

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

Thursday, September 18, 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** – 5:00 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. Expulsion Case #2014-15-1
2. **Public Employee Discipline/Dismissal/Release**
 - a. Certificated
 - b. Classified
 - c. Management/Administration
3. **Public Employee Evaluation**
 - a. Superintendent
4. **Public Employee Appointment**
 - a. Superintendent's Contract

5. 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

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 September 4, 2014.
4. Ward 6 Update: Councilman Jim Perry will provide an update on recent activities and accomplishments taking place in Ward 6.

PRESENTATION

Instructional Support Services

5. Overview of Local Educational Agency (LEA) Plan Strategies and Actions: Staff will present information on the implementation of LEA Plan strategies and actions, an analysis of student group performance on state assessments and progress towards LEA Plan student performance goals in English language arts and mathematics.

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.q.

Board of Education/Superintendent

- a. **Accept Gifts:**
- 1) City National Bank donated backpacks containing schools supplies valued at \$550.00 to Foothill Elementary School.
 - 2) Advance America donated school supplies valued at \$175.00 to Foothill Elementary School.
 - 3) Orrenmaa PTA donated \$7,000.00 to Orrenmaa Elementary School for student programs and the purchase of student incentives.
 - 4) KEI Financial donated school supplies valued at \$200.00 to Promenade Elementary School.
 - 5) Benito Navas donated \$75.00 to Twinhill Elementary School to be used as needed.
 - 6) Valley View PTA donated \$200.00 to Valley View Elementary School to cover bus costs for a student field trip.
 - 7) Target donated \$131.60 to Loma Vista Middle School through their *Take Charge of Education Program*.
 - 8) An anonymous donation in the amount of \$1,500.00 was made to the Villegas Middle School Choir.
 - 9) Kim Sitton donated \$250.00 to Villegas Middle School's Band Program for the purchase of a Bell Kit.
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Business Services

b. [Accept Warrants:](#)

<u>Warrant Date</u>	<u>Warrant Register</u>	<u>Amount</u>
7/22/14	14818166-14818185	\$37,732.39
7/23/14	14819023-14819045	156,130.76
7/24/14	14820344-14820402	176,906.99
7/25/14	14821104-14821112	42,926.07
7/28/14	14821321-14821340	691,818.27
7/29/14	14822419-14822473	499,308.28
7/30/14	14823653-14823682	54,769.25
7/31/14	14824237-14824252	73,366.25
8/1/14	14824870-14824895	92,363.90
8/4/14	14825570-14825596	112,183.81
8/5/14	14826140-14826165	605,683.47
8/6/14	14827263-14827314	85,679.53
8/7/14	14827896-14827932	249,985.26
8/8/14	14828522-14828536	55,133.87
8/11/14	14829210-14829236	112,344.70
8/13/14	14830691-14830741	1,011,450.20
8/14/14	14831285-14831312	23,397.97
8/15/14	14832309-14832325	281,097.64
8/18/14	14832921-14832986	95,465.77
8/19/14	14834115-14834162	50,597.63
8/20/14	14834852-14834889	145,695.74
8/21/14	14836052-14836088	55,667.54
8/22/14	14836744-14836791	214,112.66
8/25/14	14837402-14837436	22,538.76
8/26/14	14838565-14838612	139,634.22
8/27/14	14839985-14840022	<u>63,311.63</u>
	Total:	\$5,149,302.56

c. [Ratify Purchase Order List Number 4-2014-2015:](#) Board ratification is requested for Purchase Order List Number 4 for the period of August 16, 2014 through August 31, 2014, as follows:

Number of District Purchase Orders submitted is 148, in the amount of \$553,789.03:

- #B1003095 – #B1003125
- #P2040848 – #P2040964

Fiscal Impact: \$553,789.03 (Various Funds)

- d. [Ratify Maintenance Service Contract – Xerox Corporation – Alvord High School:](#) Board ratification is requested for the Maintenance Service Contract between Xerox Corporation and Alvord Unified School District to provide maintenance on the Xerox copier located at Alvord High School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$1,500.00 (General Fund/Unrestricted)

- e. [Ratify Maintenance Service Contract – Complete Business Systems – Collett and Valley View Elementary Schools:](#) Board ratification is requested for the Maintenance Services contract between Complete Business Systems and Alvord Unified School District to provide services to the digital duplicators located at Collett and Valley View elementary schools.

Fiscal Impact: \$1,190.00 (General Fund/Unrestricted - Collett)
\$595.00 (General Fund/Unrestricted – Valley View)

- f. [Ratify Contract – E.R. Block Plumbing, Inc. – District-Wide:](#) Board ratification is requested for the contract between E.R. Block Plumbing, Inc. and Alvord Unified School District for the repair of plumbing issues throughout the District. This contract was processed by Maintenance and Operations on August 11, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$12,000.00 (General Fund/Restricted - Maintenance)

- g. [Ratify Contract – Rite-Way Roof, Inc. – La Sierra High School:](#) Board ratification is requested for the contract between Rite-Way Roof, Inc. and Alvord Unified School District for the repair of roof drains located at La Sierra High School's gymnasium. This contract was processed by Maintenance and Operations on August 26, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$9,632.00 (Capital Facilities Fund)

- h. [Ratify Contract – ICS Service Company – District-Wide:](#) Board ratification is requested for the contract between ICS Service Company and Alvord Unified School District for the installation of SmartBoards throughout the District. This contract was processed by Maintenance and Operations on August 29, 2014, authorizing the company to proceed with services.

Fiscal Impact: \$15,000.00 (Capital Facilities Fund)

- i. [Award Contract – Luv R Blinds – Arizona Middle School:](#) Board approval is requested to award a contract between Luv R Blinds and Alvord Unified School District for the installation of mini blinds in the Principal and Vice Principal’s Office and the lobby of Arizona Middle School.

Fiscal Impact: \$875.00 (General Fund/Unrestricted)

- j. [Award Contract – ICS Service Company – Terrace Elementary School:](#) Board approval is requested to award a contract between ICS Service Company and Alvord Unified School District for the installation of six data drops in Room 10 at Terrace Elementary School.

Fiscal Impact: \$1,662.79 (General Fund/Unrestricted)

Human Resources Development

- k. [Approve Personnel Order No. 4-2014-2015:](#) Board approval of Personnel Order No. 4 is requested.
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- l. [Approve New Job Description – Omni-Media Specialist:](#) Board approval is requested for a new job description entitled “Omni-Media Specialist.”

Fiscal Impact: None

- m. [Approve Elimination of Vacant Webmaster Position and Approve Addition of One 8-Hour, 12-Month Omni-Media Specialist Position and Salary Range – Information Technology Department:](#) On March 20, 2014, the Board approved a Webmaster position at Range 50, \$4,597.00 to \$5,691.00 per month. The Webmaster position is a vacant position. Upon further review of the services needed, Board approval is requested to eliminate the Webmaster position and salary range and approve the addition of one 8-hour, 12-month Omni-Media Specialist position with a recommended salary range of 51, \$5,046.00 to \$6,247.00 per month.

Fiscal Impact: Eliminate: -\$105,228.76 per year (General Fund/Unrestricted)
 Add: \$107,689.03 per year (General Fund/Unrestricted)

- n. [Approve Addition of One Occupational Therapist Position – Special Education Department:](#) Board approval is requested for the addition on one Occupational Therapist position for the Special Education Department.

Fiscal Impact: \$82,822.20 (General Fund/Restricted – Special Education)

- o. [Approve Professional Services Agreement – JB Reward Systems \(Jacobson, Betts & Company\)](#): Board approval is requested for a professional services agreement between JB Reward Systems (Jacobson, Betts and Company) and Alvord Unified School District to complete the comprehensive job classification and salary study for classified employees.

Fiscal Impact: Not to exceed \$23,000.00 (General Fund/Unrestricted)

Instructional Support Services

- p. [Approve Professional Services Agreement – Riverside Astronomical Society – Collett Elementary School](#): Board approval is requested for a professional services agreement between Riverside Astronomical Society and Alvord Unified School District to provide one astronomical viewing during the Family Science Night at Collett Elementary School on November 6, 2014.

Fiscal Impact: None

- q. [Approve Professional Services Agreement – EZ Captioning & Court Reporting](#): Board approval is requested for a professional services agreement between EZ Captioning & Court Reporting and Alvord Unified School District to provide real-time steno captioning and transcript services including verbatim transcription, in real-time teacher lectures and student participation and written transcription delivered or e-mailed to the student from September 22, 104 through June 30, 2015.

Fiscal Impact: Not to exceed \$27,000.00 (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. Expulsion Case #2014-15-1
 - 2. [Public Employee Appointment](#):
 - a. Superintendent’s Contract
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Board of Education/Superintendent

- 8. [Recommend Candidates for the Riverside County Committee on School District Organization \(SDO\) 2014](#): Each Governing Board in Riverside is invited to recommend candidates for any of the following vacancies.

SDO Committee members whose terms expire in 2014 are:

- Vacant First Supervisorial District
- Mike McKelroy Second Supervisorial District
- Cleveland “CJ” Johnson Fifth Supervisorial District
- Vacant Member-At-Large

Fiscal Impact: None

Business Services

- 9. [Approve Professional Services Agreement](#): This item will be pulled on September 18, 2014, at the request of staff and the consultant in order to allow for additional time to finalize this item. This item will be re-agendized at a future Board Meeting.

Fiscal Impact: To be Determined

- 10. [Adopt Resolution No. 9 – Budget Revisions – Revising 2014-2015 Beginning Fund Balances to the Reconciled 2013-2014 Unaudited Actual Ending Fund Balances](#): Board approval is requested for adoption of Resolution No. 9 authorizing revisions to the 2014-2015 Beginning Fund Balances to the reconciled 2013-2014 Unaudited Actual Ending Fund Balances. Now that the books have been officially closed and new fund balances have been realized, this action allows the District to open the 2014-2015 year in compliance with AB1200 and AB2756. Adopting Resolution No. 9 is in accordance with the Riverside County Office of Education and the California Department of Education guidelines. This process makes the District more accountable and is in preparation for the annual compliance audit.

Fiscal Impact: \$6,358,990.34 Increase in Ending Fund Balance for ALL funds as indicated on Attachment A.

Human Resources Development

- 11. [Adopt Resolution No. 10 – Release of Temporary Employee](#): Board approval is requested for adoption of Resolution No. 10 releasing of temporary employee. Education Code Section 44954(b) allows the Governing Board of a school district to release temporary employees.

Fiscal Impact: None

Instructional Support Services

- 12. CONDUCT PUBLIC HEARING – Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015 Pursuant to Education Code 60119
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- 13. Adopt Resolution No. 11 – Resolution Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015 Pursuant to Education Code 60119: The Alvord Unified School District has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks for the 2014-2015 school year. Board approval is requested for adoption of Resolution No. 11 – Resolution Regarding Sufficiency of Instructional Materials for Fiscal Year 2014-2015 Pursuant to Education Code 60119.

Fiscal Impact: None

- 14. Review Proposed Revisions to Board Policies and Administrative Regulations: The Board of Education will review the proposed revisions to the Board Policies and Administrative Regulations listed below. Board Bylaw 9310 entitled “Board Policies” allows the Board to waive the second reading and adopt the proposed revisions at this time.

- BP/AR 0460 Local Control Accountability Plan
- BP 0500 Accountability
- BP 6141.5 Advanced Placement
- BP 6142.6 Visual and Performing Arts Education
- BP/AR 6184 Continuation Education
- AR 6174 Education for English Language Learners

Fiscal Impact: None

- 15. Renew Riverside County Superintendent of Schools Contract No. IN-9114: Board approval is requested for a contract renewal with the Riverside County Superintendent of Schools for Intra-SELPA Educational Services during the 2014-2015 school year. Approval will allow the District to pay an agreed upon amount per student, per program for Riverside County Office of Education to service students with moderate to severe handicapping conditions such as autism, intellectual disabilities, emotional disturbance, or deaf and hard of hearing programs.

Fiscal Impact: Not to exceed \$7,787,522.00 (General Fund/Restricted – Special Education)

DISCUSSION/INFORMATION ITEMS

Board of Education/Superintendent

16. Lockdown Procedures: Ben Johnson, Board Vice President, requested that an item be placed on the agenda for discussion related to District policy and notification procedures in the event of a lockdown at a school site.
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Business Services

17. Financial Report: Receive Report of Receipts for July 2014 in the amount of \$1,418,057.27. This amount includes routine deposits such as facility rentals, field trip reimbursements, health and welfare contributions as well as donations and grants.
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Instructional Support Services

18. District English Learner Advisory Committee Minutes: The District English Learner Advisory Committee Minutes from May 7, 2014, are available for review.
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**BOARD OF EDUCATION/ SUPERINTENDENT COMMENTS
ADJOURNMENT**

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

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