

MINUTES OF THE REGULAR MEETING OF THE
GOVERNING BOARD OF THE
BUENA PARK SCHOOL DISTRICT
September 9, 2013

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The Agenda and all corresponding exhibits are available online 72 hours before
the meeting at
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CALL TO ORDER

The meeting was called to order at 6:00 p.m. by the President, Mr.
Brian Chambers.

FLAG SALUTE

MEMBERS PRESENT

Mr. Brian Chambers; Ms. Helen Lee; Mrs. Barbara Michel; Mrs. L.
Carole Jensen; Mr. Samuel Van Hamblen (absent).

ADMINISTRATION

Mr. Gregory Magnuson, Superintendent; Dr. Deanna Glenn, Assistant
Superintendent, Educational Services; Mr. Kelvin Tsunozumi,
Assistant Superintendent, Administrative Services; Mrs. Carma
Cordray, Executive Assistant.

I. APPROVAL OF AGENDA

Mrs. Michel made the motion, seconded by Mrs. Jensen, to
approve the agenda.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so
recorded in the minutes.

Minutes, September 9, 2013 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF AUGUST 26, 2013

Agenda Exhibit A.

Mrs. Jensen made the motion, seconded by Mrs. Michel, to approve the Minutes of the Regular Meeting of August 26, 2013.

AYES: 3; NOES: 0; ABSTAIN: 1; ABSENT:1.

The president declared the motion carried, and ordered it so recorded in the minutes.

III. HEARING SESSION

The Governing Board heard comments from one member of the audience regarding their interdistrict transfer request.

IV. PRESENTATIONS

.01 JARED BOIGON, TBWB STRATEGIES, LLC

TBWB Strategies representative Jared Boigon presented information regarding a proposal to provide support to the District in determining the probability of success for future facility fundraising through a general obligation bond. The proposal is divided into three phases: feasibility, community engagement and preparation of the ballot measure. During the feasibility phase from September through October 2013, TBWB will research the voting community and perform a voter opinion survey, provide a demographic and local political analysis, target an election date and strategic timeline, and provide a "road map" of key outreach targets and planning benchmarks. Phase Two encompasses October 2013 through February 2014 in which TBWB will perform targeted outreach and engagement to "internal and external" audiences, provide consistent public information materials, communicate with the voting community through traditional and electronic methods, provide transparency and public input, and if needed, a tracking survey in early 2014 before a decision must be made in February if the Board would like to go for the June election. The ballot measure would be prepared December-February 2014 to meet the March 7 filing deadline for a June 2014 election and August 8 would be the filing deadline for the November 2014 election.

Mrs. Jensen asked staff about funding possibilities that would not require interest payments. Mr. Magnuson responded that District needs are likely to exceed internal funding options, and that a public finance expert would be made available to the Governing Board to discuss options consistent with District needs.

Minutes, September 9, 2013 (Continued)

IV. PRESENTATIONS (Continued).02 OVERVIEW OF ILLUMINATE ASSESSMENT DATA SYSTEM

Gilbert School Principal Jason Kuncewicki and BPJH Assistant Principal Bill Lynch reported on the Illuminate Data & Assessment Management System which allows the user to move from data to analysis to decision-making easier and faster than before. Whether a user is working with teacher-created quizzes, demographic data, state tests, or a combination of these and more, Illuminate takes dynamic reporting to a new level. The BPSD goal is for all teachers to eventually use the teacher-made assessment feature which allows for instant formative feedback mid-lesson to inform next steps.

V. PROGRAMS AND REPORTS.01 EDUCATIONAL SERVICES

- 2012-2013 Report of Student Achievement

The No Child Left Behind (NCLB) Act established requirements for school districts to ensure that all students throughout the United States are achieving at the proficient and advanced levels. Dr. Glenn shared statistical data from the California Standards Tests (CST) for math, science, history social studies and English language arts. She also discussed progress on the Academic Performance Index (API) and Annual Yearly Progress (AYP) for individual schools and our ranking with other districts in the county. BPSD has made steady API gains for the past six years but took a slight decline this year. All grade levels decreased in English language arts and math except for seventh grade English language arts students and fourth grade math and eighth grade algebra. Fifth grade science decreased by 2% and eighth grade science decreased 1% this year while eighth grade history social studies continued to increase with a 4% growth. Although four of the seven schools are over the State goal of 800, all seven schools are currently listed as Program Improvement.

The District will continue to work with individual school sites to analyze data and educational practices to determine the underlying causes for students to show growth, remain at current levels, or drop a level; and identify opportunities for coaching, professional development and structured collaboration. In addition, action plans will be developed for refinement in ELA, mathematics interventions, and revised CAST/SST process to maximize efficiency of meeting subgroup and individual student needs.

Minutes, September 9, 2013 (Continued)

V. PROGRAMS AND REPORTS (Continued)

.02 ADMINISTRATIVE SERVICES

- 2013-2016 General Fund Budget Revision Multi-Year Projection (MYP)

Mr. Tsunozumi provided ongoing information regarding the Local Control Funding Formula (LCFF) uncertainties and emphasized that future budget revisions will definitely be needed. The revised Multi-Year Projection (MYP) builds upon financial information that was presented to the Governing Board at their August 26, 2013 meeting. Additionally, the MYP incorporates the following changes: 1) Ending Fund Balance increase of \$109K (unrestricted) and \$102 (restricted) from recently completed 2012-13 Unaudited Actuals; 2) eliminated previously authorized use of IMFRP funding in 2013-14 of \$435K- dollars to be held in IMFRP reserves to fund future textbook adoptions; given State funding will be utilized for Common Core State Standards (CCSS) implementation.

Proposition 98 established minimum funding levels, however, under LCFF the Legislature and Governor decide annually the level to fund various education programs. There are no state statutes that specify and require an annual appropriation to support LCFF. This increases the level of uncertainty with respect to MYP forecasting.

To temper MYP uncertainties, School Services of California recommends BPSD continue to follow the current economic uncertainties reserve requirement of 3% and establish a separate LCFF reserve equal to at least one year's revenue growth in the MYP to provide a "softer landing" when the next downturn occurs.

To achieve LCFF mandated annual improvement in grades K-3 class sizes to an ultimate goal of 24:1, the MYP assumes seven additional teachers to be hired in 2013-14, six in 2014-15 and six more hired in 2015-16 for a cumulative of 19 teachers. MYP indicates a significant improvement in the Reserve percentage vs. at Adopted Budget however the district is still deficit spending and will have a negative 0.4% reserve in 2015-16.

At First Interim Reporting (i.e., December 15) the District will provide a comprehensive report detailing the district impact due to LCFF.

Minutes, September 9, 2013 (Continued)

VI. ACTION CALENDAR.01 INTERDISTRICT TRANSFER REQUEST: DANIEL CHO

Mrs. Michel made the motion, seconded by Ms. Lee, that

the Governing Board deny Interdistrict Transfer Request:
Daniel Cho.

AYES: 3; NOES: 1; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

.02 INTERDISTRICT TRANSFER REQUEST: GABRIEL CHO

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board deny Interdistrict Transfer Request: Gabriel Cho.

AYES: 3; NOES: 1; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

.03 2012-2013 UNAUDITED ACTUALS

Agenda Exhibit B.

Mr. Tsunozumi presented an overview of the information presented in the report and indicated the Unaudited Actuals represent the best presentation of the district's financial data and ending balance position for the year ended June 30, 2013. Unrestricted Revenue Limit funding for 2012-13 totaled \$25,552,217 after adjusting for Cost of Living Adjustment (COLA) and Beginning Teacher Incentive Funding increases, and a reduction for the Revenue Limit (RL) Deficit factor. In addition to RL sources, the Class Size Reduction (CSR) program and Lottery provide ongoing revenues to support the District's salary schedule. As a result of temporary statutory flexibility provided the CSR program, school districts across California were able to obtain partial funding despite having class sizes for grades 1-3 in excess of 20:1.

Minutes, September 9, 2013 (Continued)

VI. ACTION CALENDAR (Continued)

.03 2012-2013 UNAUDITED ACTUALS (Continued)

Salary and benefit expenditures totaled \$34,332.860 or 85.4% of General Fund expenditures compared to 85.6% in

2011-12. Employee benefit expenses totaled \$8,628,793, a \$268,419 decrease from 2011-12 total employee benefit expenditures of \$8,897,212. Non-salary expenditures totaled \$5,861,364 or 14.6% of General Fund expenditures compared to 14.4% in 2011-12. Carryover and deferred income totals and special designations for restricted and unrestricted programs are included in the 2012-13 Unaudited Actual expenses and General Fund balance. General Fund encroachment was \$4,191,765, including the District's contribution to the Routine Restricted Maintenance Account.

The District is reporting an overall unrestricted deficit of \$905,239 which reflects the continuing economically stressful environment found throughout the state of California. The District ended the 2012-13 fiscal year with a General Fund ending balance of \$6,399,185 including the General Fund restricted ending balance in the amount of \$905,664. The ending fund balance includes unrestricted funds totaling \$5,493,521.

Ending balance funds, totaling \$1,864,472, have been designated for Revolving Cash, Kid Connection, Instructional Materials, and Other Post Employment Benefits under GASB 45. The unrestricted reserve (i.e., Designation for Economic Uncertainties) for 2012-13 totals \$3,574,049 and provides a sufficient funding level to maintain a 3% reserve for economic uncertainty.

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board approve the 2012-2013 Unaudited Actuals.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

Minutes, September 9, 2013 (Continued)

VI. ACTION CALENDAR (Continued)

.04 CANDIDATE NOMINATION FOR ORANGE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Agenda Exhibit C.

Following a brief discussion, Mrs. Michel made a motion to table this exhibit.

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board table the Candidate Nomination for Orange County Committee on School District Organization.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

VII. DISCUSSION CALENDAR

.01 Governing Board Self-Evaluation

The Governing Board established a committee consisting of Barbara Michel, Brian Chambers, and Helen Lee, to compile information for self-evaluation by the Board.

VIII. CONSENT CALENDAR

.01 REMOVAL OF ITEMS FROM CONSENT CALENDAR

No items were removed from the consent calendar.

.09 APPROVAL OF CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board approve Consent Calendar Items .02 through .08, according to the Education Code.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

Minutes, September 9, 2013 (Continued)

VIII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-04

Agenda Exhibit D.

CERTIFICATED PERSONNELI. NEW HIRE

The following certificated employee has been selected for new hire effective as indicated for the 2013-14 school year, subject to contract stipulations, employment conditions, and, if applicable, grant requirements. Position is 1.0 FTE unless otherwise indicated.

Bee, Breanna - 08/27/2013
Teacher 080100C023

The following certificated employees have been selected for new hire effective as indicated:

Sierra, Hugo - 08/27/2013
Substitute Teacher

Lew, Tai - 09/10/2013
Substitute Teacher

II. RESIGNATION

Dijamco, Catherine - 08/29/2013
Substitute Teacher

III. CURRICULUM WORKAdditional Hours for Buena Park Junior High School After-School Programs

In an effort to continue to build a positive school culture, Buena Park Junior High School would like to offer an after-school Cheer Club to support their sports program. One teacher will serve as the coach for the Cheer Club, practicing with students and also providing supervision during games. One teacher will be paid the current hourly rate of \$33.48 (includes benefits), payable from Buena Park Junior High School Title I funds, for a total not to exceed \$2,210.

CLASSIFIED PERSONNELI. NEW HIRE

Ortega, Marilu - 08/27/2013

Instructional Assistant - Computer #081122E001
Minutes, September 9, 2013 (Continued)

VIII. CONSENT CALENDAR (Continued)

II. CHANGE OF ASSIGNMENT

Cerial, Sunae - 09/18/2013

Current Assignment(s):

Substitute Instructional Assistant

Substitute Instructional Assistant - Bilingual

Add: Bilingual Services Provider #081105E001

Substitute Bilingual Services Provider

Substitute Playground Supervisor

III. NEW HIRE

Felix, Nohemi - 09/10/2013

Substitute Instructional Assistant

Substitute Instructional Assistant - Bilingual

Substitute Playground Supervisor

Stein, Brianne - 09/10/2013

Substitute Instructional Assistant

Substitute Playground Supervisor

IV. CURRICULUM WORK

Child Care During GRIP Meetings, Gilbert School

Gilbert School will be hosting GRIP (Gang Reduction Intervention Partnership) parent meetings throughout the 2013-14 school year beginning September 2013. In order to increase parent participation, child care will be provided. Two classified employees will provide child care during each meeting and will be paid the current hourly rate of pay (a range of \$18.63 - \$32.66, depending on job classification, includes benefits), not to exceed twenty four hours, payable from Gilbert School Title I funds, for a total not to exceed \$784.

Child Care During GRIP Meetings, Whitaker School

Whitaker School will be hosting GRIP (Gang Reduction Intervention Partnership) parent meetings throughout the 2013-14 school year beginning September 2013. In order to increase parent participation, child care will be provided. Two classified employees will provide child care during each meeting and will be paid the current hourly rate of pay (a range of \$18.63 - \$32.66, depending on job classification, includes benefits), not to exceed twenty four hours, payable from Whitaker School Title I funds, for a total not to exceed \$784.

Minutes, September 9, 2013 (Continued)

VIII. CONSENT CALENDAR (Continued)

Agenda Exhibit E.

September 20, 2013 - "5th Annual Closing the Latino Achievement Gap Summit" - C. Hackett, A. Little, C. Flores, S. Santos, J. Case, M. Casper, D. Sanhueza, D. Glenn, A. Oei, D. Diaz, J. Kuncewicki, R. Jeffrey, L. Rogers

September 21, 2013 - "School Bus Safety Workshop" - G. Cervantes, D. Jaramillo, K. Zelaya

September 25, 2013 - "Services for English Learners and Specialized Instructions" - D. Sanhueza

September 25, 2013, October 23-24, 2013 - "Services for English Learners and Specialized Instructions" - C. Flores, H. Robson, J. Case, S. Dain, A. Jauregui, C. Hackett, B. Mize, C. Sweet

September 26, 2013 - "The Zones of Regulation OT/PT Focus Day" - L. Colburn, A. Gracia

January 29-31, 2014 - "2014 Superintendents' Symposium" - G. Magnuson

March 5-8, 2014 - "California Association of Directors of Activities (CADA) State Convention" - A. Tardif, L. Lucero

.04 INTER-DISTRICT TRANSFERS, 2013-2014

Agenda Exhibit F.

Permits granted to date: In: 113
Out: 136

.05 BUSINESS SERVICES REPORT

Agenda Exhibit G.

a. Purchase Orders dated 08/27/13-09/09/13 were approved in the total amount of \$821,802.67.

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 174

Agenda Exhibit H.

Contract #: 14-06
Contractor: Bay Alarm
Site Dept. Manager: K. Tsunozumi
New Contract/Amendment: Amendment

Minutes, September 9, 2013 (Continued)

VIII.CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 174 (Continued)

Description of Services: Increase for additional monthly cost to monitor new panic buttons at BPJHS.

Contract Period: July 1, 2013 - June 30, 2014
 Funding Source: Maintenance
 Total Expenditure: Increase Not to Exceed \$200
 Agreement Total Not to Exceed \$17,233

Contract #: 211-12
 Contractor: Southwest School and Office Supply
 Site Dept. Manager: K. Tsunozumi
 New Contract/Amendment: Amendment

Description of Services: Extension for one year of the piggybackable bid awarded by the Placentia Yorba Linda Unified School District to Southwest School and Office Supply. Southwest was awarded this bid as the lowest overall in pricing on the items used most often in educational and office environments. It is in the best interest of the District to utilize the pricing offered under the terms of this agreement.

Contract Period: July 1, 2013 - June 30, 2014
 Funding Source: Various site and district funding sources
 Total Expenditure: TBD

Contract #: 14-63
 Contractor: Fullerton Joint Union High School District
 Site Dept. Manager: D. Glenn
 New Contract/Amendment: New

Description of Services: FJUHSD employee to teach one period of choral music at Buena Park Junior High School. Cost includes salary, benefits and travel stipend.

Contract Period: August 6, 2013 - May 30, 2014
 Funding Source: General Fund
 Total Expenditure: Not to Exceed \$19,266

Contract #: 39787
 Contractor: Orange County Department of Education
 Site Dept. Manager: D. Glenn
 New Contract/Amendment: New

Minutes, September 9, 2013 (Continued)

VIII. CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 174 (Continued)

Description of Services: Orange County Department of Education has received School Readiness Initiative Grant funds of \$600 for the implementation of the Training and Technical Assistance Funding Program. Funds must be spent by BPSD by June 30, 2014.

Contract Period: July 1, 2013 - June 30, 2014

Funding Source: N/A

Total Expenditure: Revenue Agreement

Contract #: 14-64

Contractor: TBWB Strategies, LLC

Site Dept. Manager: G. Magnuson

New Contract/Amendment: New

Description of Services: Provide management consulting services related to potential G.O. Bond feasibility, assessment, public information development and distribution, and measure development.

Contract Period: September 10, 2013 - March 10, 2014

Funding Source: Special Reserve

Total Expenditure: Not to Exceed \$60,000

.07 RESOLUTION #13-01: GANN LIMIT

Agenda Exhibit I.

In November 1979, the California electorate did adopt Proposition 4, commonly known as the Gann Amendment, which added Article XIII-B to the California Constitution.

The provisions of the Article establish maximum appropriations limits, commonly called "Gann Limits," for public agencies including school districts.

The District must establish a revised Gann Limit for the 2012-2013 fiscal year and a projected Gann Limit for the 2013-14 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law.

This Board does provide public notice that the attached calculations and documentation for the Gann Limits for 2012/13 and 2013/14 fiscal years are made in accord with applicable constitutional and statutory law.

Minutes, September 9, 2013 (Continued)

VIII.CONSENT CALENDAR (Continued)

.07 RESOLUTION #13-01: GANN LIMIT (Continued)

This Board does hereby declare that the appropriations in the Budget for the 2012/13 and 2013/14 fiscal years to not exceed the limitations imposed by Proposition 4.

The Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

.08 APPROVAL TO USE BUENA PARK JUNIOR HIGH SCHOOL FOR THE AMERICAN CANCER SOCIETY'S (ACS) RELAY FOR LIFE EVENT, JUNE 6-8, 2014

Agenda Exhibit J.

The American Cancer Society (ACS) has previously used Buena Park Junior High School field, two rooms, and the adjacent parking areas for their Relay for Life event raising over \$846,000 in ten years to benefit cancer research. This event is a signature event of the organization to raise funds for the fight against cancer. Staff was impressed with the care and consideration ACS showed in using the District's facilities.

ACS has again requested use of Buena Park Junior High School for the subject event to be held from June 6-8, 2014. Before the event, staff will be meeting with ACS representatives regarding logistical support and security assurances. The District will provide nominal support to ensure that the facility is secured following the event.

We do not anticipate any significant financial implications for the District relating to this event.

Administration recommends that the Governing Board approve the use of the Buena Park Junior High School field, two rooms, and adjacent parking areas for the American Cancer Society's Relay for Life event from June 6-8, 2014.

IX. BOARD COMMENTS

Mrs. Jensen and Mr. Chambers have attended Back-to-School Night activities for Beatty, Corey, Emery, Gilbert, Whitaker and Buena Park Jr. High.

Mr. Chambers visited Corey School and was given the opportunity to read a story to a Kindergarten class.

Mrs. Michel has attended Back-to-School Night activities at Emery, Gilbert and Whitaker Schools.

Minutes, September 9, 2013 (Continued)

IX. BOARD COMMENTS (Continued)

Mr. Magnuson reminded the Board that Pendleton School's Back-to-School Night activities will be held on September 12. Members of the Tarsadia Foundation, the Cisneros Foundation and the MIND Institute, who have partnered with Pendleton School, will be in attendance. Backpacks filled with school supplies will be delivered for all students and dinner will be served for all in attendance.

X. INFORMATION/CORRESPONDENCE

.01 Correspondence

- MIND Research Institute, Tarsadia Foundation

Agenda Exhibit K.

The nonprofit MIND Institute, in conjunction with the Tarsadia Foundation and the Cisneros Foundation, has partnered with Pendleton School to improve early math and learning for high-needs students. This group has issued an invitation to attend Pendleton School's Back to School event on September 12, 2013.

.02 Major Topics for Governing Board

Agenda Exhibit L.

XI. ADJOURNMENT

At 7:30 p.m., Mrs. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board adjourn the meeting.

AYES: 4; NOES: 0; ABSENT: 1.

The president declared the motion carried, and ordered it so recorded in the minutes.

_____ President

_____ Clerk

_____ Member

_____ Member

_____ Member