

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

AGENDA #13

REGULAR MEETING

June 28, 2011  
Tuesday, 8:30 a.m.

I. GENERAL BOARD FUNCTIONS

1. Call to Order by Mrs. Martha E. Sodetani, President of the Board of Education, at 8:30 a.m. on Tuesday, June 28, 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. Tod M. Corrin, Member of the Board of Education.
3. Invocation to be delivered by Mr. Donald E. LaPlante, Clerk 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 #13 for the Regular Meeting of the Board of Education held on Tuesday, June 28, 2011.
6. APPROVE Official Minutes of the Regular Board of Education meeting held June 7, 2011, as submitted or with the necessary corrections.
7. RECEIVE correspondence and refer it to the proper order of business or to the Superintendent for handling.

II. CLOSED SESSION to discuss:

8. Superintendent/Board Evaluation
9. Public Employment – Certificated/Classified/Administration

III. GENERAL ADMINISTRATIVE SERVICES

10. DECLARE Public Hearing at 10:00 a.m. on the budget for the 2011-12 fiscal year in accordance with Education Code Section 42103.

- a. Open the Hearing
- b. Close the Hearing

11. ADOPT the budget for the 2011-12 fiscal year; and APPROVE the receipt of Tier III Categorical Program Funds.

S/C

12. HEAR a presentation from Denise Takano, Director of Curriculum, Instruction and Assessment and team on Math Instruction, the UCLA Math Grant, DataDirector, Zangle ParentConnection, and iPod Touch – Classroom Applications.

13. HEAR a presentation from Jerilyn King-Brown, Assistant Superintendent, Educational Services, honoring Leslie Jones in the area of Budget and Finance.

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

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

IV. CONSENT AGENDA

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

- a. Cash donation of \$1,000.00 from Doreen Lorand to provide scholarships for Downey Adult School students;

IV. CONSENT AGENDA – continued

16. continued

- b. Cash donation of \$1,000.00 from Schools First Federal Credit Union, to help fund Project Lead the Way at Downey High School and Warren High School;
- c. Cash donation of \$150.00 from Griffiths Middle School to be used in support of the TLC Family Resource Center.

17. 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. 17

18. 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. 18

19. RATIFY Agreement with Administrative Services Cooperative, Inc. for the 2011-12 fiscal year effective July 1, 2011 through June 30, 2012. 19

20. RATIFY payments as submitted for services provided for Special Education Placement #NPS201011-128 for the period of July 1, 2010 through June 30, 2011.

21. APPROVE changes to Board Policy and Administrative Regulation 2380, Eligibility for Extracurricular Activities. 21

22. APPROVE Part I of the Consolidated Application for Funding Categorical Aid Programs, and S/C

AUTHORIZE submission of the application to the California Department of Education.

IV. CONSENT AGENDA – continued

23. APPROVE Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints 2010-11. 23
24. AUTHORIZE signatories, as presented, to become effective July 1, 2011 and to remain in effect until subsequent action is taken by the Board of Education. 24
25. APPROVE payment of a \$38.00 monthly mileage allowance to be charged to Account Number 01.0-00000.0-00000-31400-5215-7450000 retroactive to the hire date for each of the following personnel:
- Alexandra Alamos-Gomez, School Health Technician, effective 4/4/11
- Maria Josefina Galang-Pacion, School Health Technician, effective 3/17/11
26. APPROVE the monthly mileage allowances for ten-month, eleven-month, and twelve-month employees for 2011-12, as submitted, at an estimated annual cost of \$60,742. 26
27. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 27
- |                             |                            |
|-----------------------------|----------------------------|
| GENERAL FUND - 01.0         | TOTAL \$ <u>739,968.73</u> |
| ADULT SCHOOL FUND - 11.0    | TOTAL \$ <u>14,924.48</u>  |
| CAFETERIA FUND - 13.0       | TOTAL \$ <u>10,892.08</u>  |
| DEFERRED MAINT. FUND - 14.0 | TOTAL \$ <u>50,000.00</u>  |
| SELF INSURANCE FUND - 67.0  | TOTAL \$ <u>238,063.00</u> |
28. APPROVE the purchase of specific excess workers' compensation insurance for the 2011-12 fiscal year, from Safety National Insurance Company, at a premium rate of \$.1048 per \$100 of payroll. 28

## IV. CONSENT AGENDA – continued

29. RATIFY the issuance of Payroll Orders for Hourly, Overtime, and Civic Center Work performed by Classified Personnel, Adult School, and Food Services for the Month of April 2011, covered by Payroll Orders issued through May 2011. 29
30. RATIFY the following B Warrant Numbers 18890990 through 18952867 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning May 1, 2011 and ending May 31, 2011: 30
- |                               |       |                       |
|-------------------------------|-------|-----------------------|
| GENERAL FUND                  | TOTAL | <u>\$2,316,115.83</u> |
| ADULT EDUCATION FUND          | TOTAL | <u>\$ 101,512.81</u>  |
| CAFETERIA FUND                | TOTAL | <u>\$ 386,685.07</u>  |
| DEFERRED MAINTENANCE FUND     | TOTAL | <u>\$ 57,010.20</u>   |
| CAPITAL FACILITIES FUND       | TOTAL | <u>\$ 24,346.98</u>   |
| COUNTY SCHOOL FACILITIES FUND | TOTAL | <u>\$ 42,482.34</u>   |
| WORKERS' COMP. SELF-INS. FUND | TOTAL | <u>\$ 133,160.73</u>  |
| HEALTH CARE SELF-INS. FUND    | TOTAL | <u>\$ 974,579.28</u>  |
| DENTAL CARE SELF-INS. FUND    | TOTAL | <u>\$ 233,377.57</u>  |
| VISION CARE SELF-INS. FUND    | TOTAL | <u>\$ 30,775.02</u>   |
| PAYROLL CLEARANCE FUND        | TOTAL | <u>\$ 801,346.41</u>  |
31. APPROVE Agreement with Aequitas Solutions, Inc. to provide Student Information and Management Software License and Maintenance Support, effective July 1, 2011. 31
32. APPROVE the Agreement with Paradigm HealthCare Services, LLC, to provide Medi-Cal Administrative Activities (MAA) billing services, effective July 1, 2011 through June 30, 2016. 32
33. APPROVE the School Nutrition Services Safety and Sanitation Program Agreement, effective July 1, 2011 through June 30, 2012. 33
34. APPROVE the Agreement with Lozano Smith, Attorneys at Law, effective July 1, 2011. 34

IV. CONSENT AGENDA – continued

35. APPROVE Agreement for Special Services, Fiscal and Mandate Information Services with School Services of California, Inc., effective July 1, 2011 through June 30, 2012. 35
36. APPROVE Workers' Compensation Self-Insurance Service Agreement with York Insurance Services Group, Inc. effective July 1, 2011 through June 30, 2012. 36
37. APPROVE Contract with the Los Angeles County Office of Education for PeopleSoft Financial Systems, Fiscal Year 2011-12, effective July 1, 2011 through June 30, 2012. 37
38. RATIFY Agreements between Downey Adult School Career and Education Center and the following facilities:
- All Pro Health Center
  - Bell Gardens Dental Group
  - Bright Now Dental
  - Downey Wholistic Center
  - Harrod Chiropractic
  - Michael Smolen, D.D.S.
  - Sanchez Medical Center
  - Smile Station Family Dental, Inc.
  - The Zen Den Wellness Spa
- (Available for Public Review upon Request)*
39. APPROVE the fourth year renewal of Bid #07/08-04, Improvements and Repairs to Concrete Areas, with 3-D Concrete, Downey, in the annual estimated amount of \$500,000.00, with no guarantee that this amount will be met or exceeded, to be charged to General and/or Deferred Maintenance Funds. 39
40. RENEW Bid #07/08-02, Improvement and Repairs to Asphalt and Concrete Areas, with Terra Pave of Whittier, from July 1, 2011 through June 30, 2012, in the annual estimated amount of \$400,000.00, with any work performed to be charged to General and/or Deferred Maintenance Funds.

IV. CONSENT AGENDA – continued

41. APPROVE the second year renewal of Bid #09/10-04, Roof Repairs, Replacement and Asbestos Abatement of Roofing Materials, with FC & Sons Roofing, Inc., Bell Gardens, in the annual estimated amount of \$400,000.00, with costs to be charged to the General and/or Maintenance Fund. 41
42. APPROVE the second year renewal of Bid #10/11-01 for Concrete Products with National Ready Mix, Los Angeles, in the annual estimated amount of \$250,000.00, with no guarantee that the amount will be met or exceeded, to be charged to the General and/or Deferred Maintenance Fund. 42
43. APPROVE Change Order #1 to Purchase Order #124278 for Occupational Therapist Services as needed by the Special Education Department, with Educational Based Services, Concordville, Pennsylvania, in the increased amount of \$13,000.00, to be charged to the General Fund. 43
44. APPROVE Change Order #1 to Purchase Order #B124014 for Prepared Pizzas as needed by the Food Services Department, with Gafe Pizza, Inc., South Gate, in the increased amount of \$43,500.00, to be charged to the Food Services Fund. 44
45. ACCEPT as complete projects related to Fencing Work, Bid #05/06-14, with McCullah Fence Co., Bell Gardens, in the amount of \$7,160.42, to be charged to General and/or Deferred Maintenance Funds, and; 45
- 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 Improvement and Repairs to Concrete Areas, Bid #07/08-04, with 3D Concrete, Downey, in the amount of \$40,599.00, to be charged to the General and/or Deferred Maintenance Fund, and; 46

IV. CONSENT AGENDA – continued

46. 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.

47. ACCEPT as complete projects related to Trade Electrical Work, Bid #09/10-02, with Spike Electric, Anaheim, in the amount of \$59,740.03, to be charged to the General and/or Deferred Maintenance Fund, 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. APPROVE the adjustment of the 2010-11 General Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$8,180,352.00. 48

49. APPROVE the adjustment of the 2010-11 General Fund restricted budget to reflect an increase to the fund balance in the amount of \$1,241,487.00. 49

50. APPROVE the adjustment of the 2010-11 Adult Education Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$48,333.00. 50

51. APPROVE the adjustment of the 2010-11 Adult Education Fund restricted budget to reflect a decrease to the fund balance in the amount of \$500.00. 51

52. APPROVE the adjustment of the 2010-11 Cafeteria Fund restricted budget to reflect an increase to the fund balance in the amount of \$800.00. 52

53. APPROVE the adjustment of the 2010-11 Deferred Maintenance Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$1,638,740.00. 53



IV. CONSENT AGENDA – continued

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| 54. APPROVE the adjustment of the 2010-11 Capital Facilities Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$491,974.00.                                                                                                                                          | 54 |
| 55. APPROVE the adjustment of the 2010-11 County School Facilities Fund restricted budget to reflect an increase to the fund balance in the amount of \$2,551,762.00.                                                                                                                                    | 55 |
| 56. APPROVE the adjustment of the 2010-11 Special Reserve for Capital Outlay Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$90,000.00.                                                                                                                           | 56 |
| 57. APPROVE the adjustment of the 2010-11 Self Insurance Health and Welfare Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$1,075.00.                                                                                                                             | 57 |
| 58. APPROVE the adjustment of the 2010-11 Self Insurance Dental Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$70.00.                                                                                                                                            | 58 |
| 59. APPROVE the adjustment of the 2010-11 Self Insurance Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$2,730.00.                                                                                                                                                | 59 |
| 60. AUTHORIZE the Los Angeles County Office of Education to make the appropriate transfers necessary at the close of the school year 2010-11 to permit payment of obligations of the District incurred during such school year in accordance with the provisions of Section 42601 of the Education Code. | 60 |
| 61. APPROVE the declaration and sale and/or recycling of District surplus property and abate the income to the General Fund, Account #01.0-00000.0-00000-00000-8631-0000000.                                                                                                                             | 61 |
| 62. APPROVE the destruction of Class 1, 2, and 3 Disposable District Records, and;                                                                                                                                                                                                                       | 62 |

IV. CONSENT AGENDA – continued

62. continued

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

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| 63. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education.                                                                                                                                            | 63 |
| 64. AUTHORIZE the service of the Speech-Language Pathologist, as submitted, assigned on a waiver for Education Code Section 44265.3 for the 2011-12 school year.                                                                                         | 64 |
| 65. RATIFY the abolishment of one Senior Instructional Assistant position at Warren High School, effective May 26, 2011.                                                                                                                                 | 65 |
| 66. RATIFY the abolishment of one Senior Instructional Assistant position at Downey High School, effective June 1, 2011.                                                                                                                                 | 66 |
| 67. RATIFY the abolishment of one Senior Instructional Assistant-Behaviorally Challenged position at Alameda Elementary School, effective June 8, 2011.                                                                                                  | 67 |
| 68. APPROVE the abolishment of one Senior Instructional Assistant position at Warren High School, effective August 4, 2011.                                                                                                                              | 68 |
| 69. RATIFY the establishment of two new limited-term positions with duties corresponding to the current classification of Student Helper assigned to Downey High School, eight hours per day, effective June 24, 2011 through August 31, 2011.           | 69 |
| 70. RATIFY the establishment of three new limited-term positions with duties corresponding to the current classification of Lead Custodian, assigned to the Operations Department, eight hours per day, effective June 27, 2011 through August 31, 2011. | 70 |

IV. CONSENT AGENDA – continued

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| 71. 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 June 27, 2011 through November 1, 2011.                    | 71 |
| 72. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Student Helper, assigned to Downey High School, one-half hour per day, effective June 27, 2011 through August 4, 2011.                                          | 72 |
| 73. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Student Helper, assigned to Warren High School, one-half hour per day, effective June 27, 2011 through August 4, 2011.                                          | 73 |
| 74. RATIFY the establishment of two new limited-term positions with duties corresponding to the current classification of Student Helper, assigned to Warren High School, eight hours per day, effective June 27, 2011 through September 2, 2011.                                        | 74 |
| 75. APPROVE the establishment of one new position with duties as attached, effective June 29, 2011, and<br><br>REVISE AR 5241.1 accordingly, pending Personnel Commission approval, effective July 21, 2011.                                                                             | 75 |
| 76. APPROVE the establishment of two new limited-term positions with duties corresponding to the current classification of Intermediate Clerical Assistant/Bilingual, assigned to the Food Services Department, eight hours per day, effective August 22, 2011 through October 15, 2011. | 76 |
| 77. ACCEPT the names of those classified employees who are eligible to receive the Professional Growth Award for the five-year period ending June 30, 2011; and APPROVE payment thereof.                                                                                                 | 77 |

V. SPECIAL ADMINISTRATIVE SERVICES

Student Cases

78. TAKE appropriate action on Student Case No. 200910-80.\*

79. TAKE appropriate action on Student Case No. 201011-03.\*

80. TAKE appropriate action on Student Case No. 201011-88.\*

81. TAKE appropriate action on Student Case No. 201011-89.\*

82. TAKE appropriate action on Student Case No. 201011-90.\*

83. TAKE appropriate action on Student Case No. 201011-91.\*

84. TAKE appropriate action on Student Case No. 201011-92.\*

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

VI. ITEMS FOR FUTURE AGENDA

VII. The next meeting of the Board of Education will be a Regular Meeting to be held on Tuesday, July 26, 2011, at 5:00 p.m. in the Grace E. Horney Board Room of the Gallegos Administration Center, 11627 Brookshire Avenue, Downey, California.

VIII. CLOSED SESSION (if needed):

85. Student Cases

86. Negotiations

IX. 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.*