

MINUTES OF THE SPECIAL MEETING OF THE
GOVERNING BOARD OF THE
BUENA PARK SCHOOL DISTRICT
July 24, 2015

GOVERNING BOARD RETREAT
Held at: Los Coyotes Country Club
8888 Los Coyotes Drive
Buena Park, CA 90621

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY
Any individual with a disability who requires reasonable accommodation to
participate in a Board meeting may request assistance by contacting the
Superintendent's Office
(714)522-8412; fax (714)521-4475

Agenda documents that have been distributed to the Governing Board less than
72 hours before the meeting are available for public inspection at
6885 Orangethorpe Avenue, Buena Park, California.

The Agenda and all corresponding exhibits are available online 72 hours before
the meeting at
www.bpsd.k12.ca.us

CALL TO ORDER

The meeting was called to order at 9:03 a.m. by the President, Mr.
Samuel Van Hamblen.

FLAG SALUTE

MEMBERS PRESENT

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

ADMINISTRATION

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

I. APPROVAL OF AGENDA

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

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

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

II. CONTINENTAL BREAKFAST - 9:00 A.M.

Minutes, July 24, 2015 (Continued)

III. ACTION CALENDAR

.01 CANCELLATION OF THE JULY 27, 2015 REGULARLY SCHEDULED GOVERNING BOARD MEETING

The Governing Board took action to cancel the regularly scheduled Board meeting on July 27, 2015.

Mrs. Michel made the motion, seconded by Mrs. Jensen, that the Governing Board cancel the July 27, 2015 Regularly Scheduled Governing Board Meeting.

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

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

IV. CONSENT CALENDAR

.01 REMOVAL OF ITEMS FROM CONSENT CALENDAR

Mrs. Jensen requested Item .04 Business Services Report and Item .05 Contract/Service Agreement(s) No. 208, be removed from the consent calendar.

.08 APPROVAL OF CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board approve Consent Calendar Items .02, .03, .06, and .07, 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 #15-16-02

Agenda Exhibit A.

CERTIFICATED PERSONNEL

I. NEW HIRES

The following certificated candidates have been selected for hire effective as of the first duty day of the 2015-16 school year, subject to contract stipulations, employment conditions, and, if applicable, grant requirements. Positions are 1.0 FTE unless otherwise indicated.

<u>Employee</u>	<u>Position</u>
De Leon, Eleanor	Education Specialist#080119P001
Perry, Andrea	Education Specialist#080119J001
Suh, Jenny	Education Specialist#080119W001

Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

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

CERTIFICATED PERSONNEL (Continued)

II. CHANGES IN ASSIGNMENT (Ratification)

Beckelheimer, Mary - 07/20/2015

From: TOSA #08112D001

To: Administrative Intern #080222C001

Chang, Beverly - 07/20/2015

From: Teacher #080109J032

To: Administrative Intern #080222W001

Lee, Yae Rang (Samantha) - 07/20/2015

From: Teacher #080109J012

To: Administrative Intern #080222E001

Love, Kelly - 07/20/2015

From: Teacher #080109J029

To: Administrative Intern #080222P001

Luckey, Christina - 07/20/2015

From: TOSA #08112D002

To: Administrative Intern #080222G001

III. TEMPORARY ASSIGNMENT: INTERIM SCHOOL SITE COORDINATOR, SPECIAL EDUCATION (Ratification)

In order to ensure the continued and effective implementation of regularly-assigned departmental programs and duties assigned to the Coordinator, during the temporary vacancy of the School Site Coordinator, Special Education position, Mr. Jay Beckelheimer will serve as Interim Coordinator and assume the duties and responsibilities associated with the position.

The need for an Interim Coordinator began as the first scheduled duty day, July 20, 2015, and is anticipated to extend through no later than September 15, 2015. Should there cease to be a need sooner, Mr. Beckelheimer would be released to return to his regular position and duties prior to the September 15 end date.

During the temporary assignment, Mr. Beckelheimer shall be paid on step 2 of the Coordinator salary schedule, an amount equal to \$529.39 per day, including payroll benefits, payable from Special Education funds. The assignment shall neither exceed 41 days, nor shall it exceed a total cost of

\$21,705.
Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

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

CERTIFICATED PERSONNEL (Continued)

IV. SEPARATION

Employee ID#0800001735 - 07/20/2015
Teacher #080109J031

Employee ID#0800001315 - 07/30/2015 (Date Revision)
Teacher #080105P001

Employee ID#0800000245 - 06/30/2015
Teacher #080110P001

V. CURRICULUM WORK

Professional Dialogues

Professional dialogues will be held throughout the 2015-16 school year. The purpose of these meetings is to provide professional development and ongoing articulation across schools relative to district goals and objectives. Professional dialogues will be held throughout the year (dates to be determined) in each of the following areas, including, but not limited to: 1) Common Core State Standards, 2) Early Literacy Program, 3) Report Cards, 4) Response to Intervention, 5) Assessments, 6) Data-Driven Decision Making, 7) Special Education, 8) Parent Education and Involvement, 9) GATE/Honors, 10) English Language Development, 11) Student Success Team, and 12) Technology. Teachers will be paid the contractual hourly rate of \$34.22 (includes benefits), payable from District Title I funds. Funding for these meetings will not exceed \$60,000.

CLASSIFIED PERSONNEL

I. ADDITIONAL HOURS FOR COREY CLASSIFIED STAFF TO FACILITATE SETUP AND PREPARE TO MEET EDUCATIONAL NEEDS DURING THE SEISMIC UPGRADE PROJECT

(Ratification)

In conjunction with the delayed Corey seismic upgrade project, and to facilitate movement into temporary housing for the Corey Library Media Clerk and affected classrooms, District staff requests ratification authorization of sixteen (16) additional hours for the Corey Library Media Clerk to oversee the movement of the Corey Library and its contents, and for up to two (2) Corey instructional assistants, for no more than sixteen (16) hours total, for the purpose of facilitating

the setup of temporary classrooms.
Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

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

CLASSIFIED PERSONNEL (Continued)

I. ADDITIONAL HOURS FOR COREY CLASSIFIED STAFF TO FACILITATE SETUP AND PREPARE TO MEET EDUCATIONAL NEEDS DURING THE SEISMIC UPGRADE PROJECT

(Ratification) (Continued)

All hours will be scheduled to be completed prior to August 8, 2015. Classified employees will be paid their regular hourly rates of pay, depending on job classification, a range of \$19.41 to \$26.82 per hour (including payroll benefits), for a total not to exceed \$859 payable from the General fund.

II. LEAVE OF ABSENCE (Ratification)

Employee is requesting a leave of absence under the provisions of the federal Family Medical Leave Act/California Family Rights Act.

ID#0800000718 - 07/22/2015 through 09/20/2015
Lead Child Care Worker #081125C001

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit B.

August 3-6, 2015 - "STEM Quest: Project Based Learning" - K. Kim, M. McDonald, L. Hopkins, S. Little
August 4-5, 2015 - "Federal Program Monitoring: Local Educational Agency Training 2015-16" - K. Yuen, L. Puailoa, S. Conlin, E. Bagger, R. Harrison
August 6, 2015 - "Federal Program Monitoring: Title I Technical Training Assistance" - K. Yuen, G. Ung, L. Puailoa

.06 BOARD POLICY 3517 FACILITIES INSPECTION

Agenda Exhibit E.

.07 BOARD POLICY 7000 CONCEPTS AND ROLES, FACILITIES

Agenda Exhibit F.

Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

DISCUSSION OF ITEMS REMOVED FROM CONSENT CALENDAR

.04 BUSINESS SERVICES REPORT

Regarding purchase orders J08A0034, J08A0035, J08A0036 and J08A0037 payable to Pali Institute for Science Camp, Mrs. Jensen questioned if the district will be reimbursed for these costs. Mr. Magnuson indicated that partial reimbursement is expected for school sites consistent with 2014-15.

Regarding purchase order J08R0046 payable to CDWG, Mrs. Jensen questioned what an "airwatch" was. Mr. Miramontes described an airwatch as a device used to configure iPads.

.05 CONTRACT/SERVICE AGREEMENT(S) NO. 208

Regarding contract #'s15-01, 15-12 and 15-46, Mrs. Jensen questioned why the three contract amounts were increased. Mr. Magnuson responded contract #'s15-12 and 15-46 were due to increased special education student placements. Contract #15-01 was increased primarily due to several special education cases.

.09 ITEMS REMOVED FROM CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board approve Consent Calendar Item .04 Business Services Report and Item .05 Contract/Service Agreement(s) No. 208, 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.

.04 BUSINESS SERVICES REPORT

Agenda Exhibit C.

a. Purchase Orders dated 07/14/15-07/24/15 were approved in the total amount of \$2,881,797.92.

.05 CONTRACT/SERVICE AGREEMENT(S) NO. 208

Agenda Exhibit D.

Contract #: 15-01

Contractor: Atkinson, Andelson, Loya, Rudd & Romo
Attorneys at Law

Site Dept. Manager: G. Magnuson

New Contract/Amendment: Amendment

Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

.05 CONTRACT/SERVICE AGREEMENT(S) NO. 208 (Continued)

Description of Services: Increase contract for legal services as required for facilities, special education, human resources, and other miscellaneous legal counsel.

Contract Period: September 1, 2014 - August 31, 2015
 Funding Source: General Fund
 Total Expenditure: Increase Not to Exceed \$85,000
 Agreement Total
 Not to Exceed \$215,000

Contract #: 15-12
 Contractor: Centralia School District
 Site Dept. Manager: M. Mukanos
 New Contract/Amendment: Amendment

Description of Services: Increase special education and/or related services.

Contract Period: July 1, 2014 - June 30, 2015
 Funding Source: Special Education
 Total Expenditure: Increase Not to Exceed \$35,100
 Agreement Total
 Not to Exceed \$75,100

Contract #: 15-46
 Contractor: Rossier Park Elementary and JHS
 Site Dept. Manager: M. Mukanos
 New Contract/Amendment: Amendment

Description of Services: Increase for special education services to students with special needs under authorization of Ed. Code 56157, 56365 and 56366.

Contract Period: July 1, 2014 - June 30, 2015
 Funding Source: Special Education
 Total Expenditure: Increase Not to Exceed \$40,000
 Agreement Total
 Not to Exceed \$109,500

Contract #: 16-33
 Contractor: Mind Research
 Site Dept. Manager: K. Yuen
 New Contract/Amendment: New

Description of Services: Provide ST Math License for all elementary schools for the TK program.

Contract Period: July 1, 2015 - June 30, 2016
 Funding Source: Title I District
 Total Expenditure: Not to Exceed \$18,000

Minutes, July 24, 2015 (Continued)

IV. CONSENT CALENDAR (Continued)

.05 CONTRACT/SERVICE AGREEMENT(S) NO. 208 (Continued)

Contract #: 16-34
 Contractor: CSU Fullerton Auxiliary Services Corp.
 Site Dept. Manager: K. Yuen
 New Contract/Amendment: New (Annual)

Description of Services: ASES services for 2015-16 school Year.

Contract Period: July 1, 2015 - June 30, 2016
 Funding Source: ASES
 Total Expenditure: Not to Exceed \$498,982

V. STUDY SESSION

.01 MODERNIZATION PROGRAM BUDGET UPDATE & PROJECT STATUS REPORT

Mat Gates, Senior Construction Manager with Erickson-Hall, provided a facilities/technology modernization update of Phase I projects to the Governing Board. Phase I projects include technology/communication upgrades, classroom modernizations, seismic upgrades, Gilbert School fencing, rubberized playground surfacing, the Beatty School Boiler/Chiller replacement, and roofing projects at Pendleton, Buena Park Junior High and District Office. Erickson-Hall reports that all projects currently underway are on schedule for timely completion with the exception of the Corey seismic upgrade projects. The Corey seismic upgrade project will start in early August and be completed by October 29, 2015.

Mr. Gates also discussed the fiscal programming which was balanced as of the April 13, 2015 Erickson-Hall presentation, but is now projected by Erickson-Hall to be in deficit by \$9,265,486. The deficit is attributable to (1) significant increases in projected project costs between the April 13 and July 24 projections totaling \$7.5 million and (2) a lower bond proceed amount. Major increases were noted in: Group I Classroom Modernization-Emery and Pendleton (+\$2.7 million increase); Group 2 Classroom Modernization-BPJH, Gilbert and Whitaker (+\$3.1 million increase); Communication Packages-District Office, Beatty and Corey (+\$1.1 million increase); Seismic Upgrade-Beatty and Corey (+\$879K increase); and Furniture, Fixtures and Equipment-FF&E (+\$1.3 million increase). When queried for a rationale for the increase, Erickson-Hall could not articulate an explanation.

Minutes, July 24, 2015 (Continued)

V. STUDY SESSION (Continued)

.01 MODERNIZATION PROGRAM BUDGET UPDATE & PROJECT STATUS REPORT (Continued)

When asked specifically why there previously was no dollar projection for the Communication Packages-District Office, Beatty and Corey and FF&E, Mr. Gates stated that these costs were inadvertently left out from the April 13 projections. With respect to the revised bond proceed amount, Mr. Gates stated that an incorrect bond proceed amount was utilized; that the bond proceed amount should actually be \$1.8 million less, at \$19.0 million.

Mr. Hamblen requested a closed session be scheduled to allow the Governing Board to discuss the deficit in greater detail.

.02 STATE BUDGET UPDATE

Mr. Tsunozumi provided an update on the 2015-16 State Adopted Budget. The State Budget assumes reserves of \$115.0 billion; up 3.3% from 2014-15. Changes from the May Revision include (1) LCFF Gap Funding rate reduction from 53.08% to 51.52%, (2) one-time discretionary funds for 2015-16 reduced from \$601 per ADA to \$530 per ADA, and (3) one-time funds for Educator Support estimated at \$1,450 per certificated staff. The total BPSD impact from these changes is a reduction in revenues of \$193K. With respect to expenditures, it is assumed that expenditures are reduced by \$200K through a combination of (1) delays in the hiring of new positions and (2) funding changes from General Fund unrestricted to categorical programs. Mr. Tsunozumi discussed School Services of California's (SSC) multi-year projection considerations and a BPSD multi-year projection summary for 2015-16, 2016-17 and 2017-18 with Reserves for Economic Uncertainty at 3.0%, 5.9% and 6.1% respectively.

.03 ORGANIZATIONAL DEVELOPMENT

- Maintenance & Operations
- Custodial Services & Security Coordinator

Agenda Exhibit G.

Mr. Tsunozumi reviewed the current organization chart for Facilities, Maintenance, Operations, and Transportation and proposed changes to include the addition of a Custodial and Security Coordinator and a shuffle of responsibilities. Mr. Tsunozumi shared a summary of a new cleaning standards and site support to increase the effectiveness of the custodial staff and reviewed the draft Custodial Services & Security Coordinator job description. Board members requested the job description language be changed under the Experience category to read "Supervisory experience and security experience mandatory" instead of preferred.

Minutes, July 24, 2015 (Continued)

V. STUDY SESSION (Continued).04 BPSD TK-8 FRAMEWORK FOR STUDENT ACHIEVEMENT

Agenda Exhibit H.

The Buena Park School District TK-8 Framework for Student Achievement is comprised of three steps providing equity and access across the grade levels: (1) Foundations for Learning for Pre-K through grade two students; (2) Bridges to Learning for grades three through five; and (3) Approaches to Learning for grades sixth through eight.

.05 CLASSROOM WITHOUT LIMITS PROGRAM

- iPad Deployment Plan & Procurement
- Footsteps2Brilliance Roll-Out Plan

Agenda Exhibit I.

Dr. Miramontes outlined the BPSD Classroom Without Limits process including connectivity and capacity for digital learning through the installation of WAN/WLAN and network equipment, classroom modernizations at Emery and Pendleton Schools, and iPad deployment to students in grades 2-6 in 2015-16 and grades 7-8 in 2016-17. Board policies have been updated regarding student and employee use of technology; an asset management plan has been developed for ordering, receiving, maintaining, storing and distributing all electronic devices; a communication plan has also been developed to disseminate information to the community; the district has created plans to address instances of broken, failed, or lost devices; and scheduled ongoing professional development. Dr. Miramontes reviewed the Mobile Device Management Plan for configuring devices, distributing apps, shutdown of lost or stolen devices; the content filtering process; caching servers to reduce the demand on Internet bandwidth when deploying apps to student devices; the Learning Management System serving as a platform for collaboration, access to syllabi, assignments, discussion and parent connection; AERIES and Destiny Library Management System; Digital IDs enabling students to participate in all classroom instruction; the Children's Online Privacy Protection Act (COPPA); and a Directory for managing user groups.

Also discussed was the Model Innovation City comprised of the Buena Park School District, City of Buena Park and the Buena Park Library to provide the Footsteps2Brilliance (F2B) program allowing the 0-5 age population throughout the city access to mobile gaming technology to accelerate student achievement. The F2B kickoff event is scheduled for October 23, 2015 at Mabel L. Pendleton School.

Minutes, July 24, 2015 (Continued)

V. STUDY SESSION (Continued)

.06 ORGANIZATIONAL DEVELOPMENT

- Technology
- English Language Arts/English Language Development

Dr. Miramontes reviewed the Educational Services organizational chart.

WORKING LUNCH: 11:45 A.M..07 CERTIFICATED PERSONNEL ADMINISTRATION

- Statutory Requirements Review

Mr. Ed Reitkopp, legal counsel with Atkinson, Andelson, Loya, Rudd & Romo, reviewed statutory requirements for certificated personnel with Governing Board members.

.08 2015-2020 STRATEGIC PLAN UPDATE

Agenda Exhibit J.

- .08 Discussion was held regarding updating the District's five-year Strategic Plan. Board members requested discussion of the Plan be included on upcoming Board agendas starting at 5:30 p.m. Individual Board members will provide input/ideas for discussion at each session.

.09 DISTRICT OFFICE CONCEPTUAL DESIGN REVIEW

Mr. Emad Hamdy with Architects & Engineers reviewed five conceptual designs developed for possible reconfiguration of the District Office. Mr. Magnuson indicated that work would continue on Option #5.

.10 SCHOOL GRADE LEVEL RECONFIGURATION PLANNING

Agenda Exhibit K.

On January 12, 2015 the Governing Board approved a resolution directing administration to plan, study and determine viable district wide school and grade level reconfiguration alternatives. Mr. Magnuson discussed a three-year conceptual framework establishing: (1) a limited enrollment 6th grade academy at Buena Park Junior High School with a specific focus (i.e., STEM, fundamental, sports), (2) Magnet program at Beatty School focusing on visual/performing arts or a fundamental K-8, and (3) migrate remaining elementary schools to K-5's where possible as students shift. Discussion was held regarding the process for moving forward.

Minutes, July 24, 2015 (Continued)

V. STUDY SESSION (Continued).11 2014-2015 EMPLOYEE SURVEY

Mr. Magnuson discussed the results of the 2014-15 Employee Survey with the Governing Board.

.12 GOVERNING BOARD ACTIVITIES & SUPPORT

- School Visits

Agenda Exhibit L.

- Classroom Observations

Agenda Exhibit M.

- Interdistrict Appeals Committee

Agenda Exhibit N.

- Communications

Governing Board members discussed several Board activities and made the following requests: (1) Mr. Hamblen will visit Corey School on 10/22/15 in place of Mrs. Jensen, (2) continue to schedule classroom observations in January, (3) reschedule some Interdistrict Transfer Appeal meetings to Thursdays to allow more Board members to participate, and (4) notify Board members in a timely fashion of school activities or changes to calendared events.

.13 GOVERNING BOARD SELF EVALUATION

Agenda Exhibit O.

Following a brief discussion, the Board selected Mr. Hamblen and Mrs. Michel to act as a sub committee in charge of the self-evaluation process.

VI. BOARD COMMENTS

Board members expressed their appreciation for the tour of Emery School this morning, the planning that went into organizing the retreat and the opportunity to hear from the guest speakers.

XII. CLOSED SESSION

At 2:26 p.m., Mrs. Jensen made the motion, seconded by Mrs. Michel, 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.

Minutes, July 24, 2015 (Continued)

VIII. RECONVENE

At 3:09 p.m., Mrs. Jensen 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.

IX. 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 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- 2015-16 Superintendent'S Evaluation Goals & Objectives

Mr. Magnuson presented the Board with his 2015-16 Superintendent's Evaluation Goals and Objectives.

X. ADJOURNMENT

At 3:10 p.m., Mr. Chambers 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