

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

AGENDA #7

REGULAR MEETING

January 19, 2010  
Tuesday, 5:00 p.m.

I. GENERAL BOARD FUNCTIONS

1. Call to Order by Mrs. Barbara R. Samperi, President of the Board of Education, at 5:00 p.m. on Tuesday, January 19, 2010, 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 Mr. Donald E. LaPlante, Member of the Board of Education.
3. Invocation to be delivered by Mr. William A. Gutierrez, Member of the Board of Education.

4. Roll Call

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

Present	Absent

5. ADOPT Agenda #7 for the Regular Meeting of the Board of Education held on Tuesday, January 19, 2010.
6. APPROVE Official Minutes of the Organizational Board of Education meeting held December 15, 2009, 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 presentations recognizing the following individuals and organizations in the area of Parent/Community Relations:

Mary Jo Enyeart, West Middle School Teacher  
Beth Gendreau, PTA Council President  
Tod Corrin, Chairman of the Board of Managers -  
Downey Family YMCA  
Barbara Lamberth, President and CEO -  
Downey Federal Credit Union

9. RECEIVE the Audit Report on all District funds and accounts for the 2008-09 fiscal year as prepared by Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants.

S/C

10. HEAR Oral Communications from Members of the Board of Education, Superintendent, and Administrators.

11. HEAR Public on items not appearing on the Agenda.

II. CONSENT AGENDA

12. ACCEPT with gratitude and in accordance with Board Policy 6372 the following donations:

12

a. Cash donation of \$207.63, to be used in support of the instructional program at Rio Hondo Elementary School, from TRUIST, Altruism Connected;

b. Cash donation of \$225, to be used in support of various programs at Rio San Gabriel Elementary School, from Stonewood Center Mall;

c. Cash donation of \$10,000, for the Downey High School Jazz Choir trip to New York, from Mrs. Helen Hoag;

II. CONSENT AGENDA - continued

12. continued

- d. Cash donation of \$200, for the purchase of a new fax machine at the TLC Family Resource Center, from Downey Federal Credit Union;
- e. Cash donations of \$100 from Colette Oestreich; and \$100 from Richard and JoAnne Sims, for TLC Luncheon sponsorships;
- f. Cash donations of \$500 from Downey Association of Realtors, Inc.; \$250 from Susana Zamarripa; \$200 from Robin Martin; \$112 from Audiences Unlimited, Inc., Universal Studios; \$100 from Laura Dawson; \$50 from Downey Church of Religious Science; \$50 from Emily Emanuel; \$50 from Leticia Villalva; \$30 from Graceann Frederick; \$20 from Denise Evans; \$20 from Xochitil Ortiz; \$20 from Kelly Pohlman; and \$10 from Lori Zaremski, 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 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. 14
- 15. RATIFY General Agreement with Autism Behavior Consultants for the 2009-10 fiscal year effective July 1, 2009 through June 30, 2010. 15
- 16. RATIFY payments as submitted for services provided for Special Education Placement #NPS200910-81 for the period of September 11, 2009 through June 30, 2010, not to exceed 200 days.

II. CONSENT AGENDA - continued

17. RATIFY payments as submitted for services provided for Special Education Placement #NPS200910-82 for the period of September 11, 2009 through June 30, 2010, not to exceed 186 days.
18. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 18
- |                                |                              |
|--------------------------------|------------------------------|
| GENERAL FUND - 01.0            | TOTAL \$ <u>4,560,736.52</u> |
| ADULT SCHOOL FUND - 11.0       | TOTAL \$ <u>131,839.15</u>   |
| CAFETERIA FUND - 13.0          | TOTAL \$ <u>1,638,197.40</u> |
| DEFERRED MAINT. FUND - 14.0    | TOTAL \$ <u>799,647.64</u>   |
| CAPITAL FACILITIES FUND - 25.0 | TOTAL \$ <u>15,000.00</u>    |
| COUNTY SCHOOL FAC. - 35.0      | TOTAL \$ <u>323,408.64</u>   |
| SELF INSURANCE FUND - 67.0     | TOTAL \$ <u>22,643.79</u>    |
19. 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 2009, covered by Payroll Orders issued through December 2009. 19
20. RATIFY the following B Warrant numbers 17670465 through 17728786 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning December 1, 2009 and ending December 31, 2009: 20
- |                                |                              |
|--------------------------------|------------------------------|
| GENERAL FUND                   | TOTAL \$ <u>3,337,808.52</u> |
| ADULT EDUCATION FUND           | TOTAL \$ <u>102,373.79</u>   |
| CAFETERIA FUND                 | TOTAL \$ <u>346,057.56</u>   |
| DEFERRED MAINTENANCE FUND      | TOTAL \$ <u>38,041.21</u>    |
| CAPITAL FACILITIES FUND        | TOTAL \$ <u>24,192.74</u>    |
| COUNTY SCHOOLS FACILITIES FUND | TOTAL \$ <u>975,181.87</u>   |
| WORKERS' COMP. SELF-INS. FUND  | TOTAL \$ <u>29,736.26</u>    |
| HEALTH CARE SELF-INS. FUND     | TOTAL \$ <u>992,444.60</u>   |
| DENTAL CARE SELF-INS. FUND     | TOTAL \$ <u>217,765.20</u>   |
| VISION CARE SELF-INS. FUND     | TOTAL \$ <u>27,152.31</u>    |
| PAYROLL CLEARANCE FUND         | TOTAL \$ <u>793,228.46</u>   |

II. CONSENT AGENDA – continued

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| 21. RATIFY Professional Services Agreement with Miller Brown & Dannis, effective December 17, 2009 through and including December 31, 2010.   | 21 |
| 22. RATIFY agreement with the Office of Administrative Hearings effective December 22, 2009.  | 22 |
| 23. APPROVE agreement with Aspiranet to provide a Certified Application Assistant (CAA) to enroll children into a statewide health insurance program, effective January 19, 2010 through June 30, 2010, to be charged to Account No. 01.0-00000.0-00000-31400-2462-7456710. | 23 |
| 24. APPROVE amendment to the Agreement with Family Services of Long Beach to reflect the new business name of Aspiranet effective January 19, 2010.   | 24 |
| 25. RATIFY agreement between Downey Adult School Career and Education Center and Jacqueline B. Aguiluz, D.O., Hawaiian Gardens, to furnish practical experience to students enrolled in the Medical Assistant program.  | 25 |
| 26. RATIFY agreement between Downey Adult School Career and Education Center and Jacqueline B. Aguiluz, D.O., Norwalk, to furnish practical experience to students enrolled in the Medical Assistant program.   | 26 |
| 27. RATIFY agreement between Downey Adult School Career and Education Center and Nazar Al-Bussam, M.D. to furnish practical experience to students enrolled in the Medical Assistant program.   | 27 |
| 28. RATIFY agreement between Downey Adult School Career and Education Center and Lukchai Bhavabhatanon, D.O. to furnish practical experience to students enrolled in the Medical Assistant program.   | 28 |
| 29. RATIFY agreement between Downey Adult School Career and Education Center and The Frischer Medical Group to furnish practical experience to students enrolled in the Medical Assistant program.  | 29 |

II. CONSENT AGENDA – continued

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| 30. RATIFY agreement between Downey Adult School Career and Education Center and Eduardo J. Guzman, M.D. to furnish practical experience to students enrolled in the Medical Assistant program.                          | 30 |
| 31. RATIFY agreement between Downey Adult School Career and Education Center and Health First Medical Group to furnish practical experience to students enrolled in the Medical Assistant program.                       | 31 |
| 32. RATIFY agreement between Downey Adult School Career and Education Center and IMMC to furnish practical experience to students enrolled in the Medical Assistant program.   | 32 |
| 33. RATIFY agreement between Downey Adult School Career and Education Center and the Pico Rivera Women and Children Health Center to furnish practical experience to students enrolled in the Medical Assistant program. | 33 |
| 34. RATIFY agreement between Downey Adult School Career and Education Center and San Martin De Porres Medical Clinic to furnish practical experience to students enrolled in the Medical Assistant program.              | 34 |
| 35. RATIFY agreement between Downey Adult School Career and Education Center and Watts Healthcare Corporation to furnish practical experience to students enrolled in the Medical Assistant program.                     | 35 |
| 36. RATIFY agreement between Downey Adult School Career and Education Center and Women’s Medical Group to furnish practical experience to students enrolled in the Medical Assistant program.                            | 36 |
| 37. RATIFY agreement between Downey Adult School Career and Education Center and Compton Center Health Clinic to furnish practical experience to students enrolled in the Medical Billing & Coding program.              | 37 |

## II. CONSENT AGENDA – continued

38. RATIFY agreement between Downey Adult School Career and Education Center and CVS Pharmacy to furnish practical experience to students enrolled in the Pharmacy Technician program. 38
39. RATIFY agreement between Downey Adult School Career and Education Center and Target Pharmacy to furnish practical experience to students enrolled in the Pharmacy Technician program. 39
40. RATIFY Amendment No. 6 to Agreement No. 01-H471 between Downey Adult School Career and Education Center and the City of Hawthorne increasing adult school program fees to eligible participants. 40
41. RATIFY Memorandum of Understanding with Point Loma Nazarene University beginning September 1, 2009. 41
42. APPROVE the application for E-Rate funding certifying the District's agreement to comply with all program requirements including local share of funding should the District proceed through the full application process. 42
43. AUTHORIZE the advertisement for bid for Trade Labor - Painters, Bid #09/10-03, in the estimated annual amount of \$200,000.00, with no guarantee that this amount will be met or exceeded, to be funded by the General Fund, Maintenance Fund, and/or Bond Fund as appropriate. 43
44. APPROVE Change Order #3 to Bid #08/09-14, Downey High School Modernization of Buildings J/K/N & L, with P.W. Construction, Inc., Glendora, in the increased amount of \$41,717.00, to be charged to Bond Funds. 44
45. ACCEPT as complete projects related to Trade Electrical Work, Bid #04/05-09, with Spike Electric, Anaheim, in the amount of \$70,778.24, to be charged to the General Fund, Deferred Maintenance Fund, and/or Bond Funds, and; 45

II. CONSENT AGENDA – continued

45. continued

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

46. ACCEPT as complete projects related to Roof Repairs, Replacement, and Asbestos Abatement of Roofing Materials at Warren High School, Bid #05/06-02, with FC & Sons Roofing Co., Bell Gardens, in the amount of \$13,282.00, to be charged to General Fund, Deferred Maintenance Fund, and/or Bond Funds, and; 46

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

47. ACCEPT as complete projects related to Fencing Work, Bid #05/06-14, with McCullah Fence Co., Bell Gardens, in the amount of \$40,678.19, to be charged to Bond, Deferred Maintenance, and/or General Funds, and; 47

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

48. ACCEPT as complete projects related to Backhoe Services, Bid #06/07-05, with Terra Pave, Whittier, in the amount of \$9,423.55, to be charged to General, Bond, and/or Deferred Maintenance Funds, and; 48

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



II. CONSENT AGENDA – continued

49. ACCEPT as complete various projects for paving and repairs against Bid #07/08-02 with Terra Pave, Whittier, in the amount of \$122,714.61, to be charged to General, Bond, and/or Deferred Maintenance Funds, and;
- 49
- AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payment released no sooner than 35 consecutive calendar days following the recording date.
50. ACCEPT as complete projects related to Improvement and Repairs to Concrete Areas, Bid #07/08-04, with 3D Concrete, Downey, in the amount of \$9,375.00, to be charged to General, Deferred Maintenance, and/or Bond Funds, and;
- 50
- AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payment released no sooner than 35 consecutive calendar days following the recording date.
51. APPROVE the destruction of Class 1, 2, and 3 Disposable District Records, and;
- 51
- APPOINT Katrina Juarez-Lorenzetti, Clerical Assistant, document destruction coordinator.
52. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education.
- 52
53. APPROVE the following changes to positions in Financial Services: abolishment of one Accounting Assistant position effective May 1, 2010; abolishment of two vacant Intermediate Accounting Assistant positions; and establishment of two positions with duties corresponding to the current classification of Senior Accounting Assistant, effective January 20, 2010.
- 53

II. CONSENT AGENDA – continued

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| 54. RATIFY the changes listed in the chart that accompanies this item for positions providing support services for students with special needs effective dates shown. | 54 |
| 55. APPROVE the changes to the duties of Intermediate Clerical Assistant as shown in the attached duty statement effective January 19, 2010.                          | 55 |

III. SPECIAL ADMINISTRATIVE SERVICES

Personnel

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| 56. APPROVE the Memorandum of Understanding with D.E.A., regarding Article XVI - Transfers.  | 56 |
| 57. PRESENT Initial Bargaining Proposals for Negotiations with Downey Education Association/CTA/NEA.   | 57 |
| 58. DECLARE a Public Hearing to hear public response to Initial Bargaining Proposals with Downey Education Association/CTA/NEA.<br><br>a. Open the Hearing<br><br>b. Close the Hearing |    |
| 59. RECEIVE Initial Bargaining Proposals from Downey Education Association/CTA/NEA.  | 59 |
| 60. DECLARE a Public Hearing to hear public response to Initial Bargaining Proposals from Downey Education Association/CTA/NEA.<br><br>a. Open the Hearing<br><br>b. Close the Hearing |    |

III. SPECIAL ADMINISTRATIVE SERVICES – continued

Student Cases

61. TAKE appropriate action on Student Case No. 200910-29.\*
62. TAKE appropriate action on Student Case No. 200910-30.\*
63. TAKE appropriate action on Student Case No. 200910-31.\*
64. TAKE appropriate action on Student Case No. 200910-32.\*
65. TAKE appropriate action on Student Case No. 200910-33.\*
66. TAKE appropriate action on Student Case No. 200910-34.\*
67. TAKE appropriate action on Student Case No. 200910-35.\*
68. TAKE appropriate action on Student Case No. 200910-36.\*
69. TAKE appropriate action on Student Case No. 200910-37.\*

\* 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 16, 2010, 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
4. Public Employment – Certificated/Classified Administration
5. Discipline/Dismissal/Release

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.**

*Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 11627 Brookshire Avenue, Downey, California during normal business hours.*