

MINUTES OF THE REGULAR MEETING OF THE
GOVERNING BOARD OF THE
BUENA PARK SCHOOL DISTRICT
October 14, 2013

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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; 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 Ms. Lee, 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, October 14, 2013 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF SEPTEMBER 23, 2013

Agenda Exhibit A.

Mrs. Jensen made the motion, seconded by Mrs. Michel, to approve the Minutes of the Regular Meeting of September 23, 2013.

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

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

.02 MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 25, 2013

Agenda Exhibit A1.

Mrs. Michel made the motion, seconded by Ms. Lee, to approve the Minutes of the Special Meeting of September 25, 2013.

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

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

.03 MINUTES OF THE SPECIAL MEETING OF OCTOBER 7, 2013

Agenda Exhibit A2.

Mrs. Michel made the motion, seconded by Ms. Lee, to approve the Minutes of the Special Meeting of October 7, 2013, as amended.

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 four members of the audience regarding furlough days and interdistrict transfer requests.

Minutes, October 14, 2013 (Continued)

IV. PROGRAMS AND REPORTS

.01 PENDLETON SCHOOL REPORT

Pendleton School Principal Renee Jeffrey recognized seven students for exemplifying the District's core ethical values. Rodrigo Monroy, Samantha Herrera, Robert Rubio, Mayra Diaz, Sue Heidy De La Rosa, Freddie Madera and Dulce Perez received certificates of recognition from the Governing Board.

Principal Jeffrey and Kindergarten teachers' Karen Eldridge, Adrienne Wood and Kelli Palmer presented the Pendleton School Report "Footsteps 2 Brilliance" to the Governing Board. Footsteps 2 Brilliance is an early learning platform that accelerates student achievement by uniting the power of mobile gaming technology with the latest in cognitive research. Students are active on the application for 20 minutes each day actively engaged in listening to a minimum of one complete book every day; answering comprehension questions to earn points; matching important concepts, words, and sounds; and writing and illustrating their own stories.

The program is supported by multiple devices that parents have in the home which allows families to access the program at home. A parent workshop has also been held to teach families how to support their students on Footsteps 2 Brilliance at home.

Governing Board members were given iPads and invited to walk through the application for greater understanding.

.02 ADMINISTRATIVE SERVICES

- Earthquake Safety Presentation

Mr. Tsunozumi shared a presentation on Earthquake Safety which included lessons learned from Calexico USD's earthquake experience in 2010. He discussed BPSD processes already in place such as the annual School Safety Plans, emergency evacuation locations at each site and the Employee Emergency Information form which is currently being updated to include personal employee cell phone and e-mail addresses. Also discussed were emergency procedures that have been completed which included updating the Emergency Procedure handbook, validating site emergency supplies, fine tuning the District Office Emergency Operations Center and enhanced emergency communication using EduLink. Buena Park School District will participate in the statewide California Shakeout Drill on October 17 at 10:17 am to practice emergency procedures.

Minutes, October 14, 2013 (Continued)

V. ACTION CALENDAR

.01 INTERDISTRICT TRANSFER REQUEST: ELISE ZENDEJAS

Ms. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board deny Interdistrict Transfer Request: Elise Zendejas.

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

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

.02 INTERDISTRICT TRANSFER REQUEST: LEANNA ZENDEJAS

Mrs. Jensen made the motion, seconded by Ms. Lee, that the Governing Board deny Interdistrict Transfer Request: Leanna Zendejas.

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

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

.03 INTERDISTRICT TRANSFER REQUEST: JOVANNY ALEJO

Mrs. Michel made a motion, seconded by Mrs. Jensen that the Governing Board change the recommendation to approve Interdistrict Transfer Request: Jovanny Alejo.

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

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

.04 RESOLUTION #13-04: RED RIBBON WEEK (OCTOBER 21-25, 2013)

Agenda Exhibit B.

In cooperation with local school districts, community members have launched substance abuse prevention education efforts to reduce the demands for drugs and alcohol. 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 Red Ribbon Week, October 21-25, 2013. The Buena Park School District encourages all citizens to participate in drug prevention and education activities, making a visible statement that we are firmly committed to a drug-free community.

Minutes, October 14, 2013 (Continued)

V. ACTION CALENDAR (Continued)

.04 RESOLUTION #13-04: RED RIBBON WEEK (OCTOBER 21-25, 2013)
(Continued)

Mrs. Jensen made the motion, seconded by Ms. Lee, that the Governing Board approve Resolution #13-04: Red Ribbon Week (October 21-25, 2013).

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

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

.05 JOB DESCRIPTION: FISCAL SERVICES MANAGER

Agenda Exhibit C.

Under the direction of the Director of Fiscal Services, the Fiscal Services Manager will assist in the direction of staff and plan and coordinate activities related to budgeting/accounting (including accounts payable and accounts receivable), contract administration, payroll, and purchasing. The Fiscal Services Manager will work with business office staff to ensure the accuracy and timeliness of daily work; work in the preparation of budget/accounting documents; administer contracts, supervise payroll and procurement processes; assure compliance with applicable State and federal laws, codes, rules, and regulations; participate in the formulation of district policy as called upon and act as a member of the Management Team.

This position requires a combination of six years of responsible school, budgeting/accounting, contracts administration, payroll, purchasing, and reporting experience in addition to the equivalent of an Associate of Arts degree, including or supplemented by course work or training in bookkeeping, accounting, data processing, business management, or closely related field. A Bachelor's degree is preferred.

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board approve Job Description: Fiscal Services Manager.

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

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

Minutes, October 14, 2013 (Continued)

V. ACTION CALENDAR (Continued)

.06 JOB DESCRIPTION: TEACHER ON SPECIAL ASSIGNMENT-TECHNOLOGY

Agenda Exhibit D.

Under the direction of the Assistant Superintendent, Educational Services, the Teacher on Special Assignment-Technology will assist in the planning, development, and implementation of special projects including, but not limited to, state and federal programs; ensure that all state and federally mandated regulations and procedures regarding these programs are in place and operating; coordinate the activities directly related to assessment, data collection, and dissemination of reports for analysis, provide direction in those activities that ensure implementation of the District technology master plan; provide staff development training in the area of technology; serve as a resource to District personnel and members of the educational community concerning the above; and to do other related functions as directed.

This position requires three years of appropriate teaching experience in the regular education program; possession of an earned masters or higher degree from an accredited college or university in elementary education, curriculum and instruction, or a closely related field; and possession of a California credential authorizing service as a teacher in a K-8 school district.

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board approve Job Description: Teacher on Special Assignment-Technology.

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

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

Minutes, October 14, 2013 (Continued)

V. ACTION CALENDAR (Continued)

.07 JOB DESCRIPTION: EDUCATION SPECIALIST

Agenda Exhibit E.

Under the general direction of administration, the Education Specialist will serve as a member of the Individual Education Program planning team; conduct educational assessments related to student's access to the academic core curriculum and progress towards meeting instructional academic goals; and provide instruction and special education support to individual students. The Education Specialist will participate in Response to Intervention (RtI) collaboration with general education teachers; plan, organize, and implement a comprehensive educational program designed to meet the individual needs of students eligible to receive special education services, which addresses all areas of unique needs, including functional skills, social/emotional skills, and vocational skills; and other related functions as directed.

This position requires five years of successful full-time experience, including two years of experience in programs for students with disabilities; possession of an earned baccalaureate or higher degree with an emphasis in special education, instructional processes, or subject matter fields commonly taught in K-8 education; and possession of a valid California credential authorizing service as a teacher in a K-8 school district. A multiple subject teaching and education specialist credential is preferred.

Mrs. Jensen made the motion, seconded by Mrs. Michel, that the Governing Board approve Job Description: Education Specialist.

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

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

Minutes, October 14, 2013 (Continued)

V. ACTION CALENDAR (Continued)

.08 ADOPT REVISED SALARY SCHEDULES FOR CLASSIFIED MANAGEMENT, BILINGUAL SERVICE PROVIDER ON STRS PAYROLL, AND TEACHERS ON PERS PAYROLL

Agenda Exhibit F.

Salary schedules were approved July 8, 2013, in compliance with California Code of Regulations (CCR), Section 570.5, which requires Governing Board adoption of detailed schedules for all positions in the District on publicly available schedules.

The revised Classified Management Salary Schedule reflects the addition of the Fiscal Services Manager position.

The Bilingual Services Provider Salary Schedule reflects an accommodation of a STRS member working on a classified (PERS) schedule. Salary amounts reflect no change in compensation, but simply the implementation of furlough days factored into the schedule.

The Teacher Salary Schedule for PERS Members on Classified Payroll is a revised schedule showing all possible columns and cells. Salary amounts reflect no change in compensation from the regular Teacher Salary Schedule, but simply do not reflect the implementation of furlough days factored into the schedule itself.

Ms. Lee made the motion, seconded by Mrs. Michel, that the Governing Board adopt the Revised Salary Schedules for Classified Management, Bilingual Service Provider on STRS Payroll, and Teachers on PERS Payroll.

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

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

VI. DISCUSSION CALENDAR

.01 Board Policy Adoption/Review/Revision/Deletion
 • BP4158, 4258, 4358 Employee Security

Agenda Exhibit G.

The Governing Board considered the listed board policy for review and indicated no changes were necessary. The policy will be included on the Consent Calendar for approval on the next Board agenda.

Minutes, October 14, 2013 (Continued)

VII. CONSENT CALENDAR

.01 REMOVAL OF ITEM FROM CONSENT CALENDAR

Mrs. Jensen requested Item .14 Interdistrict Transfer Request: Brianna Reyes be removed from the consent calendar.

.15 APPROVAL OF CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Ms. Lee, that the Governing Board approve Consent Calendar Items .02, .03, .04, .05, .06, .07, .08, .09, .10, .11, .12, and .13, 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.

.02 PERSONNEL ACTION REPORT #13-14-06

Agenda Exhibit H.

CERTIFICATED PERSONNEL

I. NEW HIRES

Cuara, Yvette - 10/15/2013
Elementary Counselor
Rifsdal, Ashley - 10/15/2013
Elementary Counselor
Dysart, Kelsey - 09/20/2013 (Ratification)
Substitute Teacher
Harsh, Sheena - 10/11/2013 (Ratification)
Substitute Teacher
Hegstrom, Deborah - 10/15/2013
Substitute Teacher
Luksetich, Aurora - 10/15/2013
Substitute Teacher
Tarver, Nicole - 10/15/2013
Substitute Teacher

II. LEAVE OF ABSENCE

#0800000579 - 10/07/2013 - 12/01/2013
Speech & Language Specialist #080107D001

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

III. SEPARATION

#0800001959 - 10/08/2013
Substitute Teacher

Minutes, October 14, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-06 (Continued)

CLASSIFIED PERSONNEL

I. NEW HIRE

Lew, Tai - 10/15/2013

Preschool Instructor #081138D003
 Substitute Preschool Instructor
 Substitute Instructional Assistant
 Substitute Playground Supervisor

Victor, Kristen - 10/15/2013

Substitute Instructional Assistant
 Substitute Playground Supervisor

II. CHANGE OF ASSIGNMENT

Alonzo, M. Irma - 10/15/2013

From: Substitute Typist Clerk
 Substitute Playground Supervisor

Add: Substitute Secretary
 Substitute Receptionist/Administrative Clerk

Georskey, Louise - 10/15/2013

From: Cafeteria Worker I #081108W003 (3.5 hours)
 Substitute Lead Child Care Assistant

Substitute Instructional Assistant
 Substitute Cafeteria Worker
 Substitute Playground Supervisor

Delete: Cafeteria Worker I #081108W003 (3.5 hours)

Add: Cafeteria Worker I #081108J006 (6.5 hours)

Leyva, Silvia - 10/15/2013

From: Substitute Bilingual Services Provider
 Substitute Instructional Assistant II
 - Bilingual

Substitute Instructional Assistant
 Substitute Playground Supervisor

Add: Substitute Cafeteria Worker

Santamaria, Maria - 10/15/2013

From: Substitute Cafeteria Worker
 Substitute Playground Supervisor

Add: Cafeteria Worker I #081108W002

Valasquez, Angela - 10/15/2013

From: Bus Driver #081106T014
 Substitute Bus Driver

Add: Substitute Playground Supervisor

Minutes, October 14, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit I.

October 15, 2013, December 11, 2013, February 12, 2014, May 14, 2014 - "PBIS Sustainability Network Quarterly Meetings" - V. Connolly, L. Neve, J. Kuncewicki, V. Corbett, R. Jeffrey, J. Paulson, D. Diaz, S. Little
 October 23-24, 2013 - "Services for English Learners and Specialized Instructions" - S. Santos
 October 25, 2013 - "First-Aid Training, Heart to Heart CPR" - T. Smith
 November 8, 2013 - "The ABC's of AB 2109: How To Speak to Hesitant Parents Regarding Immunization" - K. Tedone
 November 12, 2013, November 18, 2013, February 4, 2014, March 11, 2014, May 7, 2014 - "PBIS Leadership Team Trainings and Coaches' Forums" - B. Lynch, L. Lucero, M. Thomas, J. Reddingius, S. Voelker
 November 15-16, 2013 - "California Association of School Counselors Annual Conference 2013" - J. Reddingius
 December 3, 2013 - "AVID Workshop" - J. Barry, B. Chang
 December 5, 2013 - January 29, 2014, February 6, 2014, May 1, 2014 - "PBIS Leadership Team Trainings and Coaches' Forums" - P. Spirtos, C. Hermreck, D. Gunderson, C. Sousa, J. Linnecke, L. Mellano, H. Robson, J. Yoo
 March 12, 2014 - "AVID Workshop" - L. Whyte, J. Kopaczewski

.04 INTER-DISTRICT TRANSFERS, 2013-2014

Agenda Exhibit J.

Permits granted to date: In: 124
 Out: 138

.05 BUSINESS SERVICES REPORT

Agenda Exhibit K.

a. Purchase Orders dated 09/24/13-10/14/13 were approved in the total amount of \$120,285.30.

Minutes, October 14, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 176

Agenda Exhibit L.

Contract #: 14-46
 Contractor: Luna Construction
 Site Dept. Manager: K. Tsunezumi
 New Contract/Amendment: New

Description of Services: DSA required access, path of travel requirements, ramp work, and vent installation on various portables located at Beatty, Corey, Emery, Gilbert and Whitaker Schools.

Contract Period: October 21, 2013 - January 12, 2014
 Funding Source: Bond Fund
 Total Expenditure: Not to Exceed \$21,600

Contract #: 14-47
 Contractor: True North Research, Inc.
 Site Dept. Manager: G. Magnuson
 New Contract/Amendment: New

Description of Services: Develop and conduct community survey regarding capital needs and funding support. Provide analysis and report of results.

Contract Period: October 15, 2013 - December 20, 2013
 Funding Source: Special Reserve Fund
 Total Expenditure: Not to Exceed \$21,000

.07 2013-2014 QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS

Agenda Exhibit M.

.08 2013-2014 STUDENT TEACHING ASSIGNMENTS: BRANDMAN UNIVERSITY

Agenda Exhibit N.

2013-2014 Student Teaching Assignments
 Brandman University

Term: October 15-December 16, 2013
 Stipend: \$125

Student Teacher: Nicole Sugg
 Master Teacher: Christina Wermes
 Grade: RSP
 School: Beatty
 Minutes, October 14, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.09 GIFT ACCEPTANCE: ANAHEIM SOCIAL SECURITY ASSOCIATION (7 FIVE-DRAWER FILE CABINETS)

Agenda Exhibit O.

Anaheim Social Security Association, Mr. Richard Hatch, 900 S. Harbor Boulevard, Anaheim, California, 92805, donated seven 5-drawer filing cabinets, to be used for filing records and projects at the Buena Park School District Office and at all the school sites.

.10 GIFT ACCEPTANCE: DENISE ROBBINS (DELL COMPUTER, MONITOR, KEYBOARD, MOUSE, SPEAKERS AND PRINTER)

Agenda Exhibit P.

Denise Robbins donated one Dell computer, monitor, keyboard, mouse, speakers, and printer, to be used at Gilbert Elementary School.

.11 GIFT ACCEPTANCE: KNOTT AVENUE BP, LLC (\$500.00)

Agenda Exhibit Q.

Knott Avenue BP, LLC, Mr. Brian Frame, 16580 Aston, Irvine, California, 92606, gave a cash donation of \$500.00, to be used at Buena Park Junior High School.

.12 INTERDISTRICT TRANSFER REQUEST: DERRICK AHN

.13 INTERDISTRICT TRANSFER REQUEST: MYA SIMON

DISCUSSION OF ITEM REMOVED FROM CONSENT CALENDAR

.14 INTERDISTRICT TRANSFER REQUEST: BRIANNA REYES

Mrs. Jensen pulled Interdistrict Transfer Request: Brianna Reyes to allow the Governing Board to vote on this item separately.

.16 ITEM REMOVED FROM CONSENT CALENDAR

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board approve Consent Calendar Item .14 Interdistrict Transfer Request: Brianna Reyes, according to the Education Code.

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

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

.14 INTERDISTRICT TRANSFER REQUEST: BRIANNA REYES
Minutes, October 14, 2013 (Continued)

VIII. BOARD COMMENTS

Mrs. Michel reported the Foundation held a very successful event on October 3, 2013 and was pleased to hear from teachers who had received grants from the Foundation and how they were using the grant dollars.

Mrs. Jensen attended the Korean Festival at the McComber Center October 10-13, 2013 and suggested the District provide a booth at next year's event.

Mr. Chambers attended the Foundation event on October 3 and encouraged everyone to attend the Silverado Days events this coming weekend.

Mr. Magnuson reported that in partnership with the District, Esterline has finalized program support including science equipment; laptop computers for sixth and eighth grades and the selection of staff members to serve as grant incentive mentors to students at the junior high.

Mr. Magnuson has attended the architect meetings at Corey and BPJH sites and will attend the remaining five meetings as scheduled.

IX. INFORMATION/CORRESPONDENCE

.01 Correspondence

.02 Major Topics for Governing Board

Agenda Exhibit R.

X. CLOSED SESSION

At 7:30 p.m., Mrs. Michel made the motion, seconded by Ms. Lee, 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.

XI. RECONVENE

At 8:21 p.m., Mrs. Michel made the motion, seconded by Mrs. Jensen, 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.

Minutes, October 14, 2013 (Continued)

XII. REPORTING OUT OF CLOSED SESSION

.01 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- 2013-2014 Superintendent's Goals

Mrs. Michel made a motion, seconded by Mr. Chambers, that the Governing Board approve the 2013-2014 Superintendent's Goals. The vote was 4-0-1.

.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 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).

.04 LABOR RELATIONS: CONFERENCE WITH GREG MAGNUSON, NEGOTIATOR WITH THE UNREPRESENTED EMPLOYEES (GOVERNMENT CODE #54957.6)

Discussion was held regarding Labor Relations: Conference with Greg Magnuson, Negotiator with the Unrepresented Employees (Government Code #54957.6).

.05 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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

XIII. ADJOURNMENT

At 8:22 p.m., Mrs. Jensen made the motion, seconded by Ms. Lee, 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