

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

Thursday, September 4, 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.

ADJOURN TO CLOSED SESSION

CLOSED SESSION

1. **Student Disciplinary Actions**
 - a. Readmit Expulsion Case #2013-14-27
2. **Public Employee Discipline/Dismissal/Release**
 - a. Certificated
 - b. Classified
 - c. Management/Administration
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

4. Conference with Real Property Negotiators:
 - a. Property: KPC Summit, 2375 Anselmo Drive, Corona, CA
 - Agency Negotiators: Dr. Sid Salazar, Kevin Emenaker, Brian W. Smith, and Todd Dorn
 - Negotiating Party: KPC Summit LLC
 - Under Negotiations: Potential Renegotiation of Lease Price and Terms for Payment of Price

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 August 14, 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. Student of the Month: La Sierra High School is proud to recognize **Josh Weaver** as the Alvord Unified School District Student of the Month for September 2014.

Josh Weaver is a senior and currently holds the position of ASB President. Josh is an outstanding leader who leads by example. Besides student government, Josh is also involved in College Club, Friendship Society, Boys' Water Polo and Swim Team. He is respected and liked by his peers. Josh is very dedicated to his job and is always the first to arrive and the last to leave when ASB has an event. He even came in during summer break to clean and organize the ASB room and somehow convinced his mother, a teacher at Promenade Elementary School to help during her summer break. Josh is an invaluable part of La Sierra High School's student leadership!

It is a great pleasure to honor **Josh Weaver** as the Alvord Unified School District Student of the Month for September 2014.

- b. Certificated Employee of the Month: La Sierra High School is proud to recognize **Denise Bokman** as the Alvord Unified School District Certificated Employee of the Month for September 2014.

Denise joined Alvord in July of 2001. Denise is an English Teacher and Department Chair at La Sierra High School. She is a dedicated teacher who spends hours preparing lessons for her students that encourages them to push themselves to higher levels. She is one of those teachers that come into work early and stays late. Her extra effort and dedication is clearly seen by the success of her students. Denise supports her students and her students always want to stay in her classroom. She is truly an exceptional teacher!

It is a great pleasure to honor **Denise Bokman** as the Alvord Unified School District Certificated Employee of the Month for September 2014.

- c. Classified Employee of the Month: La Sierra High School is proud to recognize **Axel Bojorquez** as the Alvord Unified School District Classified Employee of the Month for September 2014.

Axel is one of La Sierra High School's Custodians and he is an exemplary employee. Axel truly cares for students and staff and that is reflected in his work. Axel believes that if students and staff can learn and teach in a clean and beautiful environment, they will reach their unlimited potential. Axel works hard by completing his daily tasks in an efficient and effective manner and always with a smile on his face. He is known to whistle while he works and has a great get it done attitude.

It is a great pleasure to honor **Axel Bojorquez** as the Alvord Unified School District Classified Employee of the Month for September 2014.

- d. Volunteer of the Month: La Sierra High School is proud to recognize **Julie Moreno** as the Alvord Unified School District Volunteer of the Month for September 2014.

Julie has given freely of her time for the past six years and without fail she has always been the "go to" parent when La Sierra is in need of extra help. Julie's dedication is reflected by her willingness to do whatever needs to be done to assist staff and students. One example of her dedication is that she came in at two o'clock in the morning to assist with setting up the gym for the Senior Breakfast following Grad Night. Although her two children have now graduated, she continues to assist La Sierra High School by recruiting parents to participate in PTO and ELAC as well as training parents to be a part of the Copy Cats Program. La Sierra is truly grateful to have a parent that recognizes the value of parent involvement.

It is a great pleasure to honor **Julie Moreno** as the Alvord Unified School District Volunteer of the Month for September 2014.

- e. La Sierra High School Student Representative: Tina Pham, High School Student Representative, will report on current activities and accomplishments at La Sierra High School.
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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.w.

Board of Education/Superintendent

- a. Accept Gifts:
- 1) The Riverside Optimist Club donated 120 backpacks valued at \$500.00 for distribution to temporarily displaced students. The backpacks will be distributed in groups of 24 to each of the following sites:
 - Arlanza Elementary School
 - Foothill Elementary School
 - La Granada Elementary School
 - Terrace Elementary School
 - Student Services
 - 2) Cathy Graham Vaughn donated \$100.00 to be distributed between Norte Vista High School's Swim Team and the *John Weber Scholarship Fund*.
 - 3) An anonymous donation was made to the *Workability Grant Program* in the amount of \$2,829.77. This donation is intended for reimbursement of overages incurred by the *Workability Grant Program*.
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Business Services

- b. [Ratify Purchase Order List Number 3-2014-2015](#): Board ratification is requested for Purchase Order List Number 3 for the period of August 2, 2014 through August 15, 2014, as follows:

Number of District Purchase Orders submitted is 121, in the amount of \$372,145.86:

- #B1003072 – #B1003094
- #P2040750 – #P2040847

Fiscal Impact: \$372,145.86 (Various Funds)

- c. [Ratify Maintenance Service Contract – Konica Minolta – Instructional Support Services, Professional Development Center and Loma Vista Middle School](#): Board ratification is requested for the contract between Konica Minolta and Alvord Unified School District for the Maintenance Service Contract needed at Instructional Support Services, Professional Development Center and Loma Vista Middle School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$2,255.00 (General Fund/Unrestricted)
\$324.00 (General Fund/Restricted – Title II – Professional Development Center)
\$475.00 (General Fund/Unrestricted – Loma Vista Middle School)

- d. [Ratify Maintenance Service Contract – Complete Business Systems – Myra Linn Elementary School and Wells Middle School](#): Board ratification is requested for the contract between Complete Business Systems and Alvord Unified School District for the Maintenance Service Contract for the digital duplicators located at Myra Linn Elementary School and Wells Middle School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$1,190.00 (General Fund/Unrestricted – Myra Linn Elementary School)
\$1,190.00 (General Fund/Unrestricted – Wells Middle School)

- e. [Ratify Maintenance Service Contract – Reliable Office Solutions – Myra Linn Elementary School](#): Board ratification is requested for the contract between Reliable Office Solutions and Alvord Unified School District for the Maintenance Service Contract for the Lanier multifunction copier at Myra Linn Elementary School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$721.50 (General Fund/Unrestricted – Myra Linn Elementary School)

- f. [Ratify Contract – Moore’s Piano Tuning – District-Wide:](#) Board ratification is requested for the contract between Moore’s Piano Tuning and Alvord Unified School District to provide piano tuning throughout the District, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$3,800.00 (General Fund/Unrestricted)

- g. [Ratify Contract – TK Services, Inc. – Child Nutrition Services:](#) Board ratification is requested for the contract between TK Services, Inc. and Alvord Unified School District for annual maintenance of the refrigeration trucks at Child Nutrition Services. This contract was processed by Maintenance and Operations on August 1, 2014 authorizing the company to proceed with services.

Fiscal Impact: \$10,000.00 (Cafeteria Fund)

- h. [Ratify Contract – Champion Hardwood Floors – La Sierra High School:](#) Board ratification is requested for the contract between Champion Hardwood Floors and Alvord Unified School District for the replacement of the gymnasium floor at La Sierra High School. This contract was processed by Maintenance and Operations on August 13, 2014 authorizing the company to proceed with services.

Fiscal Impact: \$188,600.00 (Capital Facilities Fund – Reimbursed by Insurance)

- i. [Ratify Contract – Coutts Heating & Cooling, Inc. – District-Wide:](#) Board ratification is requested for the contract between Coutts Heating & Cooling, Inc. and Alvord Unified School District for the repair of Energy Management Systems (EMS) and HVAC systems throughout the District. This contract was processed by Maintenance and Operations on August 7, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$3,500.00 (General Fund/Unrestricted)

- j. [Ratify Contract – Global Automation Services – District-Wide:](#) Board ratification is requested for the contract between Global Automation Services and Alvord Unified School District for the repair of Energy Management Systems (EMS) and HVAC systems throughout the District. This contract was processed by Maintenance and Operations on August 5, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$2,500.00 (General Fund/Unrestricted)

- k. [Ratify Contract – Keenan & Associates:](#) Board ratification is requested for the contract between Keenan & Associates and Alvord Unified School District for financial management to the Certificated self-insured employee benefit program, effective July 1, 2014 through June 30, 2017.

Fiscal Impact: \$16,068.00 (General Fund/Unrestricted)

- l. [Ratify Contract – CMS Consulting, Inc. – District-Wide:](#) Board ratification is requested for the contract between CMS Consulting, Inc. and Alvord Unified School District for providing E-Rate consulting and form preparation and processing for submittal by the District. This contract was processed by Maintenance and Operations on August 20, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$25,200.00 (General Funds/Unrestricted)

- m. [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 630 (ROP Computer Lab) at Hillcrest High School. This contract was processed by Maintenance & Operations on August 7, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$14,909.96 (Capital Facilities Fund)

- n. [Approve Revised Master Signature List – District Bank Accounts:](#) Board approval is requested for the revised Master Signature List for District bank accounts due to changes in administration.

Fiscal Impact: None

Human Resources Development

- o. [Approve Personnel Order No. 3-2014-2015:](#) Board approval of Personnel Order No. 3 is requested.
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- p. [Approve Addition of Two 8-Hour, 10-Month Delivery Driver/Stock Clerk Positions – Child Nutrition Services:](#) Board approval is requested for the addition of two 8-hour, 10-month Delivery Driver/Stock Clerk positions for the Child Nutrition Services Department.

Fiscal Impact: \$92,730.66 (Cafeteria Fund)

- q. [Approve Annual Maintenance Agreement – MorphoTrust USA – Human Resources Development](#): Board approval is requested for an annual maintenance agreement between MorphoTrust USA and Alvord Unified School District to provide service for the Live Scan machine in the Human Resources Development Department from October 1, 2014 through September 30, 2015.

Fiscal Impact: \$3,676.00 (General Fund/Unrestricted)

- r. [Approve School Counseling Field Experience Agreement – Loma Linda University](#): Board approval is requested for a School Counseling Field Experience Agreement with Loma Linda University.

Fiscal Impact: None

Instructional Support Services

- s. [Ratify Agreement – Lightning Source, Inc.](#): Board ratification is requested for the agreement between Lightning Source, Inc. and Alvord Unified School District to establish a publisher account for District-wide on-demand printing services of instructional materials that will supplement the implementation of the Common Core State Standards.

Fiscal Impact: Not to exceed \$25,000.00 (General Fund/Restricted – Lottery Funds)

- t. [Ratify Los Angeles County Office of Education Invoice for Student Transfer to a County Operated Program – 2013-2014](#): Board ratification is requested for an invoice with the Los Angeles County Office of Education (LACOE) for a student transfer to a County Operated Program during the 2013-2014 school year. Approval will allow the District to pay an agreed upon amount for a student transfer to attend iPoly High School, a specialized project-based school as part of the County Operated Program. This method of payment is necessary with the implementation of the Local Control Fund Formula (LCFF) and replaces the automatic transfer through the Revenue Limit and Principal Apportionment process.

Fiscal Impact: Not to exceed \$5,665.50 (General Fund/Unrestricted)

- u. [Amend Minimum Day Request – La Sierra High School](#): Board approval is requested to amend La Sierra High School’s minimum day for Homecoming.

Fiscal Impact: None

- v. [Approve Professional Services Agreement – The SPARK Programs](#): Board approval is requested for a professional services agreement between The SPARK Programs and Alvord Unified School District to provide two SPARK trainings for physical education teachers scheduled from September 22, 2014 through June 30, 2015.

Fiscal Impact: \$5,898.00 (General Fund/Unrestricted)

- w. [Approve Professional Services Agreement – McKee Music Therapy Services, LLC](#): Board approval is requested for a professional services agreement between McKee Music Therapy Services, LLC and Alvord Unified School District to provide music therapy services for special needs students from September 8, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$15,000.00 (General Fund/Restricted – Special Education)

SEPARATE ACTION ITEMS

- 7. [Action Taken In Closed Session](#): Carolyn M. Wilson, Board Clerk, will report on any actions taken by the Board following consideration in Closed Session.
 - 1. [Student Disciplinary Actions](#):
 - a. Readmit Expulsion Case #2013-14-27
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Board of Education/Superintendent

- 8. [Call for Nominations for California School Board Association \(CSBA\) Directors-at-Large, Asian Pacific Islander and Hispanic](#): Any CSBA member Board may nominate Board members from CSBA member districts or county offices of education. The deadline for the nomination form and required two letters of recommendation is Friday, October 3, 2014.

The current Directors-At-Large are as follows:

- Asian Pacific Islander – Audrey Yamagata-Noji, Santa Ana Unified School District
- Hispanic – Kathryn Ramirez, Salinas Union High School District

Fiscal Impact: None

Business Services

9. [Approve Professional Services Agreement – Architectural Resource Consultants, Inc. \(ARC\) – Spatial Data Management Execution Plan:](#) Board approval is requested for a professional services agreement between Architectural Resource Consultants, Inc. (ARC) and Alvord Unified School District to establish a Spatial Data Management Execution Plan, effective September 5, 2014 through June 30, 2015. The Execution Plan is the first phase and will guide the development, implementation and maintenance of the District's facility documentation and ensure the data is organized, being properly maintained, protected and provide easy access to it.

Fiscal Impact: \$3,920.00 (Capital Facilities Fund)

10. [Approve Professional Services Agreement – Angela Raykowski, Project Coordinator – Child Nutrition Services:](#) Board approval is requested for a professional services agreement between Angela Raykowski as Project Coordinator for California Supplemental Nutrition Assistance Program Education (SNAP-Ed) Grant for Alvord's Child Nutrition Services Department from September 5, 2014 through June 30, 2015.

Fiscal Impact: \$22,500.00 (SNAP-ED – Child Nutrition Services)

11. [Adopt Resolution No. 8 – GANN Appropriations Limit:](#) Proposition 4, adopted in 1979, added Article XIII-B to the State Constitution and placed limits on the growth in appropriations made by the State of California and local governments, including school districts. Each year, every California governmental entity must adopt a resolution establishing its appropriations limit. Board approval is requested for adoption of Resolution No. 8 – GANN Appropriations Limit which identifies the estimated appropriations limit for the current year and the actual appropriations limit for the 2013-2014 fiscal year pursuant to Education Code Section 42132.

Fiscal Impact: None

12. [Approve 2013-2014 Unaudited Actual Financial Reports:](#) Pursuant to Education Code Section 42100, Board approval of the 2013-2014 Unaudited Actual Financial Reports is requested. Each year, the District is required to submit the Unaudited Actual Financial Reports to the Riverside County Office of Education who then submits them to the California Department of Education. This action allows the District to close the 2013-2014 books in compliance with AB1200 and AB2756. This process is also in full compliance with the Riverside County Office of Education and the California Department of Education guidelines. Board approval of the 2013-2014 Unaudited Actual Financial Reports is required for the annual compliance audit. This report reflects the actual revenues and expenditures for the 2013-2014 fiscal year.

Fiscal Impact: None

13. [Approve Riverside County Superintendent of Schools Facility and Support Services Agreement Number C-1002886](#): Board approval is requested for the fourth year of a five year agreement with the Riverside County Superintendent of Schools Facility and Support Services – Agreement Number C-1002886. This agreement provides the District reimbursement for facility support services (custodial and maintenance) for the County’s use of various classrooms.

Fiscal Impact: \$151,017.00 (Revenue to General Fund/Unrestricted)

14. [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)

15. [Award Contract – Schoolwires, Inc. – District-Wide](#): Board approval is requested to award a contract between Schoolwires, Inc. and Alvord Unified School District for a District-wide solution for content management and web hosting services. This system will allow for dynamic intuitive websites, school and District calendar systems, and replacement of the District intranet system with a multi-tiered security system. All schools and the District website, with design and support services are included in this proposal, effective October 1, 2014 through June 30, 2015.

Fiscal Impact: \$47,463.85 (General Fund/Unrestricted)

DISCUSSION/INFORMATION ITEMS

Instructional Support Services

16. [School Resource Officer Semi-Annual Report](#): Staff will provide the School Resource Officer Semi-Annual Report for January 2014 through June 2014 for information and review. The report outlines statistical data regarding radio calls, citations and arrests, as well as, the narrative from each School Resource Officer regarding events of interest.
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17. [Summary of Conferences and Trainings](#): The attached list of conferences and trainings was approved by staff.
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BOARD OF EDUCATION/ SUPERINTENDENT COMMENTS AAdjournment

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

***September 18, 2014
October 2 and 16, 2014
November 6 and 20, 2014
December 11, 2014***