

**REGULAR MEETING  
OF BOARD OF EDUCATION**

**MINUTES**

**April 25, 2012**

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

Pledge of Allegiance                      Rosemary Green, Director–Personnel led the Pledge of Allegiance.

Roll Call                                      Trustee Linda Garcia                                      Trustee Sonya Cuellar – late 7:04 p.m.  
Trustee Vivian Hansen - late 6:15p.m.      Trustee Tony Peña  
Trustee Alicia Anderson

Administrators Present                      David J. Verdugo, Superintendent  
Michael Conroy, Assistant Superintendent-Business Services  
Myrna Morales, Assistant Superintendent-Human Resources  
Deborah Stark, Assistant Superintendent-Educational Services  
Ranita Browning, Director-Fiscal Services  
Kimberly Cole, Director-Special Education/ECE  
Cindy DiPaola, Director-Maintenance & Operations  
Randy Gray, Director-Curriculum & Instruction/Projects  
Rosemary Green, Director-Human Resources  
Jim Monico, Director-Student Services  
Manuel San Miguel, Director-Secondary/Alternative Education  
Greg Buckner, Principal-Paramount High School  
Linda Go, Principal-Keppel School  
Morrie Kosareff, Principal-Paramount High School-West  
Jean Law, Principal-Buena Vista High School  
Kevin Longworth, Principal-Hollydale School  
Richard Morgan, Principal-Paramount Adult School/CDS  
Beatriz Spelker-Levi, Principal-Collins School

Approve Agenda                                      Trustee Anderson moved, Trustee Peña seconded and the motion  
April 25, 2012                                      carried 3-0 to approve the April 25, 2012 Board meeting agenda.  
1.116

Regular Meeting Minutes                                      Trustee Peña moved, Trustee Anderson seconded and the motion  
March 28, 2012                                      carried 3-0 to approve the minutes of the Regular Meeting held on  
1.117                                      March 28, 2012.

**REPORTS**

Student Board                                      Angelica Lopez-Paramount High School, Kimberly Galvez- Paramount  
Representatives'                                      High School-West Campus, Antoinette Flores-Buena Vista High School,

and Claudia Mejia-Paramount Adult School, reported on school academic, athletic and extra-curricular activities.

Employee Representatives' Reports

TAP President Deb Meyers welcomed everyone back and reported that the association is finishing with the administrative surveys, staff is preparing for the CSTs. She also shared that the staff lounge at PHS-West is wonderful and provides the opportunity for staff to come together and she also visited the new Collins School lab and added that it is an asset to the school.

CSEA President Cheryl Browning reported that they will be celebrating Classified Employees Week the third week of May and will be hosting a dinner for Classified staff in the Large Conference room on May 22<sup>nd</sup> along with their meeting.

Board Member' Reports

Trustee Anderson attended the Annual Professional Administrative Assistant's Luncheon, the Relay For Life Cancer Survivor dinner and the PHS J.V. Girls Swim competition vs. Downey.

Trustee Hansen had no report.

Trustee Garcia attended the City of Paramount Council meeting honoring the TAG show student winners and Paramount High School Boy's Soccer team, the LACSTA dinner, City of Paramount Easter Fair, PHS Class of 1968 reunion picnic, and also the Relay For Life Cancer Survivor dinner and she wished to thank everyone for their support during the time she was diagnosed and being treated for cancer.

Trustee Peña visited the Lincoln and Wirtz schools Open House, attended the City of Paramount Council meeting honoring the TAG show student winners and Paramount High School Boy's' Soccer team. He also attended the City's Easter Fair, the Relay For Life Cancer Survivor dinner and the Annual Professional Administrative Assistant's Luncheon.

Superintendent's Report

Superintendent Verdugo highlighted a variety of items:

- Superintendent Verdugo attended the middle school Safe and Civil Schools Professional Development.
- Dr. Verdugo attended the City of Paramount RDA Successor meeting.
- He attended the special Parent Academy devoted to our volunteer service by parents in our K & 1 classes.
- Superintendent Verdugo attended the City of South Gate RDA Successor meeting.
- Dr. Verdugo attended the Annual Administrative Assistants luncheon Luau theme and thanked Isela Preciado and Ana Gonzalez for coordinating the event and also Chris Stamm and Nutrition Services staff for the food that was provided.

Bulletin Boards

Mark Keppel School Principal Linda Go, with the assistance of Anita Kiang-Instructional Coach and Amie Grommet-RSP Teacher presented

an overview of the Boardroom bulletin boards representing Mark Keppel School's student work. The bulletin boards reflect the theme of "*Construction in Progress*" enhancing the educational message sent to visitors and District office employees.

#### Student Recognition – California Department of Agriculture Award

Superintendent Verdugo and the Board of Education recognized Collins School student Jacob Garcia who submitted an essay entitled "Red Strawberry" into the California Department of Agriculture "Imagine This" essay writing contest. Jacob was one of five Los Angeles County Regional winners.

The Board and Superintendent congratulated Jacob and provided him with a Certificate of Achievement.

#### Student Recognition – PHS Boys' Varsity Soccer Team

The Superintendent and Board of Education recognized and congratulated the Paramount High School Boys Varsity Soccer team. The team, coached by Juan Navarro and Rafa Villaseñor, finished a very successful season as Three-Peat Championship winners of the Division 3 – CIF Southern Section 2012 Boys Soccer Championship. In addition, the team was also for the second time in High School history 2012 CIF Southern California Regional Soccer Champions. Coach Navarro introduced the team players as Superintendent Verdugo and Board members presented the team members with Certificates of Achievement. Coach Navarro also extended many thanks to the Board and Superintendent for their continued support throughout the season.

#### Safe & Civil Schools Update

Jim Monico, Director of Student Services provided the Board of Education with a Safe & Civil Schools Middle School programs, Year 3 and Safe & Civil Schools at Collins School, Year 1.

Safe & Civil Schools are schools that use positive feedback to effectively improve student behavior and motivation. Have a culture of data driven decision making and involve the entire staff, students and families. The District is in Year 3 of implementation.

At Alondra School, systems in place include :

- Stand Up! Anti-Bullying
- CHAMPS implementation
- Operation Start on Time
- Respect>One Liners

At Jackson School, systems include:

- Ten Most Wanting Students (Positive interaction by all teachers)
- Lesson on Reducing Student Conflicts (video)
- Posters of One Liners throughout campus

At Paramount Park School, systems include:

- Time Out System slips (tracking and parent follow-up)
- Motivation Rewards Strategies (100 Square System)
- CHAMPS for student behavior at assemblies

At Zamboni School, systems include:

- HIP (Homework Instruction Program) reward for student achievement in the classroom; 550 students participate
- Bullying information to all staff (flip charts)
- Operation Uniform Review

At Hollydale School, systems include:

- Hall of Fame bulletin boards for grades 6-8
- Guidelines and Expectations for NDA supervision
- One Liners – K-3 City Walk

Collins School principal Beatriz Spelker-Levi shared that Collins School is in Year 1 of implementation. Collins School is the first Safe & Civil Elementary school. In the summer of 2011, professional development for the entire staff was conducted and a Safe & Civil Schools committee was formed and continues to meet regularly. Collins School focus areas are driven by data collection by the Safe & Civil School committee. Data is shared with the entire staff and active supervision identifies common areas. A.M. and P.M. bus supervision, Go Flush, Wash, Leave” program are also focus areas.

Next steps include with Board approval:

- August 2012 – Professional Development, Trainer of Trainers Model for CHAMPS to include; representatives for each middle school, Collins and CDS.
- Follow-up professional development during 2012-13
- Collins Safe & Civil committee will meet for professional development in August of 2012 and Spring of 2013.

#### Health & Welfare Update

Assistant Superintendent, Dr. Michael Conroy provide the Board with a Health & Welfare update.

Dr. Conroy shared that the Health & Welfare goal for the District is to provide eligible District employees with health, dental, vision and life insurance, quality insurance at an affordable cost to the District and employees.

While the ASCIP program operates independently, the business alignment with SISC creates greater economies of scale for member groups, yielding greater efficiency and rate stability than would be possible for groups operating as stand-alone entities, which equates to greater purchasing power with insurance carriers.

Preliminary ASCIP Pool renewal rate increase for 2013 range from not less than 5% to not greater than 9.5%. Paramount PPO averaged 5.58% for the last 8 years, 9.1% for the last 3 years.

The purpose of moving towards a Calendar Year Cycle (12 months to 15 months of coverage) is to ease implementation at start of school year-open enrollment period and also provides more time for employee education.

The insurance renewal timeline involves preliminary renewal rates range for ASCIP Pool received in March, in mid-August we expect to receive insurance carrier renewal rates for January 2013, from October 1-October 24 (4 weeks) we will share information with District employees, open enrollment is tentatively scheduled from October 29-November 16 (3 weeks) and we expect a 2013 insurance year to start in January 2013.

### **BOARD MEETING CALENDAR**

There were no changes to the Board meeting calendar.

### **HEARING SECTION**

There were no speakers during the hearing section.

### **CONSENT ITEMS**

0.118

Trustee Anderson moved, Trustee Peña seconded and the motion carried 3-0 to approve the Consent Items.

### **Human Resources**

Personnel Report  
11-15  
2.118

Accept Personnel Report 11-15, 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 2011-12 State Budget Act and related legislation.

### **Educational Services**

Consultant and Contract  
Services  
3.118

Approve the Consultant and Contract service request authorizing contracts with consultants or independent contractors who provide specialized services, as submitted.

Overnight and/or Out-of-  
County Study Trip  
3.118

Approve the overnight and /or out-of-county study trips for students consistent with the District policies and instructional programs.

### **Business Services**

Purchase Order Report  
11-15  
4.118

Approve Purchase Order Report 11-15, authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of  
March 2012  
4.118

Approve warrants for all funds through February with a total of \$9,119,135.25.

Donations  
4.118

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

Consultant Services  
4.118

Approve the Consultant Services request authorizing contracts with consultants or independent contractors who provide specialized services.

## **ACTION ITEMS**

### **General Services**

Resolution 11-43,  
California Day of the  
Teacher  
1.119

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to adopt resolution 11-43, recognizing the District's teachers for their commitment, dedication, professionalism, and contributions to the educational success of students.

Resolution 11-44,  
Classified School  
Employee Week  
1.120

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to adopt resolution 11-44 recognizing classified employees of Paramount Unified School District for their contributions, dedication and support for the educational success of students.

### **Human Resources**

Resolution 11-45,  
Elimination or Reduction of  
Specified Classified  
Positions for 2012-2013  
2.121

Trustee Hansen moved, Trustee Peña seconded, and the motion carried 5-0 to adopt resolution 11-45, to eliminate or reduce specified classified positions effective July 1, 2012 due to lack of work or lack of funds.

Resolution 11-46, Adopt  
Final Layoff Resolution  
Implementing the  
Reduction or  
Discontinuance of  
Particular Kinds of  
Certificated Services and  
Authorizing Notice of  
Termination and Release  
to Specified Temporary  
Certificated Employees  
before May 15, 2012  
2.122

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 5-0 to adopt Resolution 11-46, which shall constitute final action to (1) effectuate the reduction or discontinuance of the particular kinds of categorically funded certificated services being performed by temporary certificated employees as previously identified in Resolution 11-39 and (2) release the specified affected temporary certificated employee performing in or backfilling for employees performing in categorically funded positions and authorize the Superintendent or designee to give final notice of release before May 15, 2012 to those temporary certificated employees previously provided with a preliminary notice of layoff.

### **Educational Services**

Comprehensive School  
Safety Plans for the 2011-  
12 School Year 3.104  
3.123

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to approve the application for the *Arts for All* Teacher Professional Development Grant Program. If funded, the grant will be implemented from August 2012 through December 2014.

Nonpublic School  
Placements for Special  
Education Students for the  
2011-12 School Year  
3.124

Trustee Peña moved, Trustee Cuellar 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 Plan for the 2011-12 school year.

Service Agreement with  
Rethink Autism  
3.125

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to approve the 2012 Summer and Extended School Year Program, authorize the employment of teachers and support staff, and

purchase supplies and materials as necessary.

## **Business Services**

2011-12 Budget  
Adjustments as of March  
31, 2012  
4.126

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to approve the 2011-12 Budget Adjustments for the General Funds, Unrestricted and Restricted, and Adult Education Fund, Building Fund and Self Insurance Fund.

Agreement with Demsey,  
Filliger & Associates  
4.127

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 5-0 to accept Change Orders for Keppel School – Two-Story Classroom and Library/Media Building for a total of \$108,556 and increase the guaranteed maximum price from \$7,570,073 to \$7,678,629.

Sale, Disposal or Recycle  
of Surplus Property  
4.128

Trustee Cuellar moved, Trustee Peña seconded, and the motion carried 5-0 to approve the increase in the contract for architectural services from \$3,944,992 to a fixed fee of \$3,970,512, including reimbursables, and authorize the Superintendent or designee to complete all necessary documentation for finalization of the contract with LPA, Inc.

Agreement for Services  
with The Kendrick Group,  
LLC for 2012-2013 and  
Submission of E-Rate  
Applications for 2013-14  
4.129

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 5-0 to accept change orders for Paramount High School – Phase V Modernization for a total of \$122,985 and increase the guaranteed maximum price from \$15,110,216 to \$15,223,201.

Notice of Completion – E-  
Rate-Funded Network  
Cabling Project at  
Paramount High School  
4.130

Trustee Peña moved, Trustee Cuellar seconded, and the motion carried 5-0 to accept change orders for Paramount High School – Phase IV Science and Medical Health Building reflecting the final reconciliation for the project budget, decreasing the guaranteed maximum price from \$15,532,745 to \$15,432,745.

## **CONFERENCE ITEMS**

### **Educational Services**

Proposed New Board  
Policy 4219.2 –  
Employment Responsibility

The Board accepted for first reading the proposed new Board Policy 4219.2 – Employment Responsibilities.

### **Business Services**

Revised Board Policy 3553  
– Free or Reduced-Price  
Meals

The Board accepted for first reading revised Board Policy 3553 – Free or Reduced-Price Meals, updated and renumbered from 3542.31 – Food Services: Free or Reduced Price Meals to conform to CSBA's suggested policies and regulations guidelines and current laws and regulations.

## **INFORMATION ITEMS**

### **Educational Services**

Williams Settlement  
Quarterly Uniform  
Complaint Summary

The Board received as information the required Williams Settlement Quarterly Uniform Complain Summary for the third quarter January 1 - March 31, 2012.

### **Business Services**

Average Daily Attendance  
Summary Report Through  
March 23, 2012 and the  
Seventh Monthly School  
Enrollment Report

The Board received as information the monthly school attendance reports for 2011-12.

Monthly Financial  
Statements, March 2012

The Board received as information in J-200 format a Financial Statement for each fund for the months July to March 2012.

Monthly Financial  
Statements, March 2012 –  
Special Education

The Board received as information in J-200 format a Financial Statement for the Special Education Fund for the months July to March 2012.

Monthly Financial  
Statements, March 2012 –  
Self-Insurance Fund –  
Health and Welfare

The Board received as information in J-200 format a Financial Statement for the Self-Insurance Fund – Health and Welfare for the months July to March 2012.

### **ANNOUNCEMENTS**

President Garcia reported that the next Regular Meeting would be May 9, 2012, at 6:00 p.m. – Progress Park Plaza located at 15500 Downey Ave, Paramount, CA.

### **CLOSED SESSION**

The Board adjourned to Closed Session at 7:21 p.m. to discuss public employee discipline/dismissal/release, student discipline and governance team items.

The following action was taken in Closed Session:

### **Educational Services**

Student Discipline  
Student E-8  
3.131

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 5-0 to expel Student E-8 for the remainder of the 2011-12 school year and the first semester of the 2012-13 school year.

### **OPEN SESSION**

The Board reconvened to Regular Session at 9:29 p.m. President Garcia reported that the Board had discussed employee discipline/dismissal/release, conference with labor negotiator and governance team items.

### **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 25, 2012 at 9:30 p.m.

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President

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David Verdugo, Secretary  
To the Board of Education

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Vice President/Clerk