

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

AGENDA #9

REGULAR MEETING

March 8, 2011
Tuesday, 5:00 p.m.

I. GENERAL BOARD FUNCTIONS

1. Call to Order by Mrs. Martha E. Sodetani, President of the Board of Education, at 5:00 p.m. on Tuesday, March 8, 2011, 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. D. Mark Morris, 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

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

Present	Absent

5. ADOPT Agenda #9 for the Regular Meeting of the Board of Education held on March 8, 2011.
6. APPROVE Official Minutes of the Regular Board of Education meeting held February 8, 2011, 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. RECOGNIZE Downey High School CIF Southern Section Division VI Wrestling Champions and Head Coaches Miguel Soto and Monico Enriquez and Assistant Coaches Roger Rios and Adrian Enriquez.
9. RECOGNIZE Warren High School Girls' CIF Southern Section Division VI Water Polo Champions and Head Coach Josie Cordero and Assistant Coaches Janine Boutte, Gabriel Martinez, Stephanie Rosero, and Mark Zuniga.
10. HEAR a presentation from Jerilyn King-Brown, Assistant Superintendent, Educational Services, honoring Dr. Robert Jagielski in the area of Culture.
11. RECEIVE the Official 2011 California School Boards Association Delegate Assembly Ballot for Region 24, and CAST vote(s) for no more than six candidates. 11
12. HEAR Oral Communications from Members of the Board of Education, Superintendent, and Administrators.
13. HEAR Public on items not appearing on the Agenda.

II. CONSENT AGENDA

14. ACCEPT with gratitude and in accordance with Board Policy 6372 the following donations: 14
 - a. Cash donation of \$8,000.00 to be used for field trips at Rio San Gabriel Elementary School from Rio San Gabriel PTA;
 - b. Cash donation of \$350.00 to be used in support of the wrestling team at Warren High School from MVE Transport;

II. CONSENT AGENDA - continued

14. continued

c. Cash donation of \$250.00 from Patricia Heineke; cash donation of \$500.00 from Soroptimist International of Downey; cash donation of \$1,000.00 from Eleanor K. Eck; and donation of baked goods, value estimated by donor to be \$6,500.00, from Porto's Bakery to be used in support of the TLC Family Resource Center.

15. RATIFY and/or APPROVE attendance and authorize payment of actual and necessary expenses, including registration fees, and AUTHORIZE payment of expenses as described herein, as provided by BP and AR 7310, Convention and Conference Attendance. 15
16. RATIFY General Agreement with Hawthorne Academy for the 2010-11 fiscal year effective July 1, 2010 through June 30, 2011. 16
17. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-75 for the period of January 7, 2011 through June 30, 2011.
18. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-76 for the period of July 1, 2010 through June 30, 2011.
19. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-77 for the period of July 1, 2010 through June 30, 2011.
20. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-78 for the period of July 1, 2010 through June 30, 2011, not to exceed 200 days.
21. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-79 for the period of July 1, 2010 through June 30, 2011, not to exceed 200 days.

II. CONSENT AGENDA - continued

- 22. APPROVE THE Special Education Settlement Agreement regarding OAH Case No. 2010080270 and AUTHORIZE payments as set forth within said Agreement.
- 23. APPROVE revisions to Board Policy and Administrative Regulation 1221, Use of School Facilities. 23
- 24. APPROVE revisions to AR 3111, 2011-12 School Calendar. 24
- 25. APPROVE the Schedule of Regular Board Meetings for the 2011-12 school year. 25
- 26. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 26

GENERAL FUND - 01.0	TOTAL \$ <u>744,596.97</u>
ADULT SCHOOL FUND - 11.0	TOTAL \$ <u>12,827.17</u>
CAFETERIA FUND - 13.0	TOTAL \$ <u>72,436.38</u>
DEFERRED MAINTENANCE - 14.0	TOTAL \$ <u>110,000.00</u>
COUNTY SCHOOLS FAC. - 35.0	TOTAL \$ <u>1,330.00</u>
SELF INSURANCE FUND - 67.0	TOTAL \$ <u>48,407.09</u>
- 27. 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 January 2011, covered by Payroll Orders issued through February 2011. 27
- 28. RATIFY the following B Warrant Numbers 18571707 through 18631597 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning January 1, 2011 and ending January 31, 2011: 28

II. CONSENT AGENDA - continued

28. continued

GENERAL FUND	TOTAL	<u>\$2,611,442.93</u>
ADULT EDUCATION FUND	TOTAL	<u>\$ 138,737.48</u>
CAFETERIA FUND	TOTAL	<u>\$ 312,050.02</u>
DEFERRED MAINTENANCE FUND	TOTAL	<u>\$ 70,584.97</u>
CAPITAL FACILITIES FUND	TOTAL	<u>\$ 24,474.10</u>
WORKERS' COMP. SELF-INS. FUND	TOTAL	<u>\$ 142,366.05</u>
HEALTH CARE SELF-INS. FUND	TOTAL	<u>\$1,051,995.90</u>
DENTAL CARE SELF-INS. FUND	TOTAL	<u>\$ 288,985.80</u>
VISION CARE SELF-INS. FUND	TOTAL	<u>\$ 25,287.68</u>
PAYROLL CLEARANCE FUND	TOTAL	<u>\$ 794,686.43</u>

- 29. RATIFY Student Teaching Agreement #0031-3 with California State University Dominguez Hills effective December 1, 2010 through December 31, 2013. 29
- 30. RATIFY Affiliation Agreement with the Pasadena Area Community College District. 30
- 31. APPROVE Lessor Estoppel Certificate and Consent to Encumbrance of Lease Agreement and Amendment to Lease Agreement with Brookshire Partners. 31
- 32. APPROVE the proposed meal price adjustments for the 2011-12 school year as follows: 32

<u>Meal Type</u>	<u>Current</u>	<u>Proposed</u>
Elementary Breakfast	1.00	1.25
Secondary Breakfast	1.25	1.50
Elementary Lunch	1.50	1.75
Middle School Lunch	2.00	2.25
High School Lunch	2.25	2.50
Reduced price co-pay Breakfast and lunch	0.00	0.25

II. CONSENT AGENDA - continued

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| 33. RATIFY agreement between Downey Adult School Career and Education Center and Dr. Alexander Vargas, M.D., F.A.C.S., Inc. 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 Zacoalco Medical Group Incorporated 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 Sanchez Medical Center to furnish practical experience to students enrolled in the Medical Billing and Coding program. | 35 |
| 36. RATIFY agreement between Downey Adult School Career and Education Center and Playa Pharmacy to furnish practical experience to students enrolled in the Pharmacy Technician program. | 36 |
| 37. RATIFY agreement between Downey Adult School Career and Education Center and Riteaid Pharmacy to furnish practical experience to students enrolled in the Pharmacy Technician program. | 37 |
| 38. RATIFY agreement between Downey Adult School Career and Education Center and Skilled Nursing 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 Dr. Henry Winn to furnish practical experience to students enrolled in the Phlebotomy Technician program. | 39 |
| 40. RENEW the annual contract for Weed Control Services, Bid #08/09-07, with TruGreen Limited Partnership, Anaheim, for the third of a five-year optionally renewable period, in the estimated annual amount of \$85,400.00, to be charged to the General Fund. | 40 |

II. CONSENT AGENDA - continued

41. APPROVE the second year renewal of Bid #09/10-03 for Trade Labor – Painters, with M & R Painting & Decorating, Inc., Rowland Heights, in the estimated annual amount of \$200,000.00, with no guarantee that this amount will be met or exceeded, to be charged to Maintenance Funds. 41
42. APPROVE Change Order #2 to Purchase Order #B124018 for Commodity Processed Turkey as needed by the Food Services Department, with Jennie-O, Willmar, Minnesota, in the increased amount of \$5,000.00, to be charged to the Food Services Fund. 42
43. ACCEPT as complete projects related to Fencing Work, Bid #05/06-14, with McCullah Fence Co., Bell Gardens, in the amount of \$3,972.80, to be charged to Deferred Maintenance, and/or General Funds, and; 43
- 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.
44. ACCEPT as complete projects related to Improvement and Repairs to Concrete Areas, Bid #07/08-04, with 3D Concrete, Downey, in the amount of \$20,438.00, to be charged to General and/or Deferred Maintenance Funds, and; 44
- 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.
45. ACCEPT as complete projects related to Trade Electrical Work, Bid #09/10-02, with Spike Electric, Anaheim, in the amount of \$66,943.50, to be charged to the General Fund and/or Deferred Maintenance Fund, and; 45

II. CONSENT AGENDA - continued

45. continued

AUTHORIZE the filing of the Notice of Completion with the County Recorder with the 10% retention payments 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, Bid #09/10-04, with FC & Sons Roofing Co., Bell Gardens, in the amount of \$225.00, to be charged to the Deferred Maintenance Fund, and; 46

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

47. APPROVE the adjustment of the 2010-11 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$24,107.00. 47

48. APPROVE the adjustment of the 2010-11 Adult Education Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$21,962.00. 48

49. APPROVE the declaration and sale and/or recycling of District surplus property and abate the income to the General Fund, Account No. 01.0-00000.0-00000-00000-8631-0000000, and/or pick up by a local e-waste recycler for proper recycling. 49

50. APPROVE the purchase of equipment, as listed, in accordance with established purchasing policies and regulations. 50

II. CONSENT AGENDA - continued

51. APPROVE the destruction of Class 1, 2, and 3 Disposable District Records, and;

APPOINT Katrina Juarez-Lorenzetti, Clerical Assistant, document destruction coordinator. 51
52. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education. 52
53. RATIFY the abolishment of one Senior Instructional Assistant position at Warren High School, effective February 1, 2011. 53
54. RATIFY the abolishment of one vacant Instructional Assistant (Bilingual) position at West Middle School, effective February 15, 2011. 54
55. RATIFY the abolishment of one Senior Instructional Assistant/Behaviorally Challenged position at Unsworth Elementary School, effective February 18, 2011. 55
56. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant-Severely/Multiply Handicapped, assigned to West Middle School, six and one-half hours per day, effective January 4, 2011 through April 12, 2011. 56
57. RATIFY the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Warren High School, six and one-half hours per day, effective February 1, 2011. 57
58. RATIFY the establishment of one new limited term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Old River Elementary School, six and one-half hours per day, effective February 1, 2011 through March 1, 2011. 58

II. CONSENT AGENDA - continued

59. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Price Elementary School, three hours per day, effective February 1, 2011 through April 1, 2011. 59

60. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Intermediate Clerical Assistant, assigned to Student Information Systems, eight hours per day, effective February 15, 2011 through June 30, 2011. 60

61. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Imperial Elementary School, six hours per day, effective February 15, 2011 through June 24, 2011. 61

62. RATIFY the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant/Behaviorally Challenged, assigned to Gallatin Elementary School, six and one-half hours per day, effective February 22, 2011. 62

63. APPROVE the change to the basic function of Custodian as shown in the attached duty statement, effective March 9, 2011. 63

64. APPROVE the changes to the duties of Senior Accounting Assistant as shown in the attached duty statement, effective March 9, 2011. 64

III. GENERAL ADMINISTRATIVE SERVICES

65. ADOPT Resolution No. 201011-08, Resolution to Support Placing a Revenue Extension Measure on the Ballot. 65

III. GENERAL ADMINISTRATIVE SERVICES - continued

66. ADOPT Resolution No. 201011-09, Resolution to Decrease the Number of Certificated Employees Due to a Reduction or Elimination of Particular Kinds of Services (Adult Education). 66

IV. SPECIAL ADMINISTRATIVE SERVICES

Business

67. RECEIVE Administrative Report: 2010-11 Second Period Interim Financial Report as of January 31, 2011, and APPROVE Positive Certification that Downey Unified School District can meet its financial obligations for the remainder of the 2010-11 fiscal year. S/C

Student Cases

68. TAKE appropriate action on Student Case No. 201011-04.*
69. TAKE appropriate action on Student Case No. 201011-05.*
70. TAKE appropriate action on Student Case No. 201011-39.*
71. TAKE appropriate action on Student Case No. 201011-42.*
72. TAKE appropriate action on Student Case No. 201011-43.*
73. TAKE appropriate action on Student Case No. 201011-44.*
74. TAKE appropriate action on Student Case No. 201011-45.*
75. TAKE appropriate action on Student Case No. 201011-46.*
76. TAKE appropriate action on Student Case No. 201011-47.*

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

V. ITEMS FOR FUTURE AGENDA

VI. The next meeting of the Board of Education will be a Regular Meeting to be held on Tuesday, April 12, 2011, at 5:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

VII. CLOSED SESSION: to discuss:

1. Student Cases
2. Potential Litigation
3. Discipline/Dismissal/Release

VIII. 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.