

WESTSIDE UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
HILLVIEW MIDDLE SCHOOL
May 2, 2017

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

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

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)
- 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)
- IV. RECONVENE TO OPEN SESSION AT _____ p.m.
- V. REPORT OF CLOSED SESSION ACTION
- VI. PRESENTATIONS
 - A. Tarzana Treatment Centers Community Assessment Survey
Reading of Resolution 17-75, National Teacher Day and Teacher Appreciation Week and California Day of the Teacher Proclamation
 - B. Teacher of the Year
 - C. Certificated Retirees
 - D. Dissertation Research – Andrea Paxton, Quartz Hill Principal
- 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. RECESS
- IX. RECONVENE TO OPEN SESSION at _____ p.m.
- X. 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
- XI. 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.
- XII. PUBLIC HEARING

None
- XIII. BUSINESS SESSION

A.	Organizational/Governance		Goal #
	1. Agenda	Item 1	
	Moved by _____	Seconded by _____	

To approve the Agenda of the Regular Meeting of
May 2, 2017

Goal #

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 -2f

2. Consent
 - a. Minutes of the Regular Meeting on April 18, 2017
 - b. Fundraising Authorization
 - c. Personnel Report
 - d. Purchase Orders
 - e. Consultant/Contract Schedule
 - f. Conference/Workshop Schedule

Moved by _____ Seconded by _____

Approval of the Consent Items as presented.

Ayes: _____ Noes: _____ Abstain: _____

3. Board Bylaws
 - BB 9323, Meeting Conduct
 - BB/E 9323.2, Actions by the Board
 - BB 9324, Minutes and Recordings
 - BB 9400, Board Self-Evaluation

Item 3

Moved by _____ Seconded by _____

Approval of the second and final reading of Board Bylaws and Exhibit

Ayes: _____ Noes: _____ Abstain: _____

4. County of Los Angeles Public Health and Tarzana Treatment Centers Community Assessment Survey

Item 4

Moved by _____ Seconded by _____

Approval of the County of Los Angeles Public Health Department and Tarzana Treatment Centers Community Assessment Survey

Ayes: _____ Noes: _____ Abstain: _____

5. Discussion Item
 - Board Governance

Item 5

5-2-17

- | | | | |
|----|----------------------|--|--------|
| B. | Educational Services | | Goal # |
|----|----------------------|--|--------|
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- | | | | |
|----|---------------------------------------|--------|--|
| 6. | Resolution 17-75, Teacher of the Year | Item 6 | |
|----|---------------------------------------|--------|--|
- Moved by _____ Seconded by _____
- Approval of the Resolution 17-75, Teacher of the Year
- Ayes: _____ Noes: _____ Abstain: _____
-
- | | | | |
|----|--|--------|--|
| 7. | Resolution 17-76, National Teacher Day, Teacher Appreciation Week and California Day of the Teacher Proclamation | Item 7 | |
|----|--|--------|--|
- Moved by _____ Seconded by _____
- Approval of Resolution 17-76, National Teacher Day, Teacher Appreciation Week and California Day of the Teacher Proclamation
- Ayes: _____ Noes: _____ Abstain: _____
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- | | | | |
|----|-----------|--|--|
| C. | Personnel | | |
|----|-----------|--|--|
-
- | | | | |
|----|------------------------|--------|--|
| 8. | Retirement Resolutions | Item 8 | |
|----|------------------------|--------|--|
- 17-77 – Richard Anderson
 - 17-78 – Wendy Chance
 - 17-79 – Tyna Chang
 - 17-80 – Janet Diaz
 - 17-81 – James Jacobs
 - 17-82 – Janet Jordan
 - 17-83 – John Jordan
 - 17-84 – Linda Lounder
 - 17-85 – Jean Newhouser
 - 17-86 – Susan Reno
 - 17-87 – Laura Riggs
 - 17-88 – Helen Schafer
 - 17-89 – JJ Schramm
 - 17-90 – Willie Scott
- Moved by _____ Seconded by _____
- Approval of Retirement Resolutions
- Ayes: _____ Noes: _____ Abstain: _____
-
- | | | | |
|----|---|--------|--|
| 9. | Declaration of Need for Fully Qualified Educators | Item 9 | |
|----|---|--------|--|
- Moved by _____ Seconded by _____
- Approval of the Declaration of Need for Fully Qualified Educators
- Ayes: _____ Noes: _____ Abstain: _____

10. Declaration of Indefinite Salaries for Retroactive Pay Item 10 Goal #

Moved by _____ Seconded by _____

Approval of Declaration of Indefinite Salaries for
Retroactive Pay

Ayes: _____ Noes: _____ Abstain: _____

11. Variable Term Waiver Page 11

Moved by _____ Seconded by _____

Approval of Variable Term Waiver

Ayes: _____ Noes: _____ Abstain: _____

D. Business

12. Revised Board Policy and Administrative Regulation Item 12
3260, Fees and Charges

Moved by _____ Seconded by _____

Approval of the second and final reading of the revised
Board Policy and Administrative Regulation 3260, Fees
and Charges

Ayes: _____ Noes: _____ Abstain: _____

13. Notice of Completion: Digital Networks Group, Inc. Item 13

Moved by _____ Seconded by _____

Approval of Notice of Completion: Digital Networks
Group, Inc.

Ayes: _____ Noes: _____ Abstain: _____

14. Rejection of Bid: Proposition 39 HVAC Upgrades at Item 14
Sundown and Valley View and Roof Replacement at
Sundown

Moved by _____ Seconded by _____

Approval to Reject Bid: Proposition 39 HVAC Upgrades
at Sundown and Valley View and Roof Replacement at
Sundown

Ayes: _____ Noes: _____ Abstain: _____

15. 2017-2018 Westside Union Teacher Association Calendar Item 15 Goal #

Moved by _____ Seconded by _____

Approval of the 2017-2018 Westside Union Teacher
Association Calendar

Ayes: _____ Noes: _____ Abstain: _____

XIV. INFORMATION SESSION

- A. Items From The Floor – Continued
- B. Dates to Remember:
 - 1. Regular Meeting on May 16, 2017 – Classified Staff Recognitions
 - 2. Regular Meeting on June 6, 2017 – Management Recognitions
- C. Board Comments - Continued

XV. NEW BUSINESS

Future Board Meeting Items

XVI. CLOSED SESSION - Continued

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

XVIII. REPORT OF CLOSED SESSION ACTION

XIX. ADJOURNMENT

There being no further business to come before the Board at the regular meeting of May 2, 2017, 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, 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 2016-2017

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

☞ A. Revenues will be placed in a separate account to pay for long term post-employment benefits

❖ 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

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 a capacity of board and district staff in developing and monitoring data related to goals and priorities

☞ 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 student's 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. Modernize Cottonwood Elementary School and receive an annual update to the District's Master Facilities Plan while exploring and securing options to finance the plan.

❖ 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**

BOARD AGENDA

May 2, 2017

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

BACKGROUND:

The Board is requested to approve the Agenda for May 2, 2017.

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

BOARD AGENDA

May 2, 2017

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 April 18, 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
April 18, 2017

I. CALL TO ORDER

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

II. Flag Salute

Shawn Cabey, Assistant Superintendent Administrative Services

III. ROLL CALL

Steven DeMarzio, President– Present

John Curiel, Vice President – Present

Patricia K. Shaw, Clerk - Present

Dr. Linda Jones, Member – Present (Arrived at 6:30 p.m.)

Jennifer Navarro, Member - Absent

SUPERINTENDENT

Regina Rossall – Present

IV. OTHERS PRESENT

Shelly Dearing, Jeanice Peterson, Tom Morreale, Miriam Rushall, Joshua Jackson, Andrea Paxton, Mike & Margaret Mann, Jacque Reed, Gretchon White, Marlene Walsh, Cathy Bennett, Shelley Torres, Ron & Gwen Farrell, Lori Mann Tim Barker, Rebecca Davis, Patricia Bothuel, Lyric Fudge, Jennifer Slater-Sanchez, Beth Lessley, Sia Dawes, Sarah Lewelling, Rodney Lots, Kevin Bice, Jessica Kott, Nicole Hernandez, Stacy Schmidt, Amy Brouwer, Bev Adams, Donnelle McMillan, Jake Briggs, Carrie Mecham, So Un Bear, Debbie Farrow, Gary Graves, Shelly Shepherd, William Guerrero, Sandy Jones, Steve Wood, Laura Duran, Johanna Dymowski, Melissa Almaren, Rodney Taylor, E. Abrahamsun, Kathryn Conner, Dana Mayer, Stacey Platt, Heather Hernandez, Trudy Valenzuela, Bev Mewborne, Amanda Canter, Brianna Barnes, Keri Blessing-Lindsey, Nancy & Noah Heming, Kendall Waden, Aidan Sidikpramana, Randi Atrops, Amber Macias, Summer McGee, Heather Lopez

V. M17-198 - The motion was made by Patricia K. Shaw seconded by John Curiel and carried 3/0 to adjourn to closed session at 5:01p.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
1 Case

VI. RECONVENE TO OPEN SESSION at 6:07 p.m.

VII. CLOSED SESSION ACTION

M17-199 - The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve the Agreement and Stipulation for Expulsion for Case Number 1617-11.

VIII. PRESENTATIONS

Volunteers

- Site
- Citizens' Oversight Committee
- WAVE Board and Representatives
- PTA/PTO/PTSA Presidents
- SSC Presidents
- Superintendent's Advisory Council Representatives
- Westside Union School District Trustees

IX. HEARING SESSION/STAFF REPORTS

A. Board Comments:

Linda Jones: We're blessed. I don't know where we would be without all of our volunteers; thank you very much for all you do.

Patricia K. Shaw: Thank you, volunteers, for all you do. I attended the following events:

- The Republican Women's Fashion Show.
- I visited Anaverde Hills School this past week.

John Curiel: Thank you for attending this evening. Volunteers, it's the little things that you do that make a difference in a student's life. You make Westside the best district in the valley.

Steve DeMarzio: Recognizing our volunteers is a celebration of our community. We are showcasing our district. I would like to thank Gwen Farrell, a former trustee, for all she has done and continues to do. This is what makes our district special.

1. Assistant Superintendent Administrative Services – Shawn Cabey
 - a. The folks here tonight show why Westside is such a special district.
2. Assistant Superintendent Educational Services - Marguerite Johnson
 - a. Thank you to all of our volunteers. So much of what we do is because of our volunteers.
3. Deputy Superintendent - Robert Hughes
 - a. Thank you to all of our volunteers; we appreciate everything that you do for students.
4. Superintendent – Regina Rossall

Mrs. Rossall reviewed the following items with the Trustees:

 - a. Ditto to everything everyone has said.
 - b. Without our volunteers it would be difficult for us to do all we do for our students. You make our community and district the best we can be. You are the glue that holds everything together.

X. RECESS

XI. RECONVENE TO OPEN SESSION at 7:55 p.m.

XII. PERSONAL APPEARANCES

- A. Westside Union Teachers Association Representative – Bob Dunham, President
- B. California School Employee Association Representative – Jeri Holmes, President
- C. Parent Teachers Association Representative
- D. WAVE Representative – Patricia Shaw and Robert Hughes
 - Next Meeting is May 10, 2017

XIII. ITEMS FROM THE FLOOR - Continued

None

XIV. PUBLIC HEARING

None

XV. BUSINESS SESSION

A. Organizational/Governance

1. M17-200 - Item 1. Approval of the amended agenda of the Regular Board Meeting of April 18, 2017, as submitted. The motion was made by Patricia K. Shaw seconded by John Curiel and carried 4/0.
2. M17-201 - Items 2a – 2f. The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve the consent agenda.
 - 2a Minutes of the Regular Meeting on April 4, 2017
 - 2b Fundraising Authorization
 - 2c Personnel Report
 - 2d Purchase Orders
 - 2e Consultant/Contract Agreement Schedule - Revised
 - 2f Conference/Workshop Schedule
3. M17-202 - Item 3. The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve the first reading of Board Bylaws:
 - BB 9323, Meeting Conduct
 - BB/E 9323.2, Actions by the Board
 - BB 9324, Minutes and Recordings
 - BB 9400, Board Self-Evaluation
4. M17-203 - Item 4. The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve the second and final reading of the revised Board Bylaw 9230, Orientation.
5. M17-204 - Item 5. The motion was made by Patricia K. Shaw seconded by Linda Jones and carried 4/0 to approve Resolution 17-74, National Public School Volunteer Week and Proclamation.
6. Item 6. Discussion Item
 - Board Governance:
 - Add "C. Board Comments" to Information Session at the end of the Agenda

XVI. EDUCATIONAL SERVICES

7. M17-205- Item 7. The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve Title I Program Evaluation
8. M17-206 - Item 8. The motion was made by Linda Jones seconded by Patricia K. Shaw and carried 4/0 to approve Memorandum of Understanding 17-15, between Westside Union School District and the Children's Bureau – Palmdale.

XVII. BUSINESS

9. M17-207 - Item 9. The motion was made by Patricia K. Shaw seconded by Linda Jones and carried 4/0 to approve to Extend Baked Goods Contract with Flowers Baking Company.
10. M17-208 - 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 new Board Policy 3470, Debt Issuance and Management.

11. M17-209 - Item 11. The motion was made by John Curiel seconded by Patricia K. Shaw and carried 4/0 to approve the first reading of the revised Board Policy and Administrative Regulation 3260, Fees and Charges.
12. M17-210 - Item 12. The motion was made by Patricia K. Shaw seconded by John Curiel and carried 4/0 to approve the Contract with Nexus IS/Dimension Data for Low-voltage and Information Technology Services for Cottonwood Modernization, Phase 3 under the State of California Multiple Award Schedule (CMAS)
13. M17-211 - Item 13. The motion was made by John Curiel seconded by Linda Jones and carried 4/0 to approve the Renaming of Cottonwood Elementary School to The IDEA Academy @ Cottonwood.

XVIII. NEW BUSINESS

Board Workshop on a Friday in May.

XIX. UNFINISHED BUSINESS

None

XX. ADJOURNMENT – The meeting was adjourned at 9:04 p.m. in by Steve DeMarzio, President

Patricia K. Shaw, Clerk
May 2, 2017

BOARD AGENDA

May 2, 2017

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 May 2, 2017

Leona Valley

Description: Selling Items Donated by Michaels
Date: May 8-11, 2017
Purpose: Mother's Day Sale
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 L.V.

Date 4-6-17

Requesting Group: ☐ PTA ☒ PTO ☐ PTSA

Date(s) of Fund Raiser May 8th - 11th Event Start Time 1:00 pm - 1:55 pm

Location of Fund Raiser HOJ Band Room

Description of Fund Raiser Selling items donated by Michaels

Purpose of the Fund Raiser Mother's day sale

For the benefit of (be specific) all children

Person Supervising Fund Raiser Kim Kemp / Desirea Mossman

Person Responsible for the Money Jenn Duben

Projected Expenses \$ 0

Projected Profit \$ 500

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 Kimberly Q

Date 4-6-17

Signature of Principal or Assistant Felicia Goldrock

Date 4/6/17

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
BOARD AGENDA
May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Personnel Report #17-18

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

MANAGEMENT

CERTIFICATED

<u>Employment</u>	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u>
Carlton, Katherine	Certificated Coach, Yearbook Advisor/AH/URGF/Req# 13758
Chavez, Carolina	Teacher Hourly, Parent Outreach Conference/ESF/April 22, 2017/Not to exceed 6 hours/per/day/Title III/Req# 13769
Crowell, Lyndsie	Certificated Coach, 7 th /8 th Grade Mathletes/AH/URGF/Req# 13764
Koonce, Kelleen	Certificated Coach, Lego/AH/URGF/Req# 13760
Lewis, Michael	Certificated Coach, Track/AH/URGF/Req# 13757
Lopez, Marisa	Certificated Coach, Dancing Feet/AH/URGF/Req#13762
Maldonado, Juliana	Teacher Hourly, Parent Outreach Conference/ESF/April 22, 2017/Not to exceed 6 hours/per/day/Title III/Req# 13769
Melendez, Elena	Teacher Hourly, Parent Outreach Conference/ESF/April 22, 2017/Not to exceed 6 hours/per/day/Title III/Req# 13769
Nuss, Erica	Certificated Coach. Boys Soccer/AH/URGF/Req# 13755
Smith, Janene	Certificated Coach, Geography Bee/AH/URGF/Req# 13765
Smith, Janene	Certificated Coach, 6 th Grade Mathletes/AH/URGF/Req# 13763
Smith, Janene	Certificated Coach, Girls Soccer/AH/URGF/Req# 13756

Tallosi, Brittany Certificated Coach, Ballroom Dancing/AH/URGF/Req# 13761

Wertman, Jesse Certificated Coach, Yearbook Advisor/AH/URGF/Req# 13759

Change Position/Location/Effective Date/Salary/Funding/Req. #

Leaves Position/Location/Effective Date/

Separation Position/Location/Effective Date/

CLASSIFIED

Employment Position/Location/Effective Date/Salary/Funding/Req.#

Cole, Amber Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13745

Cuillerier, Michelle Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13745

Delgado, Sarah Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13745

Goldovsky,
Elizabeth Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13746

Goldovsky, Melissa Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13746

Gutierrez, Shaun Instructional Assistant II/GA/3 hrs/per/day/Step 1/April 17, 2017/
SDC/Req# 13752

Meadows, Corinne Instructional Assistant II/SD/3 hrs/per/day/Step 1/April 24, 2017/
SDC/Req# 13583

Parker Moreno,
William Instructional Assistant II/HV/3 hrs/per/day/Step 1/April 17, 2017/
SDC/Req# 13778

Quicksell, Shannel Instructional Assistant II/RV/3.25 hrs/per/day/Step 1/
April 17, 2017/SDC/Req# 13635

Samuelson, Joanna Short-Term Instructional Assistant I-Tutor/VV/1 hr/per/day/
Tues & Thurs Only/Step 1/April 4-May 25, 2017/Sup Grant/Req# 13745

Visokey, Andrew	Instructional Assistant II/SD/3.5 hrs/per/day/Step 1/ April 24, 2017/SDC/Req# 13663
Von Almen, Rachel	Instructional Assistant II/GA/3 hrs/per/day/Step 1/April 17, 2017/ SDC/Req# 13656
<u>Change</u> Bruckner, Cameo	<u>Position/Location/Effective Date/Salary/Funding/Req. #</u> Playground Supervisor (1.25 hrs/per/day) to <u>(1.92 hrs/per/day)</u> /AH/Step 1/ April 3, 2017/URGF/Req# 13804
Jones, Aracely	Substitute Playground Supervisor to <u>Playground Supervisor (2.42 hrs/per/day)</u> / AH/Step 1/April 17, 2017/URGF/Req# 13817
Myers, Amber	Playground Supervisor (1.05 hrs/per/day) to <u>(1.5 hrs/per/day)</u> /AH/Step 1/ April 5, 2017/URGF/Req# 13797
Salinas, Aaron	Playground Supervisor (.5 hrs/per/day) to (1.33 hrs/per/day)/AH/Step 1/ April 10, 2017/URGF/Req 13798
<u>Leaves</u>	<u>Position/Location/Effective Date/</u>
<u>Separation</u> Frommer, Joseph	<u>Position/Location/Effective Date/</u> Instructional Assistant II/RV/April 28, 2017/Resignation
Herrera, Ray	Instructional Assistant II/JW/June 8, 2017/Retirement
Knight, Kevan	Playground Supervisor/AH/April 14, 2017/Resignation
Torres, Dorina	Instructional Assistant II/VV/April 11, 2017/Resignation

BOARD AGENDA

May 2, 2017

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	799,317.09
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Ratification Items:

General Fund (01.0)	26,743.39
Child Nutrition Fund (13.0)	162.46
Deferred Maintenance Fund (14.0)	0.00
Building Fund: Bonds (21.0)	0.00
Capital Facilities Fund (25.0)	0.00
County Facilities Fund (35.0)	0.00
Anaverde Settlement (40.0)	0.00
CFD's (49.0)	0.00

Total	826,222.94
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ASSISTANT SUPERINTENDENT, ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

PURCHASE ORDERS
Approved/Ratified at the Meeting of May 2, 2017

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>
P51970	AVSTA All Sites	Field Trip Transportation: March 2017 Reimbursable, Supplemental Grant, Local Site Funds <i>Note: PO released to facilitate timely payment of services already received</i>	9,574.56
P51987	CDWG Computer Centers Inc Gregg Anderson (Refresh)	Epson Projectors and Wall Mounts (42) Technology Maintenance	81,742.26
P51993	Lancaster School District Student Support Services	2016-2017 Special Education Excess Costs Special Education	66,540.00
P51994	Palmdale School District Student Support Services	2016-2017 Special Education Excess Costs Special Education	597,665.00
P52000	Dimension Data North American Technology	Cisco Meraki Enterprise Licenses (New and Renewal) Supplemental Grant	26,680.00
M20007	SEA Supply Various Sites	Custodial Supplies Maintenance	17,115.26

Total 799,317.08

PO's for Board Ratification

<u>P.O. #</u>	<u>Vendor/Location</u>	<u>Description/Funding Source Detail</u>	<u>Amount</u>
P51962	Amazon.com Corporate Credit Student Support Services	Headsets (5) Special Education	184.82
P51963	Amazon.com Corporate Credit Esperanza	Luxor Chromebook Charging Cart (2) Title I	1,727.28
P51964	Amazon.com Corporate Credit Valley View	Speech Recognition Computer Headsets (60) Title I	827.37
P51965	Amazon.com Corporate Credit Valley View	StarTech Headset Adapters (60) Title I	452.84
P51966	Panera Bread Student Support Services	Breakfast for Director Meeting at SELPA Special Education	119.46
P51967	Amazon.com Corporate Credit Educational Services	Samsonite Wheeled Cases for Bilingual Aide Supplies (2) Supplemental Grant	191.38
P51968	Amazon.com Corporate Credit Educational Services	Plantronics Blackwire Headset General Funding	62.99
P51969	Amazon.com Corporate Credit Esperanza	Latino Literacy Program Books ESF Title III	622.00
P51974	Amazon.com Corporate Credit Anaverde Hills	Instructional Materials Title I	316.57
P51975	Amazon.com Corporate Credit Anaverde Hills	Instructional Materials Title I	563.59
P51976	Amazon.com Corporate Credit Cottonwood	iPad Mini 4 Cases (50) Title I	1,195.71
P51980	Nancy Hemstreet Board of Trustees	Reimburse: Appreciation Cupcakes General Funding	1,600.00
P51981	Chris Soliz Technology	Reimburse: Go Daddy New Security Certificate Technology Maintenance	111.98
P51982	Upper Crust Educational Services	ELLT Meeting Lunch Supplemental Grant	230.00
P51984	CCAC Human Resources	Membership: Rush General Funding	40.00
P51985	AV Board of Trade Board of Trustees	Business Membership 2017 General Funding	350.00
P51986	American Business Machines Reprographics	Duplo Folder Machine Service General Funding	500.00
P51988	Bohns Printing AH, DS, HV, JW	Promotion Certificates General Funding	519.88
P51989	Hayneedle Inc Cottonwood	Raised Garden Beds Local Site Funds	381.17

P51990	International Greenhouse Company	Snap and Grow Greenhouse and Accessories	1,019.96
	Gregg Anderson	Local Site Funds	
P51991	SIGMANet Inc	Dell Latitude E5570 Laptops (2)	3,096.48
	Technology	General Funding	
P51992	Ultimate Office	Pocket Desk Organizers	208.90
	Superintendent	General Funding	
P51998	Kelleen H E Koonce	Reimburse: Science Night Supplies	500.00
	Anaverde Hills	General Funding	
P52001	AVTA	Monthly Bus Passes for Homeless Students/Parents	2,080.00
	Student Support Services	Title I	
P52002	Amazon.com Corporate Credit	Disposable Stereo Bulk Headphones	313.20
	Sundown	Title I	
M19928	AutoZone	Maintenance Supplies - March	118.42
	Maintenance	Maintenance	
M19936	Home Depot	Maintenance Supplies - March	1,987.29
	Maintenance	Maintenance	
M19941	Omega Maintenance	Maintenance Supplies - March	136.59
	Maintenance	Maintenance	
M19942A	PPG Architectural	Paint Supplies - March	74.29
	Old District Office	Maintenance	
M19948	Van Dam Farms	Maintenance Supplies - March	1,003.02
	Various Sites	Maintenance	
M19989	Jacobsen West	Hardware for Ryan Renovaire Wheel Assy	69.70
	Maintenance	Maintenance	
M20014	Carrier Communications	Battery	69.93
	Joe Walker	Maintenance	
M20019	Interstate Batteries	Batteries - Truck 64	239.14
	Maintenance	Maintenance	
M20025	Kern Machinery	Switch	40.31
	Maintenance	Operations	
M20026	Empire Floor Supply	Repair Supplies for Super Coach Vac	1,712.31
	Maintenance	Maintenance	
M20027	CWI Cal West	LTI-Blox with Plug	103.82
	Maintenance	Maintenance	
M20028	Empire Floor	Hose Assembly	109.08
	Maintenance	Maintenance	
M20029	Clinical Lab of San Bernardino	Lead and Copper Testing	620.00
	Del Sur	Maintenance	
M20030	Toyota Lift of Los Angeles	Forklift Repairs	2,125.85
	Maintenance	Operations	
M20031	Patton Sales	Handrails	34.26
	Maintenance	Maintenance	
M20032	Interstate Batteries	Battery Cleaner and Protector	65.12
	Maintenance	Operations	
M20033	American Time and Signal	Motor Movements	716.63
	Maintenance	Maintenance	
M20037	Berchtold Equipment Co	Kubota Tractor Repair Parts	49.74
	Maintenance	Operations	
M20039	Tire Xpress	Tubes Installed on Fork Lift	36.31
	Maintenance	Operations	
M20044	Meldon Glass	Replace Window - Room 123	216.00
	Sundown	Maintenance	

Total 26,743.39

CHILD NUTRITION (13)

P51983	SNA (School Nutrition Association)	National Membership: Campos	122.00
M19936	Home Depot	Maintenance Supplies - March	19.05
M20032A	3Wire Group	Friction Disc	21.41

Total 162.46

No Purchase Orders for Funds 14, 21, 25, 35, 40, or 49

BOARD AGENDA

May 2, 2017

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	0.00
Vendor Provided Services	100,550.00
Rental/Lease Contracts	0.00
Total	<u>100,550.00</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 May 2, 2017

<u>Dates</u>	<u>Name/School Site</u>	<u>Description/Funding Source</u>	<u>Cost</u>	<u>Income</u>
2016-2017	Proximity Learning Inc Student Support Services	Virtual Speech Services Special Education	100,000.00	
2016-2017	Villa Esperanza Services Student Support Services	IEE of Student for Outside Assessment Special Education	550.00	
<u>Change</u>	No Changes			

Total			100,550.00	0.00
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Individual Services Agreements

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

<u>Nonpublic School/Agency</u>	<u>Service</u>	<u>Student ID</u>
Community Therapies	Occupational Therapy Assessment for Student	BATHE021002M001
Community Therapies	Occupational Therapy Assessment for Student	SIMOS040207M001
Community Therapies	Occupational Therapy for Student	OCONA071409M001
Community Therapies	Occupational Therapy for Student	BOWEC020408M001
Community Therapies	Occupational Therapy for Student	MENDJ090111M001
Community Therapies	Occupational Therapy for Student	LARSB031603M001
Community Therapies	Occupational Therapy for Student	PARKM010308M001
Community Therapies	Occupational Therapy for Student	FISCL072807M001
Community Therapies	Physical Therapy Assessment for Student	BURND070708M001

BOARD AGENDA

May 2, 2017

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 \$12,205.76.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

CONFERENCE/WORKSHOP SCHEDULE
Ratified/Approved at the Board Meeting of May 2, 2017

<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>
March 28, 2017 Tacoma, WA	Tacoma Job Fair Rob Garza Human Resources	General Funding	550.00	150.00	100.00	112.00	60.00	0.00	500.00
April 25, 2017 Downey	LEA Coordinator Review Board Nikki Skelton Business Services	MAA: Medi-Cal Admin. Activities	0.00	0.00	0.00	96.30	0.00	0.00	0.00
June 26-29, 2017 Anaheim	PowerSchool University 2017 J Bartee Technology	General Funding	2,200.00	931.32	100.00	106.14	68.00	0.00	0.00
June 26-29, 2017 Anaheim	PowerSchool University 2017 Suzanne Banks, Stephanie Ayson Educational Services	General Funding	4,400.00	1,000.00	250.00	107.00	125.00	0.00	0.00
June 27-30, 2017 Las Vegas, NV	Girl Bullying & Empowerment National Conference Lisa Fiore, Donnelle McMillian, Jennifer Schmid Educational Services	Supplemental Grant	1,350.00						
Changes	No Changes								
		Subtotals	8,500.00	2,081.32	450.00	421.44	253.00	0.00	500.00
		Grand Total	12,205.76						

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Board Bylaws – Second and Final Reading

BACKGROUND:

As part of Board Governance, the following Board Bylaws are being reviewed. Revisions are suggested by CSBA as a result of either recent judicial rulings or legislative enactment make our bylaws consistent with law.

BB 9323, Meeting Conduct
BB/E 9323.2, Actions by the Board
BB 9324, Minutes and Recordings
BB 9400, Board Self-Evaluation

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

There are no costs associated with updating these policies and administrative regulations.

SUPERINTENDENT'S RECOMMENDATION:

Approval

Board Bylaw

Meeting Conduct

Board Bylaws

BB 9323(a)

Meeting Procedures

All Board of Trustees meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and to other persons upon request.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings may be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and may be adjourned to a later date.

(cf. 9320 - Meetings and Notices)

Quorum

A majority of the number of filled positions on the Board constitutes a quorum. (Education Code 5095, 35165)

Unless otherwise provided by law, affirmative votes by a majority of all the membership of the Board are required to approve any action under consideration, regardless of the number of members present. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

Abstentions

The Board believes that its members have a duty to vote on issues before them. All members retain the right to abstain.

(cf. 9270 - Conflict of Interest)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in,

complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each item of business to be discussed at regular or special meetings. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard it, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20

minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of district employees.

Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the chair to terminate the privilege of addressing the Board. The Board may remove disruptive individuals and order the room cleared if necessary; in this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

(cf. 9324 - Minutes and Recordings)

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph or tape record open meetings without causing a distraction.

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE

- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

COURT DECISIONS

Baca v. Moreno Valley Unified School District, (C.D. Cal. 1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 76 Ops.Cal.Atty.Gen. 281 (1993)
- 66 Ops.Cal.Atty.Gen. 336, 337 (1983)
- 63 Ops.Cal.Atty.Gen. 215 (1980)
- 61 Ops.Cal.Atty.Gen. 243, 253 (1978)
- 59 Ops.Cal.Atty.Gen. 532 (1976)

Bylaw WESTSIDE UNION SCHOOL DISTRICT

adopted: May 13, 2003 Quartz Hill, California

reviewed, readopted: July 24, 2012

Board Bylaw

Actions By The Board

Board Bylaws

BB 9323.2(a)

An "action" by the Board of Trustees means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the members to make a positive or negative decision
3. A vote by a majority of the members when sitting as the Board upon a motion, proposal, resolution, order or ordinance

When required by law, action shall instead require a two-thirds, four-fifths, or unanimous vote of either the Board or Board members present at the meeting.

The Board may take action in a regular meeting on a subject not listed on the published agenda only when it publicly identifies the item to be acted upon in conjunction with one of the following circumstances: (Government Code 54954.2)

1. The Board, by majority vote of its members, determines that the action responds to an emergency situation.

(cf. 9320 - Meetings and Notices)

2. The Board determines, either by a two-thirds majority vote of the members present at the meeting or, if less than two-thirds of the members are present, by a unanimous vote of all members present, that the need to take immediate action came to the district's attention after the posting of the agenda.

3. The matter was properly posted for a previous meeting occurring not more than five days earlier and was continued to the meeting at which action is being taken.

(cf. 9322 - Agenda/Meeting Materials)

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

(cf. 9324 - Minutes and Recordings)

Challenging Board Actions

Any demand by the district attorney or any interested person to correct a Board action because of an alleged violation of Government Code 54953 (open meeting and

teleconferencing), Government Code 54954.5 (closed session item descriptions), Government Code 54954.6 (new or increased tax assessments), or Government Code 54956 (special meetings) shall be presented to the Board in writing within 90 days of the date when the action was taken. (Government Code 54960.1)

If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. The demand shall clearly describe the challenged action and the nature of the alleged violation. (Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall either cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct. If the Board decides to not cure or correct the challenged action, the demanding party shall be informed in writing of that decision. (Government Code 54960.1)

If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action. (Government Code 54960.1)

Legal Reference:

EDUCATION CODE

- 17466 Declaration of intent to sell or lease real property
- 17481 Lease of property with residence for nondistrict purposes
- 17510-17511 Resolution requiring unanimous vote of all members constituting board
- 17546 Private sale of personal property
- 17556-17557 Resolution of intention
- 17559 Public hearing and adoption of resolution
- 17582 District deferred maintenance fund
- 17583 Deferred maintenance fund; transfer of excess local funds
- 35144 Special meeting
- 35145 Public meetings
- 35164 Majority vote of all members constituting board for board action
- 48660 Establishment of community day schools
- 48661 School site restrictions for community day schools

CODE OF CIVIL PROCEDURE

- 1245.240 Eminent domain vote requirements
- 1245.245 Eminent domain, resolution adopting different use

GOVERNMENT CODE

- 53094 Authority to render zoning ordinance inapplicable

53097 Compliance with ordinances
53724 Parcel tax resolution requirements
53790-53792 Exceeding the budget
53820-53833 Temporary borrowing
53850-53858 Temporary borrowing
54950 Meetings: declaration; intent; sovereignty
54952.6 Action taken, definition
54953 Meetings to be open and public; attendance; secret ballots
54953.5 Right to record proceedings; conditions
54954.2 Agenda posting requirements; board actions
54954.5 Closed session item descriptions
54954.6 New or increased taxes or assessments; hearings; notice
54956 Special meetings; call; notice
54956.5 Emergency meetings in emergency situations
54960 Action to prevent violations
54960.1 Challenge of governing board actions
54960.5 Costs and attorney fees
PUBLIC CONTRACT CODE
3400 Bid specifications
20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder
20113 Emergencies, award of contracts without bids
COURT DECISIONS
Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109

Bylaw WESTSIDE UNION SCHOOL DISTRICT
adopted: August 15, 2000 Quartz Hill, California
reviewed, readopted: July 24, 2012

Exhibit

Actions By The Board

Board Bylaws

E 9323.2(a)

Exhibit 1

ACTIONS REQUIRING A SUPER MAJORITY VOTE

Actions Requiring a Two-Thirds Vote of the Board:

1. Resolution declaring intention to sell or lease real property (Education Code 17466)
(cf. 3280 - Sale, Lease and Rental of District-Owned Real Property)
2. Resolution declaring intent of Board to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease, for up to three months, of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)
5. Request for temporary borrowing pursuant to Government Code 53820-53833, to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)
(cf. 7131 - Relations with Local Agencies)
(cf. 7150 - Site Selection and Development)
(cf. 7160 - Charter School Facilities)
7. When the district has an average daily attendance (ADA) of 2,500 or less and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)
8. When the district is organized to serve only grades K-8 and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not

available for a community day school (Education Code 48661)

9. When the district desires to operate a community day school to serve any of grades K-6 (and no higher grades) on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

(cf. 6185 - Community Day School)

10. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

11. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

12. Resolution to place a parcel tax on the ballot (Government Code 53724)

13. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)

2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

Actions Requiring a Four-Fifths Vote of the Board:

1. The expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval or air attack or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)

(cf. 3110 - Transfer of Funds)

2. Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)
3. Resolution for district borrowing, between July 15 and August 30, of any fiscal year of up to 25% of the estimated income and revenue to be received by the district during that fiscal year from apportionments based on ADA for the preceding year (Government Code 53822-53824)
4. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf. 3311 - Bids)

5. Resolution to award a contract for a public works project at \$187,500 or less to the lowest responsible bidder, when the district is using the informal process authorized under the Uniform Public Construction Cost Accounting Act for projects of \$175,000 or less, all bids received are in excess of \$175,000, and the Board determines that the district's cost estimate was reasonable (Public Contract Code 22034)

Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas (Education Code 17510-17511)
2. Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools (Public Contract Code 20113)

(cf. 3311 - Bids)

Actions Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property in the local dump or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Exhibit WESTSIDE UNION SCHOOL DISTRICT
version: November 1, 2016 Quartz Hill, California

Exhibit 2

9323.2

Actions By The Board

ACTIONS BY THE BOARD

To: (Name of district attorney or any interested person)

The Board of Trustees of (name of school district) has received your cease and desist letter dated (date) alleging that the following described past action taken by the Board violates the Ralph M. Brown Act: (Describe alleged past action as set forth in the cease and desist letter.)

In order to avoid unnecessary litigation and without admitting any violation of the Ralph M. Brown Act, the Board hereby unconditionally commits that it will cease, desist from, and not repeat the challenged past action described above. The Board may rescind this commitment only by a majority vote of its membership taken in open session at a regular meeting and noticed on its posted agenda as "Rescission of Brown Act Commitment." You will be provided with written notice, sent by any means or media you provide in response to this message, to whatever address(es) you specify, of any intention to consider rescinding this commitment at least 30 days before any such regular meeting. In the event that this commitment is rescinded, a notice will be delivered to you by the same means as this commitment, or by mail to an address that you have designated in writing, and you will have the right to commence legal action pursuant to Government Code 54960(a).

Sincerely,

(Name)

(Title of Board President or other designee)

Exhibit WESTSIDE UNION SCHOOL DISTRICT
version: August 21, 2007 Quartz Hill, California
reviewed, readopted: July 24, 2012
revised: November 1, 2016

Board Bylaw

Minutes And Recordings

Board Bylaws

BB 9324(a)

The secretary of the Board of Trustees shall keep minutes and record all official Board actions. (Education Code 35145, 35163)

(cf. 9323.2 - Actions by the Board)

Copies of the minutes of each regular or special meeting shall be distributed to all Board members with the agenda for the next regular meeting.

Any minutes or recordings kept for Board meetings held in closed session shall be kept separate from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

(cf. 1340 - Access to District Records)

(cf. 9321.1 - Closed Session Actions and Reports)

Official Board minutes and recordings shall be stored in a fire-proof location.

Recording of Votes

Motions or resolutions shall be recorded as having passed or failed. Individual votes shall be recorded unless the action was unanimous. All motions and Board resolutions shall be numbered consecutively from the beginning of each fiscal year.

Video or Audio Recording

A video or audio tape recording may be made at any Board meeting. The presiding officer shall announce that a recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.

Recordings made during regular or special Board meetings are public records. They shall be kept for at least 30 days and upon request shall be made available for inspection by members of the public on a district recorder without charge. (Government Code 54953.5)

Legal Reference:

EDUCATION CODE

35145 Public meetings

35163 Official actions, minutes and journals

35164 Vote requirements

PENAL CODE

632Â Â Unlawful to intentionally record a confidential communication without consent of all parties to the communication

GOVERNMENT CODE

54957.2 Closed sessions; clerk; minute book

54960 Violations and remedies

Bylaw WESTSIDE UNION SCHOOL DISTRICT

adopted: November 17, 1997 Quartz Hill, California

reviewed, readopted: July 24, 2012

Board Bylaw

Board Self-Evaluation

Board Bylaws

BB 9400

Effective and efficient Board of Trustees operations are an integral part of creating a successful educational program. In order to measure progress towards its stated goals and objectives, the Board will annually schedule a time and place at which all its members may participate in a formal self-evaluation.

The Board shall be evaluated as a whole and not as individuals. The evaluation will focus on the internal operations and performance of the Board. The Board members shall develop goals and objectives against which the Board will be evaluated. A self-evaluation instrument will be based on these goals and objectives and not on goals set for the district.

Each Board member will complete a self-evaluation instrument independently. The ensuing evaluation will be based on the resulting composite picture of Board strengths and weaknesses. The Board will discuss the tabulated results as a group.

The evaluation process should include the establishment of strategies for improving Board performance. Revised priorities and new goals will be set for the following year's evaluation.

The Board recognizes that adequate opportunities for Board member orientation and inservice are an essential component of conducting meaningful self-evaluation. The evaluation process shall include suggestions for continued Board member development.

(cf. 9240 - Board Development)

Bylaw WESTSIDE UNION SCHOOL DISTRICT
adopted: November 17, 1997 Quartz Hill, California
reviewed, readopted: July 24, 2012

BOARD AGENDA

May 2, 2017

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

BACKGROUND:

The following survey is being presented for review by the Trustees:

- County of Los Angeles Public Health and Tarzana Treatment Centers Community Assessment Survey

PROGRAM/EDUCATIONAL IMPLICATION:

None

COST ANALYSIS/FUNDING SOURCE:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Interim Health Officer

CYNTHIA A. HARDING, M.P.H.
Chief Deputy Director

WESLEY L. FORD, M.A., M.P.H.
Director, Substance Abuse Prevention and Control
1000 South Fremont Avenue, Building A-9 East, 3rd Floor
Alhambra, CA 91803
TEL (626) 299-4101 • FAX (626) 458-7637

www.publichealth.lacounty.gov

April 13, 2017

Dear School Administrator:

As part of a countywide effort, the Los Angeles County, Department of Public Health, Substance Abuse Prevention and Control and Safe Med LA (www.safemedla.org) are partnering with local community leaders to conduct a community survey on prescription drug and marijuana use and/or misuse. We are seeking your assistance in disseminating this brief survey to students age 12 and older. The survey will provide valuable information on perception of risk, parental and peer approval, motivation for use, attitudes toward peer use, access and availability, social/community norms, pattern of use, consequences of use pertaining to prescription drug and marijuana use and/or misuse.

The survey will help evaluate the impact of policy and inform countywide prevention efforts. This effort is consistent with the 2016 Surgeon General's report to build awareness of substance use as a public health problem, define the problem through the systematic collection of data on the scope, characteristics, and consequences of substance misuse, listen to diverse voices, and provide opportunities to educate schools and the community at large.

Participation is voluntary and anonymous. The survey does not collect information that could personally identify a respondent or school. Respondents will be assured that their participation in the survey will be kept strictly anonymous. All survey findings will be examined and shared in aggregate, and information about individual schools will not be used or reported.

This survey will take about 20 minutes to complete and can be conducted at a time that will not disrupt students' class schedule (e.g., homeroom, study period). While it is voluntary, we would like you to encourage your students to participate in the survey. It is important that we collect enough completed surveys to be able to reach valid, reliable, and conclusive results.

If you have any questions, please contact Tina Kim, Ph.D. at tkim@ph.lacounty.gov or Rangell Oruga, M.P.H. at roruga@ph.lacounty.gov or (626) 299-3505.

We appreciate your time and support in this effort to reduce the impact of prescription drug and marijuana misuse on individuals and our local communities, and to improve countywide prevention services.

Sincerely,

Gary Tsai, M.D.
Medical Director and Science Officer
Chair, Safe Med LA
Department of Public Health, Substance Abuse Prevention and Control

GT:hv

Attachment

c: Wesley L. Ford

BOARD OF SUPERVISORS

Hilda L. Solis
First District

Mark Ridley-Thomas
Second District

Sheila Kuehl
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

COMMUNITY ASSESSMENT SURVEY Youth Version

Safe Med LA (Prescription Drug Abuse Coalition Los Angeles County), Community Education Action Team and the Los Angeles County Department of Public Health are collecting information around opinions on risk, availability/accessibility, consumption, and reasons why people use prescription medications non-medically as well as marijuana in your community. The information collected will help us with our planning efforts.

Please Note: All surveys will remain anonymous and all answers will be kept confidential. This means do not write your name anywhere on the survey; no one can identify you from the survey; and no one will be able to connect the answers to you personally. Some of the questions are personal, such as asking about drug use. Some students may find some of the questions uncomfortable or upsetting. You do not have to answer any question that you do not want to answer for any reason.

Thank you for your participation in our survey that will help with our planning efforts in Los Angeles County!

Prescription Medication

The set of questions below is about non-medical use (misuse) of prescription medications including pain killers (e.g., OxyContin, Vicodin, Percocet); sedatives/benzos (e.g., Ambien, Xanax, Valium); and stimulants (e.g., Adderall, Ritalin, Concerta). **Non-medical use (misuse)** is any use on your own that is either without a doctor's prescription, or in greater amounts than prescribed, or more often than prescribed, or for any reason other than a doctor said you should take it (e.g., to get high).

Please place a check mark in the box next to your response.

1. How much do you think young people (under age 18) risk harming themselves if they occasionally (about once a month) misuse prescription medications?
[Misuse refers to any use on your own that is either without a doctor's prescription, or in greater amounts than prescribed, or more often than prescribed, or for any reason other than a doctor said you should take it (e.g., to get high, increase the effects of other alcohol or drug use, increase alertness/concentration, help with studying, or other personal reasons)].
 - ☐ No risk
 - ☐ Slight risk
 - ☐ Moderate risk
 - ☐ Great risk

2. How much do you think adults (ages 18 and older) risk harming themselves if they occasionally (about once a month) misuse prescription medications?

- ☐ No risk
- ☐ Slight risk
- ☐ Moderate risk
- ☐ Great risk

3. In your opinion which of the following prescription medications are most commonly misused in your community?

- ☐ Pain medications (OxyContin, Vicodin, Tylenol with codeine)
- ☐ Stimulants (Adderall, Concerta, Ritalin)
- ☐ Sedatives (Benzos, Ambien, Xanax, Valium)
- ☐ Don't know

4. Do you agree or disagree with the following statement? It is safer to use prescription medication to get high than illegal street drugs.

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Agree
- ☐ Strongly agree

5. Do you agree or disagree with the following statement? It is OK to take more than the recommended dosage of a prescription medication if you are feeling more pain than usual.

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Agree
- ☐ Strongly agree

6. In what ways do you think prescription medication misuse can cause harm?
[Check up to five that you think are most common harms]

- ☐ Driving under the influence
- ☐ Engaging in illegal activities (obtaining from dealer)

- ☐ Involving theft (to obtain)
- ☐ Causing physical health problems (e.g., feeling sick, memory loss, loss of consciousness, blackouts)
- ☐ Causing mental health distress/problems (e.g., feeling bad or guilty, depressed or anxious)
- ☐ Resulting in poor school performance
- ☐ Involving property damage
- ☐ Affecting personal motivation to succeed
- ☐ Getting into trouble with family members
- ☐ Getting into trouble at school
- ☐ Causing overdose, including death
- ☐ Involving arrest/legal problems
- ☐ Other harms (please describe):

- ☐ No harms

7. How easy is it for young people (under age 18) to get prescription medications on the street around your neighborhood?

- ☐ Very easy
- ☐ Somewhat easy
- ☐ Somewhat difficult
- ☐ Very difficult
- ☐ Don't know

8. How do you think young people typically get prescription medications? [Check up to five that you think are most common sources]

- ☐ From home (medicine cabinets, other storage places)
- ☐ From friends or peers at school
- ☐ From family members (siblings other relatives)
- ☐ From people around the neighborhood who write false prescriptions
- ☐ From local retail stores or pharmacies
- ☐ From doctors who over prescribe
- ☐ Illegally (from dealers)

- ☐ Internet
- ☐ Other sources (please describe):

- ☐ Don't know

9. Do you currently have unused or expired (left-over) prescription medications where you live?

- ☐ Yes
- ☐ No
- ☐ Don't know

10. What do you think are the best ways to dispose of unused or expired (left-over) prescription medications? [Check all that apply]

- ☐ Flush them down the toilet
- ☐ Throw them in the trash
- ☐ Mix them with other materials (e.g., cat litter, coffee grounds) and throw in the trash
- ☐ Give them away
- ☐ Take them to a Safe Drug Drop-Off Sheriff Station any time
- ☐ Take to local hospitals or pharmacies
- ☐ Take to drug drop off locations during drug take-back events
- ☐ Other (please specify):

- ☐ Don't know

11. How much of a problem is prescription medication misuse at your school?

- ☐ Not a problem
- ☐ Minor problem
- ☐ Moderate problem
- ☐ Major problem
- ☐ Don't know

12. How do you feel about someone your age misusing prescription medications?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve nor disapprove
- ☐ Approve
- ☐ Strongly approve

13. How would your parent/caregiver feel if you misused prescription medications?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve or disapprove
- ☐ Approve
- ☐ Strongly approve

14. How would your close friends feel if you misused prescription medications?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve or disapprove
- ☐ Approve
- ☐ Strongly approve

15. Do you agree or disagree with the following statement? Prevention programs such as those taught in schools can be effective in reducing prescription medication misuse among youth.

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Agree
- ☐ Strongly agree
- ☐ Not sure

We would like to ask about your personal experiences with prescription medication misuse. **Please remember that this survey is completely anonymous and**

confidential. If the question does not apply to you, please check the box next to 'Not applicable'.

16. Do you know someone who has misused prescription medication to get high (or other reasons)?

- ☐ Yes
- ☐ No

17. Have you ever misused prescription medications?

- ☐ Yes
- ☐ No

18. How old were you when you first misused prescription medications?

- ☐ _____ years old
- ☐ Not applicable

19. How often have you misused prescription medication in the past year?

- ☐ Only once or twice
- ☐ Occasionally (at social events)
- ☐ Weekly
- ☐ Daily
- ☐ Not applicable

20. What type of prescription medication have you ever misused? [Check all that apply]

- ☐ OxyContin, oxy, cotton, percs
- ☐ Vicodin, vikes, vikings
- ☐ Demerol, Duragesic, demmies
- ☐ Sedatives, Xanax, Valium, Ativan, candy, benzodiazepines (benzos), downers, sleeping pills
- ☐ Adderall, Ritalin, Dexedrine, uppers, r-ball, skippy
- ☐ Other (please specify): _____

- ☐ Don't know
- ☐ Not applicable

21. Have you misused prescription medications in the last 30 days?

- ☐ Yes
- ☐ No

22. What type of prescription medication did you misuse in the last 30? [Check all that apply]

- ☐ OxyContin, oxy, cotton, percs
- ☐ Vicodin, vikes, vikings
- ☐ Demerol, Duragesic, demmies
- ☐ Sedatives, Xanax, Valium, Ativan, candy, benzodiazepines (benzos), downers, sleeping pills
- ☐ Adderall, Ritalin, Dexedrine, uppers, r-ball, skippy
- ☐ Other (please specify): _____
- ☐ Don't know
- ☐ Not applicable

23. How easy is it for you to get prescription medications without a prescription?

- ☐ Very easy
- ☐ Somewhat easy
- ☐ Somewhat difficult
- ☐ Very difficult
- ☐ Not applicable

24. Have you ever misused prescription medications before or during school?

- ☐ Yes
- ☐ No

25. Have you ever misused prescription medications with alcohol or other drugs?

- ☐ Yes

☐ No

26. For what reason(s) did/do you misuse prescription medications? [Check all that apply]

- ☐ To avoid withdrawal
- ☐ To fit in
- ☐ To relax
- ☐ To deal with anxiety/stress
- ☐ To deal with depression
- ☐ To enhance or change the feeling of other drugs
- ☐ To get high
- ☐ To help stay awake or concentrate
- ☐ To help sleep
- ☐ To have fun
- ☐ To help with studying
- ☐ To treat pain not identified or adequately treated by a doctor
- ☐ Other reasons (please specify): _____
- ☐ Not applicable

27. When you misuse prescription medications do you typically:

- ☐ Use alone
- ☐ Share with friends
- ☐ Use around other relative/family members
- ☐ Other (please specify): _____
- ☐ Not applicable

28. Please indicate the last place you misused prescription medications.

- ☐ At or around school
- ☐ At home
- ☐ At friend's home
- ☐ At a relative's (family) house

- ☐ At a party/kick back other than at home or at a friend's home
- ☐ Outdoors (e.g., parks, mountains, hiking trails, beaches)
- ☐ Around my neighborhood
- ☐ In a public place (e.g., mall, movies)
- ☐ Other location (please specify): _____
- ☐ Not applicable

29. Where did/do you obtain prescription medication that you have misused? [Check all that apply]

- ☐ From home (medicine cabinet or other storage place)
- ☐ Family member(s)/relative(s) gave them to me
- ☐ Friend(s) gave them to me
- ☐ Stole them from family member(s) or friend(s)
- ☐ Schoolmates
- ☐ Internet
- ☐ From personal left over medicines that were prescribed
- ☐ Doctor(s)
- ☐ Pharmacist(s)/pharmacist assistant(s)
- ☐ Illegally (from a dealer)
- ☐ Other (please describe): _____
- ☐ Not applicable

30. In what ways did your prescription medication misuse cause harm? [Check all that apply]

- ☐ Drove under the influence
- ☐ Engaged in illegal activities (obtained from dealer)
- ☐ Involved theft (to obtain)
- ☐ Caused physical health problems (e.g., feeling sick, memory loss, loss of consciousness, blackouts)
- ☐ Caused mental health problems (e.g., feeling bad or guilty, depressed or anxious)

- ☐ Resulted in poor school performance
- ☐ Involved property damage
- ☐ Affected personal motivation to succeed
- ☐ Got into trouble with family members
- ☐ Got into trouble at school
- ☐ Caused overdose
- ☐ Involved arrest/legal problems
- ☐ Other harms (please describe):

☐ No harms

31. If you had a problem with prescription medication misuse, how likely would you seek professional help?

- ☐ Very likely
- ☐ Somewhat likely
- ☐ Somewhat unlikely
- ☐ Very unlikely

32. Does your school provide a counselor or other school staff member for students to discuss problems with alcohol and other drugs?

- ☐ Yes
- ☐ No
- ☐ Not applicable (not in school)
- ☐ Don't know

Marijuana

The following questions are about marijuana use. Please place a check mark in the box next to your response.

33. How much do you think adults (over age 18) risk harming themselves if they occasionally (approximately once a month) use marijuana?

- ☐ No risk
- ☐ Slight risk
- ☐ Moderate risk
- ☐ Great risk

34. How much do you think youth (under age 18) risk harming themselves if they occasionally (approximately once a month) use marijuana?

- ☐ No risk
- ☐ Slight risk
- ☐ Moderate risk
- ☐ Great risk

35. In your opinion, which of the following types of marijuana are most commonly used in your community?

- ☐ Medicinal marijuana (obtained from medical dispensaries)
- ☐ Synthetic marijuana
- ☐ Hashish oils
- ☐ Smokeable forms of marijuana (in joints, bongs)
- ☐ Edible forms of marijuana (gummies, brownies)

36. Do you agree or disagree with the following statement? It is safer to use (get high) on marijuana than other illegal street drugs (heroin, crack, meth).

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Agree
- ☐ Strongly agree
- ☐ Not sure

37. Do you agree or disagree with the following statement? It is OK to use medical marijuana but NOT recreational marijuana.

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Agree
- ☐ Strongly agree
- ☐ Not sure

38. In what ways do you think marijuana use can cause harm? [Check up to five that you think are most common]

- ☐ Driving under the influence
- ☐ Engaging in illegal activities (obtaining from dealer)
- ☐ Involving theft (to obtain)
- ☐ Causing physical health problems (e.g., feeling sick, memory loss, loss of consciousness, blackouts)
- ☐ Causing mental health distress/problems (e.g., feeling bad or guilty, depressed or anxious)
- ☐ Resulting in poor school performance
- ☐ Involving property damage
- ☐ Affecting personal motivation to succeed
- ☐ Getting into trouble with family members
- ☐ Getting into trouble at school
- ☐ Causing overdose, including death
- ☐ Involving arrest/legal problems
- ☐ Other harms (please describe):

- ☐ No harms

39. How easy would it be for youth (under age 18) to get marijuana on the street around your neighborhood?

- ☐ Very easy
- ☐ Somewhat easy

- ☐ Somewhat difficult
- ☐ Very difficult
- ☐ Don't know

40. How much of a problem is marijuana use in your neighborhood/at your school?

- ☐ Not a problem
- ☐ Minor problem
- ☐ Moderate problem
- ☐ Major problem
- ☐ Don't know

41. How do you feel about someone your age using marijuana?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve nor disapprove
- ☐ Approve
- ☐ Strongly approve

42. How would your parent(s)/caregiver(s) feel if you used marijuana?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve nor disapprove
- ☐ Approve
- ☐ Strongly approve

43. How would your close friends feel about you using marijuana?

- ☐ Strongly disapprove
- ☐ Disapprove
- ☐ Neither approve nor disapprove
- ☐ Approve
- ☐ Strongly approve

We would like to ask about your own experiences with marijuana use. **Please remember that this survey is anonymous and completely confidential.** If the question does not apply to you, please check the box next to 'Not applicable'.

44. Do any of your family members use marijuana?

- ☐ Yes
- ☐ No

45. Do your close friends use marijuana?

- ☐ Yes
- ☐ No

46. Have you ever used marijuana?

- ☐ Yes
- ☐ No

47. How old were you when you first used marijuana?

- ☐ _____ years old
- ☐ Not applicable

48. How have you used marijuana (choose all that apply)?

- ☐ Smoke
- ☐ Edible
- ☐ Vape (vaporize)
- ☐ Other (please specify): _____

- ☐ Not applicable

49. How often have you used marijuana in the past year?

- ☐ Only once or twice
- ☐ Occasionally (at social events)
- ☐ Weekly
- ☐ Daily

- ☐ Not applicable

50. Have you used marijuana in the past 30 days?

- ☐ Yes
☐ No

51. During the past 30 days, on how many days did you use?

- ☐ _____ days
☐ Not applicable

52. How easy is it for you to get marijuana?

- ☐ Very easy
☐ Somewhat easy
☐ Somewhat difficult
☐ Very difficult
☐ Not applicable

53. When you use marijuana, do you typically:

- ☐ Use alone
☐ Use with friends
☐ Use with other relative/family members
☐ Other (please specify): _____
☐ Not applicable

54. For what reason(s) have you used marijuana (check all that apply)?

- ☐ For fun
☐ To fit in
☐ To relax
☐ To cope with mental health issues (e.g., stress, anxiety, depression)
☐ To treat chronic pain (e.g., back pain)
☐ To replace prescription medications
☐ To get high

- ☐ To help sleep
- ☐ To avoid withdrawal
- ☐ Other reason (please specify): _____

☐ Not applicable

55. Please indicate the last place you used marijuana.

- ☐ At or around school
- ☐ At home
- ☐ At friend's home
- ☐ At a relative's (family) house
- ☐ At a party/kick back other than at home or at a friend's home
- ☐ Outdoors (e.g., parks, mountains, hiking trails, beaches)
- ☐ Around my neighborhood
- ☐ In a public place (e.g., mall, movies)
- ☐ Other location (please specify): _____

☐ Not applicable

56. Where did you get marijuana the last time you used it?

- ☐ Home/grew it myself
- ☐ Family member/relative
- ☐ Friend
- ☐ Schoolmates
- ☐ Internet
- ☐ Dispensary
- ☐ Delivery service
- ☐ Dealer
- ☐ Other (please describe): _____

☐ Not applicable

57. Have you ever gone to school under the influence of marijuana?

☐ Yes

☐ No

58. Have you ever driven a car while under the influence of marijuana?

☐ Yes

☐ No

59. If yes to the above question, what were the consequences, (if any, e.g., traffic accident, citation)?

☐ None

☐ Not applicable

60. Have you ever been a passenger in a car when the driver was under the influence of marijuana?

☐ Yes

☐ No

61. Who was the driver (check all that apply)?

☐ Family member (parent, brother, sister, etc)

☐ Boyfriend/girlfriend

☐ Friend

☐ Other (please specify, do not use proper name):

☐ Not applicable

62. If yes to question above, what were the consequences, (if any, e.g., traffic accident, citation)?

☐ None

- ☐ Not applicable

63. In what ways has your marijuana use caused harm (check all that apply)?

- ☐ Driving under the influence
- ☐ Engaging in illegal activities (obtaining from dealer)
- ☐ Involving theft (to obtain)
- ☐ Causing physical health problems (e.g., feeling sick, memory loss, loss of consciousness, blackouts)
- ☐ Causing mental health distress/problems (e.g., feeling bad or guilty, depressed or anxious)
- ☐ Resulting in poor school performance
- ☐ Involving property damage
- ☐ Affecting personal motivation to succeed
- ☐ Getting into trouble with family members
- ☐ Getting into trouble at school
- ☐ Causing overdose
- ☐ Involving arrest/legal problems
- ☐ Other harms (please describe):

- ☐ No harms

64. If you had a problem with marijuana use, how likely would you seek professional help?

- ☐ Very likely
- ☐ Somewhat likely
- ☐ Somewhat unlikely
- ☐ Very unlikely

65. Do you agree or disagree with the following statement? Prevention programs such as those taught in schools can be effective in reducing marijuana use among youth.

- ☐ Strongly disagree
- ☐ Disagree

- ☐ Agree
- ☐ Strongly agree
- ☐ Not sure

Demographics

66. Are you:

- ☐ Male
- ☐ Female
- ☐ Transgender
- ☐ Other (please specify): _____

☐ Decline to answer

67. How would you describe your racial or ethnic background?

- ☐ Caucasian/White
- ☐ Black/African American
- ☐ American Indian/Native American
- ☐ Hispanic/Latino
- ☐ Asian/Asian American
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ Other (please specify): _____

☐ Decline to answer

68. How old are you? _____ years old

69. What is your sexual orientation?

- ☐ Straight or heterosexual
- ☐ Bisexual
- ☐ Gay, lesbian or homosexual
- ☐ Uncertain, questioning

☐ Decline to answer

70. What language do you speak most at home?

- ☐ English
- ☐ Spanish
- ☐ Mandarin
- ☐ Cantonese
- ☐ Korean
- ☐ Armenian
- ☐ Farsi
- ☐ Khmer, Cambodian
- ☐ Russian
- ☐ Tagalog
- ☐ Other (please specify): _____

71. Were you born in the US?

- ☐ Yes
- ☐ No
- ☐ Decline to answer

72. What is your zip code? _____

73. What grade in school are you currently in? _____

We thank you for your participation!

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Regina L. Rossall, Superintendent

SUBJECT: Discussion Items:

- Board Governance

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent Educational Services

SUBJECT: Resolution 17-75, Teacher of the Year

PLACE HOLDER

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Marguerite Johnson, Assistant Superintendent of Educational Services

SUBJECT: Resolution 17-76, National Teacher Day, Teacher Appreciation Week, California Day of the Teacher Proclamation

BACKGROUND:

It is a pleasure to recognize the certificated staff of the Westside Union School District for their remarkable talents and dedication to the profession of education. We request that the Board adopt to set aside the week of May 7-13, 2017, as Teacher Appreciation Week, May 9 as National Teacher Day and May 10 as California Day of the Teacher.

PROGRAM/EDUCATIONAL IMPLICATION:

Teachers work every day with students: providing instruction, encouraging, and motivating them to achieve their highest potential. Beyond instruction, teachers spend countless hours in preparation, evaluation and assessment and extra- curricular activities. They continue in higher education courses and professional development to improve their skills and knowledge. They work closely with parents to develop partnerships that will provide the best education for each child. They generously support the PTA/PTSA/PTO, WAVE, ACME , School Site Councils and a host of community activities through time and money. Teachers use their own financial resources to enrich their programs and sacrifice their personal time in pursuit of their profession. Westside teachers are experts in the field of education and they are our finest resource.

COST ANALYSIS/FUNDING SOURCE:

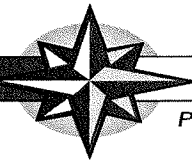
None

SUPERINTENDENT'S RECOMMENDATION:

Approval

DISTRICT OFFICE
41914 N. 50th Street West
Quartz Hill, CA 93536
(661) 722-0716
www.westside.k12.ca.us

Westside



Union School District

Pointing the way, providing the path

BOARD OF TRUSTEES

John Curiel
Steve DeMarzio
Linda Jones
Jennifer Navarro
Patricia K. Shaw

REGINA L. ROSSALL
District Superintendent

ROBERT HUGHES
Deputy Superintendent
Human Resources

MARGUERITE JOHNSON
Assistant Superintendent
Educational Services

SHAWN CABEY
Assistant Superintendent
Administrative Services

RESOLUTION 17-76

National Teacher Day

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED we the Westside Union School District Board of Trustees do hereby proclaim, Tuesday, May 9, 2017, as National Teacher Day.

BE IT FURTHER RESOLVED the Westside Union School District Board of Trustees encourages all members of our community to join with us in personally expressing appreciation to our teachers for their dedication and devotion to their work.

This resolution is adopted on the 2nd day of May in the community of Palmdale, California

Steve DeMarzio, President

John Curiel, Vice President

Patricia K. Shaw, Clerk

Linda Jones, Member

Jennifer Navarro, Member

SCHOOL SITES

ANAVERDE HILLS SCHOOL
Kristin Kruizinga, Principal

COTTONWOOD SCHOOL
Laura Duran, Principal

DEL SUR SCHOOL
Jessica Kott, Principal

ESPERANZA SCHOOL
Nicole Hernandez, Principal

GREGG ANDERSON
ACADEMY
Shelly Dearing, Co-Principal
Tom Morreale, Co-Principal

HILLVIEW MIDDLE SCHOOL
Rodney Lots, Co-Principal
Jennifer Slater-Sanchez,
Co-Principal

JOE WALKER MIDDLE
SCHOOL
Steve Wood, Principal

LEONA VALLEY SCHOOL
Cathy Bennett, Principal

QUARTZ HILL SCHOOL
Andrea Paxton, Principal

RANCHO VISTA SCHOOL
Cathy Bennett, Principal

SUNDOWN SCHOOL
Timothy Barker, Principal

VALLEY VIEW SCHOOL
Rebecca Davis, Principal

WESTSIDE ACADEMY
Deborah Rutkowski-Hines
Principal/Teacher



Proclamation

Whereas, California teachers have advocated for and currently provide the public education all students deserve; and

Whereas, California teachers have long set the bar for innovation and creativity in their classrooms; and

Whereas, by nature California teachers are proven leaders in bringing inventive practices and creativity into their classrooms every day; and

Whereas, California teachers can't help but be influenced by the innovative, stimulating and creative atmosphere that surrounds them; and

Whereas, California teachers continually look to enhance Science, Technology, Engineering, and Mathematics (STEM) programs in their schools; and

Whereas, California has produced the thinkers, the scientists, the inventors, the technicians, and the engineers that have led our state to become the eighth largest economy in the world; and

Whereas, California owes much of its success to its public schools, colleges and universities that produce the scholars, thinkers, and educated workforce; and

Whereas, California teachers, like their well-educated professional counterparts, continue to add to their own education by completing advanced degrees, coursework and professional development throughout their careers; and

Whereas, it is well-known that California has led the country and the world in its contributions to innovative school improvement; and

Whereas, California teachers strive to create an educational community that is inquiry based, collaborative, and promotes creative thinking by providing teachers with the freedom and support to be great; and

Whereas, this endeavor is itself an innovative approach that is changing school climate and culture where it is being practiced; and

Whereas, the theme of the 36th annual California Day of the Teacher on May 10 is :

***California Teachers: Advocates for the public education
all our students deserve***

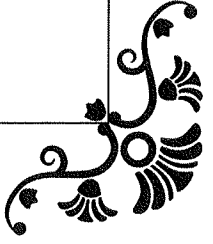

Now, therefore, I, Steve DeMarzio serving as President of the Westside Union School District Board of Trustees ***Do hereby proclaim Wednesday, May 10, 2015 as***

DAY OF THE TEACHER

I urge all citizens to observe this day by taking time to remember and honor those who give the gift of knowledge through teaching.

Signed this 2nd day of May, 2017.

Patricia K. Shaw, Clerk



BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Retirement Resolutions - Revised

BACKGROUND:

The attached resolutions commemorate the service of the following Certificated Staff:

17-77 – Richard Anderson
17-78 – Wendy Chance
17-79 – Tyna Chang
17-80 – Janet Diaz
17-81 – James Jacobs
17-82 – Janet Jordan
17-83 – John Jordan
17-84 – Linda Lounder
17-85 – Jean Newhouser
17-86 – Susan Reno
17-87 – Laura Riggs
17-88 – Helen Schafer
17-89 – JJ Schramm
17-90 – Willie Scott

PROGRAM/EDUCATIONAL IMPLICATION:

These retirees have served the District in a variety of ways; from providing direct instruction, leadership and support to our programs, they have contributed significantly in the education of our students. We thank them for their years of service and wish them well in retirement.

COST ANALYSIS/FUNDING SOURCE:

No cost associated with the resolutions

SUPERINTENDENT'S RECOMMENDATION:

Approval

Retirement Resolutions

Will be handed out at the Board Meeting

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Declaration of Need for Fully Qualified Educators

BACKGROUND:

In order to employ an individual on an emergency or provisional permit, the District must have a Declaration of Need on file with the Commission that is valid during the time the permit is valid. The Declaration of Need is the employer's proof to the Commission that there is a need to hire un-credentialed teachers.

PROGRAM/EDUCATIONAL IMPLICATION:

Approval of the Declaration of Need allows the District to hire teachers who have not completed their credential program. The District will hire teachers on Emergency or Provisional Permits only after exhausting all available alternatives.

COST ANALYSIS:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

Appendix B



State of California
Commission on Teacher Credentialing
Certification, Assignment and Waivers Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

E-mail: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2017-2018

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Westside Union School District District CDS Code: 65102

Name of County: Los Angeles County CDS Code: 19

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 02 / 2017 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► Enclose a copy of the board agenda item

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2018.

Submitted by (Superintendent, Board Secretary, or Designee):

_____	_____	_____
Name	Signature	Title
_____	_____	_____
Fax Number	Telephone Number	Date

Mailing Address		

E-Mail Address		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► Enclose a copy of the public announcement

Appendix B

Submitted by Superintendent, Director, or Designee:

_____ Name	_____ Signature	_____ Title
_____ Fax Number	_____ Telephone Number	_____ Date
_____ Mailing Address		
_____ E-Mail Address		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1
Bilingual Authorization (applicant already holds teaching credential)	0
List target language(s) for bilingual authorization: _____	
Resource Specialist	1
Teacher Librarian Services	0
Visiting Faculty Permit	0

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	0
Special Education	0
TOTAL	0

Appendix B

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☒ Yes

No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes

No

If yes, how many interns do you expect to have this year? 18

If yes, list each college or university with which you participate in an internship program.

California State Bakersfield ; Brandman ; National ; California
State Northridge +

If no, explain why you do not participate in an internship program.

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Robert Hughes, Deputy Superintendent

SUBJECT: Declaration of Indefinite Salaries for Retroactive Pay

BACKGROUND:

The California Constitution, Article 11, Section 10 prohibits unrepresented employees from receiving additional compensation for services already rendered, unless the salaries are declared legally indefinite prior to July 1 of each year. As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for 2017-2018

PROGRAM/EDUCATIONAL IMPLICATION:

In the event that sometime after July 1, 2017, the Board wishes to approve salary increases for unrepresented employees, this action will allow them to do so.

COST ANALYSIS:

None

SUPERINTENDENT'S RECOMMENDATION:

Approval

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES
PREPARED BY: Robert Hughes, Deputy Superintendent
SUBJECT: Variable Term Waiver

BACKGROUND:

Variable Term Waivers are designed to allow employing agencies to hire qualified individuals to fill a position for which they have not yet completed a credential program. Variable Term Waivers are issued in 1 year periods and require adequate progress toward the credential goal for renewal.

PROGRAM/EDUCATIONAL IMPLICATION:

The Variable Term Waiver 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 Variable Term Waiver:

Kathleen Swiech	Clinical or Rehabilitative Services (Speech)
Tina Nehen	Clinical or Rehabilitative Services (Speech)
Lorena Byrod	Clinical or Rehabilitative Services (Speech)
Kellie Hier	Clinical or Rehabilitative Services (Speech)
Samantha Lemus	Clinical or Rehabilitative Services (Speech)

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Shawn Cabey, Assistant Superintendent Administrative Services

SUBJECT: Revised District Board Policy and Administrative Regulation
Second and Final Reading

BACKGROUND:

Suggested by CSBA to make our policies/regulations consistent with law.

Board Policy/Administrative Regulation 3260 – Fees and Charges [Revised District Policy to align with applicable statutes (CSBA)]

(BP/AR revised) Policy reorganized and updated to reflect a California Department of Education (CDE) management advisory regarding the prohibition against requiring parent/guardian volunteer hours or payment as a condition of the student's enrollment or participation in educational activities.

Regulation updated to reflect NEW LAW (AB 2615, 2016) which permits districts to charge a fee for participation in After School Education and Safety (ASES) programs, 21st Century Community Learning Center (21st CCLC) programs, and 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program, as long as the fee is waived or reduced for low-income families and, effective July 1, 2017, the fee is not charged for a homeless or foster youth. Regulation also clarifies the permissibility of charging a fee for in-state field trips in accordance with CDE's interpretation of law, provided that no student is prevented from participating based on a lack of funds.

PROGRAM/EDUCATIONAL IMPLICATION:

The recommendations make our policies/regulations consistent with current laws.

COST ANALYSIS/FUNDING:

There are no costs associated with updating this policy/regulation.

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

Westside Union SD

Board Policy - Revised

Fees And Charges

Business and Noninstructional Operations

BP 3260(a)

The Board of Trustees recognizes its responsibility to ensure that books, materials equipment, supplies, and other resources necessary for students' participation in the district's educational program are made available to them at no cost.

No student shall be required to pay a fee, deposit, or other charge for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (Education Code 49010, 49011; 5 CCR 350)

(cf. 3100 - Budget)

(cf. 6145 - Extracurricular and Cocurricular Activities)

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. When approving such fees, deposits, or charges, establishing fee schedules, or determining whether waivers or exceptions should be granted, the Board shall consider relevant data, including the socio-economic conditions of district students' families and their ability to pay.

(cf. 3250 - Transportation Fees)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5143 - Insurance)

(cf. 9323.2 - Actions by the Board)

The prohibition against student fees shall not restrict the district from soliciting for ~~voluntary~~ donations, participating in fundraising activities, and or providing prizes or other recognition for participants in such activities and events. The Superintendent or designee shall emphasize that participation of students, parents/guardians, district employees, volunteers, or educational or civic organizations in such activities and events is voluntary. ~~However, t~~The district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student and shall not remove, or threaten to remove, from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 3290 - Gifts, Grants and Bequests)

The Superintendent or designee shall provide information or professional development opportunities to administrators, teachers, and other personnel to learn about permissible fees.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

~~Whenever district employees, volunteers, students, parents/guardians, or educational or civic organizations participate in such events or activities, the Superintendent or designee shall emphasize that participation in the event or activity is voluntary.~~

Complaints

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

(cf. 1312.3 - Uniform Complaint Procedures)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to all affected students and parents/guardians in accordance with 5 CCR 4600.

~~The Superintendent or designee shall include information in the annual notification required by 5 CCR 4622 to be provided to all district students, parents/guardians, employees, and other interested parties about the requirements relating to the prohibition against districts requiring students to pay fees, for participation in an educational activity.~~ Information related to the prohibition against requiring students to pay fees for participation in an educational activity shall be included in the district's annual notification of uniform complaint procedures to be provided to all students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 49013)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

Legal Reference:

EDUCATION CODE

8239 Preschool and wraparound child care services

8250 Child care and development services for children with disabilities

8263 Child care eligibility

8422 21st Century High School After School Safety and Enrichment for Teens programs

8482.6 After School Education and Safety programs
8760-8774 Outdoor science and conservation programs
17453.1 District sale or lease of Internet appliances or personal computers to students or parents
17551 Property fabricated by students
19910-19911 Offenses against libraries
32033 Eye protective devices
32221 Insurance for athletic team member
32390 Fingerprinting program
35330-35332 Excursions and field trips
35335 School camp programs
38080-38086 Cafeteria establishment and use
38120 Use of school band equipment on excursions to foreign countries
39801.5 Transportation for adults
39807.5 Payment of transportation costs
39837 Transportation of students to places of summer employment
48050 Residents of adjoining states
48052 Tuition for foreign residents
48904 Liability of parent or guardian
49010-49013 Student fees
49065 Charge for copies
49066 Grades, effect of physical education class apparel
49091.14 Prospectus of school curriculum
51810-51815 Community service classes
52612 Tuition for adult classes
52613 Nonimmigrant ~~aliens~~ foreign nationals
56504 School records; students with disabilities
60410 Students in classes for adults
GOVERNMENT CODE
6253 Request for copy; fee
CALIFORNIA CONSTITUTION
Article 9, Section 5 Common school system
CODE OF REGULATIONS, TITLE 5
350 Fees not permitted
4600-4687 Uniform complaint procedures
UNITED STATES CODE, TITLE 8
1184 Foreign students
COURT DECISIONS
Driving School Assn of CA v. San Mateo Union HSD (1993) 11 Cal. App. 4th 1513
Arcadia Unified School District v. State Department of Education (1992) 2 Cal 4th 251
Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739
Hartzell v. Connell (1984) 35 Cal. 3d 899
CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees: Damage to School Property, Fiscal Management Advisory 16-01, September 16, 2016

Pupil Fees: Parent Service Hours, Fiscal Management Advisory 15-01, January 20, 2015

Pupil Fees, Deposits, and Other Charges: Cap and Gown for High School Graduation Ceremony, Addendum to Fiscal Management Advisory 12-02, October 4, 2013

Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy WESTSIDE UNION SCHOOL DISTRICT

adopted: June 4, 2013 Quartz Hill, California

revised: August 19, 2014

Westside Union SD

Administrative Regulation - Revised

Fees And Charges

Business and Noninstructional Operations

AR 3260(a)

When approved by the Board of Trustees, the Superintendent or designee may impose a fee for the following: (5 CCR 350)

1. Insurance for athletic team members, with an exemption providing for the district to pay the cost of the insurance for any team member who is financially unable to pay for financial hardship- (Education Code 32221)

(cf. 5143 - Insurance)

2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)

3. Expenses of students' participation in a field trip or excursion within the state or to another state, the District of Columbia or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)

(cf. 6153 - School-Sponsored Trips)

4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)

(cf. 5142.1 - Identification and Reporting of Missing Children)

5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-877 4, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee (Education Code 35335)

(cf. 6142.5 - Environmental Education)

6. Reimbursement for the direct cost of materials provided by the district to a student for the fabrication of nonperishable personal property the student will take home for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student (Education Code 17551)

7. Home-to-school transportation and transportation between regular, full-time day schools and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student and so long as exemptions are made for

indigent and disabled students (Education Code 39807.5)

(cf. 3250 - Transportation Fees)

8. Transportation for students to and from their places of employment in connection with any summer employment program for youth (Education Code 39837)

9. Deposit for school band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries (Education Code 38120)

10. Sale or lease of Internet appliances or personal computers for the purpose of providing access to that allow a person to connect to or access the district's educational computer network, provided that the items are sold or leased to parents/guardians at no more than cost, as long as and the district provides network access for families who cannot afford it (Education Code 17453.1)

(cf. 0440 - District Technology Plan)

(cf. 6163.4 - Student Use of Technology)

11. Fees for any An adult education or secondary school community service class in civic, vocational, illiteracy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the class (Education Code 51810, 51815)

(cf. 6142.4 - Service Learning/Community Service Classes)

12. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)

(cf. 3514.1 - Hazardous Substances)

(cf. 5142 - Safety)

13. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies (Education Code 49065, 56504)

(cf. 5125 - Student Records)

14. Actual costs of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)

(cf. 1340 - Access to District Records)

(cf. 5020 - Parent Rights and Responsibilities)

15. Food sold at school subject to free and reduced price-meal program eligibility and other restrictions specified in law (Education Code 38084)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Funds)
(cf. 3552 - Summer Meal Program)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 3554 - Other Food Sales)

16. As allowed in law, replacement cost or reimbursement for lost or willfully damaged district books, supplies, or property, or for district property loaned to a student that he/she fails to return (Education Code 19910-19911, 48904)

(cf. 3515.4 - Recovery for Property Loss or Damage)

17. Tuition for district school attendance by an out-of-state and out-of-country resident (Education Code 48050, 48052, 52613; 8 USC 1184)

(cf. 5111.2 - Nonresident Foreign Students)

18. Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects or for which high school credit is granted when taken by a person who does not hold a high school diploma, or, effective July 1, 2015, classes in English and citizenship (Education Code 39801.5, 52612, 60410)

(cf. 6200 - Adult Education)

19. Preschool and child care and development services in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is for severely disabled children and the student is eligible to enroll in it (Education Code 8239, 8250, 8263)

(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

20. ~~After School Education and Safety Programs, as long as no eligible student is denied the ability to participate because of inability to pay the fee~~
Participation in a before-school or after-school program that is funded as an After School Education and Safety (ASES) program, 21st Century Community Learning Center (21st CCLC), or 21st Century High School After School Safety and Enrichment for Teens program, provided that fees are waived or reduced for families with students who are eligible for free or reduced-price meals and, in regard to ASES and 21st CCLC programs, fees are not charged if the district knows the student is a homeless or foster youth (Education Code 8422, 8482.6)

(cf. 5148.2 - Before/After School Programs)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)

21. Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course

(cf. 6141.4 - International Baccalaureate Program)
(cf. 6141.5 - Advanced Placement)

Regulation WESTSIDE UNION SCHOOL DISTRICT
approved: June 4, 2013 Quartz Hill, California
revised: August 19, 2014

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Chris Soliz, Director, Information Technology

SUBJECT: Notice of Completion: Digital Networks Group, Inc.

BACKGROUND:

The goal of our 21st Century Classroom Technology upgrade project is to ensure all Westside Union School District classrooms meet a recommended level of technology. This includes (4) computers per classroom, an interactive projector, integrated sound/microphone system, and document camera. This phase of the project included the installation of the Epson interactive projector, the Extron AV control system with VoiceLift microphone, and larger 5'x 8' whiteboard in most classrooms.

PROGRAM/EDUCATIONAL IMPLICATION:

Implementing up-to-date technology will enable the District to foster better collaboration between instructors, integrate new learning models, reach new learners and facilitate learning beyond the physical boundaries of the facilities.

COST ANALYSIS/FUNDING SOURCE:

General Obligation Bonds/Anaverde Settlement

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Approval

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES

PREPARED BY: Jeri Holmes, Purchasing Specialist

SUBJECT: Rejection of Bid: Proposition 39 HVAC Upgrades at Sundown and Valley View, and Roof Replacement at Sundown

BACKGROUND:

Bids were accepted Thursday April 13, 2017 for Proposition 39 HVAC Upgrades at Sundown and Valley View, and Roof Replacement at Sundown.

Bids were received as follows:

Bidder	Bid Amount
Eberhard Energy Systems	\$1,235,684.00
United Mechanical Contractors, Inc.	\$1,678,000.00

The Board is requested to reject all bids due to the bid amounts exceeding the estimated cost.

PROGRAM/EDUCATIONAL IMPLICATION:

Bidding provides for competitive pricing for Phase III of the Cottonwood Modernization Project.

COST ANALYSIS/FUNDING SOURCE:

HVAC Upgrades: \$325,000.00, Prop 39 Funding

Sundown Roof Replacement: \$275,000.00, General Fund – Routine Restricted Maintenance

ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES RECOMMENDATION:

Rejection

BOARD AGENDA

May 2, 2017

TO: BOARD OF TRUSTEES
PREPARED BY: Regina L. Rossall, Superintendent
SUBJECT: 2017-2018 WUTA Calendar

PLACE HOLDER