

Paramount Unified School District



15110 California Avenue, Paramount, California 90723-4378
(562) 602-6000 Fax (562) 602-8111

BOARD OF EDUCATION

LINDA GARCIA

President

VIVIAN HANSEN

Vice President

ALICIA ANDERSON

Member

SONYA CUELLAR

Member

TONY PEÑA

Member

RUTH PÉREZ

District Superintendent

REGULAR MEETING OF BOARD OF EDUCATION

MINUTES

August 14, 2017

The meeting was called to order at 6:02 p.m. by President Linda Garcia in the Boardroom at the District Office, 15110 California Avenue, Paramount, California.

Pledge of Allegiance	Renee Jeffrey, Director-K-5 School Support & Innovative Programs, led the Pledge of Allegiance.	
Roll Call	Trustee Linda Garcia Trustee Vivian Hansen Trustee Alicia Anderson	Trustee Sonya Cuellar Trustee Tony Peña - ill
Administrators Present	Ruth Pérez, Superintendent Ruben Frutos, Assistant Superintendent-Business Services Myrna Morales, Assistant Superintendent-Human Resources Ryan Smith, Assistant Superintendent-Secondary Educational Services Deborah Stark, Assistant Superintendent-Educational Services Daniel Aguilar, Director-Safety & Security David Daley, Director-Special Education Renee Jeffrey, Director-K-5 School Support & Innovative Programs Scott Law, Director-Facilities and Project Management Margarita Rodriguez, Director-Research & Evaluation Manuel San Miguel, Director-Student Services Beatriz Spelker-Levi, Director-Personnel Chris Stamm, Director-Nutrition Services Patricia Tu, Director-Fiscal Services Morrie Kosareff, Principal-Buena Vista High School Keith Nuthall, Principal-Specialized High School Mike Ono, Principal-Paramount High School Darren Platt, Principal-Keppel School Elizabeth Salcido, Principal-Paramount High School-West Alicia Megofna, Assistant Principal-Paramount High School-West Michelle Soto, Assistant Principal-Jackson School	

Approve Agenda
August 14, 2017
1.256

Trustee Anderson moved, Trustee Cuellar seconded the motion. Superintendent Pérez informed the Board that Action Item 1.1-A was being pulled from the agenda as a request from OFL Charter school was received requesting to withdraw their petition. The motion carried 4-0 to approve the agenda of the Regular Meeting of August 14, 2017

as amended.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Approve Regular Meeting
Minutes July 17, 2017
1.257

Trustee Hansen moved, Trustee Anderson and the motion carried 3-1-0 to approve the agenda of the Regular Meeting of August 14, 2017 as amended.

Ayes: 3 – Trustees Anderson, , Garcia, Hansen
Abstention: 1 – Trustee Cuellar
Absent 1 – Trustee Peña

REPORTS

Employee Representative
Reports

There was no representative present for CSEA.

TAP president April O'Connor shared that new teacher orientation was great. Association has had two bargaining sessions. She is looking forward to the first day of school for 2017-18.

Board Members' Reports

Trustee Anderson attended the monthly Ad Hoc meeting, the City Council meeting, and the Concert in the Park featuring the Mariachi Divas.

Trustee Cuellar welcomed everyone and hoped that everyone has a nice summer. She attended the Board and Superintendent Governance Retreat.

Trustee Garcia welcomed everyone. President Garcia attended Concert in the Park featuring the Mariachi Divas and also attended the Barrio Reunion.

Trustee Hansen attended the monthly Ad Hoc meeting, the AVID training in Anaheim and the Board and Superintendent Governance retreat.

Superintendent's Report

Superintendent Dr. Pérez highlighted the following:

- ❖ Superintendent Pérez that teachers have logged over 1,000 hours of professional development.
- ❖ Dr. Pérez announced that District students will return on school on Wednesday, August 16.
- ❖ Dr. Pérez wished to thank the Nutrition Services and Maintenance & Operations departments for their support in getting ready for the new school year.
- ❖ Superintendent Pérez attended the CEL training in Seattle.
- ❖ Dr. Pérez thanked the Board for their support to reach out to legislators.

Introductions

Darrenn Platt

Darrenn Platt received his Bachelor's Degree in History from California State University, Long Beach and his Master's Degree in Educational Administration from California State University, Dominguez Hills.

Darrenn was a Teacher, Coach, Activities Director, and Teacher on Special Assignment in Bellflower Unified School District. He was a teacher and then Assistant Principal in Los Alamitos Unified School District. For the past three years, Darrenn has served as an Assistant Principal, Principal and then Coordinator in Huntington Beach City School District.

Darren is known as a positive and compassionate professional who works well with others. He is a great team player who listens with respect and care and possesses a wealth of ideas.

We welcome Darrenn as Principal of Keppel Elementary School.

Keith Nuthall

Keith Nuthall received his Bachelor's Degree in Physical Science from California Polytechnic State University, San Luis Obispo and his Master's Degree in Education from National University.

Keith was a Physics Teacher in Oceanview and Poway Districts. He served as a central office Technology Specialist. He was a Senior Project Director for an Education Development Center in Massachusetts. Keith was a High School Reform Program Manager in the San Diego Unified School District. Keith was a Director of Assessment, Accountability, and Evaluation at the San Diego County Office of Education from 2006 through 2009.

In 2010, he became a Middle School Principal in Escondido Union School District. For the past six years, Keith has served as Principal at Del Lago Academy in Escondido Union High School District.

Keith possesses strong leadership skills and can provide motivation and expertise in many areas. He is a person with strong ethics and an educator with great commitment to public education.

We welcome Keith as Principal of the new Specialized High School.

Mike Ono

Michael Ono received his Bachelor's Degree in Physical Education from California State University, Long Beach.

Michael has served as a Teacher, Athletic Director, and Dean of Students in Long Beach Unified School District. Michael was an Assistant Principal in Long Beach Unified School District, Garden Grove Unified School District, and Centinela Valley Union High School District from 2004 through 2012. In 2012, he became a Principal at Leuzinger High School in Centinela Valley. For the past two years, Michael has served as the Assistant Superintendent of Human Resources in Centinela Valley.

Michael strengths are in collaboration, culture, climate and team building. He is known for his ability to bring out the best in everyone with whom he works.

We welcome Mike as the Principal of Paramount High School.

Michelle Soto

Michelle Soto received her Bachelor's Degree in Liberal Studies from

California State University, Dominguez Hills and her Master's Degree in School Leadership from the University of Southern California.

Michelle is a Paramount High School graduate and was a recipient of the Maureen P. McCarthey Foundation teaching scholarship. After graduating, Michelle was hired as a Special Day Class teacher at Paramount Park Middle School. For the past two years, Michelle has served as a Teacher on Special Assignment at Alondra Middle School.

Michelle is well regarded and is known for her professional commitment and quality of work. She is dedicated to students by ensuring they have the best experience and education in our schools. We welcome Michelle as Assistant Principal of Jackson Middle School.

Alicia Megofna

Alicia Megofna received her Bachelor's Degree in Physical Education from California State University, Dominguez Hills and her Master's Degree in Educational Administration from Azusa Pacific University. Alicia is currently working on her Doctorate in Organizational Leadership from Grand Canyon University.

Alicia was hired as a Physical Education teacher at Paramount High-West Campus in 1999. Since 2004, she has served as a Teacher on Special Assignment over special projects. Alicia has actively overseen and facilitated special programs, Federal Program Monitoring reviews and successful WASC reviews.

Alicia is known for being a dedicated and hard-working educator with outstanding organizational skills.

We welcome Alicia as Assistant Principal of Paramount High-West Campus.

Facilities and Projects Update

Mr. Ruben Frutos, Assistant Superintendent-Business Services and Mr. Scott Law, Director-Facilities and Project Development provided the Board with an update on the various projects including planning, development and implementation stages for PHS-West campus renovation, Specialized High School at Lakewood, Tanner Elementary walkways, Network & Computer systems, modular buildings and Bond funding.

The presentation in its entirety is available on the District website.

**BOARD MEETING
CALENDAR**

There were no changes to the Board meeting calendar.

HEARING SECTION

There were no speakers during the hearing section.

CONSENT ITEMS
0.259

Trustee Cuellar, Trustee Anderson seconded and the motion carried 4-0 to approve the Consent items.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

General Services

California School Boards
Association (CSBA) –
GAMUT Online Services
1.259

Ratified and approve the California School Boards Association GAMUT Online Service agreement for 2017-18.

Human Resources

Personnel Report
17-02
2.259

Accepted Personnel Report 17-02, 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 2017-18 State Budget Act and related legislation.

Consultant Services
3.259

Ratified the consultant services request authorizing contracts with consultant or independent contractors who provide specialized services, as submitted.

Educational Services

Consultant and Contract
Services
3.259

Approved the consultant and contract services request authorizing contracts with consultant or independent contractors who provide specialized services, as submitted.

Memorandum of
Understanding with Upward
Bound Program at California
State University, Long Beach.
3.259

Approved the Memorandum of Understanding with the Upward Bound program at California State University Long Beach to provide college outreach services to students at Paramount High School in the 2017-18 school year.

Business Services

Purchase Order Report 17-02
4.259

Approved Purchase Order Report 17-02 authorizing the purchase of supplies, equipment, and services for the District.

Warrants for the Month of
July 2017
4.259

Approved warrants for all funds through June with a total of \$15,742,215.77.

Agreement for Use of
Facilities – Our Lady of the
Rosary
4.259

Approved the lease agreement for use of a relocatable unit at Our Lady of the Rosary from September 1, 2017 through August 31, 2018.

Agreement for Use of
Facilities - Four Square
Church Parking Lot
4.259

Approved the Agreement for Use of Facilities, Four Square Church Parking Lot, and authorize the Superintendent or designee to execute all necessary documents.

Acceptance of Donations
4.259

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

Consultant Services
4.259

Approved the consultant services requests authorizing contracts with consultants or independent contractors who provide specialized services, and authorize the Superintendent or designee to execute all necessary documents.

ACTION ITEMS

General Services

Resolution 17-09, Denying
the Petition for Opportunities
For Learning-Paramount

This item was pulled from the agenda as Petitioners requested to withdraw their petition.

Human Resources

Resolution 17-07 Institutional
Memberships for the 2017-18
School Year
2.260

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 4-0 to adopt Resolution 17-07 authorizing Paramount Unified School District's institutional memberships for the 2017-18 school year.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Fieldwork Experience
Agreement with the University
of La Verne
2.261

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to approve the agreement with the University of La Verne for participation in fieldwork experience.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Educational Services

Agreement with California
Women, Infants and Children
Supplemental Nutrition
Program
3.262

Trustee Anderson moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve the agreement with the South Los Angeles Health Projects WIC Supplemental Nutrition Program to provide health and nutrition information to District families for the 2017-18 school year.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

The Frostig Center
Consultant Agreement
3.263

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to approve The Frostig Center consultant agreement to provide professional development to teachers at St. Pancratius Catholic School.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Great Minds Consultant
Agreement
3.264

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 4-0 to approve Great Minds consultant agreement to provide professional development to teachers at Our Lady of the Rosary Catholic School.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Memorandum of
Understanding with California
State University Long Beach
to Provide Practicum Interns
in Social Work
3.265

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to ratify the Memorandum of Understanding with the California State University Long Beach to provide up to four social worker practicum interns from March 14, 2017 through June 30, 2022.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Extended Day High School Program for the 2017-18 school year
3.266

Trustee Cuellar moved, Trustee Hansen seconded, and the motion carried 4-0 to approve an Extended Day High School program for the 2017-18 school year including hourly employment of certificated and classified staff.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Center for Educational Leadership Consulting Agreement
3.267

Trustee Anderson moved, Trustee Hansen seconded, and the motion carried 4-0 to ratify amended agreement with Center for Educational Leadership Consulting to provide professional development for all principals.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Business Services

Resolution 17-08, Establishing Fund 21.1 for Measure I Funds
4.268

Trustee Hansen moved, Trustee Anderson seconded, and the motion carried 4-0 to adopt Resolution 17-08, establishing Fund 21.1 – Bond Fund for accountability of Measure I funds.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Claim Rejection
4.269

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 4-0 to reject Claim No. 2017:001 and remand to the District's insurance carrier for adjudication.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Agreement for Services with Prosum
4.270

Trustee Cuellar moved, Trustee Anderson seconded, and the motion carried 4-0 to approve the agreement with Prosum for technology projects and managed services, and authorize the Superintendent or designee to execute all necessary documents.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

CONFERENCE ITEMS

Revised Board Policy 1242.1-Parent Involvement – Title 1 Programs

The Board received as first reading proposed revised Board Policy 1242.1-Parent Involvement – Title 1 Programs which reflects current State requirements.

INFORMATION ITEMS

Educational Services

Student Fundraisers at Buena Vista, Paramount High School, Paramount High School-West Campus

Submitted for the Board's information is a list of proposed student organization fundraising activities.

Business Services

Bid Summary – Pizza
Delivery Services

The Board received a summary of bid results for LED lighting replacement for Lakewood, Buena Vista and Adult Education.

ANNOUNCEMENTS

President Garcia reported that the next Regular Meeting would be Monday, September 11, 2017 at 6:00 p.m. – Boardroom of the District Office.

Staff Employee Comments
Per Government Code 54957

There were no staff/employee comments.

CLOSED SESSION

The Board adjourned to Closed Session at 7:10 p.m. to discuss Conference with Legal Counsel-Anticipated Litigation and Public Employment.

OPEN SESSION

The Board reconvened to Regular Session at 9:01 p.m. President Garcia reported that they discussed Conference with Legal Counsel-Anticipated Litigation and Public Employment.

The following action was taken in Closed Session:

Public Employment
2.271

Trustee Hansen moved, Trustee Anderson seconded and the motion carried 4-0 to approve the appointment of Aaron Downing as Dean of Students effectively as soon as mutually agreeable.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Public Employment
2.272

Trustee Cuellar moved, Trustee Anderson seconded and the motion carried 4-0 to approve the appointment of Sarah Higgins as Program Administrator effective as soon as mutually agreeable.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

ADJOURNMENT

Trustee Hansen moved, Trustee Cuellar seconded, and the motion carried 4-0 to adjourn the Regular Meeting of the Board of Education held on August 14, 2017 at 9:02 p.m.

Ayes: 4 – Trustees Anderson, Cuellar, Garcia, Hansen
Absent 1 – Peña

Ruth Pérez, Secretary
To the Board of Education

President

Vice President/Clerk

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: September 11, 2017
SUBJECT: Personnel Report 17-03

BACKGROUND INFORMATION:

Following is Personnel Report 17-03, which reports details of personnel assignments, employment and terminations.

POLICY/ISSUE:

Board Policy 4110 – Permanent Personnel – Certificated
Board Policy 4111 – Recruitment & Selection – Certificated
Board Policy 4210 – Permanent Personnel – Classified
Board Policy 4211 – Recruitment & Selection – Classified

FISCAL IMPACT:

As indicated in the following personnel report.

STAFF RECOMMENDATION:

Accept Personnel Report 17-03 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 2017-18 State Budget Act and related legislation.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources
Beatriz Spelker-Levi, Director of Personnel – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

CONSENT ITEM: 2.1-C

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>				<u>Annual</u>		
*Son, Sabrina	Behavior Intervention Specialist	Special Education	Sch. Q III-2	\$91,974 LCAP**	08-01-17	
*Rutherford, Ashley	Teacher Temporary	Collins	A-1	\$52,720 General Fund	08-14-17	06-30-18
*Siordia, Margarita	Teacher Temporary	Gaines ECE***	Sch. P C-3	\$42,000 ECE	08-14-17	
*Curmi, Caitlin	Teacher Temporary	Jackson	B-2	\$57,017 General Fund	08-14-17	06-30-18
*Jimenez, Ludin	Teacher Temporary	Jackson	A-1	\$52,720 LCAP	08-11-17	06-30-18
*Gutierrez, Rebecca	Teacher Temporary	Keppel	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Gard, Stephanie	Teacher Temporary	Los Cerritos	A-1	\$52,720 Special Education	08-11-17	06-30-18
*Vallejo, Irene	Teacher Temporary	Los Cerritos	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Cuneo, Lynne	Teacher Temporary	Paramount High-Senior	A-1	\$52,720 General Fund	08-11-17	06-30-18
*English, Richard	Teacher Temporary	Paramount High-Senior	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Lee, Kris	Teacher Temporary	Paramount High-Senior	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Lucero, Lindsey	Teacher Temporary	Paramount High-Senior	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Diaz, Ligia	Teacher Temporary	Paramount High-West	A-1	\$52,720 General Fund	08-11-17	06-30-18

*Ratification

**Local Control Accountability Plan

***Early Childhood Education

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>EMPLOYMENT</u>						
<u>continued</u>						
*Lee, Branwyn	Teacher Temporary	Paramount High-West	A-1	<u>ANNUAL</u> \$52,720 General Fund	08-11-17	06-30-18
*Martinez, Rachelle	Teacher Temporary	Paramount High-West	A-1	\$52,720 Special Education	08-11-17	06-30-18
*Pascual, Adrian	Teacher Temporary	Paramount High-West	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Flores, Jaime	Teacher Temporary	Paramount Park	B-3	\$58,727 LCAP**	08-15-17	06-30-18
*Gonzalez, Celia	Teacher Temporary	Paramount Park	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Casica, John	Teacher Temporary	Zamboni	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Lopez, Linda	Teacher Temporary	Zamboni	A-1	\$52,720 General Fund	08-11-17	06-30-18
*Rodriguez Gratelli, Claudia	Teacher Temporary	Zamboni	A-1	\$52,720 General Fund	08-14-17	06-30-18
*Aguirre, Francisco	Substitute Teacher on-call, as needed	District		<u>DAILY</u> \$150 General Fund	08-14-17	
*Alfaro, Tanya					08-14-17	
*Anderson, Tara					08-14-17	
*Cantu, Virginia					08-14-17	
*Galarza, Irma					08-14-17	
*Garfias, Destiny					08-14-17	
*Hernandez, Michelle					08-14-17	
*Hughes, Ivy					08-14-17	
*Lefevre, Sarah					09-06-17	
*Lopez, Melissa					08-14-17	
*Ortiz, Omar					08-14-17	
*Peralta, Edgar					08-14-17	
*Preciado, Rosana					08-14-17	
*Pringle, Eric					08-14-17	
*Williams, Brittni					08-14-17	

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENTS</u>				<u>HOURLY</u>		
*Cruz, Rita	Curriculum Specialist NTE 30 hrs.	Human Resources		\$38.00 Educator Effectiveness	07-10-17	07-31-17
*Brooks, Margo	APE Screening and IEP Meeting NTE 10 hrs.	Special Education		\$38.00 Special Education	07-07-17	08-11-17
*McCullough, Jerome	IEP Goals NTE 6 hrs.	Special Education		\$38.00 Special Education	07-21-17	07-31-17
*Gamez, Maria	Home/Hospital Teacher	Student Services		\$38.00 General Fund	08-16-17	06-07-18
*Johnson, Dolcey					08-21-17	06-07-18
*McCullough, Jerome					08-21-17	06-07-18
*Raygoza, Virginia					08-21-17	06-07-18
*Sierra, Carlos					08-16-17	06-07-18
*Galvan, Laura	Off-Site Externship NTE 32 hrs.	Adult Education		\$47.16 Adult Education	07-01-17	08-31-17
*Angulo, Daniel *Aparicio, Michelle *Bakkers, Christine *Besler, Denise *Chipman, Ashley *Cuneo, Mark *Dary, Debra *Diaz, Vicente *Eakle, Casandra *Espinoza, Imelda *Forsythe, Kimberly *Gomez, Jennifer *Hong, Michelle *Jimenez, Jeane *Kanz, Charla	Before and Afterschool Tutoring/Intervention NTE 250 hrs.	Hollydale		\$38.00 LCAP**	08-28-17	12-15-17

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-03
 SEPTEMBER 11, 2017
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENTS</u> <u>continued</u> *Koch, Jason *Ledezma, Alicia *Lenox, Janel *Lopez, Maria E. *Lujan-Gonzalez, Mercedes *McCullough, Jerome *Marin, Jesus *Miller, Ane *Montemayor, Sandy *Moor, Susan *Naranjo, Benedicta *Navarro, Candice *Nekomoto, Amber *O'Donnell, Michael *Olmos, Crystal *Pajaro, Amy *Plascencia, Monica *Rivera, Jenera *Saenz-Torres, Gisela *Sanchez-Ferrell, Belinda *Spurling, Trenise *Strader, Marisol *Valdivia, Samantha *Van de Velde, Dale *Van Remortel-Gerber, Sandra *Wulkowicz, James *Yu, Grace *Zamora, Disnarda	Before and Afterschool Tutoring/Intervention NTE 250 hrs.	Hollydale		<u>HOURLY</u> \$38.00 LCAP**	08-28-17	12-15-17

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENTS</u> continued						
*Bignami, Autumn	Training LINK leaders NTE 27 hrs.	Paramount High-Senior		\$38.00 EIA/LEP**	08-08-17	08-11-17
*Fernandez, Gloria	Planning for AVID Program 2017-2018 NTE 5 hrs.	Paramount High-Senior		\$38.00 Title I	08-11-17	
*Cunningham, Christina	Link Crew Training NTE 27 hrs.	Paramount High-West		\$38.00 LCAP***	08-08-17	08-11-17
*Baca, Emily *Corrales, Vivian *Covarrubias, Kellie *Diaz-Pe, Karmina *Drucker, Danielle *Evenson, Brandi *Garrett, Annie *Guzman, Irma *Harsh, Sheena *Kiely, Delia	After School Student Intervention NTE 300 hrs.	Tanner		\$38.00 LCAP	08-16-17	06-08-18
*Ramirez, Brenda	Student Intervention NTE 405 hrs.	Wirtz		\$38.00 LCAP	08-14-17	12-15-17
<u>SUMMER SCHOOL ASSIGNMENT</u>						
*Zepeda, Rosalba	Teacher NTE 30 hrs.	Lincoln		\$38.00 LCAP	07-06-17	07-13-17
<u>EXTRA PERIOD ASSIGNMENT</u>						
*Diaz, Daniel *Vargas, Jose *Weller, Douglas	ELD Reading Enhancement	Community Day School		1/6 th Daily Rate General Fund	08-16-17	06-07-18

*Ratification

**Economic Impact Aid-Limited English Proficient

***Local Control Accountability Plan

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL DAYS/PER DIEM</u>				<u>DAILY</u>		
*Liang, Susan	Behavior Intervention Support	Special Education		\$474.09 LCAP**	07-03-17	07-20-17
*Del Toro, Maria	Pre School Assessments NTE 10 days	Special Education		\$514.52 Special Education	07-24-17	08-04-17
*Ramirez, Sheryl	Behavior Intervention Support NTE 45 days	Paramount High-West		\$502.84 LCAP	08-07-17	12-15-17
<u>STIPEND</u>				<u>STIPEND</u>		
*Alexis, Stephanie	Lead Teachers	Educational Services		\$692	08-01-17	
*Allen, Clarinda	2016-2017			LCAP		
*Anctil, Gwendolyn						
*Azevedo, Ana						
*Barrera, Margaret						
*Bergman, Michelle						
*Berkson, Jennifer						
*Breuklander, Tiffany						
*Butler, Mandy						
*Catalan, Claudia						
*Cook, Joli						
*Cribari, Michelle						
*Dwankowski, Carrie						
*Equihua, Marilin						
*Ferrarer-Bias, Anastasia						
*Hornback, Jon						
*Jennings, Jessica						
*Kaing, Anita						
*Kim, Cecile						
*Leal, Claudia						
*Lopez, Maria						
*Loredo, Maria						
*McCoy, Cinthia						

*Ratification

**Local Control Accountability Plan

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u> <u>continued</u>				<u>STIPEND</u>		
*Martin, Christie	Lead Teachers 2016-2017	Educational Services		\$692	08-01-17	
*Morrison, Tina			LCAP**			
*Murrietta, Mandy						
*Ortiz, Julie						
*Pierson, Jennifer						
*Portillo, Adriana						
*Ramos, Claudia						
*Redd, Virginia						
*Seo, Sueng-Hae						
*Spurling, Trenise						
*Taylor, Joyce						
*Toston, Lashonda						
*Tsang, Cindy						
*Varela, Fanny						
*Walker, Jessica						
*Williams, Elisa						
*Wilson, Sheri						
*Yonaki, Andrew						
*Cacpal, Kim	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-17	06-30-18
*Hughes, Marya	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-17	06-30-18
*Pech, Malis	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-17	06-30-18
*Sullivan, Karen	Curriculum Specialist	Educational Services		\$4,484 LCAP	07-01-17	06-30-18
*Brayboy, Dannie	JROTC*** Advisor 2016-2017 School Year	Paramount High-Senior		\$3,156	07-01-17	
*Guild, Robert			State Lottery			
*Rundblade, Rodney						

**Local Control Accountability Plan
***Junior Reserve Officer Training Corps

**PERSONNEL REPORT 17-03
 SEPTEMBER 11, 2017
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>STIPEND</u> <u>continuted</u>				<u>STIPEND</u>		
*Dominguez, Rachel	Boys' Water Polo Varsity Head Coach	Paramount High-Senior		\$3,156 State Lottery	08-01-17	11-11-17
*Guggiana, John	Girls' Tennis J.V. Head Coach	Paramount High-Senior		\$2,264 State Lottery	08-01-17	11-11-17
*Howard, Matthew	Football Varsity Head Coach	Paramount High-Senior		\$3,690 State Lottery	08-01-17	11-11-17
*Mekos, Nicholas	Cross Country Assistant Coach	Paramount High-Senior		\$2,264 State Lottery	08-01-17	11-11-17
*Morelli, Anthony	Football J.V. Head Coach	Paramount High-Senior		\$2,264 State Lottery	08-01-17	11-11-17
*Natase, Brian	Football Assistant Varsity Coach	Paramount High-Senior		\$2,264 State Lottery	08-01-17	11-11-17
*Orozco Franco, Manuel	Cross Country Varsity Head Coach	Paramount High-Senior		\$3,156 State Lottery	08-01-17	11-11-17
*Park, Charles	Girls' Volleyball J.V. Head Coach	Paramount High-Senior		\$2,264 State Lottery	08-01-17	11-11-17
*Peterson, Joseph	Cross Country Varsity Head Coach	Paramount High-Senior		\$3,156 State Lottery	08-01-17	11-11-17

*Ratification

**PERSONNEL REPORT 17-03
 SEPTEMBER 11, 2017
 CERTIFICATED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE WITH PAY</u> Rice, Christopher	Teacher	Alondra	Military	09-21-17	05-01-18
<u>RESIGNATION</u> Figueroa, Jovanna	Teacher	Paramount Park	Personal	06-09-17	

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Employment				Monthly		
*Wiley, Amanda	School Administrative Assistant 8 hrs. per day/11 mo.	Adult Education	123-III	\$3,886 Adult Education	08-28-17	
*Flora, Kaytlyn	PE/Locker Room Assistant 3.5 hrs. per day/10 mo.	Alondra	112-I	43.75% of \$2,682 General Fund	08-23-17	
*Lopez, Natalie	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Gaines	112-I	37.5% of \$2,682 Special Education	08-14-17	
*Pham, Thai-Vi	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Jackson	112-II	37.5% of \$2,817 Special Education	08-14-17	
*Rangel, Bianca	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Jackson	112-II	37.5% of \$2,817 Special Education	08-14-17	
*Celis, Emely	Language Assessment Assistant 3 hrs. per day/11 mo.	Jefferson	113-I	37.5% of \$2,750 EIA-LEP**	07-31-17	
*Garcia Vazquez, Yesica	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Jefferson	112-II	37.5% of \$2,817 Special Education	08-14-17	
*Cervantes-Vega, Elizabeth	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Los Cerritos	112-I	37.5% of \$2,682 Special Education	08-14-17	
*Lopez, Marcela	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Los Cerritos	112-I	37.5% of \$2,682 Special Education	08-14-17	

* Ratification

** Economic Impact Aid-Limited English Proficient

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Employment</u>						
<u>continued</u>						
*Ceja, Karina	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Paramount High-West	115-I	<u>Monthly</u> 37.5% of \$2,889 Special Education	08-14-17	
*Gomez, Jorge	Instructional Assistant – SE/SH 3 hrs. per day/10 mo.	Paramount High-West	115-I	37.5% of \$2,889 Special Education	08-14-17	
*Aguila, Jessica	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Roosevelt	112-II	37.5% of \$2,817 Special Education	08-14-17	
*Hodgson, Candice	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Roosevelt	112-III	37.5% of \$2,961 Special Education	08-14-17	
*Perez, Deisy	Instructional Assistant – Sp. Ed. 3 hrs. per day/10 mo.	Roosevelt	112-III	37.5% of \$2,961 Special Education	08-14-17	
*Vargas, Diana	Technology Instructional Assistant 6 hrs. per day/10 mo.	Wirtz	118-I	75% of \$3,111 LCAP**	08-21-17	
*Flores, Rosanna	PE/Locker Room Assistant 3.5 hrs. per day/10 mo.	Zamboni	112-I	43.75% of \$2,682 General Fund	08-21-17	
*Vidal, Maria Elena	PE/Locker Room Assistant 3.5 hrs. per day/10 mo.	Zamboni	112-I	43.75% of \$2,682 General Fund	08-25-17	
<u>Promotion</u>						
*Castaneda, Laura	Language Assessment Assistant 3 hrs. per day/10 mo.	Roosevelt	113-IV	<u>Monthly</u> 37.5% of \$3,189 EIA-LEP	09-01-17	

* Ratification

** Local Control Accountability Plan

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u>				<u>Hourly</u>		
*Fox, Andrea	Office Assistant NTE 40 hrs per week	Human Resources	116-III	\$18.87 General Fund	07-03-17	12-15-17
*Tittle, Alma	District Translator NTE 50 hrs.	Human Resources	Sch. 8 10-I	\$24.85 General Fund	08-01-17	06-29-18
*Trujillo, Andrew	Office Assistant NTE 40 hrs. per week	Human Resources	116-I	\$17.08 General Fund	07-19-17	08-04-17
*Corral, Rosemary *Gonzalez, Gustavo *Rocha, Rosalina	Custodian NTE 10 hrs. each	Operations	117-I	\$17.52 General Fund	07-24-17	09-01-17
*Ayon, Brenda *Garnett, Bethany	Instructional Assistant – Sp. Ed. NTE 4 hrs. each	Special Education	112-I	\$15.47 Special Education	08-11-17 only	
*Cuen, Christopher *Gutierrez-Ortega, Stephanie *Gonzalez, Arsenia *Padilla, Jocelyn	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Castillo, Jazmyn *Hernandez, Stephany *Ruiz, Elizabeth	Instructional Assistant – Sp. Ed. NTE 6 hrs. per day each	Special Education	112-I	\$15.47 Special Education	08-14-17	08-15-17
*Ojeda, Katherine *Rawles-Flora, Cynthia	Instructional Tutor/ Mentor NTE 27.5 hrs. per week each	Student Services	111-I	\$15.10 LCAP	08-16-17	06-30-18
*Coleman, Ronald	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Adult School	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Llamas, Roxana	Instructional Assistant – SE/SH NTE 3 hrs. per day	Alondra	115-I	\$16.67 Special Education	08-16-17	12-15-17

* Ratification

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>				Hourly		
*Romero, Antonio	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Alondra	112-I	\$15.47	08-16-17	12-15-17
*Segovia-Angulo, Wendy				Special Education		
*Valencia, Paloma						
*Yepez, Iliana	Counseling Assistant NTE 7 hrs. per day	Alondra	123-I	\$20.30 LCAP	08-10-17	08-11-17
*Covarrubias, Angelica	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Collins	112-I	\$15.47 504 Plan	08-16-17	12-15-17
*Zepeda, Kimberly	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Gaines	112-I	\$15.47 Student Services	08-22-17	12-15-17
*Arias, Olivia	Instructional Assistant – ECE NTE 5.5 hrs. per day each	Gaines ECE	111-I	\$15.10 SPS**	08-11-17	12-21-17
*Barrera, Cynthia						
*Cerde, Odalys						
*Chavers, Alexandra						
*Figueroa, Maricela						
*Garnett, Bethany						
*Gonzalez, Sarah						
*Newsome, Helga						
*Perez, Mayra						
*Perez, Susana						
*Rodriguez, Ashly						
*Urzua, Sandra						
*Zubiri-Salva, Arlene						
*Ayala-Flores, Imelda	Instructional Assistant – Sp. Ed. NTE 3.5 hrs. per day each	Hollydale	112-I	\$15.47 Special Education	08-14-17	08-16-17
*Barajas, Beatriz						
*Bedolla, Teresa						
*Carranza, Guadalupe						
*Castro, Beatriz						
*Cortez Zavala, Esmeralda						
*Figueroa, Anilia						
*Garcia, Saul						
*Herrera, Ashley						
*Herrera, Kimberly						

* Ratification

** State Pre-School

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Short Term <u>continued</u>						
*Diaz, Jr., Vicente	Technology Instructional Assistant Nte 5.5 hrs. per day	Hollydale	118-I	Hourly \$17.95 LCAP	08-29-17	06-08-18
*Sustaita, Maribel *Trinidad, Ada *Williams, Monisha	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Hollydale	115-I	\$16.67 Special Education	08-16-17	12-15-17
*Corrales, Michelle	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Jefferson	112-I	\$15.47 504 Plan	08-16-17	12-15-17
*Shaw, Nikeya	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Lincoln	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Aldape, Josie *Beltran, Jessica *Guerrero, Marissa	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Los Cerritos	112-I	\$15.47 Special Education	08-16-17 08-24-17	12-15-17
*Delgado, Jose *Gaspard Harvest, Lisa *Gonzalez, Arsenia *Molina Arguello, Daniela *Palafox Chavez, Ariana *Plunkett, Danielle *Soto Aboite, Estefania *Tapia Murillo, Elizabeth	Instructional Assistant – SE/SH NTE 3 hrs.per day each	Los Cerritos	115-I	\$16.67 Special Education	08-16-17 08-21-17 08-16-17	12-15-17
*Castillo, Maritza *Garcia, Jessica *Valdizon, Mario	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Paramount High-Senior	115-I	\$16.67 Special Education	08-16-17	12-15-17

* Ratification

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Short Term</u>						
<u>continued</u>						
*Lopez, Melissa *Morales, Evangelina *Najera Perez, Marlene *Nunez, Jazlyn *Romero, Nicole *Vidauri, Maribel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-Senior	112-I	<u>Hourly</u> \$15.47 Special Education	08-16-17 08-25-17 08-16-17	12-15-17
*Barragan, Juan *Montano, Pedro *Mora, Isabel	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Paramount High-West	112-I	\$15.47 Special Education	08-22 -17 08-23-17 08-24-17	12-15-17
*Briones, Jennifer	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Wirtz	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Rosales, Angelica	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Wirtz	115-I	\$16.67 Special Education	08-28-17	12-15-17
*Camacho, Marielena *Olague, Nicolas	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Zamboni	112-I	\$15.47 Special Education	08-22-17	12-15-17
*Servin, Guadalupe	Instructional Assistant – SE/SH NTE 3 hrs. per day	Zamboni	115-I	\$16.67 Special Education	08-16-17	12-15-17
<u>Substitute, on call</u>						
*Garcia, Maria *Pico Gastelum, Nubia *Smith, Christina	Noon Duty Aide	Collins		<u>Hourly</u> \$11.00 General Fund	08-15-17	
*Andrews, Meshell *Luna, Briana	Noon Duty Aide	Jackson		\$11.00 General Fund	08-15-17	
*Collazo, Marivel	Noon Duty Aide	Jefferson		\$11.00 General Fund	08-15-17	

* Ratificaton

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Substitute on call</u>						
<u>continued</u>						
*Angulo, Amelia	Noon Duty Aide	Wirtz		<u>Hourly</u> \$11.00 General Fund	08-09-17	
*Ponce, Francelia	Noon Duty Aide	Zamboni		\$11.00 General Fund	08-15-17	
<u>Student Worker</u>						
*Lara, Jasmine	Student Worker NTE 100 hrs.	Paramount High-West		<u>Hourly</u> \$10.50 General Fund	07-24-17	08-31-17
<u>College Tutor</u>						
*Figueroa, Priscilla	College Tutor	Paramount		<u>Hourly</u> \$13.50	08-14-17	10-31-17
*Hortua, Angie	NTE 50 hrs. each	High-West		EIA-LEP		
<u>Summer Assignment</u>						
*Yrra, Elizabeth	Library Technician NTE 6 hrs. per day	Educational Services	318-VI	<u>Hourly</u> \$21.70**	07-03-17	08-15-17
*Contreras, Alma	Human Resources Technician NTE 8 hrs. per day	Human Resources	325-VI	\$26.97** General Fund	07-17-17	08-04-17
*Thomas, Jerome	Campus Security NTE 8 hrs.	Operations	218-VI	\$22.66** General Fund	08-04-17 only	
*Lainez, Dora	Office Assistant NTE 8 hrs. per day	Adult Education	416-VI	\$21.82** Adult Education	07-31-17	08-25-17
*Olmos-Sanchez, Silvina	Student Data Technician NTE 8 hrs. per day	Adult Education	419-VI	\$23.57** Adult Education	07-31-17	08-25-17
*Osnaya, Mary	Senior Office Assistant NTE 8 hrs. per day	Adult Education	418-VI	\$22.89** Adult Education	07-31-17	08-25-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>				Hourly		
*Moss, Alma	Adult Ed. Counseling	Adult Education	626-VI	\$28.08**	07-31-17	08-25-17
*Quintanilla, Adelina	Technician		426-VI	\$27.73**		
*Romero, Sandra	NTE 8 hrs. per day each		126-II	\$22.97		
				Adult Education		
*Aguilar, Rita	School Health/Office Technician NTE 180 hrs.	Alondra	116-V	\$20.82 General Fund	07-05-17	07-20-17
*Barboza, Beatriz	School Office Assistant NTE 8 hrs. per day	Buena Vista	116-V	\$20.82 Title I	08-07-17	08-11-17
*Alonso, Martha	Instructional Assistant – ECE	Gaines ECE	111-VI	\$18.68	07-03-17	08-11-17
*Amezcuca, Diana	NTE 5.5 hrs. per day each		211-VI	\$19.14**		
*Arellano, Mary E.			311-VI	\$19.25**		
*Ayala Romero, Anayeli			311-VI	\$19.25** SPS		
*Baca, Velia	Instructional Assistant – ECE	Gaines ECE	211-VI	\$19.14**	07-03-17	08-11-17
*Calderon, Elvia	NTE 5.5 hrs. per day each		211-VI	\$19.14**		
*Chacon, Susana			111-V	\$18.40		
*Cruz, Maria			611-VI**	\$19.60**		
*Del Campo, Jazmin			111-VI	\$18.68		
*Godinez, Nathalie			111-VI	\$18.68		
*Palacios-Orduno, Maria			111-VI	\$18.68		
*Ramos, Angela			111-VI	\$18.68		
*Ruiz, Laura-Elena			311-VI	\$19.25**		
*Salazar, Blanca			111-VI	\$18.68		
*Salazar, Oscar			111-VI	\$18.68		
*Sandoval, Yoana			211-VI	\$19.14**		
*Smith, Evelyn			211-VI	\$19.14**		
*Spear, Lisa			311-VI	\$19.25** SPS		
*Bravo, Lisa	Library Technician NTE 2 hrs.	Jackson	316-VI	\$21.70 LCAP	07-25-17 only	
*Martinez, John	Senior Custodian NTE 8 hrs. per day	Lincoln	122-V	\$24.14 General Fund	07-03-17	08-07-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
Summer Assignment <u>continued</u>				Hourly		
*Acevedo, Jose	Technology Support	Paramount	220-VI	\$23.78**	07-24-17	07-27-17
*Rodriguez, Michael	Assistant NTE 3 hrs. per day each	High-Senior	120-I	\$18.87 Title I		
*Aguilar, Francia	Instructional	Paramount	112-VI	\$19.15	08-08-17	08-11-17
*Arellano Mary	Assistant – Sp. Ed.	High-Senior	512-VI	\$19.96**		
*Leavenworth, Kyle	NTE 8 hrs. per day		112-I	\$15.47		
*Lizarraga, Elizabeth	each		112-III	\$17.08		
*Lizarraga, Jacqueline			112-III	\$17.08		
*Medal Martinez, Rosa			112-IV	\$17.95		
*Sibrian, Claudia			112-III	\$17.08		
*Vasquez, Raquel			112-III	\$17.08 General Fund		
*Dorsey, Sequena	Lead Campus Security NTE 8 hrs. per day	Paramount High-Senior	121-V	\$23.55 General Fund	07-20-17	07-27-17
*Dorsey, Sequena	Campus Security NTE 8 hrs. per day	Paramount High-Senior	118-VI	\$21.70 General Fund	08-02-17	08-03-17
*Mendez, Valerie	Library Technician NTE 8 hrs. per day	Paramount High-Senior	116-III	\$18.87 General Fund	08-08-17	08-09-17
*Ortega, Saidy	Technology Instructional Assistant NTE 8 hrs. per day	Paramount High-Senior	118-IV	\$20.82 Title I	07-24-17	07-27-17
*Ragazzo, Patzy	PE/Locker Room Assistant NTE 8 hrs. per day	Paramount High-Senior	112-VI	\$19.15 General Fund	08-08-17	08-11-17
*Richards, Guadalupe	Language Assessment Assistant NTE 8 hrs. per day	Paramount High-Senior	613-VI	\$20.54** General Fund	08-08-17	08-11-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>Summer Assignment</u>						
<u>continued</u>						
*Davila, Claudia	Technology Instructional Assistant NTE 100 hrs.	Paramount High-West	118-III	<u>Hourly</u> \$19.81 LCAP	07-03-17	08-11-17
*Smith, Rose	Campus Security NTE 15 hrs.	Paramount High-West	318-VI	\$22.77** Use of Facilities	07-22-17	07-23-17
*Guadamuz, Nadia	Student Data Technician NTE 80 hrs.	Paramount Park	119-III	\$20.30 General Fund	07-17-17	07-28-17
*Celiz, Annette	Instructional Assistant – Sp. Ed. NTE 40 hrs.	Roosevelt	312-VI	\$19.73 EIA-LEP	08-01-17	08-11-17
*Gamboa, Brenda	Technology Instructional Assistant NTE 40 hrs.	Wirtz	118-III	\$19.81 EIA-LEP	08-01-17	08-11-17
<u>ADDITIONAL ASSIGNMENT</u>						
<u>Short Term</u>						
*Castaneda, Laura	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Special Education	112-III	<u>Hourly</u> \$17.08	08-16-17	12-15-17
*Naveja, Priscilla			112-III	\$17.08		
*Palacios Orduno, Maria			112-VI	\$19.51 Special Education		
*Chavez Salas, Claudia	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Special Education	115-I	\$16.67	08-16-17	12-15-17
*Espinosa, Esther			115-II	\$17.52		
*Martinez, Rosalba			115-II	\$17.52		
*Medal Martinez, Rosa			115-IV	\$19.33		
*Nunez Barragan, Margarita			115-II	\$17.52		
*Rodriguez, Yeida	115-I	\$16.67 Special Education				

* Includes Longevity and/or Professional Growth Increment

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u> <u>Short Term</u> <u>continued</u>				<u>Hourly</u>		
*Acevedo, Jose *Rodriguez, Michael	Technology Specialist NTE 5 hrs. per day each	Technology	235-I 135-I	\$27.77** \$27.31 General Fund	08-14-17	09-03-17
*Ortega, Saidy	Help Desk Technician NTE 2 hrs. per day	Technology	128-I	\$22.97 General Fund	08-14-17	09-08-17
*Gilley, Morgan	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Adult School	212-VI	\$19.61** Special Education	08-16-17	12-15-17
*Neff, Julith	Instructional Assistant – SE/SH NTE 3 hrs. per day	Adult School	215-VI	\$21.07** Special Education	08-16-17	12-15-17
*Haley, Laquette *Quintero, Patricia	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Collins	115-V 115-V	\$20.30 \$20.30 Special Education	08-16-17	12-15-17
*Marquez-Campos, Veronica	Instructional Assistant – SE/SH NTE 3 hrs. per day	Community Day School	115-I	\$16.67 Special Education	08-16-17	12-15-17
*Estrada, Darlene *Garcia, Nancy	Instructional Assistant – SE/SH NTE 3 hrs. per day each	Hollydale	415-VI 115-V	\$21.30 \$20.30 Special Education	08-16-17	12-15-17
*Rangel, Bianca	Instructional Assistant – SE/SH NTE 3 hrs. per day	Jackson	115-II	\$17.52 Special Education	08-16-17	12-15-17
*Meza, Alexandra	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Lincoln	112-III	\$17.08 Special Education	08-16-17	12-15-17
*Cruz, Luzmila *Martinez, Kaitlyn	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day each	Los Cerritos	112-I 112-II	\$15.47 \$16.25 Special Education	08-16-17	12-15-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ADDITIONAL ASSIGNMENT</u>						
<u>Short Term</u>						
<u>continued</u>						
*Cervantes Vega, Elizabeth	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Paramount High-Senior	112-I	<u>Hourly</u> \$15.47 Special Education	08-16-17	12-15-17
*Lizarraga, Jacqueline	Instructional Assistant – SE/SH NTE 3 hrs. per day	Paramount High-Senior	115-III	\$18.40	08-16-17	12-15-17
*Gomez, Jazmin	each		115-II	\$17.52		
*Martinez, Deborah			115-VI	\$20.61		
*Nunez, Gliselda			215-VI	\$21.07**		
*Rios, Elizabeth			115-V	\$20.30		
*Sibrian, Claudia			115-III	\$18.40		
*Vasquez, Raquel			115-III	\$18.40 Special Education		
*Gomez, Daisy			Instructional Assistant – SE/SH NTE 3 hrs. per day	Paramount High-West		
*Lemus, Beatriz	each		115-VI	\$20.61		
*Lizarraga, Elizabeth			115-III	\$18.40		
*Mota, Natalie			115-IV	\$19.33 Special Education		
*Herrera, Priscilla	Instructional Assistant – Sp. Ed. NTE 3 hrs. per day	Paramount High-West	112-I	\$15.47 Special Education	08-16-17	12-15-17
*Pachecano-Fernandez, Lucero	Instructional Assistant – SE/SH NTE 3 hrs. per day	Wirtz	115-II	\$17.52	08-16-17	12-15-17
*Sandoval, Evangeline	each		115-VI	\$20.61		
*Soto, Laura			115-V	\$20.30 Special Education		
<u>WORKING OUT OF CLASSIFICATION</u>						
*Doeun, Vanra	Security Supervisor NTE 8 hrs. per day	Operations	Sch. 2 9-I	<u>Monthly</u> \$6,348 General Fund	07-20-17	07-26-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>WORKING OUT OF CLASSIFICATION</u> <u>continued</u>						
*Beltran Felix, Luis	Vehicle & Equipment Mechanic NTE 8 hrs. per day	Operations	133-I	Monthly \$4,506 Restricted Routine Maintenance	08-14-17	08-26-17
*Mercado, Efrain	Grounds Maintenance Worker/Equipment Operator NTE 8 hrs. per day	Operations	421-V	\$4,202** Restricted Routine Maintenance	08-03-17	10-31-17
*Ortiz, Louie	Operations Supervisor NTE 8 hrs. per day	Operations	Sch. 2 309-I	\$6,515** Restricted Routine Maintenance	07-03-17	08-11-17
*Peña, Antonio	Lead Custodian NTE 8 hrs. per day	Operations	123-V	\$4,288	07-24-17	07-27-17
*Ruiz, Joe	each		123-I	\$3,519 General Fund	07-03-17	07-17-17
*Castaneda, Arturo	Director of Technology NTE 8 hrs. per day	Technology	Sch. 2 314-I	\$10,233** General Fund	07-01-17	12-31-17
*Arvizu, Mario	Senior Custodian NTER 8 hrs. per day	Lincoln	122-I	\$3,434 General Fund	08-07-17	09-04-17
*Naveja, Priscilla	Library Technician NTE 6 hrs. per day	Paramount Park	116-III	Hourly \$18.87 General Fund/ EIA-LEP	08-01-17	09-20-17

* Ratification

** Includes Longevity and/or Professional Growth Increment

**PERSONNEL REPORT 17-03
 SEPTEMBER 11, 2017
 CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	CLASS RANGE STEP	RATE	EFFECTIVE	
					FROM	TO
<u>ASSIGNMENT CHANGE</u>						
<u>Voluntary Increase in Work Hours</u>						
*Ragazzo, Patzy	PE/Locker Room Assistant 7 hrs. per day/10 mo.	Paramount High-Senior	112-VI	<u>Monthly</u> 87.5% of \$3,319 General Fund	08-14-17	
*Melendez, Elisa	Language Assessment Assistant 6 hrs. per day/12 mo.	Paramount High-West	113-II	75% of \$2,889 EIA-LEP	08-28-17	
<hr/> * Ratification						

**PERSONNEL REPORT 17-03
SEPTEMBER 11, 2017
CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>LEAVE OF ABSENCE</u>					
Sprewell, Jr., Jerry	Campus Security	Operations	Personal	08-01-17	02-01-18
<u>RESIGNATION</u>					
Sanchez, Gustavo	Substitute Custodian	District	Personal	08-23-17	
Schutte, Laurie	Substitute Office Assistant	District	Personal	08-03-17	
Ochoa, Jose	Instructional Assistant – Sp. Ed.	Special Education	Personal	08-07-17	
Salazar, Oscar	Instructional Assistant – ECE	Gaines ECE	Personal	08-08-17	
Lopez, Rosa	Instructional Assistant – Sp. Ed.	Hollydale	Personal	08-15-17	
Medina, Liliana	Instructional Assistant – Sp. Ed.	Hollydale	Personal	08-15-17	
Ruiz, Joycelyn	Instructional Assistant – Sp. Ed.	Hollydale	Personal	08-26-17	
Quintanilla, Kevin	Instructional Assistant – Sp. Ed.	Jackson	Personal	08-10-17	
Riestra, George	Campus Security	Jackson	Personal	08-09-17	
Sosa Villalobos, Yuridia	Noon Duty Aide	Jackson	Personal	08-14-17	
Cuen, Christopher	Instructional Assistant – Sp. Ed.	Jefferson	Personal	08-11-17	
Barba, Octavio	Instructional Assistant – SE/SH	Paramount High-Senior	Personal	08-15-17	
Lopez, Ricki	Instructional Assistant – SE/SH	Paramount High-Senior	Personal	08-22-17	
Bravo, Rafael	Instructional Assistant – Sp. Ed.	Paramount High-West	Personal	08-15-17	
Sanchez, Bevelyn	Nutrition Services Worker	Paramount High-West	Personal	08-03-17	

**PERSONNEL REPORT 17-03
 SEPTEMBER 11, 2017
 CLASSIFIED PERSONNEL**

NAME	POSITION	LOCATION	DESCRIPTION	EFFECTIVE	
				FROM	TO
<u>RESIGNATION</u> continued Raya, Marc	Library Technician	Paramount Park	Personal	08-08-17	
Arroyo, Martha	Instructional Assistant – Sp. Ed.	Zamboni	Personal	07-31-17	
<u>EARLY RETIREMENT</u> Sanchez, Teresa	Nutrition Services Worker	Paramount High-Senior	Early Retirement	08-08-17	

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent – Educational Services
DATE: September 11, 2017
SUBJECT: Professional Activities Report 17-01

BACKGROUND INFORMATION:

The mission of the Advancement Via Individual Determination (AVID) program is to close the achievement gap by preparing all students for college readiness and success in a global society. The role of the AVID District Director is to support program implementation and retention. In order to support implementation in K-5 schools, Renée Jeffrey will attend the AVID District Leadership training in Dallas, Texas, October 11 – October 13, 2017. As an AVID District Director, Ms. Jeffrey will support implementation of AVID at the elementary sites from early stages to classroom implementation, schoolwide implementation and Districtwide sustainability.

This professional activity has been budgeted and approved by the appropriate administrator. It is an out of state conference that requires Board approval.

POLICY/ISSUE:

Board Policy 4231.1 – Conferences
Board Policy 4233 – Travel; Reimbursement

FISCAL IMPACT:

Approximately \$1,500 from LCAP funds

STAFF RECOMMENDATION:

Approve the Professional Activities Report 17-01 for Renée Jeffrey, Director of K-5 School Support and Innovative Programs, to attend the AVID District Leadership Conference in Dallas, Texas, October 11-13, 2017.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is this District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

CONSENT ITEM: 3.1-C

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Consultant and Contract Services

BACKGROUND INFORMATION:

The District contracts with consultants or independent contractors who provide valuable and necessary specialized services not normally required on a continuing basis.

The following specialized service is/are requested:

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
1	Building Block Entertainment, Inc. – Shows That Teach PC17-1864	Consultant to provide interactive assemblies addressing the importance of education, making good choices and setting goals. 615 students in grade TK-5	Jackson School Requested by: Margie Domino	September 15, 2017	Not to exceed \$1,095 from LCFF site funds
2	Thinking Maps PC17-1866	Ratify a contract for Thinking Maps to provide five days of professional development on writing for K-5 teachers who did not attend August sessions. Approximately 110 K-5 teachers will participate	Educational Services Requested by: Debbie Stark	September 11 through December 1, 2017	Five days not to exceed \$9,000 from LCAP funds
3	The Jazz Angels PC17-1856	Addendum to the contract with The Jazz Angels to provide additional sessions of music instruction at Alondra, Hollydale, Jackson, Paramount Park and Zamboni Middle Schools.	Educational Services Requested by: Renée Jeffrey	August 16, 2017 through June 30, 2018	Not to exceed \$20,000 from Arts, Music and PE Block Grant funds

CONSENT ITEM: 3.2-C

#	Consultant	Services to be Provided/ Audience	Site/ Requested by	Time Period	Cost/ Funding Source
4	American Language Services PC17-1868	Consultant to provide translating or interpreting services for languages the District cannot accommodate.	Educational Services Requested by: Renée Jeffrey	September 12, 2017 through June 30, 2018	Not to exceed \$10,000 from Title I funds
5	Amplify PC17-1867	Ratify consultant to provide two make up sessions for approximately 12 teachers who were not able to attend professional development on Amplify ELA in August.	Educational Services Requested by: Debbie Stark	August 29 and 30, 2017	Not to exceed \$5,400 from LCAP funds
6	Pivot Learning Partners PC17-1834	On May 22, 2017 a contract with Pivot Learning Partners for new principal coaching and professional development for assistant principals was approved in the amount of \$57,900. There is a need to amend the contract to provide an additional four days of support for selected coaches and principals in the amount of \$6,152.	Educational Services Requested by: Debbie Stark	September 12 through June 29, 2018	Not to exceed \$6,152 from LCAP funds
7	Parent Institute for Quality Education PC17-1869	Consultant to provide families with the knowledge and skills to partner with schools and communities to ensure their children achieve their full potential.	Alondra School Requested by: Lynn Butler	October 3, 2017 through December 12, 2017	Not to exceed \$6,000 from LCAP funds

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

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

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Overnight and/or Out-of-County Study Trips

BACKGROUND INFORMATION:

The following overnight and/or out-of-county study trip is requested:

#	Site/Location	Description/ Participants	Site/ Requested by	Time Period	Cost/ Funding Source
1	Fresno, CA	Paramount High School Cross Country team will travel to Fresno to participate in the Clovis Cross Country Invitational to prepare for CIF playoffs and provide quality team building skills. 14 students and 2 chaperones	Paramount High School Requested by: Mike Ono	October 6-7, 2017	Cost of trip to be paid from site General funds

POLICY/ISSUE:

Education Code, Section 35330 - Excursions and Field Trips
 Board Policy 6153 - Instruction, School-Sponsored Trips

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

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

PREPARED BY:

Manuel San Miguel, Director - Student Services

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

CONSENT ITEM: 3.3-C

Itinerary for Paramount High School Cross Country Team Overnight Trip
Clovis Invitational
October 6-7, 2017

Friday, October 6, 2017

- 10:00 a.m. Depart Paramount High School
- 4:00 p.m. Arrive at hotel in Fresno
- 5:00 p.m. Drive to Woodward Park for athletes to preview the course
- 7:00 p.m. Dinner
- 10:00 p.m. Lights out

Saturday, October 7, 2017

- 7:00 a.m. Breakfast
- 8:00 a.m. Drive to Woodward Park – Fresno for the Clovis Cross Country Invitational
- 9:00 a.m. Athletes run race at Woodward Park
- 11:00 a.m. Drive back to the hotel for checkout
- 12:00 p.m. Lunch
- 1:00 p.m. Drive to Fresno State University to tour campus
- 2:00 p.m. Depart to Paramount High School
- 6:00 p.m. Drop off students at home

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Memorandum of Understanding with the Los Angeles County District Attorney Abolish Chronic Truancy Program

BACKGROUND INFORMATION:

The Los Angeles County District Attorney's Abolish Chronic Truancy (ACT) program works with all elementary and middle schools in the District. Schools refer students with chronic attendance and tardy problems to the ACT District Attorney representative. Meetings are scheduled at each school with the parents of children who are chronically truant. Parents are given an explanation of the School Attendance Review Board (SARB) process and placed on a School Attendance Review Team (SART) contract. Students are monitored for improvement and may be referred to SARB.

POLICY/ISSUE:

Board Policy 5112 - Ages of Attendance
Board Policy 5113 - Absences and Excuses

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept the Memorandum of Understanding with the Los Angeles County District Attorney for the Abolish Chronic Truancy Program (ACT) for the 2017-18 school year to provide assistance to students with attendance and tardy problems.

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 4:

Improve student support services.

CONSENT ITEM: 3.4-C



**MEMORANDUM OF UNDERSTANDING
ABOLISH CHRONIC TRUANCY PROGRAM (ACT)
A Parental Responsibility Program**

Roosevelt School and the District Attorney's Office hereby enter into this **Memorandum of Understanding** concerning implementation of the ACT program at the School for the 2017 / 2018 academic year.

DISTRICT ATTORNEY OFFICE RESPONSIBILITIES:

1. Send letters on District Attorney letter head inviting parents/guardians of students identified for the ACT Program to attend the scheduled Parent Meeting.
2. Send letters on District Attorney letter head to parents/guardians who fail to attend the Parent Meeting.
3. Will conduct the Student Attendance Review Team (SART) meeting.
4. Will participate in School Attendance Review Board (SARB) Hearings involving ACT students, when notified of such meeting by School personnel.
5. Will provide training and guidance for designated School personnel in order for them to determine the validity of absences, methods of recording contacts, and will provide any other training necessary for School to carry out its responsibilities concerning this Memorandum of Understanding.

SCHOOL RESPONSIBILITIES:

1. Upon request from the District Attorneys Office representative, School will provide the following information **thirty (30) calendar days** of such request:
 - A. **RE: PARENT MEETING:** The name; date of birth; home address; grade; and, gender of students whose absences meet the criteria established by the ACT Program, to wit: **10 full day absences in one school semester or 15 full day absences within the previous 12-month period**, whether excused or unexcused, however, excluding students wherein School personnel have determined the verified absences to be legitimate (such as hospitalization, doctor's notes for illness, etc.). School will provide to the District Attorneys Office representative, **30 calendar days prior to the scheduled Parent Meeting date, 2 sets of mailing**

address labels for the parents /guardians of each student identified and a list of the names of students with the number of qualifying absences.

School will reinforce the notice of the Parent Meeting by telephonic contact with the parents/guardians several days prior to the scheduled meeting and/or by sending backpack letters home with each invited student. School will ensure that a person familiar with the student attendance records is present at the Parent Meeting to assist with recording the signatures of attendees and to respond at the conclusion of the Parent Meeting to specific questions regarding a student's attendance.

When the participation of District Attorney personnel is grant funded, School will complete the necessary ACT tracking forms for each student and provide them to the District Attorney's Office representative **thirty (30) calendar days before** the Parent Meeting. School further agrees to maintain and provide to the District Attorney's Office follow-up information for each ACT student for the 12-month period subsequent to the Parent Meeting.

School agrees to schedule at least one Parent Meeting per academic year.

Will provide translation services at such meeting.

- B. **RE: SART MEETING:** Subsequent to the Parent Meeting, School agrees to monitor the attendance of all students invited to the Parent Meeting. School will provide the District Attorneys Office representative with the names of all students whose attendance has not **significantly** improved after the date of the Parent Meeting and/or who have experienced 5 or more full day absences, excused or unexcused, excluding those absence(s) verified by medical note or school personnel. Such students will be identified for a School Attendance Review Team (SART) meeting with the District Attorney Office representative and school personnel, and a date for SART meeting will be selected.

Before the SART meeting, School will provide a list of students; date of birth; ethnicity; grade; student room number; whether the parent attended the initial Parent Meeting; and, the number of unverified full day absences since the date of the Parent Meeting. This list shall be provided **7 calendar days before** SART meeting.

When a student is identified for SART, School will prepare, on school letterhead, an appointment notice for the parents/guardians and hand deliver, or deliver via **certified mail**, at least one week prior to the scheduled SART meeting, the appointment notice advising of the date, time and location of the SART meeting. School will reinforce the notice

by telephonic contact with the parents/guardians several days prior to the scheduled meeting. School will ensure that a School administration representative, a person familiar with the student's attendance records, a school nurse when appropriate, and an interpreter when needed, are in attendance at the SART. School shall seek from the teacher(s) of each student scheduled for SART an updated performance evaluation. If parents/guardians fail to attend the scheduled SART meeting, School will hand deliver or deliver via certified mail a copy of SART contract to the parents/guardians and will maintain a copy of the SART contract in the student's cumulative file.

School agrees to schedule at least one day of SART meetings per academic year.

Will provide translation services at all SART meetings.

- C. Subsequent to SART**, School will investigate, document and ensure the validity of all excused absences of the students identified for a SART meeting, whether or not the parents/guardians attended the meeting.
- 1) No claimed illness absence subsequent to the SART meeting will be recorded as "excused" without compliance with the SART contract. Excuses provided by the parent which simply state that the student "feels sick" or is "ill" are insufficient. The parent must provide written verification from a doctor or medical advisor, or present the child to School personnel for examination on the date of the illness absence for verification of the illness, unless, after close questioning or a home visit, School is satisfied with the legitimacy of the Parent's representation of the illness absence. School will maintain and make accessible to the District Attorneys Office representative all written notes provided by the parents/guardians submitted to explain an absence.
 - 2) Vacation absences during scheduled School days will always be carried as "unexcused" unless such absence qualifies as bereavement leave under district policy..
2. Once a student has been included in the ACT program, all contacts between School personnel and the student and/or parents/guardians concerning attendance shall be in written form and include the name of the school representative who has had such contact.
 3. School will designate and identify to District Attorney personnel assigned to the school specific named personnel to carry out the responsibilities of the ACT Program.

4. School agrees to share necessary information with ACT Program personnel for the purpose of determining legitimacy of absences and for preparation of legal action if necessary.
5. In the event legal action becomes necessary, School agrees to provide the District Attorney's Office all documentation and information necessary for the filing of a case, including, but not limited to, all parental notes submitted for absences, names and addresses of all witnesses, complete attendance records, results of home visits, statements made by parents/guardians, and any other information deemed necessary for successful prosecution. School also agrees to make school personnel who are percipient witnesses available to testify in the event that testimony becomes necessary in a criminal case.

Failure to abide by these responsibilities may result in cancellation of the ACT Program at the School.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Memorandum of Understanding with El Camino College Compton Center for Administration of Justice 100 Course Offering

BACKGROUND INFORMATION:

El Camino College Compton Center will offer a college course in Administration of Justice at Paramount High School in Spring, 2017 for the second consecutive year. Administration of Justice 100: Introduction to Administration of Justice introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, components of the system and current changes in the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principles and approaches.

Students who participate will receive both high school and college credit. Classes are held after school twice a week February, 2018 through June, 2018. This course will be offered to students in 11th and 12th grade. With this memorandum of understanding, students can earn up to three units of college credit before they graduate high school. Since textbooks were purchased in 2016-17, additional books are not needed for 2017-18. This course is CSU and UC transferrable.

Course	School	Projected Enrollment	Grade	Textbook	Year	Publisher
Administration of Justice 100	Paramount High School	25	11-12	Criminal Justice: Introduction	2012	McGraw-Hill

POLICY/ISSUE:

Board Policy 3322 - Contracts

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with El Camino College Compton Center to provide after school instruction for the Administration of Justice 100 course at Paramount High School for the 2017-18 school year.

CONSENT ITEM: 3.5-C

PREPARED BY:

Greg Francois, Director –Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Memorandum of Understanding with the Advanced Manufacturing and Engineering Technology Linked Learning Consortium

BACKGROUND INFORMATION:

Long Beach City College, workforce investment boards and K-12 school districts, in partnership with other local post-secondary institutions, established an Advanced Manufacturing and Engineering Technology Linked Learning Consortium (AMETLL) in 2013. The consortium provides Paramount High School students enrolled in the Engineering Pathway with experiences through industry engagement and work-based learning. This Memorandum of Understanding allows Paramount Unified School District to continue a partnership with Long Beach City College on Career Technical Education Linked Learning opportunities through December 31, 2017.

Partners in the regional AMETLL Consortium include but are not limited to the following organizations:

Post-Secondary Institutions	California State University, Long Beach
	California State University, Los Angeles
	Cerritos College
	El Camino Community College District
	Long Beach Community College District
	Los Angeles Harbor College
	Pasadena City College
K-12 School Districts	ABC Unified School District
	Centinela Valley Union High School District
	Compton Unified School District
	Downey Unified School District
	El Monte Unified School District
	El Segundo Unified School District
	Lennox School District
	Long Beach Unified School District
	Los Angeles Unified School District
	Lynwood Unified School District
	Norwalk-La Mirada Unified School District
	Paramount Unified School District
	Pasadena Unified School District
Torrance Unified School District	

Workforce Investment Boards	Foothill Workforce Investment Board
	Long Beach Collaborative to Advance Linked Learning
	Pacific Gateway Workforce Investment Board
	South Bay Workforce Investment Board
	Southeast Los Angeles County Workforce Investment Board

POLICY/ISSUE:

Board Policy 6141.1 – Experimental/Innovative Programs

Board Policy 1210 – Community Relations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Ratify the Memorandum of Understanding with the Advanced Manufacturing and Engineering Technology Linked Learning to improve student preparation for college and career.

PREPARED BY:

Greg Francois, Director - Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Purchase Order Report 17-03

BACKGROUND INFORMATION:

The Board receives and approves Purchase Orders as submitted. Individual Purchase Orders and supporting documentation are available for review in the Business Services Department.

2017/2018

1. Authorized Orders – Building Fund	\$ 67,649.97
2. Authorized Orders – Building Fund Measure I	215,676.41
3. Ratified Orders – Building Fund Measure I	10,112.00
4. Authorized Orders – Cafeteria Fund	240,000.00
5. Authorized Orders – Capital Facilities Fund	26,625.04
6. Ratified Orders – General Fund	72,180.07
7. Authorized Orders – General Fund	202,797.08
8. Authorized Orders – LCAP	339,583.24
9. Ratified Orders – LCAP	24,827.52
10. Calif. Clean Energy Jobs Act	31,177.86
11. Authorized Orders - Adult Education	11,040.00
12. Ratified Orders - Adult Education	7,629.90
	Subtotal \$ 1,249,299.09
13. Ratified Orders (Under \$1,500)	52,743.23
TOTAL OF ALL ORDERS	<u>\$1,302,042.32</u>

POLICY/ISSUE:

Board Policy 3300 - Expenditures and Purchases

Board Policy and Administrative Regulation 3320 - Purchasing Procedures

CONSENT ITEM: 4.1-C

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve Purchase Order Report 17-03 authorizing the purchase of supplies, equipment, and services for the District.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

September 11, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
18-00098	WEST COAST SAND AND GRAVEL	Maintenance & Operations	Annual: grounds supplies (increase purchase order from \$10,000 to \$17,000)	\$10,000.00 *
18-00591	LIBERTY FLAGS INC.	Maintenance & Operations	Replacement flags (60)	\$2,662.64
18-00602	GALE SUPPLY COMPANY	Maintenance & Operations	Warehouse stock	\$4,632.20
18-00607	WILLIAMS SCOTSMAN, INC.	Fiscal Services	Annual lease: Our Lady of the Rosary classroom building	\$13,500.00 *
18-00611	PREMIER	Paramount High School	Student planners (3,800)	\$10,166.00 *
18-00630	ORGANIZED SPORTSWEAR	Hollydale K-8 School	Annual: online ordering	\$1,500.00
18-00635	KIS COMPUTER CENTER	K-5 Schools and Innovative Programs	Printing supplies	\$2,932.27
18-00636	ATTAINMENT COMPANY, INC.	Educational Services	Instructional materials (71) (Board adopted: 4-9-14)	\$6,087.87 *
18-00637	ATTAINMENT COMPANY, INC.	Educational Services	Instructional materials (175) (Board adopted: 4-9-14)	\$5,862.11 *
18-00638	MCGRAW-HILL/CONTEMPORARY	Educational Services	Literature textbooks (61) (Board adopted: 4-27-16)	\$4,710.63
18-00647	MCGRAW-HILL/CONTEMPORARY	Educational Services	Reading textbooks (60) (Board adopted: 4/27/16)	\$3,904.16
18-00649	BEDFORD FREEMAN & WORTH PUBLISHING GROUP	Educational Services	AP Bio books (160) (Board adopted: 6/23/14)	\$20,121.12 *
18-00656	PROJECT LEAD THE WAY	Secondary Ed Services	PHS-West campus: Online subscription fee	\$3,000.00
18-00657	PROJECT LEAD THE WAY	Secondary Ed Services	PHS: Online subscription fee	\$3,000.00
18-00659	KIS COMPUTER CENTER	Educational Services	Jackson: Notebook computers (20)	\$22,942.50 *
18-00669	KIS COMPUTER CENTER	Wirtz Elementary School	Notebook computers (4)	\$6,213.59 *
18-00670	U. S. BANK	Maintenance & Operations	ID card system	\$3,053.30
18-00673	TEXTBOOK WAREHOUSE	Educational Services	History textbooks (60) (Board adopted: 10/9/07)	\$2,146.76
18-00674	MCGRAW-HILL/CONTEMPORARY	Educational Services	Literature textbooks (120) (Board adopted: 4/27/16)	\$10,766.59 *
18-00677	CENGAGE LEARNING	Educational Services	"Inside the USA" Handbooks (30)	\$1,703.49
18-00683	RENAISSANCE LEARNING, INC.	Keppel Elementary School	Accelerated Reader & Star Reading subscription renewal	\$4,613.00
18-00685	RENAISSANCE LEARNING, INC.	Lincoln Elementary School	STAR Reading subscription renewal	\$6,114.00 *
18-00688	WORLD TRADE PRINTING CO.	Maintenance & Operations	Annual: printing services	\$8,000.00 *
18-00691	WESTERN PSYCHOLOGICAL SERVICES	Special Education	Psychological assessments	\$1,910.78
18-00698	RIDDELL	Paramount High School	Athletic uniforms (75)	\$3,086.98
18-00699	CALIFORNIA SCHOOL BOARDS ASSOCIATION	Superintendents Office	Annual: gamut online services	\$3,980.00

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

September 11, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund				
18-00714	THE GATSBY LLC DBA GAME CHANGER	Paramount High School	Link Crew leader T-shirts (1250)	\$8,729.92 *
18-00715	STAPLES	District Office	Annual: office supplies	\$4,000.00
18-00735	ALLWOOD	Maintenance & Operations	Jackson: staff lounge cabinetry	\$5,591.00 *
18-00751	MCGRAW-HILL/CONTEMPO RARY	Educational Services	AP Language Arts textbooks (50) (Board adopted: 4/10/17)	\$3,939.56
18-00753	THE LATINO FAMILY LITERACY PROJECT	Gaines Elementary School	Parent workshop materials	\$4,102.25
18-00754	THE LATINO FAMILY LITERACY PROJECT	Wirtz Elementary School	Parent workshop materials	\$4,155.03
18-00765	COMMERCE PRINTING	Educational Services	Expository writing course (200) (Board adoption: 4-9-2014)	\$2,021.13
18-00767	CENGAGE LEARNING	Educational Services	Textbooks: sport medicine (60) (Board adoption: 4-10-2017)	\$16,921.58 *
18-00768	PEARSON EDUCATION	Educational Services	Digital courseware grade 9th & 10th (Board adoption: 4-10-2017)	\$3,156.02
18-00773	STAPLES	Jackson Middle School	Office supplies	\$3,969.87
18-00774	CALIFORNIA ASSOCIATION OF SCHOOL COUNSELORS	Business Services	CASC counselors conference (18)	\$5,382.00 *
18-00778	CALIFORNIA SCHOOL BOARDS ASSOCIATION	Superintendents Office	CSBA/ELA membership fees	\$17,901.00 *
18-00783	STAPLES	Paramount High School	Office supplies	\$6,033.81 *
18-00784	KIS COMPUTER CENTER	Mokler Elementary School	LCD projectors (22)	\$15,286.26 *
18-00785	ENTERPRISE GROUP	Maintenance & Operations	Print shop: roll paper (18)	\$7,177.73 *
010 - General Fund - Calif. Clean Energy Jobs Act				
18-00771	INTER-PACIFIC, INC.	Maintenance & Operations	Wirtz: replace fluorescent with LED lighting	\$31,177.86 *
010 - General Fund - LCAP				
18-00314	INTER-PACIFIC, INC.	Maintenance & Operations	PHS West: installation of LED lighting (Bid # 8-16-17) (increase from \$45,477.48 to \$100,019.20)	\$54,541.72 *
18-00593	AVID CENTER HQ	Paramount High School West	AVID subscription & membership fees	\$3,994.00
18-00612	GONODLE	Los Cerritos Elementary School	Subscription renewal	\$2,000.00
18-00613	AVID CENTER HQ	Alondra Middle School	AVID subscription & membership fees	\$3,994.00
18-00614	AVID CENTER HQ	Hollydale K-8 School	AVID subscription & membership fees	\$3,994.00
18-00619	ORTIZ LED SOLUTIONS	Maintenance & Operations	LED light/supplies	\$1,589.76
18-00646	KIS COMPUTER CENTER	Paramount High School West	Printing supplies	\$1,579.76
18-00653	MEAR CONSTRUCTION	Maintenance & Operations	PHS West: paint interior hallway	\$7,900.00 *
18-00671	KIS COMPUTER CENTER	Tanner Elementary School	Computer, printers (10) & supplies	\$6,656.60 *

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

September 11, 2017

PO Number	Vendor	Site	Description	Total Amount
010 - General Fund - LCAP				
18-00678	KIS COMPUTER CENTER	Collins Elementary School	Notebook computers (4), LCD projectors (3), document camera	\$5,513.85 *
18-00679	3D CONCRETE	Maintenance & Operations	Gaines: Replace of play system: concrete for new tetherball area	\$14,680.00 *
18-00680	MEAR CONSTRUCTION	Maintenance & Operations	CDS: paint exterior	\$5,500.00 *
18-00681	REM CUSTOM BUILDERS INC.	Maintenance & Operations	Adult Ed.: install tackable wall system - building A	\$49,849.53 *
18-00695	RENAISSANCE LEARNING, INC.	Los Cerritos Elementary School	Accelerated Reader subscription renewal	\$4,595.00
18-00696	DURHAM SCHOOL SERVICES	K-5 Schools and Innovative Programs	Summer school student transportation	\$54,232.72 *
18-00729	REM CUSTOM BUILDERS INC.	Maintenance & Operations	Alondra band room: sound room partition wall	\$5,900.00 *
18-00746	PACIFIC NORTHWEST PUBLISHING	Paramount High School West	Professional development materials	\$1,581.00
18-00772	STAPLES	Secondary Ed Services	Annual: office supplies	\$1,500.00
18-00775	AVID CENTER	K-5 Schools and Innovative Programs	Membership: AVID	\$6,000.00 *
18-00777	VIRCO INC	Adult Education	Lab: new computer tables (28)	\$16,988.77 *
18-00779	COLLEGE BOARD	Secondary Ed Services	SAT: essay school day (1236)	\$37,080.00 *
18-00780	NAVIANCE, INC.	Secondary Ed Services	Software subscription	\$69,086.61 *
18-00782	KIS COMPUTER CENTER	Keppel Elementary School	Print supplies	\$5,653.44 *
110 - Adult Education Fund				
18-00687	PEARSON EDUCATION	Adult Education	Side by Side ESL books (127)	\$4,470.39
18-00776	BURLINGTON ENGLISH	Adult Education	Online courseware (115)	\$11,040.00 *
18-00786	KIS COMPUTER CENTER	Adult Education	Desktop computers (3)	\$3,159.51
130 - Cafeteria Fund				
18-00026	IMAGE ONE CORP	Nutrition Services	Annual: meal application software	\$5,000.00 *
18-00041	AAMM DOMINOS	Nutrition Services	Annual: delivered pizzas	\$50,000.00 *
18-00723	MURRAY'S MOCHA	Nutrition Services	Annual: food purchases	\$5,000.00 *
18-00756	MAAM DOMINOS	Nutrition Services	Annual: delivered pizzas	\$30,000.00 *
18-00757	MAR DOMINOS PIZZA	Nutrition Services	Annual: delivered pizzas	\$25,000.00 *
18-00781	MODENZA ENTERPRISES LLC	Nutrition Services	Annual: Papa John's pizza (Bid# 10-16-17)	\$125,000.00 *
210 - Building Fund				
18-00335	REM CUSTOM BUILDERS INC.	Maintenance & Operations	New High School: replace ceiling tiles (increase purchase order from \$110,509.03 to \$178,159.00)	\$67,649.97 *

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

September 11, 2017

PO Number	Vendor	Site	Description	Total Amount
211 - Building Fund - Measure I				
18-00628	INTER-PACIFIC, INC.	Maintenance & Operations	LED lighting supplies	\$6,747.46 *
18-00652	JPC TRUCK SVC LLC	Maintenance & Operations	Gaines: concrete demo	\$2,000.00
18-00717	KITCHELL	Business Services	Construction management services	\$49,800.00 *
18-00726	REM CUSTOM BUILDERS INC.	Facilities Department	PHS-West Campus: interior wall repairs	\$128,328.95 *
18-00730	REM CUSTOM BUILDERS INC.	Facilities Department	Wirtz P3: privacy wall	\$4,412.00
18-00731	REM CUSTOM BUILDERS INC.	Facilities Department	New High School: book & storage room	\$3,700.00
18-00739	SOUTH BAY HEATING & AIR CONDITIONING INC	Maintenance & Operations	Lakewood: replace HVAC (4)	\$30,800.00 *
250 - Capital Facilities Fund				
18-00623	COSTCO WHOLESALE	Maintenance & Operations	Jackson: furniture table for staff lounge	\$2,949.74
18-00624	COSTCO WHOLESALE	Maintenance & Operations	Jackson: tables/seating for staff lounge	\$5,037.30 *
18-00668	DECISIONINSITE, LLC	Business Services	Professional services (Board approved: 8/8/16)	\$18,638.00 *

* Indicates a request over \$5,000 signifying approval prior to issuing the purchase order.

Paramount Unified School District

2017/2018

Purchase Orders To Be Ratified and Authorized

September 11, 2017

PURCHASE ORDER SUMMARY BY FUND

191 Purchase orders for a total of **\$1,302,042.32**

010 - General Fund	To Be Authorized	\$202,797.08
	To Be Ratified Over \$1,500	\$72,180.07
	To Be Ratified Under \$1,500	\$38,282.92
	Fund Total	\$313,260.07
010 - General Fund - Calif. Clean Energy Jobs Act	To Be Authorized	\$31,177.86
	Fund Total	\$31,177.86
010 - General Fund - LCAP	To Be Authorized	\$339,583.24
	To Be Ratified Over \$1,500	\$24,827.52
	To Be Ratified Under \$1,500	\$11,913.29
	Fund Total	\$376,324.05
110 - Adult Education Fund	To Be Authorized	\$11,040.00
	To Be Ratified Over \$1,500	\$7,629.90
	To Be Ratified Under \$1,500	\$956.15
	Fund Total	\$19,626.05
120 - Child Development Fund	To Be Ratified Under \$1,500	\$646.29
	Fund Total	\$646.29
130 - Cafeteria Fund	To Be Authorized	\$240,000.00
	Fund Total	\$240,000.00
210 - Building Fund	To Be Authorized	\$67,649.97
	Fund Total	\$67,649.97
211 - Building Fund - Measure I	To Be Authorized	\$215,676.41
	To Be Ratified Over \$1,500	\$10,112.00
	Fund Total	\$225,788.41
250 - Capital Facilities Fund	To Be Authorized	\$23,675.30
	To Be Ratified Over \$1,500	\$2,949.74
	To Be Ratified Under \$1,500	\$944.58
	Fund Total	\$27,569.62

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Consultant Services

BACKGROUND INFORMATION:

The District contracts with consultants or independent contractors who provide valuable and necessary specialized services not normally required on a continuing basis.

The following contract services are requested:

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
1	VMA Communications, Inc. PC-17-1872	District image building, California standards implementation, LCFF implementation, internal/external communications, facilities information coordination.	Business Services Requested by: Ruben Frutos	July 1, 2017 through June 30, 2018	Not to exceed \$102,000.00 from General Funds
2	Pegleg Entertainment	Entertainment and DJ services for Homecoming 2017	Paramount High School Requested by: Ruben Frutos	September 9, 2017	\$30.00 per student to be paid from student funds
3	Knott's Berry Farm	Sadie Hawkins Event and Buffet	Paramount High School Requested by: Ruben Frutos	November 4, 2017	\$60.24 per student to be paid from student funds
4	Pegleg Entertainment	Entertainment services for Prom 2018 at the Disneyland Hotel	Paramount High School Requested by: Ruben Frutos	May 19, 2018	\$91.95 per student to be paid from student funds
5	Demsey, Filliger & Associates PC-17-1871	Provide an actuarial study of other postemployment benefits in accordance with GASB 75.	Business Services Requested by: Ruben Frutos	July 1, 2017 through June 30, 2018	\$5,500.00 from General Funds

	Consultant	Services to be Provided/ Audience	Site/ Requested for	Time Period	Cost/ Funding Source
6	Bay Actuarial Consultants PC-17-1873	Provide professional services to prepare and actuarial analysis of the District's workers' compensation program.	Business Services Requested by: Ruben Frutos	July 1, 2017 through June 30, 2018	Not to exceed \$4,100 from the Workers' Compensation Fund

POLICY/ISSUE:

Board Policy 4126 - Consultants

FISCAL IMPACT:

As indicated above

STAFF RECOMMENDATION:

Approve the consultant services requests authorizing contracts with consultants or independent contractors who provide specialized services, and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: September 11, 2017
SUBJECT: Strategic Plan

BACKGROUND INFORMATION:

A team of over 40 stakeholders worked collaboratively to develop Paramount Unified School District's first Strategic Plan. The plan is meant to build upon our District's past work to raise student achievement to new heights. With the District's mission and vision statements as a guide, the plan concentrates on four Focus Areas:

- College and Career Ready Graduates
- High Quality Teaching and Learning
- Positive School Climate and Environments Conducive to Learning
- Parent and Community Partnerships.

The Strategic Plan includes goals, objectives, and high-impact strategies for each of the Focus Areas and is being submitted under separate cover.

POLICY/ISSUE:

Board Policy 6120 - Philosophy/Goals of the Instructional Program

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Strategic Plan for the 2017-18 school year.

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 1.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: September 11, 2017
SUBJECT: Presentation of the Teachers Association of Paramount’s Revised Initial Reopener Proposal for the 2017-18 Collective Bargaining Agreement with Paramount Unified School District

BACKGROUND INFORMATION:

Presented herewith is the Teachers Association of Paramount’s revised initial reopener proposal for the 2017-18 Collective Bargaining Agreement with Paramount Unified School District. The document is presented for Board and public review.

POLICY/ISSUE:

Board Policy 4135 – Organization/Units

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Receive for public review the Teachers Association of Paramount’s revised initial reopener proposal of the 2017-18 Collective Bargaining Agreement with Paramount Unified School District.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 2.1-A



TEACHERS ASSOCIATION OF PARAMOUNT

17434 STUDEBAKER ROAD

CERRITOS, CA 90703

PH: 562-924-9311 / Fax: 562-864-8003

PROPOSAL FOR SUCCESSOR AGREEMENT NEGOTIATIONS

From

TEACHERS ASSOCIATION OF PARAMOUNT

To

PARAMOUNT UNIFIED SCHOOL DISTRICT

Re-submitted August 15, 2017

As per TAP's April 27, 2017 proposal indicating we would "re-open one other Article," and as we already notified you verbally at our bargaining session on June 2, 2017, we will be re-opening, **Article VIII- Hours of Employment.**



TEACHERS ASSOCIATION OF PARAMOUNT

17434 STUDEBAKER ROAD

CERRITOS, CA 90703

PH: 562-924-9311 / Fax: 562-864-8003

PROPOSAL FOR SUCCESSOR AGREEMENT NEGOTIATIONS

From

TEACHERS ASSOCIATION OF PARAMOUNT

To

PARAMOUNT UNIFIED SCHOOL DISTRICT

Submitted April 27, 2017

As per Article XXX of the Master Agreement, the Association proposes to negotiate **ARTICLE XVII – SALARIES** and **ARTICLE XIX – EMPLOYEE BENEFITS**, and to continue current negotiations on **ARTICLE XVIII - SPECIAL EDUCATION**.

In addition, the Association reserves the right to re-open one other Article.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Myrna Morales, Assistant Superintendent – Human Resources
DATE: September 11, 2017
SUBJECT: Public Hearing on the Teachers Association of Paramount’s Revised Initial Reopener Proposal for the 2017-18 Collective Bargaining Agreement with Paramount Unified School District

BACKGROUND INFORMATION:

In keeping with the requirements of the Education Employment Relations Act, a public hearing regarding the Teachers Association of Paramount’s revised initial reopener proposal for the 2017-18 collective bargaining agreement with Paramount Unified School District must be conducted so that the Board of Education may receive any possible comment.

The initial reopener proposal was disclosed to the public through notice in the *Long Beach Press Telegram* and notices posted at District schools and departmental sites.

POLICY/ISSUE:

Board Policy 4315 – Organizations/Units

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Conduct a public hearing regarding the Teachers Association of Paramount’s revised initial reopener proposal of the 2017-18 Collective Bargaining Agreement with Paramount Unified School District.

PREPARED BY:

Myrna Morales, Assistant Superintendent – Human Resources

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 2.2-A



TEACHERS ASSOCIATION OF PARAMOUNT

17434 STUDEBAKER ROAD

CERRITOS, CA 90703

PH: 562-924-9311 / Fax: 562-864-8003

PROPOSAL FOR SUCCESSOR AGREEMENT NEGOTIATIONS

From

TEACHERS ASSOCIATION OF PARAMOUNT

To

PARAMOUNT UNIFIED SCHOOL DISTRICT

Re-submitted August 15, 2017

As per TAP's April 27, 2017 proposal indicating we would "re-open one other Article," and as we already notified you verbally at our bargaining session on June 2, 2017, we will be re-opening, **Article VIII- Hours of Employment.**



TEACHERS ASSOCIATION OF PARAMOUNT

17434 STUDEBAKER ROAD
CERRITOS, CA 90703
PH: 562-924-9311 / Fax: 562-864-8003

PROPOSAL FOR SUCCESSOR AGREEMENT NEGOTIATIONS

From
TEACHERS ASSOCIATION OF PARAMOUNT
To
PARAMOUNT UNIFIED SCHOOL DISTRICT

Submitted April 27, 2017

As per Article XXX of the Master Agreement, the Association proposes to negotiate **ARTICLE XVII – SALARIES and ARTICLE XIX – EMPLOYEE BENEFITS, and to continue current negotiations on ARTICLE XVIII - SPECIAL EDUCATION.**

In addition, the Association reserves the right to re-open one other Article.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Harmony Project Consultant Agreement

BACKGROUND INFORMATION:

Harmony Project is a music education organization that provides students with music instruction, mentoring, and life-skills development. Harmony Project will provide music instruction for 10-20 fourth and fifth grade students at each elementary site, including Hollydale and Jackson Middle School. Lessons will be offered after school two days per week. Basic instrumental instruction will support the music programs at middle schools. Students at each site will learn how to play the same instrument and each site will focus on a different instrument. On Saturdays, under Harmony Project's instruction, all elementary student participants will gather to rehearse as one District band.

This service is included in the Local Control Accountability Plan and supports the goal to provide address students' needs through enrichment activities.

POLICY/ISSUE:

Board Policy 4126 – Consultants and Independent Contractors Provide Specialized Services

FISCAL IMPACT:

Not to exceed \$100,000 from LCAP funds

STAFF RECOMMENDATION:

Approve Harmony Project Consultant Agreement to provide K-8 students with music instruction, mentoring, and life-skills development.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Memorandum of Understanding with The Los Angeles County Office of Education

BACKGROUND INFORMATION:

The Technology Enhanced Arts Learning (TEAL) Project is a partnership between the Los Angeles County Arts Commission and the Los Angeles County Office of Education. TEAL builds capacity in arts education with no-cost professional development in arts education. The Visual and Performing Arts (VAPA) curriculum specialist and ten middle school teachers will attend four days of arts integration professional development. The TEAL professional development will enhance the quality of middle school electives and support 6-8 VAPA.

POLICY/ISSUE:

Board Policy 6141.1 – Experimental/Innovative Programs
Board Policy 1210 – Community Relations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with the Los Angeles County Office of Education to provide professional development sessions with the focus of arts integration.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.2-A



Contract or Amendment Request

Section 1 - Request for Services Requestor must complete and attach the following items:

- If this CAR is an expenditure item, not with a District/Public Agency, attach 1) contractor/consultant qualifications 2) basis for selection and 3) W-9
- For Independent Consultants and Sole Proprietors, also attach 4) IRS Regulation Questionnaire, 5) EDD Report of Independent Contractor(s).

DATE OF REQUEST 6/27/17	PLEASE CHECK <input type="checkbox"/> Amendment <input type="checkbox"/> Increase <input checked="" type="checkbox"/> New Contract <input type="checkbox"/> Decrease	CONTRACT # TO AMEND	CURRENT AMOUNT OF CONTRACT	SOCIAL SECURITY # (Individual, Sole Proprietor*)
FULL LEGAL NAME OF CONTRACTOR/CONSULTANT/DISTRICT (NAME UNDER WHICH ENTITY FILES TAX RETURNS) Paramount Unified School District			FED. TAX ID # (Sole Prop., Corp., District, etc.)	
NAME OF CONTACT PERSON (FIRST AND LAST) Karen Sullivan		E-MAIL ADDRESS OF CONTACT KSullivan@paramount.k12.ca.us		TELEPHONE NUMBER (562) 602-5648
MAILING ADDRESS OF CONTRACTOR/CONSULTANT/DISTRICT (NUMBER, STREET, or P.O. BOX NUMBER, CITY, STATE AND ZIP CODE) 15110 California Ave., Paramount, CA 90723				FAX NUMBER ()
TITLE/POSITION/PROFESSIONAL AFFILIATION (IF APPLICABLE) GATE/VAPA Coordinator		TYPE OF BUSINESS ORGANIZATION (CHECK CORRECT BOX) <input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship ("Enter SS# and/or Fed Tax ID above") <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> District/Public Agency		

DESCRIBE SCOPE OF WORK (ATTACH ADDITIONAL SHEETS IF NECESSARY)

At no cost, Paramount Unified School District will participate in STEAM, Social Emotional Learning & the Arts, and Media Arts TEAL professional development workshops in FY2017-2018.

BOARD DESCRIPTION

At no cost, district/charter will participate in the TEAL professional development workshops in FY2017-2018.

RATIONALE FOR LATE SUBMITTAL

ACCOUNT NUMBER TO BE CHARGED

01.8-06380.0-86000-24200-5891-00063804	PERCENT 100 %	ACCOUNT NUMBER TO BE CHARGED	PERCENT %
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DATES OF SERVICE

FROM 7/24/17	TO 6/30/18	PAYMENT SCHEDULE	<input type="checkbox"/> Upon completion <input type="checkbox"/> See "Scope of Work" above
		<input type="checkbox"/> Monthly	<input type="checkbox"/> Other (Specify)

Total Number	Rate	Total	Item	Expenses	Amount of this Request
DAYS	\$	\$	MILEAGE	\$	<input type="checkbox"/> LACOE Income
HOURS	\$	\$	TRAVEL	\$	<input checked="" type="checkbox"/> LACOE Expenditure
PROJECT	\$	\$	LODGING / MEALS	\$	
OTHER (SPECIFY)	\$	\$	OTHER (SPECIFY)	\$	
TOTAL TO BE PAID PER RATE SPECIFIED \$ 0			TOTAL EXPENSES \$ 0		\$ 0

Section 2 - Agreement for Services

- Contractor/Consultant/District agrees to perform services (or to pay for LACOE services) as specified in Section 1 of this document, on the dates as specified for the rates indicated.
 - Exhibit A - Terms and Conditions 1.50 DI attached and/or viewable at www.lacoe.edu/contracts (by clicking on "Contract Terms and Conditions")
 - Exhibit B - Additional Scope of Work (if applicable)
 - Other
 - All other terms and conditions remain the same.
- The parties agree to comply with this Agreement/Amendment and the following exhibits which are, by this reference, incorporated herein and made part of this Agreement/Amendment.

SIGNATURE OF LACOE DESIGNEE (CONTRACTS SECTION)	DATE	SIGNATURE OF CONTRACTOR/CONSULTANT/DISTRICT	DATE	AMEND (See Contract)
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SIGN HERE

Section 3 - Preliminary Approvals and Certifications

I approve this request. I also certify that I have read and understand LACOE Board Policies 3322.2 & 3322.3 ("Prohibition Against Self-Dealing and "Prohibition Against Conflict of Interest") and that I have not violated either of these Prohibitions in regard to this Contractor / Consultant / District.

TYPE NAME OF REQUESTOR (FIRST AND LAST NAME) Dotti Ysais	TELEPHONE NUMBER (562) 401-5658	NAME OF DIVISION / SITE CIS / CDOL
SIGNATURE OF PERSON AUTHORIZED TO APPROVE PAYMENT <i>[Signature]</i>	DATE 6/27/17	SIGNATURE OF DIVISION DIRECTOR (IF APPLICABLE) <i>[Signature]</i>
		DATE 6/27/17

(The following preliminary approvals are required PRIOR to submission to Contracts Section if either/both are applicable)

Use of Special Project Funds or Grants require GPM approval	Independent Consultant & Sole Proprietor Items over \$2,000 require Personnel Commission approval		
APPROVED BY GPM	DATE	APPROVED BY PERSONNEL COMMISSION	DATE

Section 4 - Approvals • Refer to Procurement Authorization Approved Matrix

SIGNATURE OF ASSISTANT SUPERINTENDENT (IF APPLICABLE)	DATE	SIGNATURE OF SUPERINTENDENT (IF APPLICABLE)	DATE
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Section 5 - Contracts Section Use Only

BOARD DATE N/A	FINGERPRINTS REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	ASSIGNED TO JD	CONTRACT NUMBER C-17668	AMEND. #	Total Amended Contract Amount	TYPE SF	DATE MAILED
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7/10/17

Paramount Unified Schools District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Arts Education Collective Advancement Grant Award

BACKGROUND INFORMATION:

In recognition of the District's commitment to the performing arts, the District has received notice of the Arts Education Collective (formerly Arts for All) Advancement Grant Award from the Los Angeles County Arts Commission. This grant provides support for districts by placing artists directly in the classrooms to support Visual and Performing Arts standards as students:

- learn and use the vocabulary of the arts
- apply artistic processes and skills to create original works of arts
- apply what they learned across subject areas
- acquire 21st century learning skills of critical thinking, collaboration, communication and creativity

The Arts Education Collective Advancement Grant Award will provide \$18,000 for K-5 students' Visual and Performing Arts instruction. Paramount Unified School District will supplement funds awarded through the grant to hire a part-time K-5 art instructor to provide instruction at Hollydale School.

POLICY/ISSUE:

Board Policy 3280 – Gifts, Grants and Bequests

FISCAL IMPACT:

Income of \$18,000 to restricted funds

STAFF RECOMMENDATION:

Accept the Arts Education Collective Advancement Grant Award to provide K-5 students with Visual and Performing Arts instruction from September 2017 through June 2018.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.3-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent–Educational Services
DATE: September 11, 2017
SUBJECT: Updated Criteria for Reclassification of English Learners

BACKGROUND:

The purpose of reclassification is to ensure English Learners are sufficiently proficient in English. Districts must consider four criteria for reclassification, including:

1. Assessment of English language proficiency (i.e., CELDT)
2. Demonstration of Basic Skills
3. Teacher evaluation of student performance
4. Parent opinion and consultation

Due to changes in English Language Arts curriculum and assessment for grades 7-9, Demonstration of Basic Skills has been updated. The table below describes this change:

Grades 7-9	Demonstration of Basic Skills	
	Assessment	Required Score
2016-2017	End of year assessment in Reading and Language	Attain a score of 55% or above
2017-2018	End of year Smarter Balanced Assessment Consortium Interim Assessment Block (IAB) on Listen/Interpret	Attain a score of Near Standard or Met Standard

The Smarter Balanced Assessment Consortium IAB is a highly rigorous assessment. A minimum score of near standard on Listen/Interpret is a strong predictor of success for all students. As a result, students who score near standard or better are prepared for instruction in an English Only classroom setting.

The updated reclassification criteria for English Learners that reflects these changes is included.

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development
Education Code 313 – English Language Learners

FISCAL IMPACT:

None

ACTION ITEM: 3.4-A

STAFF RECOMMENDATION:

Approve the updated reclassification criteria for English Learners that aligns with California Department of Education guidelines.

PREPARED BY:

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.



Paramount Unified School District
Educational Services

English Learner Reclassification Criteria

Grade	1. Proficiency on California English Language Development Test (CELDT)	2. Demonstration of Basic Skills		3. Teacher Evaluation	4. Parent Notification
		Assessment*	Required Score		
2-6	CELDT proficiency level of Intermediate or higher overall and on all four individual assessments: <ul style="list-style-type: none"> • Listening • Speaking • Reading • Writing 	End of year assessments in Foundational Reading Skills (FRS) <ul style="list-style-type: none"> • Fluency • Comprehension 	Attain a score of met or exceeded on Fluency and score 2 out of 3 in comprehension	Attain a grade of 2 or higher on report card in English-Language Arts or English Language Development	Notify parents/guardians of rights, encourage participation in the reclassification process and provide an opportunity for meeting with parent/guardian.
7-9	CELDT proficiency level of Intermediate or higher overall and on all four individual assessments: <ul style="list-style-type: none"> • Listening • Speaking • Reading • Writing 	End of year Smarter Balanced Assessment Consortium (SBAC) Interim Assessment Block (IAB) on Listen/Interpret	Attain a score of Near Standard or Met Standard	Attain a grade of C or higher on report card in English-Language Arts	Notify parents/guardians of rights, encourage participation in the reclassification process and provide an opportunity for meeting with parent/guardian.
10-12	CELDT proficiency level of Intermediate or higher overall and on all four individual assessments: <ul style="list-style-type: none"> • Listening • Speaking • Reading • Writing 	End of year assessment in Reading and Language	Attain a score of 55% or above	Attain a grade of C or higher on report card in English-Language Arts	Notify parents/guardians of rights, encourage participation in the reclassification process and provide an opportunity for meeting with parent/guardian.

English Learners with Individual Educational Plans (IEPs): May be considered for reclassification if the student would benefit from reclassification but the student's disability prevents him/her from meeting the above criteria and the IEP team agrees to reclassification. English Learner students with disabilities may be assessed with the Alternate Language Proficiency Instrument.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Revised Board Policy 1242.1 – Parent Involvement-Title I Program

BACKGROUND INFORMATION:

Submitted for second reading and adoption is revised Board Policy 1242.1 – Parent Involvement-Title I Program. The proposed policy reflects current State requirements. In order to facilitate easier reading, revisions are reflected with underlines and strikethroughs. Words or sentences that are additions are underlined. Words or phrases that are no longer included are indicated with a strikethrough.

POLICY/ISSUE:

Board Policy 1242.1 – Parent Involvement-Title I Program

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept for second reading and adoption proposed revised Board Policy 1242.1 – Parent Involvement-Title I Program which reflects current State requirements.

PREPARED BY:

Renée Jeffrey, Director – K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.5-A

CURRENT POLICY

BP1242.1(a)

Community Relations

Parent Involvement – Title I Program

The Governing Board directs the establishment of a parent involvement program for the District and for each school in the District that receives funds under Title I, *No Child Left Behind Act* (2001).

The parents/guardians of students enrolled in the Title I programs shall be involved in the planning, design, implementation and evaluation of the program in a systematic and informed fashion. They shall have regular opportunities to make recommendations on the educational needs of their children and on ways in which they can help their children benefit from the program.

The Superintendent or designee shall:

1. Involve parents/guardians in the joint development of the District's Title I plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316.
2. Coordinate technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.
3. Build capacity of the schools and parents/guardians for strong parent involvement.
4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in 20 USC 6318.
5. Conduct, with parent/guardian involvement, an annual review of the District's Title I parent involvement policy and program for their content and effectiveness in improving the academic quality of the schools served by Title I, including:
 - a) Identifying barriers to more effective participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency or who are parents/guardians of migratory students.
 - b) Using evaluation findings to design strategies for more effective parent involvement
 - c) If necessary, revising the District and school parent involvement policies.
6. Involve parents/guardians in the activities of school served by Title I.

CURRENT POLICY

BP1242.1(b)

Community Relations

Parent Involvement – Title I Program (continued)

This policy shall be distributed to parents/guardians of participating students and incorporated into the District's Title I plan.

The school parent involvement policy and program shall contain at least the following elements:

- a. Procedures to ensure that parents/guardians are consulted and participate in the planning, design, implementation and evaluation of the parent involvement policy and program.
- b. Regular and periodic programs offered at flexible times throughout the school year that provide training, instruction and information on all of the following:
 1. Parental ability to directly affect the success of their children's learning through the support they give their children at home and at school.
 2. Home activities, strategies, and materials that can be used to assist and enhance the learning of children both at home and at school.
 3. Parenting skills that assist parents/guardians in understanding the developmental needs of their children and how to provide positive discipline and build healthy relations with their children.
 4. Parental ability to develop consistent and effective communications between the school and parents/guardians concerning the progress of their children in school and school programs.
 5. Timely information about Title I programs.
 6. Strategies that build capacity for involvement of parents/guardians.
- c. Accessibility and opportunities for involvement of parents/guardians with limited English proficiency, parent/guardians with disabilities and parents of migratory students.
- d. An annual statement identifying specific objectives of the program.

CURRENT POLICY

1242.1(c)

Community Relations

Parent Involvement – Title I Programs (continued)

- e. An annual review and assessment of the program’s progress in meeting its objectives. Parents/guardians shall be made aware of the existence of this review and assessment process through regular school communications mechanisms and shall be given a copy of the process upon request.
- f. Procedures to submit to the Superintendent or designee any negative comments by parents/guardians related to the Title I program.
- g. To the extent practical, all information, programs, and activities will be provided in a language and form parents/guardians can understand.

At least one percent of the Title I funds received by the District shall be used for parental involvement activities. The parents/guardians of children receiving Title I services shall be involved in deciding how these funds are allotted.

To the extent permitted by federal law, the District may contract with nonprofit organizations and agencies experienced in administering parent involvement programs to design and implement a school’s parent involvement program

Legal Reference:

Education Code

6301 - 6514 Title I Program
8851 - 8857 Coordination of Programs
Consolidated State and Local Applications

Education Code § 11500 – 11506 – Programs to Encourage Parent Involvement

Policy
adopted: 6-25-91
Revised: 10-22-02
Revised: 6-13-06

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

PROPOSED POLICY

BP 1242.1 (a)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Program

~~The Governing Board directs the establishment of a parent involvement program for the District and for each school in the District that receives funds under Title I, *No Child Left Behind Act* (2001).~~

~~The parents/guardians of students enrolled in the Title I programs shall be involved in the planning, design, implementation and evaluation of the program in a systematic and informed fashion. They shall have regular opportunities to make recommendations on the educational needs of their children and on ways in which they can help their children benefit from the program.~~

~~The Superintendent or designee shall:~~

- ~~1. Involve parents/guardians in the joint development of the District's Title I plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316.~~
- ~~2. Coordinate technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.~~
- ~~3. Build capacity of the schools and parents/guardians for strong parent involvement.~~
- ~~4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in 20 USC 6318.~~
- ~~5. Conduct, with parent/guardian involvement, an annual review of the District's Title I parent involvement policy and program for their content and effectiveness in improving the academic quality of the schools served by Title I, including:
 - ~~a) Identifying barriers to more effective participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency or who are parents/guardians of migratory students.~~
 - ~~b) Using evaluation findings to design strategies for more effective parent involvement~~
 - ~~c) If necessary, revising the District and school parent involvement policies.~~~~
- ~~6. Involve parents/guardians in the activities of school served by Title I.~~

PROPOSED POLICY

BP 1242.1 (b)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Program (continued)

~~This policy shall be distributed to parents/guardians of participating students and incorporated into the District's Title I plan.~~

~~The school parent involvement policy and program shall contain at least the following elements:~~

- ~~a. Procedures to ensure that parents/guardians are consulted and participate in the planning, design, implementation and evaluation of the parent involvement policy and program.~~
- ~~b. Regular and periodic programs offered at flexible times throughout the school year that provide training, instruction and information on all of the following:
 - ~~1. Parental ability to directly affect the success of their children's learning through the support they give their children at home and at school.~~
 - ~~2. Home activities, strategies, and materials that can be used to assist and enhance the learning of children both at home and at school.~~
 - ~~3. Parenting skills that assist parents/guardians in understanding the developmental needs of their children and how to provide positive discipline and build healthy relations with their children.~~
 - ~~4. Parental ability to develop consistent and effective communications between the school and parents/guardians concerning the progress of their children in school and school programs.~~
 - ~~5. Timely information about Title I programs.~~
 - ~~6. Strategies that build capacity for involvement of parents/guardians.~~~~
- ~~c. Accessibility and opportunities for involvement of parents/guardians with limited English proficiency, parent/guardians with disabilities and parents of migratory students.~~
- ~~d. An annual statement identifying specific objectives of the program.~~

PROPOSED POLICY

BP 1242.1 (c)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Programs (continued)

- ~~e. An annual review and assessment of the program's progress in meeting its objectives. Parents/guardians shall be made aware of the existence of this review and assessment process through regular school communications mechanisms and shall be given a copy of the process upon request.~~
- ~~f. Procedures to submit to the Superintendent or designee any negative comments by parents/guardians related to the Title I program.~~
- ~~g. To the extent practical, all information, programs, and activities will be provided in a language and form parents/guardians can understand.~~

~~At least one percent of the Title I funds received by the District shall be used for parental involvement activities. The parents/guardians of children receiving Title I services shall be involved in deciding how these funds are allotted.~~

~~To the extent permitted by federal law, the District may contract with nonprofit organizations and agencies experienced in administering parent involvement programs to design and implement a school's parent involvement program.~~

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in District and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the District's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

PROPOSED POLICY

BP 1242.1 (d)
BP 6020

Community Relations Instruction

Parent Involvement – Title I Programs (continued)

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the District's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program.

The Superintendent or designee shall ensure that the District's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC 6318.

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the District's Title I funds will be allotted for parent involvement activities.

The Superintendent or designee shall ensure that each school receiving Title I funds integrates parent involvement programs into the school plan for academic accountability and develops a school-level parent involvement policy in accordance with 20 USC 6318.

Legal Reference:

Education Code

<u>11500-11506</u>	<u>Programs to encourage parent involvement</u>
<u>48985</u>	<u>Notices in languages other than English</u>
<u>64001</u>	<u>Single plan for student achievement</u>

Policy
adopted: 6-25-91
Revised: 10-22-02
Revised: 6-13-06
Revised:

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Retire Board Policy 1242 – Parent Involvement

BACKGROUND INFORMATION:

Board Policy 1242 – Parent Involvement is submitted for retirement because the required information is already included in Board Policy 6020 – Parent Involvement.

POLICY/ISSUE:

Board Policy 1242 – Parent Involvement

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Board Policy 1242 – Parent Involvement is submitted for retirement because the required information is already included in a current Board Policy.

PREPARED BY:

Renée Jeffrey, Director-K-5 School Support and Innovative Programs

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.6-A

Community Relations

Parent Involvement

The Board of Education recognizes that parental involvement and support in the education of children is an integral part of improving academic achievement. Educational research has established that properly constructed parent involvement programs can play an important and effective role in the participation of parents in their children's schools in raising pupils' achievement levels. Furthermore, the federal government has recognized the critical role of parents in the educational process and now mandates parental involvement programs as a condition of eligibility for funds (P.L. 107-110).

Research and experience have demonstrated that educational programs succeed only when certain components are made a part of those programs. Accordingly, it is the opinion of the Board that parent involvement programs are to be properly designed and implemented to provide a focus and structure based on prior experience and research while maintaining sufficient flexibility to best meet the needs of the Paramount school community. Toward this end, the Board directs that the design and structure of curricular programs make provision to:

- a. Engage parents positively in their children's education and help parents to develop techniques, skills, and strategies to use at home that support their children's academic efforts at school and their children's development as responsible future members of society.
- b. Build consistent and effective communications between the home and school so that parents may know when and how to assist their children in support of classroom learning.
- c. Train teachers and administrators on effective and culturally sensitive communication with parents including training on how to communicate with non-English speakers and how to give parents/guardians opportunities to assist in the instructional process both at school and at home.
- d. Integrate parent involvement programs into the school plan for academic accountability.
- e. Encourage parents/guardians to serve as volunteers in the schools, attend performances and school meetings and participate in site councils, advisory councils and other activities in which they may undertake governance, advisory and advocacy roles.

Legal References:

Education Code 11500-11506 - Programs to Encourage Parental Involvement
Labor Code 230.8 – Time Off to Visit Child's School

Policy
Adopted: 6-25-91
Revised: 10-22-02

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Deborah Stark, Assistant Superintendent-Educational Services
DATE: September 11, 2017
SUBJECT: Audiology Solutions LA

BACKGROUND INFORMATION:

Audiology Solutions LA provides auditory processing disorder assessments. These services include intake with family, school observation, assessment sessions, record review, scoring and interpretation of testing data, report writing and participation over the phone for the Individual Education Plan meeting.

The District agreed to complete a central auditory processing assessment conducted by a licensed audiologist. LACOE previously had an assessor that District could contract with to complete the assessment, however, that person does not work for LACOE any longer. Therefore, the District would like to contract with Audiology Solutions LA to provide an Independent Educational Evaluation.

POLICY/ISSUE:

Board Policy 4126 – Consultants

FISCAL IMPACT:

Not to exceed \$1,500 from Special Education funds

STAFF RECOMMENDATION:

Approve Audiology Solutions LA to provide an Independent Educational Evaluation for an auditory processing disorder assessment at District's expense.

PREPARED BY:

David Daley, Director – Special Education

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.7-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Saturday School Program for 2017-18

BACKGROUND INFORMATION:

The District provides a Saturday School program for students in grades 6-12. This voluntary program is a viable means for truant students to recapture lost instructional time while learning the value of regular school attendance. Students attend class for four hours. Students in grades 6-9 will attend Saturday School at Paramount High School-West Campus and grades 10-12 will attend Paramount High School-Senior Campus. Revenue generated by Saturday School attendance is expected to exceed the personnel and security costs to operate the program.

Saturday School attendance data for the 2016-17 school year is shown in the following table:

Grade Level	Attendance Make-up Days
6-8	600
9	3,055
10-12	3,800
TOTAL	7,455

POLICY/ISSUE:

Board Policy 5113.2 - Failure to Attend/Truancy

FISCAL IMPACT:

Anticipated revenue of approximately \$65,000 to General funds

STAFF RECOMMENDATION:

Approve the Saturday School program for grades 6-12 for the 2017-18 school year to recapture lost instructional time.

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District’s primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

ACTION ITEM: 3.8-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent–Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Articulation Agreement for CTE Film & Video Production 1 Course with Cerritos College

BACKGROUND INFORMATION:

On January 23, 2017, the Board approved the articulation agreement for the Paramount Unified School District’s Career and Technical Education (CTE) Film & Video Production 1 course with Cerritos College Film 101-Motion Picture Production. Upon review of Paramount High School (PHS) student portfolios, Cerritos College determined that the Film & Video Production 1 course best matches the knowledge and skills taught in a similar Cerritos College course, Film 102 Television Production instead of Film 101-Motion Picture Production.

PHS will enter an articulation agreement for the Film & Video Production 1 course with Cerritos College that will provide a seamless process joining secondary and post-secondary CTE programs of study. This articulation agreement ensures that if a student earns a grade of B or higher in the high school course and receives approval for their submitted portfolio, the student will receive college credit for that same course.

With this articulation agreement, students can earn up to three units of college credit before they graduate high school. Currently there are three sections of Film & Video Production 1 offered at PHS in 2017-18.

PUSD CTE Course	Cerritos College Course
Film & Video Production 1	Film 102 Television Production (3 units)

Students must do the following to receive college credit for this articulated course:

- Complete the Cerritos College application and Credit by Exam documentation.
- Receive a final grade of B or higher in the course taken in high school.
- Submit a portfolio of three to six projects for approval by Cerritos College Media Chair.

A copy of the articulation agreement is attached under separate cover.

ACTION ITEM: 3.9-A

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Authorize the Credit by Examination Articulation Agreement for Film & Video Production 1 course at Paramount High School.

PREPARED BY:

Greg Francois, Director - Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent – Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Femineer Program

BACKGROUND INFORMATION:

The Femineer program was created and funded by Cal Poly Pomona’s College of Engineering in 2013 to inspire, engage and empower girls to pursue STEM (Science, Technology, Engineering, Math) in their education and career. It is guided by the belief that girls will thrive in STEM careers if they are given the opportunity. Cal Poly Pomona, which has an 18 percent female enrollment, supplies the funding and academic support to sustain the three-year program.

The program provides K-12 students with project-based learning, female engineering student mentors and opportunities to visit Cal Poly Pomona, while building a sustainable program and community for current and future STEM leaders. The Femineer program was recognized by White House in 2015 for increasing educational outcomes and opportunities for female Hispanic K-12 students.

Upon teachers receiving training at Cal Poly Pomona in September, The Femineer Program will be piloted at Jackson and Zamboni Middle Schools in 2017-18. Teachers will launch the after-school program in which students will engage in a 30-hour ‘creative robotics’ project where they develop a finished project that will be showcased at the Femineer Summit at Cal Poly Pomona in April, 2018.

The following chart highlights the curricular focus broken down by year:

	2017-2018	2018-2019	2019-2020
Curriculum	<ul style="list-style-type: none">• Creative robotics• Safety procedures• How to use tools• How to work in teams to design robots out of everyday materials	<ul style="list-style-type: none">• Curriculum Wearable Technology• Basic Circuitry and C programming• How to use conductive thread, bright neopixels and wearable microcontrollers	<ul style="list-style-type: none">• Learning how to program in languages like Scratch and Python• Raspberry Pi

POLICY/ISSUE:

Board Policy 6141 – Curriculum Development

ACTION ITEM: 3.10-A

FISCAL IMPACT:

\$10,000 from LCAP Funds

STAFF RECOMMENDATION:

Approve the Femineer program and the purchase of materials for the 2017-18 school year.

PREPARED BY:

Greg Francois, Director - Secondary Education and Instructional Technology

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent–Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Memorandum of Understanding with El Camino College Compton Center for Administration of Justice 103 Course Offering

BACKGROUND INFORMATION:

El Camino College Compton Center will offer an additional college course in Administration of Justice at Paramount High School in Fall, 2017. Administration of Justice 103: Concepts of Criminal Law 1, is a course that introduces students to the historical development and philosophy of law and its application to the criminal justice system. Topics covered include legal research, case law, classification of crime, crimes against persons and property, and crimes against the state.

Students who participate will receive both high school and college credit. Classes are held after school twice a week August, 2017 through January, 2018. This course will be offered to students in 11th and 12th grade. With this memorandum of understanding, students can earn up to three units of college credit before they graduate high school. This course is CSU and UC transferrable.

Course	School	Projected Enrollment	Grade	Textbook	Year	Publisher
Administration of Justice 103	Paramount High School	25	11-12	California Criminal Law Concepts	2016	Pearson

POLICY/ISSUE:

Board Policy 3322 - Contracts

FISCAL IMPACT:

\$2,325 from LCAP funds

STAFF RECOMMENDATION:

Approve the Memorandum of Understanding with El Camino College Compton Center to provide after school instruction for selected students as well as the purchase of textbooks for the El Camino Compton Center Administration of Justice 103 course at Paramount High School for the 2017-18 school year.

PREPARED BY:

Greg Francois, Director –Secondary Education and Instructional Technology

ACTION ITEM: 3.11-A

DISTRICT PRIORITY 1:

Raise student achievement: student achievement is the District's primary focus with an emphasis on reading/language arts, ELD, mathematics and core.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: 2016-17 Unaudited Actuals

BACKGROUND INFORMATION:

After closing the District's 2016-17 books, the District must file the Standardized Account Code Structure (SACS) Unaudited Actual Financial Report with the Los Angeles County Office of Education.

The 2016-17 Unaudited Actuals Financial Report is being provided to the Board of Education for approval. It will also be provided to the public, all school sites and District departments.

POLICY/ISSUE:

Education Code Section 42100 – Requirement to Prepare and File Annual Statement

Education Code Section 42123 – Itemization of Revenues and Expenditures

FISCAL IMPACT:

As reflected in the 2016-17 Unaudited Actuals Financial Report provided under separate cover.

STAFF RECOMMENDATION:

Approve the 2016-17 Unaudited Actuals Financial Report.

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

ACTION ITEM: 4.1-A

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Resolution 17-10, Establishing the 2017-2018 Gann Appropriations Limit

BACKGROUND INFORMATION:

In 1979 California voters approved Proposition 4, which limited the growth in government spending to be no greater than the growth in population inflation. This limit on government spending became known as the Gann Limit.

Each school district is required to report appropriations information to the State Superintendent of Public Instruction and to the State Director of Finance at least annually. This information includes appropriations subject to limitation, the amount of state aid apportionments, subventions included within the proceeds of taxes of the school district, and amounts excluded from the appropriations limit.

POLICY/ISSUE:

Education Code Section 1629 – Resolution to Identify Appropriations Limits; Documentation Available to Public

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Adopt Resolution 17-10, establishing the 2017-2018 Gann Appropriations Limit at \$96,005,412, as calculated by the State formula.

PREPARED BY:

Patricia Tu, Director-Fiscal Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

ACTION ITEM: 4.2-A

PARAMOUNT UNIFIED SCHOOL DISTRICT

**RESOLUTION 17-10
DISTRICT APPROPRIATIONS LIMIT FOR 2017-2018**

WHEREAS, Article XIII B of the Constitution of the State of California, as approved by the voters in November 1979, requires the establishment of Appropriations Limits on “Proceeds of Taxes” revenues for public agencies, including school districts, beginning with the 1980-81 fiscal year; and,

WHEREAS, each district is required to determine and adopt such Appropriations Limits for the 2017-2018 fiscal year, as a legislative act; and,

WHEREAS, this School District’s Appropriations Limits have been calculated in accordance with Article XIII B of the State Constitution and Division 9 of Title 1 of the Government Code; and,

BE IT, THEREFORE, RESOLVED, as a legislative act of this Governing Board, that the purpose of Article XIII B is hereby establishing this District’s “appropriations limit” of \$96,005,412 for the 2017-2018 fiscal year.

ADOPTED THIS 11th day of September, 2017.

Linda Garcia, President
Board of Education

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent – Business Services
DATE: September 11, 2017
SUBJECT: Settlement Agreement for Transportation Services

BACKGROUND INFORMATION:

On July 14, 2017, the District entered into an agreement with Glendale Unified School District to remove eighteen (18) portable classroom buildings in various sizes. The District had an urgent need to remove the classroom buildings as part of the construction projects that were near deadline, as the start of school was upcoming. The District agreed to remove those buildings and transport them to various schools in the District for future use.

Staff contracted with Oceanstate Development, Inc. to perform the work to dismantle the buildings and ramps and transport the buildings. In regular circumstances, because a portion greater than 30% of the work is labor, staff would have issued a bid for the services. Due to the time limitations and nature of the project, staff did not follow the bid process to procure this service.

Although the vendor issued a proper proposal and bonds, Los Angeles County Office of Education suspended payment because proper Board approval and process for issuance of the bid was not secured prior to the project. A Settlement Agreement is needed to process payment for the project.

Staff recommends approval of the Settlement Agreement with Oceanstate Development, Inc., as recommended by the Districts' attorney, as all services were completed in a thorough and complete manner. The settlement agreement provides for payment of services as proposed and agreed to by the District.

Payment of these fees finalizes the agreement and resolves all claims by Oceanstate Development, Inc. related to this project.

POLICY/ISSUE:

Board Policy 3330 – Claims and Actions Against the District

FISCAL IMPACT:

\$520,000 from Bond Funds

STAFF RECOMMENDATION:

Approve and authorize payment of a settlement agreement for Transportation Services with Oceanstate Development, Inc.

ACTION ITEM: 4.3-A

PREPARED BY:

Ruben Frutos, Assistant Superintendent–Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District’s mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Agreement with Dave & Buster's for 2018 Grad Night

BACKGROUND INFORMATION:

Paramount High School is requesting approval of an agreement with Dave & Buster's for 2018 Grad Night. The cost will be \$95.00 each to be paid with ASB and student funds.

POLICY/ISSUE:

Board Policy 4126 – Consultants

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Agreement with Dave & Buster's for 2018 Grad Night.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

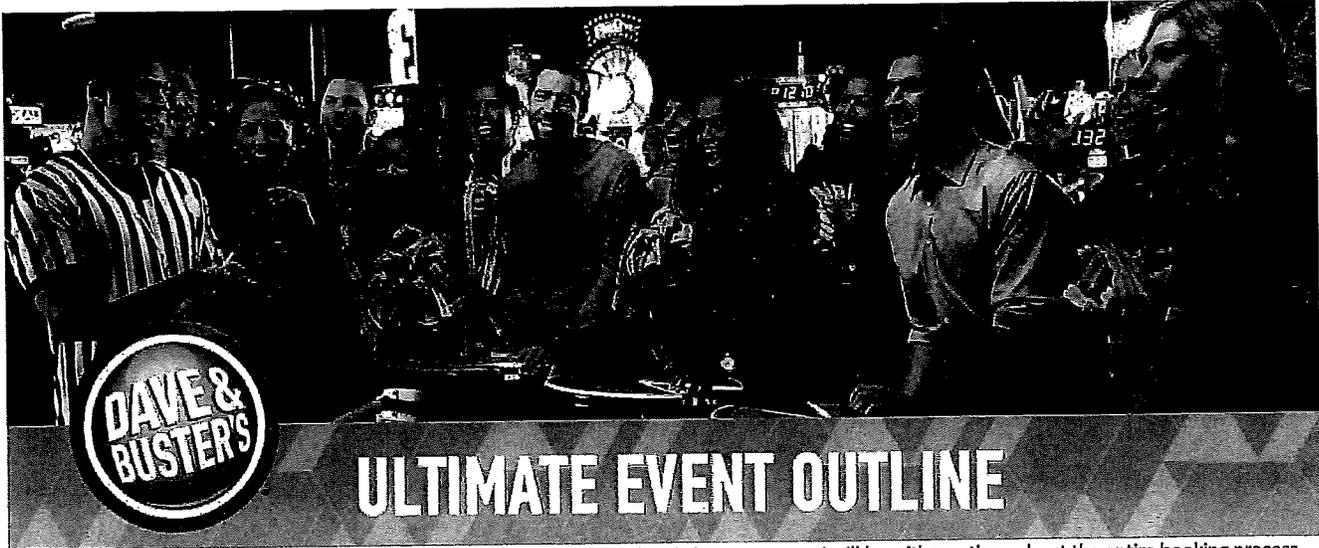
DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

ACTION ITEM: 4.4-A

Event Status: Definite
 Host's Name: Autumn Bignami
 Host's Email: abignami@paramount.k12.ca.us
 Host's Phone: (562) 602-6087

Event Name: Paramount High School GRAD NIGHT 2018
 Event Date: Thursday, 06/07/2018
 Booking ID Number: a0E0V00001KErGUAL
 Last Modified Date: Wednesday, June 28, 2017 7:30 PM
 Page: 1 of 5



Thank you for thinking of Dave & Buster's! Below you will find all of the details for your event. I will be with you throughout the entire booking process, so please call or email with any questions or feedback. We are looking forward to an awesome event!

Danielle Hebron
 7149230887
 danielle_hebron@daveandbusters.com

Paramount High School GRAD NIGHT 2018

Dave & Buster's Address	Event Date	Event Area	Set Up	Guest Count
20 City Blvd West Orange, CA 92868	06/07/2018, 11:00 PM - 5:00 AM	Closeout	See Floor Plan	400

SET UP NOTES

11PM Start / 5:00AM Busses load to exit
 Facility will be exclusive to your guests at the direction of our staff. One week prior to your event you will be provided with wristbands, itineraries, maps, and power cards (if requested) for your guests.

- EXCLUSIVE FACILITY RENTAL CHARGE WHICH INCLUDES:
- World class Pocket Billiard Tables handcrafted in solid mahogany and Italian slate with Mother of Pearl inlay.
 - Championship style shuffleboard tables made of solid maple to tournament quality specifications.
 - Security and Advertising Fee

We recommend the attending guests are restricted from bringing in purses, backpacks etc, for security purposes. Please remember you are responsible for all items brought into the facility and guests attending the event.

SET UP NOTES: TBD

ALL ALCOHOL PRODUCTS NEED TO BE COVERED OR REMOVED

MENU NOTES:

- (1) Buffet outside in Viewpoint 1
- (1) Double sided buffet in Dining room
- (1) Double sided buffet along entrance to Midway.
- (1) Buffet in Buster's Lounge A

MENU AND SODA SELECTIONS

DINNER BUFFETS TO BE SERVED AT 11:00PM

BREAKFAST BURRITOS TO BE SERVED AT: 2:30AM

- 400 Post Prom After Glow Package @\$20.58
- Crispy chicken bites
- Bar Burgers
- Four Cheese Pizza Bites
- Pretzel Dogs
- BBQ Chips
- Cavatappi with Marinara
- Brownies and Cookies
- Unlimited Soda

OTHER BEVERAGE SELECTIONS

POWER CARD AND TEAMBUILDING SELECTIONS

11:00 PM Paramount High School GRAD NIGHT 2018

400 Post Prom After Glow package power card @\$23.41
 After Glow Power Cards are part of a package including buffet and \$25 game card. The number of Power Cards must identically match the number of guests dining from the

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Page: 2 of 5

SHOWROOM: TBD

VIEWPOINT ONE: (3) billiard tables and (1) shuffleboard table open for play. (1) shuffleboard table covered for buffet service.

MIDWAY GAME ROOM: All non-redemption video games to be set on FREE PLAY. PowerCards for redemption games. Double sided buffet along the Yellow Brick Road in Midway

EXECUTIVE BILLIARDS: TBD

EXECUTIVE BOARDROOM: TBD

MIDWAY PARTY ROOM: TBD

SPORTS LOUNGE: DJ & Dancing in Sports Lounge B. Photobooth set up in Sports Lounge A.

BUSTER'S LOUNGE: (3) pocket billiard tables open for play in Buster's Lounge B. Buffet station in Buster's Lounge A

THE PATIO: Set up cocktail style

DINING ROOM: Double sided Buffet in 40-50-60

VENDOR SET UP TIMES:

D&B will allow a loading time of 45 minutes prior to main event time for outside vendors arranged through guest in non-public area of the building (Showroom and Midway Party Room). Additional set up time will incur a rental fee, is based on availability and requires advance notice.

Arrangements for outside vendors handled by the D&B Special Events Department, and will be charged to the guest. Outside vendor services are subject to availability. Date and quote will be confirmed when deposit and signed contract are received, if outside vendors are used for some of the activities for your event. Should the event be cancelled or postponed for any reason, their fee is non-refundable. By signing this contract, you are under this agreement of both Dave & Buster's and the outside vendor provided. Outside vendors do not count towards the minimum revenue requirement.

CHAPERONES:

After we are exclusive, anyone arriving after the group will be required to show ID prior to entry and must be on a pre-submitted list. Dave & Buster's asks for this no later than three (3) business days in advance

GENERAL EVENT INFORMATION:

LOCATION: This event is booked at the Orange location. We are located at intersection of the 22, 5 and 57 freeways at The Block of Orange. Our address is 20 City Blvd, Orange, CA 92868.

GUEST COUNT: The minimum guest count required is 200 guests, maximum capacity is 1,500 guests.

EVENTS AREA: Event area must be released at the expiration of the contracted rental time. Should guest wish to extend the reservation, the manager on duty must give verbal approval.

DECORATIONS: We do not allow decorations of confetti, glitter, silly string, small particle items or open flames (candles, tea lights, etc).

PAYMENT: We do not accept personal checks. We are not able to accept Gift Cards/Script as a form of deposit payment

ITEMS LEFT BEHIND: If decorations or other items are left behind, D&B Orange will not be responsible for these items.

VALID I.D.'s REQUIRED: Dave & Buster's is licensed as a restaurant and bar, therefore we card all guests at the door and/or bar. Each guest will need to make sure they bring their valid ID.

BUFFETS: Please note that buffets are portioned per person and quantities are placed out based on the number of people contracted. Buffet portions are finite and are not replenishable. Additional charges will apply if more food is requested, and extra servings are subject to availability. In consideration of the health and safety of all of our guests, it is Dave & Buster's policy that no left

buffet service. Additional Power Cards above and beyond the amount dining from the buffet service are available at regular Power Card rates.

4 HOURS OF UNLIMITED VIDEO GAME PLAY INCLUDED:

The unlimited video game play feature will be available for your guests the entire day! (Excludes ticketed, specialty & crane games which can be accessed with the chips on the game card)

This feature includes the car racing games like Daytona 500, Shoot 'em Up Games like House of the Dead and Jurassic Park, Air Hockey, our virtual Roller Coaster Typhoon, Guitar Hero, the all new PacMan Royal, and many others.

1 AFTER GLOW RENTAL @\$1,700.00
Post Prom After Glow Rental Fee

400 SE UNLIMITED PLAY @\$5.00

There is a revenue minimum guarantee for this event in the amount of \$28,000.00 prior to tax and gratuity. Revenue minimums include all items purchased on the party check including food and beverage, rental, Power Cards, and teambuilding. If minimum is not reached the difference will be billed as a rental.

I have read, understand, and agree to the minimum that is in place for this event.

1 Miscellaneous Rental @\$1,500.00
DJ services for up to 5 hours - NOT CONFIRMED

1 Miscellaneous Rental @\$1,100.00
Photobooth services for up to 4 hours - NOT CONFIRMED
Unlimited photo booth sessions for 4 hours
Spacious 4' x 6' Velvet Photo Booth. Fits up to 10 adults!
Table of Props: Hats, boas, glasses & more!
Friendly on-site attendant (includes delivery, setup, & removal)
High speed digital photo printer (only 10 seconds per print!)
4" x 6" prints, choice of 1 Single Sheet or 2 Strips
Personalized logo/text for the prints
CD will all of the digital images

Personal hosted gallery so guests can download pics for free, upload to Facebook and Twitter, order prints and merchandise.

1 Miscellaneous Rental @\$1,750.00
Oxygen Bar - NOT CONFIRMED

400 Add \$20 in Game Play for only \$11! @\$11.00
Upgrade your Party & Play Packaged power card to include \$20 more in game play (Includes 122 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.

Event Status: Definite
Host's Name: Autumn Bignami
Host's Email: abignami@paramount.k12.ca.us
Host's Phone: (562) 602-6087

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Booking ID Number: a0E0V00001KEnR6UAL
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Page: 3 of 5

over food from a buffet be allowed to leave the premises with the event host or any attendee.

-----CREDIT CARD TRANSACTIONS-----

Please note: due to a change in credit card regulations, once a charge is processed on a credit card for payment on an event we are not able to refund the credit card after the event and accept alternate payment.

****EXTENDED TO 2018 UNTIL NEW PROMOS ARE RELEASED. If promo for 2018 differs, host will have the option to choose which ever promotion benefits group the most per SEM****

Promotional Offer Expires 7/30/17.

This offer must be referenced at the time of booking through our Special Events Department. Offer valid ONLY with events held between (5/1/17) – (7/30/17).

Free Unlimited Video Game Play includes games that do not provide prizes or tickets. A \$25 Power Card* per person or a Party & Play Package with a \$25 Power Card* per person is required. Minimum of 15 guests required. Not valid with any other offers or promotions. Only applies to new events and cannot be credited towards events that have already been reserved. Revenue minimums apply for all contracted events and vary by location.

Other restrictions may apply. Subject to availability. Valid at participating locations only and prices may vary by location. Minor policies vary by location. See store for details.

OTHER NOTES

Event Status: Definite
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Page: 4 of 5

SUMMARY OF EVENT CHARGES

SUMMARY OF CHARGES	Subtotal	
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Food Items

400 Post Prom After Glow Package @ \$20.58 pcs	\$8232.00	
	Subtotal Food: \$8,232.00	

Other Items

400 Post Prom After Glow package power card @ \$23.41 pcs	\$9364.00	
400 SE UNLMTED PLAY @ \$5.00 pcs	\$2000.00	
400 Add \$20 in Game Play for only \$11 @ \$11.00 pcs	\$4400.00	
1 AFTER GLOW RENTAL @ \$1,700.00 pcs	\$1700.00	
1 Miscellaneous Rental @ \$1,500.00 pcs	\$1500.00	
1 Miscellaneous Rental @ \$1,100.00 pcs	\$1100.00	
1 Miscellaneous Rental @ \$1,750.00 pcs	\$1750.00	
1 2017 Q2 Promotion Details @ \$-2,000.00 pcs	\$-2000.00	
	Subtotal Other: \$19,814.00	

	Subtotal: \$28,046.00	
	Less Deposits: \$0.00	
	Tax: \$975.11	
	Suggested Gratuity: \$1,646.40	
	Balance Due: \$30,667.51	

Event Status: Definite
Host's Name: Autumn Bignami
Host's Email: abignami@paramount.k12.ca.us
Host's Phone: (562) 602-6087

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Last Modified Date: Wednesday, June 28, 2017 7:30 PM

Page: 5 of 5

RESERVATION AND DEPOSIT

Reservations are tentative and therefore may be cancelled by Dave & Buster's at any time until a signed contract and deposit are received by Dave & Buster's. A deposit in the amount of \$14,023.00 is due at the time the reservation is made. Deposits are applied to the balance, and the entire balance is due on the event date. Unpaid balances will bear interest from due date at 1% per month not to exceed the highest rate allowable by law.

CANCELLATION POLICY

In the event the Host cancels this Dave & Buster's Special Event Contract (the "Agreement") prior to the initial arrival date of the event, Dave & Buster's will necessarily incur damages including, but not limited to, turning away other group events and the ancillary revenue associated with those events. Notwithstanding any other provisions of this Agreement, the Host shall have the right to cancel this Agreement, without cause, upon written notification to Dave & Buster's at any time prior to the event and upon payment of the amount expressed below:

Notice and payment received between signature and 30 days prior to event date: 50% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 7 and 29 days prior to event date: 75% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 0 and 6 days prior to event date: 100% of greater of the revenue subtotal or any required revenue minimum

No-show will be responsible the full contracted value of the event. The parties agree that the sums are not a penalty, but represent a reasonable effort on behalf of Dave & Buster's to establish its loss prospectively and represent liquid damages. Such payment shall be made by certified check or credit card and shall accompany notice from the Host to cancel this agreement. Any attempt to cancel without the inclusion of payment, as set forth above, shall be invalid.

CANCELLATION ON BEHALF OF DAVE & BUSTER'S

Dave & Buster's reserves the right to cancel any event at its facility upon a determination, in Dave & Buster's sole discretion, that (i) the event violates the Restrictions set forth in the foregoing paragraph, (ii) the Host misrepresented the event in any way (to Dave & Buster's or any other party) or (iii) the event would be harmful to Dave & Buster's and/or its guests. In the event of such cancellation, Dave & Buster's will refund all prepaid deposits in full for cancelled event in question.

RESTRICTIONS

Host understands and agrees that it shall not assign this Agreement, nor subcontract or resell the rights and benefits provided hereunder, nor act as a promoter for the event, including but not limited to selling tickets, charging admission/cover charges or seeking donations in lieu thereof; and that the event shall be conducted as described in this Agreement.

HOUSE POLICIES

Dave & Buster's House Policies, including certain restrictions regarding minors, apply. These restrictions include the following: guests under the age of 21 (legal drinking age) are not allowed to consume alcohol under any circumstances; guests under the minimum age as determined by each location must be accompanied by a parent or guardian, generally defined as a person 25 years of age or older, who agrees to be responsible for the conduct and safety of the underage guest; each parent or guardian can accompany a maximum number of underage guests determined by each location; and underage guests must remain with their parent or guardian at all times. (Please note that at our Milpitas and Ontario, CA locations, all guests under the age of 21 must be accompanied by a parent or guardian who is 30 years of age or older and must leave the facility no later than 11:00pm; and at various locations guests under the age of 21 must be accompanied by a parent or guardian who is 25 years of age or older and must leave the facility no later than 10:00pm) Check with your location for details. **VALID I.D. REQUIRED:** Dave & Buster's requires identification for all guests under 25 years of age.

FOOD AND BEVERAGE

Host understands that consuming raw and undercooked meats, poultry, fish/shellfish or eggs may increase the risk of foodborne illness, especially if a guest has certain medical conditions. Any food remaining at the conclusion of the event may be taken off premises. Host acknowledges that the handling and storage of any leftover food items are the Host's sole responsibility and Host agrees to release and hold Dave & Buster's harmless from any and all claims arising from the preparation and consumption of leftover food items. Foods left behind after the event's party will be discarded. Buffets are portioned per person and quantities based on the contracted number of guests. Buffet portions are finite and not replenishable. Additional charges will apply if more food is requested by Host, and extra servings are subject to availability. Dave & Buster's does not allow outside food of any kind to be brought into the facility without prior written approval. As a responsible server in accordance with state and local beverage regulations, we reserve the right to monitor and limit consumption of alcoholic beverages. It is customary to leave a gratuity for your service team, which will be shared among the servers, bartenders, and support team who work to ensure your event exceeds your expectations. To aid in your planning, a suggested gratuity of 20% of the total food and beverage charge is included in the event total in this document. For your convenience, the suggested gratuity amount will be included on the receipt you receive the date of the event. You may change the gratuity amount on the date of your event by adjusting the gratuity amount on your credit card slip or adjusting the amount of any cash gratuity. Pricing is subject to change.

NUMBER OF GUESTS ATTENDING THE EVENT

Final guest count must be received no later than five (5) business days (Monday - Friday) prior to the event. In the event we do not receive final count by this date, we will prepare for the original contracted amount and charge guest accordingly. If, on the day of the event, the attendance varies from the final count, the Host will be charged based on the greater number of guests. There will be a minimum count required for each event.

PAYMENTS

Host is responsible for all payments due under this Agreement upon the conclusion of the event. Once a credit card is charged for full or partial, Dave & Buster's is unable to refund the credit card at a later date or accept alternate payment. D&B Rewards Qualifying Purchases shall not include Special Events, including Party Rental, Room Charge, Mystery Dinner Show fee and deposits, prepaid deposits, accounts receivable and/or promotional events. (see D&B Rewards official rules at daveandbusters.com) **Dave & Buster's does not accept gift cards or personal checks for payment of amounts due under this Agreement.**

LIMITATION OF LIABILITY

Neither party shall be liable to the other for any indirect, special, incidental, punitive or consequential damages or lost profits arising out of or relating to this agreement. Further, in no event shall Dave & Buster's aggregate liability arising out of or relating to this Agreement exceed the amounts paid by Host hereunder.

AGREEMENT

I, the undersigned Host or agent for Host, do hereby agree to the terms and conditions set forth herein. If I am an agent of the Host, I hereby state that I am able to enter into this Agreement on behalf of the Host.

Host (Signature)

Print Name

Date Signed

Dave & Buster's Representative (Signature)

Date Signed



Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Agreement for Use of Facilities – Praise Chapel Church Parking Lot

BACKGROUND INFORMATION:

Praise Chapel has been requesting the use of the District's parking lot for Sunday services, special occasions, and most recently on Wednesday evenings. The District Office is in need of additional parking on days when, due to meetings and trainings, the District lot cannot provide enough parking for all employees and visitors.

The District and Praise Chapel have negotiated the terms for use of their respective parking lots. The agreement will be in effect for one year beginning September 12, 2017, through September 11, 2018, with a District option to renew under the existing terms for an additional three (3) years. At that time, the use of space will be renegotiated to the best interests of all parties.

POLICY/ISSUE:

Board Policy 3322 – Contracts

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Approve the Agreement for Use of Facilities, Praise Chapel Parking Lot, and authorize the Superintendent or designee to execute all necessary documents.

PREPARED BY:

Ruben Frutos, Assistant Superintendent-Business Services

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

ACTION ITEM: 4.5-A

**LEASE AGREEMENT BETWEEN
PARAMOUNT UNIFIED SCHOOL DISTRICT
AND
PARAMOUNT PRAISE CHAPEL**

WHEREAS, the Paramount Unified School District, hereinafter "District" is in need of additional parking facilities of Praise Chapel located at 8026 Somerset Boulevard, for use by staff of the District, hereinafter "District"; and

WHEREAS, the Praise Chapel, d.b.a. Praise Chapel, hereinafter "Praise Chapel" is in need of additional parking facilities of the District, hereinafter "Church premises"; and

WHEREAS, the Praise Chapel and District have discussed the use by District of the parking lot located on the Church premises; and

WHEREAS, the Praise Chapel is willing to allow the use of the parking lot by staff assigned to Praise Chapel in exchange for the considerations described herein; and

WHEREAS, the District is willing to allow the use of the District parking lot for Praise Chapel in exchange for the considerations described herein,

1. In consideration of the promises and conditions agreed to by the District herein, use of the parking lot will be allowed for one (1) year commencing on September 12, 2017, and ending on September 11, 2018, with a District option to renew under the existing terms for an additional three (3) years. At that time, the use of space will be renegotiated to the best interests of all parties.
2. The parking lot will be available for use by District staff Monday through Friday between the hours of 6:00 a.m. and 6:00 p.m.
3. District agrees to provide notification to all District staff of any parking lot rules and to enforce said rules.
4. District agrees to periodically warn District staff that use of the property is "at their own risk."
5. District will provide evidence of property and liability insurance to protect the Praise Chapel from claims for liability for personal injury and/or damage to property consistent with the terms described in paragraph 7 below. Such evidence will be in the form of an insurance certificate provided by an insurance carrier. This certificate should be for no less than one million dollars (\$1,000,000.00).
6. District acknowledges that it has examined the premises for the purposes of this Agreement and, except as provided for below in paragraph 8, is willing to accept the parking lot in an "as-is condition."

7. The District agrees to defend and hold the Praise Chapel harmless against all claims arising out of damage to any person or party occurring in, on, or about the parking lot caused by the uses of the parking lot by District staff.
8. District shall not be liable or obligated to defend the Praise Chapel for damage to persons or personal property that results from the negligent acts or omissions of employees or agents of the Praise Chapel. Further, the Praise Chapel shall hold District harmless and indemnify it for all claims arising out of any such damage.
9. The District shall permit Praise Chapel to use the District Parking Lot, located at 15110 California Avenue on specific dates. Additional dates shall be submitted to the Business Office, for consideration.
10. In consideration of the promises and conditions agreed to by the District herein, use of the parking lot will be allowed for one (1) year commencing on September 12, 2017, and ending on September 11, 2018, with a District option to renew under the existing terms for an additional three (3) years. At that time, the use of space will be renegotiated to the best interests of all parties.
11. The parking lot will be available for use by Praise Chapel, each Sunday between the hours of 6:00 a.m. and 2:00 p.m.; Wednesdays from 6:30 p.m. to 9:30 p.m.; and each second and fourth Monday of each month, when School Board Meetings are not in session; on Easter day services, and on October 31 Harvest events. The District agrees to use of the parking lot at no cost.
12. Praise Chapel agrees to provide notification to all users of any parking lot rules and to enforce said rules. Praise Chapel is to provide personnel to monitor District's parking lot, if needed.
13. Praise Chapel agrees to periodically warn users that use of the property is "at their own risk."
14. Praise Chapel will provide evidence of property and liability insurance to protect the District from claims for liability or personal injury and/or damage to property consistent with the terms described in paragraph 16 below. Such evidence will be in the form of an insurance certificate provided by an insurance carrier. This certificate should be for no less than one million dollars (\$1,000,000.00).
15. Praise Chapel acknowledges that it has examined the premises for the purposes of this Agreement and, except as provided for below in paragraph 8, is willing to accept the parking lot in an "as-is condition."
16. Praise Chapel agrees to defend and hold the District harmless against all claims arising out of damage to any person or party occurring in, on, or about the parking lot caused by the use of the parking lot.
17. District shall not be liable or obligated to defend the Praise Chapel for damage to persons or personal property that results from the negligent acts or omissions of

employees or agents of the Praise Chapel. Further, Praise Chapel shall hold District harmless and indemnify it for all claims arising out of any such damage.

18. Praise Chapel agrees to use of the parking lot located at 8026 Somerset Boulevard, Paramount, California, effective September 12, 2017, through September 11, 2018 at no cost.
19. The Agreement may be terminated by either party by giving the other party thirty (30) days' notice of termination. Such notice shall be made in writing.
20. Should any dispute arise from the implementation of this Agreement, the parties agree to submit such dispute to the American Arbitration Association (AAA), in accordance with AAA commercial arbitration rules. It is further agreed that District and Praise Chapel shall bear their own expense in instituting such procedures, including any attorneys' fees incurred.
21. District and the Praise Chapel represent that this Agreement contains all terms and conditions agreed to, and any and all verbal agreements, understandings, or discussions not made a part of this written Agreement are non-binding on either party and have no force or effect.
22. The District and Praise Chapel agree to clear the parking lot of trash and debris as necessary when it is used on the dates outlined in this agreement.

Dated:_____

By:_____

Ruben Frutos
Assistant Superintendent-
Business Services

Dated:_____

By:_____

Praise Chapel

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Notices of Completion – Field Service Contracts

BACKGROUND INFORMATION:

At the meeting of April 10, 2017, the Board of Education authorized the renewal of field service contracts. Individual projects over \$15,000 require a formal notice of completion and a five (5%) percent retention for each contract be held until the Board has accepted completion of the project.

The following projects are complete:

Vendor	Project Description	Contract Amount	5% Retention Amount
REM Custom Builders, Inc.	PHS-West Campus: interior wall repairs (Bid #2-16-17) P.O. 18-00726	\$ 128,328.95	\$ 6,416.45
REM Custom Builders, Inc.	New High School: replace ceiling tiles (Bid #2-16-17) P.O. 18-00335	\$ 178,159.00	\$ 8,907.95
REM Custom Builders, Inc.	Adult Education: repair exterior wall system (Bid #2-16-17) P.O. 18-00681	\$ 49,849.53	\$ 2,492.48
South Bay Heating & Air Conditioning	Various Sites: replace HVAC units (55) (Bid #1-13-14) P.O. 18-00239	\$ 559,000.00	\$ 27,950.00
Inter-Pacific, Inc.	Lakewood, Buena Vista, Adult Education, and PHS-West Campus: installation of LED lighting (Bid #8-16-17) P.O. 18-00314	\$ 100,019.20	\$ 5,000.96
Ortco, Inc.	Gaines ECE: replace playground surfacing (Bid #1-14-15) P.O. 18-00313	\$ 22,975.00	\$ 1,148.75
Van Diest Brothers, Inc.	Keppel, Lincoln, Collins: install storm drain (Bid #5-16-17) P.O. 18-00378	\$ 154,000.00	\$ 7,700.00
Universal Asphalt Co., Inc.	PHS-West Campus: resurface driveway (Bid #3-13-14) P.O. 18-00539	\$ 18,120.00	\$ 906.00

Once the project is deemed complete, it is the responsibility of the District’s Board to formally accept the project, file a Notice of Completion and authorize payment to all contracted parties as allowed by contract.

POLICY/ISSUE:

Board Policy 7430 – Acceptance of Completed Projects

FISCAL IMPACT:

None

ACTION ITEM: 4.6-A

STAFF RECOMMENDATION:

Accept as completed the Field Service Contracts for interior wall repairs at Paramount High School-West Campus; replacement of ceiling tiles at the New High School; repair exterior wall system at Adult Education; replacement of HVAC units (55) at various sites; and installation of LED lighting at Lakewood, Buena Vista, Adult Education, and Paramount High School-West Campus; replace playground surfacing at Gaines ECE; install storm drain at Keppel, Lincoln, and Collins; resurface driveway at Paramount High School-West Campus, and authorize the Superintendent or designee to file the Notices of Completion and make payment to all contracted parties upon expiration of the lien period and determination that no liens are outstanding.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Authorization to Bid and Field Service Contract Renewal

BACKGROUND INFORMATION:

The Board has previously approved the authorization to bid computer and related components and field service contract renewal for carpentry services. The current contract for computer and related components is due to expire on or before September 30, 2017.

The District anticipates several orders for new computers and related peripherals expected to exceed \$88,300, which would require the public bid process. The Technology Use Plan identifies standardized computer hardware and related components for us in schools, offices, and classrooms. The specification is being updated to current District standards.

Staff seeks approval to bid the current specifications for computers and related peripherals and increase the carpentry field service contract for the ongoing renovation projects. At the end of contract year, if the company has provided acceptable services and bid prices are maintained, the District may elect to renew those contracts, pursuant to the terms of the bid. Purchase orders will be issued on an individual project basis.

The following current contract will be increased:

Type of Service/Product	Vendor	Current Field Service Contract Amount	Proposed Field Service Contract Amount
Carpentry	REM Construction	\$400,000.00	\$895,000.00

POLICY/ISSUE:

Board Policy 3309 - Bids & Quotations

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Authorize the increase of the field service contract for carpentry. Authorize the Superintendent or designee to execute all necessary documents. Authorize staff to prepare bid specifications for computers and related peripherals. Authorize the Superintendent or designee to advertise, review, award, and execute all necessary documents to the lowest responsive and responsible bidder(s).

ACTION ITEM: 4.7-A

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve the District's mission.

Paramount Unified School District

TO: Board of Education
FROM: Ruth Pérez, Superintendent
DATE: September 11, 2017
SUBJECT: Revised Board Bylaw 9270 – Conflict of Interest Code

BACKGROUND INFORMATION:

Board Bylaw 9270 – Conflict of Interest Code is being submitted for first reading. The Bylaw is being revised in response to a notification received from the Los Angeles County Board of Supervisors informing the District of an opportunity to make necessary changes by means of the Biannual Review Certification.

After a review of the District's code, it was determined that titles for two positions needed to be updated and there was a need to add the position of Assistant Superintendent-Secondary Educational Services to the District's code with corresponding disclosure categories.

The following changes were recommended by the District:

- Exhibit B – Title of Director-C&I, Special Education/Early Childhood Education changed to **Director-Special Education**.
- Exhibit B – Title of Director-Curriculum, Instruction & Projects changed to **Director-K-5 School Support & Innovative Programs**.
- Exhibit B – the position of Assistant Superintendent-Secondary Educational Services was added with corresponding disclosure categories.

The following change was recommended by the Los Angeles County Board of Supervisors Conflict of Interest/Lobbyist Division:

- Exhibit A - Category 1 disclosure description was revised.
- Exhibit A – Category 6 (page 2) footnote wording was revised .

POLICY/ISSUE:

Legal Reference: Government Code
87300, et.seq. Conflict of Interest Codes
81008, 87100 General Prohibitions

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Accept for first reading revised Board Bylaw 9270 – Conflict of Interest Code revised in compliance with a request from the Los Angeles County Board of Supervisors.

CONFERENCE ITEM: 1.1-CF

PREPARED BY:

Ruth Pérez, Superintendent

DISTRICT PRIORITY 5:

Increase and promote team building and staff involvement in decision making throughout the District.

PARAMOUNT UNIFIED SCHOOL DISTRICTIncorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notes and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designing officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statement of Economic Interest

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copies, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CURRENT BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT

9270

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including loans, gifts, and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in or income (including loans, gifts, and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Paramount Unified School District employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall under the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent. (See Exhibit B footnote for clarification)

CURRENT BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT
EXHIBIT "B"

9270

<u>Designated Positions</u>	<u>Disclosure Categories</u>
1. Governing Board Member	1, 2, 3
2. Superintendent	1, 2, 3
3. Assistant Superintendent-Business Services	1, 2, 3
4. Assistant Superintendent-Educational Services	2, 3
5. Assistant Superintendent-Human Resources	4, 5
6. Assistant Director of Fiscal Services	4
7. Buyer	4
8. Director-C&I, Special Education/Early Childhood Education	4
9. Director-Curriculum, Instruction & Projects	4
10. Director-Secondary Education	4
11. Director-Student Services	4
12. Director of Fiscal Services	1, 4
13. Director of Operations	4
14. Director of Personnel	4, 5
15. Director of Nutrition Services	4
16. Director of Technology	4
17. Consultant/New Position*	6

CURRENT BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT
EXHIBIT "B" (Cont'd)

9270

*Consultant/New Position are included in the list designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent, or his or her designee, may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent, or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008).

CURRENT BYLAW

Bylaws of the Board

9270

Conflict of Interest Code

The PARAMOUNT UNIFIED SCHOOL DISTRICT (herein agency) of the County of Los Angeles hereby adopts this Conflict of Interest and Disclosure Code. The provisions of this Code are pursuant to Government Code Section 87100, Government Code Section 18730 and other laws pertaining to conflicts of interest. Regulation 18730 and Exhibits A and B, designating officials and employees and establishing economic disclosure categories, shall constitute the Conflict of Interest Code of this agency.

Legal Reference:

Government Code

87300 et. Seq.

87100

Conflict of Interest Codes

General Prohibitions

Bylaw adopted
By the Board: 1-25-83
Revised: 10-08-02
Revised: 10-14-09
Revised: 1-22-14
Revised 12-9-15

PARAMOUNT UNIFIED SCHOOL DISTRICT

PROPOSED BYLAW

Conflict of Interest Code Of the

9270

PARAMOUNT UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notes and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designing officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statement of Economic Interest

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copies, shall be available for public inspection and reproduction (Gov. Code Section 81008).

PROPOSED BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT

9270

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

~~Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.~~

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including loans, gifts, and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in or income (including loans, gifts, and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Paramount Unified School District employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

PARAMOUNT UNIFIED SCHOOL DISTRICT
EXHIBIT "A" (Cont.)

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall under the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent. ~~(See Exhibit B footnote for clarification)~~ (See footnote in Exhibit "B" for clarification.)

PROPOSED BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT
EXHIBIT "B"

9270

<u>Designated Positions</u>	<u>Disclosure Categories</u>
1. Governing Board Member	1, 2, 3
2. Superintendent	1, 2, 3
3. Assistant Superintendent-Business Services	1, 2, 3
4. Assistant Superintendent-Educational Services	2, 3
5. Assistant Superintendent-Human Resources	4, 5
6. <u>Assistant Superintendent-Secondary Educational Services</u>	2, 3
7. Assistant Director of Fiscal Services	4
8. Buyer	4
9. Director-C&I, Special Education/Early Childhood Education <u>Director-Special Education</u>	4
10. Director-Curriculum, Instruction & Projects <u>Director-K-5 School Support & Innovative Programs</u>	4
11. Director-Secondary Education	4
12. Director-Student Services	4
13. Director of Fiscal Services	1, 4
14. Director of Operations	4
15. Director of Personnel	4, 5
16. Director of Nutrition Services	4
17. Director of Technology	4
18. Consultant/New Position*	6

PROPOSED BYLAW

PARAMOUNT UNIFIED SCHOOL DISTRICT

9270

EXHIBIT "B" (Cont'd)

*Consultant/New Position are included in the list designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent, or his or her designee, may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent, or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008).

PROPOSED BYLAW

Bylaws of the Board

9270

Conflict of Interest Code

The PARAMOUNT UNIFIED SCHOOL DISTRICT (herein agency) of the County of Los Angeles hereby adopts this Conflict of Interest and Disclosure Code. The provisions of this Code are pursuant to Government Code Section 87100, Government Code Section 18730 and other laws pertaining to conflicts of interest. Regulation 18730 and Exhibits A and B, designating officials and employees and establishing economic disclosure categories, shall constitute the Conflict of Interest Code of this agency.

Legal Reference:	Government Code
	87300 et. Seq. Conflict of Interest Codes
	87100 General Prohibitions

Bylaw adopted
By the Board: 1-25-83
Revised: 10-08-02
Revised: 10-14-09
Revised: 1-22-14
Revised 12-9-15

PARAMOUNT UNIFIED SCHOOL DISTRICT

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ryan Smith, Assistant Superintendent-Secondary Educational Services
DATE: September 11, 2017
SUBJECT: Revised Administrative Regulation 6176 – Education for Homeless Children

BACKGROUND INFORMATION:

Submitted for the Board's information is revised Administrative Regulation 6176 – Education for Homeless Children. The current Administrative Regulation is being revised to align with current legislative changes to methods of enrollment, placement, transportation and graduation requirements.

PREPARED BY:

Manuel San Miguel, Director – Student Services

DISTRICT PRIORITY 4:

Improve student support services.

CURRENT REGULATION

AR 6176(a)

Instruction

Education for Homeless Children

Definitions

“Homeless” means students who lack a fixed, regular and adequate nighttime residence and includes:

1. Children and youth who are temporarily:
 - a. sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
 - b. living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
 - c. living in emergency or transitional shelters;
 - d. abandoned in hospitals;
 - e. awaiting foster care placement.
2. Children and youths have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.
3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
4. Migratory children who qualify as homeless because the children are living in conditions described in 1. a. through e. above.

“School of origin” means the school that the student attended when permanently housed or the school in which the student was last enrolled.

“Best interest” means, to the extent feasible, continuing a student's enrollment in the school of origin for the duration of his/her homelessness, except when doing so is contrary to the wishes of his/her parent/guardian.

District Liaison

The Superintendent designates the following District administrator as the District liaison for homeless students.

Director of K-12 Curriculum and Student Services
15110 South California Avenue

CURRENT REGULATION

AR 6176(b)

Instruction

Education for Homeless Children (continued)

Paramount CA 90723
(562) 602-6035

The District's liaison for homeless students shall ensure that::

1. Homeless students are identified by school personnel and through coordination activities with other entities and agencies;
2. Homeless students enroll in, and have a full and equal opportunity to succeed in, District schools;
3. Homeless families and students receive educational services for which they are eligible;
4. Parents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
5. Notice of the educational rights of homeless children is disseminated at places where children receive services, such as schools, shelters, and soup kitchens;
6. Enrollment disputes are mediated in accordance with law, Governing Board policy and administrative regulation; and
7. Parents/guardians are fully informed of all transportation services.

Placement decisions for homeless students shall be based on the student's best interest. In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school of origin, unless his/her parent/guardian requests otherwise.

When making a placement decision, the Superintendent or designee may consider the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school

CURRENT REGULATION

AR 6176(c)

Instruction

Education for Homeless Children (continued)

placement of siblings, and the time remaining in the school year. In the case of an unaccompanied youth, the district's homeless liaison shall assist in placement or enrollment decisions, consider the views of the student, and provide notice to the student of his/her appeal rights.

The student may continue attending the school of origin until the end of any academic year in which the student moves into permanent housing.

If the student is placed at a school other than the school of origin or a school requested by the parent/guardian, the Superintendent or designee shall provide the parent/guardian with a written explanation of the decision along with a statement regarding the parent/guardian's right to appeal the placement decision.

Once a placement decision has been made, the principal or designee shall enroll the student in the school of choice, even if the parent/guardian is unable to provide the school with the records normally required for enrollment.

The principal or designee shall contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunizations or other medical records, the principal or designee shall refer the parent/guardian to the District homeless student liaison. The liaison shall assist the parent/guardian in obtaining the necessary immunizations or records for the student.

Enrollment Disputes

If a dispute arises over school selection or enrollment in a particular school, the student shall be admitted, pending resolution of the dispute, to the school in which enrollment is sought.

The parent/guardian shall be provided with a written explanation of the placement decision, including an explanation of the parent/guardian's right to appeal the decision. He/she shall also be referred to the District liaison.

The District liaison shall carry out the dispute resolution process provided by the State as expeditiously as possible after receiving notice of the dispute.

CURRENT REGULATION

AR 6176(d)

Instruction

Education for Homeless Children (continued)

Regulation

Adopted: 5-13-03

Revised: 1-10-06

PARAMOUNT UNIFIED SCHOOL DISTRICT

Paramount, California

PROPOSED REGULATION

AR 6176(a)

Instruction

Education for Homeless Children

Definitions

“Homeless” students means students who lack a fixed, regular and adequate nighttime residence and includes:

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals ~~Children and youth who are temporarily:~~
 - a. ~~sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;~~
 - b. ~~living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;~~
 - c. ~~living in emergency or transitional shelters;~~
 - d. ~~abandoned in hospitals;~~
 - e. ~~awaiting foster care placement.~~
2. ~~Children and youths~~ Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.
3. ~~Children and youth~~ Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because ~~the children they~~ are living in conditions described in ~~1. a. through e.~~ items #1-3 above

Unaccompanied youth includes youth who are not in the physical custody of a parent or guardian.

“School of origin” means the school that the homeless student attended when permanently housed or the school in which the he/she student was last enrolled, including a preschool. If the school the homeless student attended when permanently housed is different from the school in which he/she was last enrolled, or if there is some other school that he/she attended within the

PROPOSED REGULATION

AR 6176(b)

Instruction

Education for Homeless Children (continued)

preceding 15 months and with which he/she is connected, the District liaison shall determine, in consultation with and with the agreement of the homeless student and the person holding the right to make educational decisions for the student, and in the best interests of the homeless student, which school shall be deemed the school of origin.

“Best interest” means, that, in making of educational and school placement decisions for a homeless student, consideration is given to, among other factors, educational stability, the opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress, and the student’s access to academic resources, services, and extracurricular and enrichment activities that are available to all District students. to the extent feasible, continuing a student's enrollment in the school of origin for the duration of his/her homelessness, except when doing so is contrary to the wishes of his/her parent/guardian.

District Liaison

The Superintendent designates the following ~~District administrator as the~~ District liaison for homeless students-;

Director of ~~K-12 Curriculum and~~ Student Services
15110 South California Avenue
Paramount CA 90723
(562) 602-6035

The District's liaison for homeless students shall: ~~ensure that::~~

1. Ensure that Hhomeless students are identified by school personnel and through outreach coordination activities with other entities and agencies;
2. Ensure that Hhomeless students are enrolled in, and have a full and equal opportunity to succeed in, District schools;
3. Ensure that Hhomeless families and ~~students~~ children and youth have access to and receive educational services for which they are eligible;-2, including services through Head Start and Early Head Start programs, early intervention services under Part C of the federal Individuals with

PROPOSED REGULATION

AR 6176(c)

Instruction

Education for Homeless Children (continued)

Disabilities Education Act, and other preschool programs administered by the District

4. Parents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children; Ensure that homeless families and students receive referrals to health care services, dental services, mental and substance abuse services, housing services and other appropriate services
5. Notice of the educational rights of homeless children is disseminated at places where children receive services, such as schools, shelters, and soup kitchens; Inform parents/guardians of the educational and related opportunities available to their children and ensure that they are provided with meaningful opportunities to participate in the education of their children
6. Enrollment disputes are mediated in accordance with law, Governing Board policy and administrative regulation; and Disseminate notice of the educational rights of homeless students in locations frequented by parents/guardians of homeless children and youth and by unaccompanied youth, including schools, family shelters, public libraries and hunger relief agencies (soup kitchens). The rights shall be presented in a manner and form understandable to the parents/guardians of homeless students and unaccompanied youth
7. Parents/guardians are fully informed of all transportation services. Mediate enrollment disputes in accordance with law
8. Fully inform parents/guardians of homeless students and unaccompanied youth of all transportation services, including transportation to the school of origin and assist them in accessing transportation to the school of choice
9. Ensure that school personnel providing services to homeless students receive professional development and other support

PROPOSED REGULATION

AR 6176(d)

Instruction

Education for Homeless Children (continued)

10. Ensure that unaccompanied youth are enrolled in school, have opportunities to meet the same challenging state academic standards established for other students, and are informed of their status as independent students under 20 USC 1087vv and that they may receive assistance from the District liaison to receive verification of their independent student status for purposes of applying for federal student aid pursuant to 20 USC 1090
11. Coordinate and collaborate with the state coordinators and community and school personnel responsible for the provision of education and related services to homeless students, including the provision of comprehensive data to the state coordinator as required by law

~~Placement decisions for homeless students shall be based on the student's best interest. In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school of origin, unless his/her parent/guardian requests otherwise.~~

~~When making a placement decision, the Superintendent or designee may consider the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school~~

~~placement of siblings, and the time remaining in the school year. In the case of an unaccompanied youth, the district's homeless liaison shall assist in placement or enrollment decisions, consider the views of the student, and provide notice to the student of his/her appeal rights.~~

~~The student may continue attending the school of origin until the end of any academic year in which the student moves into permanent housing.~~

~~If the student is placed at a school other than the school of origin or a school requested by the parent/guardian, the Superintendent or designee shall provide the parent/guardian with a written explanation of the decision along with a statement regarding the parent/guardian's right to appeal the placement decision.~~

PROPOSED REGULATION

AR 6176(e)

Instruction

Education for Homeless Children (continued)

~~Once a placement decision has been made, the principal or designee shall enroll the student in the school of choice, even if the parent/guardian is unable to provide the school with the records normally required for enrollment.~~

In addition, when notified pursuant to Education Code 48918.1, the District liaison shall assist, facilitate, or represent a homeless student who is undergoing a disciplinary proceeding that could result in his/her expulsion. When notified pursuant to Education Code 48915.5, the District liaison shall participate in an individualized education program team meeting to make a manifestation determination regarding the behavior of a student with a disability.

The Superintendent or designee shall inform homeless children and youth, their parents/guardians, school personnel, service providers, and advocates working with homeless families of the duties of the District's liaison. He/she shall also provide the name and contact information of the District's liaison to the California Department of Education (CDE) for publishing on the CDE's web site. (42 USC 11432)

Enrollment

The District shall make placement decisions for homeless students based on the student's best interest. (42 USC 11432)

In determining the best interest of the student, the District shall consider student-centered factors related to the student's best interest, including factors related to the impact of mobility on achievement, education, health, and safety, giving priority to the request of the student's parent/guardian or, in the case of an unaccompanied youth, the youth. (42 USC 11432)

Such factors may include, but are not limited to, the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school placement of siblings and the time remaining in the school year.

PROPOSED REGULATION

AR 6176(f)

Instruction

Education for Homeless Children (continued)

However, placement decisions shall not be based on whether a homeless student lives with his/her homeless parent/guardian or has been temporarily placed elsewhere. (42 USC 11432)

In the case of an unaccompanied youth, the liaison shall assist in placement or enrollment decisions, give priority to the views of the student and provide notice to the student of his/her appeal rights. (42 USC 11432)

In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school of origin, unless the student's parent/guardian or the unaccompanied youth requests otherwise.

Once a placement decision has been made, the principal or designee shall immediately enroll the student in the school of choice. The student shall be enrolled even is he/she:

1. Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended
2. Does not have clothing normally required by the school, such as school uniforms
3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency and records of immunization and other required health records
4. Has missed application or enrollment deadlines during any period of homelessness

The principal or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunizations or other required health ~~medical~~ records, the principal or designee shall refer the parent/guardian to the District liaison for homeless students. ~~liaison~~. The District liaison shall assist the parent/guardian, or the student if he/she is unaccompanied youth, in obtaining the necessary immunizations, screenings, or records for the student.

PROPOSED REGULATION

AR 6176(g)

Instruction

Education for Homeless Children (continued)

If the student is placed at a school other than his/her school of origin or the school requested by his/her parent/guardian or an unaccompanied youth, the Superintendent or designee shall provide the parent/guardian or the unaccompanied youth with a written explanation of the decision along with a statement regarding the right to appeal the placement decision.

The student may continue attending his/her school of origin for the duration of the homelessness.

To ensure that the homeless student has the benefit of matriculating with his/her peers in accordance with the established feeder patterns, the following shall apply:

1. If the student is transitioning between grade levels, he/she shall be allowed to continue in the same attendance area
2. If the student is transitioning to a middle school or high school, and the school designated for matriculation is in another school district, he/she shall be allowed to continue to the school designated for matriculation in that district.

If the student's status changes before the end of the school year so that he/she is no longer homeless, he/she shall be allowed to stay in the school of origin:

1. Through the duration of the school year if he/she is in grades K-8
2. Through graduation if he/she is in high school

Resolving Enrollment Disputes

If a dispute arises over student eligibility, school selection, or enrollment in a particular school, the matter shall be referred to the District liaison, who ~~student shall carry out admitted, pending resolution of the dispute~~ resolution process as expeditiously as possible. ~~to the school in which enrollment is sought.~~

The parent/guardian or unaccompanied youth shall be provided with a written explanation of any the placement decisions, related to eligibility, school

PROPOSED REGULATION

AR 6176(h)

Instruction

Education for Homeless Children (continued)

~~selection, or enrollment and of the right of the parent/guardian or unaccompanied youth to appeal such decisions, including an explanation of the parent/guardian's right to appeal the decision. He/she shall also be referred to the District liaison.~~

~~The District liaison shall carry out the dispute resolution process provided by the State as expeditiously as possible after receiving notice of the dispute.~~

The written explanation shall include:

1. A description of the action proposed or refused by the District
2. An explanation of why the action is proposed or refused
3. A description of any other options the District considered and the reasons that any other options were rejected
4. A description of any other factors relevant to the District's decision and information related to the eligibility or best interest determination including the facts, witnesses and evidence relied upon and their sources
5. Appropriate timelines to ensure any relevant deadlines are not missed
6. Contact information for the District liaison and state coordinator and a brief description of their roles

The written explanation shall be complete, as brief as possible, simply stated and provided in language that the parent/guardian or student can understand.

The District liaison may use an informal process as an alternative to formal dispute resolution procedures, provided that the parents/guardians or unaccompanied youth have access to the more formal process if informal resolution is not successful in resolving the matter.

In working with a student's parents/guardians or unaccompanied youth to resolve an enrollment dispute, the liaison shall:

PROPOSED REGULATION

AR 6176(i)

Instruction

Education for Homeless Children (continued)

1. Inform them that they may provide written and/or oral documentation to support their position
2. Inform them that they may seek the assistance of social services, advocates, and/or service providers in having the dispute resolved
3. Provide them a simple form that they may use and turn in to the school to initiate the dispute resolution process
4. Provide them a copy of the dispute form they submit for their records
5. Provide them the outcome of the dispute for their records

If a parent/guardian or unaccompanied youth disagrees with the liaison's enrollment decision, he/she may appeal the decision to the Superintendent. The Superintendent shall make a determination within five working days.

If the parent/guardian chooses to appeal the District's placement decision, the District liaison shall forward all written documentation and related paperwork to the homeless liaison at the county office of education.

Pending final resolution of the dispute, including all available appeals, the student shall be immediately enrolled in the school in which enrollment is sought and shall be allowed to attend classes and participate fully in school activities.

Transportation

The District shall provide transportation for a homeless student to and from his/her school of origin when the student is residing within the District and the parent/guardian, or the District liaison in the case of an unaccompanied youth, requests that such transportation be provided. If the student moves outside of District boundaries, but continues to attend his/her school of origin within the District, the Superintendent or designee shall consult with the superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation.

PROPOSED REGULATION

AR 6176(j)

Instruction

Education for Homeless Children (continued)

The District shall not be obligated to provide transportation to students who continue attending their school of origin after they cease to be homeless, unless the formerly homeless student has an individualized education program that includes transportation as a necessary related service for the student.

Transfer of Coursework and Credits

When a homeless student transfers into a District school, the District shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a juvenile court school, or a nonpublic, nonsectarian school or agency and shall not require the student to retake the course.

If the homeless student did not complete the entire course, he/she shall be issued partial credit for the coursework completed and shall be required to take the portion of the course that he/she did not complete at his/her previous school. However, the District may require the student to retake the portion of the course completed if, in consultation with the holder of educational rights for the student, the District finds that the student is reasonably able to complete the requirements in time to graduate from high school. Whenever partial credit is issued to a homeless student in any particular course, he/she shall be enrolled in the same or equivalent course, if applicable, so that he/she may continue and complete the entire course.

Partial credits shall be awarded on the basis of 0.5 credits for every seven class periods attended per subject. If the school is on a block schedule, each block schedule class period attended shall be equal to two regular class periods per subject. Partial credits and grades earned by a student shall be included on the student's official transcript within two business days of the District's notification of the student's transfer, as required under Education Code 49069.5

In no event shall the District prevent a homeless student from taking or retaking a course to meet the eligibility requirements for admission to the California State University or the University of California.

Applicability of Graduation Requirements

PROPOSED REGULATION

AR 6176(k)

Instruction

Education for Homeless Children (continued)

To obtain a high school diploma, a homeless student shall complete all courses required by Education Code 51225.3 and fulfill any additional graduation requirements prescribed by the Governing Board.

However, when a homeless student who has completed his/her second year of high school transfers into the District from another school district or transfers between high schools within the District, he/she shall be exempted from all District-adopted coursework and other District-established graduation requirements, unless the District makes a finding that the student is reasonable able to complete the additional requirements in time to graduate from high school by the end of his/her fourth year of high school. Within 30 calendar days of the homeless student's transfer, the Superintendent or designee shall notify the student, the person holding the right to make educational decisions for him/her, and the District liaison for homeless students of the availability of the exemption and whether the student qualifies for it. If the Superintendent or designee fails to provide this notification, the student shall be eligible for the exemption once notified, even if the notification occurs after the student is no longer homeless.

To determine whether a homeless student is in his/her third or fourth year of high school, the District shall use either the number of credits he/she has earned as of the date of the transfer or the length of his/her school enrollment, whichever qualifies him/her for the exemption.

The Superintendent or designee shall notify any homeless student who is granted an exemption and the person holding the right to make educational decisions for him/her how any requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges.

The District shall not require or request homeless student to transfer schools in order to qualify for an exemption and no request for a transfer solely to qualify for an exemption shall be made by a homeless student, the person holding the right to make educational decisions for the student, or the District liaison on behalf of the student.

PROPOSED REGULATION

AR 6176(l)

Instruction

Education for Homeless Children (continued)

If a homeless student is exempted from local graduation requirements, the exemption shall continue to apply after the student is no longer homeless or if he/she transfers to another school or school district.

If the Superintendent or designee determines that a homeless student is reasonably able to complete District graduation requirements within his/her fifth year of high school, he/she shall:

1. Inform the student and, if under 18 years of age, the person holding the right to make educational decisions for him/her, of the option available to the student to remain in school for a fifth year to complete the District's graduation requirements and how that will affect his/her ability to gain admission to a postsecondary educational institution
2. Provide information to the homeless student about transfer opportunities available through the California Community Colleges
3. Upon agreement with the homeless student or with the person holding the right to make educational decisions for him/her if he/she is under 18 years of age, permit the student to stay in school for a fifth year to complete the district's graduation requirements

Eligibility for Extracurricular Activities

A homeless student who enrolls in any District school shall be immediately deemed to meet all residency requirements for participation in interscholastic sports or other extracurricular activities

Notification and Complaints

Information regarding the educational rights of homeless students, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures notification distributed to students, parents/guardians, employees and other interested parties pursuant to 5 CCR 4622.

Any complaint that the district has not complied with requirements, regarding the education of homeless students, as specified in Education Code 51225.1 or

PROPOSED REGULATION

AR 6176(m)

Instruction

Education for Homeless Children (continued)

51225.2, may be filed in accordance with the district's procedures in AR 1312.3 – Uniform Complaint Procedures.

Regulation

Adopted: 5-13-03

Revised: 1-10-06

PARAMOUNT UNIFIED SCHOOL DISTRICT
Paramount, California

Paramount Unified School District

TO: Ruth Pérez, Superintendent
FROM: Ruben Frutos, Assistant Superintendent-Business Services
DATE: September 11, 2017
SUBJECT: Bid Summaries – Field Service Contracts

BACKGROUND INFORMATION:

At the meetings of May 25, 2016 and April 10, 2017, the Board of Education authorized staff to seek bids for field service contracts. Field Service contracts provide the District a fixed price for work over a period of one year.

Each field service contract allows for ongoing work, as needed. Unit prices for the scope of work will be utilized.

The summaries below reflect the pricing:

Electric

Vendor	Pricing for Sample Project
West Co.	\$8,107.60
J & N Electric	\$11,242.00
Spike Electric Inc.	\$11,439.00

The company listed above in bold was awarded the field service contract.

Exterior Paint

Vendor	Pricing for Sample Project
Mear Construction	\$95,552.08
La Barbara	*Non-responsive

The company listed above in bold was awarded the field service contract.

Interior Window Covering

Vendor	Pricing	Alternate	Total
Inland Building Construction Companies, Inc.	\$767,260.00	\$75,195.00	\$842,455.00
Roll-A-Shade	\$896,917.52	\$122,471.00	\$1,019,388.00
Sheward & Son & Sons	\$996,810.00	\$110,695.00	\$1,107,505.00

The company listed above in bold was awarded the field service contract.

The above-listed contracts are renewable upon District approval.

PREPARED BY:

Cindy DiPaola, Director-Operations

DISTRICT PRIORITY 9:

Effectively manage resources in order to achieve District’s mission