

MINUTES OF THE REGULAR MEETING OF THE  
GOVERNING BOARD OF THE  
BUENA PARK SCHOOL DISTRICT  
June 9, 2014

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CALL TO ORDER

The meeting was called to order at 6:00 p.m. by the President, Ms.  
Helen Lee.

FLAG SALUTE

MEMBERS PRESENT

Ms. Helen Lee; Mr. Samuel Van Hamblen; Mrs. Barbara Michel; Mrs. L.  
Carole Jensen; Mr. Brian Chambers.

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 Mr. Hamblen, 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, June 9, 2014 (Continued)

II. APPROVAL OF MINUTES

.01 MINUTES OF THE REGULAR MEETING OF MAY 28, 2014

Agenda Exhibit A.

Mr. Chambers made the motion, seconded by Mr. Hamblen, to approve the Minutes of the Regular Meeting of May 28, 2014.

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

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

III. HEARING SESSION

Buena Park Junior High School Principal Luisa Rogers thanked the Governing Board for their support during her tenure in the District.

IV. PUBLIC HEARING SESSION

Notice of Consideration of Approving an Increase in Statutory (Level 1) School Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Government Code Section 65995 and Education Code Section 17620.

.01 SCHOOL FEE JUSTIFICATION STUDY

No comments.

V. PUBLIC HEARING SESSION

Pursuant to Education Code Section 52062(b)(1), the Governing Board is required to advertise, hold a public hearing session for the Local Control Accountability Plan (LCAP) that shall be held at the same meeting as the Budget public hearing. Education Code 52062(b)(2) specifies that the LCAP public hearing be held at a separate, earlier Board meeting prior to Board adoption of the LCAP. The LCAP public hearing and LCAP adoption cannot be held on the same day. A copy of the draft 2014-2015 Buena Park School District Local Control Accountability Plan is available for viewing at:

<http://www.bpsd.k12.ca.us/Pdf/LCAP.pdf>

.01 2014-2015 BUENA PARK SCHOOL DISTRICT LOCAL CONTROL ACCOUNTABILITY PLAN

No comments.

Minutes, June 9, 2014 (Continued)

VI. PUBLIC HEARING SESSION

Pursuant to Education Code Section 42127, the Governing Board is required to advertise, hold a public hearing session, approve, and adopt an annual budget for the upcoming fiscal year on or before July 1. A copy of the draft 2014-2015 Buena Park School District Budget is available for viewing at:

<http://www.bpsd.k12.ca.us/Pdf/1415pb.pdf>

.01 2014-2015 BUENA PARK SCHOOL DISTRICT BUDGET

No comments.

VII. PRESENTATION

.01 STUDENT ESSAY CONTEST WINNERS AND PRESENTATION OF 12 LAPTOP COMPUTERS TO STUDENTS BY ESTERLINE POWER SYSTEMS

Esterline Power Systems has been in partnership with the Buena Park School District to promote student achievement and readiness for high school and college. Frannie Donoghue, Esterline Representative, and Kaivan Yuen, Director of Student Programs and Staff Development, presented 12 BPSD students with a refurbished laptop computer donated by Esterline Power Systems. In May, 6th, 7th and 8th grade students had the opportunity to apply for a refurbished laptop by writing an essay. The prompt for the essay contest was "I believe my own laptop will help me to be successful in school because..." Six 6th grade students (one from each elementary school), three 7th grade students and three 8th grade students were selected to receive a computer based on their written essays.

VIII. PROGRAMS AND REPORTS

.01 GENERAL OBLIGATION BOND ELECTION STATUS

Following the passage of Measure 'B' on the June election ballot, Mr. Tsunozumi discussed 'Next Steps' in the Buena Park Facilities Program between June and September which includes: finalizing a contract with BCA Architects, selection of a Project Manager, coordinate the inclusion of the first series of bonds on the 2014-15 fiscal year tax roll, certification of election results, prepare and review bond issuance and disclosure documents for the first series of authorized bonds, development of costing and project phasing, obtain bond ratings, Governing Board approval of financing documents, establish an Independent Citizens' Oversight Committee, and sell first series of bonds in late August/early September.

Minutes, June 9, 2014 (Continued)

IX. ACTION CALENDAR

- .01 RESOLUTION #13-15: APPROVING AN INCREASE IN STATUTORY SCHOOL FEES IMPOSED ON NEW RESIDENTIAL AND COMMERCIAL/INDUSTRIAL CONSTRUCTION PURSUANT TO EDUCATION CODE SECTION 17620 AND GOVERNMENT CODE SECTION 65995

Agenda Exhibit B.

Effective January 22, 2014, the State Allocation Board ("SAB") authorized an adjustment in the statutory school fee amounts for unified school districts pursuant to Government Code Section 65995(b)(3) to three and 36/100 dollars (\$3.36) per square foot assessable space of new residential construction (Residential Statutory School Fees") and fifty-four cents (\$0.54) per square foot of chargeable covered and enclosed space for the categories of new commercial/industrial construction ("Commercial/Industrial Fees" and collectively "Statutory School Fees"), as long as such increases are properly justified by the District pursuant to law.

Mrs. Michel made the motion, seconded by Mr. Hamblen, that the Governing Board approve Resolution #13-15: Approving An Increase In Statutory School Fees Imposed On New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995.

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

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

- .02 APPROVAL OF REVISED JOB DESCRIPTION: LIBRARY MEDIAL CLERK

Agenda Exhibit C.

Under general supervision of the school principal, the Library Media Clerk will independently perform clerical and technical functions related to the distribution management, acquisition, processing, cataloguing, storage, circulation, maintenance, and recovery of library digital medial and reference books, a variety of other instructional materials; computer work; assist students and staff in learning to use the library, computers, and other digital devices and content; and to do other related work as required.

Minutes, June 9, 2014 (Continued)

IX. ACTION CALENDAR (Continued)

.02 APPROVAL OF REVISED JOB DESCRIPTION: LIBRARY MEDIAL CLERK  
(Continued)

This position requires the equivalent to the completion of the twelfth grade, supplemented by course work or training in library clerical or general clerical areas, one year of clerical experience, preferably including some experience in a library, instructional materials center, or media center and familiarity with database management systems and digital media resource tools and applications.

Mr. Chambers made the motion, seconded by Mrs. Michel, that the Governing Board approve revised Job Description: Library Media Clerk.

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

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

X. CONSENT CALENDAR

.01 REMOVAL OF ITEMS FROM CONSENT CALENDAR

No items were removed from the consent calendar.

.15 APPROVAL OF CONSENT CALENDAR

Mrs. Jensen made the motion, seconded by Mr. Hamblen, that the Governing Board approve Consent Calendar Items .02 through .14, 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 #13-14-21

Agenda Exhibit D.

CERTIFICATED PERSONNEL

I. NEW HIRES

Ureno, Monica - 06/10/2014  
Substitute Teacher

II. SEPARATION

#0800000694 - 06/09/2014  
School Principal #080208J001

Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-21 (Continued)

CERTIFICATED PERSONNEL (Continued)

III. CURRICULUM WORK

Special Education Preschool Assessment Team

In order to assure compliance with the California Special Education Regulations section 300.132 (Transition of Children from Part C to Preschool Programs), the preschool team requires additional hours for student assessment, report writing, and IEP meetings. Section 300.132 requires the District to convene an IEP meeting, develop an IEP, and determine the date of service initiation for children with disabilities by the child's third birthday. For children who have their third birthday during the summer months, the preschool team must be available to process these referrals as they arrive. Three teachers will share the pre-academic and language portion of the assessment and will be paid the contractual hourly rate of \$33.48 per hour (includes benefits) for a maximum of fifty-six hours. One school psychologist will conduct the cognitive portion of the assessment and will be paid the contractual hourly rate of \$43.31 per hour (includes benefits) for a maximum of twenty hours. The total, payable from Special Education funds, will not exceed \$2,742.

Additional Hours for Technology Teacher on Special Assignment

In order to prepare staff and students for 21<sup>st</sup> century learning, additional hours are requested for the Technology Teacher on Special Assignment beginning June 10 through August 5, 2014. One teacher will be paid the contractual hourly rate of \$33.48 (includes benefits), not to exceed twenty hours, payable from Common Core funds, for a total not to exceed \$1,340.

CLASSIFIED PERSONNEL

I. NEW HIRES

Andres, Marivic - 06/16/2014  
 Payroll Accounting Clerk  
 Coons, James - 06/10/2014  
 Maintenance Worker II  
 Kerr, Susan - 06/06/2014 (Ratification)  
 Substitute COTA

(Certified Occupational Therapy Assistant)  
Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-21 (Continued)

CLASSIFIED PERSONNEL (Continued)

II. CHANGE OF ASSIGNMENT

Employee ID#: #0800000690 - 08/07/2014

Current Position(s):

Instructional Assistant III  
- Special Education (Moderate) #081160G002  
Substitute Instructional Assistant I  
Substitute Instructional Assistant II  
- Bilingual  
Substitute Playground Supervisor

Delete: Instructional Assistant III

- Special Education (Moderate) #081160G002

Add: Instructional Assistant III

- Special Education (Moderate) #081160E005

III. SEPARATION

#0800000694 - 06/03/2014

School Secretary #081140J001

IV. CHILD NUTRITION SERVICES HOURS FOR SERVICE TO STUDENTS IN PROGRAMS WITHIN DISTRICT BOUNDARIES  
(Ratification)

Additional hours are needed for a Cafeteria Cook Manager to provide service to students in an alternate education institution within the District's boundaries during the summer months. Service is required for two (2) hours per day from May 27 through June 20, 2014, a total of nineteen (19) work days, and again from June 30 through August 5, 2014, a total of twenty-seven (27) days and one paid holiday. Total hours, for both sessions, not to exceed ninety-four (94) hours and will be paid at the current, hourly rate of pay, \$31.28 (includes payroll benefits). The total cost will not exceed \$2,941, payable from Child Nutrition Services funds.

Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.02 PERSONNEL ACTION REPORT #13-14-21 (Continued)

CLASSIFIED PERSONNEL (Continued)

V. CURRICULUM WORK

Special Education Preschool Assessment Team

In order to assist the Preschool Assessment Team during the summer months, an instructional assistant will be available to translate assessment processes and IEP meetings for families requiring this service. The current hourly rate of pay (a range of \$18.63-\$32.66, depending on job classification, including benefits) will be paid for a maximum of nineteen hours for a total not to exceed \$621, payable from Special Education funds.

Additional Hours for Assistance with Supplemental Education Services (SES)

In order to assist the Special Services Department with the preparation of parent communication, correspondences, and monitoring of the mandated SES Program, additional hours will be needed periodically beginning June 10, 2014, through June 30, 2015. Classified employees will provide assistance and will be paid their current hourly rate of pay (a range of \$18.63-\$32.66, depending on job classification, including benefits), for a total not to exceed \$4,000, payable from District Title I funds.

.03 CONFERENCE/TRAVEL ACTION REPORT

Agenda Exhibit E.

June 24-25, 2014 - "2014 Negotiations Summit" - G. Magnuson

.04 INTER-DISTRICT TRANSFERS, 2013-2014

Agenda Exhibit F.

Permits granted to date: In: 191  
Out: 197

.05 INTER-DISTRICT TRANSFERS, 2014-2015

Agenda Exhibit G.



Permits granted to date: In: 70  
Out: 111

Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.06 BUSINESS SERVICES REPORT

Agenda Exhibit H.

- a. Purchase Orders dated 05/29/14-06/09/14 were approved in the total amount of \$22,656.30.

.07 CONTRACT/SERVICE AGREEMENT(S) NO. 187

Agenda Exhibit I.

Contract #: 14-96  
Contractor: Alliant Insurance Services, Inc.  
Site Dept. Manager: K. Tsunezumi  
New Contract/Amendment: New

Description of Services: Employee benefits consulting (phase 2). This phase covers employee benefits program marketing & due diligence.  
Services covered includes:

- (1) RFP Development
- (2) Request quotes from direct carriers as well as alternative joint purchases programs
- (3) Negotiation of final pricing
- (4) Rate and Benefit comparisons
- (5) Provider Network Analysis
- (6) Education with District/Bargaining Units & additional due diligence as necessary
- (7) Compliance with ACA requirements

Contract Period: June 15, 2014 - January 31, 2015  
Funding Source: General Fund  
Total Expenditure: Not to Exceed \$20,000

.08 GIFT ACCEPTANCE: SCHOOLSFIRST FEDERAL CREDIT UNION (\$1,500)

Agenda Exhibit J.

SchoolsFirst Federal Credit Union, Ms. Carol Chaney, 15442 Newport Avenue, Tustin, California, 92780, donated a check in the amount of \$1,500, to be used for staff incentives/district picnic in the Buena Park School District.

Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.09 APPROVAL OF RELEASE OF STUDENT DATA TO THINK TOGETHER AND THE DAVIS CONSULTANT NETWORK (DCN)

Agenda Exhibit K.

The Buena Park School District is currently working with THINK Together. THINK Together provides early childhood education programs and parent education trainings for the Buena Park School District. THINK Together also works with AmeriCorps to hire tutors to work with students in preschool programs.

THINK Together will undergo an evaluation of their program to seek additional funding for AmeriCorps tutors. Part of the evaluation consists of collecting assessment data from students who are currently enrolled in our Kindergarten Readiness Summer Academy. THINK Together and the Davis Consultant Network (DCN) will collect end of summer assessment data from the PALS (Phonological Awareness Literacy Screening) Assessment. The PALS is designed to assess and guide literacy instruction in the following emergent literacy areas: Rhyme, Beginning Sound, Uppercase Alphabet, Verbal Memory, Print Knowledge, Concept of Word, and Name Writing. THINK Together and DCN will collect and analyze the data and generate a report to the district, free of charge. THINK Together and DCN will need the following approval from the district to:

1. Secure parental consent to share data for this evaluation. They require no individual identifiers.
2. Provide THINK Together and DCN with PALS assessment data.
3. Link individual PALS data with the birthdate, gender, and English learner status of each student.

There are no financial implications.

It is recommended that the Buena Park School District Governing Board approve the request to give THINK Together and DCN access to student data as proposed. By doing so, the Buena Park School District will have initial data on students enrolled in the 2014

Kindergarten Readiness Summer Academy.

.10 INTERDISTRICT TRANSFER REQUEST: KENNEDY DOM

.11 INTERDISTRICT TRANSFER REQUEST: JULIEN MARTINEZ

Minutes, June 9, 2014 (Continued)

X. CONSENT CALENDAR (Continued)

.12 INTERDISTRICT TRANSFER REQUEST: JALIL MATEO

.13 INTERDISTRICT TRANSFER REQUEST: RYANN REED

.14 INTERDISTRICT TRANSFER REQUEST: ISABELLA WEBER

XI. BOARD COMMENTS

Mr. Chambers attended the Districtwide Picnic at Bellis Park, an informative Drug Use Seminar, several retirement parties and the Relay for Life event held at Buena Park Junior High.

Mr. Chambers expressed his appreciation to everyone who helped with the Measure 'B' campaign.

Mrs. Jensen wished good luck to Buena Park Junior High School Secretary Sue Pike on her retirement.

Mrs. Michel expressed appreciation to all who attended and/or supported the Relay for Life event held June 6-7, 2014 at Buena Park Junior High. The event raised \$91,000 for the American Cancer Society.

Mrs. Michel and Ms. Lee attended the Districtwide Picnic at Bellis Park.

XII. INFORMATION/CORRESPONDENCE

.01 Correspondence

None.

.02 Major Topics for Governing Board

Agenda Exhibit L.

Mr. Magnuson asked the Board to consider a date for the Governing Board Retreat and informed them he will work with Ms. Lee to schedule a closed session during the July 14 Board meeting to discuss pending litigation.

Minutes, June 9, 2014 (Continued)

XIII. 2014-2015 BUENA PARK SCHOOL DISTRICT BUDGET STUDY SESSION

Mr. Tsunozumi reviewed details of the proposed 2014-2015 District Budget which includes:

Income

The Governor's May Revision recognizes \$2.4 billion in additional General Fund revenues compared to the January estimate however, because of how these new revenues interact with the constitutional formulas of Proposition 98, Education will see very little of this money. The Local Control Funding Formula (LCFF) funding rate of 28.05% is unchanged from the January estimate. No additional State funding for Common Core implementation is provided and the expansion of the transitional kindergarten program is also not included. As was the case in 2012-13 and 2013-14, Districts will be reimbursed via a Mandate Block Grant at a funding level of \$28/ADA.

The Budget assumes an enrollment decline in 2014-15 (vs. 2013-14) of 47 students. Federal revenues are assumed flat vs. 2013-14 funding levels.

- LCFF rate 28.05%
- Revenue Limit ADA: 5,093 ADA
- Lottery: \$126.00 unrestricted, \$30.00 restricted
- Special Education Transfer: \$3,491,487
- Interest Income: \$35,000
- Mandated Costs: \$144,400 (Block Grant)
- One-time Transfers in BPSD 2014-15 Budget
  - From Title II Teacher Quality to Class Size Reduction \$200,000
  - Interfund Transfer from the General Fund to Deferred Maintenance \$250,000

Expenditures

A student/teacher ratio of 27:1 is assumed for grades K-2 and 29.5:1 for grades 3-8. The five furlough days previously negotiated for 2014-15 are assumed rescinded and there are no furlough days assumed for the next two subsequent years. All approved and occupied positions have been budgeted at each employee's current salary. Unoccupied positions have been budgeted at step two on the respective salary schedule. Contractual certificated/classified step and column increases have been budgeted in the amount of \$198K in anticipation of actual movement in 2014-15. Per the May Revision, the STRS statutory benefit rate paid by employers has been increased by 1.25 basis points to a total of 9.50% effective July 1, 2014. Health & Welfare benefits reflect an additional 7% increase for 2014-15.

Minutes, June 9, 2014 (Continued)

XIII. 2014-2015 BUENA PARK SCHOOL DISTRICT BUDGET STUDY SESSION  
(Continued)

Expenditures (Continued)

The District has also set aside Health & Welfare benefit costs for an estimated nine employees who would qualify given Affordable Care Act mandates. Assuming successful negotiations with our certificated and classified associations, we have included the following cost items in the budget:

- hire eight additional certificated positions to enhance academic achievement
- increase expenditures related to professional development and conferences by \$300K
- hire six additional classified positions
- hire one additional counselor utilizing Mental Health funds
- continue contributions to the IMFRP (i.e., textbook) reserve
- upgrade site computer labs using Thin Client technology.

For 2014-15, a General Fund operating surplus of \$835 is projected. This surplus is attributable to the unrestricted portion of the fund with a surplus of \$106,552. Restricted programs are slated to have a deficit of \$105,717 as carryovers from previous years are spent down. The 2014-15 projected General Fund ending balance is estimated at \$5,915,656.

The Multi-Year projection covers the period 2014-15 through 2016-17. The following assumptions are incorporated into the MYP:

- LCFF Funding Rates (per SSC recommendation):
  - 2014-15 at 28.05%
  - 2015-16 at 7.80%
  - 2016-17 at 8.40%
- MYP assumes that after 2014-15, the District will no longer be in declining enrollment and that enrollment is flat for 2015-16 through 2016-17
- Class size is assumed at 27:1 (grades K-3) and 29.5:1 (grades 3-8) for all years
- Five furlough days previously negotiated for 2014-15 assumed eliminated, no furlough days for 2015-16 or 2016-17
- Health & Welfare Benefit Premiums assumed to increase 7% per year

Minutes, June 9, 2014 (Continued)

XIII. 2014-2015 BUENA PARK SCHOOL DISTRICT BUDGET STUDY SESSION

(Continued)

- Per the May Revise for STRS and the CalPERS Board for PERS, utilize the following rates:
  - STRS Rate: 9.50% for 2014-15, 11.10% for 2015-16, 12.70% for 2016-17
  - PERS Rate: 11.771% for 2014-15, 12.60% for 2015-16, 15.00% for 2016-17.

Building off the assumptions above, coupled with our 2014-15 projections, we anticipate General Fund surplus (deficits) of \$835, (\$1,159,992) and (\$668,553) for 2014-15 through 2016-17 respectively. District reserves (i.e., Designation for Economic Uncertainties) for 2014-15 through 2016-17 are projected as 5.0%, 5.4% and 3.6%.

XIV. CLOSED SESSION

At 7:20 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.

XV. RECONVENE

At 7:45 p.m., Mr. Chambers 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.

XVI. REPORTING OUT OF CLOSED SESSION

- .01 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).

- .02 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).

XVII. ADJOURNMENT

At 7:46 p.m., Mr. Chambers made the motion, seconded by Mrs. Michel, 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