

ALVORD UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING
District Office Board Room
10365 Keller Avenue, Riverside, CA 92505

Thursday, August 14, 2014

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

With at least 48 hours notice, any individual with a disability who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the Superintendent's Office at the address listed above or by calling: (951) 509-5070; fax: (951) 509-6070.

OPEN SESSION AGENDA MATERIAL AVAILABILITY

Open Session agenda materials are available for public inspection at the address listed above. For assistance please contact the Superintendent's Office by calling: (951) 509-5070; fax: (951) 509-6070.

AGENDA MESSAGE

1. CALL TO ORDER – **4:00 p.m.** – Greg Kraft, President
2. Establishment of Quorum: A quorum is expected with Mr. Greg Kraft, Mr. Ben Johnson II, Mrs. Carolyn M. Wilson, Mr. José Luis Pérez and Mr. Art Kaspereen, Jr., in attendance.

HEARING SESSION

At this time, the Board of Education welcomes public comment. Members of the audience have an opportunity to speak to any item on the Closed Session agenda. The chair reserves the right to limit speaking time to three minutes. Government Code Section 54954.2 and Education Code Section 35145.5 prohibit the Board of Education from discussing or acting upon matters not on the Agenda; therefore, Board members may (1) acknowledge receipt of the information; or (2) refer the matter to staff with no direction as to action or priority.

CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release
 - a. Certificated
 - b. Classified
 - c. Management/Administration
2. Public Employee Evaluation
 - a. Superintendent
3. Conference with Labor Negotiator
Agency Negotiators: Dr. Sid Salazar and Dr. Monalisa Hasson

Employee Organizations:
 - a. Alvord Educators Association
 - b. California School Employees Association, Chapter 339
 - c. Alvord Management And Confidential Employees

Closed Session Continued4. Conference with Real Property Negotiators:

- a. Property: KPC Summit, 2375 Anselmo Drive, Corona, CA
 Agency Negotiators: Dr. Sid Salazar, Superintendent, Kevin Emenaker, Executive Director, Administrative Services, Cyndi Light, Vice President, Coldwell Banker Commercial, and Brian Smith, Bowie, Arneson, Wiles & Giannone
- Negotiating Party: John Petty
 Under Negotiations: Discussion Related to Possible Renegotiation of Lease Agreement

RECONVENE TO PUBLIC SESSION**INTRODUCTORY PROCEDURES**

1. Call to Order and Welcome: 7:00 p.m. – Greg Kraft, President
At approximately 9:30 p.m., the Board of Education will determine which of the remaining agenda items can be considered and acted upon prior to 10:00 p.m., and may continue all other items on which additional time is required until a future meeting. All meetings are scheduled to end no later than 10:00 p.m.
2. Pledge of Allegiance: Board, staff and audience.
3. Approve Minutes: Board approval is requested for the Minutes of the Regular Board Meeting of July 17, 2014.
4. Ward 6 Update: Councilman Jim Perry will provide an update on recent activities and accomplishments taking place in Ward 6.
5. Special Recognitions:
 - a. Human Resources Development Employee of the Month: Human Resources Development is proud to recognize **Marlene Cervantes, Secretary II**, as the Alvord Unified School District Human Resources Development Employee of the Month for August 2014.

Marlene has been a welcomed addition to the Human Resources Development Office. She is always willing to help, has a positive attitude, and goes above and beyond to accomplish the tasks at hand. In the high-paced environment of the department, Marlene approaches her tasks with accuracy, efficiency and a high-level of professionalism. She takes extra care to ensure new certificated employees feel welcomed and that the school sites have teachers and certificated auxiliary staff in place to serve students. Over the summer, Marlene processed more than 63 new employees. She also prepares the certificated personnel order for each Board meeting. Last but not least, Marlene has a refreshing sense of humor that is appreciated by everyone in the department.

It is a great pleasure to honor **Marlene Cervantes** as the Alvord Unified School District Human Resources Development Employee of the Month for August 2014.

- b. American Heart Association Award and Recognition: Kristi Narmore, Youth Market Director for the American Heart Association, will present the Fit-Friendly Award to Alvord Unified School District in recognition of its efforts to maintain a work environment that promoted fitness, nutrition, and a healthy culture during the 2013-2014 school year. The Fit-Friendly plaque and special volunteer recognition award will be presented to Patti Suppe for her incredible support and commitment to the American Heart Association and their programs, including Jump Rope for Heart and Hoops for Heart.

HEARING SESSION

At this time, the Board of Education welcomes public comment. Members of the audience have an opportunity to speak to any item on the agenda or regarding subjects or concerns that do not appear on the Agenda. The chair reserves the right to limit speaking time to three minutes. Government Code Section 54954.2 and Education Code Section 35145.5 prohibit the Board of Education from discussing or acting upon matters not on the Agenda; therefore, Board members may (1) acknowledge receipt of the information; or (2) refer the matter to staff with no direction as to action or priority.

ACTION ITEMS

- 6. **Consent Agenda:** *All items listed under the Consent Agenda are considered by the Board to be routine and will be enacted upon by the Board in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or the public request specific items to be discussed and/or removed from the Consent Agenda.*

Your Superintendent recommends approval of Consent Agenda items 6.a. – 6.dd.

Board of Education/Superintendent

- a. Accept Gifts:
 - 1) The Alvord Educators Association (AEA) donated \$40,000.00 to assist with expenses related to the *2014 Welcome Back Event* for Alvord employees.
 - 2) Karen Wilson donated backpacks and school supplies valued at \$300.00 to Student Services for distribution to temporarily displaced students.
 - 3) Lino Luna distributed two scholarships to Norte Vista High School students through the *Marian Luna Memorial Scholarship Fund* as follows:
 - Michelle Olguin \$500.00
 - Marisol Serrato \$500.00
 - 4) Dr. Katherine A. Wright donated \$250.00 to Norte Vista High School’s Global Ambassadors to help with the cost for students attending the *Sister City Conference*.

Business Services

b. [Accept Warrants:](#)

<u>Warrant Date</u>	<u>Warrant Register</u>	<u>Amount</u>
6/27/14	14805065-14805112	\$153,984.56
7/1/14	14805379-14805401	1,518,395.04
7/2/14	14806258-14806316	148,172.35
7/7/14	14808607-14808708	330,029.26
7/8/14	14809201-14809219	316,841.15
7/9/14	14810353-14810384	274,965.24
7/10/14	14811643-14811674	178,937.47
7/11/14	14812394-14812413	855,275.49
7/14/14	14813020-14813039	730,966.19
7/16/14	14815143-14815199	119,786.53
7/17/14	14815878-14815894	37,783.83
7/18/14	14816523-14816594	235,737.05
7/21/14	14817099-14817116	<u>31,819.16</u>
	Total:	\$4,932,693.32

c. [Ratify Purchase Order List Number 2-2014-2015:](#) Board ratification is requested for Purchase Order List Number 2 for the period of June 33, 2014 through August 4, 2014, as follows:

Number of District Purchase Orders submitted is 525, in the amount of \$7,752,132.08:

- #B1002821 – #B1003071
- #P2040477 – #P2040749

Fiscal Impact: \$7,752,132.08 (Various Funds)

d. [Ratify Contract – RY Rodriguez, Inc. – District Office:](#) Board ratification is requested for the contract between RY Rodriguez, Inc. and Alvord Unified School district for repairing fuel pumps and equipment at the District Office. This contract was processed by Maintenance and Operations on July 14, 2014, authorizing the company to proceed with repairs.

Fiscal Impact: \$3,000.00 (General Fund/Restricted – Maintenance)

e. [Ratify Contract – Time & Alarm Systems – Hillcrest High School:](#) Board ratification is requested for the contract between Time & Alarm Systems and Alvord Unified School District for repairs to the intrusion and fire alarm system at Hillcrest High School. This contract was processed by Maintenance and Operations on July 22, 2014, authorizing the company to proceed with repairs.

Fiscal Impact: \$1,200.00 (General Fund/Unrestricted)

- f. [Ratify Contract – Quiel Bros. Electric Sign Service Company, Inc. – Hillcrest High School:](#) Board ratification is requested for the contract between Quiel Bros. Electric Sign Service Company, Inc. and Alvord Unified School District to survey Hillcrest High School to determine the location for a new marquee. This contract was processed by Maintenance and Operations on July 21, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$600.00 (General Fund/Unrestricted)

- g. [Ratify Contract – Nexus Integration Services – District-Wide:](#) Board ratification is requested for the contract between Nexus Integration Services and Alvord Unified School District to provide engineering support throughout the District. This contract was processed by Maintenance and Operations on July 11, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$8,200.00 (General Fund/Unrestricted)

- h. [Ratify Contract – ICS Service Company – Hillcrest High School:](#) Board ratification is requested for the contract between ICS Service Company and Alvord Unified School District for the installation of wiring and data drops in Room 610 (computer lab) at Hillcrest High School. This contract was processed by Maintenance and Operations on July 31, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$10,797.81 (Capital Facilities Fund)

- i. [Ratify Contract – ICS Service Company – La Sierra High School:](#) Board ratification is requested for the contract between ICS Service Company and Alvord Unified School District for the repair and installation of data drops in Rooms 204 and 205 (computer lab) at La Sierra High School. This contract was processed by Maintenance and Operations on July 11, 2014, authorizing the company to proceed with services

Fiscal Impact: \$3,662.07 (Business Academy Grant)

- j. [Approve Revised Certification of Signatures:](#) On June 26, 2014, the Board approved the revised Certification of Signatures with the Riverside County Office of Education for the 2014-2015 fiscal year appointing individuals as Authorized Agents for fiscal and legal matters. Board approval is requested to add Jeffrey D. Hinshaw, Controller and Trevor Johnson, Accounting Supervisor, as limited Authorized Agents for warrant orders and orders for salary payments only.

Fiscal Impact: None

- k. [Approve Contract Renewal for Legal Services – McCune & Harber LLP:](#) Board approval is requested to renew the contract with McCune & Harber LLP for legal services effective July 1, 2014 through June 30, 2015. No legal services have been provided during fiscal year 2014-2015; however, the renewal will reflect a fiscal year start date of July 1, 2014.

Fiscal Impact: An increase in hourly rates for 2014-2015 is indicated:

- ◆ Partners From: \$185.00/hour To: \$225.00/hour
- ◆ Associates From: \$175.00/hour To: \$185.00/hour
- ◆ Paralegals/Law Clerks Rate will remain the same \$85.00/hour (General Fund/Unrestricted)

- l. [Award Contract – All City Management Services – Lake Hills and Promenade Elementary Schools and Villegas Middle School:](#) Board approval is requested to award a contract between All City Management Services and Alvord Unified School District for crossing guard services for the students of Lake Hills and Promenade elementary schools and Villegas Middle School.

Fiscal Impact: Not to exceed \$52,243.20 (General Fund/Unrestricted)

- m. [Award Contract – ICS Service Company – Rosemary Kennedy Elementary School:](#) Board approval is requested to award a contract between ICS Service Company and Alvord Unified School District for the installation of a projector and Extron cabling in the new computer lab at Rosemary Kennedy Elementary School.

Fiscal Impact: \$4,042.54 (General Fund/Unrestricted)

- n. [Award Contract – Sports Facilities Group, Inc. – Wells Middle School, Hillcrest, La Sierra and Norte Vista High Schools:](#) Board approval is requested to award a contract between Sports Facilities Group, Inc. and Alvord Unified School District to inspect the basketball backstops in the gymnasiums at Wells Middle School and Hillcrest, La Sierra and Norte Vista high schools.

Fiscal Impact: \$4,800.00 (General Fund/Restricted - Maintenance)

- o. [Award Contract – Tomark Sports – Hillcrest High School:](#) Board approval is requested to award a contract between Tomark Sports and Alvord Unified School District for assembling and installing benches and tables in the quad area in front of the cafeteria at Hillcrest High School.

Fiscal Impact: \$2,600.00 (Capital Facilities Funds)

- p. [Award Contract – Complete Business Systems – Before and After School Programs:](#) Board approval is requested to award a contract between Complete Business Systems and Alvord Unified School District to provide a Maintenance Agreement for the Before and After School Programs, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$595.00 (General Fund/Restricted - After School for Education and Safety Grant)

Human Resources Development

- q. [Approve Personnel Order No. 2-2014-2015:](#) Board approval of Personnel Order No. 2 is requested.
-

- r. [Amend Supervised Field Placements Agreement – California State University, San Bernardino:](#) Board approval is requested to amend the Supervised Field Placements Agreement with the California State University, San Bernardino originally approved on September 13, 2013. The agreement has been amended to include changes made by the California Commission on Teacher Credentialing concerning the requirements for districts who hire interns in the credential programs sponsoring the interns. The university is required to accommodate these changes.

Fiscal Impact: None

- s. [Approve Internship Contract Agreement – Brandman University:](#) Board approval is requested for an Internship Contract Agreement with Brandman University.

Fiscal Impact: None

- t. [Approve Fieldwork Agreement – University of La Verne](#): Board approval is requested for a Fieldwork Agreement with the University of La Verne.

Fiscal Impact: None

- u. [Approve Internship Credential Program Agreement – National University](#): Board approval is requested for an Internship Credential Program Agreement with National University.

Fiscal Impact: None

Instructional Support Services

- v. [Approve Request for Minimum Days](#): Board approval is requested for minimum days for structured collaboration for Hillcrest and La Sierra high schools during the 2014-2015 school year.

Fiscal Impact: None

- w. [Approve Supplemental Service Provider – District Contract with State Approved Providers](#): Board approval is requested to allow the District to enter into contracts with supplemental service providers that have been approved by the California Department of Education. Per provisions in the Elementary and Secondary Education Act, supplemental services must be provided, upon parent request, for eligible students attending schools designated as Program Improvement. Parents may select any provider on the approved list to provide these services to their child.

Fiscal Impact: Not to exceed \$1,250.00 per child (General Fund/Restricted – Title I)

- x. [Approve 2014-2015 Agriculture Vocational Education Incentive Grant Application for Norte Vista High School](#): Board approval is requested to submit the application for the 2014-2015 Agriculture Vocational Education Incentive Grant for Norte Vista High School.

Fiscal Impact: \$21,664.00 (Revenue – General Fund/Restricted – Agriculture Incentive Grant)
\$21,664.00 (District Match – General Fund/Unrestricted)

- y. [Approve Professional Services Agreement – Eagle Software](#): Board approval is requested for a professional services agreement between Eagle Software and Alvord Unified School District to provide four Aeries.net Trainings to be scheduled between August 18, 2014 through June 30, 2015.

Fiscal Impact: \$6,000.00 (General Fund/Restricted – Student Information Systems)

- z. [Approve Professional Services Agreement – ABM Business Machines, Inc. – Special Projects](#): Board approval is requested for a professional services agreement between ABM Business Machines, Inc. and Alvord Unified School District. Under this agreement, ABM Business Machines would extend the service warranty for one year on each duplo Model 755 Autofolders (2) for Special Projects from August 18, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$375.00 (General Fund/Unrestricted: Student Information Systems \$187.50; Testing \$187.50)

- aa. [Approve Professional Services Agreement – California Center for Excellence in Physical Education](#): Board approval is requested for a professional services agreement between California Center for Excellence in Physical Education and Alvord Unified School District to provide physical education professional development scheduled between August 15, 2014 through June 30, 2015.

Fiscal Impact: \$3,250.00 (General Fund/Restricted – Physical Education Program Grant)

- bb. [Approve Professional Services Agreement – Multisensory Fitness, Inc.](#): Board approval is requested for a professional services agreement between Multisensory Fitness, Inc. and Alvord Unified School District to provide physical education professional development scheduled between August 15, 2014 through June 30, 2015.

Fiscal Impact: \$1,195.00 (General Fund/Restricted – After School for Education and Safety Grant)

- cc. [Approve Professional Services Agreement – The DBQ Project](#): Board approval is requested for a professional services agreement between The DBQ Project and Alvord Unified School District to provide history/social science professional development and materials scheduled between August 18, 2014 through June 30, 2015.

Fiscal Impact: \$14,400.00 (General Fund/Unrestricted)

- dd. [Approve Riverside County Superintendent of Schools Contract No. IN-9078:](#) Board approval is requested for a contract with the Riverside County Superintendent of Schools to provide the Teacher Leader Certification Academy from July 1, 2014 through June 30, 2016.

Fiscal Impact: Not to exceed \$17,500.00 (General Fund/Unrestricted)

SEPARATE ACTION ITEMS

Business Services

- 7. [Ratify – Davis Demographic & Planning, Inc. – Facilities and Planning:](#) Board ratification is requested for the contract between Davis Demographics & Planning, Inc. and Alvord Unified School District for enrollment forecasting, mapping services including the School Site Locator tool posted on the District’s website, which allows staff and parents to display the school of attendance based on an address and other services as required, effective July 28, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$29,390.00 (Capital Facilities Fund)

- 8. [Adopt Resolution No. 7 – Authorizing the Designation of Authorized Representatives Under the State School Facilities Program:](#) Board approval is requested for adoption of Resolution No. 7 – Authorizing the Designation of Authorized Representatives Under the State School Facilities Program. Adoption of this resolution will authorize Dr. Sid Salazar, Superintendent, and Kevin Emenaker, Executive Director, Administrative Services, to undertake all actions required to complete the State School Facility Program application and funding process, including modernization, new construction, Career Technical Education, joint use and other school facility programs.

Fiscal Impact: None (Authorization Only)

- 9. [Award Contract – Dolinka Group – Annual and Five Year Report:](#) Board approval is requested to award a contract between Dolinka Group and Alvord Unified School District for the preparation of the Annual and Five Year Reports to properly document revenues and expenditures from developer fees for fiscal year 2013-2014.

Fiscal Impact: Not to exceed \$3,500.00 (Capital Facilities Fund)

10. [Approve Professional Services Agreement – BakerNowicki Design Studio](#): Board approval is requested for a professional services agreement between BakerNowicki Design Studio and Alvord Unified School District for specialized Professional Services from August 15, 2014 through June 30, 2015. It is critical that the District has specialized representation when seeking State funding and while being audited. In addition, the firm will assist with Architectural/Engineering services on an as needed basis.

Fiscal Impact: Not to exceed \$30,000.00 Time and Material Basis (Capital Facilities Fund)

11. [Approve Consolidated Application for Categorical Program Funding](#): Board approval is requested to submit the Consolidated Application and Reporting System application for Categorical Program Funding for 2014-2015.

Fiscal Impact: \$6,129,213.00 (Estimated Revenue – General Fund/Restricted 2014-2015)

12. [Award Contract – Sunesys, Inc.](#): Board approval is requested to award a contract between Sunesys, Inc. and Alvord Unified School District for the relocation of the managed fiber hub between the schools and current District Offices to the new District Office location.

Fiscal Impact: \$500,000.00 (Capital Facilities Fund)

13. [Review Proposed Revisions to Board Policy and New Administrative Regulation 7310 Entitled “Naming of Facility”](#): The Board of Education will review proposed revisions to Board Policy and review new Administrative Regulation 7310 entitled “Naming of Facility.” Board Bylaw 9310 entitled “Board Policies” allows the Board to waive the second reading and adopt the proposed revisions at this time.

Fiscal Impact: None

Human Resources Development

14. [Review Proposed Revisions to Article 4 \(Series 4000\) Board Policies and Administrative Regulations Entitled “Personnel”](#): The Board of Education will review proposed revisions to Board Policies and Administrative Regulations entitled “Personnel.” Board Bylaw 9310 entitled “Board Policies” allows the Board to waive the second reading and adopt the proposed revisions at this time.

- AR 4112.2 Certification
- AR 4112.22 Staff Teaching Students of Limited English Proficiency
- AR 4112.23 Special Education Staff

Fiscal Impact: None

DISCUSSION/INFORMATION ITEMS

Business Services

15. [Financial Report:](#) Receive Report of Receipts for June 2014 in the amount of \$2,502,607.30. This amount includes routine deposits such as facility rentals, field trip reimbursements, health and welfare contributions as well as donations and grants.
-
16. [Summary of Conferences and Trainings:](#) The attached list of conferences and trainings was approved by staff.
-

BOARD OF EDUCATION/ SUPERINTENDENT COMMENTS

AADJOURNMENT

2014 Regular Board Meeting Dates ~ Open Session 7:00 p.m.

September 4 and 18, 2014

October 2 and 16, 2014

November 6 and 20, 2014

December 11, 2014