

WESTSIDE UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
HILLVIEW MIDDLE SCHOOL

January 16, 2018

Mission Statement: Recognizing the exceptionalism of every child, the mission of Westside Union School District is to educate all students to universally high levels of academic competence. We are committed to comprehensive systems of instructional delivery that include research-based best practices to assure this outcome by “pointing the way, providing the path” to success.

Vision Statement: Our vision is to graduate students who have acquired the knowledge, skills and attitudes necessary to achieve significant career, educational, civic and personal goals, which will enrich our society as positive role models and responsible citizens.

5:00 p.m. – Regular Session

Adjourned to Closed Session

6:00 p.m. – Reconvene to Regular Session

CALL TO ORDER _____ p.m.

I. OPEN SESSION _____ p.m.

- A. Flag Salute
- B. Roll Call

BOARD OF TRUSTEES

John Curiel	_____
Patricia Shaw	_____
Linda Jones	_____
Jennifer Navarro	_____
Steve DeMarzio	_____

SUPERINTENDENT

Regina Rossall	_____
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II. ITEMS FROM THE FLOOR

Please submit a yellow “Request To Speak To The Board of Trustees” in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This portion of the agenda is for presentations to the Board regarding closed session items only. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

III. CLOSED SESSION

Moved by _____ Seconded by _____

Ayes: _____ Noes: _____ Abstain: _____

Opened: _____ Closed: _____

- a. Conference with Labor Negotiators (Gov’t Code §54957.6)
- b. Existing/Anticipated/Pending Litigation (Gov’t Code §54956.9)
1 Claim
- c. Conference with Real Property Negotiator
- d. Public Employee Discipline/Dismissal/Release/Appointment (Gov’t Code §54957)

- e. Pupil Personnel (Ed Code 35146 and 48918)
1 Case

IV. RECONVENE TO OPEN SESSION AT _____ p.m.

V. REPORT OF CLOSED SESSION ACTION

VI. PRESENTATIONS

- A. Esperanza Site and Employee Recognitions
- B. Doctoral Program – Reyna Smith
- C. 2016-17 Audited Financial Statement

VII. HEARING SESSION/STAFF REPORTS

- A. Board Comments
- B. Staff Reports
 - 1. Assistant Superintendent Administrative Services
 - 2. Assistant Superintendent Educational Services
 - 3. Deputy Superintendent
 - 4. Superintendent

VIII. PERSONAL APPEARANCES

- A. Westside Union Teachers Association Representatives
- B. California School Employees Association Representatives
- C. Parent Teacher Association Representatives
- D. West Antelope Valley Educational Foundation Representatives

IX. ITEMS FROM THE FLOOR

Please submit a yellow “Request To Speak To The Board of Trustees” in the folder on the exhibit table for agenda and non-agenda items to the Secretary of the Board prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, no more than twenty (20) minutes on the same subject. This is not a question and answer period where the Board enters into dialogue. Testimony is not protected from damage claims for libel. Public Charges or allegations may result in legal action being brought by those individuals. If you have questions for the Board, please provide the Board President with a copy and an administrator will provide answers at a later date.

X. PUBLIC HEARING

None

XI. BUSINESS SESSION

A. Organizational/Governance

1. Agenda

Item 1

Goal #

Moved by _____ Seconded by _____

To approve the Agenda of the Regular Meeting of
January 16, 2018

Ayes: _____ Noes: _____ Abstain: _____

Actions proposed for the Consent Calendar, are items with adopted policies and approved practices of the District and are deemed routine in nature. They will be acted upon in one motion, without discussions, unless members of the Board request an item's removal. The item will then be removed from the motion to approve and after the approval of the consent agenda the item(s) will be heard.

Items 2a -2h Goal #

2. Consent
 - a. Minutes of the Regular Meeting on December 12, 2017
 - b. Fundraising Authorizations
 - c. Gifts to the District
 - d. Personnel Report
 - e. Purchase Orders
 - f. Consultant/Contract Schedule
 - g. Conference/Workshop Schedule
 - h. Obsolete Item Disposal List

Moved by _____ Seconded by _____

Approval of the Consent Items as presented.

Ayes: _____ Noes: _____ Abstain: _____

3. California Teacher Induction Program Item 3

Moved by _____ Seconded by _____

Approval of the California Teacher Induction Program

Ayes: _____ Noes: _____ Abstain: _____

4. Discussion Item Item 4
 - Governance

B. Educational Services

5. Site Plans: Item 5
 - Del Sur
 - Valley View

Moved by _____ Seconded by _____

Approval of Site Plans

Ayes: _____ Noes: _____ Abstain: _____

6. SUMS MTSS Grant Item 6

Moved by _____ Seconded by _____

Approval of the SUMS MTSS Grant

Ayes: _____ Noes: _____ Abstain: _____

7. Air Force Research Laboratory Grant Item 7 Goal #

Moved by _____ Seconded by _____

Approval of the Air Force Research Laboratory Grant

Ayes: _____ Noes: _____ Abstain: _____

C. Personnel

8. Short Term Staffing Permits Item 8

Moved by _____ Seconded by _____

Approval of Short Term Staffing Permits

Ayes: _____ Noes: _____ Abstain: _____

9. Provisional Intern Permit Item 9

Moved by _____ Seconded by _____

Approval of the Provisional Intern Permit

Ayes: _____ Noes: _____ Abstain: _____

XII. INFORMATION SESSION

A. Items From The Floor – Continued

B. Dates to Remember:

1. Regular Meeting on February 6, 2018

2. Regular Meeting on February 20, 2018

C. Board Comments - Continued

XIII. NEW BUSINESS

Future Board Meeting Items

XIV. CLOSED SESSION - Continued

XV. RECONVENE TO OPEN SESSION at _____ p.m.

XVI. REPORT OF CLOSED SESSION ACTION

XVII. ADJOURNMENT

There being no further business to come before the Board, the regular meeting of January 16, 2018, is adjourned at _____ p.m. by the Board President.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Tonya Williams at (661) 722-0716. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting room.

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection on the District Web Site,

1-16-18

www.westside.k12.ca.us or in the District Office located at 41914 50th St. West, Quartz Hill, CA 93536 during normal business hours (8:00 a.m. – 4:00 p.m.).

Core Beliefs and Board Goals

2017-2018

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

- 1. WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES**
- 2. WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT**
- 3. WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL**

- ❧ A. Build the capacity of board and district staff in developing and monitoring data related to goals and priorities specifically in the area of cultural responsiveness and educational equity
- ❧ B. A key concern and priority for this governing board is improving the accuracy and consistency of grading which should measure what students know, as they play a crucial role in every aspect of students' academic lives and future lives as global citizens. Areas of concern are: 1) Grades reflect progressive and mastery of content. 2) They are predictable and understood by parents and third parties. 3) That non-academic factors are graded separately. 4) The system adopted is not overwhelming for teachers.

❖ Annual Report by Educational Services

- 4. WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE**

- ❧ A. Continue the Cottonwood Elementary School modernization
- ❧ B. Receive annual updates to the District's Facilities Master Plan while exploring and securing options to finance the plan.
- ❧ C. Continue to implement sustainable clean energy programs that promote the long-term well-being of both the District's finances and the environment.

❖ Annual Report by Business Services

- 5. WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY**
- 6. WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT**

2017-2018 Board Expectations

The District uses data to create a learning-oriented culture for both staff and students which defines success in terms of improvement and progress.

1. WE BELIEVE THAT OUR TEACHERS AND STAFF ARE OUR MOST VALUABLE ASSETS AND RESOURCES

EXPECTATIONS:

- a. Provide staff development to enable employees in a job classifications to maintain and improve their skills to meet stated goals of the Board to meet the needs of students. Continuously monitor and re-evaluate formula-driven staffing levels that adequately address student ratios and campus needs for all classifications of employees (classified, certificated, confidential, and administration)
- b. Maintain and monitor administrative training programs to enable existing staff to become administrators or to increase the skills of current administrators to assume increasing levels of responsibility in the future as well as immediately assisting with the reduction of attendance issues, traffic safety and student discipline at all school sites. Create programs that enable classified employees who want to become teachers to obtain the necessary information to do so, and work with the CSEA Board to make sure members know about contractual benefits available when taking college classes. As grants become available to help classified employees become teachers, apply for any for which the District is eligible.
- c. Provide ongoing recognition for school achievement, program development, i.e., California Gold Ribbon, Golden Bell, Employee of the Year, and Program Innovation: Joe Walker STEALTH, Gregg Anderson Academy, The IDEA Academy at Cottonwood, Westside Academy and Hillview 6th Grade Academy
- d. Continue a long-term plan to provide total compensation for all positions within the district that is competitive with the surrounding Antelope Valley elementary school districts
- e. Provide ongoing training to ensure a safe work place for all employees
- f. As funds are available revenues will be placed in a separate account to pay for long term post-employment benefits

- a. a, d & e - Annual Report by Human Resources
- b. b & c - Annual Report from Superintendent
- c. f - Annual Report by Business Services

2. WE OPERATE WITH TRANSPARENCY, TRUST AND INTEGRITY, GOVERNING IN A DIGNIFIED, PROFESSIONAL MANNER, TREATING EVERYONE WITH CIVILITY AND RESPECT

EXPECTATIONS

- a. Continue to improve the knowledge level of trustees through ongoing training, participation in political actions that influence improved funding and legislation for educational programs, and programs of independent study. All Board Members will attend the CSBA Annual Education Conference, with a report of sessions attended at a future Board Meeting, and receive a Masters in Governance certification
- b. The board will initiate the annual process for self-evaluation in June
- c. Annually set objectives to meet the goals of the district in June
- d. Continue to improve working relationship with employee unions to enable communications that enhance the overall well-being of the district including all employees
- e. A public-friendly version of the three major budget reports of the year shall be posted on the website

3. **WE ARE ABSOLUTELY COMMITTED TO PROVIDING A SAFE, DISTINGUISHED AND ENGAGING LEARNING ENVIRONMENT THAT ENSURES ALL STUDENTS LEARN TO THEIR HIGHEST POTENTIAL**

EXPECTATIONS:

- a. Staff will monitor comprehensive plans for improving student achievement including the Local Control Accountability Plan (LCAP) and the Comprehensive Safety Plans including the sections related to student discipline.
- b. All students will receive rigorous and effective instruction, support and intervention that afford equitable access to a high quality educational experience in an environment that nurtures critical thinking, communication, collaboration, creativity and social responsibility.
- c. Teachers will use research-based best practices to design and deliver instruction, which addresses the knowledge, concepts and skills outlined in the State Standards. Teachers will design lessons that actively engage the minds of all learners with that which is to be learned. Learning objectives that describe what students will be able to do successfully and independently at the end of each lesson will be clearly articulated. Formative assessment will be used to guide and inform instruction. Summative assessment will be used to measure student learning.
- d. Professional Development will be aligned to improve student outcomes. Data will be collected to substantiate growth in student achievement.

4. **WE ARE ABSOLUTELY COMMITTED TO PROVIDING THE NECESSARY FACILITIES TO MEET THE HOUSING AND EDUCATION NEEDS OF OUR CHANGING STUDENT POPULATION AND A VISION THAT PROMOTES AND SUPPORTS THEIR FUTURE**

EXPECTATION

- a. Monitor and maintain high-quality information technology systems throughout the District

5. **WE ARE FISCALLY TRUSTWORTHY AND DEDICATED TO RESPONSIBLE FINANCIAL ACCOUNTABILITY**

EXPECTATIONS:

- a. Continue to decrease encroachment of general funds by Special Education
- b. Continue to update and implement the adopted Technology Plan
- c. Continue to increase operational efficiency
- d. Citizens Oversight Committee will hold required meetings
- e. Set budget priorities based on the goals of the District
- f. Support and retain partnerships that have a mutual priority to maximize the available dollars for improving programs for students
- g. Maintain student Average Daily Attendance to exceed 96% percent.
- h. Senior Staff to hold twice-yearly fiscal status updates at employee work locations in order to educate and inform our stakeholders
- i. Maintain a financially responsible, positive District budget for the current year and two out years in order to preserve Westside's financial solvency, educational programs and the continued payment of employee salaries.

∞ g - Annual ADA Report by Business Services

∞ a, b, c, d, e, f, h & i - Budget Presentations by Business Services

6. **WE BELIEVE IN AND PROMOTE PARENT AND COMMUNITY INVOLVEMENT IN WESTSIDE UNION SCHOOL DISTRICT**

EXPECTATIONS:

- a. Continue to monitor and implement plans to increase communication and participation with parents regarding their children's education including the use of PowerSchool/PowerTeacher by all teachers.
- b. Implement plans to improve parent communication and participation with parents of all students.
- c. Explore ongoing efforts to increase communication with the community, utilizing methods that are cost effective.
- d. Strengthen partnerships with businesses, community organizations, and public agencies.
- e. Annually share the Board's goals and accomplishments with the stakeholders. Each school year will begin with a State of the District presentation by Superintendent and staff where maximum efforts are made to assure that the meeting is well-attended by the public.
- f. Create, administer and compile surveys for constituents that will generate data to measure district effectiveness to drive district decisions.
- g. Continue to explore means of obtaining input from stakeholders.
- h. Each Trustee will regularly attend community and school site events
- i. The Board will play an active role in promoting our district's image in the community and positive working relationships with all stakeholders.
- j. Keep public postings and communications current. Staff will monitor weekly.
Partner with parents and community to develop and implement school programs.

~ e - Posted on District Website

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Board Meeting Agenda

BACKGROUND:

The Board is requested to approve the Agenda for January 16, 2018.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Board Minutes

BACKGROUND:

The Board is requested to approve the Minutes of the Regular Meeting on December 12, 2017.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None associated with the approval of Board Minutes.

SUPERINTENDENT'S RECOMMENDATION:

Approval

WESTSIDE UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
MINUTES
December 12, 2017

I. CALL TO ORDER

At 5:00 p.m. John Curiel, President, called to order the Regular Board Meeting of the Westside Union School District Board of Trustees.

II. Flag Salute

Patricia K. Shaw, Vice President

III. ROLL CALL

John Curiel, President – Present

Patricia K. Shaw, Vice President - Present

Dr. Linda Jones, Clerk – Present

Jennifer Navarro, Member – Present (left at 8:00 a.m.)

Steven DeMarzio, Member – Present

SUPERINTENDENT

Regina Rossall – Present

IV. ITEMS FROM THE FLOOR

None

V. OTHERS PRESENT

Tricia Anne Weber, Anthony Kitsch, Rob Garza, Melvina Vail, Jeri Holmes, Pancho Gonzalez, Alix Oddo, Shelly Dearing, Lori Mann, Jody Reynolds, Nancy McKim, Debbie Rutkowski-Hines, Justin Hines, Charles Hines, Amy Brouwer, Gail Blaze, Shawn Tyson, Robin Kackley, Laura Duran, Elvia Valenzuela, Jennifer Slater-Sanchez, Deborah Haskin, Rebecca Davis, Robert Cho, Nicole Hernandez

VI. M18-95 - The motion was made by Patricia K. Shaw seconded by Steve DeMarzio and carried 5/0 to adjourn to closed session at 5:01 p.m. to consider:

- a. Conference with Labor Negotiators (Gov't Code §54957.6)
- b. Existing/Anticipated/Pending Litigation (Gov't Code §54956.9)
- c. Conference with Real Property Negotiator
- d. Public Employee Discipline/Dismissal/Release/Appointment Unrepresented Management (Gov't Code §54957)
- e. Pupil Personnel (Ed Code 35146 and 48918)

VII. RECONVENE TO OPEN SESSION at 6:00 p.m.

VIII. CLOSED SESSION ACTION

None

IX. PRESENTATIONS

- A. Research Survey, Doctoral Degree – Tricia Weber
- B. Research Project - Alix Oddo
- C. Retirees
- D. 1st Interim Report – Lisa Jehlicka
- E. CSBA Workshop Review – Trustees

- Jennifer Navarro & Patricia K. Shaw
 - Preparation for the Frist 100 Days
 - Closing the Achievement Gap with Technology: Virtual, Augmented and Mixed Reality
 - Community Partnerships that Impact Learning
 - California's New Accountability Dashboard: Are Your Students in the Red?
 - Customer Service: Learn How to Effectively Communicate Your Message
 - Breaking the Bond and Parcel Tax Myth
- Steve DeMarzio
 - Delegate Assembly Lunch – Presenter Alice Steinglass, President, code.org.
 - Google's Vision in Education – Presenter Jaime Casap, Education Chief Evangelist, Google
 - Fireside Chat with Jaime Casap
 - Discover a Little Disruptive Thinking for Student Achievement – Presenters Twin Rivers Unified and SIA
 - Breaking the Bond and Parcel Tax Myth – Presenter Burlingame SD
- Linda Jones
 - Golden Bell Awards
 - STEM Lab – Block Coding & Robotics Program (Acellus)
- John Curiel
 - Delegate Assembly
 - CLSBA Board of Directors
 - General Session – Presenter Wes Moore

X. HEARING SESSION/STAFF REPORTS

A. Board Comments:

Steve DeMarzio – In the State of California ethnicity for school age children breaks down as: Hispanic 65%, White 24%, Asian 8.9%, and African American 5.8%.

Technology will not replace teachers; they will have to become digital leaders.

Jennifer Navarro – Congratulations to all the retirees that were honored this evening.

Thank you, Lisa, for your presentation this evening. I would like to thank the District for providing the Board the opportunity to attend the CSBA Conference. Thank you to Gina for taking such good care of us at the conference.

Linda Jones - I would like to wish everyone a Merry Christmas and Happy New Year. I would like to be excused from the January 16, 2018, Board Meeting, as I will be recovering from surgery.

Patricia K. Shaw – I enjoyed the Golden Bell Awards. I would like to thank Matt Anderson and Justin Sowa for starting the VEX Robotics program at Joe Walker.

John Curiel – Congratulations to the retirees. I hope everyone enjoys their holidays. Congratulations to Matt Anderson and the Robotics team at Joe Walker.

B. Staff Reports

1. Assistant Superintendent Administrative Services – Shawn Cabey
 - a. Nothing at this time.
2. Assistant Superintendent Educational Services - Marguerite Johnson
 - a. Noting at this time.
3. Deputy Superintendent - Robert Hughes
 - a. We are cancelling the December 13, 2017, WAVE meeting.
 - b. The district lost some great employees through retirement this evening.
4. Superintendent – Regina Rossall

Mrs. Rossall reviewed the following items with the Trustees:

- a. I would like to thank the Board for their presentations on the CSEA conference workshops.
- b. I would like to wish everyone Happy Holidays.
- c. Report cards will go out on Friday, December 15, 2017.
- d. We have many Holiday programs going on at the school sites.
- e. Thanks again for all of your work, I appreciate all you do.
- f. The talent we are losing mid-year and at the end of this school year is big. A lot of long term employees will be leaving us.

XI. PERSONAL APPEARANCES

- XI. Westside Union Teachers Association Representative – Bob Dunham, President
- B. California School Employee Association Representative – Jeri Holmes, President
 - On behalf of CSEA I would like to wish each of you a Merry Christmas.
- C. Parent Teachers Association Representative
- D. WAVE Representative – Jennifer Navarro and Robert Hughes

XII. ITEMS FROM THE FLOOR - Continued

Anthony Kitch – New Grading System

XIII. PUBLIC HEARING

None

XIV. BUSINESS SESSION

- A. Organizational/Governance
 1. M18-96 - Item 1. Approval of the revised agenda of the Regular Board Meeting of December 12, 2017, as submitted. The motion was made by Steve DeMarzio seconded by Patricia K. Shaw and carried 4/0.
 2. M18-97 - Items 2a – 2h. The motion was made by Patricia K. Shaw seconded by Linda Jones and carried 4/0 to approve the consent agenda.
 - 2a Minutes of the Regular Meeting on December 5, 2017
 - 2b Overnight Field Trip – Las Vegas, Cheer Competition
 - 2c Gifts to the District
 - 2d Personnel Report - Revised
 - 2e Job Descriptions
 - 2f Purchase Orders
 - 2g Consultant/Contract Agreement Schedule - Revised
 - 2h Conference/Workshop Schedule
 3. Item 3 - Discussion Item
 - Board Governance

XV. EDUCATIONAL SERVICES

4. M18-98 - Item 4. The motion was made by Steve DeMarzio seconded by Linda Jones and carried 4/0 to approve Site Plans for:
 - Anaverde Hills
 - IDEA Academy at Cottonwood
 - Esperanza
 - Quartz Hill

5. M18-99 - Item 5. The motion was made by Patricia K. Shaw seconded by Linda Jones and carried 4/0 to approve the second and final reading of the revised and replaced Board Policies and Administrative Regulations:
 - BP 1250, Visitors
 - AR 3516, Emergencies and Disaster Preparedness
 - AR 3516.2, Bomb Threats
 - BP/AR 5131.4, Student Disturbances
 - BP 5131.5, Vandalism and Graffiti

XVI. PERSONNEL

6. M18-100 - Item 6. The motion was made by Steve DeMarzio seconded by Linda Jones and carried 4/0 to approve the following Retirement Resolutions:
 - 18-05, Beverly Mewborne
 - 18-06, Gwendolyn Grissom
 - 18-07, Michelle Hidalgo
 - 18-08, Betty Jones
 - 18-09, Georgia Moore
 - 18-10, Cynthia Smith
 - 18-11, Paula Vendal
 - 18-12, Deborah Rutkowski-Hines
7. M18-101 - The motion was made by Patricia K. Shaw seconded by Steve DeMarzio and carried 4/0 to approve Memorandum of Understanding 18-03, between Westside Union School District and California School Employees Association (CSEA): Orientation Agreement Pursuant to AB 119.
8. M18-102 - The motion was made by Steve DeMarzio seconded by Patricia K. Shaw and carried 4/0 to approve the Provisional Intern Permit.

XVII. BUSINESS

9. M18-103 - Item 9. The motion was made by Linda Jones seconded by Steve DeMarzio and carried 4/0 to approve the 2017-18 1st Interim Report
10. M18-104 - Item 10. The motion was made by Patricia K. Shaw seconded by Linda Jones and carried 4/0 to approve the second and final reading of the revised Board Policies and Administrative Regulation:
 - BP 3280, Sale or Lease of District-Owned Real Property
 - BP 3513.4, Drug and Alcohol Free Schools
 - AR 3515.6, Criminal Background Checks for Contractors
11. M18-105 - Item 11. The motion was made by Steve DeMarzio seconded by Patricia K. Shaw and carried 4/0 to approve the Cottonwood Modernization Change Order No. 1 to Belmont Construction, Inc.
12. M18-106 - Item 12. The motion was made by Steve DeMarzio seconded by Linda Jones and carried 4/0 to approve the Cottonwood Modernization Change Order No. 4 to Monet Construction, Inc.
13. M18-107 - Item 13. The motion was made by Steve DeMarzio seconded by Patricia K. Shaw and carried 4/0 to approve the Hillview Solar Decommissioning.
14. M18-108 - Item 14. The motion was made by Steve DeMarzio seconded by Linda Jones and carried 4/0 to approve the Prop 39 Clean Energy Jobs Act Final Allocations.

Minutes
Regular Board Meeting
December 12, 2017

XVIII. NEW BUSINESS
None

XIX. UNFINISHED BUSINESS
None

XX. ADJOURNMENT – The meeting was adjourned at 8:22 p.m. by the President.

John Curiel, President
January 16, 2018

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Fund Raiser Approval List

BACKGROUND:

Attached for review and approval by the Board are individual requests from school organizations for fund raising activities. Each is presented on the District's pre-approved form.

PROGRAM/EDUCATIONAL IMPLICATION:

Funds raised as a result of the activities benefit the individual schools as described in each form.

COST ANALYSIS/FUNDING SOURCE:

Approval of these activities increases the funding available for the affected schools as noted on each form.

SUPERINTENDENT'S RECOMMENDATION:

Approval

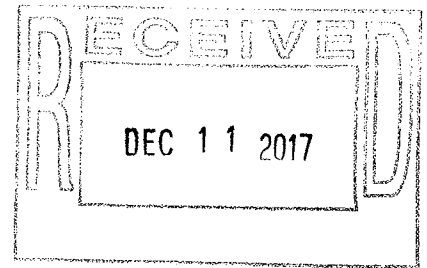
FUND RAISER APPROVAL LIST

Approved at the Board Meeting of January 16, 2018

Leona Valley

Description:	Holiday Grams
Date:	December 8-14, 2017
Purpose:	To raise funds for upcoming student led events.
Requesting Group:	Leona Valley PTO
Description:	Ned Show
Date:	December 12, 2017
Purpose:	Ned Show teaches character development, kindness.
Requesting Group:	Leona Valley PTO
Description:	Fun Food After School
Dates:	January 25 – May 24, 2018
Purpose:	Community building and to raise funds for student enrichment.
Requesting Group:	Leona Valley PTO
Description:	Arts Project
Dates:	January 11 – May 10, 2018
Purpose:	Student art enrichment.
Requesting Group:	Leona Valley PTO
Description:	Healthy Snacks Workshop
Date:	January 18, 2018
Purpose:	Community building and healthy eating education.
Requesting Group:	Leona Valley PTO
Description:	After School Dance
Date:	February 14, 2018
Purpose:	Community building and to raise funds for student enrichment.
Requesting Group:	Leona Valley PTO
Description:	See's Candy Sales
Dates:	February 23, 2018
Purpose:	PTO activities and field trips.
Requesting Group:	Leona Valley PTO
Description:	End of year dance
Date:	May 11, 2018
Purpose:	Community building and to raise funds for student enrichment.
Requesting Group:	Leona Valley PTO

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School Leona Valley

Date 11/29/17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 12/8/17 - 12/14/17 Event Start Time 11:15 - 12 p.m. W 12/13/17
2 p.m. - 2:30 p.m.

Location of Fund Raiser Cafeteria

Description of Fund Raiser Student Council fundraiser to raise
money for upcoming events. selling Holiday grams.

Purpose of the Fund Raiser To raise funds for upcoming
student led events.

For the benefit of (be specific) upcoming events @ Leona Valley
Science Night.

Person Supervising Fund Raiser Kasey Houser Student Council Advisor.

Person Responsible for the Money Kasey Houser Student Council Advisor

Projected Expenses \$ 25⁰⁰

Projected Profit \$ 100⁰⁰

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFFL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
Organizations are encouraged to select items of good nutritional quality (BP3554)
The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President K. Houser

Date 11-28-17

Signature of Principal or Assistant [Signature]

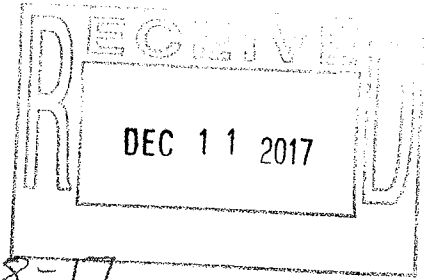
Date 11/29/17

I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

Note – Edible items that do not comply with the District's Wellness Policy may be sold to students a half an hour after the end of the school day.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School Leona Valley School

Date 11-28-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 12/12/17 Event Start Time 12:45 pm

Location of Fund Raiser LV Elementary

Description of Fund Raiser Ned Show - sell yogurts after school \$1 each

Purpose of the Fund Raiser Ned Show teaches character development, kindness

For the benefit of (be specific) all students

Person Supervising Fund Raiser K. Henderson

Person Responsible for the Money A. Nicoll

Projected Expenses \$ 0 Projected Profit \$ 0

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
Sanitary and safety procedures shall comply with the State and County Uniform Retail Food Facilities Law. Home-baked goods may not be sold. (BB3554, CURFFL 113700-114455, AR3554)
Food sales will not begin until after the close of the regularly scheduled midday food service period. (Code of Regulations, Title 5 15500, Ed Code 51520)
Organizations are encouraged to select items of good nutritional quality (BP3554)
The food item being sold cannot be an item sold in the food service program at that school during that school day. (Code of Regulations, Title 5)

Signature of PTA/PTO/PTSA President K Henderson Date 11-28-17

Signature of Principal or Assistant [Signature] Date 11/29/17
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

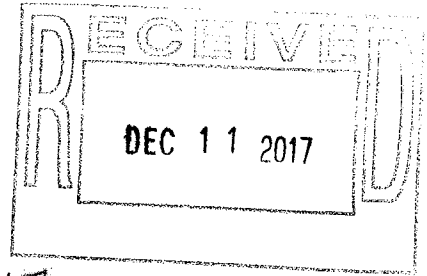
Approved by the Board of Trustees on _____

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BU-13a 10-14 Original to District Office for Approval at next Board Meeting. An approved copy will be sent back to school site.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School



School LV Elementary

Date 11-27-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 1/25/18, 2/22/18, 3/15/18, 4/26/18, 5/24/18 Event Start Time 1:55-2:30

Location of Fund Raiser Front Lawn

Description of Fund Raiser FUN FOOD AFTER SCHOOL - Healthy Snacks

Purpose of the Fund Raiser community building and raise funds for student enrichment

For the benefit of (be specific) all students

Person Supervising Fund Raiser K. Henderson & PTO Board

Person Responsible for the Money Annie Nicoll, PTO Treasurer

Projected Expenses \$ 20 Projected Profit \$ 100

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Signature of PTA/PTO/PTSA President K Henderson Date 11-27-17

Signature of Principal or Assistant [Signature] Date 11/29/17
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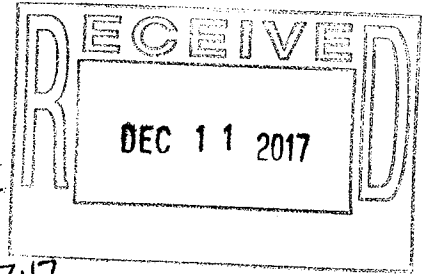
Approved by the Board of Trustees on _____

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BU-13a 10-14 Original to District Office for Approval at next Board Meeting. An approved copy will be sent back to school site.

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School



School LEONA VALLEY ELEMENTARY

Date 11-27-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

JAN. 11th, FEB 8th, MARCH 8th, APRIL 16th, MAY 10th

Date(s) of Fund Raiser _____ Event Start Time 2:00 PM - 3:30 PM

Location of Fund Raiser LV ELEMENTARY

Description of Fund Raiser PTO SPONSOR ARTS PROJECT

\$5.00-10.00 ART

\$1.00 SNACK

Purpose of the Fund Raiser STUDENT ART ENRICHMENT

For the benefit of (be specific) ALL STUDENTS

Person Supervising Fund Raiser BERTHA VLACH

Person Responsible for the Money ANNIE NICOLL

Projected Expenses \$ 100.00

Projected Profit \$ 100.00

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Signature of PTA/PTO/PTSA President [Signature]

Date 11-27-17

Signature of Principal or Assistant [Signature]

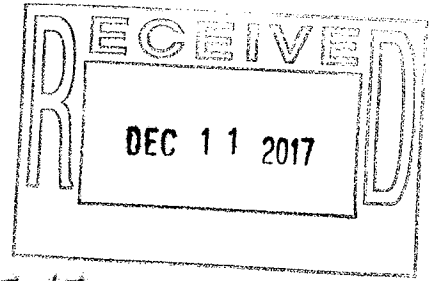
Date 11/29/17

I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
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FUNDRAISING AUTHORIZATION
Elementary School

School LV Elementary

Date 11-27-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 1/18/18 Event Start Time 1:55 - 3:15

Location of Fund Raiser Multipurpose Room

Description of Fund Raiser After school cooking project called "Healthy Snacks Workshop"

Purpose of the Fund Raiser community building + healthy eating education + raise funds for student lunch

For the benefit of (be specific) all students \$5 to participant

Person Supervising Fund Raiser Nikki Odens + Katie Henderson

Person Responsible for the Money Anne Nicoll

Projected Expenses \$ 50

Projected Profit \$ 00 0?

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Signature of PTA/PTO/PTSA President K. Hender Date 11-27-17

Signature of Principal or Assistant A. Nicoll Date 11/29/17
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

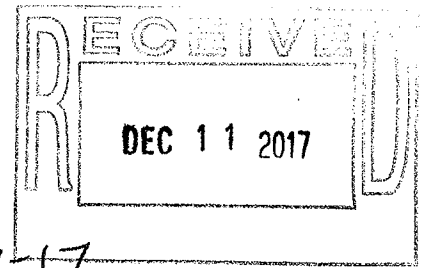
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Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School



School LV Elementary

Date 11-27-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 2/14/18 Event Start Time 1:55 - 3:30

Location of Fund Raiser Multipurpose Room

Description of Fund Raiser after school dance for all students
\$5 entry, \$1 snacks

Purpose of the Fund Raiser community building + to raise funds
for student enrichment

For the benefit of (be specific) all students

Person Supervising Fund Raiser K. Henderson + PTO Board Members

Person Responsible for the Money Annie Nicoll, PTO Treasurer

Projected Expenses \$ 50 Projected Profit \$ 150

The food sales shall not impair students' participation in the District's Food Service program. (BP3554)
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Signature of PTA/PTO/PTSA President K Henderson Date 11-27-17

Signature of Principal or Assistant [Signature] Date 11/29/17
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Approved by the Board of Trustees on _____

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SEE'S CANDY
FUNDRAISER

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645

FUNDRAISING AUTHORIZATION
Elementary School

School LEDNA VALLEY ELEMENTARY

Date 08-09-2017

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser FEB. 23, 2017

Event Start Time MARCH 16, 2017

Location of Fund Raiser LEDNA VALLEY ELEMENTARY

Description of Fund Raiser SEE'S CANDY

Purpose of the Fund Raiser PTO ACTIVITIES + FIELDTRIPS

For the benefit of (be specific) ALL THE CHILDREN

Person Supervising Fund Raiser KATIE HENDERSON

Person Responsible for the Money ~~BREE ANDERSON~~

Annie Nicell

Projected Expenses \$ 50.00

Projected Profit \$ \$300.00

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Signature of PTA/PTO/PTSA President K Henderson

Date 08-09-2017

Signature of Principal or Assistant A Bopp

Date 8-17-17

I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

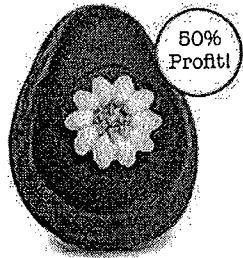
Approved by the Board of Trustees on _____

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BU-13a 10-14 Original to District Office for Approval at next Board Meeting. An approved copy will be sent back to school site.

Easy Selection, 50% Profit!

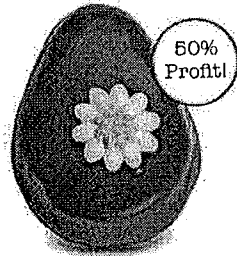
Our Mini Spring Pre-Sell Form makes it easier than ever to boost your profits.
This smaller fundraising menu features only spring candies with the highest profit margins.



Peanut Butter Egg

An irresistible treat.

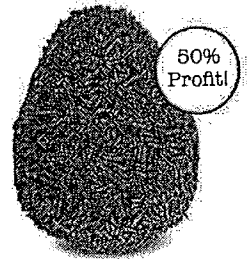
3 oz #9499
Suggested selling price \$6.70 ea.
Fundraiser price \$3.35 ea.
Profit \$3.35



Chocolate Butter Egg

Creamy and delicious.

3 oz #9500
Suggested selling price \$6.70 ea.
Fundraiser price \$3.35 ea.
Profit \$3.35



Bordeaux™ Egg

A delectable classic.

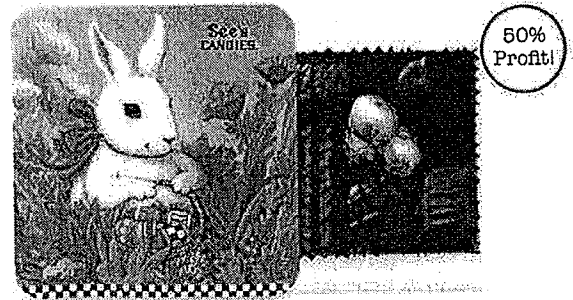
3 oz #9501
Suggested selling price \$6.70 ea.
Fundraiser price \$3.35 ea.
Profit \$3.35



Marshmallow & Scotchmallow® Eggs

One box, four yummy eggs.

3.4 oz #9493
Suggested selling price \$6.70 ea.
Fundraiser price \$3.35 ea.
Profit \$3.35



Hoppy Easter Box

Full of See's favorites.

4 oz #632
Suggested selling price \$7.70 ea.
Fundraiser price \$3.85 ea.
Profit \$3.85

Spring Fundraising

Delivered
in Seasonal
Gift Wrap
2/20 - 4/1



Nuts & Chews

Yummy, crunchy and chewy.

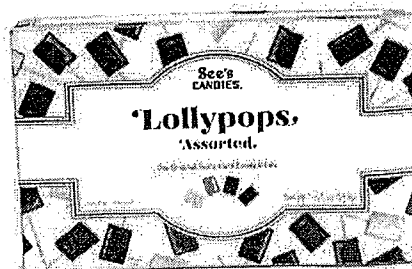
1 lb #334
Suggested selling price \$20.50 ea.
Fundraiser price \$16.30 ea.
Profit \$4.20



Assorted Chocolates

Milk and dark decadence.

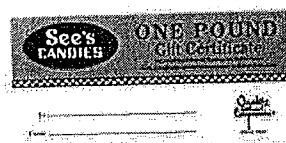
1 lb #318
Suggested selling price \$20.50 ea.
Fundraiser price \$16.30 ea.
Profit \$4.20



Assorted Lollypops

Vanilla, Butterscotch,
Café Latte and Chocolate.

1 lb 5 oz #296
Suggested selling price \$19.50 ea.
Fundraiser price \$16.10 ea.
Profit \$3.40



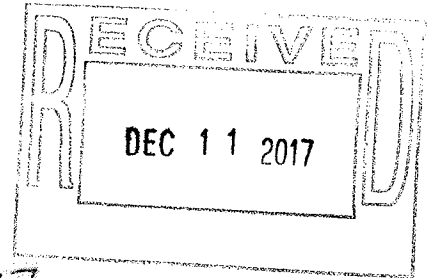
Gift Certificates

Redeemable at any
See's Candies shop.

1 lb (redeemable continental U.S.) #767
Suggested selling price \$20.50 ea.
Fundraiser price \$17.25 ea.
Profit \$3.25

1 lb (redeemable Hawaii) #769
Suggested selling price \$22.30 ea.
Fundraiser price \$18.75 ea.
Profit \$3.55

Westside Union School District
41914 50th Street West
Quartz Hill, CA. 93536
(661) 722-0716 FAX: (661) 206-3645



FUNDRAISING AUTHORIZATION
Elementary School

School LV Elementary School

Date 11-27-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser 5/11/18 Event Start Time 5pm - 7pm

Location of Fund Raiser LV School MPR

Description of Fund Raiser end of year evening Dance for grades 4-6 \$5 entry, \$1 snacks

Purpose of the Fund Raiser Community Building, raise funds for student enrichment.

For the benefit of (be specific) all students

Person Supervising Fund Raiser K Henderson & PTO Board

Person Responsible for the Money A. Nicoll, PTO Treas.

Projected Expenses \$ 50 Projected Profit \$ 200

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Signature of PTA/PTO/PTSA President K Henderson Date 11-27-17

Signature of Principal or Assistant h hll Date 11/29/17
I affirm that I have read and understand the District Wellness Policy and that the activity approved above is not in violation of that policy.

Approved by the Board of Trustees on _____

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BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: Gifts to the District

BACKGROUND:

Contained in the agenda are Gifts to the District. The Universal Gift form, which reflects the following donations:

- Library Books (\$1,000. Value), Scholastic Books – Anaverde Hills, in Memory of Jenny Parks

The Board is requested to approve this list and direct Administration to provide the appropriate acknowledgment to the donors.

PROGRAM/EDUCATIONAL IMPLICATION:

This donation will provide for much needed equipment and supplies to support our education program.

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

UNIVERSAL GIFT FORM SCHEDULE

Approved at the Board Meeting of January 16, 2018

DONATION:	Books (\$1,000.00 value)
DONOR:	Scholastic Books, Alan Gilreath & Chris Leyerly
RECIPIENT:	Anaverde Hills
DATE:	December 12, 2018

WESTSIDE UNION SCHOOL DISTRICT
41914 50th St. W.
Quartz Hill, California 93536
(661) 722-0716
FAX (661) 722-5223

UNIVERSAL GIFT FORM

I/We hereby give, transfer and deliver all of my/our right, title and interest in and to the property described below to the Board of Trustees of the Westside Union School District as an unrestricted gift and dedicate to the public without restriction, thereby, placing in the public domain, whatever literary rights I/we may possess to this property.

Date 12/12/17

1. Alan Gilreath representing
Signature Alan Gilreath
Print Name Gilreath
4821 Charter St.
Street Address IRVING, CA 91706
City, State & Zip

2. Chris Leyerly
Signature CHRIS LEYERLY
Print Name LEYERLY
SCHOLASTIC BOOK FAIRS
Street Address SAME
City, State & Zip

Description of gift: BOOKS (\$1000 value) TO SUPPORT SCHOOL AND MEMORY OF Jenny Parks

Recipient of donation, if specified by Donor: _____

Accepted by: Shannon Rossall
Name
Co-principal
Title

Date: 12/12/17
Anaverde Hill Library
Location

☐ This donation of new (not used) equipment requires a District equipment number. A receipt may be requested to verify age of donation. After Board approval, make arrangements for the donation to be delivered to the Warehouse for marking and return to your site.

(For District Office Use Only)

The Board of Trustees of the Westside Union School District hereby accepts and acknowledges, as an unrestricted gift to the Westside Union School District, the offering described above and agree to administer it in accordance with its established policies.

Dated this _____ day of _____, 20____

Accepted by: _____
Name and Title Signature

After Board approval, the donor will be mailed a signed copy of the Universal Gift Form.

WESTSIDE UNION SCHOOL DISTRICT
BOARD AGENDA
January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Personnel Report #18-11

BACKGROUND: The Board is requested to approve/ratify the following personnel Recommendations:

MANAGEMENT

CERTIFICATED

Employment

Alfaro, Gabriela	Teacher, Regular Ed/SD/January 8, 2018/URGF/Req# 14866
Harmon, Lisa	Teacher, Hourly/CW/Mindful Educators Essentials Course/ December 18-19, 2017/Title I/Req# 14839
Hathaway, Alison	Teacher, Regular Ed/SD/January 8, 2018/URGF/Req# 14918
Morris, Barbara	Teacher, 1/6 th /JW/January 1, 2018/URGF/Req# 14267
Paredes, Alicia	Teacher, Regular Ed/CW/January 8, 2018/URGF/Req# 14919
Tremba, Monica	Teacher, Regular Ed/LV/January 8, 2018/URGF/Req# 14954
Whiddon, Kristen	Teacher, Kindergarten/VV/January 8, 2018/URGF/Req# 14634

Change

Paxton, Christopher	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u> Teacher, Regular Ed/SD/to <u>Physical Education Teacher/DS/January 8, 2018/</u> URGF/Req# 14868
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Leaves

Position/Location/Effective Date

<u>Separation</u>	<u>Position/Location/Effective Date</u>
Rutkowski-Hines, Deborah	Principal/Teacher/WA/December 15, 2017/Retirement

CLASSIFIED

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req.#</u>
Aguilera, Catalina	Instructional Assistant II/CW/3.33 hrs/per/day/Step 1/January 8, 2018/ SDC/Req# 14845
Birden, Dominique	Short-Term Instructional Assistant II/DS/.5 hrs/per/day/Step 2/ October 16, 2017-February 2, 2018/SDC/Req# 14854
Brandon, Karen	Short-Tem Instructional Assistant II/HV/2.92 hrs/per/day/Step 7/ January 8-March 16, 2018/SDC/Req# 14885
Burton, Brittni	Instructional Assistant II/GA/3 hrs/per/day/Step 1/January 8, 2018/ SDC/Req# 14736
Casillas, Hailey	Short-Term Instructional Assistant II/HV/2.83 hrs/per/day/Step 1/ January 1-March 16, 2018/SDC/Req# 14882
Cervantes, Araceli	Instructional Assistant II/EZ/3.5 hrs/per/day/Step 1/January 8, 2018/ SDC/Req# 14459
Dowd, America	Short-Term Instructional Assistant II/DS/1.75 hrs/per/day/Step 2/ November 2,9,30 & December 1, 7, 14, 2017/Title III/Req# 14765
Dowd, America	Short Term Instructional Assistant II/DS/1.75 hrs/per/day/Step 2/ November 16, 2017/URGF/Req# 14766
Estrada, Pablo	Instructional Assistant II-Bilingual/QH/3.95 hrs/per/day/Step 1/ January 16, 2018/SDC/Req# 14955
Flores, Noel	Short-Tem Instructional Assistant II/HV/2.92 hrs/per/day/Step 1/ January 8-March 16, 2018/SDC/Req# 14884
Flowers, Marcus	Instructional Assistant II/CW/3 hrs/per/day/Step 1/January 8, 2018/ SDC/Req# 14799
Forsberg, Michael	Substitute Custodian/MO/Step 1/January 2, 2018/URGF
Fry, John	Substitute Custodian/MO/Step 1/December 8, 2017/URGF

Hernandez, Patricia	Short-Term Instructional Assistant II/HV/2.67 hrs/per/day/Step 5/ January 8-March 16, 2018/SDC/Req# 14886
Humphrey, Shannon	Short-Term Instructional Assistant II/EZ/.25 hrs/per/day/Step 7/ August 9, 2017-June 8, 2018/SDC/Req# 14806
Jones, Deborah	Short-Term Instructional Assistant II/DS/2.5 hrs/per/day/Step 7/ January 8-March 2, 2018/SDC/Req# 14827
Juarez, Nury	Short-Term Instructional Assistant II/DS/1.75 hrs/per/day/Step 1/ November 2,9,30 & December 1, 7, 14, 2017/Title III/Req# 14765
Juarez, Nury	Short Term Instructional Assistant II/DS/1.75 hrs/per/day/Step 1/ November 16, 2017/URGF/Req# 14766
Nono, Mirna	Short-Term Instructional Assistant II/HV/2.92 hrs/per/day/Step 4/ January 8-March 16, 2018/SDC/Req# 14883
Olivas, Diana	Playground Supervisor/SD/.67 hrs/per/day/Step 1/December 11, 2017/ URGF/Req# 14855
Osuna, Kristen	Instructional Assistant II/RV/3 hrs/per/day/Step 1/January 8, 2018/ SDC/Req# 14836
Rendon, Christine	Short-Term Instructional Assistant II/LV/3 hrs/per/day/Step 2/ December 12, 2017-January 19, 2018/SDC/Req# 14875
Rogers, Reiana	Short-Term Instructional Assistant II/LV/2.5 hrs/per/day/Step 3/ December 12, 2017-January 19, 2018/SDC/Req# 14876
Silva, Bre-Jion	Playground Supervisor/GA/1.42 hrs/per/day/Step 1/January 8, 2018/ URGF/Req# 14778
Villalobos, Amanda	Technician I-Health/QH/5.95 hrs/per/day/Step 1/January 8, 2018/ URGF/Req# 14940

<u>Change</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
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<u>Leaves</u>	<u>Position/Location/Effective Date/</u>
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<u>Separation</u>	<u>Position/Location/Effective Date/</u>
Breschi, Shawnte	Instructional Assistant II/GA/December 15, 2017/Resignation

Christian, Pauline	Playground Supervisor/EZ/December 15, 2017/Probationary Release
Dluzak, Judith	Child Nutrition Assistant I/CN/December 31, 2017/Resignation
Granados, Linda	Instructional Assistant II/GA/December 15, 2017/Resignation
Haubruge, Jori	Playground Supervisor/GA/December 14, 2017/Probationary Release
Merriweather, Arial	Instructional Assistant I-AVID/AH/January 8, 2018/Resignation
Phair, Krishna	Instructional Assistant II/RV/December 15, 2017/Resignation
Prim, Sandra	Instructional Assistant II/QH/December 27, 2017/Resignation
Ramirez, Teresa	Playground Supervisor/AH/December 15, 2017/Resignation
Ramirez, Teresa	Crossing Guard/AH/December 15, 2017/Resignation
Seher, Mary Anne	Clerk III-Health/RV/December 30, 2017Retirement
Valencia, Yovanna	Instructional Assistant II/HV/December 14, 2017/Resignation
Varelas, Sara	Playground Supervisor/CW/December 15, 2017/Probationary Release
Veronica, Pablo	Custodian-Night/MO/January 2, 2018/Resignation
Visokey, Andrew	Instructional Assistant II, Access/SD/December 20, 2017/Resignation

BOARD AGENDA
January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Jeri Holmes, Purchasing

SUBJECT: Purchase Order Approval List

BACKGROUND:

Purchase orders are submitted for pre-approval if the purchase is over \$7,500. Purchase orders are submitted for ratification for items under \$7,500 per the adopted policy. Items that have already been approved by virtue of individual board action/direction are also included on the ratification list, even if their value is over \$7,500

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures of:

Approval Items:

All Funds	48,621.13
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Ratification Items:

General Fund (01.0)	82,754.99
Child Nutrition Fund (13.0)	3,101.93
Deferred Maintenance Fund (14.0)	0.00
Building Fund: Bonds (21.0)	0.00
Capital Facilities Fund (25.0)	9,558.60
County Facilities Fund (35.0)	0.00
Anaverde Settlement (40.0)	0.00
CFD's (49.0)	0.00

Total	144,036.65
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ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

PURCHASE ORDERS
Approved/Ratified at the Meeting of January 16, 2018

PO's for Board Approval (note: General Fund (01.0) moneys unless otherwise noted)

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P52807	Blue Star Education Sundown	Parent Guides: Connecting Home & School Title I	9,083.41
P52809	Class Leasing LLC Sundown	2017-2018 Building Lease C12509 (year 3 of 3 year lease) Developer Fees (Fund 25)	19,470.88
M20507	SEA Supply Various Sites	Custodial Supplies - December Operations	20,066.84
<i>Note: PO released to facilitate timely receipt of materials already received.</i>			

Total 48,621.13

PO's for Board Ratification

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P52642A	CDWG Computer Centers Inc Gregg Anderson	Epson Interactive Blue Digital Pen General Funding	29.06
P52755	Amazon.com Corporate Credit Gregg Anderson	Instructional Materials Local Site Funds	1,434.76
P52755A	Amazon.com Corporate Credit Gregg Anderson	Acrylic Paints Local Site Funds	63.69
P52756	Southwest School Supply Del Sur	School and Office Supplies General Funding	6,000.00
P52757	Amazon.com Corporate Credit Del Sur	Wire Presenter and Travel Case General Funding	51.44
P52760	Home Depot Del Sur	Wood Shop Supplies General Funding	750.00
P52763	Dick Blick Art Materials Joe Walker	Art Supplies General Funding	634.64
P52764	Amazon.com Corporate Credit Maintenance	Electric Gate Repair Parts General Funding	79.69
P52766	AVSTA All Sites	Field Trip Transportation: November 1-15, 2017 Supplemental Grant	6,867.94
P52779	Baudville Inc Anaverde Hills	Certificate Papers General Funding	95.10
P52781	Baudville Inc Gregg Anderson	Certificate Papers General Funding	253.60
P52782	All Things Engravable AH, DS, HV, JV	PE Victory Torch Medals Educational Services General Funding	1,533.00
P52783	Schoolmate Quartz Hill	2017-2018 Elementary School Planners Local Site Funds	90.65
P52788	AV Hispanic Chamber of Commerce Board of Trustees	2018 Membership Renewal General Funding	175.00
P52789	All Things Engravable Board of Trustees	Outgoing President's Plaque General Funding	75.56
P52790	AVACSA Board of Trustees	2017-2018 Chapter Dues General Funding	1,625.00
P52805	All It Takes Del Sur	Leadership Camp Registration Local Site Funds	200.00
P52806	AIMS Education Foundation Sundown	Math Materials Title I	672.02
P52808	Tobii Dynavox LLC Gregg Anderson	Boardmaker Online for FS Teachers SSS Special Education	895.50
P52812	Proactive Work Health Services Risk Management	Medical Visits for Employees General Funding	4,775.20
P52813	Scott Cusack Educational Services	Parent Outreach/Materials & Supplies Supplemental Grant	250.00
P52814	Antoinette Michelle griffin Educational Services	Parent Outreach/Mater Supplemental Grant	250.00

P52815	Susan Hurlburt	Supplies from Garden Grant	500.00
	Gregg Anderson	General Funding	
P52816	Bolts in the Bathtub	Home Ec Lab Fees	600.00
	Hillview	General Funding	
P52817	Southwest School Supply	Reimburse: Training Food and Supplies	1,000.00
	Educational Services	General Funding	
P52818	Southwest School Supply	Materials and Supplies	1,000.00
	Leona Valley	General Funding	
P52819	Southwest School Supply	Materials and Supplies	2,000.00
	Gregg Anderson	General Funding	
P52820	TEKK International, Inc.	Clip and Battery for Radio Walkie Talkie	59.47
	Human Resources	General Funding	
P52821	Gopher Sport	Pugg Portable Soccer Training Goals	803.28
	Educational Services	General Funding	
P52822	The Library Store, Inc.	Book Repair Parts and Supplies	181.23
	Esperanza	General Funding	
P52823	Blue Star Education	Connecting Home & School Parent Guides	417.55
	Sundown	Title I	
P52824	DEMCO	Materials and Supplies	269.15
	Esperanza	General Funding	
P52825	Pro-Ed	Speech Testing Materials Pre-K	208.74
	Student Support Services	Special Education	
P52826	Educational Data Systems	Test Materials	43.10
	Educational Services	General Funding	
P52827	Greenwood, Archer and Pine Foundation	Latino Calendar 2018 Parent Outreach	410.35
	Educational Services	Title III	
P52828	Parent Project	Loving Solutions Training Materials and Supplies	1,086.40
	Quartz Hill	Title I	
P52829	Boys Town Press	Materials and Supplies	1,176.71
	Educational Services	Supplemental Grant	
P52830	Project Lead the Way	Materials and Supplies	118.03
	Cottonwood	Title I	
P52831	Southwest School Supply	Office Supplies for SMAA Program	121.72
	Business Services	General Funding	
P52832	Amazon.com Corporate Credit	Books: Crucial Conversations	133.26
	Educational Services	Supplemental Grant	
P52833	Amazon.com Corporate Credit	Kindness Challenge Materials	1,877.06
	Educational Services	Supplemental Grant	
P52834	Amazon.com Corporate Credit	Dirt Devil Handheld Vacuums	94.12
	Technology	General Funding	
P52835	Amazon.com Corporate Credit	Backpacks	118.22
	Gregg Anderson	Local Site Funds	
P52836	Amazon.com Corporate Credit	Assorted Certificate Papers	204.38
	Gregg Anderson	General Funding	
P52837	ConvergeOne Inc	Dell Chromebooks (10)	2,540.40
	Del Sur	Local Site Funds	
P52838	ConvergeOne Inc	Dell OptiPlex Computers (2)	1,778.28
	Human Resources	General Funding	
P52839	ConvergeOne Inc	Laptop Part	47.61
	Human Resources	General Funding	
P52840	ConvergeOne Inc	Dell Chromebooks (10)	253.57
	Student Support Services	Special Education	
M20428	All Phase Electric Supply	Electrical Supplies - November	1,632.42
	Maintenance	Operations	
M20429	AutoZone	Maintenance Supplies - November	133.92
	Various Sites	Maintenance	
M20430	Consolidated Electric	Maintenance Supplies - November	1,175.72
	Maintenance	Maintenance	
M20432	Desert Lock Company	Tubular Keys	27.38
	Various Sites	Maintenance	
M20435	Ferguson Enterprises	Plumbing	2,386.95

M20436	Various Sites Ferguson HVAC Maintenance	Maintenance HVAC Supplies - November Maintenance	123.76
M20437	Home Depot Various Sites	Maintenance Supplies - November Maintenance	1,138.77
M20438	Johnstone Supply Various Sites	Electrical Supplies - November Operations	572.31
M20439	Plumbing Supplies Various Sites	Plumbing Supplies - November Maintenance	1,243.73
M20440	Lowes Various Sites	Maintenance Supplies - November Maintenance	617.84
M20442	Omega Maintenance Maintenance	Maintenance Supplies - November Maintenance	179.58
M20443	PPG Architectural Various Sites	Paint Supplies - November Maintenance	1,175.39
M20445	Smith Pipe and Supply Various Sites	Grounds Supplies - November Operations	835.87
M20446	United Refrigeration Various Sites	HVAC Supplies - November Maintenance	312.50
M20450	Westside Equipment Rentals Various Sites	Maintenance Supplies - November Maintenance	104.63
M20472	Suburban Propane Maintenance	Propane Operations	100.36
M20475	Florence Filter Various Sites	HVAC Filters Maintenance	4,332.42
M20486	Tel Pro Maintenance	VGA Plates Maintenance	179.03
M20488	USA Blue Book Del Sur	Hach DPD 4 (Total) Maintenance	37.64
M20491	All Phase Electric Supply Various Sites	Electrical Supplies - December Maintenance	176.66
M20493	Consolidated Electric Various Sites	Electrical Supplies - December Operations	2,624.24
M20501	Johnstone Supply Various Sites	HVAC Supplies - December Maintenance	236.36
M20502	Lancaster Plumbing Various Sites	Plumbing Supplies - December Maintenance	736.55
M20503	Lowes Various Sites	Electrical Supplies - December Maintenance	69.23
M20505	Omega Maintenance Maintenance	Maintenance Supplies - December Maintenance	71.18
M20509	United Refrigeration Various Sites	HVAC Supplies - December Maintenance	556.32
M20514	Franks Radio Service Various Sites	District Radios - Repairs Operations	116.10
M20515	Bob Howle Automotive Maintenance	Repairs Truck 89 Operations	89.34
M20517	Tel Pro Cottonwood	Labor and Materials for Additional Work for Electronic Doors Maintenance	6,393.10
M20518	Meldon Glass Valley View	Tempered Glass Maintenance	290.00
M20519	Tip Top Arborists Del Sur	Remove Mulberry Tree Maintenance	925.00
M20522	Sigler Wholesale Maintenance	Limit Switch Maintenance	59.42
M20523	Tire Xpress Maintenance	Tire Repair - Grounds Equipment Operations	20.00
M20524	Bob Howle Automotive Maintenance	Repairs Truck 81 Maintenance	550.78
M20527	Northern Tool and Equipment Maintenance	Safety Cans Maintenance	197.08

M20528	United Rentals Maintenance	Grounds Equipment Parts Operations	38.60
M20530	Tire Xpress Maintenance	Repairs - Truck 74 Operations	497.17
M20532	Bear State Plumbing Anaverde Hills	Plumbing Repairs Maintenance	987.97
M20535	Tire Xpress Maintenance	Tire Repair - Grounds Equipment Operations	5.00
M20537	Interstate Batteries Maintenance	Custodial Equipment Batteries Operations	947.75
M20538	Patriot Plumbing Hillview	Plumbing Repairs - Art Room Maintenance	220.00
M20539	Tire Xpress Maintenance	Grounds Trailer Tires Operations	380.00
M20568	Tire Xpress Maintenance	Flat Tire Repair - Truck 81 Maintenance	15.00
M20571	Toyota Lift of Los Angeles Maintenance	Repairs- Fork Lift Operations	557.29
M20572	Bear State Plumbing Valley View	Remove Existing Gas Line and Install New Pipe Maintenance	5,840.15

Total 82,754.99

CHILD NUTRITION (13)

M20430	Consolidated Electric	Electrical Supplies - November	344.93
M20471A	Industrial Electric	Swivel Wheel Casters with Brakes	273.00
M20521	Tire Xpress	Tires - Truck 82	2,484.00

Total 3,101.93

CAPITAL FACILITIES (25)

P52761	Division of the State Architect	Outdoor Water Use Fees: 3 New Classroom Buildings - JW	500.00
P52762	Division of the State Architect	Plan Check Fees: Relocation of Classroom Buildings - JW	1,237.50
M20534	STP Design Build	12" Concrete Curb	7,056.10
M20569	Division of the State Architect	Construction of 2 Ramps - JW	765.00
M20570	Division of the State Architect	Construction of 2 Ramps - EZ	

Total 9,558.60

DEFERRED MAINTENANCE (14)

BUILDING FUND: BONDS (21)

COUNTY FACILITIES (35)

ANAVERDE SETTLEMENT (40)

CFD's (49)

No Purchase Orders for Funds 14, 21, 35, 40, or 49

Total 0.00

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Jeri Holmes, Purchasing
SUBJECT: Consultant/Contract Agreement Schedule

BACKGROUND:

Consultant agreements and contracts are brought to the Board in accordance with Board Policy 3312 for various purposes including student assemblies, in-house staff workshops, and vendor provided services.

PROGRAM/EDUCATIONAL IMPLICATION:

These Consultant Agreements and Contracts provide support to the District's Educational Program

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures and incoming funds of:

Student Assemblies	0.00
In-house Staff/Parent Workshops	25,500.00
Vendor Provided Services	248,736.49
Rental/Lease Contracts	7,310.92
Total	<u>281,547.41</u>

Incoming Funds	0.00
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ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONSULTANT/CONTRACT AGREEMENT SCHEDULE

Ratified/Approved at the Board Meeting of January 16, 2018

<u>Dates</u>	<u>Name/School Site</u>	<u>Description/Funding Source</u>	<u>Cost</u>	<u>Income</u>
Winter 2017	3K Building Services Inc Rancho Vista	DSA Inspection Services: Classroom Building Relocation (2) Developer Fees (Fund 25)	2,400.00	
2017-2018	American Business Machines District Office	Maintenance Agreement: Canon MS 300 II Copier General Funding	995.00	
Winter 2017	California Fencing Inc Valley View	Install Fencing, Walk Gate, and Double Swing Gate Maintenance General Funding	9,560.00	
2017-2018	Concordia University Irvine Human Resources	MOU: Preliminary Administrative Services Credential Program N/A	0.00	
2018-2021	Dimension Data North American Technology	Singlewire Service Renewal Technology Maintenance	23,163.89	
2017-2018	Lodestone District	Security Assessment Technology	25,000.00	
2018-2019	Mobile Modular Management Corp Del Sur	Classroom Building Lease 220728 Developer Fees (Fund 25)	7,310.92	
2017-2018	PowerSchool Group LLC Technology	SIS Perpetual Licenses and M&S Recurring Technology Maintenance	8,820.60	
2018-2019	School Services of California Business Services	Fiscal/Budget Services and CADIE/SABRE Reports General Funding	3,720.00	
March 19, 2018	Student Support Services Solutions Inc Student Support Services	Staff Training: Records, Custody, and Residency Supplemental Grant	6,000.00	
2017-2018	Total Educational Systems Support (TESS) Valley View	Instructional Grade Level Planning Title I	19,500.00	
Winter 2017	Wire Rite Inc Rancho Vista	Install Electrical, Data, and Fire Alarm Conduit to Classrooms Developer Fees (Fund 25)	21,377.00	
2017-2018	WOW Flower Project Cottonwood	Community Gardening Consultant Title I	3,700.00	
<u>Change</u>				
2017-2018	Paradigm Healthcare District	LEA Medi-Cal and CRCS Services Changes: Replace June 30, 2019 end date with June 30, 2018. Reduce Maximum Billing Rate from 15% to 13.5%. Medi-Cal Billing and General Funding	N/A	
2017-2018	Therapy Travelers Student Support Services	Occupational Therapy for Student(s) Change: Increase estimated costs to \$305,000.00 (Originally approved for \$155,000.00.) Special Education	150,000.00	

Total **281,547.41** **0.00**

Individual Services Agreements

These individual service agreements fall under previously Board approved Master Contracts. All agreements are funded through Special Education general funds.

Nonpublic School/Agency Service Student ID

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Jeri Holmes, Purchasing
SUBJECT: Conference/Workshop Schedule
BACKGROUND:

Conference requests are processed in compliance with Board Policy 3350.

PROGRAM/EDUCATIONAL IMPLICATION:

On-going staff development is a key to the success of the District's programs.

COST ANALYSIS/FUNDING SOURCE:

With approval of this action, the Board authorizes expenditures of \$56,230.35.

ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONFERENCE/WORKSHOP SCHEDULE
Ratified/Approved at the Board Meeting of January 16, 2018

<u>Dates/Location</u>	<u>Title/Attendees/Funding Location</u>	<u>Fund. Source</u>	<u>Registration</u>	<u>Lodging</u>	<u>Meals</u>	<u>Mileage</u>	<u>Parking</u>	<u>Subs</u>	<u>Other</u>
November 2, 2017 Palmdale	SAVE Dinner Regina Rossall (for Board Members) Board of Trustees	General Funding	190.00	0.00	0.00	0.00	0.00	0.00	0.00
December 19, 2017 Camarillo	CASBO Records Retention Workshop Chris Soliz Technology	General Funding	45.00	0.00	0.00	0.00	0.00	0.00	0.00
December 19, 2017 Camarillo	CASBO Records Retention Workshop Shawn Cabey Administrative Services	General Funding	45.00	0.00	0.00	0.00	0.00	0.00	0.00
January 17-19, 2018 San Diego	ACAS Negotiators Symposium Robert Hughes, Rob Garza Human Resources	General Funding	977.00	1,920.00	400.00	409.92	240.00	0.00	0.00
January 18, 2018 Lakewood	LA County Homeless & Foster Youth Liaison Meeting Kristin Gellinck-Frye Educational Services	Supplemental Grant	0.00	250.00	0.00	107.00	15.00	0.00	0.00
January 19, 2018 Santa Clarita	Budget Perspective Workshop Shawn Cabey Administrative Services	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
January 22-25, 2018 Riverside	PLTW State Conference Matt Anderson District	Project Lead the Way	449.00	539.94	0.00	136.64	88.00	330.00	0.00
January 25, 2018 Anaheim	Co-Planning for Co-Teaching Danielle Belle, Noelle Jones, Nikki Penner, David Sill Sundown	Supplemental Grant	916.00	0.00	0.00	109.76	15.00	440.00	0.00
January 26, 2018 Arcadia	Co-Planning for Co-Teaching Cherish Moore, Doretta Patterson, Hyacinth Schumaker, Todd Sorenson Sundown	Supplemental Grant	916.00	0.00	0.00	179.20	15.00	440.00	0.00
January 27, 2018 Sacramento	CSBA Board President's Workshop John Curiel, Patricia K. Shaw, Regina Rossall Board of Trustees	General Funding	750.00	600.00	150.00	234.33	150.00	0.00	0.00
January 29-31 and April 4-5, 2018 Pasadena	Thinking Maps Training of Trainers Patti Leeds, Lisa Harmon Educational Services	Restricted Textbook/Core Curricula	2,400.00	546.90	250.00	166.92	100.00	0.00	0.00
February 1, 2018 Covina	Medal of Honor Foundation Character Development Program Training Traci Scott Joe Walker	All costs to be paid by Medal of Honor Foundation	0.00	120.00	350.00	106.40	0.00	110.00	0.00
February 1, 2018 Pasadena	Practical Strategies for Enhancing STEM Learning in Your Classroom (Grades K-6) Erin Hill, Melody Dumayas, Kathy Holderbach, Tim Barker, Annelena Fors, Shannon Hirsch, Chris Paxton, Patty Pecorino Sundown	Title I	1,752.00	0.00	0.00	132.68	0.00	910.00	0.00
February 11-13, 2018 Burlingame	New Teacher Center Symposium Lauri Massari, Rowdy Dyer, Felicia Goldovsky, Trudy Valenzuela, Ana Penaloza Educational Services	New Teacher Induction	2,500.00	2,110.60	625.00	120.00	120.00	0.00	952.30
February 14, 2018 Anaheim	CAPPA Jeanice Peterson, Scott Brewer Student Support Services	Special Education	60.00	0.00	0.00	0.00	0.00	0.00	0.00
February 14-16, 2018 Anaheim	ACSA Symposium: Every Child Counts Marguerite Johnson, Scott Brewer, Jeanice Peterson, Tim Barker, George Collucci, Heather Kunz, Cynthia Haylock- Peters Educational Services	Supplemental Grant	2,625.00	2,304.15	525.00	551.05	375.00	0.00	0.00
February 14-19, 2018 Nashville, TN	AASA National Conference Regina Rossall, Robert Hughes, Shannon Rossall, Laura Duran Board of Trustees (R Rossall, Hughes) Educational Services (S Rossall, L Duran)	General Funding Supplemental Grant	1,830.00	5,000.00	1,200.00	312.00	600.00	0.00	2,400.00
February 20-22, 2018	21st Annual CSEA Paraeducator Conference		2,289.00	3,600.00	2,750.00	907.36	360.00	0.00	0.00

<u>Dates/Location</u>	<u>Title/Attendees/Funding Location</u>	<u>Fund. Source</u>	<u>Registration</u>	<u>Lodging</u>	<u>Meals</u>	<u>Mileage</u>	<u>Parking</u>	<u>Subs</u>	<u>Other</u>
Ontario	Reiana Rogers, Graham Davis, Crystal Alvarez, Shawny Rodriguez, Lourdes Bravo, Breanna Anderson, Cindie Javier, Anita Maguella, Monica Alonzo, Jamila Bartlett, Mary Hanna, Shelley Pearce, Ivette Macias, Elizabeth Martinez, Iris Corona, Danielle Broderius, Amanda Olson, Korisa Taylor, Bianca Cobb, Jeri Holmes, Karen Tiffany Educational Services	Supplemental Grant							
March 1-2, 2018 Redondo Beach	ACSA 2018 Classified Educational Leaders Institute Chris Soliz Technology	General Funding	265.00	236.00	25.00	88.98	36.00	0.00	0.00
March 1-2, 2018 Redondo Beach	ACSA 2018 Classified Educational Leaders Institute Williams Masters Maintenance	General Funding	265.00	236.00	25.00	0.00	36.00	0.00	0.00
March 1-2, 2018 Redondo Beach	ACSA 2018 Classified Educational Leaders Institute Lisa Jehlicka Business Services	General Funding	265.00	0.00	25.00	0.00	0.00	0.00	0.00
March 23, 2018 Downey	LACOE 2018 Tax and Revenue Anticipation Notes Shawn Cabey Administrative Services	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
April 4-7, 2018 Sacramento	CASBO 2018 Annual Conference Shawn Cabey Administrative Services	General Funding	765.00	900.00	150.00	63.22	200.00	0.00	335.00
Changes January 16, 2018 Downey	ELPAC Academy Kristin Gellinck-Frye Change: Add lodging and meal Educational Services	General Funding	no change	180.00	15.00	no change	no change	no change	no change
Subtotals			19,304.00	18,543.59	6,490.00	3,625.46	2,350.00	2,230.00	3,687.30
Grand Total			56,230.35						

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Jeri Holmes, Purchasing
SUBJECT: Obsolete Item Disposal List

BACKGROUND:

Equipment Items:

In accordance with Education Code 17546 sections (a) and (c) the governing board may deem that property not exceeding \$2,500.00 in value is of insufficient value to defray the costs of arranging an auction sale and may be disposed of in the local public dump.

For safety and liability reasons, equipment items deemed obsolete or non-repairable by the Board of Trustees will not be made available to employees or other individuals or organizations.

Instructional Materials:

In accordance with Education Code 60510 the governing board may deem that instructional materials are surplus and/or obsolete. These materials may be donated or sold according to sections (a) through (e).

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

The current estimated market value of items on the attached list has been deemed by authorized District personnel to be under \$2,500.00. Due to limited staff and storage space, it is more cost effective for the District to dispose of unusable items on a regular basis rather than accumulate items for auction.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

EQUIPMENT DISPOSAL LIST
Board Meeting of January 16, 2018

<u>EQUIPMENT/SERIAL #</u>	<u>DESCRIPTION</u>	<u>SITE</u>	<u>DISPOSAL REASON</u>
SN JXJF766473L	Epson Projector	Cottonwood	Obsolete
SN JXJF66482L	Epson Projector	Cottonwood	Obsolete
SN JXJF766793L	Epson Projector	Cottonwood	Obsolete
SN JXJF766481L	Epson Projector	Cottonwood	Obsolete
SN BN6800722A-00	Dell Monitor	Cottonwood	Obsolete
SN 311007050	AverMedia Document Camera	Cottonwood	Obsolete
SN USFC330845	HP LaserJet 4 Plus Printer	Cottonwood	Obsolete
SN 313847050	AverMedia Document Camera	Cottonwood	Obsolete
N/A	Assorted Cables and Hubs	Cottonwood	Obsolete

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Lauri Massari, Coordinator Profession Development

SUBJECT: California Induction Program

BACKGROUND:

The criteria for program admission is aligned with CTC Common Standard 2: Admission. Westside Union School District assures that only individuals that hold a preliminary multiple or single subject credential and are in a teaching assignment, or have other teaching experiences that allow the participant to demonstrate the knowledge and skills required by the Induction Program Standards, are admitted to the program. Candidates adhering to the program requirements remain enrolled until successful completion, voluntary non-participation in the program, or admittance to another approved program to complete the requirements with minimal disruption.

PROGRAM/EDUCATIONAL IMPLICATION:

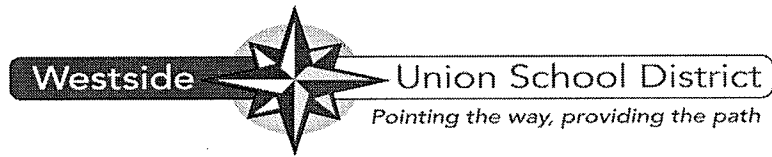
The District shall monitor the program admission process and assure the Commission that only candidates that meet the criteria established by the educator preparation program, and applicable statute, shall be served by the Westside Union School District Induction Program.

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval



California Teacher Induction Program

Accredited by the Commission on Teacher Credentialing
Education Specialist, Multiple Subject, Single Subject
Advanced Credentials

Institutional and Program Preconditions

Indigo Cohort

March, 2018

General Institutional Preconditions
for Westside Union School District Induction

Precondition 1: Approval and Academic Credit

By my signature below, I verify that the Westside Union School District (WUSD) and its governing board approves the sponsorship of the Westside Union School District Induction Program. (Reference WUSD Board Policy 4131.1)

Precondition 2: Enrollment and Completion

I certify that WUSD shall monitor the program admission process and assure the Commission that only candidates that meet the criteria established by the educator preparation program, and applicable statute, shall be served by the Westside Union School District Induction Program.

The criteria for program admission is aligned with CTC Common Standard 2: Admission. WUSD assures that only individuals that hold a preliminary multiple or single subject credential and are in a teaching assignment, or have other teaching experiences that allow the participant to demonstrate the knowledge and skills required by the Induction Program Standards, are admitted to the program. Candidates adhering to the program requirements remain enrolled until successful completion, voluntary non-participation in the program, or admittance to another approved program to complete the requirements with minimal disruption.

In the event the program closes, transition plans for each candidate will be developed. Records will continue to be accessible to candidates and graduates in the Westside Union School District Induction Program Office.

The attached Participating Teacher Notification and Responsibility to Enter Into a Professional Induction Program form is submitted as evidence to support this certification. (Reference Education Code Sections 44279.1, 44279.4)

I certify that the Westside Union School District, as the sponsoring institution for the Westside Union School District Induction Program, understands that, prior to recommending a candidate for the Clear Multiple, Single Subject, or Special Education California Credential, the program is required to verify that the individual has met all established Program Completion Requirements.

The attached Exit Interview Rubric, Verification of Completion of Induction, Verification of Eligible Applicants for the Clear Credential are submitted to demonstrate the way in which completion of the Westside Union School District Induction Program is monitored and documented. (Reference Education Code Sections 44259, 44274.2)

Precondition 3: Responsibility and Authority

The Westside Union School District assures there is an identified position within the organization that is responsible for ongoing oversight for all educator preparation programs offered by this institution. That individual is Regina Rossall, District Superintendent.

The attached WUSD Induction Organizational Chart identifies the relationship between this position and the individual that coordinates the Westside Union School District Induction Program. Coordinating the WUSD Induction Program is Lauri Massari, Coordinator of New Teacher Support. She reports directly to Regina Rossall, District Superintendent.

Precondition 4: Lawful Practices

I verify that all personnel decisions in the Westside Union School District are made without consideration of differences due to gender or other constitutionally or legally prohibited considerations. These decisions include decisions regarding the admission, retention, or graduation of candidates, and decisions regarding the employment, retention or promotion of employees. (Reference WUSD Board Policy 4030)

Precondition 5: Commission Assurances

I confirm that Westside Union School District assures that the educator preparation program will (a) fulfill all of the applicable standards of program quality and effectiveness that have been adopted by the Commission, (b) cooperate in an evaluation of the program by an external team or a monitoring of the program by a Commission staff member, and (c) participate fully in the Commission's accreditation system, including the timely submission of documents required for accreditation.

Precondition 6: Requests for Data

I confirm that the Westside Union School District shall respond to all requests for data from the Commission including, but not limited to, program enrollments, program completers, examination results, including performance assessments, and state and federal reporting within the time limits specified by the Commission. I understand that institutional contact information will be updated annually. Lauri Massari, Coordinator of New Teacher Support, is responsible for reporting and responding to all requests from the Commission for data.

Precondition 7: Veracity in all Claims and Documentation Submitted

I positively affirm the veracity of all statements and documentation submitted to the Commission.

Precondition 8: Grievance Process

I verify that the Westside Union School District Induction Program has a clearly delineated Protocol for Requesting Support Provider or Participating Teacher Pairing Change and/or request for additional assistance in the Exit Interview Appeal Process, as outlined in the Participating Teacher Handbook and Support Provider Handbook. Applicants are notified of these grievance processes annually during the Induction Orientation Meeting. WUSD Induction Program is prepared to provide documentation that candidates have been informed of the protocol and that the process has been followed.

Precondition 9: Faculty and Instructional Personnel Participation

Not applicable

Precondition 10: Communication and Information

I confirm that information regarding the requirements for admission and successful completion for all educator preparation programs is accurate and easily accessible to the public, prospective educators, and enrolled candidates. [Link to Public Induction Web Page](#)

Precondition 11: Student Records Management, Access, and Security

I verify that Induction Candidate records will be maintained and retained in accordance with Westside Union School District's record retention policy. These records will be maintained in the Westside Union School District Induction Office. (Reference WUSD Board Policies 4112.6, 4212.6, and 4312.6)

I further verify that (a) candidates and graduates will have access to and be provided with documents for the purpose of verifying program completion, (b) candidate records will be maintained at the Westside Union School District Office, (c) records will be kept securely in locked cabinets and on a secure server in a room not accessible to the public.

Precondition 12: Disclosure

I verify that Westside Union School District will disclose information regarding any outside organizations that will be providing any direct educational services as all or part of the educator preparation programs sponsored by the institution and will identify the type of services the outside organization will provide.

Induction Program Preconditions

1. Each Induction program must be designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.

It is the expectation of the Westside Union School District that new teachers enroll in their first year of teaching in the WUSD Induction Program's two-year individualized, job-embedded system of mentoring, support and professional learning as detailed in the WUSD Welcome Packet posted on the Induction website and offered by the credential analyst upon hiring.

2. The Induction program must identify and assign a mentor to each participating teacher within the first 30 days of the participant's enrollment in the program, matching the mentor and participating teacher according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.

I certify that the Westside Union School District understands and communicates to stakeholders, the necessity to assign a Support Provider to each teacher enrolled in the WUSD Induction Program within 30 days of the start of the Participating Teachers' teaching assignment. WUSD Induction provides Start-up Support for just-in-time needs, beginning the first day of school and earlier, when possible.

I also certify that the WUSD Induction Program has, in place, an established Support Provider Application criteria for selection of Support Providers that aligns with the requirements in Induction Program Standard 4: Qualifications, Selection and training of mentors, and includes the criteria that each individual holds a valid California Teaching Credential, or has equivalent professional background and experience when matching the mentor with the Participating Teacher.

3. Each Induction program must assure that each Participating Teacher receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.

Support Providers meet and/or communicate an average of one hour per week, as evidenced in the Support Provider Accountability Log, to provide "just-in-time" and long-term guidance to promote professional growth and to meet professional growth goals established in the ILP.

4. Goals for each Participating Teacher must be developed within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the program.

Induction Candidates develop a Professional Growth Goal and begin an Individual Learning Plan (ILP) based upon an assessment of their needs as measured by the CSTP Self-Assessment, mentor observations, administrative input, Transition Document Reflection, and the current Class Profile within the first 60 days of enrollment in the WUSD Induction Program.

5. The Individual Learning Plan must be designed and implemented solely for the professional growth and development of the Participating Teacher and not for evaluation for employment purposes.

WUSD Induction Candidates complete an Individual Learning Plan designed and implemented solely for professional growth and development; the Individual Learning Plan is not used for evaluation or employment purposes. (Reference Education code 44279.1)

6. An Induction program sponsor must make available and must advise participants of an Early Completion option for "experienced and exceptional" candidates who meet the program's established criteria.

The Westside Union School District certifies that the Westside Union School District Induction Program makes available an Early Completion Option (ECO) for candidates that meet the program's established criteria, and that all candidates are informed as to the availability of this option during Induction Orientation. The ECO information is also available on the WUSD Induction Web Page. (Reference Education Code Section 44279.1)

**Approved Credential Programs Offered by the LEA
Precondition Report**

Credential Program	Delivery Model	Location	Current Enrollment	Completers 2016-2017
Teacher Induction	Traditional	District Office	45	9
Teacher Induction	Early Completion Option	District Office	1	0

I, the undersigned Superintendent of the Westside Union School District which sponsors the Westside Union School District Induction Program, submit this letter of verification as evidence that this LEA shall adhere to the precondition requirements of the Commission on Teacher Credentialing (Commission) in order to sponsor an approved Induction Program.

Regina Rossall, Superintendent_____

Date_____

Westside Union School District

Sponsor for the Westside Union School District Induction Program



Welcome to Westside!

New Teacher Induction Program Information

Dear Participating Teacher,

Enclosed in this informational brochure is a preliminary guide to our district's program for your individual credentialing/support needs.

You will also find our schedule of induction trainings for the year, beginning with our Induction Orientation on September 12, 2017.

Please take some time to read over our expectations and let us know what questions you may have.

We look forward to working with you!

Sincerely,

Lauri Massari

Program Coordinator

Westside Union School District

New Teacher Support

661-722-0716 ext. 75309

l.massari@westside.k12.ca.us

New Teacher Induction
For Teachers with a California Preliminary Credential

An Overview of our Program

The Westside Union School District (WUSD) New Teacher Induction program is a research-based training and support system designed to provide a preliminarily credentialed teacher the path toward achieving a California Clear Credential. The information to teacher candidates is carefully planned, implemented and based on the California Standards for the Teaching Profession and The Standards of Quality and Effectiveness for Professional Induction Programs. This is a collaborative model which employs support providers to assist developing teachers with improving classroom practice. These teachers work with the "Plan, Teach, Reflect and Apply" model while being responsive to the diverse cultural, social and linguistic backgrounds of all students.

Partnering Schools and Districts

The Westside Union School District Induction program offers services to teachers in neighboring schools or districts outside of WUSD, where induction is not provided. Interested teachers should first contact their district supervisor, and then contact our program coordinator at the email below.

Clear Credential

The Westside Union School District BTSA Induction Program is designed to support participants as professional members of the teaching profession and results in the recommendation for the California Clear Credential.

Our two-year program* is designed to give participants the opportunity to advance their skills and knowledge in relation to:

- The California Standards for the Teaching Profession;
- State-adopted Common Core State Standards
- Updated English Language Development Standards
- The state-adopted curriculum frameworks; and;
- Standards of Quality and Effectiveness for Professional Induction Programs

*An Early Completion Option is available for experienced and exceptional candidates. For more information regarding our Early Completion requirements and application process, please review our Early Completion Information Packet.

Support Providers

WUSD's Induction Program hires veteran teachers who meet high standards as mentors to serve as support providers. These support providers provide group and individualized support and assessment in the application of:

- The California Standards for the Teaching Profession
- The Common Core State Standards
- Knowledge from workshops and seminars individually chosen and provided at regularly scheduled meetings that advances teaching practice.
- Knowledge of Special Education practices

Program Leadership

The Westside Union School District as the sole sponsor for the WUSD Induction Program has in place a coordinator who oversees the direction and monitoring of the progress of the participants. The role of the coordinator is to provide long-range planning and commitment to the work of developing teachers and to provide support and assessment towards the completion of the Induction Program.

Course of Study

Induction candidates participate in a series of activities and trainings based on the California Standards for the Teaching Profession. Topics covered are: Classroom Management, Conflict Resolution, English Language Learner Strategies, Equity in the Classroom, Differentiating Instruction for Special Populations, Instructional Technology, Planning and Assessing for Student Learning, and Culturally Relevant Teaching. Additionally, each candidate develops an Individual Learning Plan which guides professional development and support to meet both "just in time" and longer term instructional needs of each individual.

University Credit

At the successful completion of each induction year, participating teachers are eligible to apply for 8 semester units through Brandman University.

Questions?

For more information regarding the Westside Union School District BTSA Induction Program, please contact our Program Coordinator, Lauri Massari:

l.massari@westside.k12.ca.us

New Teacher Induction Participating Teacher Program Responsibilities

1. The Westside Union School District (WUSD) provides a fully accredited two year induction program for eligible candidates in partnering schools and districts and within the Westside Union School District.
2. All newly hired WUSD teachers holding a preliminary credential are expected to enroll in New Teacher Induction in their first year of employment and remain in the program until induction is complete.
3. In order to qualify for induction, possession of a California Preliminary Credential must be posted by the Commission on Teacher Credentialing (CTC) by October 1. Teachers missing the October 1 cohort deadline will participate in a pre-induction support cohort for the year and will be placed in the next available induction cohort.
4. Participating teachers will commit to a two year induction program with an option for early completion based on teaching experience and expertise. Early completion information will be detailed at Induction Orientation.
5. Teachers holding an out of state credential will typically be placed in induction until formal credentialing status is verified by the CTC. If such teachers have multiple years of experience, the CTC may issue a clear credential, at which time the teacher will be released from induction expectations.
6. If a WUSD teacher wishes to complete induction independently through a university, a request must be submitted in writing to the program coordinator by October 1. The WUSD does not fund induction outside of the district.
7. An orientation to induction is provided in September.
8. A support provider will be assigned to each participating teacher within 30 days of the first day of teaching and will provide support as needed long before the formal induction program begins.
9. Participating teachers will be informed of the process of support provider reassignment during Induction Orientation.
10. Teachers with a verifiable induction year of credit from another district can transfer that year toward the two years of induction and enter our program as a Year II candidate.
11. Within 60 days of the first day of teaching, participating teachers will develop an Individual Learning Plan (ILP) and update the plan according to individual progress needs as determined by the participating teacher, the support provider and site administrator.
12. Participating teachers will engage in reciprocal classroom observations with the support provider and other colleagues.
13. Participating teachers will collaborate with support providers for the equivalent of a minimum of one hour per week. The support provider will manage the scheduling of support hours.
14. Participating teachers will attend all required induction trainings as specified in the ILP. These meetings will typically be held on Tuesdays from 3-5pm beginning in September.
15. Participating teachers will meet with the program coordinator as needed.
16. Participating teachers will complete all induction meeting assignments by the assigned date.
17. Participating teachers will maintain weekly lesson plans and make them accessible to support providers, coordinators and site administrators.
18. Participating teachers will complete all program surveys as requested by the coordinator.
19. Communication between participating teachers, support providers and coordinators need to be conducted in a timely manner, with email or phone message responses conducted within 24 hours.
20. Participating teachers, upon successful completion of each year of induction, will be eligible for 8 semester units of university credit through Brandman University. Brandman will make the units purchasable in June.

Westside Union School District August Start-up Support Pairings 2018

School Site	Site Orientation Meeting Date	Principal(s) VPs	Start Up Supporter
AH/LV	8/18(LV), 8/17(AH)	Shannon/Jake	Felicia
CW	8/18	Laura/Erin	Lauri
DS	8/25	Jessica/Scott	Lauri
EZ	8/28	Nicole/Sandy	Ana
GAA	TBD	Shelly/Kristin	Ana
HV	8/18	Rodney/Jennifer	Rowdy
JW	8/25	Steve/Reyna	Rowdy
QH	8/18	Andrea/Sylvia	Trudy
RV	8/25	Cathy/Erin	Felicia
SD	8/25	Tim/Antoinette	Ana
VV	8/25	Rebecca/Amy	Trudy



New Teacher Induction 2017-2018

Orientation

September 12, 2017

3-5pm

Welcome Participating Teachers!

Introductions

Induction and Credentialing

Participating Teacher Handbook

Individual Learning Plan

Lesson Planning and Reflections

Haiku

Google Folders

Training Registration

Early Completion Option

Grievance Processes



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Triad Meeting

Site Administrator, Support Provider, Participating Teacher

The purpose of the Triad Meeting is to seek input from the Participating Teacher's evaluator as information to consider when choosing an ILP goal.

The Support Provider and Participating teacher will plan to meet with the principal in the first weeks of school and may choose to meet again during the year as needed for clarification and additional resources in meeting the ILP goal.

While administrative input is an important consideration in determining a goal, the administrator will not have access to the confidential work of induction unless the Participating Teacher chooses to disclose the activities and outcomes of the ILP goal work.

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Westside Union School District
New Teacher Induction
Verification of Induction Assignments
2016-2017

Candidate: Ashley Ford

Support Provider: Brian Yoshikawa

ASSIGNMENT	DUE DATE	COMPLETED
Orientation Attendance	9/1	x
Induction Agreement	9/1	x
CSTP #1 Pre-meeting Assignment	10/20	x
CSTP # 1 Entrance Activity(self-survey)	10/20	x
CSTP #1 Post- meeting Assignment	10/30	x
CSTP #2 Pre-meeting Assignment	11/17	x
CSTP # 2 Entrance Activity(self-survey)	11/17	x
CSTP #2 Post- meeting Assignment	11/30	x
CSTP #3 Pre-meeting Assignment	12/8	x
CSTP # 3 Entrance Activity(self-survey)	12/8	x
CSTP #3 Post- meeting Assignment	12/8	x
Colloquium/Exit Interview Prep	4/20	x
Module A	9/30	x
Module B	10/30	x
Module C-ILP Goal Setting Document	11/15	x
ILP Reflections-November 15	11/30	x
ILP Reflections-January 30	1/30	x
Module D	4/20	x
Colloquium Presentations	5/10	x
This certifies the successful completion of Year I Induction on May 10, 2017		<i>Tauri Massari</i> Program Coordinator



California Teacher Induction Program

Protocol to Request Change Support Provider and/or Participating Teacher Pairing

The WUSD New Teacher Induction Program understands the importance of the correct pairing of Support Providers and Participating Teachers. In the event that either the Participating Teacher or Support Provider feels that the pairing is not optimal, the following procedures are in place for Support Provider/Participating Teacher reassignment.

1. Notify the Program Coordinator of the concern.
2. Program Coordinator will initiate a meeting with both parties.
3. Upon confirming the need for the pairing change, the Program Coordinator will initiate the re-pairing of Support Provider/Participating Teacher.

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California Teacher Induction Program

Early Completion Option Requirements and Application Process

The Westside Union School District provides the Early Completion Option for experienced and exceptional teachers in compliance of SB 57 and Education Code Section 44279.1

WUSD Early Completion Program:

Candidates who are approved for Early Completion under the following criteria receive an abbreviated version of induction, specifically designed to meet the candidate's support needs as articulated in the Individual Learning Plan (ILP). Early Completion Candidates typically enter the induction program as Year II Participants.

Eligibility as an Early Completion Candidate in a Teacher Induction Program:

The following criteria are aligned with the legislative intent of SB 57 to serve experienced and exceptional candidates:

Experience Criteria:

1. Three or more years of recent*, verifiable, successful classroom teaching experience as the teacher of record.
 2. Submission of a professional resume detailing full-time, classroom teaching experience, including contact information of former employers/evaluators.
- *recent experience includes employment within the last three years.

Exceptional Criteria:

1. Submission of a written request to apply for participation in the Early Completion Option. Please detail the following considerations in your request:
 - a. Analysis of your own teaching as it correlates to the California Standards of the Teaching Profession
 - b. Analysis of your own experience in working with the Common Core State Standards
 - c. Analysis of your own Experience in working with English Learners, Students with Special Needs, and Advanced Learners
 - d. Analysis of any instructional leadership experience
 - e. Rationale for wishing to participate in the Early Completion Program
2. Submission of a vigorous performance evaluation from each of the most recent three years of teaching.
3. Demonstration of the highest level of instruction as measured by the California Standards for the Teaching Profession, based on observation of a complete lesson, conducted by the Induction Program Leadership Team.
4. Demonstration of the highest level of instruction as measured by the California Standards for the Teaching Profession, based on observation of a complete lesson, conducted by the current site administrator (evaluator).
5. Site Administrator submission of a letter of recommendation, including detailed evidence of candidate's mastery of the California Standards for the Teaching Profession.

Early Completion Application Process:

1. Early Completion Program information is presented during Induction Orientation and also posted on the Induction Website.
2. Submission of the required eligibility documentation is submitted to the program coordinator by October 30.
3. After the review of materials, a recommendation will be made by Induction Program Leadership and will be submitted to District Cabinet for final approval or decline of application.
4. Candidate will be informed of the decision after District Cabinet approval [.BACK TO PRECONDITIONS](#)



CSTP Support Provider Observation Tool

Teacher:

Date:

Purpose: CSTP assessments are one tool for observing the teaching practice in the induction experience. The CSTP Classroom document is included in this assignment block for your reference in your self-assessment to help you identify evidence for each element below.

CSTP 1: ENGAGING AND SUPPORTING ALL STUDENTS IN LEARNING

CSTP #1 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
1.1 Using knowledge of students to engage them in learning			
1.2 Connecting learning to students' prior knowledge, backgrounds, life experiences, and interests			
1.3 Connecting subject matter to meaningful, real-life contexts			
1.4 Using a variety of instructional strategies, resources, and technologies to meet students' diverse learning needs			
1.5 Promoting critical thinking through inquiry, problem solving, and reflection			
1.6 Monitoring student learning and adjusting instruction while teaching			

Continue to next page

CSTP 2: CREATING AND MAINTAINING EFFECTIVE ENVIRONMENTS FOR STUDENT LEARNING

CSTP #2 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
2.1 Promoting social development and responsibility within a caring community where each student is treated fairly.			
2.2 Creating physical learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students.			
2.3 Establishing and maintaining learning environments that are physically, intellectually, and emotionally safe.			
2.4 Creating a rigorous learning environment with high expectations and appropriate support for all students.			
2.5 Developing, communicating, and maintaining high standards for individual and group behavior.			
2.6 Employing classroom routines, procedures, norms, and supports for positive behavior to ensure a climate in which all students can learn.			
2.7 Using Instructional time to optimize learning.			

Continue to next page

CSTP 3: UNDERSTANDING AND ORGANIZING SUBJECT MATTER FOR STUDENT LEARNING

CSTP #3 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
3.1 Demonstrating knowledge of subject matter, academic content standards, and curriculum frameworks			
3.2 Applying knowledge of student development and proficiencies to ensure student understanding of subject matter			
3.3 Organizing curriculum to facilitate student understanding of the subject matter			
3.4 Utilizing instructional strategies that are appropriate to the subject matter			
3.5 Using and adapting resources, technologies, and standards-aligned instructional materials, to make subject matter accessible to all students			
3.6 Addressing the needs of English Learners and students with special needs to provide equitable access to the content			

Continue to next page

CSTP #3 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
4.1 Using knowledge of students' academic readiness, language proficiency, cultural background, and individual development to plan instruction			
4.2 Establishing and articulating goals for student learning			
4.3 Developing and sequencing long-term and short-term instructional plans to support student learning			
4.4 Planning instruction that incorporates appropriate strategies to meet the learning needs of all students			
4.5 Adapting instructional plans and curricular materials to meet the assessed learning needs of all students			

Continue to next page

CSTP 5: ASSESSING STUDENTS FOR LEARNING

CSTP #5 ELEMENTS	Level 1	Level 2	Level 3
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	I am aware of the element but unable to name evidence of its current implementation in my classroom.	I am currently able to provide evidence of at least one strategy for this element in my classroom.	I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
5.1 Applying knowledge of the purposes, characteristics, and uses of different types of assessments			
5.2 Collecting and analyzing assessment data from a variety of sources to inform instruction			
5.3 Reviewing data, both individually and with colleagues, to monitor progress			
5.4 Using assessment data to establish learning goals and to plan, differentiate, and modify instruction			
5.5 Involving all students in self-assessment, goal setting, and monitoring progress			
5.6 Using available technologies to assist in assessment, analysis, and communication of student learning			
5.7 Using assessment information to share timely and comprehensible feedback with students and their families			

Continue to next page

CSTP 6: DEVELOPING AS A PROFESSIONAL EDUCATOR

CSTP #6 ELEMENTS	Level 1 I am aware of the element	Level 2 I am currently able to	Level 3 I am currently able to
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	but unable to name evidence of its current implementation.	provide evidence of at least one strategy for this element.	name evidence of multiple strategies and/or systems in place for this element.
6.1 Reflection on my teaching practice in support of student learning			
6.2 Establishing professional goals and engaging in continuous and purposeful growth and development			
6.3 Collaborating with colleagues and the broader professional community to support teacher and student learning			
6.4 Working with families to support student learning			
6.5 Engaging local communities in support of the instructional program			
6.6 Managing professional responsibilities to maintain motivation and commitment to all students			
6.7 Demonstrating professional responsibility, integrity, and ethical conduct			

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Exit Interview Rubric

Candidate: Evaluator: Score:	Unsatisfactory- Poorly articulated, lacking reflective depth of knowledge and experience. 0 pts	Satisfactory- Well- articulated with some reflective depth of knowledge and experience. 1 pt	Exemplary- Fully articulated with reflective depth of knowledge displayed and examples of evidence cited. 2 pt
Describe how have you created a well-managed, safe and healthy learning classroom environment?			
How have you used technology to assess, plan, and deliver instruction?			
How do you use culturally responsive teaching practices to meet the needs of all learners?			
What systems have you established to communicate to students and parents so that learning is fully accessible and supported?			
What strategies have you used specifically to support English Learners in your classroom?			
What assessment strategies have you used to determine the various needs of your students?			
What strategies do you use to instruct special populations, including advanced learners?			
What lesson planning strategies have you used to best prepare yourself and your students for each week's lessons?			
How do you incorporate the CCSS into your planning, instruction, and grading?			

What strategies do you use to engage and motivate reluctant learners?			
Ed Specialist: How do you support student integration into the least restrictive environment?			
Ed Specialist: How do you organize and monitor legal and procedural requirements of case management?			
Ed Specialist: What strategies do you use to determine student IEP Goals?			

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California Teacher Induction Program

Organizational Chart

Program Supervisor

District Superintendent, Gina Rossall

Induction Program Coordinator

Lauri Massari-Induction

Coordinators

Ana Penaloza-Special Education

Trudy Valenzuela-Interns

Full Time Induction Support Providers

Rowdy Dyer

Felicia Goldovsky

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California Teacher Induction Program

Exit Interview Appeal Request

A candidate with an Exit Interview score below 10 and/or with more than one "unsatisfactory" may appeal the interview using this document.

Teacher:

Exit Interview Score:

Areas marked "Unsatisfactory":

In the event of an appeal, candidates are given a second opportunity to participate in the Exit Interview after the appropriate support has been provided, specific to the candidate's area of need.

Please explain what support you feel is necessary for your success in the Exit Interview. This appeal may be completed in collaboration with your support provider.

Teacher Signature _____ Date: _____



Verification of Completion of Induction

By my signature, I certify that the candidates listed on this page are eligible to apply for the Clear Credential:

Candidates:

Credential Analyst Signature:

Program Coordinator Signature:

District Superintendent Signature:

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Support Provider Job Posting on Edjoin

6/1/2017

Requirements for Applying

CA Clear teaching credential

CLAD/EL Certification

HQT

Permanent Status with WUSD

Recent satisfactory evaluation

5 years of teaching experience

3 References per Article 15.3.3.2

At least 3 years of experience in a position as an induction support provider or teaching coach

Should have clear understanding and knowledge of California Standards for the Teaching Profession (CSTP)

Must be willing to meet a minimum average of 60 minutes per week one on one with each Participating Teacher

Must be willing to attend Formative Assessment for California Teachers (FACT) training

Must be willing to support teachers from outside Westside Union School District-(private and charter schools)

Should have an understanding of mentoring through the use of reflective conversation and self reflective methodology

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BACK TO PRECONDITIONS

Support Provider Training Plan 2107-2018

SP Training Schedule:

Mondays: 2:00-3:00

The quality of your support for our new teachers will increase with your own professional growth. As we expect your teachers to self-reflect on their expanding practice, the expectation is that you will do the same with yours. Induction Program Standards call for specific skills to be continuously honed. With that in mind, our training schedule for you as support providers will be as follows:

August

The Support Provider Role

CSTP Standards-driven Support

ILP/lesson Planning Centered Support

Non-evaluative practices

Supporting District Policies and Initiatives

Supporting the Participating Teacher's Administration

Practicing Program Protocols for Confidentiality

Maintaining Professional Relationships with Participating Teachers

Documenting all Support Activities

Following NTS Department Protocols

Following Protocols for Communicating Concerns

Demonstrating Professionalism in the Larger Community

September

Goal Setting and the Individual learning Plan

The Support Provider's Role in the Participating Teacher's Evolving Goal Setting

CSTP-centered goals

"Just in Time" Support Goals

Best Practices in Adult learning Theory



Support Provider Training Plan-Continued

October

**The Individual learning Plan The
ILP and Lesson Planning Strategies
for Lesson Planning**

Support Provider collaboration and feedback in the ILP

November Coaching

Strategies Observing

Co-teaching

Modeling

Collaborating

January-May

Book Study: Evocative Coaching

The Mobius Model

June

Self- Reflection

Evidence of Strengths/Growth Goals

Analyzing Self-Assessments

Westside Union School District

Monthly SUPPORT PROVIDER CONTACT LOG BACK TO PRECONDITIONS

Due the last school day of each month of support, September-May.

Submit completed time logs to the Support Provider Time Log Dropbox in Haiku.

Participating Teacher Verification of Hours

This box is reserved for the signature of the PT.
Please send this completed doc to the PT for
verification and then the PT will return the doc to the
SP. This document is submitted into Haiku by the
Support Provider.

I certify that the information documented below is
true:

Participating Teacher Signature:

Today's Date:

SUPPORT PROVIDER:

PARTICIPATING TEACHER:

Date: Time Spent In Collaboration: 30 min ☐ 45 min ☐ 1 hr ☐ 75 min ☐ 90 min ☐ 105 min ☐ 2 hr ☐ 2hr + ☐

Notes:

What's working:

Next steps:

Date: Time Spent In Collaboration: 30 min ☐ 45 min ☐ 1 hr ☐ 75 min ☐ 90 min ☐ 105 min ☐ 2 hr ☐ 2hr + ☐

Notes:

What's working:

Next steps:

Date: Time Spent In Collaboration: 30 min ☐ 45 min ☐ 1 hr ☐ 75 min ☐ 90 min ☐ 105 min ☐ 2 hr ☐ 2hr + ☐

Notes:

What's working:

Next steps:

Date: Time Spent In Collaboration: 30 min ☐ 45 min ☐ 1 hr ☐ 75 min ☐ 90 min ☐ 105 min ☐ 2 hr ☐ 2hr+ ☐

Notes:

What's working:

Next steps:

Total Hours Spent In Collaboration This Month, Including the PLC Training :



[BACK TO PRECONDITIONS](#)

Transition Docs or ILP -Self-Assessment

Conversation Guide

Purpose: These reflections are designed to consider your prior experience and development to help inform your decisions on choosing a CSTP correlated goal for your Individual Learning Plan.

Instructions: *With your support provider*, use the prompts below to determine your current areas of strength and weakness as documented in your university transition documents or prior ILP. If you do not have that documentation, use any artifacts or other evidence of your developmental progress in teaching. Write a summary of your reflective discussions (one or two sentences under each prompt below). Please type your responses in red font.

1. Does your transition document or ILP reflect an area of strength? Discuss your strengths here:
2. Does your transition document or ILP reflect an area in need of particular growth that has been prioritized for you already or could be prioritized for you in the coming year? Please describe.
3. Preliminary Goal: Based on your self-assessment data, what goal would be appropriate for you at this time? We will use other data from your CSTP self-assessments, and feedback from your evaluations to create your official ILP goal. For this assignment, however, we are interested mostly in a goal you might choose based on your prior work or study.

BACK TO PRECONDITION



Individual Learning Plan (ILP)

Goal Setting

Purpose: The Individual Learning Plan (ILP) is a living document that provides a personalized path of professional development and support customized to meet your individual needs as a beginning teacher. As you develop your ILP, you will work with your support provider and others to chart your progress toward reaching goals leading to mastery of the California Standards of the Teaching Profession (CSTPs)

Instructions: Review the "Components of the ILP" informational document included in this assignment block. In collaboration with your support provider/coach, review your transition document or previous ILP, CSTP self-assessments, and support provider/coach classroom observation data, and class profile. Meet with your site administrator (evaluator) to gather insights on potential focus areas. Your support provider will attend this triad meeting with you.

Use all of these resources to assist you in determining your initial ILP goal (s). As your ILP goals change over the year, those updates will be documented in the Mini Reflection document. The goal you state here is your initial goal; your starting place.

Initial ILP Goal:

CSTP Standard(s) correlated to your goal:

ILP Development Team Signatures:

Support Provider/Coach:

Site Administrator/Evaluator:

Program Coordinator:

Other Collaborators:



CSTP Self-Assessment BACK TO PRECONDITIONS

Teacher:

Date:

Purpose: Self Assessments are one tools for measuring growth and self-reflection in the induction experience. The CSTP Classroom document is included in this assignment block for your reference in your self-assessment to help you identify evidence for each element below.

Instructions: Type today's date into the box indicating the level that best describes your current level for each of the CSTP elements. You will complete this activity twice in the year and you will use the same document for both assignments so that you may easily see your growth in each area. The first time you complete the document (your pre-assessment), **use red font** to type in the date. Prior to submitting your completed document into Haiku, save a copy to be accessed later. When you complete the document at the end of the year (post assessment), use blue font to type in the dates.

CSTP 1: ENGAGING AND SUPPORTING ALL STUDENTS IN LEARNING

CSTP #1 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
1.1 Using knowledge of students to engage them in learning			
1.2 Connecting learning to students' prior knowledge, backgrounds, life experiences, and interests			
1.3 Connecting subject matter to meaningful, real-life contexts			
1.4 Using a variety of instructional strategies, resources, and technologies to meet students' diverse learning needs			

1.5 Promoting critical thinking through inquiry, problem solving, and reflection			
1.6 Monitoring student learning and adjusting instruction while teaching			

Continue to next page

CSTP 2: CREATING AND MAINTAINING EFFECTIVE ENVIRONMENTS FOR STUDENT LEARNING

CSTP #2 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
2.1 Promoting social development and responsibility within a caring community where each student is treated fairly.			
2.2 Creating physical learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students.			
2.3 Establishing and maintaining learning environments that are physically, intellectually, and emotionally safe.			
2.4 Creating a rigorous learning environment with high expectations and appropriate support for all students.			

2.5 Developing, communicating, and maintaining high standards for individual and group behavior.			
2.6 Employing classroom routines, procedures, norms, and supports for positive behavior to ensure a climate in which all students can learn.			
2.7 Using Instructional time to optimize learning.			

Continue to next page

CSTP 3: UNDERSTANDING AND ORGANIZING SUBJECT MATTER FOR STUDENT LEARNING

CSTP #3 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation in my classroom.	Level 2 I am currently able to provide evidence of at least one strategy for this element in my classroom.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
3.1 Demonstrating knowledge of subject matter, academic content standards, and curriculum frameworks			
3.2 Applying knowledge of student development and proficiencies to ensure student understanding of subject matter			
3.3 Organizing curriculum to facilitate student			

understanding of the subject matter			
3.4 Utilizing instructional strategies that are appropriate to the subject matter			
3.5 Using and adapting resources, technologies, and standards-aligned instructional materials, to make subject matter accessible to all students			
3.6 Addressing the needs of English Learners and students with special needs to provide equitable access to the content			

Continue to next page

CSTP 4: PLANNING INSTRUCTION AND DESIGNING LEARNING EXPERIENCES FOR ALL STUDENTS

CSTP #3 ELEMENTS	Level 1	Level 2	Level 3
	I am aware of the element but unable to name evidence of its current implementation in my classroom.	I am currently able to provide evidence of at least one strategy for this element in my classroom.	I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
4.1 Using knowledge of			

students' academic readiness, language proficiency, cultural background, and individual development to plan instruction			
4.2 Establishing and articulating goals for student learning			
4.3 Developing and sequencing long-term and short-term instructional plans to support student learning			
4.4 Planning instruction that incorporates appropriate strategies to meet the learning needs of all students			
4.5 Adapting instructional plans and curricular materials to meet the assessed learning needs of all students			

Continue to next page

CSTP 5: ASSESSING STUDENTS FOR LEARNING

CSTP #5 ELEMENTS	Level 1	Level 2	Level 3
	I am aware of the element but unable to name evidence of its current implementation in my classroom.	I am currently able to provide evidence of at least one strategy for this element in my classroom.	I am currently able to name evidence of multiple strategies and/or systems in place for this element in my classroom.
5.1 Applying knowledge of the purposes, characteristics, and			

uses of different types of assessments			
5.2 Collecting and analyzing assessment data from a variety of sources to inform instruction			
5.3 Reviewing data, both individually and with colleagues, to monitor progress			
5.4 Using assessment data to establish learning goals and to plan, differentiate, and modify instruction			
5.5 Involving all students in self-assessment, goal setting, and monitoring progress			
5.6 Using available technologies to assist in assessment, analysis, and communication of student learning			
5.7 Using assessment information to share timely and comprehensible feedback with students and their families			

Continue to next page

CSTP #6 ELEMENTS	Level 1 I am aware of the element but unable to name evidence of its current implementation.	Level 2 I am currently able to provide evidence of at least one strategy for this element.	Level 3 I am currently able to name evidence of multiple strategies and/or systems in place for this element.
6.1 Reflection on my teaching practice in support of student learning			
6.2 Establishing professional goals and engaging in continuous and purposeful growth and development			
6.3 Collaborating with colleagues and the broader professional community to support teacher and student learning			
6.4 Working with families to support student learning			
6.5 Engaging local communities in support of the instructional program			
6.6 Managing professional responsibilities to maintain motivation and commitment to all students			
6.7 Demonstrating professional responsibility, integrity, and ethical conduct			



California Teacher Induction Program

Accredited by the Commission on Teacher Credentialing
Education Specialist, Multiple Subject, Single Subject
Advanced Credentials

Participating Teacher Induction Program Responsibilities

1. The Westside Union School District (WUSD) provides a fully accredited two year induction program for eligible candidates in partnering schools and districts and within the Westside Union School District.
2. All newly hired WUSD teachers holding a preliminary credential are expected to enroll in New Teacher Induction in their first year of employment and remain in the program until induction is complete.
3. In order to qualify for induction, possession of a California Preliminary Credential must be posted by the Commission on Teacher Credentialing (CTC) by October 1. Teachers entering the program after the cohort deadline will be enrolled in the in the pre-induction support cohort in the interim.
4. Participating teachers will commit to a two year induction program with an option for early completion based on teaching experience and expertise. Early completion information will be detailed at Induction Orientation.
5. Teachers holding an out of state credential will typically be placed in induction until formal credentialing status is verified by the CTC. If such teachers have multiple years of experience, the CTC may issue a clear credential, at which time the teacher will be released from induction expectations.
6. If a WUSD teacher wishes to complete induction independently through a university, a request must be submitted in writing to the program coordinator by October 1. The WUSD does not fund induction outside of the district.
7. A detailed orientation to induction is provided in September.
8. A support provider will be assigned to each participating teacher within 30 days of the first day of teaching and will provide support as needed long before the formal induction program begins.
9. Participating teachers will be informed of the process of support provider reassignment during Induction Orientation.
10. Teachers with a verifiable induction year of credit from another district may apply that year toward the two years of induction and enter our program as a Year II candidate.
11. Within 60 days of the first day of teaching, participating teachers will develop an Individual Learning Plan (ILP).
12. Participating teachers will engage in reciprocal classroom observations with the support provider and other colleagues.
13. Participating teachers will collaborate with support providers for the equivalent of a minimum of one hour per week. The support provider will manage the scheduling of support hours.
14. Participating teachers will attend all required induction trainings as specified in the ILP. These meetings will typically be held on Tuesdays from 3-5pm beginning in September.
15. Participating teachers will meet with the program coordinator as needed.
16. Participating teachers will complete all induction meeting assignments by the assigned date.
17. Participating teachers will maintain weekly lesson plans and make them accessible to support providers, coordinators and site administrators.
18. Participating teachers will complete all program surveys as requested by the coordinator.
19. Communication between participating teachers, support providers and coordinators will be conducted in a professional, confidential, and timely manner, with email or phone message responses returned within 24 hours.
20. Participating teachers, upon successful completion of each year of induction, will be eligible for 8 semester units of university credit through Brandman University. Brandman will make the units purchasable in June.

I have been informed of my responsibility to enter into a professional teacher induction program and the requirements therein.

Participating Teacher:

Initial Advisement Date:

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Discussion Items:

- Board Governance

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Educational Services

SUBJECT: Site Plans for Del Sur and Valley View Schools

BACKGROUND:

Throughout the year, our schools look in depth at student achievement. As a result of that focus on student achievement, School Site Councils utilize that information to assist in the development of the school plan (Single Plan for Student Achievement), which incorporates student improvement goals with a spending plan. As required by the Every Student Succeeds Act (ESSA), all plans must be aligned with the LEA Plan approved by the Board in March 2010. Emphasis in the Single Plan must be on language arts and math, and include strategies to improve performance of student groups that are not meeting grade level standards as measured by the Smarter Balanced Assessment. School Site Councils have also been working to align Site Plans with the Local Control Accountability Plan.

PROGRAM/EDUCATIONAL IMPLICATION:

The sites' Single Plans reflect:

- Alignment with the District's areas of instructional focus
- Alignment with the Local Education Association Plan (LEAP) Addendum and the Local Control and Accountability Plan (LCAP)
- Differentiated instruction for English Learners and at-risk students
- Intervention plans for those students at risk of not meeting grade level expectations

These SPSAs are for the 2017-2018 school year.

COST ANALYSIS:

These plans contain the spending plans for each of the school sites, and will be balanced to the income received.

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

SEPARATE ATTACHMENT

Site Plans:
Del Sur
Valley View

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Ed. Services

SUBJECT: SUMS MTSS Grant

BACKGROUND:

Westside Union School District has received a California Scale-Up MTSS Statewide (SUMS) Grant for \$25,000.

PROGRAM/EDUCATIONAL IMPLICATION:

In April 2016, Orange County Department of Education, in partnership with Butte County Office of Education and SWIFT Education Center, was awarded a large grant to implement MTSS statewide. This effort, California Scale-Up MTSS Statewide (SUMS) provides a process for Local Education Agencies (LEA) to assess their strengths, coordinate supports to their Local Control Accountability Plans (LCAP), and align their MTSS efforts with the eight state priorities.

Grant funding is being distributed in three cohorts. Westside is part of Cohort 2. LACOE will be providing technical assistance.

COST ANALYSIS/FUNDING:

The district has been awarded a \$25,000 grant. There are no additional costs to the district at this time.

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Ed. Services

SUBJECT: Air Force Research Laboratory Grant

BACKGROUND:

Westside Union School District has a grant from the Air Force Research Laboratory Aerospace Systems Directorate branch of the United States Air Force for funding to support the establishment of a makerspace at Joe Walker Stealth Academy. The goal of the program is to encourage the study of math, science and engineering and to enhance to quality of education in technology classes and laboratories. This program is envisioned as a 5-year, \$250,000 grant program, however funds are appropriated on a year-by-year (\$50,000) basis.

PROGRAM/EDUCATIONAL IMPLICATION:

This program will create a partnership with the Air Force Research Laboratory and Westside Union School District that will initiate and nurture the development of elementary and middle school pathways toward STEM programs, which will in turn facilitate similar high school programs. The program will be designed to serve all students at Joe Walker, and potentially students from other District school sites as well.

COST ANALYSIS/FUNDING:

Approximately \$75,000 for additional certificated staff to coordinate the program. In-kind facilities contribution of 3 classrooms at Joe Walker, valued at approximately \$245,000.

ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES RECOMMENDATION:

Approval

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Short Term Staffing Permits

BACKGROUND:

Short Term Staffing Permits are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Short Term Staffing Permits are issued in periods for 1 school year and are not renewable. Requirements include passage of appropriate subject matter examinations (CSET). Individuals must make adequate progress toward the requirements for admittance into a university internship.

PROGRAM/EDUCATIONAL IMPLICATION:

The Short Term Staffing Permit allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

COST ANALYSIS/FUNDING SOURCE:

Not applicable

DEPUTY SUPERINTENDENT'S RECOMMENDATION:

Approval

Teacher Assignments Authorized by Short Term Staffing Permit

Alfaro, Gabriela
Paredes, Alicia

100% Multiple Subject
100% Multiple Subject

BOARD AGENDA

January 16, 2018

TO: BOARD OF TRUSTEES
PREPARED BY: Robert Hughes, Deputy Superintendent
SUBJECT: Provisional Intern Permit

BACKGROUND:

Provisional Intern Permits are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Provisional Intern Permits are issued in 1 year periods and require adequate progress toward the requirements for admittance into a university internship for renewal.

PROGRAM/EDUCATIONAL IMPLICATION:

The Provisional Intern Permit allows for utilization and retention of qualified candidates who have yet to start or complete the appropriate credential program.

COST ANALYSIS/FUNDING SOURCE:

Not applicable

SUPERINTENDENT'S RECOMMENDATION:

Approval

Teacher Assignments Authorized by Provisional Intern Permit

Hathaway, Alison

100% Multiple Subject