

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

Teleconference Location: 2504 North Loop West, Houston, Texas 77092

Thursday, November 6, 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, Mrs. Carolyn M. Wilson, Mr. José Luis Pérez and Mr. Art Kaspereen, Jr., in attendance. Mr. Ben Johnson II is expected to participate via teleconference.

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 Cases #2014-15-06, 07, 08, 09 and 18
2. **Public Employee Discipline/Dismissal/Release**
 - a. Certificated
 - b. Classified
 - c. Management/Administration
3. **Public Employee Evaluation**
 - a. Superintendent

4. Special Education Mediation Agreement
 - a. Special Education Mediation Agreement #2014-15-01

5. Physical Education Exemption
 - a. Case #PE-14-15-02

6. Conference with Labor Negotiator

Agency Negotiators: Dr. Sid Salazar, Dr. Monalisa Hasson and Ami Shackelford

Employee Organizations:

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

7. Conference with Real Property Negotiators:
 - a. Property: KPC Summit, 2375 Anselmo Drive, Corona, CA
 - Agency Negotiators: Dr. Sid Salazar, Kevin Emenaker, Ami Shackelford, 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 October 16, 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: McAuliffe Elementary School is proud to recognize **Isabelle San Diego** as the Alvord Unified School District Student of the Month for November 2014.

Isabella has attended McAuliffe since first grade and has been a model student and citizen throughout her years at McAuliffe. She is an excellent example of leadership, service, and academic excellence. She is a member of Student Council, serving as Secretary. She also demonstrates her love for visual and performing arts, through her commitment to the McAuliffe Dance Team and the McAuliffe Choir. Isabella is described as being friendly, caring, helpful, humorous, intelligent and hard-working. Isabella is always ready to lend a helping hand to support her classmates.

It is a great pleasure to honor **Isabelle San Diego** as the Alvord Unified School District Student of the Month for November 2014.

- b. Certificated Employee of the Month: McAuliffe Elementary School is proud to recognize **Jessica Cassese** as the Alvord Unified School District Certificated Employee of the Month for November 2014.

Ms. Cassese has been employed with the Alvord Unified School District for the last 11 years. As a teacher at McAuliffe, Ms. Cassese has taken on many leadership roles and volunteered to participate in the Instructional Leadership Team. Ms. Cassese is highly regarded by her colleagues and her kind and helpful demeanor has positively impacted staff and students at McAuliffe Elementary School.

It is a great pleasure to honor **Jessica Cassese** as the Alvord Unified School District Certificated Employee of the Month for November 2014.

- c. Classified Employee of the Month: McAuliffe Elementary School is proud to recognize **Katrina Ybarra** as the Alvord Unified School District Classified Employee of the Month for November 2014.

Mrs. Ybarra has been employed with the Alvord Unified School District for 10 years. As a campus supervisor, Mrs. Ybarra is well respected by students and her fellow campus supervisors. She has touched the lives of many students.

It is a great pleasure to honor **Katrina Ybarra** as the Alvord Unified School District Classified Employee of the Month for November 2014.

- d. Volunteers of the Month: McAuliffe Elementary School is proud to recognize **Jennie Villania and Michelle Porter Gibbs** as the Alvord Unified School District Volunteers of the Month for November 2014.

Mrs. Jennie Villania is one extraordinary volunteer. She not only helps in her daughter Nia’s classroom, but also with anything that teachers need. When she’s completed her work she will knock on teachers’ doors and ask if they need any help. Teachers respond with a big smile and a stack of things to do! She is McAuliffe’s “Mrs. Holiday” because you can always count on Jennie to decorate the campus and office for any current holiday.

Ms. Michelle Porter-Gibbs is McAuliffe’s PTA President and not only officiates PTA, but is always willing to help out by making sure all PTA sponsored activities are a reality and a success. She has put in countless hours at McAuliffe helping out in the office, purchasing school t-shirts, organizing annual Trunk-or-Treat activities, and anything else that needs to be done. She truly leads by example and has all her PTA parents assisting on campus. Michelle’s daughter Erika is a 5th grade student at McAuliffe.

It is a great pleasure to honor **Jennie Villania and Michelle Porter Gibbs** as the Alvord Unified School District Volunteers of the Month for November 2014.

- e. Recognize The California Yes I Can Award Recipient: The Board of Education will recognize and congratulate Jesse Diaz from La Sierra High School for being awarded The California Yes I Can Award through the Council for Exceptional Children.
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STUDENT REPRESENTATIVES

The Board of Education welcomes the 2014-2015 Student Representatives as follows:

Damian Armstrong	♦	McAuliffe Elementary School
Giovanna Magallon	♦	Alternative Education Center
Kenneth Kissam	♦	Alvord High School
Tommy Robinson	♦	Hillcrest High School
Tina Pham	♦	La Sierra High School
Sarah Coker	♦	Norte Vista High School

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.ee.

Board of Education/Superintendent

a. **Accept Gifts:**

- 1) Target donated funds to the following school sites through their *Take Charge of Education Program*:
 - Rosemary Kennedy Elementary School \$151.97
 - Twinhill Elementary School \$104.92
- 2) Baker’s Drive Thru donated \$795.00 to Loma Vista Middle School for student incentives.
- 3) Texas Roadhouse donated the following gift cards totaling \$105.00 to Loma Vista Middle School in support of Loma Vista’s 100 Days of Peace Campaign:
 - 2 VIP Dinners for Two Gift Certificates \$75.00
 - 1 VIP Dinner for Two Gift Certificate \$30.00
- 4) The following companies/individuals donated funds totaling \$890.00 in support of Norte Vista High School’s Girls’ Softball Program:
 - WCO Oilfield Services, Inc. \$500.00
 - RMA Precision Machine \$200.00
 - Cheryl Ann Chapin-Nolan \$100.00
 - Debi Fitzpatrick \$50.00
 - John Cabrera \$40.00

Business Services

- b. **Ratify Purchase Order List Number 7-2014-2015:** Board ratification is requested for Purchase Order List Number 7 for the period of September 30, 2014 through October 19, 2014, as follows:

Number of District Purchase Orders submitted is 407, in the amount of \$487,568.43:

- #B1003173 – #B1003183
- #P2041254 – #P2041421

Fiscal Impact: \$487,568.43 (Various Funds)

- c. Ratify Agreement No. C-1003943, Amendment 12 – Riverside County Superintendent of Schools, Ground Lease – Arlanza Elementary School: Board ratification is requested for Riverside County Superintendent of Schools Agreement No. C-1003943, Amendment 12. This is the third year of a five year ground lease agreement for Arlanza Elementary School’s Head Start/State Preschool relocatable building. This agreement provides a process for charging the Riverside County Superintendent of Schools for annual utility costs.

Fiscal Impact: \$3,736.00 (Revenue – General Fund/Unrestricted)

- d. Ratify Agreement No. C-1003944, Amendment 9 – Riverside County Superintendent of Schools, Ground Lease – Collett Elementary School: Board ratification is requested for Riverside County Superintendent of Schools Agreement No. C-1003944, Amendment 9. This is the third year of a five year ground lease agreement for Collett Elementary School’s Head Start/State Preschool relocatable building. This agreement provides a process for charging the Riverside County Superintendent of Schools for annual utility costs.

Fiscal Impact: \$3,855.00 (Revenue – General Fund/Unrestricted)

- e. Ratify Agreement No. C-1003945, Amendment 5 – Riverside County Superintendent of Schools, Ground Lease – La Granada Elementary School: Board ratification is requested for Riverside County Superintendent of Schools Agreement No. C-1003945, Amendment 5. This is the third year of a five year ground lease agreement for La Granada Elementary School’s Head Start/State Preschool relocatable building. This agreement provides a process for charging the Riverside County Superintendent of Schools for annual utility costs.

Fiscal Impact: \$5,131.00 (Revenue – General Fund/Unrestricted)

- f. Ratify Agreement No. C-1004068 – Riverside County Superintendent of Schools Agreement for Use of Facilities and Support Services – Stokoe Elementary School: Board ratification is requested for Riverside County Superintendent of Schools Agreement No. C-1004068. This is the second year of a five year agreement for a new ground lease at Stokoe Elementary School for four classrooms, one workroom, playground area and parking lot adjacent to the buildings for use by the Head Start/State Preschool buildings from July 1, 2013 through June 30, 2018. This agreement provides a process for charging the Riverside County Superintendent of Schools for leasing and utility costs.

Fiscal Impact: \$21,733.00 (Revenue to General Fund/Unrestricted)

- g. Ratify Meal Services Agreement – Riverside County Superintendent of Schools – Cal-Safe Program – Norte Vista High School: Board ratification is requested to renew the agreement between the Riverside County Superintendent of Schools and Alvord Unified School District, Child Nutrition Services, to provide meal services for Cal-Safe students at Norte Vista High School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$1,100.00 (Revenue to Cafeteria Fund)

- h. Ratify – Fred’s Glass & Mirror, Inc. – Twinhill Elementary School: Board ratification is requested for a contract between Fred’s Glass & Mirror, Inc. and Alvord Unified School District for furnishing and installing one window at Twinhill Elementary School due to vandalism on October 11, 2014. This contract was prepared by Maintenance and Operations on October 14, 2014, authorizing the vendor to proceed with services.

Fiscal Impact: \$998.00 (General Fund/Restricted – Maintenance)

- i. Ratify – Quiel Bros. Signs – Valley View Elementary School: Board ratification is requested for a contract between Quiel Bros. Signs and Alvord Unified School District for the reprogramming of a new computer to communicate with the marquee sign at Valley View Elementary School. This contract was prepared by Maintenance and Operations on October 22, 2014, authorizing the vendor to proceed with services.

Fiscal Impact: \$397.98 (General Funds/Unrestricted)

- j. Ratify Maintenance Service Contract – Complete Business Systems – La Sierra High School: Board ratification is requested for the Maintenance Services Contract between Complete Business Systems and Alvord Unified School District to provide service on the digital duplicators located at La Sierra High School, effective July 1, 2014 through June 30, 2015.

Fiscal Impact: \$1,190.00 (General Fund/Unrestricted)

- k. Ratify Contract – First Class Events – La Sierra High School: Board ratification is requested for the contract between First Class Events and Alvord Unified School District to provide temporary fencing and services for the Homecoming Dance at La Sierra High School on October 10, 2014.

Fiscal Impact: \$3,593.00 (Capital Outlay)

- l. Ratify US Bank Cal-Card: Board ratification is requested for the 2014-2015 US Bank Cal-Card. This purchasing card will be used as an alternative method to obtain nonstandard items and supplies when using a purchase order is not viable because of time constraints or non-acceptance by vendors.

Fiscal Impact: \$71,700.00 (General Fund/Unrestricted)

- m. Ratify Contract Lifetouch National School Studios, Inc. – Various School Sites: Board ratification is requested for a contract between Lifetouch National School Studios, Inc. and various Alvord Unified School District school sites for portraits of students and staff during the 2014-2015 school year. This item will become an annual request for approval to ensure that appropriate insurance policies are in place for the protection of students, staff and District property.

Fiscal Impact: None

- n. Adopt Proclamation – University of California Cooperative Extension Nutrition, Family and Consumer Sciences Program: Board approval is requested for adoption of a Proclamation recognizing and honoring the University of California Cooperative Extension's November 12, 2014, Centennial Celebration, marking 100 years of science and service in California and 97 years in Riverside County. This Proclamation reaffirms the continuing partnership between Alvord Unified School District and the University of California to promote nutritious and active lifestyles for Alvord students and families.

Fiscal Impact: None

- o. Award Contract – Universal Asphalt Company, Inc. – Orrenmaa, Terrace and Twinhill Elementary Schools: Board approval is requested to award a contract between Universal Asphalt Company, Inc. and Alvord Unified School District for sealing and re-striping of playgrounds at Orrenmaa, Terrace and Twinhill elementary schools. This work will be performed over the Thanksgiving break.

Fiscal Impact: \$42,463.00 (General Fund/Unrestricted)

- p. Award Contract – Athletic Field Specialists – Norte Vista High School: Board approval is requested to award a contract between Athletic Field Specialists and Alvord Unified School District to repair the existing irrigation system at Norte Vista High School's varsity baseball field.

Fiscal Impact: \$42,000.00 (Capital Outlay)

- q. Approve Contract – BearCom – La Sierra High School and the District Office: Board approval is requested for a contract between BearCom and Alvord Unified School District for the purchase and installation of two radio repeaters at La Sierra High School and the District Office.

Fiscal Impact \$5,161.57 (Capital Outlay)

- r. Approve Notice of Completion – Champion Hardwood Floors – La Sierra High School: Board approval is requested to file a Notice of Completion for Champion Hardwood Floors for the completion of a contract to repair the gymnasium floor at La Sierra High School.

Fiscal Impact: None

Human Resources Development

- s. Approve Personnel Order No. 7-2014-2015: Board approval of Personnel Order No. 7 is requested.
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- t. Approve Addition of One Full-Time Speech/Language/Hearing Specialist Position – Special Education Department: Board approval is requested for the addition of one full-time Speech/Language/Hearing Specialist position for the Special Education Department to alleviate caseloads.

Fiscal Impact: \$106,524.62 (General Fund/Restricted – Special Education)

- u. Approve Addition of One Full-Time Elementary Teacher Position – Lake Hills Elementary School: Board approval is requested for the addition of one full-time elementary teaching position for Lake Hills Elementary School.

Fiscal Impact: \$100,051.54 (General Fund/Unrestricted)

- v. Approve Addition of One Food Service Worker II Position – Child Nutrition Services: Board approval is requested for the addition of one 4.0-hour, 10-month Food Service Worker II position for Child Nutrition Services. The increased enrollment at Hillcrest High School for the 2014-2015 school year requires this additional Food Service Worker II position.

Fiscal Impact: \$14,536.34 (Cafeteria Fund)

- w. Approve Addition of Two Food Service Worker I Positions – Child Nutrition Services: Board approval is requested for the addition of two 3.0-hour, 10-month Food Service Worker I positions for Child Nutrition Services. The increased enrollment at Hillcrest High School for the 2014-2015 school year requires these additional Food Service Worker I positions.

Fiscal Impact: \$17,161.10 (Cafeteria Fund)

- x. Approve Reclassification of One Clerk Typist II Position to Bilingual Clerk Typist II Position – Student Services: Board approval is requested for the reclassification of one Clerk Typist II position to Bilingual Clerk Typist II position in the Student Services Office.

Fiscal Impact: \$2,631.56 (General Fund/Unrestricted)

Instructional Support Services

- y. Ratify Riverside County Superintendent of Schools Contract No. IN-9154: Board ratification is requested for a contract with the Riverside County Superintendent of Schools for a Career Technical Education instructor services from November 1, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$4,104.25 (General Fund/Restricted – California Partnership Academy – Clean & Green)

- z. Ratify Riverside County Superintendent of Schools Contract No. IN-9156: Board ratification is requested for a contract with the Riverside County Superintendent of Schools for Career Technical Education Business Academy instructor services from October 1, 2014 through June 30, 2015.

Fiscal Impact: \$2,079.08 (General Fund/Restricted – California Partnership Academy – Business Academy)

- aa. Approve Overnight Trip to the Camp Highland Outdoor Science School – Myra Linn Elementary School: Board approval is requested for forty students and two chaperones to attend the Camp Highland Outdoor Science School on January 27-30, 2015, in Highland, California. This will be the first time Myra Linn has participated in the Outdoor Science School.

Fiscal Impact: \$11,400.00 (Student Fundraiser)

- bb. Approve Overnight Trip to the Thousand Pines Outdoor Science Camp – Orrenmaa Elementary School: Board approval is requested for sixty students and two chaperones to attend the Thousand Pines Outdoor School on November 18-21, 2014, in Crestline, California. Orrenmaa has participated in the Outdoor Science Camp for the past four years.

Fiscal Impact: \$13,200.00 (Student Fundraiser)

- cc. Approve Professional Services Agreement – Sun City Vision Clinic: Board approval is requested for a professional services agreement between Sun City Vision Clinic and Alvord Unified School District to provide Independent Educational Evaluations including eye exam, evaluation, Individualized Education Program (IEP) consultation and report and vision therapy sessions as required by students’ IEP from November 10, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$5,000.00 (General Fund/Restricted – Special Education)

- dd. Approve Professional Services Agreement – INVO HealthCare Associates: Board approval is requested for a professional services agreement between INVO HealthCare Associates and Alvord Unified School District for speech and language pathologist services and assessments for special needs students as required by the Individualized Education Program (IEP) from November 10, 2014 through June 30, 2015.

Fiscal Impact: Not to exceed \$80,000.00 (General Fund/Restricted – Special Education)

- ee. Approve Riverside County Superintendent of Schools Contract No. IN-9134: Board approval is requested for a contract with the Riverside County Superintendent of Schools for two full-day principal workshops to support the advancing Principal Leadership in Urban Schools (A-PLUS) program provided by the National Center for Urban School Transformation (NCUST) during the 2014-2015 school year.

Fiscal Impact: \$3,000.00 (General Fund/Restricted – Title I Professional Development)

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 Cases #2014-15-06, 07, 08, 09 and 18
 2. Special Education Mediation Agreement
 - a. Special Education Mediation Agreement #2014-15-01
 3. Physical Education Exemption
 - a. Case #PE-14-15-02
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Board of Education/Superintendent

8. Set Annual Organizational Meeting of Governing Board: In accordance with the Education Code, the Governing Board of each school district shall hold an Annual Organizational Meeting. This year, the Annual Meeting must be held between December 5 and December 19, 2014. Alvord Unified School District is required to notify the Riverside County Superintendent of Schools on or before November 26, 2014, of the day, time and place of the Annual Organizational Meeting. It is recommended that the regularly scheduled meeting on December 11, 2014, be established as the Annual Organizational Meeting.

Fiscal Impact: None

Business Services

9. Award Contract – Frontline Technologies: Board approval is requested to award a contract between Frontline Technologies and the Alvord Unified School District for the purchase of the VeriTime online tool that will replace the current paper collection of employee timesheets. The fiscal impact consists of a one-time start-up fee of \$9,500.00 and an annual subscription cost of \$33,750.00 based on 1,800 employees and 300 substitutes.

Fiscal Impact: \$43,250.00 (General Fund/Unrestricted)

Human Resources Development

10. Review Proposed Revisions to Article 4 (Series 4000) Board Policies and Administrative Regulations Entitled “Personnel”: The Board of Education will review proposed revisions to the 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.
- E 4112.62; 4212.62; 4312.62 Maintenance of Criminal Offender Records
 - BP 4112.8; 4212.8; 4312.8 Employment of Relatives
 - BP 4113 Assignment

Fiscal Impact: None

Instructional Support Services

11. Review Proposed Revisions to Board Policies and Administrative Regulations: The Board of Education will review 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 0410 Nondiscrimination in District Programs and Activities
 - AR 5141.4 Child Abuse Prevention and Reporting
 - BP/AR 5141.21 Administering Medication and Monitoring Health Conditions
 - BP/AR 5145.3 Nondiscrimination/Harassment
 - BP 5146 Married/Pregnant/Parenting Students
 - AR 6145.2 Athletic Competition
 - AR 6159.4 Behavioral Intervention for Special Education Students
 - AR 6164.6 Identification and Education Under Section 504

Fiscal Impact: None

DISCUSSION/INFORMATION ITEMS

Instructional Support Services

12. District English Learner Advisory Committee Minutes: The District English Learner Advisory Committee minutes from September 24, 2014, are available for review.
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13. Summary of Conferences and Trainings: The attached list of conferences and trainings was approved by staff.

**BOARD OF EDUCATION/ SUPERINTENDENT COMMENTS
ADJOURNMENT**

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

November 20, 2014

December 11, 2014

2015 Proposed Regular Board Meeting Dates ~ Open Session 7:00 p.m.

January 15, 2015

February 5 and 19, 2015

March 5 and 19, 2015

April 16, 2015

May 7 and 21, 2015

June 4 and 25, 2015

July 16, 2015

August 13, 2015

September 3 and 17, 2015

October 1 and 15, 2015

November 5 and 19, 2015

December 10, 2015