

MINUTES OF THE REGULAR MEETING OF THE
GOVERNING BOARD OF THE
BUENA PARK SCHOOL DISTRICT
February 14, 2017

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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; Mrs. Rochelle Smith; Mrs. Barbara Michel; Mr.
Samuel Van Hamblen; Mrs. Irene Castaneda.

ADMINISTRATION

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

I. APPROVAL OF AGENDA

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

AYES: 5; NOES: 0; ABSENT: 0.

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

Minutes, February 14, 2017 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF JANUARY 23, 2017

Agenda Exhibit A.

Mrs. Michel made the motion, seconded by Mrs. Castaneda, to approve the Minutes of the Regular Meeting of January 23, 2017.

AYES: 5; NOES: 0; ABSENT: 0.

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

.02 MINUTES OF THE SPECIAL MEETING OF JANUARY 30, 2017

Agenda Exhibit B.

Mrs. Smith made the motion, seconded by Mrs. Michel, to approve the Minutes of the Special Meeting of January 30, 2017.

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

Roll call vote: Ayes: Smith, Michel, Chambers, Castaneda
Abstain: Hamblen

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

III. HEARING SESSION

The Governing Board heard comments from two members of the audience regarding the school counselor stipend and a Valentine's Day poem was read.

IV. PRESENTATION

.01 MAINTENANCE AND OPERATIONS WORK ORDER PROCESSING

Mr. Tsunozumi and Mike Anderson, Director of FMOT, shared a report on the responsibilities carried out by the Facilities, Maintenance, & Operations, and Transportation staff which includes: facilities maintenance, facilities planning, site/department improvements, grounds maintenance and planning, transportation, custodial services, security and alarm service administration and emergency planning. Mr. Anderson reviewed the work order process and how each work order is tracked using School Dude, a cloud-based management system. Mr. Anderson also discussed the difference between site/department improvement requests and work orders.

Minutes, February 14, 2017 (Continued)

V. ACTION CALENDAR

SUPERINTENDENT/HUMAN RESOURCES

.01 ORANGE COUNTY SCHOOL BOARDS ASSOCIATION, 2017 DELEGATE ASSEMBLY BALLOT

Agenda Exhibit C.

The Governing Board voted for the following eight candidates on the California School Boards Association 2017 Delegate Assembly Ballot: Alfonso Alvarez-Santa Ana USD, Bonnie Castrey-Huntington Beach Union HSD, Karin M. Freeman-Placentia-Yorba Linda USD, Ira Glasky-Irvine USD, Diana D. Hill-Los Alamitos USD, Al Jabbar-Anaheim Union HSD, Robert A. Singer-Fullerton Joint Union HSD, and Suzie R. Swartz-Saddleback Valley USD. CSBA Delegates will serve two-year terms beginning April 1, 2017 through March 31, 2019.

Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve the nomination(s) for Orange County School Boards Association, 2017 Delegate Assembly.

AYES: 5; NOES: 0; ABSENT: 0.

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

ADMINISTRATIVE SERVICES

.02 RESOLUTION #16-12: ESTABLISH TEMPORARY INTERFUND TRANSFERS OF SPECIAL OR RESTRICTED FUND MONEYS

Agenda Exhibit B.

Education Code Section 42603 provides authorization for the Governing Board to temporarily transfer funds to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing and shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of the fiscal year. The Governing Board authorized the temporary transfer between the following accounts for fiscal year 2016-2017: Fund 01-General Fund, Fund 12-Child Development Fund, Fund13-Food Services Fund, Fund 14-Deferred Maintenance Fund, Fund 25-Capital Facilities Fund, and Fund 40-Special Reserve Fund.

Minutes, February 14, 2017 (Continued)

V. ACTION CALENDAR (Continued)

ADMINISTRATIVE SERVICES (Continued)

.02 RESOLUTION #16-12: ESTABLISH TEMPORARY INTERFUND TRANSFERS OF SPECIAL OR RESTRICTED FUND MONEYS
(Continued)

Mrs. Michel made the motion, seconded by Mrs. Smith, that the Governing Board approve Resolution #16-12: Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys.

AYES: 5; NOES: 0; ABSENT: 0.

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

VI. DISCUSSION CALENDAR

.01 Board Policy Adoption/Review/Revision/Deletion

- BP0410 Nondiscrimination in District Programs and Activities (revise)(Magnuson)
- BP3513.3 Tobacco-Free Schools (revise)(Tsunezumi)
- BP3553 Free and Reduced Price Meals (revise)(Tsunezumi)
- BP3555 Nutrition Program Compliance (revise)(Tsunezumi)
- BP4030 Nondiscrimination in Employment (revise)(Magnuson)
- BP4119.11, 4219.11, 4319.11 Sexual Harassment (revise)(Magnuson)
- BP4151, 4251, 4351 Employee Compensation (revise)(Magnuson)
- BB9321 Closed Session Purposes and Agendas (revise)(Magnuson)

Agenda Exhibit E.

The Governing Board considered the listed board policies for adoption/review/revision/deletion and indicated changes where necessary. Indicated changes will be made and the policies will be included on the Consent Calendar for approval on the next Board agenda.

.02 Coherence Study Session Schedule

The Governing Board agreed to schedule two special Board meetings on February 22 and March 8, 2017 at 5:30 p.m. to continue their book study sessions.

Minutes, February 14, 2017 (Continued)

VI. DISCUSSION CALENDAR (Continued)

.03 Fullerton Joint Union High School 2017-18 Draft Instructional Calendar

Agenda Exhibit F.

Governing Board members reviewed the adopted Fullerton Joint Union High School District's Pupil Attendance Calendar for 2017-18 and discussed interest and issues with aligning Buena Park School District's Instructional Calendar with the high school.

VII. CONSENT CALENDAR

.01 REMOVAL OF ITEMS FROM CONSENT CALENDAR

No items were removed from the consent calendar.

.24 APPROVAL OF CONSENT CALENDAR

Mrs. Michel made the motion, seconded by Mrs. Castaneda, that the Governing Board approve Consent Calendar Items .02 through .23, according to the Education Code.

AYES: 5; NOES: 0; ABSENT: 0.

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

.02 PERSONNEL ACTION REPORT #16-17-14

Agenda Exhibit G.

CERTIFICATED PERSONNEL

I. NEW HIRES (Ratification)

The following certificated employees have been selected for hire effective as indicated for the 2016-17 school year, subject to contract stipulations, employment conditions, and, if applicable, grant requirements.

Eidsvold, Lindsey - 02/15/2017

Hourly Intervention Teacher #08100W007
FTE Hourly

Ryan, Kathryn - 02/15/2017

Hourly Intervention Teacher #080100W023
FTE Hourly

Yu, Shelley - 02/06/2017*
Education Specialist #08119P002
FTE 1.0

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #16-17-14 (Continued)

CERTIFICATED PERSONNEL (Continued)

I. NEW HIRES (Ratification) (Continued)

The following certificated substitutes have agreed to serve effective as indicated:

Eisvold, Lindsey - 02/15.2017
Substitute Teacher

Hastings, Kerry - 01/30/2017*
Substitute Teacher

Langen, Olenka - 02/15/2017
Substitute Teacher

Sung, Yoon Sun - 02/15/2017
Substitute Teacher

Stein, Brianne - 02/01/2017*
Substitute Teacher

*Ratifications

II. SEPARATION

#0800002365 - 02/07/2017
Education Specialist #080119P002

#0800002317 - 01/23/2017
Substitute Teacher

#0800002155 - 02/15/2017
Substitute Teacher

#0800002346 - 02/07/2017
Substitute Teacher

III. CURRICULUM WORK

Additional Hours for State and Federal Programs

In order to assist the Educational Services Department with the organization and monitoring of documentation for homeless students, interventions, supplemental education services, federal compliance notices, and required plans and reports for Title

I, additional hours are periodically needed. Teachers will provide assistance and will be paid the contractual hourly rate of \$40.03 per hour (includes benefits), payable from District Title I funds, for a total not to exceed \$20,000.

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #16-17-14 (Continued)

CERTIFICATED PERSONNEL (Continued)

CLASSIFIED PERSONNEL

I. NEW HIRE

All new hires are contingent upon successful completion of new hire paperwork and DOJ fingerprint clearance.

Mai, Jason - 02/15/2017

Substitute Computer Technician I

Rodarte, Erika - 02/15/2017

Family Services Specialist

Substitute Instructional Assistant

Substitute Instructional Assistant II

- Bilingual

Substitute Bilingual Services Provider

Substitute Playground Supervisor

Sanchez Pascual, Maria - 02/15/2017

Substitute Computer Technician I

II. CHANGES OF ASSIGNMENT

Barnes, Brandy - 02/15/2017

Current Assignment:

Cafeteria Worker #081108D003

Playground Supervisor #081137E010

Substitute Cafeteria Worker

Substitute Playground Supervisor

Add: Substitute Typist Clerk

Brubaker, Stephanie - 02/01/2017 (Ratification)

From: Instructional Assistant I #081158G001

Playground Supervisor #081137G010

Playground Supervisor #081137G006 (short term)

Playground Supervisor #081137C001 (short term)

Playground Supervisor #081137C007

Substitute Instructional Assistant

Substitute Playground Supervisor

Delete: Playground Supervisor #081137C007
(short term)

Mack, Yolanda - 02/15/2017
Current Assignment:
Substitute Playground Supervisor
Add: Substitute Instructional Assistant

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #16-17-14 (Continued)

CERTIFICATED PERSONNEL (Continued)

CLASSIFIED PERSONNEL (Continued)

II. CHANGES OF ASSIGNMENT (Continued)

Parrott, Mary - 02/15/2017
Current Assignment:
Instructional Assistant - Computer #081122C001
Substitute Instructional Assistant
Substitute Playground Supervisor
Add: Substitute Library Clerk

Roxas, Rebecka - 02/15/2017
Current Assignment:
Playground Supervisor #081137J006
Substitute Playground Supervisor
Add: Substitute Cafeteria Worker

III. SEPARATION

#0800001608 - 01/26/2017
Cafeteria Worker I #081108D005

#0800002157 - 02/15/2017
Substitute Cafeteria Worker

IV. EMPLOYMENT OF SHORT-TERM CLASSIFIED EMPLOYEE:

Tello, Laura S.
Playground Supervisor #081137P001
1.0 hour per day
Funding Source: Pendleton School Discretionary
Location: Pendleton School
Anticipated Dates: February 15 - May 26, 2017
Rate of Pay: \$12.97 per hour (includes benefits)
of Days (not to exceed): 66
Total Cost (not to exceed): \$857

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit H.

February 24, 2017 - "Powerful Practices: The

Instructional Leadership Experience" - G. Magnuson, R. Miramontes, S. Hwang, J. Linnecke
 March 2, 2017 - "Cultivating the Scientist in Every Child" - J. Robinson
 March 6, 2017 - "Aeries SIS Spring 2017 Users' Conference" - T. Corsaut, Y. Viramontes, D. Vanderwest, L. Willis

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.03 CONFERENCE/TRAVEL ACTION REPORT (Continued)

March 6-7, 2017 - "Aeries SIS Spring 2017 Users' Conference" - P. Pham
 March 7, 2017 - "Aeries SIS Spring 2017 Users' Conference" - D. Spiva, B. Chavez, J. Davis, J. Acevedo, M. Gross
 March 15-18, 2017 - "Computer Users' Education (CUE) National Conference 2017" - M. Magboo, A. Osborn, S. Park, D. Sedia
 May 16, 2017 - "Understanding Financial Statements" - K. Yuen
 June 7-8, 2017 - "NGSS Rollout #4 Training" - S. Dain, E. Bruhns, J. Buchanan, R. Gomez, J. Kopazewski, S. Voelker, D. Santoyo, L. Crawford, J. Schell, S. Magnin, D. Robbins, A. Biesiada, J. Smith, D. Clark

.04 INTER-DISTRICT TRANSFERS, 2016-2017

Agenda Exhibit I.

Permits granted to date: In: 187
 Out: 251

.05 BUSINESS SERVICES REPORT

Agenda Exhibit J.

a. Purchase Orders dated 01/24/17-02/14/17 were approved in the total amount of \$2,937,752.85.

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 240

Agenda Exhibit K.

Contract #: 17-54
 Contractor: Christy White Associates
 Site Dept. Manager: K. Tsunozumi
 New Contract/Amendment: New

Description of Services: Conduct a financial statement and performance audit for the Measure B bond program.

- 1) Fiscal year ended 6/30/17 Audit
- 2) Fiscal year ended 6/30/18 Audit
(optional renewal year)
- 3) Fiscal year ended 6/30/19 Audit
(optional renewal year)

Contract Period: July 1, 2017 - March 31, 2020
 Funding Source: 2014 Bond Fund
 Total Expenditure: Not to Exceed \$21,600 (for 3 years)

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

.07 APPROVAL OF THE 2014-15, 2015-16, AND 2016-17 CONSOLIDATED APPLICATION REPORTING SYSTEM (CARS), WINTER DATA COLLECTION

Agenda Exhibit L.

Each year, school boards are required to approve the CARS for funding state and federal aid programs. The CARS winter data collection includes reporting on state and federal funding programs, certification that all state and federal rules and regulations will be observed, and the use of funds will be reviewed and audited according to the standards set forth by the California Department of Education. The report consists of Fiscal Year 2014-15 closeout reports, Fiscal Year 2015-16 carryover and expenditure reports, and Fiscal Year 2016-17 reports for Title I, II and III funds, district allocations, and site allocations.

The CARS winter data collection is approved on an annual basis. By approving the CARS winter data collection, the Governing Board approves the legal assurances that govern each program funded in this application and allows the authorized submission of the CARS winter data collection. The CARS winter data collection is due February 28, 2017.

The CARS is the vehicle by which we secure state and federal categorical program funding for the District. Approval is required for acceptance of funds.

Administration requests Governing Board approval of the 2014-15, 2015-16, and 2016-17 CARS winter data collection for submission.

.08 BOARD POLICY 0450 COMPREHENSIVE SAFETY PLAN

Agenda Exhibit M.

.09 BOARD POLICY 1230 SCHOOL-CONNECTED ORGANIZATIONS

Agenda Exhibit N.

- .10 BOARD POLICY 1312.3 UNIFORM COMPLAINT PROCEDURES

Agenda Exhibit O.

- .11 BOARD POLICY 2121 SUPERINTENDENT'S CONTRACT

Agenda Exhibit P.

Minutes, February 14, 2017 (Continued)

VII. CONSENT CALENDAR (Continued)

- .12 BOARD POLICY 4112.2 CERTIFICATION

Agenda Exhibit Q.

- .13 BOARD POLICY 4112.24 TEACHER QUALIFICATIONS UNDER THE NO CHILD LEFT BEHIND ACT

Agenda Exhibit R.

- .14 BOARD POLICY 4113 ASSIGNMENT

Agenda Exhibit S.

- .15 BOARD POLICY 4121 TEMPORARY/SUBSTITUTE PERSONNEL

Agenda Exhibit T.

- .16 BOARD POLICY 5111.1 DISTRICT RESIDENCY

Agenda Exhibit U.

- .17 BOARD POLICY 5116.1 INTRADISTRICT OPEN ENROLLMENT

Agenda Exhibit V.

- .18 BOARD POLICY 5145.3 NONDISCRIMINATION/HARASSMENT

Agenda Exhibit W.

- .19 BOARD POLICY 5145.7 SEXUAL HARASSMENT

Agenda Exhibit X.

- .20 BOARD BYLAW 9222 RESIGNATION

Agenda Exhibit Y.

- .21 BOARD BYLAW 9240 BOARD TRAINING

Agenda Exhibit Z.

.22 BOARD BYLAW 9270 CONFLICT OF INTEREST

Agenda Exhibit AA.

.23 BOARD BYLAW 9323 MEETING CONDUCT

Agenda Exhibit BB.

Minutes, February 14, 2017 (Continued)

VIII. BOARD COMMENTS

Ms. Castaneda, Ms. Smith, Ms. Michel and Mr. Magnuson attended the Buena Park State of the City Address and Luncheon on February 1, 2017.

Mrs. Michel enjoyed her classroom visitations at Beatty, Corey and Emery Schools in which she observed two ELA lessons and a math lesson.

Mr. Hamblen visited classrooms at Beatty, Corey and Emery Schools in which he observed two math lessons and one language arts lesson.

Mr. Chambers and Mr. Magnuson toured "The Source," the new development at Orangethorpe and Beach which just celebrated their grand opening.

Mr. Chambers, Mr. Hamblen, Ms. Michel, Ms. Castaneda, and Superintendent Magnuson attended the 2017 CSEA Officers Installation Luncheon on February 11, 2017.

Mr. Magnuson thanked the Governing Board for their support in allowing him to attend the annual Superintendent's Symposium.

IX. INFORMATION/CORRESPONDENCE

.01 Information/Correspondence

- Orange County Department of Education, Williams Settlement Legislation 2nd Quarter Report

Agenda Exhibit CC.

The Orange County Department of Education (OCDE) shared their Williams Settlement Legislation 2nd Quarter Report for the period October, November, and December 2016. The OCDE requested data regarding uniform complaints related to textbooks and instructional materials, facilities conditions, and teacher vacancies or misassignments

received during the first quarter; no complaints were filed in BPSD during the period of July through September 2016.

.02 Major Topics for the Governing Board

Agenda Exhibit DD.

Minutes, February 14, 2017 (Continued)

X. CLOSED SESSION

At 7:33 p.m., Mrs. Michel made the motion, seconded by Mrs. Castaneda, that the Governing Board go into closed session.

AYES: 5; NOES: 0; ABSENT: 0.

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

XI. RECONVENE

At 8:20 p.m., Mrs. Michel made the motion, seconded by Mrs. Smith, that the Governing Board reconvene.

AYES: 5; NOES: 0; ABSENT: 0.

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

XII. REPORTING OUT OF CLOSED SESSION

.01 LABOR RELATIONS: CONFERENCE WITH GREG MAGNUSON, NEGOTIATOR WITH THE BUENA PARK TEACHERS ASSOCIATION (GOVERNMENT CODE #54957.6)

Discussion was held regarding Labor Relations: Conference with Greg Magnuson, Negotiator with the Buena Park Teachers Association (Government Code #54957.6).

.02 LABOR RELATIONS: CONFERENCE WITH GREG MAGNUSON, NEGOTIATOR WITH THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #569 (GOVERNMENT CODE #54957.6)

Discussion was held regarding Labor Relations: Conference with Greg Magnuson, Negotiator with the California School Employees Association, Chapter #569 (Government Code #54957.6).

.03 LABOR RELATIONS: CONFERENCE WITH GREG MAGNUSON, NEGOTIATOR WITH THE UNREPRESENTED EMPLOYEES

Discussion was held regarding Labor Relations: Conference with Greg Magnuson, Negotiator with the Unrepresented Employees.

.04 LABOR RELATIONS: CONFERENCE WITH GREG MAGNUSON, NEGOTIATOR WITH THE CONTRACT EMPLOYEES

Discussion was held regarding Labor Relations: Conference with Greg Magnuson, Negotiator with the Contract Employees.

.05 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Superintendent's Mid-year Evaluation

Discussion was held regarding Public Employee Performance Evaluation - Superintendent's Mid-Year Evaluation.

Minutes, February 14, 2017 (Continued)

XIII. ADJOURNMENT

At 8:21 p.m., Mrs. Michel made the motion, seconded by Mrs. Smith, that the Governing Board adjourn the meeting.

AYES: 5; NOES: 0; ABSENT: 0.

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

_____ President

_____ Clerk

_____ Member

_____ Member

_____ Member