

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

AGENDA #10

REGULAR MEETING

March 11, 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, March 11, 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 Mrs. Barbara R. Samperi, Clerk of the Board of Education.
3. Invocation to be delivered by Mr. D. Mark Morris, Vice President of the Board of Education.

4. Roll Call

|                             | Present | Absent |
|-----------------------------|---------|--------|
| Tod M. Corrin               |         |        |
| D. Mark Morris              |         |        |
| Barbara R. Samperi          |         |        |
| William A. Gutierrez        |         |        |
| Donald E. LaPlante          |         |        |
| Martha E. Sodetani          |         |        |
| Nancy A. Swenson            |         |        |
| <i>Wendy L. Doty, Ed.D.</i> |         |        |

5. HEAR Performance by the Price Elementary School Mixed Chorus under the direction of Steve Toay, Jennifer Jara, and Lauren Chin.
6. ADOPT Agenda #10 for the Regular Meeting of the Board of Education held on Tuesday, March 11, 2008.
7. APPROVE Official Minutes of the Regular Board of Education meeting held February 12, 2008, as submitted or with the necessary corrections.

I. GENERAL BOARD FUNCTIONS - continued

8. RECEIVE correspondence and refer it to the proper order of business or to the Superintendent for handling.
9. HEAR Oral Communications from Members of the Board of Education, Superintendent and Administrators.
10. HEAR a presentation recognizing the following individuals in the area of Parent/Community Relations:  
  
Dr. Mary Stauffer  
Stacy Brabant
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 \$5,000, to be used for student field trips at Alameda Elementary School, from Alameda Elementary School PTA;
  - b. Cash donation of \$350, to be used to support the Gauldin Fitness Club at Gauldin Elementary School, from Re/Max Online;
  - c. Cash donations of \$164.57 from Target; \$160 from Regino Diaz; and \$18.90 from Verizon Long Distance; to be used for instructional supplies at Gauldin Elementary School;
  - d. Cash donation of \$272.17, to be used for classroom materials at Lewis Elementary School, from Mimi's Cafe;
  - e. Cash donation of \$100, to be used in support of the Lewis Elementary School Choir, from Downey Los Amigos Kiwanis;

II. CONSENT AGENDA - continued

12. continued

- f. Donation of one acoustic guitar, valued at \$400, to be used by the Guitar Club at West Middle School, from John and Brenda Benton;
- g. Donation of dictionaries, valued at \$2,900, to be used in the District's 3<sup>rd</sup> grade classrooms, from Downey Elks Lodge;
- h. Cash donation of \$1,500, to be used to provide eye glasses and eye exams for students in need, from The Ellen and Clarence Peterson Foundation;
- i. Cash donation of \$200, to be used in support of the TLC Family Resource Center, from Robin Martin.

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 General Agreement with Autism Behavior Consultants for the 2007/08 fiscal year effective retroactive to July 1, 2007 through June 30, 2008. 14

15. RATIFY payments as submitted for services provided for Special Education Placement #NPS200708-59 for the period of November 20, 2007 through June 30, 2008, not to exceed 130 days.

16. RATIFY payments as submitted for services provided for Special Education Placement #NPS200708-60 for the period of July 1, 2007 through September 5, 2007, not to exceed 28 days.

17. RATIFY payments as submitted for services provided for Special Education Placement #NPS200708-61 for the period of July 1, 2007 through June 30, 2008.

II. CONSENT AGENDA - continued

- 18. RATIFY payments as submitted for services provided for Special Education Placement #NPS200708-62 for the period of July 1, 2007 through June 30, 2008.
- 19. RATIFY payments as submitted for services provided for Special Education Placement #NPS200708-63 for the period of February 4, 2008 through June 30, 2008, not to exceed 89 days.
- 20. RATIFY Mediation Agreement Case No. N2007100229, settlement for attorney fees of \$5,000.00.
- 21. APPROVE proposed revisions to AR 3111, Regular School Calendar 2008-09. 21
- 22. APPROVE proposed revisions to AR 3162, Title I Parent Involvement. 22
- 23. APPROVE proposed addition to AR 6360, Purchasing of Supplies – Debarment. 23
- 24. APPROVE Community-Based Tutoring (CBET) Program for the fiscal year 2008-09. 24
- 25. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 25

|                               |          |                      |
|-------------------------------|----------|----------------------|
| GENERAL FUND - 01.0           | TOTAL \$ | <u>438,205.94</u>    |
| ADULT SCHOOL FUND - 11.0      | TOTAL \$ | <u>69,074.26</u>     |
| CAFETERIA FUND - 13.0         | TOTAL \$ | <u>81,271.62</u>     |
| DEFERRED MAINT. FUND -14.0    | TOTAL \$ | <u>155,840.67</u>    |
| COUNTY SCHOOL FAC. - 35.0     | TOTAL \$ | <u>12,697,367.50</u> |
| SELF INS. FUND FUND - 67.0    | TOTAL \$ | <u>1,462.50</u>      |
| SELF INS. WORKERS COMP - 67.1 | TOTAL \$ | <u>214.34</u>        |
- 26. 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 2008, covered by Payroll Orders issued through February 2008. 26

II. CONSENT AGENDA - continued

27. RATIFY the following B Warrant numbers 15835778 through 15937084 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning February 1, 2008 and ending February 29, 2008: 27

|                                |       |                       |
|--------------------------------|-------|-----------------------|
| GENERAL FUND                   | TOTAL | <u>\$1,857,315.63</u> |
| ADULT EDUCATION FUND           | TOTAL | <u>\$ 245,395.91</u>  |
| CAFETERIA FUND                 | TOTAL | <u>\$ 377,428.26</u>  |
| DEFERRED MAINTENANCE FUND      | TOTAL | <u>\$ 55,308.11</u>   |
| COUNTY SCHOOLS FACILITIES FUND | TOTAL | <u>\$2,285,786.33</u> |
| WORKERS' COMP. SELF-INS. FUND  | TOTAL | <u>\$ 107,910.40</u>  |
| HEALTH CARE SELF-INS. FUND     | TOTAL | <u>\$1,001,152.74</u> |
| DENTAL CARE SELF-INS. FUND     | TOTAL | <u>\$ 223,365.03</u>  |
| VISION CARE SELF-INS. FUND     | TOTAL | <u>\$ 32,477.58</u>   |
| PAYROLL CLEARANCE FUND         | TOTAL | <u>\$ 757,202.74</u>  |

28. RATIFY agreement between Downey Adult School Career and Education Center and Centro Medico Santa Cruz 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 Mission San Juan Clinic to furnish practical experience to students enrolled in the Medical Assistant program. 29
30. RATIFY agreement between Downey Adult School Career and Education Center and Retina Macula Institute 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 Norwalk Regional Health Center to furnish practical experience to students enrolled in the Medical Assistant program. 31
32. RATIFY Amendment #1 to the Agreement with Los Angeles County Office of Education for Facilities, Supplies and Services, Special Education Programs. 32

II. CONSENT AGENDA - continued

33. APPROVE the fourth year renewal of Bid #04/05-09, Contract Labor – Electricians, with Spike Electric, Anaheim, in the annual estimated amount of \$500,000.00, with costs to be charged to the General Fund, Maintenance Fund, and/or Bond Funds as appropriate. 33
34. ACCEPT and APPROVE the use of the County of Los Angeles Internal Services Department Master Agreement by and between the County of Los Angeles and Graybar Electric Company, Inc., Los Angeles, for Electrical Products, Equipment, Supplies and Related Services, Proposal #229796, by the Downey Unified School District on an as needed basis, to fill orders for miscellaneous electrical supplies with the same advantages, terms and conditions. 34
35. APPROVE Change Order #1 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #8, Doors, Frames and Hardware, Bid #06/07-09, with T.R. Mulligan, Inc., Carlsbad, in the increased amount of \$11,104.00, to be charged to Bond Funds. 35
36. APPROVE Change Order #6 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #17, Plumbing, Bid #06/07-09, with All Area Plumbing, Inc., Los Angeles, in the increased amount of \$9,981.00, to be charged to Bond Funds. 36
37. APPROVE Change Order #1 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #18, HVAC, Bid #06/07-09, with Mek Air Tech, Los Angeles, in the increased amount of \$4,411.00, to be charged to Bond Funds. 37
38. APPROVE Change Order #4 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 \$95,266.00, to be charged to Bond Funds. 38

II. CONSENT AGENDA - continue

39. APPROVE Change Order #4 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #20, Low Voltage Systems, Bid #06/07-09, with JAM Fire Protection, Inc., Monrovia, in the increased amount of \$5,352.00, to be charged to Bond Funds. 39
40. APPROVE Change Order #7 for the Downey High School New Classroom Building – Building “B”, Bid #06/07-10, with PW Construction, Glendora, in the increased amount of \$27,251.00, to be charged to Bond Funds. 40
41. APPROVE Change Order #1 to Purchase Order #96217, Speech-Language Pathology Services, with Ms. Jane Haddad, Long Beach, in the increased amount of \$5,000.00, to be charged to Special Education Funds. 41
42. APPROVE Change Order #1 to Purchase Order #B97601A, Chicken Products, with Kings Delight, Atlanta, Georgia, in the increased amount of \$20,000.00, to be charged to Food Services Funds. 42
43. ACCEPT as complete projects related to Improvement and Repairs to Concrete Areas, Bid #02/03-15, with 3D Concrete, Downey, in the amount of \$40,170.00, to be charged to General, Deferred Maintenance, and/or Bond Funds, and; 43
- 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.
44. ACCEPT as complete projects related to Trade Electrical Work, Bid #04/05-09, with Spike Electric, Anaheim, in the amount of \$38,748.31, to be charged to the General Fund, Deferred Maintenance Fund, and/or Bond Funds, and; 44
- 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

45. ACCEPT as complete projects related to Fencing Work, Bid #05/06-14, with McCullah Fence Co., Bell Gardens, in the amount of \$3,600.00, to be charged to Bond and/or General Funds, and; 45
- 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.
46. ACCEPT as complete projects related to Backhoe Services, Bid #06/07-05, with Terra Pave, Whittier, in the amount of \$23,230.00, to be charged to Maintenance, Deferred Maintenance, and/or Bond Funds, and; 46
- 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.
47. APPROVE the adjustment of the 2007-08 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$1,100,000.00. 47
48. APPROVE the adjustment of the 2007-08 General Fund unrestricted budget to reflect a decrease to the fund balance in the amount of \$233,849.00. 48
49. APPROVE the adjustment of the 2007-08 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$233,450.00. 49
50. APPROVE the adjustment of the 2007-08 Adult School Fund restricted budget to reflect a decrease to the fund balance in the amount of \$46,484.00. 50
51. APPROVE the adjustment of the 2007-08 Cafeteria Fund restricted budget to reflect a decrease to the fund balance in the amount of \$87,701.00. 51



II. CONSENT AGENDA - continued

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|--|----|
| 52. APPROVE the adjustment of the 2007-08 County School Facilities Fund restricted budget to reflect a decrease to the fund balance in the amount of \$1,708.00.   | 52 |
| 53. APPROVE the adjustment of the 2007-08 General Fund unrestricted budget to reflect a decrease to the fund balance in the amount of \$161,747.00.  | 53 |
| 54. APPROVE the adjustment of the 2007-08 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$165,871.00.  | 54 |
| 55. APPROVE the adjustment of the 2007-08 Cafeteria Fund restricted budget to reflect a decrease to the fund balance in the amount of \$21,178.00.   | 55 |
| 56. APPROVE the adjustment of the 2007-08 General Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$37,428.00.  | 56 |
| 57. APPROVE the adjustment of the 2007-08 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$240.00.  | 57 |
| 58. APPROVE the purchase of equipment, as listed, in accordance with established purchasing policies and regulations.  | 58 |
| 59. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education.  | 59 |
| 60. APPROVE the abolishment of one vacant Computer/ Network Support Technician position and APPROVE the establishment of one new position with duties corresponding to the current classification of Network Specialist, at range 220, \$4,649 - \$5,649 per month effective March 11, 2008. | 60 |
| 61. APPROVE the establishment of one new position with duties as attached effective March 11, 2008; and<br><br>REVISE AR 5241.1 accordingly.   | 61 |

II. CONSENT AGENDA - continued

62. APPROVE the changes to the duties of Dispatcher/  
Driver Trainer as shown in the attached duty statement  
effective March 11, 2008. 62

III. GENERAL ADMINISTRATIVE SERVICES

63. RECEIVE the 2006-07 Annual Report of the Citizens'  
Bond Oversight Committee from Annie Casey,  
Chairperson. 63

64. APPROVE the Developer Fee Justification Study as  
provided by Public Economics, Inc. S/C

65. DECLARE a Public Hearing on Resolution No. 200708-05  
to increase School Facilities Fees on New Residential,  
Commercial, and Industrial Development.

a. Open the Hearing

b. Close the Hearing

66. ADOPT Resolution No. 200708-05 to Increase School  
Facilities Fees on New Residential, Commercial, and  
Industrial Development. 66

IV. SPECIAL ADMINISTRATIVE SERVICES

Instruction

67. REVIEW the proposed revisions to AR 1105.1, William  
Uniform Complaint Procedure. 67

68. REVIEW middle school and high school textbooks  
proposed for adoption for the 2008-09 school year. 68

Business

69. RECEIVE Administrative Report: 2007-08 Second Period  
Interim Financial Report as of January 31, 2008, and  
APPROVE Positive Certification that Downey Unified  
School District can meet its financial obligations for the  
remainder of the 2007-08 fiscal year. S/C

IV. SPECIAL ADMINISTRATIVE SERVICES - continued

Personnel

70. APPROVE Amendment to the Master Agreement with the California School Employee Association, Chapter 248, effective July 1, 2007, including a 4.4% salary increase, effective August 1, 2007; and
- 70

REVISE AR 5241.1 accordingly.

71. APPROVE Amendment to the Master Agreement with the California School Employee Association, Chapter 746, effective July 1, 2007, including a 4.4% salary increase, effective August 1, 2007; and
- 71

REVISE AR 5241.2 accordingly.

Student Cases

72. TAKE appropriate action on Student Case No. 200506-166.\*
73. TAKE appropriate action on Student Case No. 200607-62.\*
74. TAKE appropriate action on Student Case No. 200607-66.\*
75. TAKE appropriate action on Student Case No. 200607-69.\*
76. TAKE appropriate action on Student Case No. 200607-75.\*
77. TAKE appropriate action on Student Case No. 200607-82.\*
78. TAKE appropriate action on Student Case No. 200607-87.\*
79. TAKE appropriate action on Student Case No. 200607-110.\*
80. TAKE appropriate action on Student Case No. 200607-111.\*
81. TAKE appropriate action on Student Case No. 200607-136.\*
82. TAKE appropriate action on Student Case No. 200607-144.\*

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

IV. SPECIAL ADMINISTRATIVE SERVICES - continued

Student Cases - continued

83. TAKE appropriate action on Student Case No. 200708-01.\*
84. TAKE appropriate action on Student Case No. 200708-21.\*
85. TAKE appropriate action on Student Case No. 200708-33\*
86. TAKE appropriate action on Student Case No. 200708-58.\*
87. TAKE appropriate action on Student Case No. 200708-72.\*
88. TAKE appropriate action on Student Case No. 200708-73.\*
89. TAKE appropriate action on Student Case No. 200708-74\*
90. TAKE appropriate action on Student Case No. 200708-75.\*
91. TAKE appropriate action on Student Case No. 200708-76\*
92. TAKE appropriate action on Student Case No. 200708-77.\*
93. TAKE appropriate action on Student Case No. 200708-78.\*
94. TAKE appropriate action on Student Case No. 200708-79.\*
95. TAKE appropriate action on Student Case No. 200708-80\*
96. TAKE appropriate action on Student Case No. 200708-81.\*
97. TAKE appropriate action on Student Case No. 200708-82\*
98. TAKE appropriate action on Student Case No. 200708-83.\*
99. TAKE appropriate action on Student Case No. 200708-84.\*
100. TAKE appropriate action on Student Case No. 200708-85.\*

\* 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 Special Study Session Meeting to be held on Wednesday, April 2, 2008, at 8:00 a.m. in the ROP 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 (2)
4. Negotiations
5. Public Employment – Certificated Administration/Management

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.**