

MINUTES OF THE REGULAR MEETING OF THE
GOVERNING BOARD OF THE
BUENA PARK SCHOOL DISTRICT
October 12, 2015

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6885 Orangethorpe Avenue, Buena Park, California.

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 5:00 p.m. by the President, Mr. Samuel Van Hamblen.

FLAG SALUTE

MEMBERS PRESENT

Mr. Samuel Van Hamblen; Mrs. Barbara Michel (absent); Mrs. L. Carole Jensen; Mr. Brian Chambers; Mrs. Rochelle Smith.

ADMINISTRATION

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

I. APPROVAL OF AGENDA

Mr. Chambers made a motion to move Item XIV. Closed Session forward on the agenda to follow Item II. Closed Session if time permits and move Item VIII. Programs and Reports, .02 Facilities and Technology Modernization forward to follow Item V. Work Study Session. The agenda was approved as amended.

Mrs. Jensen made the motion, seconded by Mrs. Smith, to approve the agenda, as amended.

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

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

Minutes, October 12, 2015 (Continued)

II. CLOSED SESSION

At 5:01 p.m., Mr. Chambers made the motion, seconded by Mrs. Jensen, that the Governing Board go into closed session.

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

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

III. RECONVENE

At 5:23 p.m., Mrs. Jensen made the motion, seconded by Mrs. Smith, that the Governing Board reconvene.

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

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

IV. REPORTING OUT OF CLOSED SESSION

.01 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (GOVERNMENT CODE SECTION 54956.9(a))

Approval/Ratification of September 28, 2015 Final Settlement Agreement and General Release in Parent on Behalf of Student v. Buena Park School District, OAH Case No. 2015060563.

In closed session, the Governing Board took action to approve/ratify a final settlement agreement in Parent on behalf of Student v. Buena Park School District, OAH Case No. 2015060563.

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

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

XVI. REPORTING OUT OF CLOSED SESSION

.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Discussion was held regarding Public Employee Discipline/Dismissal/Release.

V. WORK STUDY SESSION

.01 2016-2020 BUENA PARK SCHOOL DISTRICT STRATEGIC PLAN

Agenda Exhibit A.

Governing Board members completed their review/revision of the District's Strategic Plan for 2016-2020.

Minutes, October 12, 2015 (Continued)

VIII. PROGRAMS AND REPORTS

.02 FACILITIES AND TECHNOLOGY MODERNIZATION

BCA Architect representative Paul Bunton reviewed the District's short and long term master plan priorities and timeline prior to discussing the remaining "Phase I" projects- Beatty seismic upgrade and the phones/bells/clock systems at five remaining sites plus district office- and cost considerations. Mr. Bunton reviewed the facility budget reconciliation; alternative funding sources, i.e., AB300 reimbursement, Fund 40-Special Reserve Fund and Fund 25-Developers' Fees; and a revised timeline for moving forward. The next phase of modernization projects will continue to focus on the overall priorities identified in the Master Plan. The estimated date of Series B Bonds is 2017 as is State Matching Funds, subject to voter approval of the State Bond.

Dr. Miramontes reported that three schools, Corey, Emery and Pendleton have completed their iPad roll out, digital lessons are being planned and will be emailed to teachers shortly. Professional development for classified aides is being scheduled and the WAN/WLAN capacity has been increased. The Footsteps2Brilliance Kickoff is scheduled for 9:00 a.m. on Friday, October 23, 2015, at Pendleton School.

VI. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF SEPTEMBER 28, 2015

Agenda Exhibit B.

Mr. Chambers made the motion, seconded by Mrs. Smith, to approve the Minutes of the Regular Meeting of September 28, 2015.

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

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

VII. HEARING SESSION (time certain 6:00 p.m.)

No comments.

Minutes, October 12, 2015 (Continued)

VIII. PROGRAMS AND REPORTS

.01 BUENA PARK JUNIOR HIGH SCHOOL REPORT

Buena Park Junior High School Principal Erik Bagger recognized seven students for exemplifying the District's core ethical values. Hailey Porras, Trinity Patron, Adeela Dadabhoy, Kaitlyn Han, Annie Garcia, Andrew Gonzalez and Francisco Ibarra received certificates of recognition from the Governing Board.

"A Year of Transformation" was the theme of Buena Park Junior High School's report to the Governing Board. Principal Bagger and several teachers reported on a number of programs geared toward transforming academics at the junior high. Ms. Gomez, History teacher, discussed the DBQ project, also known as data-based question, which is an essay or series of short-answer questions that are constructed by students using one's own knowledge combined with support from several provided sources. The goal of using the document-based-question is so students could be "less concerned with the recall of previously learned information" and more engaged in deeper historical inquiry. Science teacher Sue Voelker shared information on the OC STEM Initiative which helps to equip students with the math and science skills needed to be competitive and Next Generation Science Standards (NGSS) which were adopted to assist teachers in the implementation of the new science standards and to aid in the development of the new science curriculum framework. Andy Osborn is working with the Journalism students developing an online newspaper which will be printed twice this year. Mr. Bagger shared information regarding the Robotics, Coding and Music electives while Jacqueline Barry updated the Board on the AVID program. Assistant Principal Tyler Morgan discussed a new program called "Hero" which staff is using to track behavior and attendance and Assistant Principal Polyn Spirtos discussed the "Big 5" items that each student must have with them at all times: their ID badge, agenda, book for reading, a hall pass, and their grade book. Laura Lucero and Jodi Reddingius shared information regarding the PBis positive behavior program, the GRIP mentor program, and Club Live which focuses on youth development through community service.

Minutes, October 12, 2015 (Continued)

IX. ACTION CALENDAR.01 INTERDISTRICT TRANSFER REQUEST: MIKHAILA ROOME

Mr. Chambers made the motion, seconded by Mrs. Smith, that the Governing Board deny Interdistrict Transfer Request: Mikhaila Roome.

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

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

.02 INTERDISTRICT TRANSFER REQUEST: ELYANA YANEZ

Mr. Chambers made the motion, seconded by Mrs. Jensen, that the Governing Board deny Interdistrict Transfer Request: Elyana Yanez.

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

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

.03 ADOPTION OF 2016-2020 BUENA PARK SCHOOL DISTRICT STRATEGIC PLAN

Agenda Exhibit C.

The Governing Board voted to approve the newly revised 2016-2020 Buena Park School District Strategic Plan identifying the District's future strategic direction, shared vision and goals.

Mr. Chambers made the motion, seconded by Mrs. Smith, that the Governing Board approve the 2016-2020 Buena Park School District Strategic Plan.

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

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

.04 APPROVAL OF THE BUENA PARK SCHOOL DISTRICT DEFERRED MAINTENANCE PROGRAM FIVE YEAR PLAN (2015-2019)

Agenda Exhibit D.

With the advent of the Local Control Funding Formula (LCFF), funding for Deferred Maintenance is left to the discretion of school districts. Buena Park School District, through adoption of its annual budget, has opted to continue to fund \$250,000 per year to the Deferred Maintenance Fund to maintain our facilities. The 2014-2019 Five-Year Plan was approved by the Board.

Minutes, October 12, 2015 (Continued)

IX. ACTION CALENDAR (Continued)

.04 APPROVAL OF THE BUENA PARK SCHOOL DISTRICT DEFERRED MAINTENANCE PROGRAM FIVE YEAR PLAN (2015-2019)
(Continued)

Mrs. Smith made the motion, seconded by Mrs. Jensen, that the Governing Board approve the Buena Park School District Deferred Maintenance Program Five Year Plan (2015-2019).

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

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

X. DISCUSSION CALENDAR

.01 Proposed Job Description: Chief Technology Officer

Agenda Exhibit E.

Discussion was held regarding the proposed Chief Technology Officer job description. Questions were raised regarding the required number of teaching experience years and the Master's Degree requirement. Staff will refine the job description and bring back for further discussion.

XI. CONSENT CALENDAR

.01 REMOVAL OF ITEM FROM CONSENT CALENDAR

Mr. Hamblen requested Item .05 Business Services Report be removed from the consent calendar.

.10 APPROVAL OF CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mrs. Smith, that the Governing Board approve Consent Calendar Items .02, .03, .04, .06, .07, .08, and .09, 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.

XI. CONSENT CALENDAR (Continued).02 PERSONNEL ACTION REPORT #15-16-07

Agenda Exhibit F.

CERTIFICATED PERSONNELI. NEW HIRES

The following certificated employee has been selected for hire effective as indicated for the 2015-16 school year, subject to contract stipulations, employment conditions, and, if applicable, grant requirements. Position is 1.0 FTE unless otherwise indicated.

Meza, Daniel - 10/19/2015
Teacher #080109J009

NEW HIRES (Ratification)

Choi, Jane - 10/12/2015
Substitute Teacher

Jorge, Zachary - 10/12/2015
Substitute Teacher

Schlegel, Coreen - 09/29/2015
Substitute Teacher

II. SEPARATIONS

#0800000581 - TBD
Teacher #080109J014
#0800002016 - 09/28/2015
Substitute Teacher

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

In order to give students an opportunity to participate in weekly intramural sports activities, Buena Park Junior High School would like to offer an after-school sports program. Teachers will serve as coaches for the intramural sports program. Teachers will be paid the current hourly rate of \$34.22 (includes benefits), payable from Buena Park Junior High School's SLIP funds, for a total not to exceed \$6,844.

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #15-16-07 (Continued)

CERTIFICATED PERSONNEL (Continued)

III. CURRICULUM WORK (Continued)

School Wellness Liaisons and District Wellness Coordinator

As a way to transition schools to take leadership of the Fit Centers, each school will have a School Wellness Liaison to help maintain the Fit Centers. Liaisons will be responsible for maintaining the Fit Centers, turning in weekly attendance logs, attending District Wellness Committee meetings, and supporting wellness programs and policies. Each Liaison will be paid the contractual hourly rate of \$34.22 (includes benefits), payable from the St. Jude grant, for a total not to exceed \$9,582.

The District Wellness Coordinator will coordinate the Wellness Committee meetings, collaborate with various stakeholders to develop Administrative Regulations for the wellness policy, collect all school Fit Center attendance logs, and serve as the District practitioner for the wellness policy and Fit Centers. The District Wellness Coordinator will be paid the contractual hourly rate of \$34.22 (includes benefits), payable from the St. Jude grant, for a total not to exceed \$2,054.

CLASSIFIED PERSONNEL

I. NEW HIRES

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

Perez Vieyra, Julio - 10/13/2015

Substitute Bilingual Service Provider
Substitute Instructional Assistant II
- Bilingual
Substitute Instructional Assistant
Substitute Playground Supervisor

II. CHANGE OF ASSIGNMENTS

Arias, Selah - 10/13/2015

Current Assignment(s):

Playground Supervisor #081137J008
Substitute Playground Supervisor

Add: Breakfast Supervisor #081149J002

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #15-16-07 (Continued)

CLASSIFIED PERSONNEL (Continued)

II. CHANGE OF ASSIGNMENTS (Continued)

Rios, Elisa - 10/21/2015

Current Assignment(s):

Substitute Instructional Assistant

Substitute Instructional Assistant II

- Bilingual

Substitute Health Clerk

Substitute Lead Child Care Associate

Substitute Playground Supervisor

Add: Instructional Assistant II

- Bilingual #081123B002

Tovar-Martinez, Selene - 09/19/2015

Current Assignment(s):

Substitute Playground Supervisor

Add: Breakfast Supervisor #081149J002

III. SEPARATIONS

#0800000210 - 10/06/2015

Substitute Instructional Assistant

Substitute Playground Supervisor

#0800000854 - 09/24/2015

Substitute Secretary

#0800001510 - 10/02/2015

Substitute Bilingual Services Provider

#0800002200 - 10/05/2015

Playground Supervisor #081137J003

Playground Supervisor #081137J009 (short term)

IV. EMPLOYMENT OF SHORT-TERM CLASSIFIED EMPLOYEES

Arechiga, Dora

Instructional Assistant-Toddler/Preschool

#081120D001

3.0 hours per day

Funding Source: School Readiness

Location: Pendleton School

Anticipated Dates: October 13, 2015 - May 26, 2016

Rate of Pay: \$19.41 per hour (includes benefits)

of Days (not to exceed): \$139

Total Cost (not to exceed): \$8,094

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #15-16-07 (Continued)

CLASSIFIED PERSONNEL (Continued)

IV. EMPLOYMENT OF SHORT-TERM CLASSIFIED EMPLOYEES
(Continued)

Leyva, Silvia

Instructional Assistant-Toddler/Preschool

#081120D002

3.0 hours per day

Funding Source: School Readiness

Location: Pendleton School

Anticipated Dates: October 13, 2015 - May 26, 2016

Rate of Pay: \$19.41 per hour (includes benefits)

of Days (not to exceed): 139

Total Cost (not to exceed): \$8,094

V. CURRICULUM WORK

Professional Development, Instructional Assistant

In collaboration with the University of Phoenix, a six-hour training will be offered for all instructional assistants on November 23, 2015. Topics will include Common Core Math, technology, and English Language Development. Classified staff will be paid at the current hourly rate of pay (a range of \$19.41 - \$31.45, depending on job classification, includes benefits), for a total not to exceed \$15,000, payable from District Title I and Title III funds.

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit G.

October 15, 2015 - "California Reading & Literature Project" - R. Prichard, M. Adair, M. Small, H. Higgins, K. Eldridge, H. Grethe

October 16-17, 2015 - "Fullerton Fluency Conference" - L. Mock

October 20-21, 2015 - "Planning and Financing Your Future School Facility Program" - K. Tsunezumi, M. Anderson

October 21, 2015 - "Democratizing the Document Based Question" - C. Hermreck, A. Hopkins, L. Tran, TBD, J. Hadfield, J. Christensen, S. Little, M. Earle, K. Wilson, K. Quijada, J. Sanchez, S. Doucette, S. Francisco

October 23-24, 2015 - "48th Annual Professional Development Institute" - R. Prichard, M. Adair, M. Small, H. Higgins, K. Eldridge, M. Grethe

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.03 CONFERENCE/TRAVEL ACTION REPORT (Continued)

October 28, 2015 - "Disaster Preparedness Academy" - K. Tsunozumi, M. Anderson

October 29, 2015 - "2015 Green CA Schools and Colleges Summit & Exposition" - K. Tsunozumi, M. Anderson

November 4-8, 2015 - "The 63rd CSNA Annual Conference & Trade Show" - K. Butler

November 5, 2015 - "Business Applications User Conference" - R. Palomino, C. Stevenson, M. Andres

November 18-19, 2015 - "Non-Violent Crisis Intervention Training, CPI" - L. Tygenhoff, C. Jarvis, A. Sandoval

November 19, 2015 - "37th Annual Buena Park Mayor's Prayer Breakfast" - B. Michel, R. Miramontes

January 20-21, 2016 - "Non-Violent Crisis Intervention Training, CPI" - M. Garcia, J. Suh, R. Unga, L. Mellano

.04 INTER-DISTRICT TRANSFERS, 2015-2016

Agenda Exhibit H.

Permits granted to date: In: 185
Out: 181

.06 PERMISSION TO GO TO BID: ROOFING

Agenda Exhibit J.

As part of the District's five year Maintenance Plan, roofing work is required at Corey Elementary, Beatty Elementary, and the District Office (specifically the mechanic's shop). It is anticipated that the cost of this effort will exceed the minimum contract price to qualify as a Public Works project subject to public bid under provisions of the Government Code. Therefore, the District will need to go to bid for this work.

The District requires that services be provided by a qualified firm. Utilizing the public works bid process will ensure the lowest qualified bid for roofing construction and installation. The Corey Elementary, Beatty Elementary, and the mechanic shop building roofs will be bid separately.

Total funding for this contract, estimated to be

\$225,000.00 will be paid from the Deferred Maintenance Fund.

It is recommended that the Buena Park School District Governing Board give approval to go to bid subject to provision of the Public Contract Code.

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.07 RESOLUTION #15-02: RED RIBBON WEEK

Agenda Exhibit K.

Alcohol and other drug abuse has reached epidemic stages in the United States.

It is imperative that community members launch substance abuse prevention education efforts to reduce the demands for drugs.

California for Drug-Free Youth, Inc., is coordinating the California Red Ribbon Campaign in cooperation with the National Red Ribbon Campaign to offer its citizens the opportunity to demonstrate their commitment to drug-free lifestyles.

Business, government, law enforcement, schools, religious institutions, service organizations, youth, medical, senior citizens, military, sports teams, and individuals will demonstrate their commitment to drug-free, healthy lifestyles by wearing and displaying red ribbons during this week-long campaign.

The community of Buena Park further commits its resources to ensure the successes of the RED RIBBON CAMPAIGN.

The Governing Board of the Buena Park School District does hereby support October 23-31, 2015, as RED RIBBON WEEK and encourages its citizens to participate in drug prevention and education activities, making a visible statement that we are firmly committed to a drug-free community.

The Governing Board of the Buena Park School District encourages all citizens to pledge: DRUG USE IS LIFE ABUSE.

.08 2015-2016 QUARTERLY REPORT WILLIAMS LEGISLATION UNIFORM COMPLAINTS

Agenda Exhibit L.

Minutes, October 12, 2015 (Continued)

XI. CONSENT CALENDAR (Continued)

.09 NOTICE OF COMPLETION: DIVERSIFIED THERMAL (BEATTY HVAC UPGRADE)

Agenda Exhibit M.

<u>NOTICE OF COMPLETION</u>	
October 12, 2015	
BEATTY ELEMENTARY SCHOOL HVAC UPGRADE BID PER PLANS AND SPECIFICATIONS	
CONTRACTOR:	DIVERSIFIED THERMAL SERVICES, INC. 1220 North Barsten Way Anaheim, CA 92806
AMOUNT OF CONTRACT:	\$805,000.00
CHANGE ORDER:	\$21,000.00
TOTAL CONTRACT:	\$826,000.00

DISCUSSION OF ITEM REMOVED FROM CONSENT CALENDAR

.05 BUSINESS SERVICES REPORT

Regarding P.O. #J08V0020, page 3 of 4, Tifco Industries in the amount of \$1,496.66, Mrs. Jensen questioned what kind of wrench cost that amount of money. Mr. Tsunezumi responded that the price covered the purchase of multiple tools.

Regarding P.O. #J08X0103, page 3 of 4, Key Air Conditioning in the amount of \$20,000.00, Mrs. Jensen questioned why this was also shown on the Deferred Maintenance Report. Mr. Tsunezumi indicated that this is an open purchase order.

Regarding P.O. #J08X0024, page 3 of 4, Diversified Thermal Services in the amount of \$20,000.00, Mrs. Jensen asked if this was connected to P.O. #I08A0192, page 4 of 4, Diversified Thermal Services in the amount of \$826,000.00. Mr. Tsunezumi responded that P.O. #I08A0192 was for the Beatty Boiler/Chiller replacement and that

P.O. #J08X0024 was an open purchase order for routine HVAC equipment/repairs. Mr. Tsunozumi also reported that the District has a replacement plan in place for HVAC units across the District.

Minutes, October 12, 2015 (Continued)

DISCUSSION OF ITEM REMOVED FROM CONSENT CALENDAR (Continued)

.05 BUSINESS SERVICES REPORT (Continued)

Regarding P.O. #I08A0150, page 4 of 4, Ortco, Inc., in the amount of \$1,051,771.00, Mrs. Jensen asked if the purchase order was fully paid. Mr. Magnuson replied that the Governing Board approved the Notice of Completion for Ortco, Inc., at the September 28, 2015 Board meeting.

XI. CONSENT CALENDAR (Continued)

.11 ITEM REMOVED FROM CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mrs. Smith, that the Governing Board approve Consent Calendar Item .05 Business Services Report, 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.

.05 BUSINESS SERVICES REPORT

Agenda Exhibit I.

a. Purchase Orders dated 09/29/15-10/12/15 were approved in the total amount of \$578,181.11.

XII. BOARD COMMENTS

Mrs. Jensen informed the Board she will be out of the District through October 25, 2015.

Mr. Chambers expressed appreciation for the support of Buena Park Junior High School staff during their report to the Board.

Mr. Hamblen was present at Emery School during the iPad deployment reporting the students were thrilled to receive their iPads.

Mr. Magnuson shared a press release that will be printed on Friday, October 16 announcing the Footsteps2Brilliance City-Wide kickoff.

Mr. Magnuson met with certificated staff at Beatty, Whitaker and Buena Park Junior High School to share information on facilities modernization, Common Core, technology, school reports and test results.

Minutes, October 12, 2015 (Continued)

XIII. INFORMATION/CORRESPONDENCE

.01 Information

- Excerpt from the Fiscal Crisis and Management Team 2014-15 Annual Report "Fiscal Issue in California Education"

Agenda Exhibit N.

The annual FCMAT report focuses on the general fiscal health of local educational agencies (LEAs) and also attempts to identify continuing and emerging issues that will have a fiscal effect on California's school districts, county offices of education, community colleges and charter schools. Issues that have been addressed in this report in previous years are now noted as continuing issues.

Mr. Magnuson reported that he had attended the last meeting of his term on the FCMAT Board October 4, 2015.

.02 Major Topics for Governing Board

Agenda Exhibit O.

.03 Orange County Treasurer-Tax Collector Treasurer's Management Report

Agenda Exhibit P.

As of August 31, 2015, the current yield on investments in the Orange County Treasurer Tax Collector's Educational Investment Pool is 0.54%.

XIV. CLOSED SESSION

XV. RECONVENE

Minutes, October 12, 2015 (Continued)

XVII. ADJOURNMENT

At 7:18 p.m., Mrs. Jensen made the motion, seconded by Mrs. Smith, 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