

MINUTES OF THE REGULAR MEETING OF THE  
GOVERNING BOARD OF THE  
BUENA PARK SCHOOL DISTRICT  
September 23, 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.

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: 5; NOES: 0; ABSENT: 0.

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

Minutes, September 23, 2013 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF SEPTEMBER 9, 2013

Agenda Exhibit A.

Mrs. Jensen made the motion, seconded by Mrs. Michel, to approve the Minutes of the Regular Meeting of September 9, 2013.

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

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. PUBLIC HEARING SESSION

No comments.

V. PROGRAMS AND REPORTS

.01 EDUCATIONAL SERVICES

- 2012-13 Health Services Report

Kathy Tedone, Coordinator of Health Services, shared data regarding the number of students who received care and the types of services provided by the health services staff during the 2012-2013 school year. In addition, Ms. Tedone provided assessments in vision and hearing; basic speech, nutrition, height, weight and dental; provided classroom and public health education presentations on Family Life/Growth and Development; hygiene, hand washing, dental care, nutrition, and blood borne pathogens; conducted scoliosis screenings for all 7<sup>th</sup> grade girls and 8<sup>th</sup> grade boys and assisted with the homeless population. The health services department also assisted with the "We've Got Your Back" program which provides backpacks filled with food for children experiencing chronic hunger at Beatty, Emery, Gilbert, Pendleton and Whitaker Schools. Ms. Tedone also reported that BPSD was 100% compliant on the first day of school with regards to Tdap immunizations.

Sarah Conlin, School Readiness Nurse, reported on her activities working with children ages 0-5 within our community and their families to provide vision/hearing/dental screening, height/weight/BMI screening, developmental screening immunization review and education for children and parents.

Minutes, September 23, 2013 (Continued)

V. PROGRAMS AND REPORTS (Continued)

.01 EDUCATIONAL SERVICES (Continued)

- 2012-13 Health Services Report (Continued)

Through the Nutrition Network Ms. Conlin was able to provide resources for teachers to conduct nutrition lessons and provide nutrition lessons to parents. Students at Beatty, Corey, Gilbert, Pendleton and Whitaker were able to participate in the Harvest of the Month program and taste test fresh produce while parents at several schools received a four-week series of nutrition lessons.

VI. ACTION CALENDAR

.01 INTERDISTRICT TRANSFER REQUEST: JIYA DESAI

Mr. Hamblen made a motion, seconded by Mrs. Jensen, to change the recommendation to approve Interdistrict Transfer Request: Jiya Desai.

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

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

.02 RESOLUTION #13-02: TEMPORARY CASH TRANSFERS FROM THE ORANGE COUNTY TREASURER

Agenda Exhibit B.

California Constitution Article XVI, Section 6 and Education Code Section 42620, provides that the County Treasurer shall have the power and duty to make temporary transfers of monies to districts not to exceed 85% of the anticipated revenues which will accrue to the District during the fiscal year (2014) and the District has not issued, nor will issue, a TRAN or other borrowing of any kind or nature for the purpose of funding the District's short term cash flow, which is outstanding in whole or in part, while a Transfer is outstanding. Any Transfer to the District will be made from and limited to the Educational Investment Pool.

The District Board of Trustees hereby requests transfers of monies from the Educational Investment Pool to the District to cover the District's current maintenance expenses for Fiscal Year 2013-2014 and Fiscal Year 2014-2015.

VI. ACTION CALENDAR (Continued).02 RESOLUTION #13-02: TEMPORARY CASH TRANSFERS FROM THE ORANGE COUNTY TREASURER (Continued)

Mrs. Michel made the motion, seconded by Ms. Lee, that the Governing Board approve Resolution #13-02: Temporary Cash Transfers From the Orange County Treasurer.

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

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

.03 RESOLUTION #13-03: PUPIL TEXTBOOK AND INSTRUCTIONAL MATERIALS COMPLIANCE

Agenda Exhibit C.

Pursuant to Education Code Sections 60119 and 60422(b), a public hearing was held to encourage participation of parents, teachers, and members of the community interested in the affairs of the school district, and bargaining unit leaders regarding the availability of textbooks and instructional materials. The Governing Board is required to make determination, through a resolution, as to whether each pupil in each school has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Education Code Section 60605 in English/Language Arts, including English Language Development Component, Mathematics, History/Social Science, and Science, consistent with the cycles and content of the curriculum framework adopted by the State Board for those subjects. For the 2013-2014 school year, the Governing Board makes the determination that each pupil of the District has available sufficient textbooks or instructional materials, or both, that are aligned to the content standards and are consistent with the cycles and content of the curriculum framework.

Mrs. Jensen made the motion, seconded by Mr. Hamblen, that the Governing Board approve Resolution #13-03: Pupil Textbook and Instructional Materials Compliance.

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

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

VI. ACTION CALENDAR (Continued).04 APPROVAL OF RELEASE OF DIRECTORY INFORMATION - TBWB STRATEGIES, LLC

Agenda Exhibit D.

TBWB Strategies, LLC has been Board approved to conduct a feasibility study related to a potential General Obligation Bond. To conduct this study, TBWB has requested pertinent information including student home addresses, parent/guardian names, etc. Release of the requested information is consistent with Board Policy 5125.1 and Education Code 49076 guidelines. Discussion was held regarding the confidential nature of the student information and requested that TBWB sign a document stating they will not release nor share any student information.

Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve the Release of Directory Information - TBWB Strategies, LLC, as amended.

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

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

VII. CONSENT CALENDAR.01 REMOVAL OF ITEMS FROM CONSENT CALENDAR

Mr. Hamblen requested Item .06 Contract/Service Agreement(s) No. 175 be removed from the consent calendar.

Mrs. Jensen requested Item .08 Gift Acceptance: Mary Kate Hagmann (wireless color printer-\$200 value) be removed from the consent calendar.

.11 APPROVAL OF CONSENT CALENDAR

Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve Consent Calendar Items .02, .03, .04, .05, .07, .09, and .10, 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.

VII. CONSENT CALENDAR (Continued).02 PERSONNEL ACTION REPORT #13-14-05

Agenda Exhibit E.

CERTIFICATED PERSONNELI. NEW HIRES

Bivens, Farah - 09/24/2013  
 Substitute Teacher  
 Dysart, Kelsey - 09/24/2013  
 Substitute Teacher  
 James, Caitlin - 09/24/2013  
 Substitute Teacher  
 Nino, Lylybeth - 09/24/2013  
 Substitute Teacher  
 Victor, Kristen - 09/24/2013  
 Substitute Teacher

II. SEPARATION OF EMPLOYMENT

#0800000554 - 09/18/2013  
 Teacher (RSP)  
 #0800001802 - 09/06/2013  
 Substitute Teacher

III. REQUEST FOR LEAVE OF ABSENCE

#0800000436 - 10/22/2013 - 01/05/2014  
 Teacher

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

IV. Additional Hours to Define 21<sup>st</sup> Century Classroom Technology Requirements

Additional hours are needed to obtain teacher input in defining technology requirements for our 21<sup>st</sup> century classroom. Currently, there are classroom shortfalls in technological equipment and in the setup of this equipment. The District is analyzing the possibility of providing each classroom with a standardized set of technological tools, configured into an integrated unit. Technology tools that may be part of this standardized set include PCs, tablets, projectors, internet connection, classroom audio enhancement device, etc. Four to five, 1.5-hour meetings will be held. Fourteen teachers, (consisting of two from each site), will be paid the hourly rate of \$34.80 (includes benefits) for a maximum of 105 hours. The total will not exceed \$3,654, payable from General Fund Unrestricted.

Minutes, September 23, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-05 (Continued)

CLASSIFIED PERSONNEL

I. NEW HIRE

White, Apryll - 09/24/2013  
Substitute Instructional Assistant  
Substitute Playground Supervisor

II. EMPLOYMENT OF SHORT-TERM CLASSIFIED EMPLOYEES:

Cannon, Lori  
Playground Supervisor, #081137C001  
1 hour per day  
Funding Source: Beatty SLIP  
Location: Beatty School  
Anticipated Dates: September 24, 2013 through  
May 27, 2014  
Rate of Pay: \$11.34 per hour (includes benefits)  
# of Days (not to exceed): 146  
Total Cost (not to exceed): \$1,656

Galvan, Patricia  
Playground Supervisor, #081149B004  
.5 hour per day  
Funding Source: Beatty SLIP  
Location: Beatty School  
Anticipated Dates: September 24, 2013 through  
May 27, 2014  
Rate of Pay: \$11.34 per hour (includes benefits)  
# of Days (not to exceed): 146  
Total Cost (not to exceed): \$828

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit F.

September 27, 2013 - "Pre-K Readiness and Writing  
Workshop" - D. Mendez  
October 9-11, 2013 - "AVID District Leadership Training"  
- S. Rivas

.04 INTER-DISTRICT TRANSFERS, 2013-2014

Agenda Exhibit G.

Permits granted to date: In: 123  
Out: 135

Minutes, September 23, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.05 BUSINESS SERVICES REPORT

Agenda Exhibit H.

- a. Purchase Orders dated 09/10/13-09/23/13 were approved in the total amount of \$196,304.22.

.07 2013-2014 STUDENT TEACHING ASSIGNMENTS: BRANDMAN UNIVERSITY

Agenda Exhibit J.

2013-2014 Student Teaching Assignments  
Brandman University

Term: September 3, 2013 - October 27, 2013  
Stipend: \$125

Student Teacher: Nicole Sugg  
Master Teacher: Christina Wermes  
Grade: RSP  
School: Beatty

.09 INTERDISTRICT TRANSFER REQUEST: SIERRA SPROULE

.10 INTERDISTRICT TRANSFER REQUEST: ANARIYAE WASHINGTON

DISCUSSION OF ITEMS REMOVED FROM CONSENT CALENDAR

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 175

Regarding Contract #14-45 Mr. Hamblen requested an explanation of the services to be rendered by Clean Sweep Services. Mr. Tsunozumi explained that the company will be sand blasting and polishing the windows to remove the graffiti/etching. This process is highly effective and cost saving on windows that do not contain holes or cracks.

.08 GIFT ACCEPTANCE: MARY KATE HAGMANN (WIRELESS COLOR PRINTER-\$200 VALUE)

Mrs. Jensen questioned who will be responsible for replacing the ink cartridge for this printer. Mr. Tsunozumi responded that the District procures all supplies for District equipment.



Minutes, September 23, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.12 ITEMS REMOVED FROM CONSENT CALENDAR

Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve Consent Calendar Item .06 Contract/Service Agreement(s) No. 175 and Item .08 Gift Acceptance: Mary Kate Hagmann (wireless color printer-\$200 value), 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.

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 175

Agenda Exhibit I.

Contract #: 60068  
Contractor: Orange County Department of Education  
Site Dept. Manager: D. Glenn  
New Contract/Amendment: New

Description of Services: Program and classes in Outdoor Science and Environmental Education for sixth grade students of District. Attendance as follows:

Beatty will attend Cedar Crest - February 18-21, 2014.  
Corey will attend Creekside - February 24-28, 2014.  
Emery will attend Calvary - April 29 - May 2, 2014.  
Gilbert will attend Cedar Crest - May 6-9, 2014.  
Pendleton will attend Cedar Crest - February 11-14, 2014.  
Whitaker will attend Cedar Crest - November 5-8, 2013.

Contract Period: September 2013 - June 2014  
Funding Source: Site HSO  
Total Expenditure: Beatty - \$18,000  
Corey - \$29,625  
Emery - \$32,400  
Gilbert - \$17,820  
Pendleton - \$12,600  
Whitaker - \$17,280

Contract #: 60084  
Contractor: Orange County Department of Education  
Site Dept. Manager: D. Glenn  
New Contract/Amendment: New

Minutes, September 23, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 175 (Continued)

Description of Services: Inside the Outdoors Field and School Programs for various grade students of the district. Attendance of Gilbert students as follows:

November 1, 2013 - 136 first graders will attend Traveling Scientist 2-Scales or Slime program.

November 26, 2013 - 60 third graders will attend Traveling Scientist I-Amazing Animals.

November 22, 2013 - 145 fifth graders will attend Traveling Scientist 2-Amazing Animals.

March 13, 2014 - 105 fifth graders will attend Traveling Scientists I-What's the Matter.

March 19, 2014 - 105 fifth graders will attend Traveling Scientist I-Surviving Our Standards.

May 7, 2014 - 60 fifth and sixth grade students will attend Traveling Scientist I-Amazing Animals.

Contract Period: September 2013 - June 2014

Funding Source: Site SLIP

Total Expenditure: Not to Exceed \$1,568

Contract #: 14-42

Contractor: Outreach Concern

Site Dept. Manager: D. Glenn

New Contract/Amendment: Addendum

Description of Services: Contract was approved on 6/24/13 to provide a 24-hour, 7-day per week crisis hotline for all students in the district. This addendum to change funding source from District SLIP to Special Ed. Mental Health.

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

Funding Source: Special Ed. Mental Health

Total Expenditure: Not to Exceed \$7,000

Contract #: 14-42

Contractor: Outreach Concern

Site Dept. Manager: D. Glenn

New Contract/Amendment: Addendum

Description of Services: Increase agreement to provide psychological counseling services to include Emery School.

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

Funding Source: Special Ed. Mental Health  
 Total Expenditure: Increase Not to Exceed \$7,000  
 Agreement Not to Exceed \$49,000

Minutes, September 23, 2013 (Continued)

VII. CONSENT CALENDAR (Continued)

.06 CONTRACT/SERVICE AGREEMENT(S) NO. 175 (Continued)

Contract #: 14-41  
 Contractor: Approach Learning and Assessment Centers,  
 Inc.

Site Dept. Manager: M. Mukanos  
 New Contract/Amendment: Addendum

Description of Services: Contract was approved on 6/24/13 under the name Olive Crest Academy to provide Special Education services to students with special needs under authorization of Ed. Codes 56157, 56365, and 56366. Vendor has changed name to Approach Learning and Assessment Centers, Inc.

Contract Period: July 1, 2013 - June 30, 2014  
 Funding Source: Special Ed.  
 Total Expenditure: Not to Exceed \$199,800

Contract #: 14-15  
 Contractor: Clean Sweep Services  
 Site Dept. Manager: K. Tsunozumi  
 New Contract/Amendment: New

Description of Services: Window graffiti removal district wide.

Contract Period: September 24, 2013-October 18, 2013  
 Funding Source: Maintenance  
 Total Expenditure: Not to Exceed \$17,710

.08 GIFT ACCEPTANCE: MARY KATE HAGMANN (WIRELESS COLOR PRINTER-\$200 VALUE)

Agenda Exhibit K.

Mary Kate Hagmann, Gilbert Elementary School, 7255 Eighth Street, Buena Park, California, 90621, donated one HP Envy color wireless printer, approximate value of \$200.00, to be used in room #14 at Gilbert Elementary School.

VIII. BOARD COMMENTS

Mrs. Michel congratulated Mr. Magnuson for his article on Common Core that was published in the West OC Bulletin. Mrs. Michel also visited a Pendleton kindergarten classroom to observe the students using the iPads and participated in a

field trip with Buena Park Junior High ASB/Triple 'R' students to Loara High School.

Minutes, September 23, 2013 (Continued)

VIII. BOARD COMMENTS (Continued)

Mrs. Michel participated in two half days of Common Core training that was presented for K-8 teachers.

Mrs. Michel, Ms. Lee and Mr. Chambers attended the Orange County School Boards Fiscal Update meeting at OCDE on September 18, 2013.

Ms. Lee and Mr. Chambers attended the Giving Children Hope dinner event at Knott's Berry Farm on September 22, 2013.

Mrs. Jensen remarked on the OC Register's program to donate a mid-range Chrome Book to schools for every subscription received and noted that volunteer hours also count toward this project.

Mr. Chambers commented on the highly successful Pendleton Back-to-School Night event. Mr. Chambers also participated in an ST Math lesson working with JiJi while visiting Gilbert School on September 12, 2013.

Mr. Magnuson shared highlights from the California City School Superintendents Conference which he attended on September 19-20, 2013.

IX. INFORMATION/CORRESPONDENCE

.01 Correspondence

.02 Major Topics for Governing Board

Agenda Exhibit L.

.03 School Site Activities Calendar

Agenda Exhibit M.

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

Agenda Exhibit N.

As of August 31, 2013, the current yield on investments in the Orange County Treasurer Tax Collector's Educational Investment Pool is 0.30%.

Minutes, September 23, 2013 (Continued)

X. CLOSED SESSION

At 6:53 p.m., Ms. Lee made the motion, seconded by Mrs. Jensen, 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 7:15 p.m., Mrs. Jensen made the motion, seconded by Mrs. Michel, 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 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- Superintendent Evaluation, 2013-2014

Mr. Magnuson submitted his 2013-14 Performance Evaluation Criteria for the Governing Board's consideration.

XIII. ADJOURNMENT

At 7:16 p.m., Mrs. Jensen made the motion, seconded by Mr. Hamblen, 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