

BOARD OF EDUCATION
Downey Unified School District
11627 Brookshire Avenue
Downey, California 90241

AGENDA #8

REGULAR MEETING

January 15, 2008
Tuesday, 5:00 p.m.

I. GENERAL BOARD FUNCTIONS

1. Call to Order by Mr. Tod M. Corrin, President of the Board of Education, at 5:00 p.m. on Tuesday, January 15, 2008, in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.
2. Renewal of the Pledge of Allegiance to the Flag of the United States of America to be led by Ms. Nancy A. Swenson, Member of the Board of Education.
3. Invocation to be delivered by Mrs. Martha E. Sodetani, Member of the Board of Education.

4. Roll Call

Tod M. Corrin
D. Mark Morris
Barbara R. Samperi
William A. Gutierrez
Donald E. LaPlante
Martha E. Sodetani
Nancy A. Swenson
Wendy L. Doty, Ed.D.

Present	Absent

5. ADOPT Agenda #8 for the Regular Meeting of the Board of Education held on Tuesday, January 15, 2008.
6. APPROVE Official Minutes of the Organizational Board of Education meeting held December 18, 2007, as submitted or with the necessary corrections.

I. GENERAL BOARD FUNCTIONS - continued

7. RECEIVE correspondence and refer it to the proper order of business or to the Superintendent for handling.
8. HEAR Oral Communications from Members of the Board of Education, Superintendent and Administrators.
9. RECEIVE the Audit Report on all District funds and accounts for the 2006-07 fiscal year as prepared by Vavrinek, Trine, Day & Co., LLP, Certified Public Accounts.
10. HEAR a presentation by Superintendent Doty honoring Denise Takano, Director of Elementary Education, and the staff of the BTSA Induction Program in the area of Personnel.
11. HEAR Public on items not appearing on the Agenda.

S/C

II. CONSENT AGENDA

12. ACCEPT with gratitude and in accordance with Board Policy 6372 the following donations:
 - a. Cash donation of \$500, to be used in support of the music program at East Middle School, from James R. Ziegenbein, MD;
 - b. Cash donation of \$2,000, to be used in support of the ASB Renaissance program at Griffiths Middle School, from Griffiths Middle School PTA;
 - c. Cash donation of \$500, to be used in support of the Griffiths Middle School Library, from the Gordon Griffiths Family;
 - d. Donation of scrapbooking materials, valued at \$7,250, to be used by the West Middle School Scrapbooking Club from NYE Enterprises;

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II. CONSENT AGENDA - continued

12. continued

- e. Donation of office furniture and supplies, valued at \$1,000, to be used in support of the TLC Family Resource Center, from Staples;
- f. Cash donation of \$75, to be used to purchase balloons for the TLC Family Resource Center luncheon, from Jennifer Robbins;
- g. Donation of \$500 from Downey Association of Realtors, Inc.; and \$40 from E.N. St. George DDS, Inc., to be used in support of the TLC Family Resource Center.

13. RATIFY and/or APPROVE attendance and authorize payment of actual and necessary expenses, including registration fees, and AUTHORIZE payment of advances on expenses as described herein, as provided by BP and AR 7310, Convention and Conference Attendance. 13

14. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 14

GENERAL FUND - 01.0	TOTAL \$	<u>673,233.16</u>
ADULT SCHOOL FUND - 11.0	TOTAL \$	<u>163,890.35</u>
CAFETERIA FUND - 13.0	TOTAL \$	<u>73,578.89</u>
DEFERRED MAINT. FUND -14.0	TOTAL \$	<u>55,693.00</u>
COUNTY SCHOOL FAC. - 35.0	TOTAL	<u>\$15,827,242.20</u>

15. RATIFY the issuance of Payroll Orders for Hourly, Overtime, Civic Center Work performed by classified personnel, Adult School, and Food Services for the month of November 2007, covered by Payroll Orders issued through December 2007. 15

II. CONSENT AGENDA - continued

16. RATIFY the following B Warrant numbers 15681711 through 15750838 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning December 1, 2007 and ending December 31, 2007: 16

GENERAL FUND	TOTAL	<u>\$2,359,863.28</u>
ADULT EDUCATION FUND	TOTAL	<u>\$ 124,800.82</u>
CAFETERIA FUND	TOTAL	<u>\$ 367,262.75</u>
DEFERRED MAINTENANCE FUND	TOTAL	<u>\$ 54,068.10</u>
COUNTY SCHOOL FACILITIES FUND	TOTAL	<u>\$1,641,398.84</u>
WORKERS' COMP. SELF-INS. FUND	TOTAL	<u>\$ 147,870.85</u>
HEALTH CARE SELF-INS. FUND	TOTAL	<u>\$1,001,145.60</u>
DENTAL CARE SELF-INS. FUND	TOTAL	<u>\$ 143,044.72</u>
VISION CARE SELF-INS. FUND	TOTAL	<u>\$ 23,870.63</u>
PAYROLL CLEARANCE FUND	TOTAL	<u>\$ 983,731.88</u>

17. RATIFY agreement with California Teachers Association to release Mr. Vaughn from his duties as a certificated employee of the Downey Unified School District. 17
18. RATIFY Student Teaching Agreement with National University, effective November 15, 2007. 18
19. RATIFY agreement between Downey Adult School Career and Education Center and Pioneer Medical Group to furnish practical experience to students enrolled in the Nursing Assistant program. 19
20. RATIFY Contract for WorkAbility Program/Regional Occupational Program with the Los Angeles County Office of Education, effective January 9, 2008 through June 30, 2008. 20
21. ACCEPT the Quarterly Uniform Complaint Report Summary. 21

II. CONSENT AGENDA - continued

22. AUTHORIZE the request to solicit Request for Proposal #2007/2008-Q28 for the purchase and implementation of a Student Information System, to be charged to the General Fund. 22

23. APPROVE Change Order #3 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #19, Electrical, Bid #06/07-09, with Master K Electric, Northridge, in the increased amount of \$201,901.00, to be charged to Bond Funds. 23

24. APPROVE Change Order #5 for the Downey High School New Classroom Building – Building “B”, Bid #06/07-10, with PW Construction, Glendora, in the increased amount of \$51,342.00, to be charged to Bond Funds. 24

25. ACCEPT as complete projects related to Improvement and Repairs to Concrete Areas, Bid #02/03-15, with 3D Concrete, Downey, in the amount of \$7,500.00, to be charged to General, Deferred Maintenance, and/or Bond Funds, and; 25

AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payments release no sooner than 35 consecutive calendar days following the recording date.

26. ACCEPT as complete projects related to Trade Electrical Work, Bid #04/05-09, with Spike Electric, Anaheim, in the amount of \$23,566.01, to be charged to the General Fund, Deferred Maintenance Fund, and/or Bond Funds, and; 26

AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payments release no sooner than 35 consecutive calendar days following the recording date.

II. CONSENT AGENDA - continued

27. ACCEPT as complete projects related to Roof Repairs, Replacement, and Asbestos Abatement of Roofing Materials, Bid #05/06-02, with FC & Sons Roofing Co., Bell Gardens, in the amount of \$51,983.00, to be charged to General, Deferred Maintenance, and/or Bond Funds, and;
- 27

AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payments release no sooner than 35 consecutive calendar days following the recording date.

28. ACCEPT as complete various projects for paving and repairs against Bid #07/08-02 with Terra Pave, Whittier, in the amount of \$3,786.09, to be charged to the General Fund and/or Bond Funds, and;
- 28

AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payments release no sooner than 35 consecutive calendar days following the recording date.

29. APPROVE the adjustment of the 2007-08 Adult School restricted budget to reflect an increase to the fund balance in the amount of \$534,634.00.
- 29

30. APPROVE the adjustment of the 2007-08 General Fund unrestricted budget to reflect a decrease to the fund balance in the amount of \$88,871.00.
- 30

31. APPROVE the purchase of equipment, as listed, in accordance with established purchasing policies and regulations.
- 31

32. APPROVE the destruction of Class 2 and 3 Disposable District Records; and,
- 32

APPOINT Katrina Juarez-Lorenzetti, Clerical Assistant, document destruction coordinator.

II. CONSENT AGENDA - continued

33. ACKNOWLEDGE receipt of claim dated November 5, 2007 and received December 13, 2007, submitted by Teresa Diaz, on behalf of Monique Diaz, a minor, and DENY claim in compliance with Government Code Section 911-15 and 945.
34. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education. 34
35. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant-Behaviorally Challenged, assigned to Alameda Elementary School, six hours per day, at range 115, \$14.97 per hour, effective October 7, 2007 through February 1, 2008. 35
36. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, to be assigned to Alameda Elementary School, six and one-half hours per day, at range 105, \$14.27 per hour, effective December 5, 2007 through February 1, 2008. 36
37. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Gauldin Elementary School, six and one-quarter hours per day, at range 105, \$14.27 per hour, effective December 17, 2007 through March 21, 2008. 37

III. SPECIAL ADMINISTRATIVE SERVICES

Personnel

38. APPROVE the Memorandum of Understanding changing confidential employee designation. 38

III. SPECIAL ADMINISTRATIVE SERVICES - continued

Student Cases

39. TAKE appropriate action on Student Case No. 200708-07.*
40. TAKE appropriate action on Student Case No. 200708-25.*
41. TAKE appropriate action on Student Case No. 200708-52.*
42. TAKE appropriate action on Student Case No. 200708-53.*
43. TAKE appropriate action on Student Case No. 200708-54.*
44. TAKE appropriate action on Student Case No. 200708-55.*
45. TAKE appropriate action on Student Case No. 200708-56.*
46. TAKE appropriate action on Student Case No. 200708-57.*
47. TAKE appropriate action on Student Case No. 200708-59.*
48. TAKE appropriate action on Student Case No. 200708-60.*
49. TAKE appropriate action on Student Case No. 200708-61.*

* Individual expulsion cases may require the Board of Education to move to Closed Session pursuant to California Education Code 48918 (c).

IV. ITEMS FOR FUTURE AGENDA

- V. The next meeting of the Board of Education will be a Regular Meeting to be held on Tuesday, February 12, 2008, at 5:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

VI. CLOSED SESSION: to discuss:

1. Student Cases
2. Potential Litigation
3. Negotiations

VII. ADJOURN the Regular Meeting of the Board of Education at the specified hour with the consent of the members.

NOTE: The Superintendent's recommendation for action on each agenda item is indicated by the word appearing in CAPS.