

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

AGENDA #4

REGULAR MEETING

October 14, 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, October 14, 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. Martha E. Sodetani, Member of the Board of Education.
3. Invocation to be delivered by Mr. Donald E. LaPlante, 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 #4 for the Regular Meeting of the Board of Education held on Tuesday, October 14, 2008.
6. APPROVE Official Minutes of the Regular Board of Education meeting held September 16, 2008, 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. RECOGNIZE Gregg Stapp, Principal, Griffiths Middle School to present Downey Unified School District's Selection as Downey Metropolitan Lodge No. 352 Teacher of the Year – Kysha Green.
10. HEAR a presentation by Robin Martin, Principal of Lewis Elementary School, honoring the Grade Two Professional Learning Community, in the area of Student Achievement.
11. HEAR a presentation by Gregg Stapp, Principal of Griffiths Middle School, honoring the English Department Professional Learning Community, in the area of Student Achievement.
12. HEAR a presentation by John Harris, Principal of Warren High School, honoring the Special Education Department Professional Learning Community in the area of Student Achievement.
13. HEAR a presentation by Dr. Robert Jagielski, Director of Pupil Services, on the District Emergency Preparedness Plan.
14. HEAR Public on items not appearing on the Agenda.

II. CONSENT AGENDA

15. ACCEPT with gratitude and in accordance with Board Policy 6372 the following donations:
  - a. Donation of 5 palettes of poster paper, copy paper, and cardstock, valued at \$650, for classroom use at Lewis Elementary School, from Unisource;

15

II. CONSENT AGENDA – continued

15. continued

- b. Donation of 48 cases of bottled water from Coca-Cola Bottling Company, valued at \$340; and 20 cases of bottled water from Juan and Shane Rios, valued at \$140; for student use during the City water contamination crisis;
- c. Cash donation of \$75, for instructional and classroom use at Lewis Elementary School, from Jaime A. Varela;
- d. Donation of one mini trampoline, valued at \$50, for Adaptive Physical Education use, from Beth Corrin;
- e. Cash donation of \$200, to be used in support of the TLC Family Resource Center, from Robin Martin;
- f. Cash donation of \$30,000, to be used in support of the CHARACTER COUNTS! Program from the Mary R. Stauffer Foundation.

16. 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. 16

17. 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. 17

18. RATIFY General Agreement with Autism Behavior Consultants for the 2008-09 fiscal year effective retroactive to July 1, 2008 through June 30, 2009.  
*(Available for Public Review upon Request)*

II. CONSENT AGENDA - continued

19. RATIFY General Agreement with Gallagher Pediatric Therapy for the 2008-09 fiscal year effective retroactive to July 1, 2008 through June 30, 2009.  
*(Available for Public Review upon Request)*
20. RATIFY General Agreement with Speech and Language Development Center for the 2008-09 fiscal year effective retroactive to July 1, 2008 through June 30, 2009.  
*(Available for Public Review upon Request)*
21. RATIFY General Agreement with Vista School for the 2008-09 fiscal year effective retroactive to July 1, 2008 through June 30, 2009.  
*(Available for Public Review upon Request)*
22. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-38 for the period of July 1, 2008 through June 30, 2009, not to exceed 200 days.
23. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-39 for the period of July 1, 2008 through June 30, 2009, not to exceed 209 days.
24. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-40 for the period of July 1, 2008 through June 30, 2009.
25. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-41 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
26. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-42 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.

II. CONSENT AGENDA - continued

27. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-43 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
28. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-44 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
29. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-45 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
30. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-46 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
31. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-47 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
32. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-48 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
33. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-49 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
34. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-50 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.

II. CONSENT AGENDA - continued

- 35. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-51 for the period of July 1, 2008 through June 30, 2009, not to exceed 227 days.
- 36. RATIFY payments as submitted for services provided for Special Education Placement #NPS200809-52 for the period of July 1, 2008 through June 30, 2009.
- 37. RATIFY Settlement Agreement regarding Case #2008050459; and APPROVE payment of \$9,000.00.
- 38. RATIFY Settlement Agreement regarding Case #2008070769; and APPROVE payment of \$6,000.00.
- 39. RATIFY and/or APPROVE per Board Policy 6362 the following purchase orders prepared by the Purchasing Department: 39

GENERAL FUND - 01.0	TOTAL \$ <u>3,257,871.07</u>
ADULT SCHOOL FUND - 11.0	TOTAL \$ <u>67,504.00</u>
CAFETERIA FUND - 13.0	TOTAL \$ <u>4,628,500.20</u>
DEFERRED MAINT. FUND -14.0	TOTAL \$ <u>336,844.00</u>
COUNTY SCHOOL FAC. - 35.0	TOTAL \$ <u>3,702,785.00</u>
- 40. 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 August 2008, covered by Payroll Orders issued through September 2008. 40
- 41. RATIFY the following B Warrant numbers 16463289 through 16547258 issued for payment of authorized purchases or obligations incurred by law or district policy for the period beginning September 1, 2008 and ending September 30, 2008: 41

II. CONSENT AGENDA – continued

41. continued

GENERAL FUND	TOTAL	<u>\$1,552,749.72</u>
ADULT EDUCATION FUND	TOTAL	<u>\$ 144,112.68</u>
CAFETERIA FUND	TOTAL	<u>\$ 227,841.69</u>
DEFERRED MAINTENANCE FUND	TOTAL	<u>\$ 368,622.46</u>
CAPITAL FACILITIES FUND	TOTAL	<u>\$ 18,980.25</u>
COUNTY SCHOOLS FACILITIES FUND	TOTAL	<u>\$2,054,062.78</u>
WORKERS' COMP. SELF-INS. FUND	TOTAL	<u>\$ 202,280.23</u>
HEALTH CARE SELF-INS. FUND	TOTAL	<u>\$ 700,436.80</u>
DENTAL CARE SELF-INS. FUND	TOTAL	<u>\$ 203,044.32</u>
VISION CARE SELF-INS. FUND	TOTAL	<u>\$ 52,378.88</u>
PAYROLL CLEARANCE FUND	TOTAL	<u>\$ 397,501.74</u>

- 42. RATIFY the School Safety Police Program Agreement with the City of Downey, effective September 2, 2008 through June 19, 2009. 42
  
- 43. RATIFY Student Field Placement Agreement with California State University Long Beach for the 2008-09 school year. 43
  
- 44. RATIFY Student Teaching Agreement with the University of Phoenix, effective September 2, 2008. 44
  
- 45. RATIFY Contract for Consultant Services Related to the California Storm Water, California School Monitoring Group (CSMB), with Los Angeles County Office of Education, effective July 1, 2008 through June 30, 2009. 45
  
- 46. RATIFY Contract for 2008-09 Participation in Marine Education Programs, Science and Conservation Education with Los Angeles County Office of Education, effective September 1, 2008 through August 31, 2009. 46
  
- 47. ACCEPT the Quarterly Uniform Complaint Report Summary. 47

## II. CONSENT AGENDA – continued

48. ACCEPT and APPROVE the use of the Glendale Unified School District Bid #P16-04/05 with Palmer Hamilton, LLC, for School Furnishings, Office Furnishings and Accessories on an as needed basis, to fill orders for cafeteria furniture with the same advantages, terms and conditions. 48
49. AWARD Bid #07/08-06, Purchase of Electrical Equipment and Supplies as needed (annual contract), to AAA Electrical Supply, Inc., Montebello, and to B&K Electric Wholesale, Downey, in the estimated annual amount of \$500,000.00, with no guarantee that this amount will be met or exceeded, with options to renew for two additional years, to be charged to Maintenance, Deferred Maintenance, and/or Bond Funds. 49
50. APPROVE Change Order #3 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #4, Structural Steel, Bid #06/07-09, with Junior Steel Co., Gardena, in the increased amount of \$6,133.00, to be charged to Bond Funds. 50
51. APPROVE Change Order #7 for the Warren High School New Library, Classroom Building and Modernization, Bid Package #15, Specialties, Bid #06/07-09, with Inland Acoustics, Inc., San Bernardino, in the increased amount of \$6,798.00, to be charged to Bond Funds. 51
52. APPROVE Change Order #7 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 \$187,202.00, to be charged to Bond Funds. 52
53. APPROVE Change Order #16 for the Downey High School New Classroom Building – Building “B”, Bid #06/07-10, with PW Construction, Glendora, in the increased amount of \$9,709.00, to be charged to Bond Funds. 53



II. CONSENT AGENDA – continued

54. APPROVE Change Order #4 for the Warren High School Modernization Portion 2 – Cafeteria, Bid #07/08-05, with Angeles Contractor, Buena Park, in the increased amount of \$52,955.00, to be charged to Bond Funds. 54

55. ACCEPT as complete projects related to Trade Electrical Work, Bid #04/05-09, with Spike Electric, Anaheim, in the amount of \$46,007.03, to be charged to the General Fund, Deferred Maintenance Fund, and/or Bond Funds, and; 55

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.

56. 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 \$146,040.00, to be charged to Maintenance Funds, and; 56

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.

57. 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 \$53,343.00, to be charged to Maintenance Funds, and; 57

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.

58. ACCEPT as complete projects related to Fencing Work, Bid #05/06-14, with McCullah Fence Co., Bell Gardens, in the amount of \$96,558.12, to be charged to Bond and/or General Funds, and; 58

II. CONSENT AGENDA – continued

58. 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.

59. ACCEPT as complete projects related to Improvement and Repairs to Concrete Areas, Bid #07/08-04 with 3D Concrete, Downey, in the amount of \$6,390.00, to be charged to General, Deferred Maintenance, and/or Bond Funds, and; 59

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.

60. APPROVE the adjustment of the 2008-09 General Fund unrestricted budget to reflect an increase to the fund balance in the amount of \$23,415.00. 60

61. APPROVE the adjustment of the 2008-09 General Fund restricted budget to reflect a decrease to the fund balance in the amount of \$455,465.00. 61

62. APPROVE the adjustment of the 2008-09 Adult Education Fund unrestricted budget to reflect a decrease to the fund balance in the amount of \$1,040.00. 62

63. APPROVE the adjustment of the 2008-09 Adult School Fund restricted budget to reflect a decrease to the fund balance in the amount of \$421,359.00. 63

64. APPROVE the adjustment of the 2008-09 Cafeteria Fund restricted budget to reflect a decrease to the fund balance in the amount of \$2,000,000.00. 64

## II. CONSENT AGENDA – continued

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|---|----|
| 65. APPROVE the adjustment of the 2008-09 School Facilities Fund restricted budget to reflect a decrease to the fund balance in the amount of \$61,262.00.  | 65 |
| 66. APPROVE the transfer of the maximum allowable amount of 15% of Block Grant monies into other eligible categorical programs for the 2008-09 fiscal year.   | 66 |
| 67. RATIFY and/or APPROVE routine Personnel items until subsequent action is taken by the Board of Education.   | 67 |
| 68. AUTHORIZE the service of the teachers, as submitted, assigned a subject area not listed on their teaching credentials for the 2008-09 school year, pursuant to Education Code Section 44256(b).   | 68 |
| 69. AUTHORIZE the service of the teachers, as submitted, assigned a subject area not listed on their teaching credentials for the 2008-09 school year, pursuant to Education Code Section 44258.2.    | 69 |
| 70. AUTHORIZE the service of the teachers, as submitted, assigned a subject area not listed on their teaching credentials for the 2008-09 school year, pursuant to Education Code Section 44258.7(b). | 70 |
| 71. AUTHORIZE the service of the teachers, as submitted, for the 2008-09 school year, pursuant to Education Code Section 44263.   | 71 |
| 72. AUTHORIZE the service of the teachers, as submitted, assigned a subject area not listed on their teaching credentials for the 2008-09 school year, pursuant to Education Code Section 44865.      | 72 |
| 73. AUTHORIZE the service of the teachers, as submitted, assigned a subject area not listed on their teaching credential for the 2008-09 school year, pursuant to Education Code Section 44865.       | 73 |

## II. CONSENT AGENDA – continued

74. AUTHORIZE the service of the teachers, as submitted, for the 2008-09 school year, pursuant to Title 5 80005(b). 74
75. AUTHORIZE the service of the teachers, as submitted, for the 2008-09 school year, pursuant to Title 5 80020.4.1(a). 75
76. RATIFY the abolishment of one vacant Instructional Assistant position at Old River Elementary School, effective September 10, 2008. 76
77. APPROVE the abolishment of one Senior Instructional Assistant-Behaviorally Challenged position at Griffiths Middle School, effective October 14, 2008. 77
78. RATIFY the abolishment of one Senior Instructional Assistant position, and ratify the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant-Severely/Multiply Handicapped, to be assigned to Sussman Middle School, six and one-half hours per day, ten months per year, at range 115, \$2,709 - \$3,297 per month, effective September 29, 2008. 78
79. RATIFY the establishment of one new position with duties corresponding to the current classification of Speech-Language Pathology Assistant, assigned to Special Education, twenty-one hours per week, ten months per year, at range 200, \$4,104 - \$4,989 per month, effective September 3, 2008. 79
80. RATIFY the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Price Elementary School, six and one-half hours per day, ten months per year, at range 105, \$2,582 - \$3,137 per month, effective September 4, 2008. 80

## II. CONSENT AGENDA – continued

81. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant-Behaviorally Challenged, to be assigned to Williams Elementary School, six and one-half hours per day, at range 115, \$15.63 per hour, effective September 9, 2008 through October 1, 2008. 81
82. RATIFY the establishment of one new position with duties corresponding to the current classification of Campus Security Assistant, assigned to Special Education, six and one-half hours per day, ten months per year, at range 120, \$2,774 - \$3,377 per month effective September 22, 2008. 82
83. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Carpenter Elementary School, six and one-half hours per day, at range 105, \$14.90 per hour, effective September 25, 2008 through March 25, 2009. 83
84. RATIFY the establishment of one new limited-term position with duties corresponding to the current classification of Senior Instructional Assistant, assigned to Rio San Gabriel Elementary School, six hours per day, at range 105, \$14.90 per hour, effective September 25, 2008 through March 25, 2009. 84
85. RATIFY the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant-Behaviorally Challenged, to be assigned to Williams Elementary School, six hours per day, ten months per year, at range 115, \$2,709 - \$3,297 per month, effective September 29, 2008. 85
86. RATIFY the establishment of one new position with duties corresponding to the current classification of Senior Instructional Assistant-Severely/Multiply Handicapped, to be assigned to Imperial Elementary School, six and one-half hours per day, ten months per year, at range 115, \$2,709 - \$3,297 per month, effective September 29, 2008. 86

10/14/08-09 Agenda - continued	Addendum Page No.
II. CONSENT AGENDA – continued	
87. APPROVE the establishment of one new position, eight hours per day, eleven months per year, with duties as attached, effective October 14, 2008.	87
III. GENERAL ADMINISTRATIVE SERVICES	
88. REVIEW proposed revisions to BP 5211, Employment.	88
89. REVIEW proposed deletion of BP 5238 and AR 5238, Employee’s Suggestion Plan.	89
90. REVIEW proposed revisions to BP 7310 and AR 7310, Conventions and Conference Attendance.	90
91. REVIEW proposed revisions to BP 9262 and AR 9262, Complaints or Charges Against Employees.	91
92. ADOPT Resolution 200809-03, Temporary Interfund Cash Transfers for 2008-09.	92
93. ADOPT Resolution No. 200809-04, In Support of CHARACTER COUNTS! Week, October 19-25, 2008.	93
94. DECLARE a Public Hearing to hear the public in the matter of the appointment of Mr. John Kennedy as Personnel Commissioner for a three-year term ending November 30, 2011.	
a. Open the Hearing	
b. Open the Hearing	
95. APPOINT Mr. John Kennedy as Personnel Commission for a three-year term ending November 30, 2011.	
IV. SPECIAL ADMINISTRATIVE SERVICES	
<u>Business</u>	
96. RECEIVE and APPROVE Administrative Report: Annual Report of Developer Fees for fiscal year 2007-08.	96

IV. SPECIAL ADMINISTRATIVE SERVICES

Business - continued

97. APPROVE use of the Single Budget Option, which requires that the District's final budget for the 2009-2010 fiscal year be adopted at an advertised public hearing by July 1, 2009. 97

Personnel

98. APPROVE the Memorandum of Understanding to correct Article XX, Adult School Teachers. 98
99. APPROVE the Memorandum of Understanding to temporarily suspend Article VI, Renegotiations, with the California School Employees Association, Chapter 248. 99
100. APPROVE the Memorandum of Understanding to add an Addendum to Article XII, Transfer/Involuntary Transfer, with the California School Employees Association, Chapter 248. 100

Instruction

101. APPROVE a waiver for the following student petitions: 200708-CAHSEE-017.
102. APPROVE a waiver for the following student petitions: 200708-CAHSEE-018.
103. APPROVE a waiver for the following student petitions: 200708-CAHSEE-019.
104. APPROVE a waiver for the following student petitions: 200708-CAHSEE-020.
105. APPROVE a waiver for the following student petitions: 200708-CAHSEE-021.
106. APPROVE a waiver for the following student petitions: 200708-CAHSEE-022.

IV. SPECIAL ADMINISTRATIVE SERVICES - continued

Instruction - continued

- 107. APPROVE a waiver for the following student petitions:  
200708-CAHSEE-023.
- 108. APPROVE a waiver for the following student petitions:  
200708-CAHSEE-024.
- 109. APPROVE a waiver for the following student petitions:  
200708-CAHSEE-025.

Student Cases

- 110. TAKE appropriate action on Student Case No. 200506-214.\*
- 111. TAKE appropriate action on Student Case No. 200607-51.\*
- 112. TAKE appropriate action on Student Case No. 200607-74.\*
- 113. TAKE appropriate action on Student Case No. 200607-79.\*
- 114. TAKE appropriate action on Student Case No. 200607-89.\*
- 115. TAKE appropriate action on Student Case No. 200607-124.\*
- 116. TAKE appropriate action on Student Case No. 200708-07.\*
- 117. TAKE appropriate action on Student Case No. 200708-90.\*
- 118. TAKE appropriate action on Student Case No. 200708-97.\*
- 119. TAKE appropriate action on Student Case No. 200708-115.\*
- 120. TAKE appropriate action on Student Case No. 200708-144.\*
- 121. TAKE appropriate action on Student Case No. 200708-152.\*
- 122. TAKE appropriate action on Student Case No. 200809-02  
EC48915.1.\*

\* 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

123. TAKE appropriate action on Student Case No. 200809-03.\*

124. TAKE appropriate action on Student Case No. 200809-04.\*

125. TAKE appropriate action on Student Case No. 200809-05.\*

\* 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, November 18, 2008, 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
4. Negotiations

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.*