

**REGULAR MEETING
OF BOARD OF EDUCATION**

MINUTES

April 13, 2011

The meeting was called to order at 6:05 p.m. by President Tony Peña in the Boardroom at the District Office, 15110 California Avenue, Paramount California.

Pledge of Allegiance	Cindy DiPaola, Director-Maintenance & Operations led the Pledge of Allegiance.	
Roll Call	Trustee Tony Peña Trustee Linda Garcia Trustee Alicia Anderson	Trustee Sonya Cuellar Trustee Vivian Hansen
Administrators Present	Michael Conroy, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Stella Toibin, Assistant Superintendent-Educational Services Ranita Browning, Director-Fiscal Services Kim Cole, Director-Special Education/Early Childhood Education Patti Cummings, Director- Facilities Cindy Di Paola, Director-Maintenance & Operations Randy Gray, Director-K-12 Curriculum Rosemary Green, Director-Personnel Troy Marshall, Director-Technology Jim Monico, Director-Student Services Manuel San Miguel, Director-Alternative Education Chris Stamm, Director-Nutrition Services Deborah Stark, Director-K-12 Curriculum Greg Buckner, Principal-Paramount High School Michele Dutton, Principal-Roosevelt School Morrie Kosareff, Principal-Paramount High School-West Campus Richard Morgan, Principal-Adult Education Center Connie Toscano, Principal-Los Cerritos School Gwen Yates, Assistant Principal-Buena Vista High School	
Approve Agenda April 13, 2011 1.131	Trustee Anderson moved, Trustee Garcia seconded. Assistant Superintendent Toibin announced that Action Items 3.1-A and 3.2-A be pulled from the agenda. The motion carried 5-0 to approve the April 13, 2011 Regular Meeting Agenda as amended.	
Regular Meeting Minutes March 23, 2011 1.132	Trustee Hansen moved, Trustee Cuellar seconded and the motion carried 4-0 to approve the minutes of the Regular Meeting held on March 23, 2011.	

REPORTS

Student Board Representatives

Angelica Lopez-Paramount High School, Maria Rivera-Paramount High School-West Campus, Brenda Ibarra-Buena Vista High school, and Jeremy McMillan, Adult Education Center reported on school academic, athletic and extra curricular activities.

Employee Representative Reports

TAP President Deb Meyers commented that it has been a rough month with the budget and preparation of RIF notices and added that staff have handled the situation with dignity and amazing grace and knows that the Board of Education has its best interests at heart and appreciated their sensitivity. CTA members will be marching downtown on May 13. She also shared that TAP will be conducting a survey on Principals upon the return from Spring Break. She wished everyone a restful Spring Break.

CSEA President Cheryl Browning shared today is a sad day for Classified employees in Paramount Unified School District. Cuts we are forced to make are causing members distress and are unhappy. These cuts will change the look of our schools and the daily operations of schools. Students, parents, staff and the community will lose much needed support. She added that it is the hope that if the District does see happier days, that they will take a look at positions that were eliminated and replace them. Every classified position serves a purpose.

Board Members' Reports

Trustee Anderson reported that she was in attendance during the Buena Vista WASC visit and everything seemed positive. She also wished everyone a nice Spring break.

Trustee Cuellar wished everyone a nice and well deserved spring break. She also was in attendance during the Buena Vista WASC visit and also visited Keppel School. She added that the Board does not want to make cuts to the budget but must make some in order to maintain solvency.

Trustee Hansen wished everyone a nice spring break. She added that we are facing difficult times and we continue to try and work with legislatures but it has become difficult.

Trustee Garcia added that budgetary decisions need to be made during these challenging times. She attended the Buena Vista High School WASC visit and also attended the Alondra School Spring Concert.

Trustee Peña reported he attended the Alondra School Spring Concert and a Safety Committee meeting. He added that it is very sad to see what we as a District are having to face with the budget and hopes that things do get better in time.

Superintendent's Report

Bulletin Boards

Principal Connie Toscano presented an overview of the Boardroom bulletin boards representing Los Cerritos School student work. The

bulletin boards reflect the theme of “Every Great Recipe Begins With a Great Chef” enhancing the educational message sent to visitors and District office employees.

Adult School Update

Mr. Richard Morgan, Principal-Adult School reported that the purpose of the presentation is to describe the various programs offered at Paramount Adult School, to report WASC accreditation findings and action plan and to review next steps.

Mr. Morgan reported that Paramount Adult School programs include the following:

- English as a second language (ESL)
- Career Technical Education (CTE)
- General Education Development (GED)
- Adult Basic Education (ABE) and a
- Parenting program

Mr. Morgan further shared WASC visitation team findings and overall strengths to be the following:

- Effective formal and informal structure of communication
- Student recognition
- Respect and genuine concern for student progress
- Waiting lists prove effectiveness of classes
- All faculty and staff are participants in carefully crafted school plan
- District and school leadership, faculty, and staff work in collaboration to produce effective programs
- Limited resources have minimal impact on learning
- Faculty embraces effective goal-setting protocol
- Faculty directed goal setting practice helps students see progress and informs instruction
- The physical environment, appearance and signage create a positive, accessible and safe place

WASC Team findings for Areas of Growth include:

- Identify, create, and gather data to inform decision making
- Develop formal plan for data analysis to improve instructional decision making and student achievement
- Establish evaluation techniques to analyze progress towards school’s mission statements and student learning outcomes
- Continue professional development activities
- Re-establish, strengthen and broaden community ties
- Extend CTE programs to include industry standards and nationally recognized certificates

District Program Improvement Update – DAIT Process

The purpose of this update is to provide the Board with detailed information as it relates to the State Board of Education's designation and corrective action for Paramount Unified School District as a PI Year 3 District.

Ms. Deborah Lott, Los Angeles Office of Education lead consultant, who has also been assigned to the District to assist the District in exiting out of Program Improvement shared that due to the designation of "Moderate" by the State Board of Education, the District will now be required to rewrite the LEA Plan, which contains detailed action plan of the District's current initiatives and what steps will be taken to increase student achievement and to support and provide teachers and administrators with high quality professional development.

Being in PI Year 3 is the catalyst for Districts to make significant improvements in the following seven areas:

- Governance
- Alignment of Curriculum, Instruction, and Assessment to Standards
- Data Systems and Achievement monitoring
- Fiscal Operations
- Parent and Community Involvement
- Human Resources
- Professional Development

Technical Assistance and Support from the DAIT team and roles are:

- Form a team of persons to provide technical assistance and embedded support to district
- Assign co-leads
- Collaborate with District to complete a comprehensive needs assessment
- Prepare high leverage actions organized around the DAIT areas including communication, accountability and culture
- Provide technical support for District implementation of the recommended actions
- Participate in monthly cabinet meetings
- Prepare progress reports on Action Plan implementation

The District's team also has some roles by working with LACOE to do the following:

- Analyze student achievement
- Administer and analyze needs assessments
- Identify and monitor high-leverage priorities and key action steps
- Revise LEA plan and budget
- Reallocate resources and implement action steps
- Provide on-site-embedded professional development for teachers and administrators
- Provide technology support for data analysis
- Participate in monthly cabinet meetings

Ms. Lott added that the scope of the work for the Technical Assistance Support Team is to support the revision of the LEA Plan with DSLT, complete the report of findings, and have the report of findings and the LEA plan sent to the State Board of Education.

The corrective action was assigned in March 2011 and the District has 90 days to rewrite the LEA Plan, have it Board approved, and submit to the California Department of Education by June 30, 2011. She added that after June 30, 2011, they will support the implementation of actions that have the potential to bring about dramatic improvements in district and school operations in the seven areas previously shared.

**BOARD MEETING
CALENDAR**

Gabriela Chavez, CSULB student requested that there be a connection provided to high school students with counselors

HEARING SECTION

Ms. Raquel Najera, PHS Guidance Technician expressed concern regarding the elimination of the position that is before the Board tonight due to budget cuts. Currently there are four Guidance Technicians filled by Silvia Benitez, Leticia Galbraith, Kellyn Miller and Raquel. She shared that the news of the elimination of the position will cause great disruption to the day to day operation at Paramount High School. They are the nerve center of the campus and perform valuable services to students, parents, staff, and the community. Ms. Najera implored the Board to reconsider the action that is before them and invited them to visit the high school to witness their everyday operations as Guidance Technicians. She wished everyone a peaceful break.

CONSENT ITEMS

0.133

Trustee Cuellar moved, Trustee Garcia seconded and the motion carried 5-0 to approve the Consent Items.

Human Resources

Personnel Report
10-15
2.133

Accept Personnel Report 10-15, as submitted. The report includes details, assignments, terminations, and employment of personnel. Certain assignments listed in this report may be contingent upon allocation of funding in the 2010-11 State Budget Act and related legislation.

Educational Services

Consultant and Contract
Services
3.133

Approve the consultant and contract service requests authorizing contracts with consultants or independent contractors who provide specialized services, as submitted.

Memorandum of
Understanding with the Los
Angeles County District
Attorney Abolish Chronic
Truancy Program
3.133

Accept the Memorandum of Understanding with the Los Angeles County District Attorney for the Abolish Chronic Truancy Program for the 2011-12 school year to provide assistance to students with attendance and tardy problems.

Business Services

Purchase Order Report
10-15
4.133

Approve Purchase Order Report 10-15 as submitted, authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the month of
March 2011
4.133

Approve warrants for all funds through February with a total of \$9,878,826.22.

Donations
4.133

Accept donations as presented on behalf of the District of any bequests or gifts of money or property for a purpose deemed to be suitable by the District.

ACTION ITEMS

General Services

Resolution 10-37
Board Member Election
Establishing the Candidate
Statement Policy
1.134

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt Resolution 10-37 establishing the District's candidate statement policy providing a 200-word limitation and cost to be paid by candidate at the time of filing for the Board Member election to be held on November 8, 2011.

Resolution 10-38
California Day of the
Teacher
1.135

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt resolution 10-38 recognizing the District's teachers for their commitment, dedication, professionalism, and contributions to the educational success of students.

Resolution 10-40
Senate Constitutional
Amendment 5 (Simitian)
1.136

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adopt resolution 10-40, urging the California State Legislature to support and adopt Senate Constitutional Amendment 5 (Simitian).

Human Resources

Resolution 10-39
Elimination of Specified
Classified Positions for
2011-12
2.137

Trustee Garcia moved, Trustee Cuellar seconded, and the motion carried 5-0 to adopt Resolution 10-39, to eliminate specified classified positions effective July 1, 2011 due to lack of work or lack of funds.

Resolution 10-41
Elimination of Specified
School Site Categorically-
Funded Classified Positions
for 2011-12
2.138

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt Resolution 10-41, to eliminate or reduce specified classified positions effective July 1, 2011 due to lack of work or lack of funds.

Educational Services

Public Hearing – General
Waiver Request: Program
Improvement Year 3
Designation Level
04-13-11

This item was pulled from the agenda.

General Waiver Request:
Program Improvement Year 3
Designation Level

This item was pulled from the agenda.

Comprehensive School
Safety Plans for the 2010-11
School Year
3.139

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the Comprehensive School Safety Plans for the 2010-11 school year as approved by the School Site Council at each site.

Nonpublic School Placements
for Special Education
Students
3.140

Trustee Garcia moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the placements for special education students in nonpublic schools, as determined by the students' Individual Education for the 2010-11 school year.

Revised Board Policy 5114 –
Suspension and
Expulsion/Due Process
3.141

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to approve Revised Board Policy 5114 – Suspension and Expulsion/Due Process which was revised in order to comply with State and Federal requirements.

New Board Policy 6164.41 –
Children with Disabilities
Enrolled by their Parents in
Private School
3.142

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt proposed new Board Policy 6164.41 – Children with Disabilities Enrolled by their Parents in Private School in order to comply with State and Federal laws and regulations.

Italian Language Grant for
After-School Instruction
3.143

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve Roosevelt School applying for an Italian Language grant to provide instruction for students to learn Italian and be exposed to the Italian culture.

Business Services

2010-11 Budget Adjustments
as of March 31, 2011
4.144

Trustee Hansen moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the 2010-11 Budget Adjustments for the General Funds, Unrestricted and Restricted, and Self-Insurance Funds as submitted.

Increase of Architectural Fees
for Paramount High School
Projects – Measure AA
4.145

Trustee Anderson moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the increase in the contract for architectural services from \$3,819,242.00 to a fixed fee of \$3,830,742.00, including reimbursables, and authorize the Superintendent or designee to complete all necessary documentation for finalization of the contract with LPA, Inc.

Measure AA – Change
Orders for Paramount High
School – Phase IV Science
and Medical Health Building
4.146

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 5-0 to accept the change orders with a no-cost impact to the guaranteed maximum price of \$15,532,745.00 and authorize the Superintendent or designee to review and execute all necessary documents for payments.

Increase of Architectural Fees
for Keppel Elementary School
Project – Measure AA
4.147

Trustee Cuellar moved, Trustee Garcia seconded, and the motion carried 5-0 to approve the increase in the contract for architectural services from \$789,859.00 to \$800,738.00 including reimbursables, and authorize the Superintendent or designee to complete all

04-13-11

necessary documentation for finalization of the contract with Westgroup Designs.

Agreement for Special Services with Ronda Buffington for ASB Bookkeeping Services
4.148

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 5-0 to ratify the agreement with Ronda Buffington for Bookkeeping services to assist Paramount High School staff with preparation of various reports related to ASB: business reports, fiscal reporting, purchasing, accounts payable, payroll, financial statements, bank reconciliation, and other areas of need as identified by the District related to ASB.

CONFERENCE ITEMS

Revised Board Policy 6161 – Equipment, Books, and Materials

The Board accepted for first reading proposed revised Board Policy 6161 – Equipment, Books, and Materials, for an initial reading.

New Board Policy 6185– Community Day School

The Board accepted for first reading proposed new Board Policy 6185 – Community Day School, which reflects changes in Federal and State requirements.

INFORMATION ITEMS

Educational Services

Update: K-5 Automated Report Cards and Progress Reports

Submitted for the Board's information is revised Administrative Regulation 5131.7 – Weapons and Dangerous Instruments, which was revised to reflect changes in Education Code.

Williams Settlement Quarterly Uniform Complaint Summary

The Board received as information the required Williams Settlement Quarterly Uniform Complaint Summary for the third quarter January 1- March 31, 2011.

Revised Administrative Regulation 1312.5 – Williams Uniform Complaint Procedures

The Board received as information revised Administrative Regulation 1312.5 – Williams Uniform Complaint Procedures, which reflects changes in laws and policies.

Revised Administrative Regulation 5118.2 – Interdistrict Transfer of Students

The Board received as information revised Administrative Regulation 5118.2 – Interdistrict Transfer of Students, which reflects changes in Education Code.

Business Services

Monthly Financial Statements, March 2011

Staff presented in J-200 format a Financial Statement for each fund for the months of July to March 2011.

Monthly Financial Statements, March 2011 – Special Education

Staff presented in J-200 format a Financial Statement for the Special Education Fund for the months of July to March 2011.

Monthly Financial Statements,
March 2011 Self Insurance
Fund – Health and Welfare

Staff presented in J-200 format a Financial Statement for the Self-Insurance Fund – Health and Welfare for the months of July to March 2011.

Average Daily Attendance
Summary Report Through
February 25, 2011 and the
Sixth Monthly School
Enrollment Report

Staff presented in J-200 format the monthly school attendance reports for 2010-11.

Update on Measure AA
Consultant Services for
Hollydale K-8 School Water
Service

Staff presented an update of the current consultants and timelines for the implementation of the Facilities Master Plan.

ANNOUNCEMENTS

President Peña reported that the next Regular Meeting would be May 11, 2011, at 6:00 p.m. – Boardroom of the District Office.

CLOSED SESSION

The Board adjourned to Closed Session at 7:15 p.m. to discuss student discipline.

OPEN SESSION

The Board reconvened to Regular Session at 7:46 p.m. President Peña reported that the Board had discussed student discipline.

The following action was taken in Closed Session:

Student Discipline
E-7
3.149

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 5-0 to expel Student E-7 for the first and second semester of the 2011-12 school year.

ADJOURNMENT

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adjourn the Regular Meeting of the Board of Education held on April 13, 2011, at 7:47 p.m.

David Verdugo, Secretary
To the Board of Education

President

Vice President/Clerk

04-13-11