#### ALVORD UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING

New District Office Board Room 9 KPC Parkway, Corona, CA 92879

Thursday, January 12, 2017

Teleconference Location: 2911 Everwood Drive, Riverside, CA 92503

<u>Mission Statement ~ All students will attain lifelong success through a system distinguished by:</u>

Professional development that promotes quality teaching and learning.

#### 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. <u>CALL TO ORDER:</u> **4:00 p.m.** Art Kaspereen, Jr., President
- 2. <u>Establishment of Quorum:</u> A quorum is expected with Mr. Art Kaspereen, Jr., Mrs. Julie A. Moreno, Mr. Robert Schwandt, Mrs. Carolyn M. Wilson and Mr. Joseph J. Barragan 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 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 prohibits 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 #2016-17-15 and 16
  - b. Recommendation to Reinstate Expulsion Case #2015-16-78
- 2. Public Employee Discipline/Dismissal/Release/Reassignment
  - a. Certificated
  - b. Classified
  - c. Management/Administration

### 3. Public Employee Appointment

a. Elementary Assistant Principal

#### 4. Conference with Labor Negotiator

Agency Negotiators: Kirk Skorpanich and Susana Lopez

**Employee Organizations:** 

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

#### 5. Conference with Real Property Negotiators:

a. Property: 9 KPC Parkway, Corona, CA

Agency Negotiators: Dr. Sid Salazar, Kevin Emenaker, and Brian W. Smith

Negotiating Party: KPC Summit LLC

Under Negotiations: Infrastructure and Lease Agreement

#### 6. Liability Claims

- a. Claim No. 15-16-100
- b. Claim No. 16-17-1000

#### **RECONVENE TO PUBLIC SESSION**

#### INTRODUCTORY PROCEDURES

1. <u>Call to Order and Welcome:</u> **7:00 p.m.** – Art Kaspereen, Jr., 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. <u>Pledge of Allegiance:</u> Board, staff and audience.
- 3. <u>Approve Minutes</u>: Board approval is requested for the <u>Minutes of the Regular Board Meeting of December 8, 2016</u>, and the <u>Minutes of the Special Board Meeting of December 22, 2016</u>.
- 4. <u>Ward 6 Update:</u> Councilman Jim Perry will provide an update on recent activities and accomplishments taking place in Ward 6.

#### 5. <u>Special Recognitions:</u>

a. <u>Student of the Month:</u> Arlanza Elementary School is proud to recognize **Bryan Torres** as the Alvord Unified School District Student of the Month for January 2017.

Bryan Torres is an up and coming student leader at Arlanza. His teacher describes Bryan as a joy to have in the classroom and his enthusiasm and colorful nature is very contagious. Bryan has worked hard at his studies and it has shown. He currently is being reclassified fluent English proficient. He is earning the respect of his peers as he's always looked up to in the classroom. Bryan has a bright future and the sky is the limit for him. Bryan's teachers are very proud of what he has accomplished.

It is a great pleasure to honor **Bryan Torres** as the Alvord Unified School District Student of the Month for January 2017.

b. <u>Certificated Employee of the Month:</u> Arlanza Elementary School is proud to recognize **Kelly Herrera** as the Alvord Unified School District Certificated Employee of the Month for January 2017.

Kelly Herrera is a hardworking, dedicated educator. Her commitment to the students of Arlanza and Alvord is admirable. Kelly has worked as second grade teacher at Arlanza for the last four years. During her time at Arlanza she has become an integral part of the second grade team, the Arlanza family, and the Alvord community. Kelly was a member of the District Curriculum Review Team (CRT) where she worked with other second grade teachers to improve the units of study. Additionally, she has also served as grade level lead for second grade. Currently, she serves as a member of the District's Literacy Team, where she ensures that the voice and needs of Arlanza students are heard. She is an advocate for her students, working tirelessly to make sure that their basic, academic, social, and emotional needs are met. She is an integral part of the Arlanza family.

It is a great pleasure to honor **Kelly Herrera** as the Alvord Unified School District Certificated Employee of the Month for January 2017.

c. <u>Classified Employee of the Month</u>: Arlanza Elementary School is proud to recognize **Michelle Gianella** as the Alvord Unified School District Classified Employee of the Month for January 2017.

Michelle Gianella is a champion for kids, doing whatever it takes to help them succeed. She began working at Arlanza this August and has already built strong relationships with students and families. She naturally gravitates toward students who need extra support and encouragement. In addition to fulfilling her role as a campus supervisor, Michelle was integral in launching the fresh fruit and vegetable program, which serves fresh, snack size portions of fruits and vegetables to students during recess. This is only one example of how Michelle goes above and beyond in service of students at Arlanza. Her vibrant personality and loving demeanor are assets to students, staff, and the school community as a whole.

It is a great pleasure to honor **Michelle Gianella** as the Alvord Unified School District Classified Employee of the Month for January 2017.

d. <u>Volunteer of the Month</u>: Arlanza Elementary School is proud to recognize **Evelyn**Martinez as the Alvord Unified School District Volunteer of the Month for January 2017.

Evelyn Martinez is an Arlanza parent of a kindergartener and third grader. She has served tirelessly in all parent involvement roles on campus, including PTA, ELAC, Parent University and any community event the school hosts. She is *the* parent that encourages other parents to participate and be involved in homeschool partnerships. She is a humble, loving, and caring individual who sacrifices her personal time to ensure that others are cared for and included. Perhaps what best illustrates Evelyn's commitment is her recent involvement in organizing Arlanza's Santa's shop, all while 9 months pregnant. She does all of this and expects nothing in return. Students, teachers, and parents all benefit from her dedication.

It is a great pleasure to honor **Evelyn Martinez** as the Alvord Unified School District Volunteer of the Month for January 2017.

- e. Norte Vista High School Eric Melesio Varsity Football Record Holder: The Board of Education will recognize and congratulate Eric Melesio, Norte Vista High School senior, #15 on the Varsity Football Team and a star athlete who has accomplished the following:
  - ➤ Leads the nation in rushing with 4459 yards, only 3 other people in the history of high school football have had better seasons,
  - ➤ The 4<sup>th</sup> All Time rusher, in the history of high school football Nationally!
  - > Led the nation in touchdowns with 56,
  - ➤ Led the nation in scoring with 340 points,
  - Led the nation in number of carries with 478,
  - ➤ Ran 563 yards in one game, placing him 2<sup>nd</sup> in All Time for a single game.
  - > CIF Player of the Year,
  - ➤ River Valley League Most Valuable Player (MVP), and
  - ➤ Eric will represent Riverside County in the 32<sup>nd</sup> Inland Empire Classic as an All Star First Team Player!

#### **STUDENT REPRESENTATIVES**

The Board of Education welcomes the 2016-2017 Student Representatives as follows:

#### **PRESENTATION**

#### Teaching, Learning and Professional Development

6. <u>Alvord Unified School District's Professional Development Plan – Equity and Literacy</u>: Staff will present an update on the Literacy Plan and the Professional Development Plan (DPDP) for teachers.

#### **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**

**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 7.a. – 7.w.

### **Board of Education/Superintendent**

- a. Accept Gifts/Donations/Grants:
  - 1) The Alvord Educational Foundation awarded the following Enrichment Grants:

• Twinhill Elementary School: 5 <sup>th</sup> Grade Study trip	\$1,000.00
◆ Loma Vista Middle School:	
◆ Student Garden	\$338.00
<ul> <li>History/Science DVD's</li> </ul>	\$300.00
<ul><li>◆ Library DVD's</li></ul>	\$275.00
◆ELA Audio Books	\$209.00
◆ Norte Vista High School:	
<ul> <li>ASB Wrestling Club – Varsity warm-up jackets</li> </ul>	\$500.00
<ul> <li>Mathematics Dept. – for HP Prime Graphing</li> </ul>	\$500.00
Calculators	
<ul> <li>Softball Program – for Armband Program</li> </ul>	\$275.00

- 2) Lifetouch National Schools Studios donated funds to the following sites:
  - ◆ Valley View Elementary School \$449.44◆ Villegas Middle School \$798.85
- 3) Safe Routes to School National donated \$250.00 to Loma Vista Middle School in support of the Wellness Policy.

- 4) William Higgins donated \$20.00 to Villegas Middle School to assist with Choir Performance expenses.
- 5) Kountry Folks Homestyle Restaurant donated food valued at \$50.00 to Alvord High School in support of their Thanksgiving Feast.
- 6) The following organizations and individual donated funds to La Sierra High School:
  - ◆ Riverside Police Foundation ASB Band to sponsor the \$1,500.00 Band Program
  - ◆ Chipotle Mecha fundraising event \$350.00
  - ◆ Susan Pascual Walton ASB Cheer on behalf of Jaelyn \$50.00 Hendrix for Cheer supplies and activities
- 7) Valley Cities Gonzales Fence, Inc. donated \$150.00 to Norte Vista High School's ASB Wrestling to assist with the 2016-2017 season expenses and supplies.

#### **Business Services**

b. <u>Ratify Purchase Order List Number 10-2016-2017:</u> Board ratification is requested for Purchase Order List Number 10 for the period of November 18, 2016 through December 18, 2016, as follows:

Number of District Purchase Orders submitted is 194:

- #B1004388 #B1004393
- #P2047204 #P2047391

Fiscal Impact: \$375,524.17 (Various Funds)

c. <u>Amend Contract – Digital Electric, Inc. – District-Wide:</u> Board approval is requested to amend the contract between Digital Electric, Inc. and Alvord Unified School District, by increasing the dollar amount in order to perform general electrical repairs on an as needed basis throughout the District, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: Not to exceed \$20,000.00 (General Fund/Restricted – Maintenance)

d. <u>Amend Professional Services Agreement – River City Testing – Group C Modernizations – Various Sites:</u> Board approval is requested to amend the professional services agreement between River City Testing and Alvord Unified School District, to provide Laboratory Testing and Inspection Services for Group C Modernizations at Arlanza, Foothill and McAuliffe elementary schools; Arizona Middle School and La Sierra High School, effective January 13, 2017 through June 30, 2018.

Fiscal Impact: Not to exceed \$10,000.00 (Measure H Bond Fund)

#### e. <u>Accept Warrants:</u>

Warrant Date	Warrant Register	<u>Amount</u>
11/17/16	14498744-14498808	\$260,142.19
11/18/16	14499840-14499896	782,084.69
11/21/16	14501124-14501158	43,120.33
11/22/16	14502350-14502399	78,959.35
11/23/16	14502981-14503001	46,558.72
11/28/16	14503926-14503970	64,254.42
11/29/16	14506482-14506576	87,095.99
11/30/16	14508051-14508089	37,801.97
12/1/16	14509750-14509813	108,355.76
12/2/16	14511079-14511119	158,870.14
12/5/16	14511733-14511785	765,512.90
12/6/16	14513272-14513326	115,978.22
12/7/16	14514681-14514712	28,888.72
12/8/16	14515950-14516021	750,054.19
12/9/16	14517167-14517189	328,361.81
12/12/16	14518548-14518594	746,037.82
12/13/16	14520526-14520599	<u>191,605.66</u>
	Total:	\$4,593,682.88

f. Approve Professional Services Agreement – California School Inspections (CSI), LLC – District-Wide: Board approval is requested for a professional services agreement between California School Inspections (CSI), LLC and Alvord Unified School District, for inspections of each school facility in the District, for the State of California Facility Inspection Tool (F.I.T.) Reports, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: \$8,855.00 (General Fund/Restricted – Maintenance)

Approve Professional Services Agreement – Cyberobics Fitness Repair – Loma g. Vista Middle School: Board approval is requested for a professional services agreement between Cyberobics Fitness Repair and Alvord Unified School District, to perform preventative maintenance on fitness equipment at Loma Vista Middle School, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: \$1,750.00 (ASB Funds)

h. Award Contract – Riv-Or Counties Pump Co., Inc. – Stokoe Elementary School: Board approval is requested to award a contract between Riv-Or Counties Pump Co., Inc. and Alvord Unified School District, to repair the irrigation pump at Stokoe Elementary School, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: \$1,329.00 (General Fund/Restricted – Maintenance)

#### **Human Resources Development**

- i. Approve Personnel Order No. 10-2016-2017: Board approval of Personnel Order No. 10 is requested.
- Approve Revised Job Description Director II, Integrated Technology: Board j. approval is requested for a revised job description entitled "Director II, Integrated Technology."

Fiscal Impact: None

Approve Revised Management Salary Schedule: Board approval is requested to k. revise the Management Salary Schedule to reflect an additional classification in the Classified section.

Fiscal Impact: None

1. Approve Increase in Work-Year for Three Pre-School Special Education Assistant Positions: Board approval is requested to increase the work-year for three Pre-School Special Education Assistant positions from a 148-day work-year

Fiscal Impact: \$19,832.55 (General Fund/Restricted – Special Education)

to a 183-day work-year.

m. <u>Approve Professional Services Agreement – Scantron Corporation:</u> Board approval is requested for a professional services agreement between Scantron Corporation and Alvord Unified School District, to provide services to the Human Resources Development Department, effective January 2017 through January 2018.

Fiscal Impact: \$617.00 (General Fund/Unrestricted)

n. <u>Approve Student Teacher Agreement – University of Southern California and 2U, Inc.</u>: Board approval is requested for a Student Teacher Agreement between the University of Southern California and 2U, Inc. and Alvord Unified School District, effective January 13, 2017 through June 30, 2020.

Fiscal Impact: None

#### Teaching, Learning and Professional Development

o. <u>Ratify Professional Services Agreement – 3screens – Terrace Elementary School:</u>
Board approval is requested for a professional services agreement between 3screens and Alvord Unified School District, to provide a Character Education Assembly at Terrace Elementary School, on January 12, 2017.

Fiscal Impact: \$625.00 (General Fund/Unrestricted)

p. <u>Amend Contract IN-20186 – Riverside County Superintendent of Schools:</u> Board approval is requested to amend Contract No. IN-20186 between the Riverside County Superintendent of Schools and Alvord Unified School District, for Health Academy teacher services for the 2016-2017 school year.

Fiscal Impact: Increase of \$1,150.47 (General Fund/Restricted – California Partnership Academy Grant)

q. <u>Amend Professional Services Agreement – Amanda Tabora:</u> Board approval is requested to amend the professional services agreement between Amanda Tabora and Alvord Unified School District, by increasing the fiscal impact to cover costs associated with assisting in the implementation of the Elementary Music Program for the 2016-2017 school year.

Fiscal Impact: Increase not to exceed \$2,000.00 (General Fund/Unrestricted)

r. <u>Approve Overnight Trip to California OutDoor Education and Science (C.O.D.E.S.) School – Foothill Elementary School</u>: Board approval is requested for a maximum of 60 students and 4 chaperones to attend the California OutDoor Education and Science School on May 16-19, 2017, at Mile High Pines in Angelus Oaks, California.

Fiscal Impact: Not to exceed \$13,800.00 (Student Fundraiser)

s. <u>Approve Overnight Trip to the Girls' Wrestling State Tournament – Hillcrest High School:</u> Board approval is requested for ten students and two chaperones from Hillcrest High School to attend the Girls' Wrestling State Tournament on February 23-25, 2017, at the Visalia Convention Center in Visalia, California.

Fiscal Impact: Not to exceed \$1,200.00 (ASB Girls' Wrestling)

t. <u>Approve Overnight Trip to the 2017 California State Trade Show – La Sierra High School:</u> Board approval is requested for twenty-four students and two chaperones to attend the 2017 California State Trade Show on January 18-19, 2017, in Bakersfield, California.

Fiscal Impact: \$5,394.00 (General Fund/Restricted – International Business Academy - \$3,288.00; Student Fundraiser - \$2,106.00)

u. <u>Approve Overnight Trip to the Future Farmers of America Annual Riverside</u>
<u>County Fair and National Date Festival – Norte Vista High School:</u> Board approval is requested for fifty students and four chaperones from Norte Vista High School to attend the Future Farmers of America Annual Riverside County Fair and National Date Festival on February 17-26, 2017, in Indio, California.

Fiscal Impact: Not to exceed \$3,785.00 (General Fund/Restricted – Agriculture Incentive Grant)

v. <u>Approve Professional Services Agreement – Carolyn E. Wylie Center:</u> Board approval is requested for a professional services agreement between Carolyn E. Wylie Center for Children, Youth and Families and Alvord Unified School District, to provide the Positive Parenting Program in collaboration with the Parent Engagement Office, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: \$2,240.00 (General Fund/Restricted – Local Education Agency Collaborative)

- w. <u>Approve 2017-2018 New Middle School Courses:</u> Board approval is requested for the following new middle school courses beginning with the 2017-2018 school year:
  - ➤ Green STEM Venture: Exploring the Biological Fields of Ecology and Environmental Science
  - ➤ Math 7 with Computing and Robotics
  - ➤ Math 8 with Computing and Robotics

Fiscal Impact: None

#### **SEPARATE ACTION ITEMS**

- 8. <u>Action Taken In Closed Session</u>: The Board Clerk, will report on any actions taken by the Board following consideration in Closed Session.
  - 1. Student Disciplinary Actions
    - a. Expulsion Cases #2016-17-15 and 16
    - b. Recommendation to Reinstate Expulsion Case #2015-16-78
  - 2. Public Employee Discipline/Dismissal/Release/Reassignment
  - 3. Public Employee Appointment
  - 4. Liability Claims
    - a. Claim No. 15-16-100
    - b. Claim No. 16-17-1000

#### Board of Education/Superintendent

- 9. 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/AR 1312.3 Uniform Complaint Procedures
  - ➤ BP/AR 3230 Federal Grant Funds
  - ➤ AR 3440 Inventories
  - > AR 3460 Financial Reports and Accountability
  - ➤ AR 3512 Equipment
  - ➤ BP/AR 5145.3 Nondiscrimination/Harassment
  - ➤ BP/AR 5145.7 Sexual Harassment
  - ➤ BB 9240 Board Training
  - ➤ BB 9323 Meeting Conduct

Fiscal Impact: None

### **Business Services**

10. <u>Ratify Professional Services Agreement – Davis Demographics & Planning, Inc. – District-Wide:</u> Board ratification is requested for the professional services agreement between Davis Demographics & Planning, Inc. and Alvord Unified School District. Approval of this item will allow the District to activate the Professional Services Agreement Extension Option for an additional 3 years, at a significantly reduced rate, for consulting services to include demographic analysis, enrollment forecasting, software service (School Locator) and other services as required throughout the District, effective July 1, 2016 through June 30, 2019.

Fiscal Impact: Not to exceed \$21,930.00 per year (\$65,790.00 Total for 3-Years – Capital Facilities)

11. <u>Amend Access Agreement – T-Mobile West Tower LLC – Arizona Middle School:</u>
Board approval is requested to amend the Access Agreement between T-Mobile West Tower LLC and Alvord Unified School District, for the purpose of conducting a Phase II environmental investigation with the approved Site License Premises, effective January 13, 2017 through June 30, 2017.

Fiscal Impact: \$8,000.00 (Revenue – General Fund/Unrestricted)

12. <u>Adopt Annual Resolution No. 22 – Annual and Five-Year Report – Fiscal Year 2015-2016:</u> Board approval is requested for adoption of Resolution No. 22 – Annual and Five-Year Report for Fiscal Year 2015-2016.

Fiscal Impact: None

13. Adopt Resolution No. 23 – Authorizing Agents for the Electronic Transfer of Funds:
Board approval is requested for adoption of Resolution No. 23 authorizing the Assistant
Superintendent of Business Services or the Director of Fiscal Services to issue written
directions to the Riverside County Office of Education to electronically transfer funds.

Fiscal Impact: None

14. <u>Approve Membership – Citizens' Oversight Committee (COC):</u> Board approval is requested to appoint two additional members to the Citizens' Oversight Committee (COC), to review expenditures of Measure H and Measure W Bond Funds for a term of two years, effective January 13, 2017 through January 13, 2019.

Fiscal Impact: None

15. <u>Review 2015-2016 Annual Audit Report</u>: Pursuant to Education Code Section 41020.3 the Governing Board will review the 2015-2016 Audit Report.

Fiscal Impact: None

### Teaching, Learning and Professional Development

16. Approve Professional Development – Literacy and Equity – California Teachers' Association: Board approval is requested for four days of Professional Development on Literacy and Equity, provided by qualified California Teachers' Association teachers, for Alvord Unified School District teachers, effective January 24, 2017 through May 16, 2017.

Fiscal Impact: Not to exceed \$8,500.00 (General Fund/Restricted – Educator Effectiveness Fund)

#### **DISCUSSION/INFORMATION ITEMS**

#### **Business Services**

- 17. Average Daily Attendance Report: Receive Average Daily Attendance (ADA) Report for attendance period ending November 18, 2016. The District's ADA through November 18, 2016 (attendance month four) is 18,389. For this same period in the prior year (2015-16) the District's cumulative ADA was 18,637. This represents a 248 ADA decline in 2016-2017 as compared to 2015-16.
- 18. <u>Financial Report:</u> Receive Report of Receipts for November 15, 2016 through December 7, 2016, in the amount of \$367,150.67. This amount includes routine deposits such as facility rentals, field trip reimbursements, health and welfare contributions as well as donations and grants.

#### Teaching, Learning and Professional Development

19. <u>Review District Parent Advisory Committee Minutes:</u> The District Parent Advisory Committee Minutes of October 26, 2016, are available for review.

# BOARD OF EDUCATION/ SUPERINTENDENT COMMENTS ADJOURNMENT

### 2017 Board Meeting Dates ~ Open Session 7:00 p.m.

February 9, 2017
March 2 and 16, 2017
April 20, 2017
May 4 and 18, 2017
June 8 and 22, 2017
July 13, 2016
August 17, 2017
September 7 and 21, 2017
October 5 and 19, 2017
November 2 and 16, 2017
December 14, 2017