendent Crosthwaite greeted everyone and announced that he was recently in Washington, D.C. and participated in the 2019 League of Innovative Schools Fall Conference. He highlighted that Lynwood USD was one of four districts selected in California to join the League. He shared that it was exciting and inspiring to be part of the League and have an opportunity to collaborate with other superintendents from throughout the nation who are trying to improve public education. Superintendent Crosthwaite shared that the next meeting will be held in Los Angeles, in March of 2020 and a few Superintendents are interested in visiting Lynwood USD and learn what we are doing as a district to support students.

Districts were selected to join the League based on the following:

- Vision and key achievements
- Impact on student learning and educational leadership
- Commitment to networking and knowledge sharing.

Presentation: East Coast College Tour

(This item will be presented at the November 14, 2019 Board meeting)

Presentation: Local Indicators: California School Dashboard

Dr. Shawna Dinkins, Assistant Superintendent of Educational Services, greeted everyone and shared updated information regarding local indicators. She shared how data is collected for certain priority areas and how districts will measure and report their progress through the California Dashboard based on locally collected data. The Dashboard provides information about school and district progress toward state and local indicators.

The five local indicators are:

- Implementation of State Academic Standards
- Parent and Family Engagement
- School Climate
- Access to a Broad Course of Study
- Basic Services: Teachers, Instructional Materials, Facilities

Ms. Renteria inquired as to what the District is doing in terms of presenting the progress for elementary and middle schools. Dr. Dinkins provided information regarding the course of study and how results are tracked.

Ms. Gonzalez inquired about the information is shared with the community and how often the dashboard is updated. Superintendent Crosthwaite clarified that unfortunately, graduation rates will not be available in December. The information will most likely be available until March of 2020. Superintendent Crosthwaite commented that information will be provided at the State of the District Breakfast on Friday, October 25, 2019, where Firebaugh HS students will be broadcasting the event to allow us to share with the community at a later time. The District is also working with the City of Lynwood to share some of our highlights through their newspaper with the community.

Ms. Renteria shared and suggested the use of the California School Dashboard Mobile Application, which provides meaningful information on school and district progress.

Recognition: SkillsUSA

Dr. Dinkins proudly honored Lynwood High School students for their outstanding achievement in the 2019 SkillsUSA National Leadership and Skills Competition and shared a few highlights and future academic goals for each student.

The following students competed and ranked first place in the Occupational Health and Safety Portfolio.

- Alice Figueroa
- Alejandra Navarro
- Melanie Lara

MINUTES
REGULAR MEETING
OF THE BOARD OF EDUCATION
THURSDAY, October 24, 2019

Dr. Dinkins took a moment to commend Ms. Dina Smith for her more than twenty years of experience in the health industry and teaching health sciences to the students of Lynwood High School. Dr. Dinkins thanked Ms. Smith for demonstrating compassion and a drive to meet the student needs.

Dr. Dinkins proudly acknowledged a few students that received the State of California President's Volunteer Service Award recently. Dr. Dinkins highlighted that they were the only students who received the award in the State of California. The following students were recognized and awarded with the President's Volunteer Service Award:

- Carlos Avalos
- Alice Figueroa
- Ariana Enriquez
- Alejandra Navarro

Presentation: Facilities

Mr. Gregory Fromm, Chief Business Official, shared updates on the status of the auditorium at Lynwood Middle School (LMS) and provided anticipated upgrade costs and timeline information for the rebuild.

Ms. Gonzalez inquired about the impact on the school for the facility not being available for use.

Superintendent Crosthwaite stated the school has not been able to use the space for student assemblies and it has affected the District. The LMS auditorium is the largest facility in the District can be used for other school events. Superintendent Crosthwaite also provided additional options for rebuild.

Ms. Renteria and Mr. Morales inquired about the projected costs and funding source for the proposed rebuild. Mr. Fromm highlighted that there are items agendaized for facility hardship funding options. Superintendent Crosthwaite shared information regarding a potential bill for the State of California for the 2020-2021 year that would provide matching funds. This project could be one of those projects that would possibly qualify.

Mrs. Lopez stated that the amount is too high for an auditorium upgrade. Mrs. Lopez suggested that we look into other options. Superintendent Crosthwaite clarified that the amount is only an estimate considering that other issues may be discovered and may require additional modifications.

9.C. Board Members' Reports

Ms. Renteria greeted everyone and congratulated the Lynwood High School students who competed in the 2019 SkillsUSA competition. Ms. Renteria commended student Alejandra Navarro for being a phenomenal student. She highlighted that the student was focused, centered and was asking all of the right questions during the entire trip to the East Coast College Tour.

Mr. Morales greeted everyone and took a moment to acknowledge students and Ms. Smith for the support and commitment she has given the students.

Ms. Gonzalez echoed her colleagues and also took a moment to acknowledge the students.

Mrs. Lopez also echoed her colleagues and congratulated the students and teachers for their accomplishment. She shared her excitement when she received the news from her son, a Lynwood USD educator, who was present at the SkillsUSA competition.

Mr. Hardie highlighted a special tour that he was able to arrange for the SkillsUSA Lynwood students while in Washington, D.C. He shared words of encouragement emphasizing that it was a great opportunity for the students to experience what they can achieve in the future. He congratulated students for their achievement and thanked Ms. Smith for her time and dedication to students. Mr. Hardie commended all of the staff for their hard work.

10. GOVERNING BOARD - Resolutions/Proclamations/Appointments – None.

11. PUBLIC COMMENT/COMMUNICATIONS

Ms. Laura Ramirez congratulated Lynwood High School Principal Ms. Gonzalez for her creativity and performance. She also congratulated Parent Involvement Specialists Jasmine Munoz, and Phonna Blanco for their contribution to the completion of the Parent Involvement Policy. Ms. Ramirez thanked Ms. Munoz and Ms. Blanco for their excellent work and support to parents.

Ms. Martina Rodriguez expressed her appreciation for the following three District employees: Jasmine Velasco, Phonna Blanco, and Eugenia Blake. She recognized and thanked staff for their efforts in revising and completing the Parent Involvement Policy.

Mr. Joaquin Mesinas thanked the Board for supporting the Parent Involvement Policy and thanked Ms. Munoz, Ms. Blanco and Ms. Blake for their hard work.

12. PUBLIC HEARING

12.A. Public Hearing on Sufficiency of Instructional Materials for Fiscal Year 2019-20 and Approval of Resolution No. 19-20/05 for Filing with the Los Angeles County Office of Education

PUBLIC HEARING:

Sufficiency of Instructional Materials for Fiscal Year 2019-20

- Motion to Open Public Hearing by Mrs. Lopez; Seconded by Mr. Morales.
- Public Comments and Communications – *None*.
- Motion to Close Public Hearing by Ms. Gonzalez; Seconded by Mr. Morales.

MOTION TO APPROVE:

Motion to Approve Resolution No. 19-20/05, Regarding Sufficiency of 2019-20 Instructional Materials for Filing with LACOE by Mr. Morales; Seconded by Mrs. Lopez. Item passed with 5-0 votes.

13. ACTION ITEMS

Mrs. Lopez motioned to approve Action Item No. 13.A. through 13.B.4; Seconded by Ms. Renteria. Items passed with 5-0.

13.A. Minutes - Request Approval of Minutes for the Regular Meeting of the Board of Education on October 10, 2019

13.B. FACILITIES - (Measure K and Measure N Projects)

- 13.B.1. Request Approval to Enter Into an Extra Service Agreement with SVA Architects for Architectural and Engineering Services to Design and Prepare Plans for Secure Entrances and Fire Alarm Upgrades at Wilson Elementary Schools
- 13.B.2. Request Approval to Enter Into a Service Agreement with Petra Structural Engineers to Prepare an Evaluation Report Needed to Apply for Facility Hardship Funding for the Lynwood Middle School Auditorium Truss System
- 13.B.3. Request Approval to Enter Into a Service Agreement with Jacobus and Yuang, Inc. for Cost Estimating Services that Support Evaluation Report Needed to Apply for Facility Hardship Funding for the Lynwood Middle School Auditorium Truss System
- 13.B.4. Request Approval to Renew a Service Agreement with Mission Trail Advisors for Comprehensive Bond Financial Advisory Services for 2019-2021

14. 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.

Mr. Morales moved to approve the Consent Agenda; Seconded by Mrs. Lopez. Items passed with 5-0 votes.

Ms. Gonzalez commented in regards to Agenda Item No. 14.A.11. for the approval of the Parent Involvement Policy. Ms. Gonzalez took a moment to acknowledge staff and community members involved in the revision of the Parent Involvement Policy.

Mrs. Lopez thanked community members and staff for their efforts and for working collaboratively to make a difference.

Mr. Morales also acknowledged staff for their hard work and appreciates them going above and beyond to make it a better environment for students.

14.A. EDUCATIONAL SERVICES

- 14.A.1. Request Approval to Enter Into an Agreement with Maria Abramson, Independent Educational Evaluator, to Conduct Evaluations for a Student with Special Needs for the 2019-2020 School Year
- 14.A.2. Request Approval to Attend the 48th Annual National Adapted Physical Education Conference in Garden Grove, CA on November 7-9, 2019
- 14.A.3. Request Approval to Attend the 30th Annual Career Technical Education Fall Conference in Rancho Mirage, CA on November 20-22, 2019
- 14.A.4. Request Approval to Attend the California Practitioners Advisory Group Meetings in Sacramento, CA from October 2019 through December 2021
- 14.A.5. Request Approval to Enter Into an Agreement with the Los Angeles County Office of Education for the Transportation of Students with Disabilities for the 2019-2020 School Year
- 14.A.6. Request Approval to Enter Into a Memorandum of Understanding with Various Medical Facilities to Provide Medical Assistant Training from July 2019 to July 2022
- 14.A.7. Request Approval of the Memorandum of Understanding Between Educational Testing Services and Lynwood Community Adult School for the 2019-2020 School Year
- 14.A.8. Request Approval to Attend the Illuminate Education User Conference (IEUC) in Anaheim, CA from January 31, 2020 to February 1, 2020
- 14.A.9. Request Approval to Enter Into an Agreement with Brock Tropea, an Independent Evaluator, for the 2019-2020 School Year
- 14.A.10. Request Approval to Attend the AVID Excel District Leader Symposium in San Diego, CA on November 11-12, 2019
- 14.A.11. Request Approval of the Parent and Family Engagement Policy
- 14.A.12. Request Approval to Purchase the HealthCenter21 Student Online Licenses from Applied Educational Systems to Provide Medical Assistant Curriculum for the 2019-2020 School

MINUTES
REGULAR MEETING
OF THE BOARD OF EDUCATION
THURSDAY, October 24, 2019

Year

- 14.A.13. Request Approval to Enter Into an Agreement with Mobile Ed Productions Inc., to Present an Anti-Bullying Assembly for Rosa Parks Elementary School Students for the 2019-2020 School Year
- 14.A.14. Request Approval to Attend the Rooted in Community: Moving From Trauma to Healing Conference in Long Beach, CA on November 20-21, 2019
- 14.A.15. Request Receipt of Williams Uniform Complaint Quarterly Report from July 1, 2019 to September 30, 2019 for Submission to the Los Angeles County Office of Education

14.B. HUMAN RESOURCES – CERTIFICATED

- 14.B.1. Request Approval of Certificated Personnel Report No. 19-20-05: Personnel Assignments, Employment, Leaves, and Separations

14.C. HUMAN RESOURCES – CLASSIFIED

- 14.C.1. Request Approval of Classified Personnel Report Schedule No. 19/20-05: Employment, Assignments, Leaves, and Separations
- 14.C.2. Request Approval for Additional Substitute Employees (Limited-Term/On Call/Additional Hours) to Work During the 2019-2020 School Year Ending on June 30, 2020 or Sooner

14.D. BUSINESS SERVICES

- 14.D.1. Request Board of Education to Review and Ratify Purchase Orders for Period Beginning July 1, 2019 through September 31, 2019 Per Education Code 17605 and 42636
- 14.D.2. Request Approval of Warrant and ACH Schedule
- 14.D.3. Request Approval to Attend the California Educational Technology Professionals Association (CETPA) Annual Conference in Anaheim, CA on November 12-15, 2019
- 14.D.4. Request Approval to Attend the California Association of School Business Officials (CASBO) CBO Symposium in Newport Beach, CA on November 20-22, 2019
- 14.D.5. Request Approval to Attend the American Association of School Administrators 2020 National Conference on Education in San Diego, CA on February 13-15, 2020
- 14.D.6. Request Approval for Technology Services to Host the Fourth Annual Lynwood Educational Technology Summit (LETS) at Firebaugh High School on Saturday, December 7, 2019
- 14.D.7. Request Approval to Attend the 2019-2020 California School Nutrition Association Conference in Ontario, CA on November 7–10, 2019
- 14.D.8. Request Approval to Enter Into a Service Agreement with Apex Companies, LLC Industrial Hygiene Consultant Services to Provide Injury and Illness Prevention Plan Assistance from October 25, 2019 to June 30, 2020
- 14.D.9. Request Approval to Enter Into a Service Agreement with HighMark & Consulting, a Division of HighMark Group, LLC to Provide Consulting Services for the Voluntary Retirement Program Plan

MINUTES
REGULAR MEETING
OF THE BOARD OF EDUCATION
THURSDAY, October 24, 2019

- 14.D.10. Request Approval to Enter Into a Service Agreement with Raptor Technologies, to Provide a Visitor Management System to Screen Each Visitor at Each Site to Include the District Office
- 14.D.11. Request Approval to Participate in the Apple Executive Briefing in Cupertino, CA on December 3-4, 2019
- 14.D.12. Request Approval to Attend the International Society for Technology in Education Conference (ISTE) in Anaheim, CA from June 28, 2020 to July 1, 2020
- 14.D.13. Request Approval of Resolution No. 19-20/10, Establishing the Lynwood Unified School District Voluntary Retirement Program for Eligible Employees
- 14.D.14. Request Approval to Renew Legal Service Agreement with Olivarez Madruga Lemeux O'Neill for General and Special Legal Counseling Services

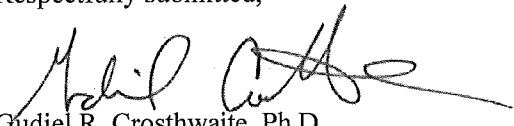
15. REPORT OUT OF CLOSED SESSION

- 5.A. Conference with Legal Counsel - Pending Litigation – Pursuant to GC § 54956.9(d)(1)
 - 5.A.1. Case No. LYN070500142
 - *The Board received information and give direction, but no final action was taken.*
- 5.B. Conference with Legal Counsel – Anticipated/Potential Litigation – Pursuant to GC § 54956.9(d)(2)
 - 5.B.1. One (1) Matter
 - *The Board received information only. No final action was taken.*
- 5.C. Public Employment/Public Employee Performance Evaluation/Public Employee Discipline Dismissal/Release/Appointment (Pursuant to GC § 54957)
 - 5.C.1. Certificated Employee: EID# QP1877037
 - *The Board received information only. No final action was taken.*
 - 5.C.2. Certificated Employee: EID# WZ4494765
 - *The Board received information and gave direction, but no final action was taken.*
- 5.D. Conference with Labor Negotiator Agency Designated Representatives Employee Organizations - CSEA, LTA, and SEIU
 - *The Board received information only. No final action taken.*

16. ADJOURNMENT

Mrs. Lopez motioned to adjourn the meeting in memory of Maggie Godoy. Meeting adjourned at 7:18 p.m.

Respectfully submitted,


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

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

13.B.1. Request Approval of the Memorandum of Understanding between the Lynwood Unified School District (LUSD) and Lynwood Teachers Association (LTA) for the 2019-2020 Voluntary Retirement Program and Retiree Health Benefits

Rationale:

Currently, the District supports retiree benefits in the form of contributions to medical plans for up to five years after retirement if the retiree is 55 or more years old and had ten years of experience with the District. At 65 years of age, retirees apply for Medicare.

Given the Voluntary Retirement Program (VRP) the District is undergoing, the Lynwood Teachers Association and the District have tentatively agreed to a Memorandum of Understanding (MOU), modifying the retiree retirement for those participating in the VRP to receive one year of benefit contribution for every three years of service, up to 10 years total. At 65 years of age, retirees apply for Medicare.

This MOU would be non-precedent setting and would only take effect if the VRP is fully enacted, per previous Board resolution requirements.

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:

LTA Retiree Medical Coverage MOU

**Memorandum of Understanding
Between
The Lynwood Unified School District and The Lynwood Teachers Association
Regarding the 2019-20 Voluntary Retirement Program and Retiree Health Benefits**

This Memorandum of Understanding ("Agreement") is made by and between the Lynwood Unified School District ("District") and the Lynwood Teachers Association ("LTA"). Where appropriate, the District and LTA will collectively be referred to as the "parties."

RECITALS

- A. On October 24, 2019, the Board of Education of the Lynwood Unified School District passed and adopted Resolution No. 19-20/10, Resolution Establishing the Lynwood Unified School District Voluntary Retirement Program for Eligible Employees, attached as Appendix A.
- B. Article 9.8 and 21.1.1 of the Collective Bargaining Agreement between the District and LTA specifies the terms and conditions of the current retiree health benefit provided to LTA bargaining unit members.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable considerations, the Parties agree as follows:

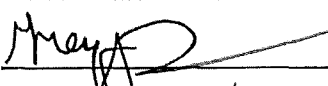
TERMS

- 1. This Agreement shall apply only to LTA bargaining unit members participating in the 2019-20 Voluntary Retirement Program ("VRP") incentive in accordance with the eligibility requirements and terms and conditions of Resolution No. 19-20/10.
- 2. This Agreement is conditioned on the VRP incentive moving forward with the minimum participation requirements of Certificated non-management employees and Classified non-management employees specified in Resolution No. 19-20/10. This agreement shall terminate automatically if the VRP incentive does not move forward.
- 3. Unless the retiree health benefit provided in Article 9.8 and 21.1.1 is greater, for purposes of LTA bargaining unit members participating in the VRP incentive ONLY: The District shall pay the highest HMO individual single rate for health insurance retirees. Retirees eligible for retiree health benefits may choose from amongst the health plans offered to unit members. Retirees may pay the difference to enroll their dependent in two-party or family plans. To be eligible for retiree medical coverage under the VRP incentive, the retiree must be receiving benefits from STRS and be fifty-five (55) years of age or older and have been employed by the District for a minimum of ten (10) years. Retirees shall be covered for a period equivalent to one (1) year of medical coverage for every three (3) years of service, not to exceed a maximum of ten (10) years, up to age sixty-five (65). All Medicare qualified employees shall enroll into the Medicare program at the age of sixty-five (65). Coverage shall begin October 1st following the date of retirement under the VRP incentive.

4. Entire Agreement: This Agreement constitutes the entire agreement and understanding between the Parties. There are no other oral understandings, terms, or conditions, and neither party has relied upon any representation, expressed or implied, not contained in this Agreement. All prior understandings, terms, or conditions are deemed merged into this Agreement.
5. Non-Precedent Setting: This agreement is non-precedent setting.
6. Modification: This Agreement cannot be changed or supplemented orally, and may be modified or superseded only by a written instrument executed by both Parties.
7. Execution: The Agreement may be executed in counterparts, and shall be deemed legally effective at such time as the counterparts thereof, duly executed on behalf of both parties, have been furnished and delivered to the parties or attorneys for the parties to this Agreement.

ACCEPTED AND AGREED:

LYNWOOD UNIFIED SCHOOL DISTRICT:

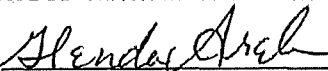
BY: , Gregory Fromm, Chief Business Official, LUSD

Dated, 11/6/ 2019

BY: , Brian Lucas, Assistant Superintendent of Human Resources, LUSD

Dated, 11/6/19 2019

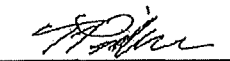
LYNWOOD TEACHERS ASSOCIATION:

BY: , Glenda Arellano, LTA Bargaining Chair

Dated: November 5, 2019

BY: , Debbie Diaz, LTA President

Dated: Nov. 7, 2019

BY: , Tom Pinkava, CTA Regional Uniserv Staff, LTA

Dated: November 5, 2019

CONSENT

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.1. Request Approval for High School Staff to Participate in the 2020 ASBWorks User Conference in Anaheim, CA on January 22-24, 2020

Rationale:

The administration requests approval for high school staff to participate in the 2020 ASBWorks User conference in Anaheim, CA on January 22-24, 2020.

ASBWorks is a web-based accounting solution developed specifically for student body government organizations. It has been designed to be a complete solution for student body governance. The software allows schools to benefit from using the most advanced technology available. One of the main benefits of an online system is being able to allocate access to other users.

Participants:

Firebaugh High School

Benjamin Martinez, ASB Advisor

Aime Juarez, ASB Bookkeeper

Lynwood High School

Patrice Booker, Student Store Worker

Maria Cross, ASB Bookkeeper

Victor Dunomes, Office Manager

Benny Letcher, Student Store Worker

Cost includes registration fees, meals, and travel expenses.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1117

Name of Funding Source and/or Location: Unrestricted Funds - Firebaugh High School
ASB Funds - Lynwood High School

Funding Account Number: 01.0-00000.0-00000-27000-5220-4320000

Amount: \$1,220.00 - FHS
\$3,500.00 – LHS

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.2. Request Approval to Enter Into an Agreement with the Cambrian Group to Facilitate the Strategic Planning Process from November 2019 to June 2020

Rationale:

The administration requests approval to enter into an agreement with the Cambrian Group to facilitate the strategic planning process from November 2019 to June 2020.

The Cambrian Group will help ensure an effective strategic planning process and support the development and alignment of the District's systems, plans, goals and actions.

The objective of the planning project is two-fold:

- Update the long-term strategic plan by rejuvenating the District's planning processes
- Support the LCAP through the development and implementation of the organizational alignment and systematization of plans and actions

Cost includes consulting services, materials and travel expenses.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1667

Name of Funding Source and/or Location: Unrestricted Funds - Educational Services

Funding Account Number: 01.0-00000.0-00000-21000-5850-7490000

Amount: \$12,500.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.3. Request Approval to Attend the 2020 Southern California School Band and Orchestra Association Professional Development Conference in Garden Grove, CA on January 17-18, 2020

Rationale:

The administration requests approval to attend the 2020 Southern California School Band and Orchestra Association Professional Development Conference in Garden Grove, CA on January 17-18, 2020.

Participants will attend sessions that cover topics such as woodwind, brass, and percussion pedagogy, ensemble rehearsal techniques, and the development of 21st Century skills through the use of technology. The VAPA Coordinator will facilitate a post-conference discussion with the participating music teachers at one of their monthly meetings. Participants will implement the strategies learned at the conference in their classrooms.

Participants:

Mariana Astorga-Almanza, Ed.D., VAPA Coordinator

Band Teachers:

Daniel Alba, Hosler MS

Caitlin Brock, Firebaugh HS

Mario Castro, Lynwood MS

Luis E. Flores, Lynwood HS

Francisco A. Lopez, Cesar Chavez MS

Cost includes registration fees, meals and travel expenses.

Financial Impact:

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

Requisition # from BEST: 20*1557

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

Funding Account Number: 01.0-01900.0-11100-41000-5220-7390000

Amount: \$2,070.00

Recommended Motion:

[X] Approval [] Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.4. Request Approval to Enter Into an Agreement with California Youth Martial Arts Academy and Education Foundation to Provide Services for Washington Elementary School Students and Staff

Rationale:

The administration requests approval to enter into an agreement with the California Youth Martial Arts Academy and Education Foundation to provide services for students and staff at Washington Elementary School.

California Youth Martial Arts Academy (CYMAA) offered to donate services to Washington Elementary School for the Fall 2019. As part of our PBIS tiered intervention, CYMAA will provide a mindfulness meditation and martial arts program for students and staff.

Services will be provided at no cost to the 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:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.5. Request Ratification of Agreement with Amazing School Assemblies to Provide an Anti-Bullying Assembly for Students at Marshall Elementary on November 13, 2019

Rationale:

The administration requests ratification of agreement with Amazing School Assemblies to provide an anti-bullying assembly for TK-5 grade students at Marshall Elementary on November 13, 2019.

The anti-bullying show generates positivity and kindness by asking students to consider the feelings of others every single day. Students learned valuable anti-bullying and bullying prevention strategies.

Cost included two assemblies at \$475.00 each assembly.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1582

Name of Funding Source and/or Location: Unrestricted Funds - Marshall Elementary School

Funding Account Number: 01.01900.0-11100-10000-5810-1120000

Amount: \$950.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.6. Request Approval to Enter Into an Agreement with the Aquarium of the Pacific to Present the Aquarium on Wheels at Roosevelt Elementary School on November 16, 2019

Rationale:

The administration requests approval to enter into an agreement with the Aquarium of the Pacific to present the Aquarium on Wheels at Roosevelt Elementary School on November 16, 2019.

This agreement will allow K-8 students in the Migrant Education program to experience a hands-on workshop titled, Amazing Animal Adaptations. According to Next Generation Science Standards (NGSS), students will explore the wonderful world of animal adaptations through observations and hands-on experiences with artifacts and live animals.

Students will explore fascinating marine creatures through this fun and educational class with an educator from the aquarium. This program will be followed by a hands-on opportunity to touch local marine life.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition# from BEST: 20*1523

Name of Funding source and/or Location: Migrant Education Program - Equity, Access and Instructional Services

Funding Account Number: 01.0-30600.0-48500-10000-5880-7350000

Amount: \$825.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.7. Request Approval to Enter Into an Agreement with the Los Angeles County Office of Education to Provide Professional Development for Physical Education and Biology Teachers during the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with the Los Angeles County Office of Education (LACOE) to provide professional development for physical education and biology teachers during the 2019-2020 school year.

The LACOE Physical Education and Comprehensive Health Unit, Division of Curriculum and Instructional Services, provides professional development for teachers to meet the needs of learners in the areas of health. LACOE will provide three training dates to focus on health education rubric building, formative assessments, and summative assessments for secondary Physical Education and Biology teachers.

Additionally, LACOE will provide four days of support for teachers to overview the CA Healthy Youth Act curriculum.

Participating Schools:

Cesar Chavez Middle School
Hosler Middle School
Lynwood Middle School
Firebaugh High School
Lynwood High School
Vista High School
Pathway High School

Cost includes consultant fees for presentations and preparation, travel expenses, and materials for training(s) for seven days.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1653

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

Funding Account Number: 01.0-01900.0-00000-21400-5850-7390000

Amount: \$1,050.00 per site

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.8. Request Approval to Enter Into an Agreement with UCLA Center X to Provide Professional Development for School Psychologists and Speech and Language Pathologists for the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with UCLA Center X to provide professional development for School Psychologists and Speech and Language Pathologists for the 2019-2020 school year.

The professional development session is designed to unpack the *California Dyslexia Guidelines* and provide School Psychologist and Speech and Language Pathologists with a general understanding of new State policy and requirements. Outcomes of this professional development session are:

- Become familiar with the California Dyslexia Guidelines
- Learn the 21st Century definition of dyslexia
- Understand the neuroscience of dyslexia
- Study the signs of dyslexia in children and adolescents
- Explore resources to share with teachers, administrators, students, and parents

The cost includes professional development fees and materials.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1620

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

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

Amount: \$4,200.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.9. Request Approval for High School Students to Participate in an Overnight Field Trip in San Bernardino, CA on November 6-9, 2019

Rationale:

The administration requests approval for high school students to participate in an overnight field trip at the Green Valley Lake Camp, in San Bernardino, CA on November 6-9, 2019.

This field trip named Forestry Challenge, is an academic event for high school students in technical forestry and current forestry topics. Participants will learn about the ecology and management of forested landscapes that provide communities with water, recreational opportunities, wood products, and wildlife habitat.

Students will work as field biologists and mountain naturalists in this hands-on experience in the local mountains. Students enrolled in IB Environmental Systems and Society IB Math will learn about tools that are used to quantify forest health.

Additionally, students will investigate an ecological case study, which will give them an opportunity to conduct scientific research in the field and participate in hands-on activities. Students will explore different aspects of a forest biome, and analyze and interpret data.

Participating Students:

Lynwood High School

Alexa Escamilla

Natalie Escobar

Andy Fuentes

Amelie Luna

Matthew Morales

Sharon Ovalle

Saul Rodriguez

Ivan Vega

Firebaugh High School

Jesus Manuel Garcia-Uriarte

Andrea Guilolen Cardenas

Jose Luis Jimenez

Martha Andrea Jimenez

Luis Carlos Ortiz

Marcela Padilla

Pablo Pena

Cesar Perez

Chaperones

Linda Sciaroni, Firebaugh HS

Sergio Comparan, Lynwood HS

A grant has been provided to cover 50% of the registration fees. The remainder of the registration costs will be paid through fundraising efforts and donations. Transportation will be funded with school funds.

Financial Impact:

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

Requisition # from BEST: 20*1440/LHS
20*2000/FHS

Name of Funding Source and/or Location: ASB Funds and LCAP

14.A.9. Request Approval for High School Students to Participate in an Overnight Field Trip in

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

San Bernardino, CA on November 6-9, 2019 (*Continued*)

Funding Account Number: 01.0-93000.0-11100-10000-5880-431/432
01.0-01900.0-11100-10000-5710-4310000

Amount: \$1,740.00 ASB
\$1,250.00 LCAP

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.10. Request Approval to Enter Into a Memorandum of Understanding with Cal State University, Long Beach to Provide the CalSoap and Educational Talent Search Programs for the 2019-2020 to 2021-2022 School Years

Rationale:

The administration requests approval to enter into a Memorandum of Understanding (MOU) with Cal State University, Long Beach to provide the CalSoap and Educational Talent Search programs for the 2019-2020 to 2021-2022 school years.

This MOU reinforces Lynwood Unified's commitment to develop and sustain a college going culture and will provide additional resources and supports for students participating in the Long Beach CalSoap program.

The agreement will allow Cal State Long Beach and Lynwood USD to facilitate the collection, analysis, and sharing of student data in order to track performance and improve the number of students who successfully complete financial aid applications.

The educational institutions who choose to participate in this MOU desire to evaluate and improve their respective educational programs through the analysis of academic performance data concerning students who have or who are now attending an educational institution.

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:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.11. Request Approval to Attend the California School Board Association Annual Education Conference in San Diego, CA on December 4-8, 2019

Rationale:

The administration requests approval to attend the California School Board Association (CSBA) Annual Education Conference in San Diego, CA on December 4-8, 2019.

Dr. Brent-Sanco was invited to be part of the CSBA Director-at-Large Panel Presentation at the 2019 CSBA AEC. This is an opportunity to showcase some success stories from around the state in creating equity and ensuring access for under-served students: Asian-Pacific Islander, Black, Hispanic, and Native American.

Participant:

Dr. Patricia Brent-Sanco, Director of Equity, Access and Instructional Services

Cost includes registration fees, hotel accommodations, meals and travel expenses.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition# from BEST: 20*1645

Name of Funding Source and/or Location: LCAP - Equity, Access and Instructional Services Department

Funding Account Number: 01.0-01900.0-00000-21400-5220-7350000

Amount: \$2,500.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.12. Request Approval to Amend Agenda Item Previously Approved on July 25, 2019, for Students and Staff to Participate in the East Coast College Tour on August 4-10, 2019

Rationale:

The administration requests approval to amend agenda item previously approved on July 25, 2019, for students and staff to participate in the East Coast College Tour on August 4-10, 2019.

In collaboration with the Lynwood Partners Educational Foundation (LPEF) and the Lynwood Alumni Association, students from Lynwood and Firebaugh High Schools attended a college tour to some of the nation's most prestigious and well known universities on the East Coast. The tour also included visits to historic sites.

The previously approved agenda item covered expenses for students and chaperones to attend at no-cost to the District. Due to unforeseen weather and change in plans, the expenses for the trip exceeded the generous donation of \$10,000.00 by the LPEF. The District will need to cover the additional cost of \$8,000.00 for student expenses.

Exhibit A - Original agenda item for reference.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*102

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

Funding Account Number: 01.01900.0-11100-10000-5220-7390000

Amount: \$8,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Exhibit A_Amendment_East Coast College Tour

Exhibit A

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, July 25, 2019

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

14.A.25. Request Approval for Students and Staff to Participate in the East Coast College Tour on August 4-14, 2019

Rationale:

The administration requests approval for students and staff to participate in the East Coast College Tour on August 4-14, 2019.

Students from Lynwood High School and Marco Antonio Firebaugh High School will tour some of the most well-known, prestigious and historic educational institutions such as Harvard, MIT, Brown University, Yale, Columbia, Princeton, University of Pennsylvania, John Hopkins University and Georgetown University. This nine-day tour will introduce students to not only the most prestigious universities, but also to the places that are the foundation of the history of the United States of America. The tour is in collaboration with the Lynwood Alumni Association and the Lynwood Partners Educational Foundation.

Chaperones:

Andrew Calloway	Mariela Renteria
David Ramirez	Yvette Reynoso
Alma-Delia Renteria	Yvette Torres

Students:

<u>Firebaugh High School</u>	<u>Lynwood High School</u>
Symphony Esqueda	Dulce Camarillo
Zi enn Ford	Katherine Hernandez
Melanie Lopez	Bryanna Leon
Evelyn Marquez	Sofia Medina
Kyra Obaid	Alejandra Navarro
Arli Paredes	Melanie Ramos
Angelica Ramirez	Aldo Zepeda

All expenses are covered by the Lynwood Partners Educational Foundation.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition #: 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:

I certify that this schedule was approved
by the Board of Education on the
Minutes of July 25, 2019,

Aldo Zepeda
Secretary of the Board

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.13. Request Approval to Enter Into an Agreement with the Los Angeles County Office of Education (LACOE) to Provide Transportation Services for All Students with Special Needs for the Remaining of the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with the Los Angeles County Office of Education (LACOE) to provide transportation services for students in the Special Education program for the remaining of the 2019-2020 school year.

The District has used LACOE in the past for transportation services and would like to resume with the LACOE to transport students as indicated in their Individualized Education Program (IEPs). These students include the nine classes from the LACOE program transfer. In order to have timely and safe transportation for all students, these services are imperative to the integrity of the Special Education program.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

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

Funding Account Number: 01.0-07240.0-57500-36000-5811-0000000

Amount: Varies

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.14. Request Approval to Submit the 2019 CTE Facilities Grant Application to the California Department of Education

Rationale:

The administration requests approval to submit the 2019 CTE Facilities Grant Application to the California Department of Education for the following proposed Career Technical Education facilities projects. The Department of Education requires that the governing board approve the projects no later than November 27, 2019.

The proposed projects include the following:

- Hospitality and Tourism- Culinary Program, Lynwood HS, Modernization Project
[Approximate cost \$1,350,000; requested amount: \$675,000]
- Health Science and Biotechnology- Health and Biomedical Sciences, Firebaugh HS
[Approximate cost \$1,200,000; requested amount: \$600,000]
- Engineering and Advanced Manufacturing Engineering Technology, Lynwood HS
[Approximate cost \$405,000; requested amount: \$202,500]

On August 23, 2017, the State Allocation Board approved \$125 million for the next Career Technical Education Facilities Program (CTEFP) funding cycle. The application period will close December 2, 2019. This is a competitive grant process and applications must score at least 105 points for consideration of funding.

The proposed projects will cover the remodeling and expansion of three programs that have increased in enrollment, increased industry support, and have a healthy job outlook locally and regionally. These are key factors in helping to secure funding through these grants. The funding would include removing and replacing HVAC systems, floors, connecting labs to lecture rooms and modernizing the equipment to current industry standards. Last year, the health science and biotechnology project for Lynwood High School was approved.

Financial Impact:

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

Requisition # from BEST: N/A

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

Funding Account Number: N/A

Amount: Revenue to the District (upon approval)

Recommended Motion:

[X] Approval [] Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.15. Request Approval to Attend the California Association of Directors of Activities (CADA) 2020 Convention in Reno, NV on March 4-7, 2020

Rationale:

The administration requests approval to attend the California Association of Directors of Activities (CADA) 2020 Convention in Reno, NV on March 4-7, 2020.

The California Association of Directors of Activities (CADA) is the largest statewide support network for Activity Directors in the nation. Its mission is to promote and support leadership development through student activities. Building character is the heart of CADA's training and networking. A key focus area this year will be on restorative practices for secondary students. The convention will feature over 90 workshop sessions focusing on incorporating Common Core skills/requirements into the curriculum.

Conference sessions include, but are not limited to:

- Restorative Practices
- Technology
- Helping Student Activities Achieve Common Core Goals
- Effective and Compliant Student Body Programs

Participants:

Lynwood HS

Ana Gonzalez, Principal

Joaquin Valdez, Assistant Principal

Gabriela Camacho, ASB Advisor

Ana Orozco, ASB Advisor

Firebaugh High School

Jose Montes, Principal

Jose Ochoa, Assistant Principal

Benjamin Martinez, ASB Advisor

Cost includes registration fees, hotel accommodations, meals and travel expenses.

Financial Impact:

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

Requisition # from BEST: TBD

Name of Funding Source and/or Location: ASB Funds - Lynwood High School
Unrestricted Funds - Educational Services

Funding Account Number: 01.0-00000.0-00000-21000-5220-7490000

Amount: \$5,680.00 - ASB

\$4,680.00 - Unrestricted

Recommended Motion:

[X] Approval [] Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.16. Request Approval to Accept the Kaiser Permanente Mental Health Intervention Grant and to Enter Into an Agreement with Therapy West Inc., to Implement a Social Skills Program from August 2019 to June 2020

Rationale:

The administration requests approval to accept the Kaiser Permanente Mental Health Intervention Grant and to enter into an agreement to work with Therapy West, Inc., to implement a social skills program for students from August 2019 to June 2020.

In the District's grant application, Therapy West was the identified provider to support our elementary students with functional skill development.

The sessions focus on activities related to four functional skill development areas:

- Mindfulness (Self-Assessment)
- Exercise, physical fitness and sensory awareness
- Social-skills development with an emphasis on peer relationships
- Pre-vocational/motor skills development

Data collection and formal documentation will be implemented to support the program and monitor students' social growth. The focus will be to build mindfulness, self-determination, self-awareness, self-assessment and introspection skills.

The program will be offered during the Fall and Spring semesters for 9-16 week sessions. Approximately thirty (30) students in Kinder, 1st and 2nd grade and middle school students will participate. The sessions will be co-facilitated by the following independent consultants:

- Dr. Bonnie Nakasuji, OTD, OTR/L
- Marilyn Noriega, OTR/L

The services will be funded by the Kaiser Permanente Mental Health Intervention Grant awarded to Lynwood Unified School District in the amount of \$45,000.00.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1621

Name of Funding Source and/or Location: Mental Health Intervention Grant - Student Services
Department

Funding Account Number: TBD

Amount: \$45,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.17. Request Approval for Lynwood High School Girls' Basketball Team to Participate in State Tournaments Between December 17, 2019 and January 20, 2020

Rationale:

The administration requests approval for the Lynwood High School Girls' Basketball team to participate in State Tournaments between December 17, 2019 and January 20, 2020.

Nike Tournament of Champions (TOC) - December 17-21, 2019 in Phoenix, AZ

Established in 1997, the TOC is hailed as the greatest interscholastic co-ed basketball event in the world, and is considered the de facto National Championship for American girls basketball. The event is a showcase for many of the brightest young stars in the sport; over two decades, it has played host to hundreds of high school All-Americans and future collegiate and professional stars. Its alumni include eight Olympians and 22 WNBA All-stars, including five #1 draft picks.

Annual Energy Classic Basketball Tournament - January 2-4, 2020 in Gillette, WY

This tournament features many of the top ranked teams in the country. As in years past, eight girl's teams from West Virginia and Pennsylvania will be featured, allowing our young athletes to compete on a bi-coastal platform.

Dr. Martin Luther King Jr. - January 18-20, 2020 in Stockton, CA

The showcase is packed with some of the top girls basketball teams not just in the state, but the country. Last year's rosters included six of the top 25 teams in the state, and three of the top 20 teams in the nation.

Coaching Staff

Ellis Barfield

Dana Wilkerson

Student Athletes

Arial Calderal

Rayah Marshall

Tia Calloway

Leah Shaw

Honesty Hasson

Briliyah Taylor

Shamarra Jones

Jada Turner

Jada Laititi

Hotel accommodations in Wyoming will be sponsored by the tournament committee.

Transportation to the Arizona and Stockton trips will be funded with school funds. Other lodging/airfare will be supported by fundraisers/donations.

Financial Impact:

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

Requisition # from BEST: 20*1561, 20*1562, 20*1563

Name of Funding Source and/or Location: ASB and LCAP - Lynwood High School

Funding Account Number: 01.0-93400.0-11100-10000-5880-4310000

01.0-01900.0-11100-42000-5710-4310000

Amount: \$7,400.00 - ASB

\$12,000.00 - LCAP

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.17. Request Approval for Lynwood High School Girls' Basketball Team to Participate in State Tournaments Between December 17, 2019 and January 20, 2020 (*Continued*)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.18. Request Approval to Enter Into an Agreement with WestEd to Provide Professional Development for Science Teachers for the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with WestEd to provide professional development for science teachers for the 2019-2020 school year.

A nonpartisan, nonprofit research, development, and service agency working with educators throughout the United States and abroad, WestEd aims to improve education and other important outcomes for children, youth, and adults.

WestEd will provide training that focuses on science understanding, classroom practice, literacy proficiency, and pedagogical reasoning that supports the Next Generation Science Standards (NGSS).

The professional development workshops will include:

- Focus on the 5 E's of science - Engage, Explore, Explain, Extend, and Evaluate
- Two-day lesson study cycles for 7th, 8th, Biology, Chemistry, and Physics teachers
- Co-teaching lessons, debrief, and revise lessons based on student responses

Participating Schools:

Lynwood High School
Firebaugh High School
Cesar Chavez Middle School
Hosler Middle School
Lynwood Middle School

Cost includes presentations and preparation, travel expenses, and materials for training(s) for ten (10) days of training.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1652

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

Funding Account Number: 01.0-01900.0-00000-21400-5850-7390000

Amount: \$6,121.00 per site

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.19. Request Approval to Enter Into an Agreement with Ochoa's Consulting, LLC, to Provide Special Education Training for Community Advisory Council (CAC) Members for the 2019-2020 School Year

Rationale:

The administration requests approval to enter into an agreement with Ochoa's Consulting, LLC, to provide Special Education training for the Community Advisory Council members for the 2019-2020 school year.

Armida Ochoa, an Independent Consultant, has been certified by Loyola Marymount University (LMU) School of Education, University of California, Los Angeles (UCLA) School of Education, Regional Center, and Person Centered Thinking. Armida Ochoa has also received many recognitions from the California State Assembly and Loyola Marymount University for her leadership in providing Special Education training for parents.

The parents will learn how to work with school and community organizations such as the Regional Center and Department of Rehabilitation in order to access services for their child. Parents will be presented with how eligibilities are manifested at school, how to access resources and how to have effective IEP meetings.

Approximately thirty-five (35) parents will participate in four workshops, three-hours each session. Ochoa's Consulting LLC, is providing flyers in English and Spanish, materials and a Certificate of Completion.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1618

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

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

Amount: \$7,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.A.20. Request Approval to Enter Into a Memorandum of Understanding with WhizGirls Academy/PlayWerks, Inc., from November 1, 2019 to June 30, 2020

Rationale:

The administration requests approval to enter into a Memorandum of Understanding with WhizGirls Academy/PlayWerks, Inc., from November 1, 2019 to June 30, 2020.

In alignment with our Strategic Plan, the Lynwood Unified School District (LUSD) believes that all students should have educational opportunities leading to success in higher education and career.

WhizGirls Academy is a pilot program focused on tech and digital literacy via project-based/gamified learning. The program will allow for experiences that will engage boys and girls in maintaining a healthy and balanced lifestyle with activities including yoga, mindfulness, meditation, and experiences with experts in the field of entrepreneurship.

In partnership, LUSD and WhizGirls Academy, Inc., will promote interactive activities in technology that will provide students hands-on activities that are based on real-life experiences.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1772

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

Funding Account Number: 01.0-01900.0-11100-10000-5810-7390000

Amount: \$15,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.B.1. Request Approval of Certificated Personnel Report No. 19-20-06: Personnel Assignments, Employment, Leaves, and Separations

Rationale:

The following is Certificated Personnel Report No. 19-20-06; 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 19-20-06 - 11-14-19

**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of employment for the following temporary teachers pursuant to Education Code §44909 for the 2019-2020 school year from the effective date listed through June 30, 2020 or sooner.

	NAME	SUBJECT	SITE	GROUP/STEP	EFFECTIVE
1	Lenoir, Shampree	Special Education	Wilson Elementary	Group 2/Step 1	10/01/19

Request approval of employment for the following substitute teachers for the 2019-2020 school year. The employees will be compensated at a daily rate from general funds 01.0-00000.0-11100-10000-1160-7690000.

1	Buksa, Richard	2	Covert, Sarah	3	Gallegos, Neri
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Request approval of Athletic Directors and Fall Sport Coaches for the 2019-2020 school year.

	NAME	SITE	POSITION	SPORT/ACTIVITY	HONORARIUM
1	Atencio, Michael	Firebaugh High School	Coach	Volleyball-V (G)	6%
2	Atencio, Michael	Firebaugh High School	Coach	Volleyball-J.V. (G)	5%
3	Diep Phil	Firebaugh High School	Coach	Tennis (G)	6%
4	Gutierrez, Jimmy P.	Firebaugh High School	Coach	Golf (G)	6%
5	McGowan, Matt	Lynwood High School	Coach	Tennis-V (G)	6%
6	Ortiz, Albert	Lynwood High School	Athletic Director		7%
7	Senozan, Diane	Lynwood High School	Coach	Tennis J.V. (G)	5%
8	White, Elliott	Lynwood High School	Coach	Cross Country (B)	6%
9	Wilkerson, Dana	Lynwood High School	Athletic Director		7%
10	Wright, Calvert	Lynwood High School	Assistant Coach	Football-V	4%

Request approval for leaves of absence.

	NAME	POSITION	SITE	EFFECTIVE DATE
1	Castillo, Jessica	Teacher	Firebaugh High School	10/14/19 – 06/17/20
2	Cox, Dawndria	Teacher	Lynwood Middle School	10/15/19 – 10/18/19
3	Gonzalez, Starlynn	Teacher	Lynwood High School	10/21/19 – 11/30/19
4	Lawrence, Pauline	Teacher	Keller Elementary	10/04/149 – 10/11/19
5	Mayers Franklin, Nia	Psychologist	Special Education Dept.	10/14/19 – 10/24/19
6	Monsevaez, Esmeralda	Psychologist	Special Education Dept.	10/09/19 – 10/22/19
7	Ortiz-Baldwin, Cecilia	Teacher	Abbott Elementary	11/01/19 – 11/29/19
8	Reynolds, Marie	Teacher	Firebaugh High School	10/08/19 – 10/11/19
9	Zavalza, Olga	Teacher	Washington Elementary	10/17/19 – 1/20/19

Request approval of separation.

	NAME	POSITION	SITE	REASON	EFFECTIVE DATE
1	Huesca, Francisco	Teacher	Lynwood High School	Resignation	10/11/19
2	Littlejohn, Jordan	Teacher	Hosler Middle School	In Accordance with Contract	09/26/19

Request approval for the teachers listed below to teach an extra class before school, after-school, or during their planning period for the 2019-2020 school year. The employees will be compensated at 1/6 of their per diem rate from general funds 01.0-00000.0-11100-10000-1130-site (LMS & FHS) and 01.0-65000.0-57700-11100-1130-7410000 (Pathway)

	Lynwood Middle School		Firebaugh High School		Pathway
1	Gray, Monique	3	Meskal, Michael	4	Gomez, Anna
2	Saephanh, Kao				

**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of extra duty hours for the certificated employees listed below to provide instruction for the Saturday School Attendance Program (SSARP) during the 2019-2020 school year. The employees will be compensated up to 5 hours per day at the contractual hourly rate from general funds 01.0-00000.0-11100-10000-1130-7690000. This item was previously approved but is resubmitted to add participants.

	Vista High School	3	Gomez, Delia	6	Medrano, Richard
1	Casuso, Miriam	4	Jones, Fannie	7	Ramos, Eric
2	Garza, Anthony	5	Luna, Oscar	8	Toledo, Claudio

Request approval of extra duty hours for Gerardo Huerta, teacher at Abbott Elementary, to serve the Migrant Students. The Migrant Education Program (MEP) provides 16 Saturdays of additional support, during the 2019-2020 school year, for migrant students in the areas of English Language Arts, mathematics, and English Language Development. Since counselors were not secured, Migrant Students in grades K-8 will have additional small group instruction to target specific areas of growth. The areas of growth have been identified via student data from the State Service Delivery Plan and CAASSP to increase student English language and mathematics proficiency. The teacher will be compensated up to 95 hours at the contractual hourly rate from Migrant Education funds 01.0-30600.0-48500-10000-1130-7350000.

Request approval of extra duty hours for the teachers from Lynwood Middle School to participate in the Tiger Learning Academy, a program that provides extended learning opportunities from August 2019 to June 2020. This program focuses on differentiated instruction for students to enhance their skill set to perform better on state testing and in their academic classes to aid in closing the achievement gap. The focus group of students (200) will be individuals who scored "Standards Not met" and "Standards Nearly Met" on the SBAC in 2019 in either English, Math or both content areas to sustain continuous progress towards meeting the Common Core Standards as measured on the SBAC administered in Spring of 2020. In addition to differentiated instruction, teachers will analyze benchmark and SBAC data during a data reflection to monitor student progress. Sessions will take place during non-core time (e.g. before and after-school, etc.). Five employees will be compensated up to 4 hours per week at their contractual hourly rate from Title I funds 01.0-30100.0-11100-10000-1130-3210000. The remaining staff will be placed into a substitute pool. This item was previously approved but is resubmitted to change the number of hours and the funding information.

1	Aceves, Maria	9	Lo, Angela	17	Seymore, Toniette
2	Aguilar, Luis	10	Miller, Patricia	18	Solis, Veronica
3	Angulo, Wendy	11	Odibo, Anthony	19	Usim, Ngozi
4	Arellano, Glenda	12	Perez, Maria	20	Varela, Raul
5	Campos, Guadalupe	13	Polk, Bridgette	21	Vidal, Alejandro
6	Garcia, Jason	14	Ransom, Amaris	22	Virgen, Vitalia
7	Gutierrez, Renan	15	Recendez, Jose	23	Watkins, Leslie
8	Kaya, Shari	16	Rutledge, Judy		

Request approval of extra duty hours for the teachers from Lynwood Middle School to participate in the PBIS Extended Learning Program from August 21, 2019 – June 17, 2020 (subject to continue based on board approval and funding). The students who participate in this program will have the opportunity to engage in activities that promote being Respectful, Organized, Accepting and Responsible. These are the PBIS pillars called R.O.A.R. This acronym was developed to help students remember the academic and behavioral expectations. Lynwood Middle School believes if students follow these tenants, they will make good decisions that benefit the entire school community. Student progress will be tracked and reflection sessions will occur with the Student Services staff (e.g. Assistant Principal, Counselor, PBIS team members, etc.) every three to four weeks. There will be one individual conducting sessions for a total of 80 hours. The remaining staff will be placed on a substitute pool. The employees will be compensated at the contractual hourly rate from Title I funds 01.0-30100.0-11100-10000-1130-3210000.

1	Bravo Castro, Jorge	3	Garcia, Jason	5	Richardson, Joy
2	Castro, Mario	4	Polk, Bridgette		

**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of extra duty hours for teachers from Will Rogers Elementary School during the 2019-2020 school year. In order to help students meet the goals of the School Plan of increased academic achievement for struggling students, intervention groups will be created. The intervention groups will be developed for targeted instruction in ELA and Mathematics using formative assessments and other standardized data.. No more than seven groups will be created and one teacher will be assigned to each group. Each intervention group will last for 10 weeks, two sessions/one hour each per week for a total of 20 sessions/hours each for a total of a maximum of 140 hours. All student attendance and documented interventions will be submitted to the District Office on a monthly basis. The employees will be compensated at the contractual hourly rate of \$51.79 from Supplemental & Concentration funds 01.0-01900.0-11100-10000-1130-1080000 (Teachers) and 01.0-01900.0-00000-27000-1930-1080000 (Lead). Approval is requested for all teachers in order to create a substitute pool.

1	Aguon, Stephanie	12	Gil, Maricruz	23	Nunez, Natalie
2	Arroyo, Martha	13	Gillem, Claudia	24	Ramirez, Christina
3	Blanco, Rolando	14	Hurley, Greg	25	Rodriguez-Rios, Clara
4	Brito, Sergio	15	Iwuorie, Chinweuba	26	Rodriguez, Miguel
5	Bun, Linda	16	Leguizamon-Tunnel, Claudia	27	Roybal, Rosalie
6	Chavez, Susana (Lead)	17	Limon, Maria	28	Sandlin, Jacqueline
7	Collins, Louisa	18	Martinez, Maritza	29	Spurlock, April
8	Danao, Mark	19	Mazzotta, Rocio	30	Yonce, Lourdes
9	Danao, Roger	20	McClintic, Kevin	31	Zarate, Stephanie
10	De La Torre, Yolanda	21	McFarland, Patricia		
11	Diaz, Debbie	22	Medina, Jaqueline		

Request approval of extra duty hours for teachers from Will Rogers Elementary School to plan, implement and support Positive Behavior Interventions and Supports during the 2019-2020 school year. In order to help students meet the goals of the School Plan and the District LCAP of creating a positive learning environment that is inspiring, safe, drug free, and conducive to learning, Will Rogers wishes to provide extra duty to the school's PBIS leadership team who will attend and turn-around PBIS trainings and sessions held by LACOE and LUSD to all teachers and staff. They will train staff on implementation of tiers of PBIS and how to implement in the classroom and during recess/lunch. The team will use Office Discipline Referral (ODR) data, Check-in-Check-out data, and student interventions teachers/staff use to measure PBIS effectiveness. Student misbehavior causes a loss of instructional time. Ensuring we implement PBIS with fidelity will yield a more equitable access to grade level content. The team members will meet, plan, or facilitate training/calibration at least ten times per year for 1.5 hours (for a total of up to 90 hours). The employees will be compensated at the contractual hourly rate from Title I funds 01.0-30100.0-11100-10000-1130-1080000. 01.0-30100.0-00000-21400-1130-1080000 (teachers) and 01.0-30100.0-00000-21400-1930-1080000 (Lead).

1	Aguon, Stephanie	3	Blanco, Rolando	5	Gillem, Claudia
2	Arroyo, Martha	4	Chavez, Susana (Lead)	6	Ramirez, Christina

Request approval of extra duty hours for the teachers from Lynwood Middle School to participate in the Leadership Team. The leadership team will discuss school procedures, PBIS Matrix, Project Based Learning, and will calendar future dates for the leadership team to meet during the 2019-2020 school year. The employees will be compensated up to 10 hours at the contractual hourly rate from general funds 01.0-00000.0-11100-10000-1130-3210000.

1	Arellano, Glenda	5	Kaya, Shari	9	Polk, Bridgette
2	Bravo Castro, Jorge	6	Lim, Picor	10	Ransom, Amaris
3	Castro, Mario	7	Little, Tannis	11	Richardson, Joy
4	Garcia, Jason	8	Miller, Patricia	12	Solis, Veronica

**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of extra duty hours for Lynwood High School Leadership Team planning sessions during the 2019-2020 school year. The Leadership Team met, during the summer, engaging in long and intense data discussions, analysis developing a framework for the smart goals. Team analyzed data from the previous year to create the school plan for the upcoming year. The different pieces of data include SBAC data, graduation rate, A-G completion, ELPAC data, SAT and PSAT data, AP Data, suspension rates, the Youth Truth survey, among other data pieces. The team will looked at data measuring the effectiveness of modifications made to the math and English curriculum for the entire student population, as well as the site's subgroups. The team used the data to find achievement gaps and created new SMART Goals and developed recommendations for improving the performance of LHS students. The team also assessed the performance of its English Learner population, measuring advances in overall academic performance as well as reclassification data. Additionally, the team created new SMART Goals for this large subgroup while creating strategies for meeting the needs of these students. This will hold true with looking at our SPED subgroup. Lynwood High School recognizes the importance of school culture as an essential component to the performance of its students and addressed PBIS recommendations, discipline data and issues, and measures the school might take to improve the wellness of students. Our overall goal is to have a school plan that has systems in place to increase the achievement of our struggling subgroups. The employees will be compensated up to 15 hours at the contractual hourly rate from Title I funds 01.0-30100.0-00000-21400-1130-4310000 (Teachers) and 01.0-30100.0-00000-27000-1230-4310000 (Counselor).

1	Alfaro, Claudia	7	Diaz, Cherie	13	Munguia, Christian
2	Araujo-Garcia, Debora	8	Estrada, Kristine	14	Ontiveros, Erika – Counselor
3	Arkangel, Brian	9	Galima, Maelanie	15	Ortiz, Albert
4	Beltran, Victoria	10	Mays, Jessica	16	Sepulveda, Yadith
5	Camacho, Gabriel	11	Mejia, George	17	Vega, Luis
6	Comparan, Sergio	12	Morales, Flavio		

Request approval of extra duty hours for the employees listed below for Saturday Workshops activities for students during the 2019-2020 school year. These workshops will help to inform incoming 9th graders about opportunities in CTE programs. CTE teachers will develop and implement four Saturday workshops for students. Teachers will provide instruction related to the exploration of career pathways at the school site. A minimum of 15 students will be necessary to continue the course. Teachers will provide student attendance and lessons for each day. Teachers will be compensated up to 5 hours per Saturday for a total of 20 hours each. CTE teachers will be compensated at their hourly rate from CTEIG funds 01.0-63870.0-38000-10000-1130-7390000. Teachers will provide minutes and student attendance along with hours.

1	Bejarano, Melissa	3	Smith, Deena	5	Washington, Brittany
2	Powell, Joseph	4	Ude, John		

Request approval of extra duty hours for CTE teachers to support work-based learning activities during the 2019-2020 school year. In order to help the development of Career Tech Student Organizations, and activities related to the industry, teachers will be compensated to support work-based learning activities. Work-based learning activities include working on competition assignments and training, visits to industry and job-related trainings, and working on school-wide CTE related events. Each participant will be compensated up to 45 hours. Michael Lorenzana will be compensated up to 25 hours. Teacher must provide a time sheet, student sign-in sheets, and description of activities that are held during non-instructional time. With prior approval, teachers may also use time to plan work-based learning activities within the school instructional time. The CTE Incentives grant allows district to use funding to support work-based learning activities including competitions and participations in CTSO's as well as career tech student events within the school. The employees will be compensated from CTEIG funds 01.0-63870.0-38000-10000-1130-7390000 and 01.0-63870.0-38000-31100-1130-7390000.

1	Abdul-Jawad, Wed	4	Lorenzana, Michael	7	Ude, John
2	Bejarano, Melissa	5	Powell, Joseph	8	Washington, Brittany
3	Conner, Rodney	6	Smith, Deena		

**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of extra duty hours for high school AP/IB staff to develop an intervention plan for students during the 2019-2020 school year. The intention of providing these programs and making them accessible to all students is to ensure that there is a standard for rigorous curriculum and instruction focused on critical thinking and depth of knowledge. Staff will provide additional instructional support to ensure that all students are successful in the program by providing equity for students. Staff will need to provide a description of the intervention/tutoring, a student sign-in, student achievement data, and how it will help students be successful in the AP/IB class they are enrolled in. All data will be submitted to the Director, Secondary Curriculum on a monthly basis. Coordinators will use hours to develop protocols, establish norms, and work with teachers to design effective intervention programs for students. They will also be responsible for all documentation, data, and submission of accounting forms to the district office. Opening access to this curriculum does not come without its challenges. In order to be successful in providing a quality AP experience, teachers must be able to differentiate their instruction within the courses. Because students learn at different levels, teachers must be able to create target groups of those under a strategic level versus those they need to challenge. This will require extra time to meet with students and provide extended learning time. The extended learning time will be based on past test score analysis and teachers working with students to prepare for the AP exams. The employees will be compensated for up to 30 hours each at the contractual hourly rate of \$51.79 from Supplemental & Concentration funds 01.0-01900.0-11100-10000-1130-7390000.

	Lynwood High – AP		Firebaugh High – IB		Firebaugh High – AP
1	Alfaro, Claudia	17	Barrera, Fernando	31	Barbosa, Bryan
2	Araujo Garcia, Debora	18	Bhattacharyay, Saswati	32	Bhattacharyay, Saswati
3	Brito, Armando	19	Busick, Mitchell	33	Bogdan, Dumitrica
4	Castillo, Eric	20	Forbes, Tanya	34	Gutierrez, Jimmy Paul
5	Comparan, Sergio	21	Lima, Sergio	35	Linton, Candace
6	Cunningham, Carolyn	22	Lopez, Verence	36	Macedo, Melissa (coordinator)
7	Durazo, Martin	23	Meskal, Michael	37	Meskal, Michael
8	Estrada, Kristine (coordinator)	24	Nguyen, Tuan	38	Nguyen, Tuan
9	Lee, John	25	Perez, Luis	39	Plaza, Lydia
10	Lizarraga, Hector	26	Rascon, Cynthia	40	Reynoso, Yvette
11	Mays, Jessica	27	Rojas, Martha	41	Rodriguez, Armando
12	Padilla, Edilia	28	Thomas, Kathleen	42	Sanchez, Araceli
13	Pidd, James	29	Valle, Raquel	43	Ugwu, Romanus
14	Sheibanifar, Zohreh	30	Zuniga, Omar (coordinator)		
15	Talavera, Lisa				
16	Vega, Luis				

Request approval of extra duty hours for two CTE teachers to perform SkillsUSA adviser duties for each high school during the 2019-2020 school year. SkillsUSA participation in 2019-2020 requires each high school to hold an established chapter of participating students to carry out career focused activities such as planned budgeting, competition preparation, career and soft skills development. Each chapter is required to complete a 2019-20 application and submit it to enter in this school year's SkillsUSA conferences. The CTE Incentives grant and Perkins funding allows districts to use funding to support work-based learning activities including competitions and participations in CTSO's as well as career tech student events within the schools. The employees will be compensated up to 15 hours from CTEIG funds 01.0-63870.0-38000-10000-1130-7390000.

1	Bejarano, Melissa	2	Smith, Deena
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**CERTIFICATED PERSONNEL
PERSONNEL SCHEDULE NO. 19-20-06 (11/14/19)**

Request approval of extra duty hours for high school IB staff to participate in intervention and tutoring activities during the 2019-2020 school year. The goal of the AP/IB programs is to support district's mission of supporting students' success and "to ensure each student fearlessly achieves his or her highest academic and personal aspirations". The intention of providing these programs and making them accessible to all students is to ensure that there is a standard for rigorous curriculum and instruction focused on critical thinking and higher depth of knowledge. Students taking these courses and demonstrating success make themselves stronger candidates for university level work and better prepared for college and career. The supervisor-student working relationship is probably the most important one in the extended essay process. The supervisor must be a suitably qualified member of staff at the school in which the student is registered. The supervisor plays an important role in helping students to plan and undertake their research for the extended essay. The relationship should be an active two-way process with the supervisor primarily there to support and guide the student, during the supervision and reflection sessions, at the planning stage, and when the student is carrying out and writing up their research. It is the responsibility of the supervisor to ensure that students are familiar with the requirements of the extended essay. Supervisors and students must discuss: the nature of the extended essay; their chosen subject, topic and research question; the most appropriate research methods to be used given the subject for which the student is submitting their essay; the formal requirements for the completion of the task; provide students with advice and guidance in the skills of undertaking research; encourage and support students throughout the research and writing of the extended essay; discuss the choice of topic with each student; help to formulate a well-focused research question which is suitable to the subject of registration; record minutes of meetings; and document and monitor student progress on the extended essay on ManageBac website. Opening access to this curriculum does not come without its challenges. In order to be successful in providing a quality IB experience, teachers must be able to meet on one-on-one time with IB diploma students to further engage them in their self-evaluation and knowledge in content of all coursework. This time is vital to support their requirements to complete the diploma program. The employees will be compensated up to 20 hours at the contractual hourly rate from Supplemental & Concentration funds 01.0-01900.0-11100-10000-1130-7390000. Program coordinators will be compensated up to 25 hours.

1	Astorga, Daisy	4	Lima, Sergio (coordinator)	7	Zuniga, Omar (coordinator)
2	Corona, David	5	Perez, Luis		
3	Forbes, Tanya	6	Thomas, Kate		

Request approval to compensate Joseph Powell for participating and completing training on new curriculum and instructional strategies provided by the California Restaurant Association ProStart Foundation between July 2019 and June 2020. These trainings provide up-to-date industry practices by restaurants and opportunities for Mr. Powell to meet with chefs and hospitality professionals to learn about new ideas and equipment use. The trainings include ProStart Educator Conferences during the 2019-2020 school year. CTE incentives funding allows for professional development including workshops, externships or conferences provided by industry personnel to enhance Career Technical instruction of students. The employee will be compensated up to 14 hours at the contractual hourly rate from CTEIG funds 01.0-38000.0-10000-1130-7460000.

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.B.2. Request Approval to Enter Into an Agreement with SWING Subs to Provide Back-Up Source of Substitute Employees

Rationale:

The administration requests approval to enter into an agreement with SWING Subs to provide back-up certificated and classified substitutes.

The District maintains a pool of both certificated and classified subs; but at times on high needs days, the existing pool is not able to satisfy the number of substitute requests. While the Human Resources Department will continue to deepen the District's own pool of substitutes, SWING Subs will be able to provide necessary support to ensure better staffing and absence coverage at school sites.

Costs will be charged to the District's general fund for substitutes as well as any approved categorical funding for substitutes covering teachers attending Professional Development. The contract will not exceed \$30,000.00.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: General Education, Substitutes

Funding Account Number: 01-00000.0-11100-10000-5810-7690000

Amount: Not to Exceed \$30,000.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.C.1. Request Approval of Classified Personnel Report Schedule No. 19/20-06: Employment, Assignments, Leaves, and Separations

Rationale:

The following is the "Personnel Report 19/20-06", which details personnel employment actions before the Board, such as, but not limited to: hiring, changes-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 19/20-06

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 Date
1	Barboza, Blanca	Classification: Instructional Assistant Special Education Work Hours: 6 Work Months: 10 Location: Special Education Funding Source: Unrestricted General Funds Reason: Existing Position. Replacement of Staff.	Range: 118 Step: 01	181900208 10/24/19
2	Benoit, Susan	Classification: Records Clerk Work Hours: 8 Work Months: 10 Location: Firebaugh High School Funding Source: Unrestricted General Funds Reason: Existing Position. Replacement of Staff.	Range: 041 Step: 01	192000068 10/28/19
3	Bloomfield, Veronica	Classification: Director, Early Childhood Education Work Hours: 8 Work Months: 12 Location: Child Development Funding Source: Child Development Fund. Reason: Existing Position. Replacement of Staff.	Range: 354M Step: 05	192000091 11/18/19
4	Chamorro, Isabel	To Classification: Instructional Assistant Special Education From Classification: Instructional Assistant Special Needs Work Hours: 6 Work Months: 10 Location: Special Education Funding Source: Unrestricted General Funds Reason: Existing Position. Voluntary Demotion.	Range: 118 Step: 01	181900208 11/01/19
5	Napoles, Stephanie	Classification: Instructional Assistant Special Needs Work Hours: 6 Work Months: 10 Location: Special Education Funding Source: Special Education Fund Reason: Existing Position. Replacement of Staff.	Range: 120 Step: 01	181900209 10/29/19
6	Rocha, Jonathan	Classification: Instructional Assistant Special Needs Work Hours: 6 Work Months: 10 Location: Special Education Funding Source: Special Education Fund Reason: Existing Position. Replacement of Staff.	Range: 120 Step: 01	181900209 10/14/19
7	Rodriguez, Karoline	Classification: Instructional Assistant Special Needs Work Hours: 6 Work Months: 10 Location: Special Education Funding Source: Special Education Fund Reason: Existing Position. Replacement of Staff.	Range: 120 Step: 01	181900209 10/29/19
8	Sauceda, Gilbert L. Jr.	Classification: Senior Network Engineer Work Hours: 8 Work Months: 12 Location: Technology Funding Source: Unrestricted LCAP Fund Reason: Existing Position. Vacant.	Range: 342 Step: 03	1920000147 11/15/19

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 Date
9	Turner, Durinda	Classification: Senior Nutrition Service Worker Work Hours: 7 (previously approved as 7.5 hours on 09/26/19) Work Months: 10 Location: Cesar Chavez Middle School Funding Source: Child Nutrition School Program Fund Reason: Existing Position. Replacement of Staff. Resubmitted to correct the number of work hours.	Range: 036 Step: 05	192000062 08/15/19

LIMITED-TERM ASSIGNMENT

Limited-Term/Provisional Assignments/Sub-on-call as needed/Summer Assignments/Extended Assignments/Extra Duty				
NAME		POSITION	CLASS RANGE STEP	VA# Effective Start/End Date
10	Diaz, Jackelyn	Classification: College Intern Work Hours: 4 Location: Vista High School Funding Source: Voc & Tech Edu Act Fund Reason: Providing limited-term assistance. Not to exceed 20 hrs.	Range: 019 Step: 01	192000055 10/17/19 to 06/17/20 or sooner
11	Perez, Kimberly	Classification: Attendance Assistant Work Hours: 8 Location: Lindbergh Elementary School Funding Source: LCAP Fund Reason: Providing limited-term assistance as needed.	Range: 041 Step: 01	192000081 10/09/19 to 06/30/20 or sooner
12	Vagas, Victor	Classification: AVID Tutor Work Hours: 4 Location: Cesar Chavez Middle School Funding Source: Voc & Tech Edu Act Fund Reason: Providing limited-term assistance. Not to exceed 20 hrs.	Range: 019 Step: 01	192000055 10/15/19 to 06/17/20 or sooner

LIMITED-TERM ASSIGNMENT

Coaching Assignments (Classified & Non-Represented) For all coaching assignments 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
13	Arevalo, Juan	Classification: Varsity Football Assistant Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner

LIMITED-TERM ASSIGNMENT

Coaching Assignments (Classified & Non-Represented)

For all coaching assignments 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
14	Argueta, Jasmin	Classification: Varsity Volleyball Coach (G) Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
15	Bravo, Michel Silva	Classification: Freshman Volleyball Coach (G) Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
16	Carrillo, Martha	Classification: Cross Country Coach (G) Location: Firebaugh HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
17	Carrillo, Martha	Classification: Cross Country Coach (B) Location: Firebaugh HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
18	Castillo, Levar	Classification: JV Football Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
19	Chapman, Jonathon	Classification: Freshman Softball Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
20	Contreras, Jose E.	Classification: J.V. Volleyball Coach (G) Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
21	Hawkins, Brent	Classification: Varsity Football Assistant Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
22	Hogan, Xavier	Classification: Freshman Football Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner

LIMITED-TERM ASSIGNMENT

Coaching Assignments (Classified & Non-Represented)

For all coaching assignments 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
23	Lenoir, Graylon	Classification: Assistant Varsity Football Coach Location: Firebaugh HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
24	Ortiz, Omar	Classification: Cross Country Coach (G) Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner
25	Pryor, DeAndre	Classification: Varsity Football Coach Location: Lynwood HS Funding Source: Supplemental & Concentration Funds	Range: 12 Step: 01	07/01/19 to 06/30/20 or sooner

LIMITED-TERM ASSIGNMENT

Limited-Term/Provisional Assignments/Sub-on-call as needed/Summer Assignments/Extended Assignments/Extra Duty.

Classification: STUDENT STORE WORKER Working Hours: 4 Location: Lynwood High School Funding Source: Unrestricted General Fund Reason: Providing limited-term assistance. Not to exceed 20 hrs.					Range: 011 Step: 01	192000076 Ending Date: 06/26/20 or sooner
NAME			Start Date	NAME		Start Date
26	Booker, Patrice		07/01/19	27	Letcher, Bernie	
28	Gomez, Jonathan E.		07/01/19			

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
29	Ford, Nia	Custodian	Service Center	10/07/19 – 10/16/19
30	Heads, Janet	Nutrition Service Worker I	Nutrition Services	09/13/19 – 10/13/19
31	Hernandez, Micaela	Secretary	Firebaugh High School	10/10/19 – 11/10/19
32	Jerry, Kofie	Custodian	Lynwood High School	09/03/19 – 10/27/19
33	Johnson, Suduski	Custodian	Service Center	09/10/19 – 11/18/19

MEDICAL LEAVES

	NAME	POSITION	LOCATION	Effective Start/End Date
34	Segbefia, Amber J.	Instructional Assistant Special Needs	Washington Elementary School	10/16/19 – 11/29/19
35	Martinez, Margarita	Child Care Assistant	Will Rogers	09/16/19 – 10/14/19

MEDICAL LEAVES

	NAME	POSITION	LOCATION	Effective Start/End Date
36	Simon, Christopher	Custodian	Hosler Middle School	10/08/19 – 10/23/19
37	Velasquez, Laura	Clinical Psychologist	Special Education	10/28/19 – 11/15/19
38	Ventura, Celeste	Secretary	Instructional Services	11/12/19 – 12/02/19

LEAVES: RESIGNATION

	NAME	POSITION	LOCATION	Effective Start/End Date
39	Corral, Guadalupe	AVID Tutor	Firebaugh High School	10/11/19
40	Green, Tannesha	Instructional Assistant Special Needs	Special Education	10/18/19
41	Soto Suriano, Mirsa R.	Campus Monitor	Lynwood Middle School	10/11/19

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.C.2. Request Approval for Additional Substitute Employees (Limited-Term/On-Call/Additional Hours) to Work During the 2019-2020 School Year Ending June 30, 2020 or Sooner

Rationale:

Staff requests approval for substitute employees (limited-term/on-call/additional hours) to work during the 2019-2020 school year ending June 30, 2020 or sooner.

Rate of Pay: Normal hourly rate per currently assigned classification, range and step.

List of names (by classification and location) attached.

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 - Additional Subs Names

2019-2020 Substitute Employees
(On-Call As Needed)

Classification: INSTRUCTIONAL ASSISTANT SPECIAL EDUCATION					Range: 228		192000051		
Working Hours: 7					Step: 01		Ending Date:		
Location: Special Education Department							06/17/20 or		
Funding Source: Special Education Fund							sooner		
NAME			Start Date		NAME			Start Date	
1	Lechuga, Analy		10/16/19		2	Razana, Alexys		10/22/19	

Classification: INSTRUCTIONAL ASSISTANT SPECIAL NEEDS					Range: 120		192000052					
Working Hours: 7					Step: 01		Ending Date:					
Location: District Wide							06/17/20 or					
Funding Source: Unrestricted General Fund							sooner					
NAME				Start Date		NAME			Start Date			
3	Lechuga, Analy				10/16/19		4	Razana, Alexys			10/22/19	

Classification: SECURITY OFFICER Working Hours: 8 Location: Security Department Funding Source: Unrestricted General Fund					Range: 055 Step: 01		192000079 Ending Date: 06/30/20 or sooner						
NAME				Start Date		NAME				Start Date			
5		Garcia, Esteban			10/17/19		6		Mendez, Juan			10/17/19	

Classification: WAREHOUSE WORKER / DELIVERY DRIVER Working Hours: 8 Location: Food Services Funding Source: Child Nutrition School Program				Range: 053 Step: 01	192000054 Ending Date: 06/30/20 or sooner
NAME		Start Date	NAME		Start Date
7	Amaro, Gilbert	10/16/19			

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.C.3. Request Acceptance of the Appointment of the Classified Employee Appointee to the Personnel Commission of the Lynwood Unified School District for a Three-Year Term Beginning December 1, 2019 through December 1, 2022

Rationale:

Per compliance with the Education Code, all Commission positions are maintained on a three-year rotational term. For districts that have more than one classified employee union, the responsibility of appointment is conferred upon the union with the greatest membership.

The term of the classified employee appointee to the Personnel Commission of the Lynwood Unified School District is expiring this year. The union with the largest membership in Lynwood USD is the California School Employees' Association (CSEA); thus, the membership of this constituency has the responsibility of appointing a person to fill this pending vacancy.

CSEA has selected Maria Quinonez as its appointee to the Personnel Commission. Via public hearing, CSEA announced this appointment at the Personnel Commission meeting on October 28, 2019. After the public hearing and announcement, the Personnel Commission accepted and approved the appointment to the Commission effective December 1, 2019 through December 1, 2022.

Staff requests the Board of Education's formalization of the classified employee appointee, Maria Quinonez, to the Personnel Commission of Lynwood USD for proper procedural maintenance of public record.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: N/A

Name of Funding Source and/or Location: Personnel Commission Funds

Funding Account Number: Personnel Commission Funds

Amount: \$50 per meeting

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.C.4. Request Approval of the Tentative Agreement made between the Lynwood Unified School District and CSEA and its Chapter 116 dated October 22, 2019

Rationale:

Administration requests the approval of the tentative agreement between the Lynwood Unified School District (LUSD) and the California School Employees Association, Chapter 116 (CSEA) as of October 22, 2019.

2019-20 Pay Allowance Provisions:

- A 1% on schedule increase to the CSEA Salary Schedule effective July 1, 2019.
- A 1% amount allocated towards health and welfare benefits.

2019-20 Benefit Allowances:

The District will increase its contribution towards health benefits to the following rates below, effective January 1, 2020:

District Contribution - Tenthly

Single	\$717
Two Party	\$1,355
Family	\$1,658

Stipend Allowances:

- A new bilingual stipend of \$50 per month for CSEA members who interpret at IEP meetings, limited to 100 members. The District will provide specialized training.
- An increase in bilingual stipend to \$35 for members who translate/interpret general school items.
- An increase in the perfect attendance stipend to \$500 per semester.

Other Contract Articles:

The District and CSEA have agreed on changes to contract language regarding procedures, work rules, and policies in the following Articles:

- Recognition
- Organizational Security
- Organizational Rights
- Work Period & Overtime
- Vacation Leaves
- Leaves
- Employee Expenses & Materials
- Safety & Professional Development
- Duration of Contract

Financial Impact:

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

Requisition # from BEST: N/A

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.C.4. Request Approval of the Tentative Agreement made between the Lynwood Unified School District and CSEA and its Chapter 116 dated October 22, 2019 *(Continued)*

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:

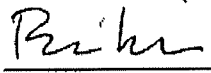
CSEA TA Successor Agreement 190701-063022

**Tentative Agreement
between
Lynwood Unified School District
and
California School Employees Association
and its Lynwood Chapter #116**

**2019-2020 Successor Agreement
July 1, 2019-June 30, 2022**

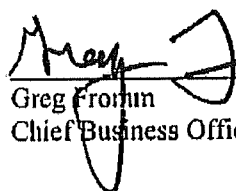
The Lynwood Unified School District (LUSD) and California School Employees Association and its Lynwood Chapter 116 (CSEA) have met and negotiated in good faith to reach this Tentative Agreement for the 2019-2020 Successor Agreement under collective bargaining agreement. This document contains the full and complete tentative agreement between LUSD, CSEA and its Lynwood Chapter #116.

Lynwood Unified
School District (LUSD)



Dr. Brian Lucas
Assistant Superintendent of
Human Resources

10/22
Date



Greg Fromm
Chief Business Officer

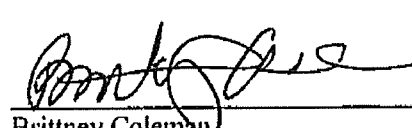
10/22/19
Date

California School
Employees Association (CSEA)



Mitchell Martinez
President, CSEA Lynwood #116

Date



Brittney Coleman
Labor Relations Representative

10/30/19
Date

TABLE OF CONTENTS

ARTICLE		PAGE
I.	Recognition	2
II.	No Discrimination	3
III.	Organizational Security	4-5
IV.	Organizational Rights	6
V.	Management Rights	7
VI.	Site Representatives	8
VII.	Work Period and Overtime	9-12
VIII.	Pay and Allowances	13-14
IX.	Benefit Schedule	15-17
X.	Holidays	18
XI.	Vacation Leaves	19-20
XII.	Leaves	21-35
XIII.	Transfers	36-37
XIV.	Member Expenses and Materials	38
xv.	Grievance Procedure	39-42
XVI.	Performance Evaluations	43
XVII.	Safety and Training	44-45
XVIII.	No Strike, No Lockout	46
XIX.	Successor Agreement	47
XX.	Zipper Clause	48
XXI.	Separability	49
XXII.	Disciplinary Action & Appeal	50
XXIII.	Duration	51
Appendix A	Classified Salary Schedule	52-54
Appendix B	Longevity Compensation	55
Appendix C	California Education Code Section	56
<u>Appendix D</u>	<u>Professional Development Grant ABI808</u>	
<u>Appendix E</u>	<u>Instructional Calendars</u>	
<u>Appendix F</u>	<u>Competent Learner Model (CLM) MOU</u>	
<u>Appendix G</u>	<u>MOU Reclassification and Compensation Study</u>	

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 Page 2 of 27
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ARTICLE I

RECOGNITION

1.2 This Recognition Agreement shall include the following members:

Accounting Technician	Health Technician Vocational Education	
After School Program Assistant	Instructional Assistant Technology	Purchasing Technician
ASB Bookkeeper	Instructional Assistant Culinary Science	Personnel Technician
Attendance Assistant	Instructional Assistant CLM I	Printing/Mail Room Assistant
Benefits Specialist	Instructional Assistant CLM II	Records Clerk
Benefits/Payroll Analyst	Instructional Assistant Bilingual	Regional Occupational Program Asst.
Buyer	Instructional Assistant - Special Ed.	Safe & Supportive Schools Project Coordinator
Child Care Assistant	Instructional Assistant-Special Needs	School Community Liaison
College/Career Center Technician	Instructional Assistant	Secretary
Computer Lab Assistant	Interpreter/Translator	Senior Buyer
Data Analyst	Library Media Assistant	Special Education Technician
Database Administrator	Media Production Technician	Speech/Language Pathology Assistant
District Receptionist	Network Computer Specialist	Sr. Accounting Assistant
District Records Technician	Network Computer Support Tech	Senior Accounting Technician
Health Services Technician	Office Assistant I	Senior Health Services Technician
	Office Assistant II	Senior Records Clerk
	Payroll Analyst	Student Data Technician
	Payroll Technician	Student Services Assistant
	Personnel Specialist	Testing Assistant
	Personnel Specialist II	Testing Technician

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ARTICLE III

ORGANIZATIONAL SECURITY

3.1.2 Members in lieu of payroll deductions, may pay dues ~~or service fees~~ directly to the Association ~~or, in the case of bona-fide religious objection, proof of payment to a designated charitable fund.~~

3.1.3 In the event a member does not pay dues ~~or service fees~~ directly to the Association, the District shall begin automatic payroll deduction after receipt of written notice from the Association specifying the names of the unit members and the amount of the dues ~~or service fee~~ for each member. Payroll deductions shall be processed in accordance with standard District operating procedures from the first day of the month following 45 calendar days after receipt by the District of the written notice directing dues/~~service fees~~ payroll deduction.

3.2 Dues Deduction

3.2.1 The District shall deduct dues in accordance with CSEA dues ~~and service fee~~ schedule, dues from the wages of all members who are members of CSEA on the date of the execution of this Agreement, and who have submitted written dues authorization forms to the District.

~~3.3 Any member who has a bona-fide religious objection, as defined in Government Code section 3546.3 to the payment of service fees in support of a member organization, as defined in Government Code section 3540.1 (d) shall not be required to join, maintain membership in, or pay dues or service fees required as a condition of employment. However, such member shall be required, in lieu of service fees, to pay sums equal to such service fees to any one of the following three designated nonreligious, non-labor, charitable funds exempt from taxation under section 501(c)(3) of Title 26 of the United States Internal Revenue Code:~~

~~American Cancer Association
City of Hope
American Heart Association~~

3.4 ~~Any member claiming this religious exemption shall, as a condition of continued exemption, furnish to the Association a written statement of objection along with verifiable evidence of membership in a religious body whose traditional tenets or teaching set forth objections to joining or financially supporting member organizations.~~

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ARTICLE IV

Organizational Rights

4.2 Notice of Unit Member New Employee Hires/Orientations

4.2.1 The District shall provide the CSEA Labor Relations Representative, CSEA President or CSEA President designee, with 10 days advance notice of any new member hires/orientations. The notice shall include full legal name, date of hire, classification, and site. A shorter notice may be provided in a specific instance where there is an urgent need critical to the employer's operations that was not reasonably foreseeable. Orientation onboarding sessions may include individual (one-on-one) new hire meetings with a Human Resources representative, a site administrator and/or group orientation sessions.

4.2.2 CSEA Option Instead of 4.3.1

The District will provide a list with CSEA and its Chapter 116 contact information to the new member(s) at the time of the orientation if CSEA selects this option. The new member(s) will be advised to make contact with CSEA to arrange for the CSEA orientation within five working days of the District's initial orientation. CSEA will notify the District in writing if this option is selected. CSEA may revoke this option and revert to 4.3.1 at any time. This option will prevent delaying the start date for members and expedite services to students. The District will immediately notify CSEA when a new member is scheduled for orientation under this option.

4.4.3 Definition of Newly Hired Employee

"Newly hired member" or "new hire" means any member, whether permanent, full time, part time, hired by the District, and who is still employed as of the date of the new member orientation. It also includes all members who are or have been previously employed by the District and whose current position has placed them in the bargaining unit represented by CSEA. For those latter members and for purposes of this agreement only, the "date of hire" is the date upon which the member status changed and was placed in the CSEA unit.

4.3.4 CSEA New Hire and Current Employee Information

The District shall provide CSEA with the name, job title, department, work location, Social Security Number or Employee ID, home, and personal cellular telephone numbers, personal email addresses on file with the employer, and home address of any newly hired member within 30 days of the date of hire or by the first pay period of the month following hire, and the public employer shall also provide CSEA the data fields above for all members in the bargaining unit at least every 120 days unless more frequent or more detailed list are requested. The information identified in this section shall be provided to CSEA regardless of whether the newly hired member was previously employed by the District. CSEA may request additional data necessary to fulfill their role as the exclusive bargaining agent.

4.3.5 Electronic data in 4.3.4 will be provided to CSEA in a mutually agreeable secure medium.

4.4 New Employee Orientation and Release Time

4.4.1 Definition of New Employee Orientation

"New member orientation" means the onboarding process of a newly hired public member, whether in person, in a group, online, or through other means or mediums, in which members are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matters.

4.4.2 New Employee Group Orientation Release Time

In the event the District conducts a group orientation, CSEA shall have up to one hour, including travel time, of paid release time for two (2) CSEA representatives to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement.

4.4.3 New Employee Individual Orientation

In the event the District conducts an individual orientation, CSEA shall have up to thirty (30) minutes, including travel time, of paid release time for one (1) CSEA representative to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.

4.4.4 During CSEA's new member orientation session, no District manager or supervisor or non-unit member shall be present.

4.4.5 New Hire Information Packet

The District shall include the CSEA membership application and a link for an electronic application in the new member orientation packet.

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ARTICLE V

MANAGEMENT RIGHTS

5.1.5

Emergency shall be defined as a situation or sudden event that calls for prompt action brought on by natural disasters ~~an act of God~~, unexpected interference from a third party, or action that threatens the health, safety or welfare of members or students, or circumstances outside the exclusive control of the District.


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ARTICLE VII
WORK PERIOD AND OVERTIME

7.7 Summer Employment

7.7.2 CLM and Moderate to Severe Summer Work

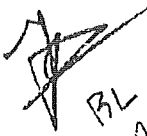
For the purposes of assigning summer/extended school year work, priority shall first be filled by the CLM/Moderate to Severe classroom assistant bargaining unit members employed at the school site / classroom where summer/extended school year will be offered.

7.8 Worksites/Departments with Time Clocks:

Where time clocks are used at worksites/departments, 1) time recorded will be rounded to the nearest fifteen (15) minutes 2) time below ~~ten (10)~~ ~~eight (8)~~ minutes will be rounded down and at ~~eight (8-10)~~ ~~ten~~ minutes will be rounded up for payroll leave/pay purposes. The standards for time clocks and leave deductions or docks shall not be confused with a members responsibility to report to and leave work on time in accordance with their assigned work schedule.

7.9 Absence Notice Requirements

All bargaining unit members are required to follow established site/department call-in procedures which includes reporting an absence from work in a timely manner. The report of an unexpected absence shall be no later than one hour prior to the beginning of the member's shift to their supervisor, site, or department designee unless there are special circumstances. The member is responsible for reasonable prior notice when circumstances permit (e.g. when medical service provider appointments are scheduled in advance). Typically, the member is responsible for notification when absences for medical provider appointments are scheduled. Member absence notice requirements herein are critical to the orderly operation of the District.


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ARTICLE VIII
PAY AND ALLOWANCES

2019-20 A 1% salary increase effective July 1, 2019. A 1% off-schedule amount to be allocated towards health and welfare benefits. If the District agrees to provide any other bargaining unit an increase for the 2019-20 school year in any monetary amount, not inclusive to the on or off salaries schedule, CSEA will receive a like amount without further negotiations. *exclusive BL MM*

8.1 Frequency-Twice Monthly

All members, except hourly, in the bargaining unit shall be paid twice per month payable on or before the tenth (10th) and on or before the twenty-fifth (25th) day of the month. If the normal pay day falls on a Saturday, Sunday, or holiday, the paycheck shall be issued on the preceding workday.

8.3 Bilingual Stipend

A unit member who is frequently called upon to converse with people in a language other than English and/or interprets for IEP's and performs this duty on a regular basis shall be eligible to receive a bilingual stipend, if they meet the following requirements.

8.3.1 The amount of the stipend will be \$30.00 per month for bilingual stipend (oral and written translations ie, flyers, parent letters etc. sent from schools/sites to parents) or \$50.00 per month for doing the above and interpreting at IEP meetings.

8.3.2 The \$50.00 per month stipend shall not exceed 100 unit members.

8.3.3 The unit member will be required to pass the District Competency test for the bilingual stipend and must attend the interpreter training provided by the district. Refusal by a Member to interpret/translate documents or meetings or not attend the training, will result in being removed from the eligibility list and will no longer be considered to receive the stipend.

8.3.4 Unit members shall submit the annual bilingual stipend application form, provided by Human Resources to their site administrator for verification. *MM*

8.3.5 IEP-Bilingual Stipend

The District will offer CSEA members on the bilingual stipend list, who interpret for IEP's as assigned (on a rotating basis), an IEP bilingual stipend in the amount *RP NUB*

of \$50.00 per month.

The District will offer an interpreter training twice a year for CSEA members who interpret for IEP's and receive an IEP stipend. In order to continue to be eligible to receive the \$50.00 IEP bilingual stipend, members must attend one interpreter training provided by the district annually.

Interpreting for IEP's will be distributed on a rotating schedule set forth by the site administrator. Refusal by a member to interpret for an IEP shall result in removing the employee from the eligibility list and will no longer be considered to receive the stipend.

The Special Education Glossary and Dictionary for IEP Terminology will be available at all sites.

~~8.3.1 members required to use Bilingual-Bi-literate skills as determined by the District will receive a stipend in the amount of \$35.00 per month. At the determination of the District, any member required to possess bilingual/bi-literate skills, as a result of their job description will not be eligible for this stipend.~~

~~On July 1, 2017, the stipend will increase to forty-five (\$45.00) per month. This increase will facilitate parent interaction and IEP support. The Special Education Glossary and Dictionary for IEP Terminology will be available at sites and additional copies will be available in the Special Education Office. For the 2017/18 and 2018/19 school year IEP Translation Workshops will be held in October and January on the scheduled minimum days at the end of the quarter.~~

~~8.3.2 members who receive such stipend must be a Bilingual/Bi-literate in two (2) languages and pass the District's Competency test. members who possess a valid certificate as a result of passing the District's Competency test will be exempt from future tests.~~

8.4 Perfect Attendance Stipend: The District will pay all CSEA bargaining unit members the following stipends as paid of the "Perfect Attendance Stipend Program".

Zero (0) day absent	<u>\$500.00</u> per semester annually
One (1) day absent	<u>\$250.00</u> annually
Two (2) day absent	<u>\$125.00</u> annually

8.4.1 For the purpose of the Perfect Attendance Stipend the semesters will be as follows

1st Semester: July 1st through December 31st

2nd Semester: January 1st through June 30th

ARTICLE IX

BENEFIT SCHEDULE

9.2 Health Benefits

9.2.1 Premium Payments

~~Effective July 1, 2017 the District annual contribution per Full Time Equivalent (FTE) shall be set at \$8,571 annually. The District will deposit \$8571 per FTE into a Health Reserve Account for the purpose of providing health, dental, and vision insurance. In the event the employee is not full time, the contribution to the Health Reserve Account will be prorated according to each employee's full time equivalence.~~

~~The FTE allocation shall be based upon the September 1 staffing report.~~

~~CSEA will determine how the money will be allocated to provide health insurance for unit members on an annual basis.~~

If the monthly premium of the health benefits plan selected by the member exceeds the allocated contribution, the additional cost will be borne by the member through payroll deduction.

For the 2020 benefit year CSEA reserves the right to redistribute any unused allocations based on unit member plan selections no later than November 30, 2019 without reducing the current cap at each tier.

Effective January 1, 2020:

	<u>District Contribution - Tenthly</u>
<u>Single</u>	<u>\$717</u>
<u>Two Party</u>	<u>\$1,355</u>
<u>Family</u>	<u>\$1,658</u>

MM

ARTICLE IX

BENEFIT SCHEDULE

9.2 Health Benefits

9.2.1 Premium Payments

~~Effective July 1, 2019 the District annual contribution per Full Time Equivalent (FTE) shall be set at \$8,571 annually or sufficient enough to cover 90% of the Kaiser rate. The District will deposit into a Health Reserve Account for the purpose of providing health, dental and vision insurance. In the event the member is not full time, the contribution to the Health Reserve Account will be prorated according to each member's full time equivalence.~~

~~The FTE allocation shall be based upon the September 1 staffing report.~~

~~CSEA will determine how the money will be allocated to provide health insurance for unit members on an annual basis.~~

If the monthly premium of the health benefits plan selected by the member exceeds the allocated contribution, the additional cost will be borne by the member through payroll deduction.

For the 2020 benefit year CSEA reserves the right to redistribute any unused allocations based on unit member plan selections no later than November 30, 2019 without reducing the current cap at each tier.

Effective January 1, 2020:

	<u>District Contribution - Tenthly</u>
<u>Single</u>	<u>\$717</u>
<u>Two Party</u>	<u>\$1,355</u>
<u>Family</u>	<u>\$1,658</u>

9.2.2 Benefits Council Cost Containment

CSEA shall appoint two representatives to the ~~Health Care~~ Benefits Cost Containment Committee-Council to explore alternative health, dental, life insurance and vision plans for the future. The ~~Committee-Council~~ will be composed of any member organizations appointed representatives who elect to participate per their respective Collective Bargaining Agreement, and management representatives and shall be charged with meeting with Insurance Brokers and carriers to examine methods by which health care cost may be contained. The ~~committee~~ Council will meet at a minimum of one time per quarter. Any additional meetings will be scheduled as deemed necessary by the committee.

9.3 Dental Insurance

Effective ~~October 1, 2013-14~~ January 1st, 2020 the maximum allocation from the Health Reserve Account towards dental insurance for eligible unit members shall not exceed ~~\$67.66-~~ 79.15.

Dental Plans	Monthly Premium Effective January 1, ~~2017~~ 2020	Monthly District Allocation CAP	Employee Cost Per Month
MetLife HMO	\$28.93	\$28.93	\$0.00
MetLife PPO	\$154.62	\$79.15	\$75.47

If the monthly premium of the dental benefits plan selected by the member exceeds the allocated contribution, the additional cost will be borne by the member through payroll deduction.

9.4 Vision Care

The District will provide vision insurance selected by the District (Vision Service Plan - VSP) at no cost to the member for eligible unit members and eligible dependents, subject to existing eligibility requirements for Choice B, per the allocation from the Health Reserve Account. If a unit member selects Choice C and the premium for vision benefits plan exceeds the allocated contribution, the additional cost will be borne by the member through payroll deduction. The District will meet with the ~~Cost Containment~~ Benefits Council ~~committee~~ to explore alternative vision insurance providers and additional vision plans.

Vision Plans	Monthly Premium Effective January 1, ~~2017~~ 2020	Monthly District Allocation / CAP	Employee Cost Per Month
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Vision Service Plan (Choice B)	\$11.3277	\$11.3277	\$0.00
Vision Service Plan (Choice C)	\$189.8864	\$11.3277	\$7.5687

9.5 Life Insurance

The District will provide life insurance in the amount of \$10,000 for all members covered by this agreement. A spouse will have coverage for \$5,000 (Spouse Life Insurance will terminate when age 70 is attained). A dependent child(ren) up to age 1 will have coverage for \$5,000. A dependent child(ren) 1 year and older will have coverage for \$2,500. 6 months to 19 years old (or if a full time student to age 23) will have coverage for \$2,500. The District will meet with the Cost Containment Benefits Council committee to explore alternative life insurance providers and plans. The 2016-17 2019-20 premiums shall be:

(Met-Life Life Insurance)

\$4.15

9.6 Early Retirement

- 9.1.1 After a member has been in service to the District in a capacity entitling him/her to district-financed insurance policies for a period of ten (10) years or more and elects to take early retirement, the District will continue to pay the member's premium for the health, dental and life insurance for five (5) years or until he/she reaches the age of Medicare eligibility, whichever occurs first. All Medicare qualified members shall enroll into the Medicare shall enroll into the Medicare program at the age of 65 years. When the member turns 65 years old and has less than 5 years of district paid retiree health benefits remaining, the District will provide \$200 monthly towards a Medicare supplemental plan for the balance of (5) years.

~~In addition any bargaining unit member submitting their completed retirement document by March 1, 2014 and retires under CalPERS by June 5, 2014, will receive an early retirement stipend of \$7500.00. Once submitted, the member's retirement from the District is irrevocable.~~

ARTICLE X

HOLIDAYS

10.5- Personal-Floating Holiday

Each member is entitled to two (2) floating ~~personal~~ holidays each fiscal year, which shall be arranged by mutual agreement between the member and his/her supervisor.


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ARTICLE XI
VACATION LEAVES

11.1 Each permanent or probationary classified member shall earn vacation time in accordance with the following:

11.1.1 All members in the bargaining unit shall earn paid vacation time under this article. Vacation benefits are earned on a fiscal year basis, July 1 -June 30. While not vested until accrued, each July 1st all members shall have access to his/her projected vacation for the current fiscal year. To accommodate this, the projected vacation accrual will be "front loaded" to the members.

- Members who terminate service with the district who have received pay for vacation that has not yet been earned, said pay shall be deducted from final paycheck.

ARTICLE XII

LEAVES

12.1 Paid Sick Leave

~~12.1.5 In order to receive compensation while on sick leave, the member must notify his/her supervisor of his/her absence within the first working hour of the first day absent, unless conditions make notification impossible. The burden of proof of impossible conditions is upon the member. Refer to 7.1.7 for absence notice requirements.~~

12.2 Bereavement Leave

12.2.1 Members shall be granted a leave with full pay in the event of the death of any members of the member's immediate family. The leave shall be for a period of three (3) days or five (5) days if travel beyond 350 miles or out-of-state is required. If the unit member requests he/she shall be granted up to an additional six (6) days of leave in any one (1) year for bereavement purposes which shall be charged to his/her accumulated personal illness and injury leave.

12.5 Leave of Absence Without Pay

12.5.3 Time spent on any unpaid personal leave shall be considered a break in continuous service, i.e., this time shall not be counted toward seniority for the purposes of establishing retention lists in the event of a layoff, or for computing seniority credit for promotional examination.

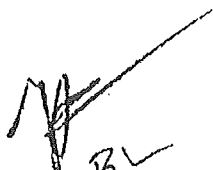

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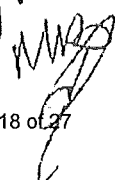
ARTICLE XIV
EMPLOYEE EXPENSES AND MATERIALS

14.1 Mileage

The use of private vehicles must be pre-approved by the supervisor and administrator in charge of the department in which the member works. The District shall reimburse mileage at the IRS rate ~~pay a monthly mileage stipend of \$50.00 monthly to any member who is required to travel during an assignment and use their personal vehicle during the same shift. Members must complete and submit to payroll a monthly Automobile Mileage Allowance Claim form provided by Fiscal Services. This section shall not apply to members working in a split assignment or on a split shift.~~


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ARTICLE XVII

SAFETY & PROFESSIONAL DEVELOPMENT

17.1 Professional Development (2019-20 Pilot Program)

Professional Development reimbursement in the amount of up to \$150.00 per preapproved activity/course/workshop/materials up to a maximum allocation of \$10,000 for 2019-2020 will be available to CSEA permanent bargaining unit members (hereafter "members" for this section) under the provisions outlined in this section:

17.3.1 Three broad career pathways are established to promote professional development directly related to the classifications within the bargaining unit for current and promotional opportunities:

17.3.1.1 Office/Technical Support (e.g. Secretarial, Office Assistant, Personnel, Purchasing, Accounting, Payrolls, Records, Attendance, Benefits, Testing)

17.3.1.2 Classroom/School Support (e.g. Instructional Assistant, Health, College/Career, Interpreter/Translator, After School Program Assistant, Library Media, Child Care, ROP Assistant, SLP Assistant)

17.3.1.3 Technology Support (e.g. Computer Lab, Database Administrator, Network, Media, Network Specialist/Technician, Student Data)

17.3.2 Employees must meet all of the eligibility requirements to receive a reimbursement for an activity/course/workshop/materials up to \$150.00;

17.3.2.1 Submit Professional Development form designating one of the career pathways in 17.3.1 and provide details of the related activity/course/workshop/materials requested.

17.3.2.2 Up to one (1) Professional Growth award per eligible member for 2019-20 is available if all requirements are met.

17.3.2.3 Receive prior approval from the CSEA president and the Director, Human Resource before engaging in the activity/course/workshop/materials. In the event both the CSEA President and the Director, Human Resources do not agree, the award is denied. At the request of the member, the decision to deny an award is only subject to review by the Assistant Superintendent of Human Resources at his or her sole discretion. The decision by the Assistant of Superintendent of Human Resources is final and not subject to any further review.

17.3.2.4 Submit reimbursement request within sixty (60) days of

completion verifying successful completion with attached original receipt for the pre approved amount. Reimbursement will not exceed \$150.00 per preapproved activity/course/workshop/materials.

17.3.3.5 Encumbrances for 2019/20 for pre approved amounts will be carried over for one (1) subsequent fiscal year. There will be no reimbursement for pre approved amounts beyond the encumbrance carryover period.

17.3.3.6 Except for encumbrance carryover specified, unexpended funds will not carry over.

17.3.3.7 Reimbursements will be on a first come first serve basis up to maximum amount of \$10,000.

17.3.3.8 The pilot program for 2019-20 sunsets on June 30, 2020. Continuation is subject to negotiations and mutual agreement beyond June 30, 2020.

17.3.3.9 The activity/course/workshop participation must not interfere with the member's assigned working hours.

17.4 Higher Education Institution Partnerships

The parties agree to explore partnerships with local area higher education institutions for careers in education and free onsite training. No LUSD funds are allocated, but grants and scholarships may be available through the institutions.

17.5 LUSD Adult School Offerings

The Parties encourage members to utilize free and low cost Adult Education courses to pursue Professional Development.

ARTICLE XXIII
DURATION

23.1 This agreement shall be in effect as soon as ratified by both parties and shall remain in effect through June 30, ~~2019~~ 2022.

23.2 Negotiations

~~2016-17~~ 2019-20

Negotiations have been completed on a three-year successor agreement. No further negotiations are necessary.

~~2017-18~~ 2020-21

The parties will reopen on wages, health and welfare ~~and two articles of each parties choice.~~

~~2018-19~~ 2021-22

The parties will reopen on wages, health and welfare ~~and two articles of each parties choice.~~


BL
JW

RED MM

DIA
PAC
KMS
CJ

APPENDIX A
CLASSIFIED SALARY SCHEDULE

LYNWOOD UNIFIED SCHOOL DISTRICT - CLASSIFIED SALARY SCHEDULE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER #116
Effective July 1, 2016 (INSERT DATE HERE)

General Information: ~~Most recent salary increase for CSEA: 2016 (5%), Board Approved 08/22/2017.~~

The monthly salary rate is divided by 173.333 and the result rounded off to the nearest whole cent to arrive at the hourly rate.

NIGHT DIFFERENTIAL: A 2.5% differential will be paid to members regularly working half or more of assigned time between 5:00 p.m.-- 7:00 a.m.

(INSERT UPDATED SALARY SCHEDULE)


BL
Jm

WM
RQ
JH
mac
WPS
GR

APPENDIX D
Professional Development Block Grant MOU AB 1808

MEMORANDUM OF UNDERSTANDING (MOU)
between
LYNWOOD UNIFIED SCHOOL DISTRICT (DISTRICT)
and
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)
And Its
LYNWOOD CHAPTER #116

PROFESSIONAL DEVELOPMENT BLOCK GRANT FUNDING (AB 1808)

The Lynwood Unified School District ("District") and the California School Employees Association and its Lynwood Chapter #116 ("CSEA"), together referred to as the "Parties", hereby agree to the following to meet the requirements of AB 1808:

The amount paid in this apportionment reflects 100 percent of the entitlement calculated for each eligible County Office of Education, school district, and charter school (both local and direct funded). Entitlements are allocated to each eligible local educational agency (LEA) at a rate of \$177.19 per full-time equivalent (FTE) of classified staff, as reported in the California Basic Educational Data System in fiscal year 2017-18.

Lynwood Unified School District received \$100,199 and shall expend funds received for any purpose described in *Education Code* Section 45391, with priority being for professional development for the implementation of school safety plans, as set forth in *Education Code* 32280.

1. Block Grant Funding (AB 1808) Committee shall be established with 3 CSEA appointed members and 3 District appointed members.
2. The Block Grant Funding (AB 1808) Committee shall meet no later than October 31, 2019 to establish the following:
 - A) Block Foundation Grant (AB 1808) Committee
 - B) CSEA's allocation of funds based on unit FTE as of 17-18 school year.
 - C) Jointly identify opportunities for CSEA Classified employees to be made available during the 19-20 school year and expended from the allocated funds.
 - D) Jointly review training needs and interest for the Block Grant Funding.

Lynwood Unified
School District (LUSD)

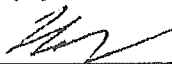


Dr. Brian Lucas
Assistant Superintendent of
Human Resources

9/13/19

Date

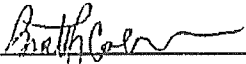
California School
Employees Association (CSEA)



Mitchell Martinez
President, CSEA Lynwood #116

09/13/19

Date



Brittnoy Coleman
Labor Relations Representative

9/13/19

Date

APPENDIX E
Instructional Calendars

BL
W

11/14

APPENDIX G

MEMORANDUM OF UNDERSTANDING (MOU)

between

LYNWOOD UNIFIED SCHOOL DISTRICT (DISTRICT)

and

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

And its

LYNWOOD CHAPTER #116

RECLASSIFICATION AND SALARY STUDIES

July 1, 2019-June 30, 2022

The Lynwood Unified School District ("District") and the California School Employees Association and its Lynwood Chapter 116 ("CSEA"), together referred to as the "Parties" hereby agree to the following:

The intent of this "MOU" is to assure that:

1. A CSEA full unit reclassification and compensation study is completed by June 30, 2022, to assure currency in District needs for employees, competitive qualifications, and compensation of employees;
2. Unit members perform duties within the scope outlined in their job descriptions;
3. Clear, consistent, equitable processes are utilized for changes in unit members' job descriptions, compensation, and assigned job classifications;
4. Ensure Collaborative processes to make such changes;
5. Equitable treatment is provided for all unit members, including opportunities to participate in the reclassification process;
6. Adequate timelines are established to prevent unnecessary delays that may result, intentionally or unintentionally, in improper alignment of the unit member's duties and compensation with that specified in their job descriptions;

The District shall request a reclassification and salary study for the entire bargaining unit pursuant Personnel Rule 30.300 and 70.100.2 no later than November 30, 2019.

The Reclassification Committee shall meet no later than January 2020 to establish the process for selecting a consultant group to conduct the unit reclassification and compensation study.

11/14/2019

The District agrees to hire and retain a mutually agreed upon consultant group no later than June 30, 2020. Recommendations provided at the conclusion of the reclassification and compensation study shall be subject to negotiations.

This MOU shall be in effect until June 30, 2022, unless extended by mutual agreement.

Lynwood Unified
School District (LUSD)

Brian Lucas 9/13/15
Dr. Brian Lucas Date
Assistant Superintendent of
Human Resources

California School
Employees Association (CSEA)

Mitchell Martinez 9/13/19
Mitchell Martinez Date
President, CSEA Lynwood #116
Brittney Coleman 9/13/17
Brittney Coleman Date
Labor Relations Representative

APPENDIX F CLM Language

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.1. Request Approval of Warrant and ACH Schedule

Rationale:

Staff requests board approval of the Warrant and ACH Schedule for the period of October 2, 2019 through October 22, 2019.

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: \$4,854,250.70

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

Warrant Schedule

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

DATE: November 14, 2019

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

FROM: Business Services Division

SUBJECT: Warrant and ACH Schedule for the Period of October 2, 2019 - October 22, 2019

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	
10/02/19	\$	66,993.50	10/14/19	\$ -
10/03/19	\$	730,300.22	10/15/19	\$ 164,818.69
10/04/19	\$	1,377,234.99	10/16/19	\$ 653,088.26
10/07/19	\$	434,702.25	10/17/19	\$ 325,972.16
10/08/19	\$	57,391.66	10/18/19	\$ 66,980.43
10/09/19	\$	211,739.92	10/21/19	\$ 352,927.08
10/10/19	\$	56,354.23	10/22/19	\$ 217,367.31
10/11/19	\$	138,380.00		
		Total	\$	4,854,250.70
For a more detailed account of specific District expenditures, please refer to page 3.				

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

DATE: November 14, 2019
TO: Gudiel R. Crosthwaite, Ph.D., Superintendent
FROM: Business Services Division
SUBJECT: Commerical Warrant and ACH Schedule for the Period of October 2, 2019 - October 22, 2019

<u>FUNDS</u>	<u>AMOUNT</u>
1) <u>General Fund (01)</u>	
Total General Fund	\$ 3,349,806.47
2) <u>Adult Education Fund (11)</u>	
Total Adult Education Fund	\$ 26,690.21
3) <u>Child Development Fund (12)</u>	
Total Child Development Fund	\$ 7,844.61
4) <u>Cafeteria Fund (13)</u>	
Total Cafeteria Fund	\$ 42,423.16
5) <u>Deferred Maintenance Fund (14)</u>	
Total Deferred Maintenance Fund	\$ -
6) <u>Building Fund (21)</u>	
Total Building Fund	\$ 472,307.92
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	\$ 177,104.57
10) <u>Scholarship Fur</u>	
Total Scholarship Fund	\$ -
11) <u>Payroll Clearance Fund (76)</u>	
Total Payroll Clearance Fund	\$ 778,073.76
Total Warrants All Funds	\$ 4,854,250.70

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	
10/02/19	63,352.56	-	-	3,640.94	-	-	-	-	-	-	-	66,993.50
10/03/19	713,984.51	-	-	365.71	-	15,950.00	-	-	-	-	-	730,300.22
10/04/19	1,351,155.27	-	-	-	-	26,079.72	-	-	-	-	-	1,377,234.99
10/07/19	212,664.66	2,961.28	-	-	-	218,921.31	-	-	-	-	155.00	434,702.25
10/08/19	2,033.23	2,498.43	-	-	-	52,860.00	-	-	-	-	-	57,391.66
10/09/19	173,566.62	-	-	38,173.30	-	-	-	-	-	-	-	211,739.92
10/10/19	54,034.05	120.18	-	-	-	2,200.00	-	-	-	-	-	56,354.23
10/11/19	138,380.00	-	-	-	-	-	-	-	-	-	-	138,380.00
10/14/19	-	-	-	-	-	-	-	-	-	-	-	0.00
10/15/19	141,261.85	119.23	7,844.61	-	-	15,593.00	-	-	-	-	-	164,818.69
10/16/19	110,936.46	20,657.49	-	-	-	65,540.82	-	-	422.54	-	455,530.95	653,088.26
10/17/19	318,093.39	-	-	-	-	7,878.77	-	-	-	-	-	325,972.16
10/18/19	9,300.43	-	-	-	-	57,680.00	-	-	-	-	-	66,980.43
10/21/19	30,658.46	333.60	-	243.21	-	-	-	-	250.00	-	321,441.81	352,927.08
10/22/19	30,384.98	-	-	-	-	9,604.30	-	-	176,432.03	-	946.00	217,367.31
Rpt 111419	3,349,806.47	26,690.21	7,844.61	42,423.16	0.00	472,307.92	0.00	0.00	177,104.57	0.00	778,073.76	4,854,250.70

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.2. Request Acceptance of Record of Collections #2 (FY 19-20)

Rationale:

Staff requests acceptance of Record of Collections #2 (FY 19-20). The following is a list of Cash Collections received by the Accounting Department during the period of August 22, 2019 to October 17, 2019.

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: \$848,143.04

Recommended Motion:

☒ Approval

☐ Denial

Comments:

Superintendent's Office Certification:

Attachments:

19-20 Cash Collections Report #2

RECORD OF COLLECTIONS #2 FY2019/2020

The following is a list of Cash Collections received by the Accounting Department during the period of August 22, 2019 to October 17, 2019. I hereby certify that these collections will be forwarded to the County Treasurer as provided by law.

Receipt Number	Source	Amount	Explanation
119564	Lynwood Boy's Basketball	\$ 1,992.00	Facility Fees - LHS 7/6 & 7/7/19
119565	Sinai Spanish Baptist Church	\$ 700.00	Facility Fees - LHS 8/31/19
119566	L.A. Sheriff's Relief Foundation (VIDA Program)	\$ 112.00	Facility Fees - LHS 8/15/19
119567	Genea Cox	\$ 60.00	Facility Fees - Hellen Keller ES 9/28/19
119568	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 9/15/19
119569	Alex Gomez (L.A. FC Barcelona Soccer Foundation)	\$ 320.00	Facility Fees - LHS 9/9, 9/16, 9/23 & 9/30/19
119570	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 9/15/19
119571	Blue Sky Films, LLC	\$ 812.00	Facility Fees - LHS 9/15/19
119572	Educators Advancement Group (Concordia University)	\$ 110.00	Facility Fees - LHS 10/2/19
119573	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 9/22/19
119574	Hosanna Apostolic Church	\$ 1,386.00	Facility Fees - LHS 9/22/19
119575	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 9/29/19
119576	Lynwood Boy's Basketball	\$ 1,292.00	Facility Fees - LHS 9/21 & 9/22/19
119577	Jessica Lopez	\$ 10.00	Book Fees - Marshall ES
119578	Daniel Torres (Mexico Soccer League of L.A.)	\$ 30.00	Facility Fees - Will Rogers ES 9/26/19
119579	Kimberly & Luis Cabrera	\$ 60.00	Facility Fees - Hellen Keller ES 10/12/19
119580	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 10/6/19
119581	Daniel Torres (Mexico Soccer League of L.A.)	\$ 30.00	Facility Fees - Will Rogers ES 10/3/19
119582	Willie Griffin	\$ 2,889.81	Developer Fees - 12404 Bullis
119583	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 10/13/19
119584	Daniel Torres (Mexico Soccer League of L.A.)	\$ 31.00	Facility Fees - Will Rogers ES 10/8 & 10/10/19
119585	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 10/20/19
119586	Blue Sky Films, LLC	\$ 1,856.00	Facility Fees - LHS 10/12 & 10/13/19
119587	Daniel Torres (Mexico Soccer League of L.A.)	\$ 30.00	Facility Fees - Will Rogers ES 10/15 & 10/17/19
119588	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 10/20/19
120123	ASB of Lynwood Middle School	\$ 2,400.00	Transportation Fees - Castle Park 6/7/19
120125	Estela Macias	\$ 980.00	Payroll Cash Collection
120126	C.I.F. Southern Section	\$ 2,250.00	TV & Web Splits (Game Broadcasting)
120127	Lupe Mendez	\$ 30.00	Lost key Fees - Helen Keller ES
120128	Soleil Academy, Inc.	\$ 2,939.55	Charter School Facility Fees located at Rosa Parks ES
120129	Scribbles Software, LLC	\$ 1,163.08	Transcript Fees - Jul 2019
120130	Lynwood USD c/o Jose Castillo	\$ 200.00	To close out Jose Castillo's Petty Cash Fund
120131	Office Depot	\$ 4,813.43	Rebate
120132	State of California	\$ 19,104.30	School Nutrition State Program - Jun 2019

Receipt Number	Source	Amount	Explanation
120133	State of California	\$ 347,345.00	School Nutrition Federal Program - Jun 2019
120134	State of California	\$ 642.95	Medi-Cal Deposit Fund
120135	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 9/9/19
120136	Counseling & Research Associates dba Masada Homes	\$ 4,366.44	LMS Offices Lease - Aug 2019
120137	Wilhelm G.J. von Bleich	\$ 1,215.40	Insurance Premium
120138	Colonial Life	\$ 80.26	Return of Payroll Deduction - Margaret Jackson
120139	Schools First Federal Credit Union	\$ 200.00	Donation - New Teacher Orientation Expenses
120140	Jasper Williams	\$ 165.94	Insurance Premium
120141	American Fidelity	\$ 248.96	Return of Payroll Deduction - Anita Dhunna
120142	State of California	\$ 56.34	School Nutrition State Program - Jun 2019
120143	State of California	\$ 706.70	Medi-Cal Deposit Fund
120144	Volunteers of America of Los Angeles	\$ 2,000.00	Abbott Rooms Lease (Head Start Program) - Sep 2019
120145	City of Los Angeles	\$ 300.00	Transportation Fees - Lugo ES - T10419-006
120146	State of California	\$ 884.31	School Nutrition Federal Program - Jun 2019
120147	Alex Gomez (L.A. FC Barcelona Soccer Foundation)	\$ 180.00	Facility Fees - LHS 9/11, 9/18 & 9/25/19
120148	Keenan & Associates (PIPS)	\$ 24,925.39	Abatement of W/C Temp. Disability Benefits
120149	Alejandra Pallares	\$ 3,556.47	Payroll Cash Collection
120150	Senorina Serrano	\$ 516.36	Book Fees - LHS
120151	Edgar Saul Bautista/Martin Chavez	\$ 2,254.23	Developer Fees - 3904 Platt
120152	Marlena S. Barton	\$ 100.00	Payroll Cash Collection
120153	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 9/22/19
120154	Sandra Romero	\$ 30.00	Lost key Fees - HMS
120155	Vera Cubero/Marco A. Cubero	\$ 1,585.98	Developer Fees - 11235 Elm
120156	Mitchell Martinez	\$ 115.59	Book Fees - FHS
120157	State of California	\$ 78.41	Medi-Cal Deposit Fund
120158	Shirley J. Jones	\$ 40.25	Insurance Premium
120159	Jasper Williams	\$ 165.94	Insurance Premium
120160	Jack Chambers	\$ 40.25	Insurance Premium
120161	Lynwood USD c/o Janet Andrade	\$ 200.00	To close out Janet Andrade's Petty Cash Fund
120162	Charlotte Wallace	\$ 224.20	Fundraiser - 2019 Cookie Program (LEAP)
120163	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 9/29/19
120164	T&G Vending	\$ 59.43	Vending Machine - Commission Jul & Aug 2019 (Vista HS)
120165	T&G Vending	\$ 30.20	Vending Machine - Commission Aug 2019 (District Office)
120166	City of Lynwood	\$ 17,907.30	Summer Food Service Program
120167	Daisy Hong	\$ 249.94	Insurance Premium
120168	Daisy Hong	\$ 249.94	Insurance Premium
120169	Scribbles Software, LLC	\$ 1,152.41	Transcript Fees - Aug 2019
120170	State of California	\$ 3,389.11	Medi-Cal Deposit Fund
120171	State of California	\$ 150,276.00	Child Development
120172	Epifania Gamboa	\$ 873.07	Book Fees - Rosa Parks ES
120173	Praise House Worship Center	\$ 159.00	Facility Fees - Marshall ES 10/6/19

Receipt Number	Source	Amount	Explanation
120174	Keenan & Associates (PIPS)	\$ 8,804.06	Abatement of W/C Temp. Disability Benefits
120175	Keenan & Associates (PIPS)	\$ 1,500.64	Abatement of W/C Temp. Disability Benefits
120176	Maria Trinidad Calzadilla	\$ 60.00	Facility Fees - Hellen Keller ES 10/5/19
120177	Josefina Romero	\$ 60.00	Facility Fees - Hellen Keller ES 11/9/19
120178	Stephanie Rivera Cepeda	\$ 2,259.30	Payroll Cash Collection
120179	Ana Vasquez	\$ 90.00	Transcript Fees
120180	Ana Vasquez	\$ 25.00	Transcript Fees
120181	Counseling & Research Associates dba Masada Homes	\$ 4,366.44	LMS Offices Lease - Sep 2019
120182	Soleil Academy, Inc.	\$ 2,939.55	Charter School Facility Fees located at Rosa Parks ES
120183	Keenan & Associates (PIPS)	\$ 4,629.50	Abatement of W/C Temp. Disability Benefits
120184	Shirley J. Jones	\$ 40.25	Insurance Premium
120185	Alex Gomez (L.A. FC Barcelona Soccer Foundation)	\$ 240.00	Facility Fees - LHS 10/7, 10/8, 10/14 & 10/15/19
120186	Christina Ellison	\$ 30.00	Lost key Fees - Mark Twain ES
120187	CEC Entertainment, Inc.	\$ 756.08	Fundraiser (Chuckee Cheese) - Rosa Parks ES
120188	Daniel Torres (Mexico Soccer League of L.A.)	\$ 80.00	Facility Fees - CCMS 10/13/19
120189	Volunteers of America of Los Angeles	\$ 2,000.00	Abbott Rooms Lease (Head Start Program) - Oct 2019
120190	State of California	\$ 249.95	Medi-Cal Deposit Fund
120191	State of California	\$ 13,423.05	School Nutrition Federal Program - Jul 2019
120192	State of California	\$ 162,105.63	School Nutrition Federal Program - Jul 2019
120193	State of California	\$ 4,726.48	Child Care Food Program - Jul 2019
120194	Grand G & G Inc.	\$ 7,011.41	Vending Machine - Commission May - Sep 2019
120195	Angie DeSantiago	\$ 1,432.24	Payroll Cash Collection
120196	Keenan & Associates (PIPS)	\$ 5,515.06	Abatement of W/C Temp. Disability Benefits
120197	State of California	\$ 229.67	Child Care Food Program - Jul 2019
120198	City of Lynwood	\$ 7,721.60	Summer Food Service Program
120199	Milton Huevo	\$ 165.94	Insurance Premium
120200	Richard W. Buksa	\$ 173.50	Insurance Premium
120201	Crystal Tapia	\$ 155.00	Transcript Fees
120202	Forestry Educators Incorporated	\$ 396.00	Sub. Teacher Salary Reimb. for Linda Sciaroni
120203	Iliana Maya	\$ 102.48	Book Fees - FHS
120204	Catalina Avalos	\$ 29.79	Payroll Cash Collection - Replenish RevlCK#4656
120205	Jack Chambers	\$ 40.25	Insurance Premium
120206	Iron Mountain	\$ 34.13	Refund - Invoice#7821323
120207	Keenan & Associates (PIPS)	\$ 849.53	Abatement of W/C Temp. Disability Benefits
120208	T&G Vending	\$ 144.30	Vending Machine - Commission Sep 19 (Vista HS)
120209	T&G Vending	\$ 27.30	Vending Machine - Commission Sep 2019 (District Office)
120210	ASB of Lynwood High School	\$ 35.05	US Bank Charges (Single Point) Apr-Jun 2019
120211	State of California	\$ 1,023.12	Medi-Cal Deposit Fund
120212	Jasper Williams	\$ 165.94	Insurance Premium
120213	Barbara E. Breeze	\$ 132.86	Insurance Premium
120214	AVID	\$ 825.00	Refund - Christine Arostigue

Receipt Number	Source	Amount	Explanation
120215	Pamela Bienvenue	\$ 20.00	Record Fees
		\$ 848,143.04	

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.3. Request Acceptance of Donations

Rationale:

Staff requests acceptance of the following donations:

\$200.00 from Schools First Federal Credit Union to Lynwood Unified School District for new teacher orientation expenses.

Non-cash donation from LIFEWTR. LIFEWTR donated a 30' x 12' mural to be painted at Firebaugh High School. The donation valued at \$6,000.00 also includes artist fee costs, supplies and logistics management.

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: Various

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.4. Request Approval to Attend the School Services of California Governor's Budget Workshop in Ontario, CA on January 15, 2020

Rationale:

Staff requests approval to attend the School Services of California (SSC) Governor's Budget Workshop in Ontario, CA on January 15, 2020.

This workshop provides critical information regarding the Proposed 2020-21 State Budget including:

- Updated revenue projection factors, including cost of living adjustments, inflation indices, and funding rates
- Updated per-pupil revenue amounts
- Planning factors for the out years of the multi-year projection
- Updates on accountability rubrics, the Local Control and Accountability Plan, and other significant policy issues
- Planning for the minimum proportionality percentage related to full implementation of the LCFF
- The appropriate use of ending balances and other resources
- Operational guidance for new revenues, new regulations, and increasing expenditure obligations
- Cash management and other leadership challenges
- Discussion and analysis of major education policy issues

Participants:

Gregory Fromm, Chief Business Official

Deborah Berry, Fiscal Director

Cost includes registration fees, meals, mileage and parking.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1579

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

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

Amount: \$700.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.5. Request Approval to Enter Into an Agreement with Gigakom IT Solutions to Provide Network Maintenance for 2019-2020 School Year

Rationale:

The administration requests approval for the network maintenance agreement through Gigakom IT Solutions, winner of the E-rate bid for the requested services. The purpose of this agreement is to provide 24/7 coverage of our network switches, wireless access points, and backup power supplies. To ensure minimal downtime, an extra layer of support is recommended.

The cost for one year of support is \$12,939.45. The total cost for the District will be \$3,860.04 after E-rate adjustments.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1279

Name of Funding Source and/or Location: Business Services

Funding Account Number: 01.0.00000.00000.77000.5630.762000

Amount: \$3,860.04

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.6. Request Approval to Enter Into an Agreement with Gigakom IT Solutions to Provide Network Support to Active Directory Consolidation for 2019-2020 School Year

Rationale:

The administration requests approval for the purchase of network support through Gigakom IT Solutions. The purpose of the item is for the consolidation of Lynwood's two network domains into one, which will reduce the complexity of the District's network and improve the management of staff's network and email accounts. Consolidating the domains allows for District accounts to use single sign-on functionality with other software platforms as well.

The cost is for 80 hours of service.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: 20*1612

Name of Funding Source and/or Location: Business Services

Funding Account Number: 01.0.00000.00000.77000.5840.762000

Amount: \$4,800.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.7. Request Approval of Resolution No. 19-20/12, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers

Rationale:

Staff requests approval of Resolution No. 19-20/12, annual delegation of administrative authority to process routine budget revisions, adjustments and transfers.

In accordance with Education Code Section 42600, all budget revisions must have Board approval prior to submission to the County Superintendent of Schools. For operational purposes, the Los Angeles County Office of Education provides the Governing Board the option to delegate the authority to administration to make routine budget revisions and transfers during the normal course of business operations. The District is required to submit a summary of budget revisions to the Board at least three times a year under this arrangement. The Governing Board must annually approve a resolution to exercise this option.

Financial Impact:

Renewal Contract/Item ☐ New Contract /Item ☒

Requisition # 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. 19-20/12 Annual Delegation of Authority to Process Routine Budget Revisions, Adjustments and Transfers

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

RESOLUTION NO. 19-20/12

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

WHEREAS, the Governing Board of the Lynwood Unified School District authorizes, Gudiel R. Crosthwaite Superintendent of Schools, or his delegate to make such routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations and to effect technical adjustments of the board-adopted budget during the 2019-20 fiscal year, in accordance with the provisions of this resolution; and

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

WHEREAS, the amount of any individual routine budget revision, adjustment, or transfer shall not exceed \$7,000,000.00; and

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

WHEREAS, this resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers that increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers that reduce or increase the fund balance of any related fund; or transfers between funds; or transactions exceeding \$7,000,000.00. Such non-routine budget revisions, adjustments, and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education (County Office) for further review, approval, and processing; and

WHEREAS, a summary report of budget revisions, adjustments, and transfers approved and processed by the Superintendent in accordance with this resolution, listed by major objects and funds, transaction numbers, dates, and amounts shall be submitted to the Governing Board for adoption/ratification, not less than three times annually (by October 31, January 31, and June 30) with the District's First Interim, Second Interim, and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports; and

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

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

APPROVED AND ADOPTED by the Board of Education this 14th day of November 2019
by the following vote:

AYES

NOES

ABSENT

ABSTAIN

STATE OF CALIFORNIA COUNTY OF LOS ANGELES

I, Gudiel R. Crosthwaite, Ph.D., Secretary of the Board of Trustees of the Lynwood Unified School District of Los Angeles County, California hereby certify that the foregoing Resolution was duly adopted at a regular meeting thereof duly held on the 14th day of November 2019 and passed by a majority vote of all of its members

Superintendent of Schools
Secretary of the Board of Education

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.8. Request Approval to Enter Into a Service Agreement with Wellspring Info, to Provide a Quick Reference, Custom Printed Guidebook to Include LUSD's Emergency Response Plan

Rationale:

Staff requests approval to enter into a service agreement with Wellspring Info to provide a quick-reference, custom printed guidebook to include Lynwood Unified's emergency response plan to ensure the safety of both students and staff.

This quick-reference guide will help ensure that our staff and students are better prepared for emergencies. The guidebooks are palm-size, bound and coiled and include quick-reference tabs of emergency procedures and contacts.

The total cost includes 3,000 guidebooks, a PDF of the guidebook, and content consultant.

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisitions # from BEST: TBD

Name of Funding Source and/or Location: Security

Funding Account Number: 01.0-00000.0-00000-83000-4350-7680000

Amount: \$14,965.00

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification:

REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, October 24, 2019

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

14.D.9. Request Approval to Award Contract, Bid #092419-RJ, to ENA Services, LLC for District-Wide Hosted Voice Over IP (VOIP)

Rationale:

The Purchasing Department has conducted a formal Bid procurement process for District-Wide Hosted Voice Over IP (VOIP). The bid was published in the Press Telegram and District Website on October 7, 2019 and October 14, 2019 as required. Eight vendors responded to, and attended the mandatory jobwalk on October 18, 2019 for this project.

The District's Purchasing and Technology Departments reviewed bids submitted, and the Purchasing Department recommends an award to ENA Services, LLC as the responsive, responsible, and lowest price bidder for purchase order/contract award.

The purpose of this project is to increase the District's instructional capacity and improve business operational efficiency by obtaining the services from a technically qualified provider of District-Wide Hosted Voice Over IP, at the lowest price to the district.

The contract is for a three-year period with two (one-year) renewals by mutual consent by the District and vendor. Year one of contract price is \$161,386.32 (including taxes and shipping). After year one of contract, the price is \$156,136.32 (including taxes).

Financial Impact:

Renewal Contract/Item ☐ New Contract/Item ☒

Requisition # from BEST: TBD

Name of Funding Source and/or Location: District Wide

Funding Account Number: 21.0-90100.0-00000-85000-6510-7690000

Amount: \$161,386.32 - Year (1)

\$156,136.32 - Year (2)

\$156,136.32 - Year (3)

Recommended Motion:

☒ Approval ☐ Denial

Comments:

Superintendent's Office Certification: